



COMMON COUNCIL MINUTES
Monday, September 15, 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 6:00 pm.

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, FC Teesch, PC Thorn, LD Kopetsky, PHD Hutter, DDMO Brown, CA Struve, Mayor Hammond, Clerk Snyder, DC Janet

D. PUBLIC HEARING

1. Special Use Permit - Outdoor Storage - Jack's Lawn Landscaping - N8910 Oneida Street, Parcel No. 7-00725-56 & Parcel No. 7-00725-57

Mayor Hammond opened the public hearing at 6:01 pm and invited members of the public to speak.

Mayor Hammond closed the public hearing at 6:02 pm after no members of the public elected to speak.

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

Stan Sevenich (645 Ninth Street, Menasha) commented on the recycling fee proposed on the agenda, specifically on the concern of higher taxes for city residents, the rising cost of living, growing the city's population and other alternatives to the recycling fee.

Melanie Kading (669 Appleton Road, Menasha) commented on the condition of the intersection of Seventh Street and Appleton Road, desiring to have a lighted pedestrian crossing for safety reasons. Additionally commenting on the sidewalk situation in the area and the dangers of motorized scooters using them, advocating that sidewalks should be reserved for pedestrian (walking) traffic, and not for other means of transportation.

Bethanie Gengler (210 Water Street, Menasha) commented on the recycling fee proposed on the agenda, specifically regarding how funds are budgeted in the city.

Roy Kordus (809 John Street, Menasha) commented on the recycling fee proposed on the agenda today. Specifically, on how the fee can free up funds for more

projects, growing the appeal of the city, and fostering continued growth for the future of the city.

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.

1. Presentations:
2. Minutes to Receive:
 - a. Neenah-Menasha Sewerage Commission, 7/22/25
 - b. Library Board of Trustees, 7/22/25
 - c. Board of Public Works, 9/2/25
 - d. Plan Commission, 8/5/25
 - e. Redevelopment Authority, 8/5/25
 - f. Neenah-Menasha Joint Finance & Personnel Committee Meeting, 8/26/25
 - g. Water and Light Commission Minutes, 8/27/25
3. Communications:
 - a. Quarterly Storm Water Flyer
 - b. Comprehensive Plan Consultant Selection
 - c. Project Front Porch
 - d. September 24th 2025 Comprehensive Plan Open House
 - e. Community Flu Vaccine Clinic

G. CONSENT AGENDA

1. Common Council Minutes, 9/2/25
2. Common Council Workshop (Capital Improvement Plan) Minutes, 9/2/25
Motion by District 7 Alderperson Grade seconded by District 4 Alderperson Perkins to approve minutes of the Common Council meeting held on 9/2/25 and the Common Council Workshop (Capital Improvement Plan) held on 9/2/25. Motion carried on voice vote.
3. Board of Public Works, 9/2/25, Recommends Approval of:
 - a. Street Use Application - The Otto Grunski Runski; Saturday, September 27, 2025; 6:30 a.m. to 10:30 a.m.; Menasha Parks and Recreation
Motion by District 8 Alderperson Ropella, seconded by District 3 Alderperson Hale to approve.

Motion carried 8-0 on roll call.

- b. Street Use Application - Menasha High School Homecoming Parade;

Friday, October 3, 2025; 5:30 p.m. to 6:30 p.m.; Menasha High School
Motion by District 8 Alderperson Ropella, seconded by District 4 Alderperson Perkins to approve.

Motion carried 7-0-1 on roll call. District 5 Alderperson Lewis abstained due to employment with the Menasha Joint School District.

4. Neenah-Menasha Joint Finance & Personnel Committee, 8/26/25, Recommends Approval of:
 - a. Staff to review and verify the bids received for the Training Grounds Remodel and Improvement Project and, contingent upon compliance with bid specifications, award the project to the lowest responsible and qualified bidder.

Motion by District 7 Alderperson Grade, seconded by District 6 Alderperson Marshall to approve.

Motion carried 8-0 on roll call.

Staff advised that bids have been vetted and Neenah Menasha Fire Rescue Training Grounds improvements have been approved by the City of Neenah's Common Council and that the new station construction in Neenah has been approved by Neenah's Board of Public Works.

5. Plan Commission, 8/5/25, Recommends Approval of:
 - a. Special Use Permit to allow for the outdoor storage of equipment as presented for Jack's Lawn and Landscaping located at N8910 Oneida Street, Parcel No. 7-00725-56 and Parcel No. 7-00725-57

Motion by District 1 Alderperson Rand, seconded by District 2 Alderperson Eisenach to approve.

Motion carried 8-0 on roll call.

Discussion considered ownership of the parcels and recent fence construction on the property.

Staff advised that the applicant owns both parcels associated with the business, and there are continued plans to extend the fence around the property boundary.

H. ITEMS REMOVED FROM THE CONSENT AGENDA

I. ACTION ITEMS

1. Accounts Payable and Payroll for the term of 8/29/25 - 9/11/25 in the amount of \$1,268,821.95.

Motion by District 2 Alderperson Eisenach, seconded by District 5

Aldersperson Lewis to approve.

Motion carried 8-0 on roll call.

2. Change of Agent for Alcohol License - El Jaripeo (890 Lake Park Road, Menasha); Ana Griselda Rivera, Successor Agent
Motion by District 2 Aldersperson Eisenach, seconded by District 4 Aldersperson Perkins to approve.

Motion carried 8-0 on roll call.

3. Community Development Block Grant (CDBG) Housing Revolving Loan Fund (RLF) – Program Closeout
Motion by District 1 Aldersperson Rand, seconded by District 7 Aldersperson Grade to approve.

Motion carried 7-1 on roll call. District 8 Aldersperson Ropella voted no.

Discussion considered why this change is happening, and how residents could utilize these funds. Discussion also considered what obligations will be forthcoming, and the differences in the nature of grants and loans.

Staff advised that the Department of Housing and Urban Development has had programs to help municipalities create more housing opportunities and recent changes on a state level have made this a more regional program, with Menasha being in the Green Bay region within the state. This closeout is part of the process to switch funds over to the new program. Staff also advised that residents can apply directly to receive these funds, with future advertisements on the website for the program. Staff advised that there are continued closeout tasks to be completed regarding the grants and loans.

J. HELD OVER BUSINESS

K. ORDINANCES AND RESOLUTIONS

1. O-9-25 - An Ordinance Designating Crossroads Foursquare Church (1209 London Street) as the Polling Location for Districts 5 and 7 in the City of Menasha (Introduced by Mayor Hammond)
Motion by District 7 Aldersperson Grade, seconded by District 6 Aldersperson Marshall to approve.

Motion carried 8-0 on roll call.

Discussion considered the timetable for being ready for future elections.

Staff advised that the change in polling place is effective immediately.

2. R-23-25 - A Resolution Adopting a Recycling Waste Material Collection and Disposal Charge ("Recycling Fee") for the City of Menasha (Introduced by Ald. Grade)

Motion by District 7 Alderperson Grade, seconded by District 1 Alderperson Rand to approve.

Motion failed 5-3 on roll call. District 1 Alderperson Rand, District 4 Alderperson Perkins, and District 7 Alderperson Grade voted yes.

Discussion considered the timeframe for implementing updates to the recycling center, the undetermined use of repurposed dollars and potential options thereto, and community consensus. Discussion also considered Menasha's narrow achievement of the levy limit in 2025, the merits of the accounting decision underlying this vote, and the rationale for staff repeatedly attempting to reduce Menasha's levy by caching the recycling program as a standalone service.

Staff advised that the city had less than \$1,000 in levy availability in 2025. Staff also advised that there are safeguards to raising the fee by both staff and the council, while also making the recycling program self-sufficient and freeing up levy capacity, with hopes of using those funds to improve the recycling site first, and creating future plans for the budget thereafter. Staff also advised that approving this now would create direction for drafting the upcoming budget and help staff create more proposals for using the newly available funds.

3. O-10-25 - An Ordinance Amending Title 3, Chapter 2, Section 3-2-12(a) of the Code of Ordinances, Authorizing a Special Charge for the Collection and Disposal of Recyclable Waste Materials (Introduced by Ald. Grade)
Mayor Hammond ruled this item not germane. No action was taken.
4. O-11-25 - An Ordinance Amending Title 8, Chapter 3, Section 8-3-10 of the Code of Ordinances, Removing Recycling Collection Services From the Refuse and Recycling Collection Fee Pertaining to Additional Residential Dwelling Units (Introduced by Ald. Grade)
Mayor Hammond ruled this item not germane. No action was taken.
5. O-12-25 - An Ordinance Amending Title 8, Chapter 4, Sections 8-4-6(a), (b) and Enacting Title 8, Chapter 4, Section 8-4-13 of the Code of Ordinances, Effectively Repealing the Recycling Container Fee and Imposing a Recycling Services Special Charge (Introduced by Ald. Grade)
Mayor Hammond ruled this item not germane. No action was taken.

L. APPOINTMENTS

M. CLAIMS AGAINST THE CITY

N. PUBLIC COMMENTS ON ANY MATTER LISTED ON THE AGENDA

O. ADJOURNMENT

Motion by District 6 Alderperson Marshall seconded by District 1 Alderperson Rand to adjourn the Common Council meeting at 7:22 pm. Motion carried on voice vote.

Minutes submitted by Deputy City Clerk Evan Janet.