

****AMENDED****
CITY OF NEENAH
PUBLIC SERVICES AND SAFETY COMMITTEE MEETING MINUTES
Tuesday, July 30, 2024

Present: Chairperson Lendrum, Alderperson Borchardt, Hillstrom, Pollnow, and Weber

Excused:

Also Present: Mayor Lang, Public Works Director Kaiser, Police Captain Olson, Fire Chief Teesch, Parks & Forestry Superintendent Fink, Clerk Nagel, and Public Works Office Manager Mroczkowski

Approval of Minutes of the Meeting of the Meeting of July 9, 2024, and the Special Meeting of July 17, 2024

Motion by Hillstrom, Seconded by Weber to approve the minutes of the meeting of July 9, 2024, and the Special Meeting of July 17, 2024

Motion Carried. All voting aye. 5/0

Public Appearance

None

Neenah-Menasha Fire Rescue Station No.31 Lighting

Chief Teesch reviewed his memo of July 30, 2024. He stated that he is seeking approval to reallocate budgeted funds that were originally allocated for the roof repair at Fire Station No.31 to be used for an unbudgeted light replacement project at Fire Station No.31.

Motion by Borchardt, Seconded by Hillstrom to recommend Council approve \$4,482.25 of the 2024 Budgeted roof replacement funds for Fire Station No.31, be used for lighting replacement at Fire Station No.31.

Alderperson Pollnow asked if building expenditures are shared costs with Menasha. Chief Teesch stated that the only shared building expenditures are for the fire tower.

Call for vote by Chairperson Lendrum

Motion Carried 5/0

Field Groomer Purchase

Parks & Forestry Superintendent Fink stated that quotes were solicited for a laser ready field groomer. He stated that two quotes were received, one from Horst Distributing for \$44,627.00 and the other from Reinders Inc., for \$45,955.00 Superintendent Fink

Report

stated that staff and mechanics were universal in the choice of the ABI field groomer from Horst Distributing for \$44,627.00.

Aldersperson Pollnow asked what the budget amount was for the groomer. Superintendent Fink stated the budget included \$55,000.00 for this equipment.

Report
Motion by Weber, Seconded by Borchardt to recommend Council approve the purchase of the ABI Force Field Groom from Horst Distributing in the amount of \$44,627.00.

Aldersperson Pollnow asked if this was a replacement piece of equipment. Superintendent Fink stated this is a new piece of equipment. He stated the groomer will provide the ability for laser grading of the ball diamonds that will address drainage issues and for landscaping.

Call for vote by Chairperson Lendrum

Motion Carried 5/0

Police Department 2nd Quarter Statistics

Info Only
Motion by Borchardt, Seconded by Hillstrom to receive and place on file of the Police Departments 2024 2nd Quarter Statistics.

Aldersperson Pollnow asked what the reason is for the increase in traffic stops. Chief Olson stated that was a 2024 directive he issued to the entire department. He stated that directive addresses the need to slow traffic down and to be more visible in the city, especially in areas where complaints are coming from about excessive speeds.

Call for vote by Chairperson Lendrum

Motion Carried 5/0

Licenses & Permits

Approve Temporary Class "B" Picnic License Application to Fox Valley Labor Council for Labor Fest

C.A.
Motion by Hillstrom, Seconded by Weber to recommend Council approve the Temporary Class "B" Picnic License Application to Fox Valley Labor Council, 157 S. Green Bay Road, for Labor Fest, to be held on September 2, 2024, from 12:00 PM to 5:00 PM.

Call for vote by Chairman Lendrum

Motion Carried. All voting aye. 5/0

Approve the Temporary Class “B” Picnic License Application to Gord’s Pub for Gord’s Pub Street Dance

C.A.

Motion by Pollnow, Second by Borchardt to recommend Council approve the Temporary Class “B” Picnic License Application to Gord’s Pub, 210 Main Street, for Gord’s Street Dance, to be held on August 9, 2024, from 6:00 PM to 10:00 PM, in the Plexus Parking Lot.

Call for vote by Chairman Lendrum

Motion Carried. All voting aye. 5/0

Approve the Transferring License Business to Business Application of the Class “B” Combination Intoxicating Liquor and Fermented Malt Beverages License to Westhill Bar. Inc., d/b/a My Place, 1127 S. Commercial Street, Gurvinder Singh, Agent

Report

Motion by Pollnow, Seconded by Hillstrom to recommend Council approve the Transferring License Business to Business Application of the Class “B” Combination Intoxicating Liquor and Fermented Malt Beverages License to Westhill Bar. Inc., d/b/a My Place, 1127 S. Commercial Street, Gurvinder Singh, agent.

Call for vote by Chairman Lendrum

Motion Carried. All voting aye. 5/0

Special Events Permits Informational Only

Shared cost Inter-Municipal Agreement between the City of Menasha and the City of Neenah for the intersection of Nicolet Boulevard and Third Street

Director Kaiser reviewed his memo of July 26, 2024. He stated that the Committee requested information regarding the agreements in place for the operation of the traffic signals at Nicolet/Third intersection and at the Nicolet/Commercial/First/Sandford intersection.

Director Kaiser reviewed the history of both intersections, including dates signals were installed, funding, operational costs to maintain the intersections, agreements that he could locate, capital expenditures that are planned and completed and the fairness of the agreements as they exist today.

Director Kaiser stated that based on the overall picture of these intersections, the 1988 agreement for operation of the traffic signals at the Nicolet/Commercial/First/Sandford is balanced and treats each community fairly.

The Committee discussed the information provided by Director Kaiser.

Public Works General Construction and Department Activity Report

- 1) Contract 7-21 (Harrison Pond): Troubleshooting is being done on the pump manhole to get them in operation.
- 2) Contract 1-23 (Chestnut, Burr, Dieckhoff, Laudan Utility and Street Construction): Work is complete. A punchlist has been provided to the contractor and final quantities are being prepared.
- 3) Contract 7-23 (High, River Utility and Street Construction): Work is complete. A punchlist is being prepared along with final quantities are being prepared.
- 4) Contract 1-24 (Belmont Ct, Belmont Av, Cedar St, Stevens St-Utilities and Street): Utility work is complete. Road excavation has started on Cedar.
- 5) Contract 2-24 (E. Doty Av - Utilities and Street): Utility mains are installed except for the tie-ins at Pine. Services are being installed in the right-of-way east of Oak
- 6) Contract 3-24 (Bayview Rd, Commercial St Water Crossings, Quarry Ln, Reed St - Utilities and Street):
 - a) Bayview Rd: Concrete paving is complete. Driveway installation and landscaping are the next steps.
 - b) Commercial St Water Crossings: Utility installation is complete.
 - c) Quarry Ln: Utility work is complete. The street is in the rest period.
- 7) Contract 4-24 (S. Park Avenue Easement – Utilities): Work is scheduled to start in August.
- 8) Contract 5-24 (North St - Utilities and Street): Utility installation is complete.
- 9) Contract 6-24 (Jewelers Park Drive – Street): Work is complete. Final quantities are being prepared.
- 10) Contract 7-24 (Misc Concrete Pavement/Sidewalk Repair): Work on the Plummer Ct sidewalk is set to start the week of 7/29.
- 11) Contract 8-24 (Misc Asphalt Pavement/Sidewalk Repair): This contract was awarded to MCC, Inc. A schedule has not been set.
- 12) Contract 10-24 (Tullar Garage Roof, Phase 2): The contract was awarded to H.I.S. Company. They are planning to do this work in August.
- 13) Contract 11-24 (Douglas Park Pond): Pond design is being finalized in preparation for bidding.
- 14) Contract 13-24 (S. Commercial St Turn Lane at Winneconne Av): The contract was awarded to Vinton Construction. A work has not been scheduled. We are working through the property appraisal.

Aldersperson Pollnow asked about the sidewalk on Cecil Street that a resident had brought up at the last Common Council meeting. Director Kaiser stated that PW Superintendent Radtke will have the street crew repair it this week.

Aldersperson Hillstrom asked if the city will be doing any chip sealing this year. Director Kaiser stated there is none planned for this this year, but there is in 2025.

Announcements/Future Agenda Items

None

Adjournment

Motion by Pollnow, Seconded by Hillstrom to adjourn at 5:35 PM.

Call for motion vote by Chairman Lendrum

Motion Carried. All voting aye. 5/0

Respectfully submitted,



Lisa Mroczkowski
Public Works Office Manager