



COMMON COUNCIL MINUTES
Monday, August 18, 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 6:02pm.

B. PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was recited.

C. ROLL CALL

Present: Alds. Rand, Eisenach, Hale, Perkins, Lewis, Marshall, Grade, Ropella

Also Present: FD Sassman, DPW Merten, CDD Dane, PRD Sackett, PC Thorn, FC Teesch, LD Kopetsky, CA Struve, Mayor Hammond, Clerk Snyder

D. PUBLIC HEARING

E. PUBLIC COMMENTS ON ANY MATTER OF CONCERN TO THE CITY

Kathy Bauer (709 Lincoln Street, Menasha) spoke on the Letter of Intent Gunderson's Uniform and Linen sent to the City of Menasha and related concerns around the indicated price and environmental implications.

Rebecca Nichols (402 Elm Street, Menasha) spoke on the Gunderson's Uniform and Linen item and discrepancies between its assessed value and sale value sought. Nichols further spoke to additional expenses that may be incurred throughout the property's development. Nichols concluded by describing this sale as a taxpayer subsidy to Gunderson's move from Menasha.

John Choudoir (737 Jefferson Street, Menasha) discussed a May 2025 meeting during which he spoke to desired changes to the City of Menasha's parking ordinance.

Jordy Raddatz (754 Harding Street, Menasha) spoke against the Gunderson sale item and asked for follow-up concerning resident complaints around Water Street rental properties.

F. REPORT OF DEPARTMENT OFFICERS/DEPARTMENT HEADS/STAFF/CONSULTANTS

Motion by District 7 Alderperson Grade seconded by District 3 Alderperson Hale to receive. Motion carried on voice vote.

Discussion considered the Sale Day Report for General Obligation Promissory Notes. Staff advised on the annual Capital Improvement Plan review.

1. Presentations:

- a. City of Menasha State of Economic Development Report
Staff advised on economic development in the City of Menasha. Specifically, staff spoke to key accomplishments such as the recently renovated library, Racine Street reconstruction, and new housing developments. Trends such as population, equalized value, and housing were additionally discussed. On the whole, Menasha is found to have grown at higher rates than peer communities in these areas. Staff also spoke to development goals, such as engaging resident stakeholders, creating an updated comprehensive plan, beautifying community sites, and developing downtown partnerships. Staff concluded by identifying next steps; specifically, Council identification of a long-term comprehensive plan and short-term strategic plan.

Discussion considered the EPA Brownfields Assessment Grant and their use; Menasha has investigated 18 sites to prepare them for development through these funds. Discussion additionally concerned the status of several challenging properties in the City of Menasha.

2. Minutes to Receive:
 - a. Board of Public Works, 8/4/25
 - b. Housing Authority, 7/14/25
3. Communications:
 - a. Sale Day Report - General Obligation Promissory Notes, Series 2025A
 - b. Heckrodt Lease Agreement Signing Ceremony
 - c. Little Lake Butte Des Morts Lake Association Organizing Meeting

G. CONSENT AGENDA

1. Common Council Minutes, 8/4/25
Motion by District 7 Alderperson Grade seconded by District 5 Alderperson Lewis to approve. Motion carried on voice vote.
2. Board of Public Works, 8/4/25, Recommends Approval of:
 - a. High Cliff Connection – Woodlands West Segment Design and Engineering Services Contract Award to JT Engineering, Inc.
Motion by District 8 Alderperson Ropella, seconded by District 6 Alderperson Marshall to approve.

Motion carried 8-0 on roll call.
 - b. Street Use Application - Labor Day Parade; Monday, September 1, 2025; 9:00 a.m. to 11:00 a.m.; Fox Valley Labor Council
Motion by District 8 Alderperson Ropella, seconded by District 3 Alderperson Hale to approve.

Motion carried 8-0 on roll call.

H. ITEMS REMOVED FROM THE CONSENT AGENDA

I. ACTION ITEMS

1. Accounts Payable and Payroll for the term of 8/1/25 - 8/14/25 in the amount of \$4,204,604.72.

Motion by District 2 Alderperson Eisenach, seconded by District 4 Alderperson Perkins to approve.

Motion carried 8-0 on roll call.

Discussion considered disbursements, including traffic violations.

2. Gunderson Uniform Linen - Butterfly & Bear, LLC's Proposed Letter of Intent (LOI) for the City to Purchase 41 Main Street, Menasha, WI, 54952

Staff advised that the City of Menasha received a Letter of Intent from Gunderson Uniform and Linen. Staff provided further background on Gunderson's upcoming move to a Tax Incremental District in the City of Neenah and the option to enter into Closed Session pursuant to Wisconsin State Statute 19.85(1)(e) should the Common Council wish to negotiate a purchase.

Motion by District 7 Alderperson Grade, seconded by District 8 Alderperson Ropella to adjourn into closed session. Motion carried 7-1 on roll call. District 1 Alderperson Rand voted no.

Motion by District 7 Alderperson Grade, seconded by District 4 Alderperson Perkins to reconvene into open session. Motion carried 8-0 on roll call.

Motion by District 1 Alderperson Rand seconded by District 7 Alderperson Grade to deny Gunderson Uniform Linen - Butterfly & Bear, LLC's Proposed Letter of Intent (LOI) for the City to Purchase 41 Main Street. Motion Carried 8-0 on roll call.

- a. The Common Council may adjourn into Closed Session pursuant to Wis. Statute 19.85(1)(e): Deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session (Gunderson Uniform Linen - Butterfly & Bear, LLC's Proposed Letter of Intent (LOI) for the City to Purchase 41 Main Street, Menasha, WI, 54952)
 - b. The Common Council may adjourn into Open Session to take action on items discussed in closed session.
3. Urban Forestry Management Plan & Tree Inventory Proposal Award
Motion by District 7 Alderperson Grade, seconded by District 8 Alderperson

Ropella to approve.

Motion carried 8-0 on roll call.

Staff advised that the Wisconsin DNR Urban Forestry Grant contributes to the City's environmental image, stormwater management, community health, and economic development.

J. HELD OVER BUSINESS

K. ORDINANCES AND RESOLUTIONS

L. APPOINTMENTS

Motion by District 7 Alderperson Grade seconded by District 6 Alderperson Marshall to approve. Motion carried on voice vote.

1. Mayor's Appointment of Gary Coopman to the Committee on Aging for the term of 8/19/25-8/1/28
2. Mayor's Appointment of Jeff Pommerening to the Committee on Aging for the term of 8/19/25-8/1/28

M. CLAIMS AGAINST THE CITY

N. PUBLIC COMMENTS ON ANY MATTER LISTED ON THE AGENDA

KristL Laux (388 Nassau Street, Menasha) commented on the City of Menasha Economic Development presentation and the natural state of the Lawson Canal.

Rebecca Nichols (402 Elm Street, Menasha) thanked the Common Council for their clarification and deliberation regarding the Gunderson Uniform and Linen Letter of Intent. Nichols additional commented on discrepancies among Board of Public Works payment items.

O. ADJOURNMENT

Motion by District 6 Alderperson Marshall seconded by District 5 Alderperson Lewis to adjourn the Common Council meeting at 7:27 pm. Motion carried on voice vote.

Minutes recorded by City Clerk Kaija Snyder.