

**Common Council Minutes**  
**Wednesday, February 15, 2023—7:00 PM**

The Common Council of the City of Neenah, Winnebago County, Wisconsin, met in regular session at 7:00 PM, February 15, 2023, in the Council Chambers of Neenah City Hall.

Mayor Lang is the chair.

Present: Alderpersons Boyette, Borchardt, Hillstrom, Lendrum, Erickson, Weber, and Stevenson. Alderperson Skeyrms was excused. Staff present Director of Finance Rasmussen, Community Development & Assessment Haese, Director of Public Works Kaiser, City Attorney Rashid, and City Clerk Nagel.

Also present were Police Chief Olson, Director of Information Systems Wenninger.

Mayor Lang called the meeting to order at 7:16 PM.

- I. The Mayor/Alderpersons recorded their attendance on the RollCall-Pro System as the Clerk called the roll. Alderperson Hillstrom led the Pledge of Allegiance.
- II. Introduction and Confirmation of Mayor's Appointment(s)
  - A. Appointment of Vicky Rasmussen to the position of Director of Finance commencing February 13, 2023. **(UC)**
  - B. Swearing in of newly appointed Director of Finance Vicky Rasmussen.

**There being no objections, the Mayor's appointments were ordered approved by unanimous consent.**

Mayor Lang recognized Deputy Director Andy Kahl for stepping in as Interim Finance Director over the past several months.

Director of Finance Rasmussen was sworn in by Clerk Nagel.

- III. Approval of Council Proceedings
  - A. Approval of the Council Proceedings of February 1, 2023 regular session. **(UC)**

**There being no objections, the Council Proceedings of February 1, 2023 was ordered approved as written by unanimous consent.**

- IV. Public Hearings
  - A. Consider Special Use Permit request by the Miller Auto Towing and Recovery, LLC, to establish an automotive sales and towing business at 614 S. Green Bay Road.  
Mayor Lang opened the public hearing at 7:20 PM. Seeing no appearances, Mayor Lang closed the public hearing at 7:21 PM.

- V. Plan Commission report pertaining to the Public Hearings
  - A. Plan Commission meeting of February 7, 2023: (Ald. Steiner) (Minutes can be found on the City web site)
    1. Plan Commission finds the proposed use meets the findings of fact for a Special Use Permit (Sec. 26-48) and recommends Council approve a Special Use Permit for an automotive sales and tow business located at 614 S Green Bay Road subject to the conditions of the Special Use Approval Letter. **(RollCall-Pro) MSRCP Steiner/Stevenson to approve as recommended by the Plan Commission, all voting aye.**

No discussion.

VI. Public Forum

- A. Speakers should give their name and residential address (not mailing address) and are allowed five minutes to speak on any topic.

Mayor Lang opened the public forum at 7:22 PM. Seeing no appearances, the public forum was closed at 7:22 PM.

VII. Mayor/Council consideration of public forum issues

There were no comments on the public forum.

VIII. Consent Agenda – None.

IX. Reports of standing committees

- A. Regular Public Services and Safety Committee meeting of February 7, 2023: (Chairperson Lendrum/Vice Chairperson Hillstrom) (Minutes can be found on the City web site)

1. Committee recommends Council approve Final Resolution 2023-04: Sanitary Sewer Lateral Installation and Lead Water Service Replacement on Burr Avenue, Chestnut Street, Columbian Avenue, Dieckhoff Street, High Street, Laudan Boulevard, with the correction of Laudan Boulevard being Oak Street to Elm Street, and River Street. **(RollCall-Pro)**

**MSCRP Lendrum/Hillstrom to approve as recommended by the Public Services and Safety Committee, all voting aye.**

No discussion.

- B. Regular Finance and Personnel Committee meeting of February 6, 2023: (Chairperson Erickson/Vice Chairperson S kyrms) (Minutes can be found on the City web site)

1. Committee recommends Council authorize staff to enter into agreements to fund the purchase and installation of freezer equipment at the St. Vincent DePaul Council of Neenah-Menasha food pantry with Community Development Block Grant and CDBG-CV funds in an amount not to exceed \$115,000. **(RollCall-Pro)**  
**MSCRP Erickson/Borchardt to approve as recommended by the Finance and Personnel Committee, all voting aye.**

No discussion.

2. Committee recommends Council authorize staff to enter into an agreement with Camera Corner Connecting Point for technology upgrades in the Council Chambers, funded by \$50,000 from the IS Capital Equipment budget and \$32,000 from Capital Equipment Reserves. **(RollCall-Pro)**

**MSCRP Erickson/Hillstrom to approve as recommended by the Finance and Personnel Committee, all voting aye.**

No discussion.

3. Committee recommends Council approve an interest rate of 5% for 2023 special assessments paid in installments. **(RollCall-Pro)**

**MSCRP Erickson/Borchardt to approve as recommended by the Finance and Personnel Committee, all voting aye.**

No discussion.

- X. Reports of special committees and liaisons and various special projects committees
- A. Regular Plan Commission meeting of February 7, 2023: (Council Rep Steiner) (Minutes can be found on the City web site)
1. Commission recommends Council approve Ordinance No. 2023-01, approving Project Plan Approval #1-23 for the Westside Business District, allowing the construction of a restaurant with a drive-thru lane located at 1121 Westowne Drive. **(RollCall-Pro) MSCRP Steiner/Borchardt to approve as recommended by the Plan Commission, all voting aye.**
- Discussion: Alderperson Boyette clarified with Director Kaiser that the location is the former Perkins site.
- B. Board of Public Works meeting of February 9, 2023: (Vice Chairperson Hillstrom) (Minutes can be found on the City web site)
1. Council Action Items:
    - a. The Board recommends Council award Contract 1-23, Street, Sanitary & Storm Sewer and Water Main Construction on Burr Ave., Chestnut St., Dieckhoff St., and Laudan Blvd. to Don E. Parker Excavating, Hortonville in an amount of \$2,474,739.50. **(RollCall-Pro) MSCRP Hillstrom/Borchardt to approve as recommended by the Board of Public Works, all voting aye.**

Discussion: Alderperson Steven confirmed the overall project budget with Director Kaiser of \$2,730,000 for all four pieces of this project, and that \$3,330,000 in excess funds were borrowed.

    - b. The Board recommends Council Award Contract 2-23, Sewer, Water Main & Water Services, and Street Construction on Brantwood Dr., Brantwood Ct., Charles Ct., Hughes Ct., Memorial Ct., and Patrick Ct., to David Tenor Corporation, in an amount of \$1,077,298.50. **(RollCall-Pro) MSCRP Hillstrom/Borchardt to approve as recommended by the Board of Public Works, all voting aye.**

No discussion.
- C. Reports on neighborhood groups.
1. Business Improvement District Board (BID Board) – Alderperson Skyrms  
Phone connection was lost with Alderperson Skyrms, no report.
- D. Library Board
1. Report from the Library Board – Alderperson Erickson
    - a. Reporting from the February 15, 2023 Meeting
    - b. There are many events planned at the library which can be found on their website.
    - c. There was a record attendance of 97 at Story Time today, and Tot Story Time attendance was 22.
    - d. Speed puzzling took place Saturday, February 11<sup>th</sup>. This was a very successful event in which a 1,000-piece puzzle was completed in about an hour and twenty minutes..
- E. Neenah Arts Council
1. Report from the Neenah Arts Council – Alderperson Erickson
    - a. Report from the meeting of February 8, 2023

- b. Neenah Arts Council along with the Neenah Public Library is sponsoring the Neenah Sesquicentennial Photo Contest. Photos can be submitted in March. Winners will be announced April 12<sup>th</sup>.
  - F. Landmarks Commission
    - 1. Report from the Landmarks Commission – Alderperson Steiner
      - a. Reporting from the February 8, 2023 meeting.
      - b. Continued preparations for the 150 Anniversary Celebration where there are several events taking place. Event details will be announced soon.
- XI. Presentation of petitions – None.
  - A. Any other petition received by the City Clerk’s Office after distribution of the agenda.
- XII. Council Directives – None.
- XIII. Unfinished Business – None.
- XIV. New Business
  - A. Alderperson Boyette requested an update from Director Haese on projects throughout the city.
    - 1. The former Perkins Site will now be Chipotle.
    - 2. Applebee’s is closed. There have been inquiries about this site but no proposals submitted.
    - 3. Planet Fitness is open in the old Shopko site. There are two other tenants who will be announced soon.
    - 4. Noodles and Company will occupy late spring, early summer this year.
    - 5. The parking structure will be coming forth soon, working on a refined conceptual layout with cost estimates.
    - 6. Conversations have been had with the downtown warehouse.
    - 7. Arrowhead Park Remaster Plan is moving forward.
    - 8. There are several projects that need additional acquisitions, one in the industrial park.
    - 9. The 201 Main Street building was delayed by the elevator. The developer is still hoping for March occupancy.
  - B. Any announcements/questions that may legally come before the Council.
- XV. Closed Session
  - A. The Council may convene into closed session pursuant to Wis. Stats §19.85 (1)(g) to confer with legal counsel (City Attorney) with respect to litigation in which the City is involved, including possible settlement discussion and authorization concerning Moderson v. City of Neenah suit.
  - B. May reconvene into open session pursuant to Wis. Stats. § 19.85(2) to consider or act on closed session recommendation(s).

The Council did not convene into closed session.
- XVI. Adjournment  
**MSC Stevenson/Steiner to adjourn, all voting aye. Meeting adjourned at 7:37 PM.**

Respectfully submitted,



Charlotte Nagel, City Clerk