



COMMON COUNCIL MINUTES
Monday, August 4, 2025 at 6:00 PM
First Floor Conference Rooms
100 Main Street, Menasha, WI

- A. CALL TO ORDER
Meeting called to order by Mayor Hammond at 6:00pm.
- B. PLEDGE OF ALLEGIANCE
The Pledge of Allegiance was recited.
- C. ROLL CALL
Present: Alds. Rand, Hale, Perkins, Lewis, Marshall, Grade, Ropella
Absent: Ald. Eisenach
Also Present: PC Thorn, Off. Roe, Lt. Lenss, AP Heim, FD Sassman, PRD Sackett, DPW Merten, LD Kopetsky, FC Teesch, CA Struve, Mayor Hammond, Clerk Snyder, DC Janet
- D. PUBLIC HEARING
- E. PUBLIC COMMENTS ON ANY MATTER OF CONCERN TO THE CITY
Mike Ferris (3400 South Hemlock Lane, Appleton) commented on the unique jurisdiction breakdown of his neighborhood; specifically, Ferris spoke to the interaction of municipal and county boundaries and traffic law around Highway 441 and the surrounding area. Ferris additionally expressed concerns regarding difficulties with addressing these issues as development progresses further.
- F. REPORT OF DEPARTMENT OFFICERS/DEPARTMENT HEADS/STAFF/CONSULTANTS
Motion by District 7 Alderperson Grade seconded by District 6 Alderperson Marshall to approve. Motion carried on voice vote.

Discussion considered the absence of weed and grass code violations data in the Community Development Department's Quarterly Report.

Staff advised on data concerning weed and grass code violations and their resolution as it relates to the second quarter of 2025.

- 1. Presentations:
 - a. Safe Start: Welcome Home Menasha
Menasha Police Department (MEPD) Community Liason Officer Roe presented on the agency's new resident engagement program, Safe Start. This program is designed to help new residents feel seen, safe, and supported by the Menasha community by building trust before crisis events. The Safe Start program features a welcome packet including a personalized

welcome letter, security screws, home security tip flyer, and public safety reference guide magnet. This program will additionally educate residents on MEPD's free home safety assessments with an ultimate goal to position MEPD as a community partner. Officer Roe concluded his presentation by discussing safety practices around ebikes.

Discussion considered licensing and safety for bikes; these are to be determined by statute.

Staff advised that this program would encompass new residents living in rental properties such as apartments.

2. Minutes to Receive:

- a. Neenah-Menasha Sewerage Commission, 6/24/25
- b. Administration Committee, 7/21/25
- c. Special Board of Public Works, 7/21/25
- d. Library Board of Trustees, 6/24/25
- e. NMFR Joint Finance & Personnel Committee, 7/22/25
- f. Police Commission, 3/20/25, 5/22/25

3. Communications:

- a. Menasha 2035 Comprehensive Plan Update
- b. Community Development Department 2025 2Q Update
- c. Grow Solar Green Bay-Fox Valley: Solar Power Hour

G. CONSENT AGENDA

1. Common Council Minutes, 7/21/25

Motion by District 7 Alderperson Grade seconded by District 5 Alderperson Lewis to approve. Motion carried on voice vote.

2. Administration Committee, 7/21/25, Recommends Approval of:

- a. Cities and Villages Mutual Insurance Company's (CVMIC) Special Event Coverage for Menasha Night Out Event, August 6, 2025
Motion by District 3 Alderperson Hale, seconded by District 4 Alderperson Perkins to approve.

Motion carried 7-0 on roll call.

3. Special Board of Public Works, 7/21/25, Recommends Approval of:

- a. Street Use Application - Twisted Pistons Scholarship Cruise-In; Thursday, August 21, 2025; 12:00 p.m. to 10:00 p.m.; Twisted Pistons, Inc.
Motion by District 8 Alderperson Ropella, seconded by District 3 Alderperson Hale to approve.

Motion carried 6-0 on roll call.

District 6 Alderperson Marshall abstained due to personal membership on the Twisted Pistons Board of Directors.

4. NMFR Joint Finance & Personnel Committee, 7/22/25, Recommends:

- a. The City of Neenah and City of Menasha Common Council approve acceptance of the \$200,000 state appropriation for the training ground improvements.

Motion by District 7 Alderperson Grade, seconded by District 4 Alderperson Perkins to approve.

Motion carried 7-0 on roll call.

Staff advised that this item comes in tangent with other Spirit grant funds.

- b. The City of Neenah and City of Menasha Common Councils approve entry into a contractual order for (1) Impel from Pierce Manufacturing to replace Engine 35 through Sourcewell Consortium. The apparatus for \$1,022,146 which includes the discounted advanced payment amount and \$227,854 for related equipment for a total cost to not exceed \$1,250,000 and authorize both Finance Directors to review financing options and approve the most advantageous finance option for both cities for the apparatus final delivery anticipated 4th quarter 2029.

Motion by District 7 Alderperson Grade, seconded by District 4 Alderperson Perkins to approve.

Motion carried 7-0 on roll call.

Staff advised that this apparatus is to be stored at Station 35 in Menasha and that financing by Finance Directors at this juncture is important for capital improvement planning due to the high demand for such equipment.

Discussion considered the annual frequency of fires in the City of Menasha.

- c. The City of Neenah and City of Menasha Common Councils approve the proposed 2026 budget formula with the City of Neenah's portion being 60.82% and the City of Menasha's portion 39.18%.

Motion by District 7 Alderperson Grade, seconded by District 4 Alderperson Perkins to approve.

Motion carried 7-0 on roll call.

Discussion considered factors influencing the budget formula affecting Neenah-Menasha Fire Rescue obligations for the City of Menasha and the City of Neenah.

H. ITEMS REMOVED FROM THE CONSENT AGENDA

I. ACTION ITEMS

1. Accounts payable and payroll for the term of 7/18/25 - 7/31/25 in the amount of \$1,941,728.91.
Motion by District 3 Alderperson Hale, seconded by District 5 Alderperson Lewis to approve.

Motion carried 7-0 on roll call.

J. HELD OVER BUSINESS

K. ORDINANCES AND RESOLUTIONS

1. R-21-25 – A Resolution for an Intergovernmental Cooperative Agreement to Satisfy Eligibility for the Wisconsin Recycling Consolidation Grant for Calendar Year 2026 (Introduced by Mayor Hammond)
Motion by District 1 Alderperson Rand, seconded by District 7 Alderperson Grade to approve.

Motion carried 7-0 on roll call.

Discussion considered eligibility requirements.

Staff advised that this grant application seeks to offset recycling fees.

L. APPOINTMENTS

Motion by District 7 Alderperson Grade seconded by District 8 Alderperson Ropella to accept Appointmnet Items 1 and 2. Motion carried on voice vote.

1. Mayor's reappointment of Jillayne Halverson to the Library Board for the term of 8/5/2025–8/1/2028
2. Mayor's appointment of Eli Wickman to the Library Board for the term of 8/5/2025–8/1/2028

M. CLAIMS AGAINST THE CITY

N. PUBLIC COMMENTS ON ANY MATTER LISTED ON THE AGENDA

Eli Wickman (710 Tenth Street, Menasha) thanked the Common Council.

O. ADJOURNMENT

Motion by District 7 Alderperson Grade seconded by District 4 Alderperson Perkins to adjourn the Common Council meeting at 6:40pm. Motion carried on voice vote.

Minutes recorded by City Clerk Kaija Snyder.