

Common Council Minutes
Wednesday, January 19, 2022—7:00pm

The Common Council of the City of Neenah, Winnebago County, Wisconsin, met in regular session at 7:00pm, January 19, 2022, in the Council Chambers of Neenah City Hall.

Mayor Kaufert is the chair.

Due to the Public Health Emergency caused by the COVID-19 Pandemic, this meeting was in hybrid format with some Council Members and staff in-person and some attending virtually.

Present: Alderpersons appearing in-person Lang, Lendrum, Borchardt, and Stevenson. Alderpersons appearing virtually: Boyette, Bates, Erickson, Hillstrom, and Skyrms. Staff present in-person Director of Finance Easker, Director of Community Development & Assessment Haese, City Attorney Westbrook and City Clerk Nagel.

Excused: Director of Public Works Kaiser

Also Present: Virtually present were Director of Water Utility Tony Mach, Director of Parks & Recreation Michael Kading, Police Chief Aaron Olson, Assistant Police Chief Jeff Bernice, Police Captain Thomas Van Sambeek, Director of Human Resources & Safety Lindsay Kehl, Director of Information Systems Joe Wenninger, Mayoral Candidate Kelly Behrmann. Present in-person ThedaCare Project Management Team including Gary Karls Graef Designers, Timothy Stutzman, Patrick Saifkani, Andrew Navarro, and Patrick Skolecke, along with Robert W. Baird Public Finance Director Brad Viegut, and Aldermanic District 2 Candidate Dan Steinert

Mayor Kaufert called the meeting to order at 7:02pm

- I. The Clerk called a voice roll call, followed by the Pledge of Allegiance led by Alderperson Lendrum.
- II. Recognition of Retirees
 - A. Amy Books, Library Technical Services, 43 years of service.
 - B. Lisa Moede, Police Department Records Coordinator, nearly 30 years of service.
 - C. Peter Anderson, Neenah-Menasha Fire Rescue Shift Commander, 27 years of service.

The Mayor along with the Council members recognized Amy Books, Lisa Moede, and Peter Anderson for their years of service to the community and wished them well on their retirement.

- III. Introduction and Confirmation of Mayor's Appointment(s)

- A. Mayor Kaufert's appointment of Merrie Schmauberger to fill the expired term of Amy Kester on the Sustainable Neenah Committee three-year term ending December 2024. (Motion to confirm) **(UC)**
MS Borchardt/Stevenson to appoint Merrie Schmauberger to the Sustainable Neenah Committee for a three-year term. Motion carried by unanimous consent.
- IV. Approval of Council Proceedings
- A. Approval of the Council Proceedings of December 15, 2021 regular session. **(UC)**
There were some minor corrections brought forth by Alderperson Lendrum. Alderman Bates had a correction on the Proceedings with Resolution 2021—20 and 2021-21 were on the minutes but not in the proceedings. The Clerk advised the corrections would be made.
MS Lendrum/Lang to approve the Proceedings as corrected. Motion carried by unanimous consent.
- V. Public Hearings
- A. Consider Ordinance 2022-01 ThedaCare Medical Center Community Health District Master Plan amendment #1-22 and Project Plan Approval #1-22.
Mayor Kaufert explained that in 1990 the city established a Master Plan with Theda Clark. The Master Plan shows the boundaries of Theda Clark its potential expansion area. This gave credence to the area so that the public knew where the future expansion boundaries are. The public hearing is on an ordinance with an amendment within the expansion boundaries.
- Mayor Kaufert opened up the public hearing 7:11PM for comments. After three calls for comments there were no appearances. Mayor Kaufert closed the public hearing at 7:12 PM.
- VI. Plan Commission report pertaining to the Public Hearings
- A. Plan Commission meeting of January 11, 2022: (Ald. Lang) (Minutes can be found on the City web site)
1. Commission recommends Council approve Ordinance 2022-01 for the ThedaCare Medical Center Community Health District Master Plan Amendment #1-22 and a Project Plan Approval #1-22.
MSCRP Lang/Stevenson Ordinance 2022-01 for the ThedaCare Medical Center Community Health District Master Plan Amendment #1-22 and a Project Plan Approval #1-22, motion carried unanimously
- Discussion: Alderperson Bates inquired if the helipad is on ground or on top of the hospital. Deputy Director Community Development

answered that the helipad will be on grade in the existing parking lot. There was great consideration given to landscaping to avoid any impact of the wind washout. Therefore, the landscaping will be of heavier stone as to not impact the wind washout. There is also a three foot barrier around the entire helipad.

Aldersperson Lendrum has two concerns; 1 – That there be no impact to nearby homes from light dispersion, that the lights are baffled enough to produce no trespass to the homes, 2 – The biofilter, be landscaped so that it aesthetically pleasing and fits in with the character of the neighborhood.

Aldersperson Boyette inquired what if any affect will the helipad have on the school building in the future no matter what is done with the building. Gary Karls, Project Manager for this expansion project, advised the helipad will have no effect on the school. Patrick Skolecke Gries Architectural Group, Site Civil Engineer for the project, advised the FAA requires the design of surface approaches to go up at an 8:1 ratio. For example, the helipad east to the property line is about 320-feet. The helicopter would raise about 65-feet in the air, which is a seven story high building, equivalent to the Neenah One Center. To the north, to the school it about 300-feet to the school which means the helicopter will be about 35-feet in the air for the lower surface plan of departure.

Aldersperson Hillstrom wanted bring forth that Theda Clark does own the playground land for Roosevelt School. Years ago Roosevelt School playground was on asphalt and ThedaCare allowed the school to move the playground to the grassy area.

Mayor Kaufert went to Appleton Medical Center to see how the helicopter performs and ran into a neighbor who lives in close proximity to the helipad. This neighbor had nothing but good things to say about washout. Mayor Kaufert is familiar with setting up landing zones and feels confident that everything is going to be fine with the operations of the helicopter.

Aldersperson Lang commented that it was so encouraging to see this plan and knows that ThedaCare is committed to this project, especially the expansion of the emergency department and the helipad. It is also encouraging to know that they will be adding graduate learning at site, opportunities for medial residents to train at Theda Clark which is overdue.

Mayor Kaufert commented that it was an extremely good day when ThedaCare announced that they were staying in Neenah for the long haul. It was nerve racking to know that they were at one time going to close both their hospitals and build one big one west of the highway. A lot of work went into convincing them to that stay and to renovate was the best option. That next Council meeting Mayor Kaufert made a commitment to ThedaCare that the Council and the Mayor would do whatever it took to make this a smooth transition for them to stay in Neenah. Here they are today with a 100 million dollar investment to expand healthcare and quality, fast health services to those in need. Children's Hospital is also going to stay and we're a better community by having them here with us. Mayor Kaufert thanked Dr. Andrabi and the ThedaCare team that made this commitment to our community and to the future of our community.

VII. Public Forum

- A. Speakers should give their name and residential address (not mailing address) and are allowed five minutes to speak on any topic.
 - 1. Aldermanic District Two Candidate Daniel Steinert introduced himself to the Council. Mr. Steinert is running unopposed.

VIII. Mayor/Council consideration of public forum issues

IX. Consent Agenda

- A. Approve the Street Use Permit for the Kids Triathlon, sponsored by City of Neenah Parks & Recreation Department, Neenah WI, to be held on August 6, 2022. **(PSSC)**
- B. **(UC)**
MS Stevenson/Lendrum to approve the Consent Agenda as presented.
Motion carried by unanimous consent.

X. Reports of standing committees

- A. Regular Public Services and Safety Committee meeting of January 11, 2022: (Chairperson Bates/Vice Chairperson Lang) (Minutes can be found on the City web site)
 - 1. Committee recommends Council approve the 2022-2026 Comprehensive Outdoor Recreation Plan. **(RollCall-Pro)**
MSCRП Bates/Lang to approve the 2022-2026 Comprehensive Outdoor Recreation Plan, carried unanimously.

Alderperson Hillstom thanked everyone involved with crafting the plan. It is a large plan and took months to create. There was a citizen survey

which showed that residents were 98% satisfied with the maintenance and improvements in the parks which means that our Parks & Recreation Department is doing a good job.

Alderperson Bates found it interesting how the Commissioners visited the parks and rated what was there, what could be there, and where amenities could be improved. Alderperson Bates appreciates the time and effort put into that.

2. Committee recommends Council approve the agreement with Parkitecture and Planning to complete the Construction Administration Services for Shattuck Park Redevelopment project in an amount not to exceed \$15,000.00. **(RollCall-Pro)**
MSCRP Bates/Lang to approve the agreement with Parkitecture and Planning to complete the Construction Administration Services for Shattuck Park Redevelopment project in an amount not to exceed \$15,000.00, carried unanimously.
3. Committee recommends Council approve the agreement with Parkitecture and Planning for the Design and Engineering Phase I at Kimberly Point in an amount not to exceed \$16,140.00. **(RollCall-Pro)**
MSCRP Bates/Lang to approve the agreement with Parkitecture and Planning for the Design and Engineering Phase I at Kimberly Point in an amount not to exceed \$16,140.00, carried in a roll call vote, 8-1 with Stevenson voting nay.
4. Committee recommends Council approve the agreement with the University of Wisconsin Milwaukee to complete the Archaeological Services for Step 1 and 2 for Kimberly Point Phase I in the amount not to exceed \$3,200.00. **(RollCall-Pro)**
MSCRP approve the agreement with the University of Wisconsin Milwaukee to complete the Archaeological Services for Step 1 and 2 for Kimberly Point Phase I in the amount not to exceed \$3,200.00, carried unanimously.

Mayor Kaufert asked if this was the same type of contract as with the Lakeshore Drive Project. Parks & Recreation Director Kading advised that it is little different. This contract is for design and proper location of the road and to complete necessary permitting required by the state. Phases three and four will be similar to what was seen with the Lakeshore Drive project.

Since the Lakeshore Drive Project, anytime there is digging in the Lakeshore/Kimberly Point area the state needs to be called. This will satisfy requirements with the State Historical Society.

Attorney Westbrook clarified that there will be additional phases to the project. However, this will not be like what was as experienced with the Lakeshore Drive road, it will be more like what was experienced with Lakeshore trail. The trail is not going to be depth as that of the road so the likelihood of finding artifacts is less.

Aldersperson Lang explained that the trail is not going below the plow zone. Land above the plow zone has been disturbed already to some point but the trail is not going below the plow zone.

Aldersperson Boyette asked if the trail is not going to go below the plow zone then why do we need to have this contract. Mr. Kading advised to meet State Historical Society requirements a proactive approach needed. Therefore, engaging UW-Milwaukee now puts us in a better position should artifacts be discovered. By not engaging UW-Milwaukee now puts means we would have to retrace our steps should artifacts be found at no cost savings.

5. Committee recommends Council approve the Police Department purchase of the DJI Mavic 2 Enterprise Advance public safety bundle from the Title Town Drones in an amount of \$7,179.00 using Capital Equipment and Preparedness Grant Funds. **(RollCall-Pro)**
MSCR P Bates/Borchardt to approve the Police Department purchase of the DJI Mavic 2 Enterprise Advance public safety bundle from the Title Town Drones in an amount of \$7,179.00 using Capital Equipment and Preparedness Grant Funds, carried unanimously.

6. Committee recommends Council approve the Police Department purchase the Cellebrite System at a cost of \$16,925.00 using 2022 Capital Improvement Program funds. **(RollCall-Pro)**
MSCR P Bates/Borchardt to approve the Police Department purchase the Cellebrite System at a cost of \$16,925.00 using 2022 Capital Improvement Program funds, carried unanimously.

Aldersperson Bates advised this is to use cell phones to get an urgent or important information to residents through the use of cell phones.

Mayor Kaufert is looking for confirmation that this is best, industry standard technology on the market at this time. With the ever changing technology how do we know there isn't a better program out there or on the horizon? Police Chief Olson advised that right now, this program is the industry standard.

- B. Special Finance and Personnel Committee meeting of January 19, 2022:
1. Consideration of Committee recommendation regarding Resolution 2022-03 Authorizing the Issuance and Sale of \$16,230,000 General Obligation Promissory Notes, Series 2022A. **(RollCall-Pro)**
MSCRP Erickson/Borchardt to approve Resolution 2022-03 Authorizing the Issuance and Sale of \$16,230,000 General Obligation Promissory Notes, Series 2022A, carried unanimously.

Robert W. Baird Public Finance Director Brad Viegut presented the final pricing summary of the negotiated sale that took place earlier in the day. The \$16,230,000 is funding the city's capital improvement plan previously adopted by Council. This bond is also refinancing debt that was issued in 2012 which is generating a savings over \$80,000. The interest on this bond is 1.74% which is way below what was presented to Council and to the finance Committee for planning purposes last month.

Aldersperson Lendrum was appreciative of Mr. Viegut using the term refinancing vs refunding which is easier for the lay person to understand the action taking place.

Aldersperson Bates confirmed that the outcome on the Committee meeting was to approve the resolution authorizing the issue and sale of the General Obligation Bonds.

2. Consideration of Committee recommendation regarding Resolution 2022-04 Authorizing the Issuance and Sale of \$10,170,000 Taxable General Obligation Refunding Bonds, Series 2022B.
MSCRP Erickson/Skyrms to approve Resolution 2022-04 Authorizing the Issuance and Sale of \$10,170,000 \$10,055,000 Taxable General Obligation Refunding Bonds, Series 2022B, carried unanimously.

Robert W. Baird Public Finance Director Brad Viegut presented the final pricing summary of the negotiated sale that took place earlier in the day.

This bond is to refinance debt which the city issues for TIF #8 and generates a saving of nearly \$400,000. The interest rate on this obligation is 1.99% and it is separate from the previous bond is that this bond is taxable. This bond is not eligible for tax exemption financing so it is a separate issuance. This not a restructure of payment or an extension of the repayment period, this is refinancing to get a lower interest rate.

Credit rating agency Standard and Poor's also affirmed that the City's General Obligation rating of AA/Stable on the refunded debt issuance.

The bond amount has changed slightly because the issuance cost were lower than used for planning purposes. The proceeds of this issuance is deposited into an escrow account which is invested in the U.S. Treasury securities and is used to pay off the debt at the first eligible call date. Those earnings in the escrow account has increased along with the movement of interest rates in the last month to the benefit of the city which receives an increasing the total savings and decreasing the borrowing amount. Therefore the amount of borrowed is \$10,055,000 which is lower than the amount on the agenda. This is a five year reissuance with final payment due 2028.

- C. Regular Finance and Personnel Committee meeting of January 10, 2022: (Chairperson Erickson/Vice Chairperson Boyette) (Minutes can be found on the City web site)
1. Committee recommends Council's authorization to enter into an agreement with One Source Technologies to provide IP cameras, licensing, cabling materials and labor for an implementation along Wisconsin Avenue at a cost not to exceed \$16,500 with the funding source being Smart Cities funds approved in Information Systems 2020 Capital Equipment Budget.
MSCRIP Erickson/Lang authorization to enter into an agreement with One Source Technologies to provide IP cameras, licensing, cabling materials and labor for an implementation along Wisconsin Avenue at a cost not to exceed \$16,500 with the funding source being Smart Cities funds approved in Information Systems 2020 Capital Equipment Budget, carried unanimously.
 2. Committee recommends Council approve the 2022 Intermunicipal Agreement with the City of Appleton for Dial-A-Ride cost sharing.

MSCRP Erickson/Stevenson to approve the 2022 Intermunicipal Agreement with the City of Appleton for Dial-A-Ride cost sharing, carried unanimously.

3. Committee recommends Council approve Resolution 2022-02 Authorized Representatives to File Applications for Financial Assistance from State of Wisconsin Environmental Improvement Fund.

MSCRP Erickson/Boyette to approve Resolution 2022-02 Authorized Representatives to File Applications for Financial Assistance from State of Wisconsin Environmental Improvement Fund, carried unanimously.

4. Committee recommends Council approve the Tentative Agreement with the Neenah Professional Police Association for contract terms from January 1, 2022 to December 31, 2025 and authorize preparation and execution of amended contracts reflecting the changes outlined in the Tentative Agreement between the City and Union.

MSCRP Erickson/Boyette to approve the Tentative Agreement with the Neenah Professional Police Association for contract terms from January 1, 2022 to December 31, 2025 and authorize preparation and execution of amended contracts reflecting the changes outlined in the Tentative Agreement between the City and Union, carried unanimously.

- XI. Reports of special committees and liaisons and various special projects committees
 - A. Regular Plan Commission meeting of January 11, 2022: (Council Rep Lang) (Minutes can be found on the City web site) **No report.**
 - B. Board of Public Works meeting of December 21, 2021: (Vice Chairperson Hillstrom) (Minutes can be found on the City web site)
 1. Information Only Items:
 - a) The Board approved Pay Estimate No. 2, Contract 7-21, Harrison Street Stormwater Pond, MCC. Inc., Appleton WI in the amount of \$285,630.97.
 2. Council Action Items:
 - a) The Board recommends Council award Contract to Janke General Contractors, Athens, WI in the amount of \$319,326 (base) and \$132,759 (alternative) for a total cost of \$452,085 for Shattuck Park Fountain and Concrete Reconstruction Project.
MSCRP by Hillstrom/Bates to award Contract to Janke General Contractors, Athens, WI in the amount of

\$319,326 (base) and \$132,759 (alternative) for a total cost of \$452,085 for Shattuck Park Fountain and Concrete Reconstruction Project, carried unanimously.

Aldersperson Bates encourages the Parks & Recreation Department to install a barrier between the water feature and the river for safety purposes. Mayor Kaufert and Director Michael Kading affirmed a barrier will be part of the overall project.

The project is scheduled to be completed June 2022.

C. Community Development Authority

1. Report from the CDA – Director Haese
 - a) Solaris project is close to securing an occupancy permit. They are very pleased with their leased count with the inability to show the building.
 - b) 211 W. Wisconsin Project is moving along. Recently completed the lift of the concrete decking that is on top of the second floor. There will be another big lift in March with the vertical wall.

We are close to reaching the city's obligation to the 211 W. Wisconsin Project, unfortunately the numbers are coming in higher than those previously given to Council. Staff will be reviewing those numbers with an update to Council in the near future.

D. Library Board

1. Report from the Library Board – Aldersperson Erickson
 - a) Met virtually today.
 - b) Reviewed a number of policies.
 - c) Number of programs that available in a hybrid format for both youth and adults.

E. Neenah Arts Council

1. Report from the Neenah Arts Council – Aldersperson Erickson
 - a) Met Wednesday, January 12, 2022
 - b) Photo contest extended to January 31, 2022. Many great submission have been received so far but are looking for more.
 - c) Exploring future project for.

F. Landmarks Commission

1. Report from the Landmarks Commission – Alderperson Lang
 - a) No report this month.

- G. Sustainable Neenah Committee
 1. Report from the Sustainable Neenah Committee – Alderperson Borchardt
 - a) Met Tuesday, January 11, 2022
 - b) Welcomed Merrie Schmaberger to Sustainable Neenah Committee.
 - c) Working and re-working the Committee’s mission and vision in order to gain additional interest from other committees that may have an impact on said ideas so that those ideas can be shared with residents.

- H. Reports on neighborhood groups.
 1. Business Improvement District Board (BID Board) – Alderperson Lang
 - a) Met Tuesday, January 18, 2022
 - b) Welcomed two new members, Christine Rondeau and Robert Wedge.
 - c) Thank You of the Month: Assistant Executive Director Hanneman prepared a thank you card for Joe Ziemba for his hard work on the BID Board.
 - d) Post-Holiday Shoulder Season Gift Cert Sale – January 22, 2022
 - e) Warm Your Heart – February 12, 2022
Member discussed Warm Your Heart and if it was safe in light of the COVID numbers in the area. The safety measures being taken were discussed and business owners were encouraged to use their own discretion when deciding to participate in the event and how.
 - f) Discussion on pedestrian safety particularly with the speed of traffic coming down off the overpass and around the curve into Wisconsin Avenue. There have been subsequent discussion with both the Director of Public Works and with the Traffic Engineer which were very helpful.
 - g) The Tailored Hide has been selected as the Downtown Business of the Year.
 - h) Wisconsin Tattoo Company is moving to 111 E. Wisconsin and a flower shop will be moving into 107 Church Street. A Sign Grant Application was approved for the flower shop.
 - i) Brehmer Law is now located at 117 W. Wisconsin. There is not yet a signed contract for the retail space in the new multi-use apartment building.
 - j) The new Executive Director, Sarah Wylie, will start on Thursday, January 20th.

- h) Deputy Director Schmidt reported to the board that seven companies responded to the Downtown Plan RFP
- I. Bergstrom Mahler Museum
 - 1. Report from the Bergstrom Mahler Museum – Alderperson Erickson
 - a) Met December 29, 2021
 - b) Crystal Ball has moved to May 7, 2022.
 - c) Between Us Exhibit works of John Littleton and Kate Vogal run through February 13, 2022
 - d) Check the website for further information regarding activities at the Bergstrom Mahler Museum of Glass.
- J. Park Commission
 - 1. Report from the Park Commission – Alderperson Borchardt
 - a) Met Thursday, December 16, 2021
 - b) Completed and recommended for adoption the 2022-2026 Comprehensive Outdoor Recreation Plan.
 - c) Shattuck Park and Kimberly Point Projects are underway.
 - d) Winterfest attendance was estimated at 500.
 - e) Arrowhead Pier permits have been submitted to the DNR.
 - f) Opened up part-time summer employment opportunities.
- XII. Presentation of petitions
 - A. Any other petition received by the City Clerk's Office after distribution of the agenda.
 - 1. Annexation No. 225 - Part of Lot 2 of CSM 5779 as recorded in Volume 1 of CSMs as Document No. 1368620 Woodenshoe Road, Town of Vinland.
Director of Community Development Haese advised this annexation is in regard to a subdivision development off Woodenshoe Road. The property is currently owned by the City of Neenah.
 - 2. Annexation No. 226 - Lot 2 of CSM No. 4426 as recorded in Document No. 1081788 CTH G, Town of Neenah.
Director of Community Development Haese advised this is in the proximity of the city's water tower.

Director of Community Development Haese recommends acceptance of these two annexations and referral to the respective committees.

MSCRIP Stevenson/Bates to accept these two annexations and referral to the respective committees, carried unanimously in a voice vote.

XIII. Council Directives

XIV. Unfinished Business

- A. Alderperson Borchardt – At Winterfest he had interaction with some of the Afghan refugees and would like to city to consider some type of welcoming event or welcoming information package to welcome them to Neenah.

Mayor Kaufert advised many communities are utilizing the faith community for an outreach program. Habitat for Humanity is taking an active role with helping the refugees settle into the community. Would look at what the city could offer as assistance.

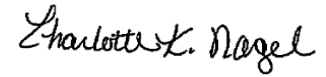
XV. New Business

- A. Any announcements/questions that may legally come before the Council.
- B. Mayor Kaufert
 - A. Happy birthday wishes were extended to both Alderperson Lendrum and Meeting Videographer Dan.
 - B. Congratulations on retirement to Meeting Videographer Dan. Dan will stay on as Neenah's Videographer.
 - C. Toured the old Val Haven Property on Byrd Ave which is being transformed into fully-furnished apartment living. Occupancy has been obtained for one wing of the building. Renovations is being done in sections with the first section being completed. The developer is Banter.
 - D. Executive Director Nikki Hessel will be leaving her position. Mayor Kaufert has a citation thanking her for her years of service. Ms. Hessel will attend the February 2, 2022 to receive recognition and citation.
 - E. Thanked those city employees who endure the weather elements to service the city. We appreciate all they do for us.
- C. Attorney Westbrook
 - A. Updated the Council on the use of dropboxes for absentee ballot return for the February 15, 2022 Spring Primary Election.
- D. Alderperson Lang
 - A. Tomorrow night is the Neenah Historical Society's Neenah's Immigration Stories of the Hansa Joshi Family. It is also available on the Historical Society's YouTube channel.

XVI. Adjournment

MS Stevenson/Boyette to adjourn. With no objections, the motion was approved by unanimous consent. Meeting adjourned at 8:24pm.

Respectfully submitted,



Charlotte K. Nagel
City Clerk