

**CITY OF NEENAH
PUBLIC SERVICES AND SAFETY COMMITTEE MEETING MINUTES
Tuesday, September 29, 2026**

Call to Order

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

Roll Call

Public Works Office Manager took roll. Alderman Defferding, Linski, Pollnow, and Steiner present. Alderman Weber excused.

Also Present: Mayor Borchardt, City Attorney Rashid, Interim Public Works Director Rohloff, Clerk Nagel, Assistant Police Chief Bernice, Community Development and Assessment Director Nieforth, Police Captain Van Sambeek, Deputy Finance Director Kahl, Building Manager Benson, Public Works Office Manager Mroczkowski, Alderman Neumann, Alderman Bruno, James Merten, Becky Heidke Kwiatkowski, Scott Becher, and Scott Francis

Public Appearances

No one in attendance spoke at the Public Appearances.

New Business

Approval of Minutes

Approval of the Amended Regular Meeting Minutes of the August 25, 2026

Motion by Defferding, seconded by Linski to approve the amended minutes of the August 25, 2026 meeting of the Public Services and Safety Committee meeting.

Call for vote by Vice Chairman Pollnow

Motion vote 4/0.

Motion Carried.

Approval of the Regular Meeting Minutes of the September 8, 2026

Motion by Steiner, seconded by Defferding to approve the minutes of the September 8, 2026, meeting of the Public Services and Safety Committee meeting.

Call for vote by Vice Chairman Pollnow

Motion vote 4/0.

Motion Carried.

New Business

Police Squad Buyback Replacement

Captain Van Sambeek stated that Squad 8, a 2025 hybrid Police Interceptor, has been out of service for more than 90 days. After ongoing reliability issues, Ford agreed to replace it under Wisconsin's buyback guidelines. A 2026 gas-model Police Interceptor has been located and is preferred due to concerns with hybrid models. The replacement will be provided at no cost to the department, and Ford will also cover all upfitting expenses. The current vehicle has about 19,300 miles, and the replacement's specifications meet department needs, with only a \$25 difference in MSRP. If the City had to pay for upfitting, costs would be around \$10,000, but funds are available if needed—though this is expected to be unnecessary.

Motion by Linski, seconded by Defferding to recommend the Common Council approve Police Department participation in the buyback process for Squad 8, allowing Ford to replace it with a 2026 gas model Police Interceptor, and authorize up to \$10,000 for upfitting costs if required through the Capital Equipment Fund Reserve.

Call for vote by Vice Chairman Pollnow

Motion vote 4/0.

Motion Carried.

Amendment to Parking Lease Agreement with Alta Realty, LLC

Community Development and Assessment Director Nieforth stated that Alta Realty requested a lease rate adjustment for their long-term parking ramp agreement, so their rates match other major leaseholders. They will continue leasing 531 stalls under a tiered rate schedule that increases annually until reaching market rate in 2030. The City and CDA support maintaining parking for downtown businesses while covering ramp costs. After earlier council discussions.

Motion by Linski seconded by Defferding to recommend the Common Council approve an amendment to the Parking Ramp Lease Agreement with Alta Realty, LLC

Report

Report

The Committee discussed the costs of maintaining the parking ramp and making sure that our permit fee is at market value compared to area communities.

Alderman Pollnow asked for language clarification on page 2 of the agreement with regards to Right of First Refusal for Additional Stalls and what constitutes “notifying” the CDA.

Call for vote by Vice Chairman Pollnow

Motion vote 4/0.

Motion Carried.

\$300,000 Outdoor Recreation Legacy Partnership Grant Program (ORLP) Submittal.

Community Development and Assessment Director Nieforth stated that City staff identified a federal ORLP grant that uniquely funds basic infrastructure for public parks—costs normally not covered by state grants. The grant requires a 50/50 match and allows applications between \$300,000 and \$15 million. Staff propose applying for the minimum amount to support essential infrastructure improvements at Arrowhead Park, including road paving, drainage work, vegetation clearing, parking, and trail connections. These improvements align with DNR requirements for maintaining the closed landfill and would make the park safer, more accessible, and more inviting.

Although the Council previously asked staff to pause broader master plan implementation at Arrowhead Park, staff believe this grant is in the city’s best interest to address necessary site management, and infrastructure needs already approved by the DNR. The anticipated project cost is around \$600,000–\$650,000. Per city policy, grants over \$25,000 require approval from both the Commission of Jurisdiction and the Common Council.

Motion by Steiner, seconded by Linski to recommend the Common Council approve the submittal of a \$300,000 grant application through the ORLP to assist the city with costs to install infrastructure and complete site prep at Arrowhead Park to improve public access and park utilization.

Alderman Defferding asked if there would be any additional DNR testing requirements to perform these complete this work. Director Nieforth stated no. She stated that these tasks have been approved by the DNR.

Alderman Steiner asked if this work would eventually have to be done. Director Nieforth stated yes, but that would be up to the Council. She stated that completing this work would open up a lot of opportunities for the community to start using this space as a park.

The Committee discussed concerns that the grant request had not been vetted by the Parks & Recreation Commission, concerns that the Park and Recreation Commission would want other tasks completed with the grant money than those listed in the application, and the match side of this grant funding was not included in the CIP

Alderman Steiner stated that he supports the grant funding with the items that are listed in the application.

Alderman Pollnow stated that his main concern is that the Park & Recreation Commission using these funds for other work so he cannot support.

Alderman Steiner motioned to amend to include the proposed Arrowhead Park Improvements A through F as outlined in the memo provided by Director Nieforth, seconded by Linski

Call for vote by Vice Chairman Pollnow

Motion vote 2/2 (Nay votes Defferding & Pollnow)

Motion Fails

Call for vote by Vice Chairman Pollnow on original motion

Motion vote 2/2 (Nay votes Defferding & Pollnow)

Motion Fails

Notification of Wisconsin Economic Development Corporation (WEDC) Site Assessment Grant (SAG) Award for \$150,000 (Informational Only)

Director Nieforth stated that the City received a \$150,000 grant from the Wisconsin Economic Development Corporation. The grant will be used to demolish the warehouse building on Millview Drive and prepare the site for redevelopment.

Alderman Pollnow asked when demolition would begin. Director Nieforth stated that work had already begun. She added that she worked with Building Manager Benson to solicit quotes for demolition and asbestos removal.

Special Event for September 29, 2026

No discussion.

E. Forest Avenue

James Merten, former City of Neenah Traffic Engineer, provided the Committee with a history of the pavement markings on East Forest Avenue between Third Street and Bond Street. The Committee noted that additional stakeholders should be included in the discussion and asked City Attorney Rashid for guidance on how to proceed. Attorney Rashid suggested that Alderman Defferding request that the matter be considered as a Council directive. The Committee discussed this option and agreed that it would be the best way to ensure that all interested parties were included in the discussion.

No further discussion was held.

Public Works General Construction and Department Activity Report

1) Contract 1-26 (Elm, Reed, Laudan Utilities/Street):

- a) Elm Street: Concrete curb, sidewalk, and driveway construction should be completed by 10/2/2026. Landscaping has started and should take 2 to 3 weeks. Fine grading and paving is scheduled to start the middle of October.
- b) Reed Street: Concrete curb, sidewalk, and driveway construction should be completed by 10/2/2026. Landscaping has started and should take 2 to 3 weeks. Fine grading and paving is scheduled to start the middle of October.
- c) Laudan Boulevard: Concrete curb, sidewalk, and driveway construction should be completed by 10/2/2026. Landscaping has started and should take 2 to 3 weeks. Fine grading and paving is scheduled to start the middle of October.

2) Contract 2-26 (Henry, Sterling, Winneconne):

- a) Sterling/Greenfield: The project is complete.
- b) Henry (Douglas to Monroe): Contractor will begin paving the west side of Henry Street the week of 9/28/2026. Concrete curb and gutters will begin the week of 10/5/2026.
- c) Winneconne Ave: The eastbound lane of Winneconne Avenue has been paved. The contractor will be removing the existing concrete and installing a new gravel road base on the westbound lane the week of 9/28/2026. Paving is scheduled for the week of 10/5/2026.

3) Contract 4-26 (Misc. Concrete Pavement/Sidewalk Repair): A schedule has not been set.

4) Contract 5-26 (Misc. Asphalt Pavement Repair): A schedule has not been set to complete the rest of the work.

5) City Hall Master Plan: Consultant is working on revisions based on the feedback from departments.

- 6) Freedom Acres/Homes at Freedom Meadows: There is an information meeting scheduled for September 30th at the Library from 5:30 to 7:00. Letters were sent to all residents in the Freedom Acres and Homes at Freedom Meadow Subdivision along with area landscapers.
- 7) Church St Ramp: The contractor that Building Manager Benson was working with has closed. He is working to find another contractor to do the work.

Announcements and Future Agenda Items

None

Adjournment

Motion by Linski, Seconded by Defferding to adjourn at 6:32 PM.

Call for vote by Vice Chairman Pollnow

Motion vote 4/0.

Motion Carried.

Respectfully submitted,



Lisa Mroczkowski
Public Works Office Manager