

**Common Council Minutes**  
**Wednesday, November 1, 2023 at 7:00 PM**

The Common Council of the City of Neenah, Winnebago County, Wisconsin, met in regular session at 7:00 PM, November 1, 2023, in the Council Chambers of Neenah City Hall.

Council President Borchardt is the chair.

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

Also Present: Police Chief Olson, Assistant Police Chief Bernice, and Director Wenninger.

After some technical difficulties, Council President Borchardt called the meeting to order at 7:09 p.m.

- I. The Mayor/Alderpersons recorded their attendance on the RollCall-Pro System as the Clerk called the roll. Alderperson Steiner led the Pledge of Allegiance.
- II. Introduction and Confirmation of Mayor's Appointment(s)
  - A. None.
- III. Approval of Council Proceedings
  - A. Approval of the Council Minutes and Proceedings of October 18, 2023 regular session.  
**There being no objections, the Council Minutes and Proceedings of October 18, 2023 were ordered approved as written by unanimous consent.**
- 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.
- V. Mayor/Council consideration of public forum issues
- VI. Consent Agenda
  - A. None.
- VII. Reports of standing committees
  - A. Regular Public Services and Safety Committee meeting of October 24, 2023: (Chairperson Lendrum/Vice Chairperson Hillstrom) (Minutes can be found on the city website)
    - A. Meeting cancelled, no report.
  - B. Special Finance and Personnel Committee meeting of November 1, 2023: (Chairperson Erickson/Vice Chairperson Skyrms)
    - A. Consideration of Committee recommendation regarding entering into an agreement to purchase a stretch of fiber optics infrastructure, running from the Commercial and Franklin Streets to the Northeast corner of Oak Hill Cemetery, from Neenah Joint School District for a cost of \$15,000 with the purchase being funded from Information Systems Fiber Build Capital Equipment Account (011-1787-743-8115). **(RollCall-Pro)**  
**MSCRP Stevenson/Skyrms to approve the purchase agreement as recommended by committee. Motion carried 7-2, with Boyette and Erickson dissenting.**

Discussion: Alderman Boyette explained she voted against the agreement because she feels it is a want instead of a need at this time. She understands the fiber will be beneficial to have in future but would like a better negotiated price.

Alderman Stevenson requested an accounting in the Information System Fiber Build Capital Equipment Account. While he agrees with Alderman Boyette and other committee members regarding the cost of the lines, Alderman Stevenson questioned if the price is worth the investment. Therefore, Director Wenninger addressed the Council and advised that there is \$50,000 in the fund just for fiber builds. The purchase of the fiber from the School District would require that the city add approximately one mile of fiber installation to provide services to Oak Hill Cemetery. This fiber would also allow the city to connect to traffic signals on Green Bay Road which is part of the Smart Cities Initiative and would allow the city to get services to Washington Park.

Alderman Stevenson's summary advised the purchase of this fiber would give the city one path that leads to a wider range of wireless technology. We need to recognize the future value to the city of not having to repeat the installation work. There is additional dollars left over to do other connections as well. Alderman Steven supports the purchase even though he does not like how the results of the negotiations.

Alderman Weber questioned the risk of not purchasing the fiber at this time. Director Wenninger does not believe there is another buyer at this point; whoever purchases the fiber would have to be a publicly owned entity with connecting fiber in the area. The cost savings is that, currently Oak Hill Cemetery is on Spectrum wireless which as very spotty coverage at best. Purchasing the fiber now would be a cost savings of the Spectrum wireless which would pay for the fiber is four years and provide a better wireless service to the cemetery area.

- B. Consideration of Committee recommendation regarding Resolution No. 2023-30 Approval of Project for Winnebago County Spirit Fund Local Government Allocation. **(RollCall-Pro)**  
**MSCRP Erickson/Boyette to approve Resolution No. 2023-30 as recommended by committee, all voting aye.**

Discussion: Director Rasmussen explained the Winnebago County Spirit Fund was created out of the ARPA dollars. The County Board passed a resolution to pay each municipality \$145,000. In order to receive the money, each municipality had to identify a project that had a one-time expense, with a legacy. The project could be reimbursable. Staff is recommending the resurfacing of Hunt Avenue, Brookwood Drive and Fairwood Drive project as the reimbursable, onetime expense with a legacy project to receive the Spirit Fund money. The total cost of the project was \$486,851. This area had a PASER rating of 2 and is a low to moderate income neighborhood. This neighborhood will benefit from this project for some time.

Alderman S kyrms recognized Director Rasmussen for her work in order to get this money.

Alderman Stevenson shared with the Council that the project was completed with borrowed dollars and inquired where the \$145,000 would go. Director Rasmussen recommends putting the Spirit Fund money into the debt service to decrease the borrowing. The money will not go into the levy fund.

- C. Regular Finance and Personnel Committee meeting of October 23, 2023: (Chairperson Erickson/Vice Chairperson S kyrms) (Minutes can be found on the city website)
- A. Committee recommends Council approve Resolution 2023-28 Transportation Assessment Replacement Fee (TARF) for 2024 and Providing for a Cap on the Fee, and to exempt any properties that have been issued special assessments for street construction in 2023 for five years. **(RollCall-Pro)**

**MSCRP Erickson/Boyette to approve Resolution 2023-28 as recommended by committee, all voting aye.**

Discussion: There was discussion of the revised resolution allowing the exemption of the properties that have been issued special assessment for street construction in 2023 for five years as well as the annual review of the TARF was not included in the packet. Clerk Nagel displayed the revised version of Resolution 2023-28 on the screen for all to see. She also advised that proposed language was on the agenda proper.

Alderman Stevenson questioned the exemption of the 2023 special assessments. It was confirmed that the 2023 special assessments were for new street construction. The TARF was supposed to be applied for resurfacing and reconstruction of streets, not new street construction. The year TARF was implemented residents paid both for new street construction and for the TARF.

Director Kaiser advised there were exemptions for new street construction special assessments when TARF was implemented. Such exceptions are just now being rolled on the utility bill. At the time of the creation, discussion was held in a broader sense for new street construction and an exemption was given.

Alderman Weber questioned the logic behind the five-year exemption. There was no logic behind the five year the exemption. The five-year exemption was included in the original TARF resolution.

Alderman Steiner commented that the exemption has been done in the past, and if someone has just received new street construction assessment, the exemption is a way to give a bit of a reprieve over five years even if it is two different concepts. It is just an avenue to give those who just received a new street construction assessment a bit of breathing room, so he supports the exemption.

- D. NMFR Joint Finance & Personnel Committee meeting of October 24, 2023: (Council President Borchardt) (Minutes can be found on the city website)
  - A. Committee recommends Council approve Neenah-Menasha's 2024 Operating and CIP budget with the deductions presented by both Mayors that results in a total reduction of \$111,250 to the overall 2024 operating budget. **(RollCall-Pro)**  
**MSCRP Borchardt/Stevenson to approve the 2024 Operating and CIP Budget as recommended by committee, all voting aye.**

No discussion.


- VIII. Reports of special committees and liaisons and various special projects committees
  - A. Regular Plan Commission meeting of October 24, 2023: (Council Rep Steiner) (Minutes can be found on the city website)
    - 1. Meeting cancelled, no report.
  - B. Board of Public Works meeting of October 31, 2023: (Vice Chairperson Hillstrom) (Minutes can be found on the city website)
    - 1. Information Only Items:
      - a. The Board approved Change Order No.1, Neenah Creek Bridge, for additional rebar, clearing, grubbing, pile steel, and silt screen, to Pheifer Brothers, in an amount of \$10,281.34.
      - b. The Board approved Pay Request No.1, Neenah Creek Bridge, to Pheifer Brothers, in an amount of \$222,046.22.  
Clarification was given on the location of the bridge that is closed. It is located to the south of the Ground Round bridge.

- C. Sustainable Neenah Committee
    - 1. Report from the Sustainable Neenah Committee – Alderperson Lendrum
      - a. Meeting was cancelled, no report.
  - D. Bergstrom Mahler Museum
    - 1. Report from the Bergstrom Mahler Museum – Council President Borchardt
      - a. Reporting from the October Board Meeting.
      - b. Support YOUR Museum: Annual Fund Drive Campaign: Nov 2, 2023–Jan 15, 2024 This year, generous museum supporters Roger and Lynn Van Vreede, Jock and Maria Stafford, Christine Waterhouse, and Sandra and John Valentine have graciously agreed to a combined \$40,000 matching gift during our year-end appeal.
      - c. Membership/ Museum Shop Promo: Give the Gift of Membership: November 24th– December 31st, 2024. Give the gift of membership and receive a free ornament from the Museum Shop.
      - d. Community Event: Art After Dark: Gingerbread House -December 14th: 5:30-8pm. Admission Free.
      - e. FUN-raiser: The Crystal Ball, February 10th from 6pm -10pm at The Reserve, Downtown, Neenah. Ticket prices \$125 per person or \$1,500 per table (seats 8). Janet Planet scheduled with her 6-piece band for music.
      - f. Community Event: Fused by Numbers: Women’s Collaborative Mural – various dates and times. Admission Free. Check the website for details.
  - A. Parks & Recreation Commission
    - 1. Report from the Park Commission – Alderperson Weber
      - a. Reporting from the October 19, 2023 meeting
      - b. Reviewed and discussed the rendering and financial cost estimate on the Veterans Flag Memorial at Shattuck Park. Local Veterans were present to discuss the rendering. The Commission did vote to accept the rendering. The next step is to develop a Memorandum of Understanding with the Veterans Organization.
      - c. Carpenter Preserve Final Re-Master Plan Presentation by Graef Engineering. There was discussion on the content that was included based on survey and public forum input. There was no action taken at this time, but there was discussion on potential changes and costs phasing of the project.
      - d. The Shoreline Master Plan was adopted and staff was authorized to engage in the first task which is to move forward to do study and engineering which is part of the 2023 CIP funds.
- IX. Presentation of petitions
- A. Any other petition received by the City Clerk’s Office after distribution of the agenda.
- X. Council Directives
- A. None.
- XI. Unfinished Business
- A. None.
- XII. New Business
- A. Any announcements/questions that may legally come before the Council.
  - B. Alderman Boyette announced that she is collecting leftover Halloween Candy to send to deployed military personnel. The address to drop off the candy is 807 Nicolet Blvd.
  - C. Clerk Nagel reminded the Council of the scheduled Budget Workshops next week with a 6:00 PM start, and Budget Public Hearing is scheduled for Tuesday, November 14, 2023 at 7:00 PM.

XIII. Adjournment

**Motion by Stevenson/Boyette to adjourn, all voting aye. Meeting adjourned at 7:36 PM.**

Respectfully submitted,

A handwritten signature in black ink that reads "Charlotte K. Nagel". The signature is written in a cursive, flowing style.

Charlotte Nagel, City Clerk