

CITY OF NEENAH
PUBLIC SERVICES AND SAFETY COMMITTEE MEETING MINUTES
Tuesday, January 28, 2025

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

Excused: Alderperson Pollnow

Also Present: Mayor Lang, Public Works Director Kaiser, Community Development and Assessment Director Haese, Police Chief Olson, Park & Recreation Director Kading, Assistant Police Chief Bernice, Police Captain Van Sambeek, Public Works Superintendent Radtke, Fleet Specialist Streubel, Public Works Office Manager Mroczkowski, Frank Cuthbert, Scott Becher, and Flo Bruno

Approval of Minutes of the Meeting of January 7, 2025

Motion by Hillstrom, Seconded by Weber to approve the minutes of the meeting of January 7, 2025.

Call for vote by Chairman Lendrum

Motion Carried. All voting Aye. 4/0

Public Appearance

Scott Becher, 1061 Green Acres Lane, Neenah-Mr. Becher spoke regarding the Graef Arrowhead Park Design Contract Amendment agenda item. He stated that he would like to know what the total cost of developing this property will be, including the cost of soil remediation.

GRAEF Arrowhead Park Design Contract Amendment

C.A. **Motion by Borchardt, Seconded by Weber to recommend Council accept and place on file the revised Master Plan of Arrowhead Park.**

Community Development and Assessment Director Haese reviewed his revised memo of January 24, 2025. He stated that there were minor changes to the master plan. He stated that the changes include the relocation of the parking by the lake to the welcome center area, text changes addressing and identifying the sensitivity around the park and its location on public trust property, such as renaming some of the buildings to reflect more of a community perspective, and accessibility and connectivity to the river. Director Haese stated that these changes were made to strengthen the reality the city is sensitive to the public trust impacts of this project and that the city is upholding the intent of the public trust doctrine.

Call for vote by Chairman Lendrum

Motion Carried. All voting aye. 4/0

Report

Motion by Weber, Seconded by Hillstrom to recommend Council approve the contract Amendment with GRAEF Engineering in the amount of \$12,700 for Arrowhead Master Plan modifications and for additional engineering work required of DNR for the placement of additional fill material on Arrowhead Park. Funding for the Amendment to be provided from Arrowhead Park carry forward funds included in the 2025 Capitol Improvement Budget.

Aldersperson Borchardt asked if changes will again need to be made to the master plan after the soil borings are done. He asked if we should have waited to amend the master plan until the soil borings were done. Director Haese stated that borings are being done for the structural integrity of the building locations. He stated that there is not a lot of variability on the park site, so he does not feel that there will be any issues.

Director Haese stated that during the preliminary engineering work it was identified that additional fill would be needed to ensure sufficient cover over utilities planned for the park. He stated that staff recognized that the fill from the Douglas Park Storm Water Pond project would be ideal material for the Arrowhead site. Director Haese stated that using this fill required DNR approval. He stated that with GRAEF's assistance, the city was able to get DNR approval in a timely manner. Director Haese stated that the city was able to haul 15,000 to 20,000 cubic yards of fill to the Arrowhead site, saving the city \$160,000.00.

Call for vote by Chairman Lendrum

Motion Carried. All voting aye. 4/0

ECS Subsurface Exploration and Geotechnical Engineering-Arrowhead Park

Report

Motion by Hillstrom, Seconded by Weber to recommend Council approve contracting with ECS Midwest, LLC to provide 22 geotechnical borings and boring analysis on Arrowhead Park at a cost of \$71,290.00. Funding for the exploration work to be provided from Arrowhead Park carry forward funds included in the 2025 Capital improvement Budget.

Director Haese stated that the original borings were done in 2018. He stated that since then, the project has been refined and it was determined that 22 additional borings are needed. He stated that these borings are necessary to ensure there is proper cover and to ensure the geotechnical integrity of the soil to support whatever improvements are done to the site.

Alderperson Borchardt asked, as it is planned today, all improvements that are going to be made to the site will not impact the landfill cap. Director Haese stated that is the goal.

Call for vote by Chairperson Lendrum

Motion Carried. All voting aye. 4/0

Fleet #BM 3-2025 Building Maintenance Tractor

Report

Motion by Hillstrom, Seconded by Borchardt to recommend Council approve the purchase of a 2025 John Deere 1025R Compact Tractor with attachments from Riesterer & Schnell in the amount of \$40,357.88 and purchase additional small equipment for the tractor not to exceed \$2,000.00. The funding source for this purchase coming from the Capital Equipment Budget.

Public Works Superintendent Radtke stated that this tractor is used at City Hall, Library and the Harrison Street Storm Water Pond. He stated that the current tractor is undersized and does not have the right type of equipment for the jobs that it is doing. He stated that the new one will fit the job needs better and be more efficient for the user.

Call for vote by Chairman Lendrum

Motion Carried. All voting aye. 4/0

Fleet #71A-2024 Skid Mounted Leaf Vac

Report

Motion by Borchardt, Seconded by Weber to recommend Council approve the purchase of an OBD DCL-700 Skid Mounted Leaf Vac from RNOW, Inc. in the amount of \$98,575.25 and additional materials to fabricate the leaf box and picker not to exceed \$20,000.00.

Public Works Superintendent stated that this is a direct replacement. He stated that the truck it is used on will need to be modified to fit the piece of equipment.

Call for vote by Chairperson Lendrum

Motion Carried. All voting aye. 4/0

Refuse and Recycling Carts

Report

Motion by Weber, Seconded by Borchardt, to recommend Council approve the purchase of a combined 724 refuse and recycle carts from Sierra Container Group in the amount of \$39,786.00.

Public Works Superintendent stated that with the growth of the city we are issuing a lot of carts. He stated that this is a split truckload with 362 garbage carts and 362 refuse carts split into 95-gallon and 65-gallon carts.

Call for vote by Chairperson Lendrum

Motion Carried. All voting aye. 4/0

Police Department Request for Vehicle Replacements

Report

Motion by Hillstrom, Seconded by Borchardt to recommend Council authorize the Neenah Police Department to purchase replacement vehicles for squad #1, squad #5, Behavioral Health Officer vehicle #23, Community Service Aide vehicle #34 and MEG Unit Pickup truck #28 with a not to exceed amount of \$282,000.00 to include all equipment and changeover costs.

Fleet Specialist Streubel reviewed his memo of January 24,2025. He stated that there are 5 vehicles up for replacement this year. Squads #1 and #5, the Behavioral Health Officer vehicle #23, Community Service Aide #34, and the MEG Drug Unit Office Truck #28.

Fleet Specialist Streubel stated that Squad #1 and #5, 2021 Ford Police Utility vehicles will be replaced with 2025 Ford Hybrid Police Utility vehicles with squad #1 being used by the CSA Supervisor and squad #5 being a patrol vehicle. He stated that vehicle #23, 2017 Civilian Explorer will be replaced with a 2024 or newer Civilian SUV for the Behavioral Health Officer. He stated that vehicle #34, 2020 Chevrolet Colorado Truck used by the Community Services Aides is being replaced with a 2025 Ford Transit Cargo Van. Fleet Specialist Streubel stated that this vehicle is better equipped to get animals in and out of compared to a pickup truck. He stated that vehicle #28, 2019 MEG Drug Unit Pickup Truck will be replaced with another 2024 or newer full size pickup truck.

Call for vote by Chairperson Lendrum

Motion Carried. All voting aye. 4/0

Special Assessment Report for Preliminary Resolution 2024-23: Sanitary Sewer and Laterals and Wate Services Installation

C.A.

Motion by Borchardt, Seconded by Weber to authorize the Chairman of the Public Services and Safety Committee sign the Special Assessment Report for Preliminary Resolution 2024-23.

Call for vote by Chairperson Lendrum

Motion Carried. All voting aye. 4/0

Special Assessment Report for Preliminary Resolution 2024-25: Asphalt Pavement and Curb/Gutter Installation

C.A.

Motion by Hillstrom, Seconded by Borchardt to authorize the Chairman of the Public Services and Safety Committee sign the Special Assessment Report for Preliminary Resolution 2024-25.

Call for vote by Chairperson Lendrum

Motion Carried. All voting aye. 4/0

Project Notification Process

Motion by Hillstrom, Seconded by Weber to table item.

Call for vote by Chairperson Lendrum

Motion Carried. All voting aye. 4/0

Public Works General Construction and Department Activity Report
Announcements/Future Agenda Items

- 1) Contract 7-21 (Harrison Pond): Pumps troubleshooting continues. Sidewalk/trail and staining work is complete. Final topsoiling is about 50% complete. Topsoil is being provided from the Douglas Pond site.
- 2) Contract 7-23 (High, River Utility and Street Construction): Work is complete. A punchlist was provided to the contractor. Final quantities have been prepared.
- 3) Contract 1-24 (Belmont Ct, Belmont Av, Cedar St, Stevens St-Utilities and Street): Work is complete. Final quantities have been prepared.
- 4) Contract 2-24 (E. Doty Av - Utilities and Street): Work is complete. Final quantities are being prepared.
- 5) Contract 3-24 (Bayview Rd, Commercial St Water Crossings, Quarry Ln, Reed St - Utilities and Street, Temporary asphalt paving on Freedom Meadows Drive and Liberty Avenue): Work is complete. Final quantities are being prepared.
- 6) Contract 4-24 (S. Park Avenue Easement – Utilities): Work is about 95% complete. One service needs to be drilled in, manhole sealing done and restoration.
- 7) Contract 5-24 (North St - Utilities and Street): Work is complete. Final quantities are being prepared.
- 8) Contract 6-24 (Jewelers Park Drive): Work is on the original contract is complete. Work on the Arrowhead Park loop road will be done in spring.
- 9) Contract 7-24 (Misc Concrete Pavement/Sidewalk Repair): The majority of the work is complete. The sidewalk on the west side of the north end of Baldwin will be done when arrangements have been finalized with the abutting property owner.

- 10) Contract 8-24 (Misc Asphalt Pavement/Sidewalk Repair): Work is complete. Final quantities are being prepared.
- 11) Contract 11-24 (Douglas Park Pond): Work is ongoing. Pond excavation will be complete early the week of 1/27.
- 12) Contract 13-24 (S. Commercial St Turn Lane at Winneconne Av): The contract was awarded to Vinton Construction. The work has not been scheduled. We are working through the property acquisition.
- 13) S. Commercial Street: A public meeting in advance of the start of construction is being scheduled. The pre-construction meeting for the project is scheduled for February 19. A construction public information meeting has been tentatively scheduled for February 20.

Director Kaiser stated that he would provide information to the Council when that has been finalized.
- 14) 2025 Projects: Design is well along on our 2025 street and utility projects. The schedule calls for award recommendations coming to the Common Council meeting on 3/5.

Announcements

NONE

Adjournment

Motion by Hillstrom, Seconded by Borchardt to adjourn at 5:55 PM.

Call for vote by Chairman Lendrum

Motion Carried. All voting aye. 4/0

Respectfully submitted,



Lisa Mroczkowski
Public Works Office Manager