

Common Council Minutes
Wednesday, March 19, 2025 at 7:00 PM

The Common Council of the City of Neenah, Winnebago County, Wisconsin, met in regular session at 7:00 PM, March 19, 2025, in the Council Chambers of Neenah City Hall.

Mayor Lang is the chair.

Present: Aldermen Boyette, Erickson, Hillstrom, Lendrum, Weber, Pollnow, Steiner, Ellis, and Council President Borchardt. Staff present Director of Finance Rasmussen, Deputy Director of Community Development & Assessment Schmidt, Director of Public Works Kaiser, City Attorney Rashid, and City Clerk Nagel.

Also Present: Fire Chief Teesch, Police Chief Olson, IT Director Schroeder, Assistant Planner Kasimor, Utility Director Mach, and those listed on the attached Attendance Sheets.

Mayor Lang called the meeting to order at 7: 02 pm.

- I. The Mayor/Aldermen recorded their attendance on the RollCall-Pro System as the Clerk called the roll. Council President Borchardt led the Pledge of Allegiance.

Motion by Ellis/Borchardt to move the public forum to the next item on the agenda, all voting aye in a voice vote.

IV. Public Forum

- A. Gordon Hintz, 1361 Washington Avenue, Oshkosh. Mr. Hintz introduced himself as a candidate for Winnebago County Executive.
- B. Scott Becher, 1061 Green Acres Lane. Mr. Becher spoke on the housing study by saying both poverty and violent crimes have gone up, while city services have gone down. The first prior to should be reducing poverty of those residents who have real economic needs such as providing a variety of affordable housing options. Housing options need to be looked at throughout the whole Fox Cities ecosystem as overbuilding within the ecosystem could have dramatic consequences to the city.
- C. Lucas Reinke, 406 Haylett Street, District 6 Neenah Representative of the Winnebago County Board. Supervisor Reinke spoke about the County Board adoption of the first ever County Strategic Plan. The identifying pillars of the Strategic Plan are housing, transportation, economic development, fishing, government, and quality of life. There will be a community session in late April inviting the public to provide feedback on the plan.
- D. Stefanie Holt, 418 Park Drive, District 5 Neenah Representative of the Winnebago County Board. She spoke on the Housing Study. Supervisor Holt personally knows people who have had to move out of Neenah because they could no longer afford the rent, or people who had to turn job offers down because they wouldn't afford the housing options available at the time. She is encouraged to hear of the different affordable housing options being presented in the Housing Study.
- E. Jennifer Sunstrom, Director of Public Relations and Government Affairs for the Realtors Association of Northeast Wisconsin located at W6124 Aeorotek Drive, Appleton. Ms. Sunstrom spoke on the Housing Study. Neenah now has their very own, independent, in-depth, housing study to rely on. Hopefully the study will be an valuable in educating the public, but will also give the city framework for future decisions related to housing. The Housing Study can also be an indicator of trends for future demographic changes and how they will impact housing needs and

demands. The study emphasizes the need of all types of housing with various price points. The crucial point in the study is highlighting key strategies for addressing the housing shortage by not just creating density but expanding the variety of house types. The most effective way to do this is by simplifying our residential zoning codes. Every time a developer has to come forth for a rezone or a PUD (Planned Urban Development) proposal additional hurdles are invited essentially discouraging those who want to provide more housing options. While change is often met with resistance, addressing the housing crisis requires us to rethink our approach. This study aims to prevent us from ignoring the pressing need of better housing solutions and ideally will serve as a valuable tool for the city in making informed thoughtful decision about their housing policy.

- F. Deb Langacker, 631 Winnebago Heights. Ms. Langacker spoke on the Housing Study. She spoke about the need for a homeless shelter in Neenah. It would be nice to have an action plan to move this study forward with more affordable housing. Working with the Neenah Joint School District, there were over a hundred students who are considered homeless in the city. With funding available through the Community Development Block Grant perhaps a homeless shelter would be considered.
- G. Susan Garcia Franz, 1790 Wendy Way, Fox Crossing. Ms. Garcia Franz works for Winnebago County Public Health as a Community Health Strategist working on affordable housing as well as Vice-President for the Fox Cities Housing Coalition. She would like to see the study have an implementation plan for to bring affordable housing to Neenah. It is very hard for academic achievement when there is worry on how the basic needs are going to be met. As people are unhoused, it causes not only a burden to those immediately affected, but there are long-term costs to the city, the county, the state, and the entire country. She spoke on the missing middle, the duplexes, the triplexes, and the townhouses. Housing programs provided are essential for people to be able to access affordable housing and get into the markets. Programs exist because often the housing prices go beyond the income being made and people need a balancer to become independent. Ms. Garcia Franz is looking forward to a continued partnership with the city in working on implementing the Housing Study.
- H. Kristine Giornalista, 769 Yorkshire Road. Representing the Fox Cities Housing Alliance. Ms. Giornalista would like to see Neenah work collaboratively on implementation strategies with other communities and various county government programs. The newly formed Fox Cities Housing Alliance will be launching this spring and would invite Neenah to work with the coalition by being an active participate in the effort.
- I. Lisa Strandberg, 325 12th Street, Executive Director of Pillars. Ms. Strandberg spoke on the Housing Study. Applauds the city's decision to do the housing study and encourages the city to just not accept it but embrace it and act upon it in collaboration with communities with partners of the community. She in encouraged by the regionality recommendations, and is glad to see Neenah taking steps to take action on a vital problem.

- V. Mayor/Council consideration of public forum issues
 - A. Mayor Lang commented on Winnebago County Strategic Plan adoption. She was contacted on Saturday by a County Board Supervisor, who informed her that local leaders and municipalities were contacted relative to providing input on the strategic plan. Mayor Lang reached out to all the Department Heads and no one was contacted in the City of Neenah to participate and give input on the County's Strategic Plan. We would have gladly participated had we been asked.
 - B. Alderman Pollnow was not contacted by Winnebago County either on the Strategic Plan.
- II. Presentation
 - A. Neenah Housing Study and Needs Assessment presentation by Stantec Consulting. (Attachment)
Deputy Director of Community Development Schmidt introduced Spencer from Stantec Consulting who was presenting virtually at tonight's meeting. A copy of the Housing Study presentation can be found in this meeting's [Council packet](#). The presentation may also be watched on the [City of Neenah YouTube Channel](#) under this meeting. There was a question-and-answer, comment period at the conclusion of the presentation with the Council.
 - B. [Report from Regular Plan Commission meeting of March 11, 2025](#): (Council Rep Steiner) (Minutes can be found on the City website)
 - 1. Plan Commission recommends Council accept and place on file Neenah Housing Study and Needs Assessment presented by Stantec Consulting. **(RollCall-Pro)**
MSCRP Steiner/Ellis to accept and place on file Neenah Housing Study and Needs Assessment presented by Stantec Consulting.

Motion to amend by Pollnow/Boyette to change the motion wording to "receive and place on file" instead of "accept and place on file", all voting aye.

Motion restated: Motion by Steiner/Boyette to receive and place on file Neenah Housing Study and Needs Assessment presented by Stantec Consulting, all voting aye.
- III. Public Hearings
 - A. Consider 2025 Community Development Block Grant Program Proposed Use of Funds/Annual Action Plan/Consolidated Plan. (Attachment) **(No action is required)**

Mayor Lang opened the public hearing at 8:21 PM. After three calls for comment, there were no appearances. Mayor Lang closed the public hearing at 8:22 PM.
- VI. Introduction and Confirmation of Mayor's Appointment(s)
 - A. Appoint Rebecca Heidke Kwiatkowski to Sustainable Neenah for a three-year term expiring December 2028. (Attachment) **(UC)**
There being no objections, the Mayor's appointments were ordered approved as presented by unanimous consent

VII. Approval of Council Proceedings

- A. [Approval of the Council Minutes and Proceedings of March 5, 2025 regular session.](#)
(UC)

There being no objections, the Council Minutes and Proceedings were ordered approved as written by unanimous consent.

VIII. Consent Agenda

- A. Change of Agent for Pick N Save #412, 828 Fox Pointe Plz., Neenah WI, Corey Santorello, Agent. (PSSC)
B. Change of Agent for Pick N Save #124, 1530 S Commercial St., Neenah WI, Mary Brown, Agent. (PSSC)

(UC)

There being no objections, the Consent Agenda was ordered approved as written by unanimous consent.

IX. Reports of standing committees

- A. [Regular Public Services and Safety Committee meeting of March 11, 2025:](#)
(Chairman Lendrum/Vice Chairman Hillstrom) (Minutes can be found on the City website)

1. Committee recommends Council approve Ordinance No. 2025-01, amending Chapter 14 Article VII of the Code of Ordinances relating to Street Furniture. (RollCall-Pro)

MSCRP by Lendrum/Weber to approve Ordinance No. 2025-01 as recommended by Committee. Motion carried in a 8-1 vote, with Pollnow voting no.

Alderman Pollnow thinks this is a cumbersome ordinance adding additional requirements and burdens on business owners and staff. He believes there could be better and more productive way to address this issue that has not been quantified.

This request came from Alderman Ellis at the BID Meeting with the support of Future Neenah and the Community Development Department as a way to help the businesses downtown. This ordinance gives downtown business guidance for keeping parking open, ADA compliance, assures the sidewalk will be clear for pedestrian traffic, and creates a uniformed look that is aesthetically pleasing. Community Development has monitored street furniture in the past.

To Alderman Lendrum's knowledge, downtown businesses are accepting of the ordinance as well as Future Neenah.

Alderman Pollnow advised the ordinance was originated in 2010, so it is not that old. History has proven that when government taxes and regulations, the more things become cumbersome.

Alderman Boyette believes this ordinance is being more fitted for the downtown district and should be handled more like an homeowners association for the BID Board to be deal with rather than an ordinance for the city to deal with.

Alderman Ellis clarified that the BID Board looked at the city as a whole during the modification process because it makes enforcement of the ordinance more consistent. This is a help, not a hindrance.

- B. [Regular Finance and Personnel Committee meeting of March 10, 2025:](#) (Chairman Erickson/Vice Chairman Boyette) (Minutes can be found on the City website)
1. Committee recommends Council approve the purchase equipment and services to install a new air conditioning unit in the Primary Datacenter at a cost not to exceed \$40,000, with funding coming from the Information Systems capital equipment budget. **(RollCall-Pro)**
MSCRP by Erickson/Boyette to approve as recommended by Committee, all voting aye.
 2. Committee recommends Council approve the 2024 General Fund Operating Carry Forwards to 2025 as submitted **(RollCall-Pro)**
MSCRP by Erickson/Pollnow to approve as recommended by Committee, all voting aye.
 3. Committee recommends Council approve Ordinance 2025-02 Amending Chapter 13, Section 2 of the Special Assessment Ordinance. (Attachment) **(RollCall-Pro)**
MSCRP by Erickson/Borchardt to approve as recommended by Committee, all voting aye.
 4. Committee recommends Council approve the use of Fiscal Year 2024 General Fund balance (surplus) in the amount of \$191,967.04 to be applied to the following deficits: Municipal Court for \$21,705.91 and the remainder of the Parking Utility for \$170,261.13. 1.284 surplus. **(RollCall-Pro)**
MSCRP by Erickson/Boyette to approve as recommended by Committee, all voting aye.
 5. Committee recommends Council approve the updated travel policy. **(RollCall-Pro)**
MSCRP by Erickson/Steiner to approve as recommended by Committee, all voting aye.
- X. Reports of special committees and liaisons and various special projects committees
- A. [Regular Plan Commission meeting of March 11, 2025:](#) (Council Rep Steiner) (Minutes can be found on the City website)
1. No report, Council action items listed above.
- B. [Board of Public Works meeting of March 18, 2025:](#) (Vice Chairman Hillstrom) (Minutes can be found on the City website)
1. Council Action Items:
 - a) Board recommends Council Award Contract 3-25, Utilities and Street Construction on Caroline Street and Hickory Lane to David Tenor Corporation in the amount of \$808,444.20. **(RollCall-Pro)**
MSCRP by Hillstrom/Lendrum to approve as recommended by the Board, all voting aye.
 - b) Board recommends Council Award Contract 8-25, City Services Roof Repair, Fleet Area and Alternate Bid, Parks Shop Area to JT Rams, LLC in the amount of \$91,549.00. **(RollCall-Pro)**

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

- c) Board recommends Council approve Final Payment No. 9, Contract 1-24, Utilities and Street Construction, Belmont Avenue, Belmont Court, Cedar Street, and Stevens Street, to David Tenor Corporation, in the amount of \$366,480.90. **(RollCall-Pro)**

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

- d) Board recommends Council Authorize the Neenah Police Department to contract with Bayland Buildings for a storage shed at a cost not to exceed \$331,365.00, to be funded with the remaining Building Addition project funds of \$214,162, and \$117,203 from the Facilities Fund Balance. **(RollCall-Pro)**

MSCRP by Hillstrom/Weber to approve as recommended by the Board, all voting aye.

C. Reports on neighborhood groups.

- 1. [Business Improvement District Board \(BID Board\) Meeting of March 18, 2025](#)
– Alderman Ellis
 - a. Fox Cities Convention and Visitors Bureau has awarded a Development Grant to fund the downtown light display with Future Neenah.

D. Library Board

- 1. [Report from the Library Board Meeting of March 19, 2025](#) – Alderman Erickson
 - a. Reported upcoming event occurring at the library. An event listing can be found on the [Neenah Public Library website](#).

E. Landmarks Commission

- 1. [Report from the Landmarks Commission Meeting of March 12, 2025](#) – Alderman Weber
 - a. Completing the updated list of properties to include in the new brochure.

XI. Presentation of petitions

- A. Any other petition received by the City Clerk's Office after distribution of the agenda.
 - 1. No petitions.

XII. Council Directives

XIII. Unfinished Business

- A. Alderman Pollnow asked for an update on the status of the City Engineer position. Directors Kaiser and Fairchild have been working on a department restructuring analysis. However, the position will be advertised soon under the current department structure.
- B. Alderman Weber formally requested a presentation on Carpenter Preserve be on the April 2, 2025 Council meeting agenda. The date has been confirmed with Director Kading.

XIV. New Business

- A. Any announcements/questions that may legally come before the Council.

- B. Alderman Ellis would like the Public Services and Safety Committee could look at a process of how police or sanitation crews could proactively identify noxious weed properties, and report them to the city inspector. This could make the city more aesthetically pleasing if we get ahead of the weeds instead of reacting to them. Alderman Lendrum will report back to the Council after she speaks to the department heads. Alderman Ellis would like any potential options to be referred to the Public Services and Safety Committee.

XV. Closed Session

- A. The Council may convene into closed session pursuant to Wis. Stat. §19.85(1)(c) for the purpose of considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility, relating to the Community Development Director position.
MSCRP Borchardt/ELLIS for the Council to enter into closed session pursuant to Wis. Stat. §19.85(1)(c) for the purpose of considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility, relating to the Community Development Director position. The Council may reconvene into open session to consider actions on the above listed item discussed in closed session. Motion carried in a voice vote, 9-0.

At 8:49 PM, Council took a five-minute recess.

At 8:55 PM, the Council reconvened in closed session.

Council adjourned in closed session; no action taken.

- B. The Council may reconvene into open session to consider actions on the above listed item discussed in closed session.

XVI. Adjournment

In closed session, Motion by Ellis/Pollnow to adjourn, all voting aye. Meeting adjourned in closes session at 9:25 PM.

Respectfully submitted,



Charlotte Nagel, City Clerk

CITY OF NEENAH – COMMON COUNCIL MEETING
WEDNESDAY, MARCH 19, 2025 AT 7:00 PM
ATTENDANCE SHEET

NAME	ADDRESS
1. Frank Cuthbert	1533 Fallow Drive
2. Jennifer Sunstrom	Wp124 Aerotech Dr
3. Lisa Strandberg	325 12th St Neenah
4. Stefanie Holt	418 Park Dr Neenah
5. Scott Poh	821 Kensington
6. SCOTT BECKER	1061 GREEN ACRES LAKE
7. LUCAS REINKE	406 HAYLETT ST.
8. Flo Bruno	1002 E Forest Ave
9. Deb Jangacker	631 Winnebago Hts
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**CITY OF NEENAH – COMMON COUNCIL MEETING
WEDNESDAY, MARCH 19, 2025 AT 7:00 PM
ATTENDANCE SHEET**

NAME	ADDRESS
1. JOHN SKYRMS	116 1/2 W WISCONSIN AVE
2. ANTHONY L. MACH	773 YORKSHIRE RD
3. Kristine Giornalista	769 Yorkshire Rd.
4. Susan Garcia Franz	1790 Wendy Way Neenah
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**CITY OF NEENAH – COMMON COUNCIL MEETING
WEDNESDAY, MARCH 19, 2025 AT 7:00 PM
ATTENDANCE SHEET**

NAME	ADDRESS
1. Gordon Hintz	1361 Wingham Ave, Oshkosh
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