

Common Council Proceedings
Wednesday, October 16, 2024 at 7:00 p.m.

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

Mayor Lang is the chair.

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

Absent/Excused: Aldermen Boyette, Weber, and Council President Borchardt were excused.

Also Present: Fire Chief Teesch, Assistant Police Chief Bernice, Police Captain Van Sambeek, and those noted on the attached Meeting Sign-In Sheets.

Mayor Lang called the meeting to order at 7:00 PM,

- I. 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 Alderman Steiner.
- 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 2, 2024 regular session.
(UC)
Seeing no objections, the Minutes and Proceedings of October 2, 2024 were ordered approved as written.
- IV. Public Hearings
 - A. Consider Ordinance No. 2024-21 Rezoning 154 Tyler Street from the R-2, Two Family Residence District to the I2, General Industrial District.
Mayor Lang opened the public hearing for comments at 7:01 PM. After several calls for comments there were no appearances. Mayor Lang closed the public hearing at 7:02 PM.
 - B. Consider a Special Use Permit request by Kwik Trip, Inc., for the retail sale of the Fermented Malt Beverage (Class "A") on the property located at 903 S. Green Bay Road.
Mayor Lang opened the public hearing for comments at 7:02 PM. After several calls for comments there were no appearances. Mayor Lang closed the public hearing at 7:03 PM
- V. Plan Commission pertaining to the Public Hearings:
 - A. Plan Commission meeting of October 8, 2024: (Ald. Steiner) [\(Minutes can be found on the City web site\)](#)

1. Commission recommends Council approve Ordinance No. 2024-21 Rezoning 154 Tyler Street from the R-2, Two Family Residence District to the I2, General Industrial District. **(RollCall-Pro)**
MSCRP Steiner/Ellis to approve as recommended by the Commission, all voting aye.
2. Commission recommends Council approve a Special Use Permit for the issuance of a Class “A” license for property located at 903 Green Bay Road subject to the conditions of the Special Use Approval Letter. **(RollCall-Pro)**
MSCRP Steiner/Ellis to approve as recommended by the Commission, all voting aye.

VI. Public Forum

- A. Speakers should give their name and residential address (not mailing address) and are allowed five minutes to speak on any topic.
Scott Becher, 1061 Green Acres Lane – Spoke on the reduction of hours at the Police Department front desk area. Would like to keep the hours as is to maintain a good relationship with residents.

Jeff Bernice, 2111 Marathon Avenue, Police Department – Gave a status update on the emergency humanitarian donation efforts for hurricane relief. Our community shined today as a semi was full within four hours and on its way to bring some much-needed relief. Assistant Chief Bernice also recognized the Alderman Hillstrom for his participation in this event.

VII. Mayor/Council consideration of public forum issues
None.

VIII. Consent Agenda

- A. Ratification of the Temporary Class “B” Wine Only Permit to Future Neenah, Inc., for the Wine Walk. **(PSSC)**
- B. Temporary Extension of Licensed Premises Application to Future Neenah, Inc., for the Temporary Outdoor Refreshment Area for Old-Fashioned Saturday to be held October 16, 2024, from Noon-4:00 pm. **(PSSC)**
- C. **(UC)**
Seeing no objections, the Consent Agenda was ordered approved as written.

IX. Reports of standing committees

- A. Regular Public Services and Safety Committee meeting of October 8, 2024: (Chairman Lendrum/Vice Chair Hillstrom) [\(Minutes can be found on the City web site\)](#)
1. Committee recommends Council approve the request for additional funding to complete the design and permitting process for the Doty Park Phase 1 Shoreline Stabilization and Improvements to Edgewater Resources, Madison WI, in the amount not to exceed \$23,710.00 utilizing Grant Writing funds of \$9,480.00 and Capital Reserve Funds of \$14,230.00. **(RollCall-Pro)**

MSCRP Lendrum/Hillstrom to approve as recommended by the Committee, all voting aye.

Director Kading status update on the grant for this project. The DNR advised there is a pending grant approval on final permitting and design. He is working with the DNR to get final approval. The grant is a reimbursement payment.

2. Committee recommends Council approve the purchase of 13 Panasonic Toughbook's CF-33 and accessories in the amount of \$74,977.00, 2 Panasonic Toughbook's FZ-55 and accessories in the amount of \$10,100.00, and 12 Brother PJ862 Thermal Printers in the amount of \$4,848.00 to be funded utilizing the K-9 Trust Fund in the amount of \$5,906.00 and the remaining balance of \$86,000.00 from the Capital Improvement Budget. **(RollCall-Pro)**

MSCRP Lendrum/Hillstrom to approve as recommended by the Committee, all voting aye.

3. Committee recommends Council approve the upgrade of security cameras in the Church Street parking ramp with One Source Technologies in an amount of \$89,403.00 utilizing budgeted Capital Facility funds of \$90,000.00. **(RollCall-Pro)**

MSCRP Lendrum/Pollnow to approve as recommended by the Committee, all voting aye.

4. Committee recommends Council approve the 2025 Winnebago County 911 Emergency System Joint Powers Agreement. **(RollCall-Pro)**

MSCRP Lendrum/Steiner to approve as recommended by the Committee, all voting aye.

5. Committee recommends Council approve Original Class "A" Fermented malt Retail License Convenience Store Application to Kwik Trip, Store #434, 903 S. Green Bay Road, Neenah WI, Agent, Eric Lisser, with the noted conditions and floor plan as approved by the Plan Commission. **(RollCall-Pro)**

MSCRP Lendrum/Ellis to approve as recommended by the Committee and the Plan Commission, all voting aye.

6. Committee recommends Council approve Original Class "B" Combination Alcohol Beverage Retail License Application and Plan of Operation for Revs Neenah, LLC., d/b/a Rolling Thunder Lanes, 934 Byrd Avenue, William Smith, Agent contingent upon establishing a closing date. **(RollCall-Pro)**

MSCRP Lendrum/Pollnow to approve as recommended by the Committee, all voting aye.

7. Committee recommends Council approve Original “Class B” Intoxicating Liquor retail license application and plan of operation to Grainworks Old + New, LLC., d/b/a/ Grainworks Old + New, 200 Main Street, Neenah WI, Brian Duncan Agent. **(RollCall-Pro)**
MSCRP Lendrum/Pollnow to approve as recommended by the Committee, all voting aye.
 8. Committee recommends Council approve Resolution 2024-19: Amended Plat Relocation Order for the 2025 S. Commercial reconstruction project between Stanley Street and Tyler Street. **(RollCall-Pro)**
MSCRP Lendrum/Hillstrom to approve as recommended by the Committee, all voting aye.
 9. Committee recommends Council approve instituting a “no parking anytime” regulation on the entire north side of East Doty Avenue from South Commercial Street to Oak Street. **(RollCall-Pro)**
MSCRP Lendrum/Pollnow to approve as recommended by the Committee, all voting aye.
 10. Committee recommends Council approve reducing the speed limit on Woodenshoe Road between the city south limits to CTH G from 45 mph to 35 mph. **(RollCall-Pro)**
MSCRP Lendrum/Pollnow to approve as recommended by the Committee, all voting aye.
- B. Regular Finance and Personnel Committee meeting of September 23, 2024: (Chairman Erickson/Vice Chair Boyette) [\(Minutes can be found on the City web site\)](#)
1. Committee recommends Council approve Annexation #235 (Ordinance 2024-19).
MSCRP Erickson/Pollnow to approve as recommended by the Committee, all voting aye.
- C. Regular Finance and Personnel Committee meeting of October 7, 2024: (Chairman Erickson/Vice Chair Boyette) [\(Minutes can be found on the City web site\)](#)
1. Committee recommends Council approve the storm sewer rate be increased using the gradual fund balance reduction option to enable the Storm Water Management Utility to cover expenses and debt payments; the fund balance should be maintained for unanticipated expenses; that the storm water utility rate be reviewed at least every other year to assure that the assumptions and financial projections are still valid; and to increase in the storm water utility rate from \$84/ERU to the Mayor’s recommended \$90/ERU commencing January 1, 2025. **(RollCall-Pro)**
MSCRP Erickson/Lendrum to approve as recommended by the Committee, all voting aye.

Discussion ensued regarding an updated stormwater plan. Staff estimates a cost to hire a firm to update the stormwater plan is approximately \$50,000, and any changes to fee amount would need Council approval.

2. Committee recommends Council approve the proposal made by the Neenah Police Department to reorganize as written in Chief Olson's memo dated October 3, 2024 **(RollCall-Pro)**
MSCRП Erickson/Lendrum to approve as recommended by the Committee, all voting aye.

Discussion was had with Council members offering their support of the reallocation of resources.

- D. NMFR Joint Finance & Personnel Committee meeting of October 15, 2024: (Chairman Boyette) [\(Minutes can be found on the City web site\)](#) Alderman Pollnow presented the report due the others being excused.

1. Committee recommends the City of Neenah and City of Menasha Common Councils approve the offer to the intended candidate for the position of Assistant Chief/Fire Marshal a salary above the midpoint at a starting rate of \$89,739. **(RollCall-Pro)**
MSCRП Pollnow/Ellis to approve as recommended by the Committee.

Prior to the vote, Alderman Pollnow, seconded Lendrum to table the item to a future Committee of the Whole Meeting. Motion carries in a roll call vote, 5-1 with Ellis dissenting.

2. Committee recommends the City of Neenah and City of Menasha Common Councils provide an add rate to the assistant chief positions equivalent to a 3% differential between the highest paid assistant chief and the shift commander. **(RollCall-Pro)**
MSCRП Pollnow/Ellis to approve as recommended by the Committee.

Prior to the vote, Alderman Pollnow, seconded Lendrum to table the item to a future Committee of the Whole Meeting. Motion carries in a roll call vote, 5-1 with Ellis dissenting.

- X. Reports of special committees and liaisons and various special projects committees
 - A. Regular Plan meeting of September 24, 2024: (Council Rep Steiner) [\(Minutes can be found on the City web site\)](#)
 1. Commission recommends Council approve Annexation #235 (Ordinance 2024-19), and the property also receive an R-1, Single-Family Residence District zoning classification. **(RollCall-Pro)**
MSCRП Steiner/Pollnow to approve as recommended by the Commission.

- B. Regular Plan Commission meeting of October 8, 2024: (Council Rep Steiner)
[\(Minutes can be found on the City web site\)](#)
 - 1. Commission recommends Council approve Resolution 2024-19, the relocation order for the amended plat for the 2025 S. Commercial Street reconstruction project between Stanley Street and Tyler Street. **(RollCall-Pro)**
MSCR P Steiner/Pollnow to to approve as recommended by the Commission, all voting aye.

- C. Reports on neighborhood groups.
 - 1. Business Improvement District Board (BID Board) Report from the October 15, 2024 Meeting – Alderman Ellis
 - a. Working on next year’s budget.
 - b. Dates to remember: October 26th is Old Fashion Saturday, November 1 and 2 is Gift Certificate Rewards, November 7 Pre-Holiday Shop and Stroll, November 21 Pay It Forward, December 6 a Very Neenah Christmas, December 12 Luminary Night with Cookie Crawl.

- D. Library Board
 - 1. Report from the Library Board Meeting of October 16, 2024 – Alderman Erickson
 - a. Circulation is up 7% this year, programming is up 35%, and the number of programs are up 43% from last year at this time..
 - b. Speed puzzling sign-up was full in 1.6 minutes. Another speed puzzling event will be held in February with a lottery sign up.
 - c. The second Repair Café will be held on Sunday, November 3rd. There is about a 60% repair rate.

- XI. Presentation of petitions
 - A. Any other petition received by the City Clerk’s Office after distribution of the agenda.
None.

- XII. Council Directives
None.

- XIII. Unfinished Business
 - A. Alderman Lendrum pointed out the publications portion of the Council webpage that includes the updated City Directory.

- XIV. New Business
 - A. Resolution 2024-18 Authorizing the Redemption of the Water Utility Revenue Refunding Bonds, Series 2017, Dated September 5, 2017, contingent upon Water Commission approval. (Rasmussen)
MSCR P Pollnow/Ellis to approve Resolution 2024-18 as recommended by staff, all voting aye.

Alderman Pollnow gave accolades to Director Mach for paying off water debt as soon as possible.

- B. Arrowhead Park Development Status Report. (Alderman Hillstrom)
Staff and the DNR continue to talk. Greaf started engineering and utility grading plans.
 - C. Any announcements/questions that may legally come before the Council.
 - D. Director Rasmussen announced the dates for the Budget Workshops.
 - E. Alderman Steiner gave a status update on a Sister City Program.
- XV. Adjournment
- A. MSCRP Pollnow/Steiner to adjourn, all voting aye. Meeting adjourned at 7:49 PM.

Respectfully submitted,



Charlotte Nagel, City Clerk