

**NEENAH COMMON COUNCIL MINUTES**  
**Organizational and Regular Meeting**  
**Tuesday, April 16, 2024, at 7:00 p.m.**

The Common Council of the City of Neenah, Winnebago County, Wisconsin, met in organizational and regular session at 7:00 p.m., April 16, 2024, in the Council Chambers of Neenah City Hall.

Present: Aldermen Borchardt, Hillstrom, Lendrum, Erickson, Boyette, Weber, Ellis, Steiner, and Pollnow, Director of Finance Rasmussen, Director of Community Development & Assessment Haese, Director of Public Works Kaiser, City Attorney Rashid, and City Clerk Nagel.

Also Present: Director of Parks & Recreation Kading, Police Chief Olson, Assistant Police Chief Bernice, Police Captain Van Sambeek, Fire Chief Teesch, Assistant Fire Chief Jim Peglow, and those listed on the sign-in sheet attached to the minutes.

Mayor Lang called the meeting to order at 7:01 p.m.

The City Clerk called a voice roll call as the Mayor/Aldermen recorded their attendance in the RollCall-Pro System followed by the Pledge of Allegiance led by newly elected Aldermen Ellis and Pollnow.

**Swearing in Ceremony**

The City Clerk administered the oath of office to newly elected First District Alderman Mark A. Ellis, Second District Alderman Bryan Borchardt, and Third District Alderman William Pollnow, Jr., for 3-year terms, all to expire April 2027.

**ORGANIZATIONAL MEETING**

**MSCRP Steiner/Borchardt that Rules of Order of the previous Council be adopted as rules to govern this Council until modified by proper action of the Council, all voting aye.**

Alderman Pollnow asked the Rules Committee to schedule a meeting to discuss the rules and give some training on said rules.

**Election of Council President:**

**Motion by Steiner, seconded by Lendrum to nominate Alderman Borchardt for Council President. After additional calls for nominations, none were received. Motion was carried unanimously in a voice vote, 9-0.**

**Mayor Lang's appointments to the Standing Committees, one-year terms expire April 2025:**

- Finance & Personnel – (4) Aldermen and the Council President. Mayor appoints Aldermen Erickson, Steiner, Boyette, Ellis, and Council President Borchardt.
- Public Services & Safety – (4) Aldermen and the Council President. Mayor appoints Lendrum, Hillstrom, Weber, Pollnow, and Council President Borchardt.
- N-M Joint Fire Finance and Personnel Committee – the Council President, a member of the Finance and Personnel Committee and an at large Alderman. Mayor appoints Aldermen Boyette, Pollnow, and Council President Borchardt
- **MSCRP Boyette/Lendrum to confirm the Mayor's appointments to the Standing Committees, all voting aye.**

**Mayor Lang's appointments to the Special Council Committees, one-year terms expire April 2025:**

- Committee on Rules – (3) Aldermen. Mayor appoints Aldermen Lendrum, Weber, and Ellis, and Council President Borchardt.
- Legislative Review – Mayor appoints Mayor Lang, the Council President Borchardt, and the Chair of the Finance & Personnel Committee Alderman Erickson.

**MSCRP Borchardt/Ellis to confirm the Mayor's appointments, pending the appointment of Alderman Erickson as Chairman of the Finance & Personnel Committee, all voting aye.**

Mayor Lang recessed the meeting at 7:08 p.m. to permit organizational meetings of the Standing / Special Committees.

Mayor Lang reconvened the Council at 7:29 p.m.

**Organizational Reports of the Standing / Special Committees:**

- Alderman Erickson reported that she was appointed Chairman of the Finance and Personnel Committee and Alderman Boyette was appointed Vice Chairman. The Committee will meet on the Monday of the week prior to each Council meeting at 5:30 p.m. in the Hauser Room.
- Alderman Lendrum reported that she was re-elected Chairman of the Public Services & Safety Committee and Alderman Hillstrom was re-elected as Vice Chairman. The Committee will continue to meet on the Tuesday of the week prior to each Council meeting at 5:00 p.m.
- Alderman Lendrum reported that she was elected Chairman of the Committee on Rules and Alderman Ellis was elected Vice Chairman. The Committee will meet on call.
- Council President Borchardt reported that he was elected Chairman of the Legislative Review Committee and Council Alderman Erickson was elected Vice Chairman. The Committee will meet on call.

**Mayor Lang's Appointments:**

- Ald. Ellis to the Appleton Redevelopment Authority (ARA) Exhibition Center Advisory Committee of the Appleton Redevelopment Authority. Term to expire April 2025.
- Ald. Lendrum and Ald. Hillstrom to the Board of Public Works for a one-year term to expire April 2025. (Previously held by Ald. Hillstrom and Lendrum)
- Mayor Lang, Fire Chief Teesch, City Attorney Rashid, Clerk Nagel, Director of Community Development & Assessment Haese, Director of Finance Rasmussen, Director of Public Works Kaiser, Director of the Water Utility Mach, Police Chief Olson, Director of Information Systems Schroeder, Director of Parks & Recreation Kading, Director of Library Services Hardina-Wilhelm, Director of Human Resources & Safety Fairchild, Aldermen Lendrum and Boyette, Winnebago County Health Representative Doug Gieryn, School Superintendent Pfeiffer, and a Red Cross Representative to the Emergency Government Committee for a one-year term to expire April 2025.
- Dir. of Community Development Haese to the Fox Cities Tourism and Convention Bureau for a one-year term to expire April 2025.
- Planner Kasimor as City representative to Fox Cities Transit Commission for a three-year term expires April 2027.
- Ald. Ellis as Council representative to the BID Board for a one-year term expires April 2025.
- Ald. Erickson as a member of the Community Development Authority for a one-year term to expire April 2025.
- Dir. of Finance Rasmussen to Fox Cities Room Tax Commission for a one-year term to expire April 2025.
- Deputy Director of Community Development Schmidt to Fox Cities Room Tax Commission for a one-year term to expire April 2025.
- Ald. Erickson as Council representative to the Library Board for a one-year term expires April 2025.
- Aldermen Weber, Borchardt, and Pollnow to the Liquor Licensing Review Subcommittee for a one-year term to expire in April 2025.
- Ald. Borchardt as representative on the Bergstrom Mahler Museum Board of Directors for a one-year term to expire April 2025.
- **MSCRP Ellis/Weber to confirm the Mayor appointments, all voting aye.**

**Council Appointments (Council President Stevenson):**

- Ald. Ellis as Council representative to the Joint Review Board for a one-year term to expire April 2025.
- Ald. Weber as Council representative to the Landmarks Commission for a one-year term to expire April 2025.
- Ald. Lendrum as Council representative to the Loan Assistance Board for a one-year term to expire April 2025.
- Ald. Erickson as Council representative to the Neenah Arts Council for a one-year term to expire April 2025.
- Ald. Weber as Council representative to Park & Recreation Commission for a one-year term to expire April 2025.
- Ald. Steiner as Council representative to the Plan Commission for a one-year term to expire April 2025.
- Ald. Steiner as Council representative to the Water Works Commission for a one-year term to expire April 2025.
- Ald. Lendrum as Council representative to the Sustainable Neenah Committee for a one-year term to expire April 2025.
- **MSCRCP Steiner/Boyette to confirm the Council appointments, all voting aye. (RollCallPro)**

Mayor Lang addressed the Council with a year in review. Mayor Lang thanked all the Aldermen for their legacy of dedication to the City of Neenah. This year has once again been a year of transition as two new department heads are hired, NMFR Fire Chief Teesch, replacing retiring Fire Chief Kloehn and Director of Information Services Schroeder who takes the place of retiring Director Wenninger, who served the city for thirty-nine years. Mayor Lang talked about the work culture initiative with the Culture Team creating the City's Mission Statement of; "We strengthen our community by building on the past, owning the present, and stewarding the future together." The Culture Team also created the city's Core Values of: Pursue Growth, Encourage Innovation, Cultivate Collaborative Relationships, and Engage with Our Community. We look forward to continuing to work on the culture of the city that embraces these values and puts them into practice.

Over the course of last year, the city celebrated its 150<sup>th</sup> Anniversary of Incorporation with many exciting activities held throughout the year to celebrate this wonderful community and to remind us why we love it so much. Special thanks to the Neenah Police Department for hosting the 150<sup>th</sup> Medallion Hunt. Much work went into providing a weekly clue of where to find the medallion which included the city's history, geography, and uniqueness. Assistant Chief of Police Bernice and Community Policing Officer Beniot organized the Medallion Hunt.

This past year's accomplishments include: the conclusion of the expansion of Theda Clark Regional Medical Center, the closures of TIF 5 and 6, the Edgewater Door Company Developer Agreement, the RGL Checker Logistic Developer Agreement, the finalization of the Downtown Plan, and the creation of the Houses to Homes Program to name a few of the accomplishments. We continue to be excited about the possibilities at Arrowhead Park as partnership and opportunities are developed for the 30-acre property. The prospects are truly inspiring.

Mayor Lang is incredibly proud of the city staff who work tirelessly to make improvements and think of the future of our great city. The past teaches us that great things never happen when the status quo is accepted, when complacency and mediocrity set in. Our city has never been mediocre. We will continue to make every effort in the coming years to continue to strive to be the exceptional community that we have been for so many generations. By serving together we can make a positive difference for the future of this city and we are committed to doing so. Mayor Lang thanked the community for partnering with the Council and staff in their efforts.

It is an honor for Mayor Lang to work alongside all the elected officials, staff, and citizens. Mayor Lang looks forward to another successful year working together to do our best to serve the City of Neenah with the shared goals and driving motivations of integrity, compassion, and dedication that creates a positive difference for generations to come.

## **REGULAR MEETING OF THE NEENAH COMMON COUNCIL**

### **Recognition of Retirements:**

- Patrol Officer Stuart Zuehls, 25 years of service with the Police Department
  - IS Director Wenninger, 39 years of service with the Information Systems Department
- Mayor Lang recognized and thanked both Officers Zuehls and IS Director Wenninger for their longevity and commitment to the city.

### II. Introduction and Confirmation of Mayor's Appointment(s). **(None)**

### III. Approval of Council Proceedings

- A. Approval of the Council Minutes and Proceedings of April 3, 2024 regular session. **(UC)**

**Seeing no objections, the Council Proceedings of April 3, 2024 was ordered approved as written by unanimous consent. Note that Alderman Pollnow abstained from the unanimous consent as he was not on the Council at the time of the meeting.**

### IV. 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 hearing at 7:32 PM. Seeing no appearances, Mayor Lang closed the Public Forum at 7:33 PM.

### V. Mayor/Council consideration of public forum issues

### VI. Consent Agenda

- A. Temporary Extension of License Premises for Greene's Pour House Block Party, 134 W Wisconsin Avenue, Neenah, to be held on May 18, 2024 from 9:00 A.M. to 10:00 P.M. **(PSSC)**

**Seeing no objections, the Consent Agenda was ordered approved as written by unanimous consent.**

### VII. Reports of standing committees

- A. Regular Public Services and Safety Committee meeting of April 9, 2024: (Chairperson Lendrum/Vice Chairperson Hillstrom) (Minutes can be found on the City web site)

1. Committee recommends Council approve Resolution 2024-02 authorizing applications for Wisconsin Department of Natural Resources Knowels-Nelson Stewardship Friends-Stewardship Local Units of Government-Federal Land-Water Conservation Fund-Recreational Trail Program Grant. **(RollCall-Pro)**

**MSCRП Lendrum/Hillstrom to approve Resolution 2024-02 as recommended by the committee, all voting aye.**

Parks and Recreation Director Kading explained the Wisconsin Department of Natural Resources Knowels-Nelson Stewardship Friends-Stewardship is due May 1, 2024. This is for Doty Park Shoreline Restoration Project. The grant will help offset the costs to residents. Approval of the resolution is the first step forward in applying for the grant. This grant will cover about fifty percent of the overall project costs. Other Natural Resources grant funds will be sought after this fall. The idea is to combine a few different grant opportunities to offset the city's direct expenses and bring it into a more

fiscally manageable project. The goal is to be fiscally and environmentally sustainable. Meaning we want the seawall to be done correctly, with a long-term sustainability in mind.

2. Committee recommends Council approve the Original Class “B” Combination Intoxicating Liquors and Fermented Malt Retail License for Cozumel Mexican Restaurant, 1111 Westowne Drive, Neenah, agent Alejandro Torres. **(RollCall-Pro)**  
**MSCRP Lendurm/Weber to approve the Original Class B Combination Retail License as recommended by the committee, all voting aye.**

Cozumel Mexican Restaurant was welcomed to the City of Neenah.

3. Committee recommends Council approve the extension of the liquor license premises to include a portion of the Wisconsin Avenue sidewalk and a portion of land west of the building for Urban Market Neenah, LLC, 207 W. Wisconsin Avenue subject to the conditions of the site plan review letter. **(RollCall-Pro)**  
**MSCRP Lendurm/Borchardt to approve the extension of the Urban Market Neenah, LLC liquor license premise to include the sidewalk café subject to the conditions of the site plan review letter as recommended by the committee, all voting aye.**
4. Committee recommends Council approve the Revocable Occupancy Permit to Urban Market, 207 W. Wisconsin Avenue for installation of two poles for sidewalk café lighting. **(RollCall-Pro)**  
**MSCRP Lendrum/Weber to approve the Revocable Occupancy Permit to Urban Mark for installation of two poles for sidewalk café lighting as recommended by the committee, all voting aye.**

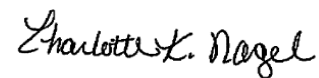
- B. Regular Finance and Personnel Committee meeting of April 8, 2024: (Chairperson Erickson/Vice Chairperson Skyrms) (Minutes can be found on the City web site)
  1. Meeting was cancelled, no report.

VIII. Reports of special committees and liaisons and various special projects committees

- A. Regular Plan Commission meeting of April 9, 2024: (Council Rep Steiner) (Minutes can be found on the City web site)
  1. Meeting was held, no items to report.
- B. Board of Public Works meeting of April 12, 2023: (Vice Chairperson Hillstrom) (Minutes can be found on the City web site)
  1. Information Only Items:
    - a) The Board approved Pay Request No.1, Contract 1-24, Sanitary & Storm Sewer, Water Main & Services, and Street Construction, on Belmont Avenue, Belmont Court, Cedar Street, Stevens Street, to David Tenor Corporation, in the amount of \$151,686.39 completed through March 31, 2023 utilizing approved budgeted 2021 CIP Carry Forward Funds
    - b) The Board approved Pay Request No.1, Contract 3-24, Sanitary & Storm Sewer, Water Main & Services, and Street Construction, on Bayview Road, Quarry Lane, and Reed Street to Donald Hietpas & Sons Construction, in the amount of \$166,784.97.

- c) The Board approved Pay Request No. 4, Contract 2-23W West Side Booster Station Building Construction, to RJM Construction, LLC., in the amount of \$63,736.10.
    - 2. Council Action Items:
      - a) None.
  - C. Reports on neighborhood groups.
    - 1. Business Improvement District Board (BID Board) – Alderman Ellis
      - a) Reporting from the meeting of April 16, 2024.
      - b) Officer Benoit attended the meeting and give some information on security the Police Department is providing.
      - c) 2023 Year in Review video by Future Neenah, Inc. was viewed by the Board.
  - D. Landmarks Commission
    - 1. Report from the Landmarks Commission – Alderman Weber
      - a) Reporting from the April 10, 2024 Meeting.
      - b) Welcomed two new members: Amy Moorfield and Flo Bruno.
      - c) Reviewed the Neenah Historic Preservation Ordinance.
      - d) Discussed the nomination and the eligibility of the Bacon-Johnson House as a Neenah Historic Structure which was approved.
  - E. Parks & Recreation Commission
    - 1. Report from the Park Commission – Alderperson Weber
    - 2. The Commission has no met since Alderperson Weber reported out at the last Council meeting.
- IX. Presentation of petitions
- A. Any other petition received by the City Clerk's Office after distribution of the agenda.
    - 1. No petitions
- X. Council Directives – None.
- XI. Unfinished Business
- A. Service Animal Ordinance Amendment will be on the next committee meeting agenda.
- XII. New Business
- A. Arrowhead Park Development Status Report. (Ald. Hillstrom)  
The new conceptual plan for the Arrowhead Park will be unveiled in May to the Arrowhead Taskforce, Park & Recreation Commission, and the Council,
  - B. Alderman Steiner concurred with Alderman Pollnow's suggestion of having training on the Rules and Order.
  - C. Director Rasmussen announced the 2024-2028 Capital Improvement Plan book will be available tomorrow in mailboxes or electronically.
- XIII. Adjournment
- MSCRP Boyette/Pollnow to adjourn, all voting aye. Meeting adjourned at 7:48 PM.**

Respectfully submitted,



Charlotte K. Nagel  
City Clerk

**CITY OF NEENAH – COMMON COUNCIL MEETING  
TUESDAY APRIL 16, 2024  
ATTENDANCE SHEET**

NAME	ADDRESS
1. Michille Dollnow	534 S Lake St
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