CITY OF NEENAH
PUBLIC SERVICES AND SAFETY COMMITTEE MEETING MINUTES
Tuesday, November 10, 2026

Call to Order

Vice Chairperson Pollnow called the meeting of the Public Services and Safety Committee meeting to order at 5:00 PM.

Roll Call

Public Works Office Manager Mroczkowski took roll. Alderman Defferding, Linski, Pollnow, and Steiner were in attendance. Alderman Weber was excused.

Also Present**:** Mayor Borchardt, City Attorney Rashid, Public Works Director Schroeder, Police Chief Olson, Assistant Police Chief Bernice, Human Resource Director Barber, Finance Director Rasmussen, Fire Chief Teesch, Public Works Street Superintendent Beyer, Police Captain Wagner, CSA Supervisor Bedora, Public Works Office Manager Mroczkowski, Alderman Neuman and Bruno, and Citizens, Scott Becher, Frank Cuthert, Becky Heidke Kwiatkowski, and Marybeth Matzek

Public Appearances

Scott Becher, 1061 Green Acres Ln., Neenah – Mr. Becher commended the Mayor on making the decision to mail out the punch cards in 2027.

New Business

Approval of Minutes

Approval of the Regular Meeting Minutes of the October 27, 2026, Public Services and Safety Committee meeting.

Motion by Linski, seconded by Steiner to approve the minutes of the Regular October 27,2026 meeting of the Public Services and Safety Committee.

Call for vote by Vice Chairperson Pollnow

Motion vote 4/0

Motion Carried

NEW BUSINESS

Safe Haven Baby Box-Fire Station No.31

Fire Chief Teesch reported that a Safe Haven Baby Box (SHBB) was incorporated into the design for the remodel of Fire Station No. 31. The initial fee of $16,500 will be funded through donations from a nonprofit organization. The annual fee of $600 will be included in the Fire Department's operating budget. SHBB will retain ownership of the device. Before the device is placed into service, Neenah Fire Department staff will coordinate its installation, personnel training, alarm monitoring, and operating procedures.

Motion by Defferding seconded by Steiner to recommend the Common Council the lease and service agreement with Safe Haven Baby Box, Inc., with an initial fee of $16,500 to paid for from a non-profit organization and an annual fee of $600 to paid for from the Fire Departments operating budget.

Alderperson Defferding asked about additional installation or shipping costs. Chief Teesch said the wall opening is complete and would be sealed if the project is not approved. He was unaware of any shipping costs.

Alderman Defferding asked how the box would be monitored. Chief Teesch explained that the box is equipped with an alarm connected to the 911 emergency system. If the box is opened, the alarm will notify the 911 center, which will then notify staff. The box will be inspected weekly, and staff will be trained in all facets of the applicable procedures.

Alderman Steiner asked how the public would be notified of the Safe Haven Baby Box. Chief Teesch said a press release would be issued, the box would be promoted annually in April during Family Awareness Month, and its location would be listed on the Safe Haven Baby Box website.

The Committee discussed the terms of the contract and agreement at length. By consensus, the Committee suggested tabling the item and directed City Attorney Rashid to contact SHBB regarding proposed revisions to better protect the City's interests.

Motion by Steiner, seconded by Defferding to table the item until the November 24, 2026, Public Services and Safety Committee meeting.

Call for vote by Vice Chairperson Pollnow

Motion vote 4/0

Motion Carried

Amendment to Ordinance to Appoint Humane Officer & Establish Abatement Procedures

CSA Supervisor Bedora stated this proposed ordinance amendment will provide enforcement tools for the Humane Officer. This allows for abatement orders regarding animal injuries or potential harm, serving as a step below criminal charges. She stated that if owners fail to comply with specific timelines, they face harsher misdemeanor penalties.

Report

Motion by Steiner, seconded by Linski to recommend Council approve to adopt the Ordinance Amending Chapter 3 of Article III, adding two new sections.

City Attorney Rashid stated that the amendment provides a proactive tool for risks not yet designated as dangerous animals.

Call for vote by Vice Chairperson Pollnow

Motion vote 4/0

Motion Carried

2026 Third Quarter Police Statistics

Police Captain Wagner noted that parking enforcement numbers for 2026 are currently above 2024 and 2025 numbers.

C.A.

Motion by Defferding, seconded by Linski to Receive and Place on file the 2026 Third Quarter Police Statistics.

Call for vote by Vice Chairperson Pollnow

Motion vote 4/0

Motion Carried

Punch Card Changes in 2027 (Informational Only)

Mayor Borchardt reported that, following this year's distribution of punch cards at City Hall, staff met to review punch card distribution, drop-off site operations and potential changes. To simplify the process during the leadership transition, punch cards will again be mailed to residents. Mailing the cards is expected to reduce the significant staff time previously required for in-person distribution.

Mayor Borchardt also noted that staff also discussed the drop-off sites continuing operating losses and the need to balance fee increases with maintaining services. The City remains the only municipality in the Fox Valley offering household item disposal. Future changes will focus on preserving this service while improving collection

efficiency, controlling tipping fees, tracking what is being disposed of, and preventing contractors from improperly unloading materials.

Alderman Pollnow clarified that the Drop-Off site, like other Public Works services, is not intended to generate revenue. The primary purpose of the facility was to eliminate monthly large-item pickup days, thereby reducing labor, personnel, and vehicle demands. Alderman Pollnow noted that the Drop-Off site is a popular and widely used public service and cautioned against allowing isolated misuse to determine whether the service should continue.

Mayor Borchardt noted any decisions made will be carefully made, rather than through a sweeping change. Appropriate directors' involvement will be included and supporting data will be shared throughout the year to help inform future decisions.

Alderman Pollnow questioned the increase from $30 to $50 for additional punch cards. Office Manager Mroczkowski stated that rates have remained unchanged since 2020, higher tipping fees, dumpster costs, and hauling demands provide a reasonable basis for an increase.

Alderman Defferding asked whether punch cards could be included with the spring Park and Recreation mailer. Office Manager Mroczkowski stated that other distribution options had been discussed. She noted that punch cards are available only to residents of single-family through four-family residences, while other mailing lists include nonprofits, businesses, and landlords, which are not eligible for the program.

OLD BUSINESS

GFL Contract

Motion by Steiner, seconded by Defferding to remove item from the table for discussion.

Call for vote by Vice Chairperson Pollnow

Motion vote 4/0

Motion Carried

Office Manager Mroczkowski reported that, in 2022, the City issued a request for proposals for dumpster-hauling services at the Drop-Off Site. Prior to 2022, hauling services had been provided by Orion Services, Inland Services, and Waste Management. Following review of the proposals received, staff selected and this Committee approved LRS as the service provider. The resulting service agreement had an initial three-year term and included an option for extension by mutual agreement. In April 2025, LRS was acquired by GFL. In mid-2026, the GFL account representative assigned to Neenah contacted the City to establish a new service agreement, which was presented to the Committee for approval.

Attorney Rashid stated that his opinion remains unchanged from when the matter was first presented. He indicated that the risk of the parties' relationship deteriorating to the point at which the agreement's terms would become material was minimal.

Alderman Steiner stated that the City should make an effort to negotiate contracts, regardless of the size of the corporation involved or the type of the contract. He expressed concerns regarding several provisions of the agreement and recommended contacting GFL to request revisions.

The Committee continued to talk about the terms of the agreement and whether these services should be sent out for bid.

Motion by Steiner, seconded by Defferding to direct City Attorney Rashid to negotiate with GFL and requests revisions to the terms to better protect the city in regard to the recommendations on indemnification, insurance, cost cap, 60-day notice provisions, and others identified by Committee members.

Alderman Linski stated he does not agree with the issues with the agreement. It is a standard agreement that we enter into for many services. He stated that going back and forth, putting it on the table and now deferring it again is a waste of time. He is concerned that GFL will pull their dumpsters if we push back to hard.

Alderman Steiner expressed concern that the agreement's terms were unfavorable to the City and stated that the matter warranted some pushback.

Call for vote by Vice Chairperson Pollnow

Motion vote 3/1 Linski

Motion Carried

<u>Public Works General Construction and Department Activity Report</u>

1) Contract 1-26 (Elm, Reed, Laudan Utilities/Street)
    a) Elm Street: The contractor paved the initial layer of asphalt on Thursday. Will pave the final layer of asphalt next week and work on punch-list items.
    b) Reed Street: : The contractor paved the initial layer of asphalt on Thursday. Will pave the final layer of asphalt next week and work on punch-list items.
    c) Laudan Boulevard: : The contractor paved the initial layer of asphalt on Thursday. Will pave the final layer of asphalt next week and work on punch-list items.
2) Contract 2-26 (Henry, Sterling, Winneconne)
    a) Sterling/Greenfield: Completed

b) Henry- South of Winneconne: The contractor will complete the punch-list items and final landscaping this week. Cleanup and barricade removal are expected to be completed by the end of next week.

c) Winneconne Ave: The contractor will complete the punch-list items and final landscaping this week. Cleanup and barricade removal are expected to be completed by the end of next week.

3) Contract 4-26 (Misc. Concrete Pavement/Sidewalk Repair): Contractor started on Wednesday 11/4/2026

4) Contract 5-26 (Misc. Asp/halt Pavement Repair): Contractor should be in town the week of 11/9/2026.

5) Contract 6-26 Pavement Marking: The contractor has some crosswalks left to complete.

6) Contract 7-26 S. Commercial Street Tree Planting: Project is being advertised on 10/30/2026 and 11/6/2026. Bid opening is 11/13/2026.

7) City Hall Master Plan: Building Manager Benson is going to contact the consultant to get an update.

8) Freedom Acres/Homes at Freedom Meadows: There has been good cooperation from residents with the terrace installation and erosion control. Reclaimed asphalt has been put down on Liberty Avenue.

9) Church St Ramp: Work is complete

10) Storm Water Management Study: Consultant continuing to review documents.

11) N. Commercia St./Nicolet Blvd./First St.: Director Merten shared with Engineer Eckhart that this project will be pushed back to 2029 in the City of Menasha's CIP.

12) Baldwin Street Sidewalk: The sidewalk at Jeff Burow's property, 834 Baldwin Street, will be repaired under this year's Contract 4-26, Concrete Pavement and Sidewalk Repairs. Work under the contract has begun, and the repairs are expected to take place within the next couple of weeks. The City Attorney is waiting for a response from the property owner's attorney regarding the easement needed to install the sidewalk on the west side of Baldwin Street.

Alderman Pollnow inquired to the status of the Baldwin sidewalk easement. Attorney Rashid stated that it has been signed and will be dropped this week and then recorded at the register of deeds.

<u>Announcements and Future Agenda Items</u>

None

Adjournment

Motion by Defferding, seconded by Linski to adjourn at 6:00 PM.

Call for vote by Vice Chairperson Pollnow

Motion vote 4/0

Motion Carried

Respectfully submitted,

Lisa Mroczkowski

Lisa Mroczkowski
Public Works Office Manager