

CITY OF NEENAH
PUBLIC SERVICES AND SAFETY COMMITTEE MEETING MINUTES
Tuesday, October 29, 2024

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

Excused:

Also Present: Mayor Lang, Public Works Director Kaiser, Police Captain Van Sambeek, City Clerk Nagel, Traffic Engineer Merten, Public Works Office Manager Mroczkowski, Cathie Boyette, and Duaine Behnke

Approval of Minutes of the Meeting of October 8, 2024, and Special Meeting of October 16, 2024

Motion by Hillstrom, Seconded by Borchardt to approve the minutes of the meeting of October 8, 2024, and Special Meeting of October 16, 2024

Call for motion vote by Chairman Lendrum

Motion Carried. All voting aye. 5/0

Public Appearance

None

In Squad Video System Replacement

Follow Discussion: Motion by Borchardt, Seconded by Hillstrom to recommend Council approve the City of Neenah Police Department to enter into a five-year contract with Axon Enterprises for 10 Axon Fleet 3, in-car camera system and approve the 2025 payment in the amount of \$26,227.83.

Call for motion vote by Chairman Lendrum

Motion Carried. All voting aye. 5/0

Licenses

Approve Original Class "A" Fermented Malt Retail License Convenience Store Application to Krist Oil Company, Krist Food Mart #56, 1305 S. Commercial Street, Neenah WI, David Stark, Agent

Motion by Pollnow, Seconded by Weber to recommend Council approve Original the Class "A" Fermented Malt Retail License Convenience Store Application to Krist Oil Company, Krist Food Mart #56, 1305 S. Commercial Street, Neenah WI, David Stark, Agent.

Report

Report

Call for motion vote by Chairman Lendrum

Motion Carried. All voting aye. 5/0

Approve Original Class “A” Fermented Malt Retail License Convenience Store Application to Deep Petroleum Inc, Neenah Mobil, 700 Main Street, Neenah WI, Jaswinder Singh, Agent

Report

Motion by Pollnow, Seconded by Borchardt to recommend Council approve the Original Class “A” Fermented Malt Retail License Convenience Store Application to Deep Petroleum Inc, Neenah Mobil, 700 Main Street, Neenah WI, Jaswinder Singh, Agent.

Call for motion vote by Chairman Lendrum

Motion Carried. All voting aye. 5/0

Approve Original Class “A” Fermented Malt Retail License Convenience Store Application to Gauri Ganesh, LLC, Main Street Amoco, 1013 Main Street, Neenah WI, Nirva Patel, Agent.

Report

Motion by Pollnow, Seconded by Weber to recommend Council approve Original the Class “A” Fermented Malt Retail License Convenience Store Application to Gauri Ganesh, LLC, Main Street Amoco, 1013 Main Street, Neenah WI, Nirva Patel, Agent.

Call for motion vote by Chairman Lendrum

Motion Carried. All voting aye. 5/0

Parking Restriction Changes for S. Commercial Street

Traffic Engineer Merten reviewed his memo of October 25, 2024. He stated that the parking changes are being proposed in conjunction with the 2025 S. Commercial Street Project. He stated that as part of this project, the WiDOT is requiring that bike lanes are carried through on the east side of the road between Tyler Street and Division Street. He stated that will require removing the on-street parking along that part of the road.

Traffic Engineer Merten stated that the second change will remove on-street parking between Division Street and King Street. He stated that the on-street parking is under utilized in this stretch of the road and will provide for a larger terrace area.

Aldersperson Pollnow asked for clarification on how the approval of parking and other traffic related changes are approved.

Traffic Engineer Merten stated that interim approval is done at committee and council level. He stated that the official traffic maps are then updated and brought to committee and council and adopted through ordinance.

Report

Motion by Borchardt, Seconded by Weber to recommend Council institute a “NO PARKING ANYTIME” regulation on the east side of South Commercial Street between Tyler Street and Division Street and on the west side of South Commercial Street between Division Street and King Street, which shall go in effect September 1, 2025.

Call for motion vote by Chairman Lendrum

Motion Carried. All voting aye. 5/0

Revision to Ordinance 2024-22 of the Municipal Code modifying overnight parking regulations and the penalty for parking during snow emergency proclamations

Traffic Engineer Merten reviewed his memo of October 25, 2024. He stated that overnight parking restrictions have become a hardship for some residents, particularly those in multi-family housing with limited on-premises parking. He stated that the proposed changes will rebalance overnight parking regulations and still address the winter snow emergency proclamations.

Aldersperson Lendrum asked how the city will educate the residents of the changes. Traffic Engineer Merten stated that the police department will communicate with the public on the changes.

Report

Motion by Weber, Seconded by Pollnow to recommend Council approve Ordinance 2024-22 revising the Municipal Code to modify the on-street overnight parking regulations and the penalty for parking during snow emergency proclamations.

Call for motion vote by Chairman Lendrum

Motion Carried. All voting aye. 5/0

Revision to Ordinance 2024-23 of the Municipal Code updating the City of Neenah Official Traffic Maps

Traffic Engineer Merten reviewed his memo of October 25, 2024. He stated that the proposed updates to the maps include approved changes authorized by the Committee, staff recommended minor adjustments, and corrections. Traffic Engineer Merten stated that the attached ordinance proposes to formally adopt these changes by repealing and replacing Section 16-36(a)(1) of the Neenah Municipal Code authenticating the new proposed maps.

Aldersperson Pollnow stated that he had concerns about approving this item tonight because of the quantity of parking changes that the committee has been asked to review in a short period of time.

Aldersperson Weber asked if these relate to changes that have been conditionally approved by this committee and council already and the map just needed updating and to be officially approved.

Traffic Engineer Merten stated that is the case for some but not all.

Aldersperson Weber asked what the risk is not approving this right now.

Director Kaiser stated that there is no risk.

Aldersperson Lendrum stated that if this is not approved at this meeting, the burden is going to be put on the Public Works Department. She stated that she is in favor of approving this tonight. She stated that in the future, if there is a concern, it can be brought back to committee for discussion.

Aldersperson Pollnow stated that many of these changes have been approved by previous bodies of the council and this committee. He stated that he does not see the need to rush to approve. He stated he does not feel that he can support approval without having sufficient time to look at each parking change.

Traffic Engineer Merten went through each traffic map and summarized the major changes.

Aldersperson Hillstrom stated that he supports the approval of this.

Aldersperson Borchardt stated that too will support the approval because many of them have been driven by the public, businesses and directors.

Aldersperson Weber stated that he agrees with Aldersperson's Hillstrom and Borchardt but stated that we need to be cognizant that if one of these are brought back to reconsider, we need to be remember that the public only cares how changes affect their street.

Motion by Weber, Seconded by Borchardt to recommend Council approve Ordinance 2024-23 repealing and replacing Section 16-36(a)(1) of the City of Neenah Municipal Code.

Call for motion vote by Chairman Lendrum

Motion Carried. All voting aye. 4/1 (Pollnow)

Public Works General Construction and Department Activity Report

- 1) Contract 7-21 (Harrison Pond): Troubleshooting is being done on the pumps to get them in operation. Sidewalk/trail and staining work is complete.
- 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): Utility and paving work is complete. Topsoil/seed/mulch/fertilizer is being finished.
- 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 scheduled to start the week of 11/4.
- 7) Contract 5-24 (North St - Utilities and Street): Utility installation and curb repairs are complete. Paving is scheduled for the week of 10/28.
- 8) Contract 6-24 (Jewelers Park Drive): Work is complete. A final payment has not been processed.
- 9) Contract 7-24 (Misc Concrete Pavement/Sidewalk Repair): Miscellaneous pavement repairs are being done at the roundabouts on Bell/Breezewood. 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): This contract was awarded to MCC, Inc. Work will start the week of 11/4.
- 11) Contract 9-24 (Pavement Marking): Work is complete. The final pay request is being brought to the next Council meeting.
- 12) Contract 10-24 (Tullar Garage Roof, Phase 2): Work is complete. A final payment is being processed.
- 13) Contract 11-24 (Douglas Park Pond): Project bids will be opened on 10/30.
- 14) Contract 13-24 (S. Commercial St Turn Lane at Winneconne Av): The contract was awarded to Vinton Construction. A work has not been scheduled. We are working through the property acquisition.
- 15) S. Commercial Street Reconstruction: The project is scheduled for a WisDOT bid letting on 11/12.
- 16) The 2025 Public Works Services Guide is being finalized. The schedule for brush/yard waste collection is being modified to every other month collection starting in April and running through October (April, June, August, October). This schedule avoids conflicts with months containing holidays, avoids significant overlap with fall

leaf collection and allows time for staff to address work tasks that have suffered for a lack of time for a concerted focus, such as asphalt street patching, mastic road repairs, inspecting/repairing catch basins, cleaning catch basins, tree trimming, retention pond maintenance, roundabout landscaping maintenance, sealing decorative concrete, jetting storm sewers, and weeding concrete islands.

Aldersperson Borchardt asked that the parking changes be included in the 2025 Public Works Guide.

Announcements/Future Agenda Items
Adjournment

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

Call for motion vote by Chairman Lendrum

Motion Carried. All voting aye. 5/0

Respectfully submitted,

A handwritten signature in cursive script that reads "Lisa Mroczkowski".

Lisa Mroczkowski
Public Works Office Manager