



COMMON COUNCIL MINUTES
Monday, October 6, 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, Marshall, Grade, Ropella

Absent: Ald. Lewis

Also Present: FD Sassman, DPW Merten, CDD Dane, PRD Sackett, FC Teesch, PHD Hutter, FM Laracuenta, CA Struve, Mayor Hammond, Clerk Snyder, DC Janet

D. PUBLIC HEARING

1. Proposed Rezoning of Property Located at 437 Ahnaip Street (Parcel No. 3-00491-00) from C-1 General Commercial District to R-1 Single Family Residence District

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

Mayor Hammond closed the public hearing at 6:01pm after no members of the public elected to speak.

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

Steve Burow (716 Arthur Street, Menasha) commented on concerns regarding neighboring properties under ownership by lessors. Specifically, Burrow commented on a lack of property and lawn maintenance.

James Taylor (340 Broad Street, Menasha) commented on downtown action organizations in surrounding communities, tourism in the Fox Cities, water and odor issues related to the Menasha Locks, and e-bike safety concerns.

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

Motion by District 7 Alderperson Grade seconded by District 4 Alderperson Perkins to receive. Motion carried on voice vote.

1. Presentations:

- a. City of Menasha Comprehensive Plan Update

Staff described feedback received through open houses designed to garner

public input on Menasha's Comprehensive Plan Update. This feedback included development of social spaces in the Lawson Canal and Water Street Corridor areas, redevelopment of the former Shopko, UWO – Fox Cities Campus, and Whiting Paper Mill sites, and an overall interest in housing developments. Participants additionally highlighted an interest in a grocer, waterway cleanup, revitalization of vacant sites, and improved walkability. Staff also described specific renderings and posters on display at the open house, including a variety of future redevelopment opportunities for the downtown and other areas of the city.

2. Minutes to Receive:

- a. Board of Appeals, 5/29/25
- b. Committee on Aging, 8/8/25
- c. Board of Public Works, 9/15/25
- d. Water and Light Commission, 9/24/25
- e. Neenah-Menasha Fire Rescue Joint Finance and Personnel Committee, 9/30/25
- f. Plan Commission, 9/9/25
- g. Landmarks Commission, 9/10/25
- h. Housing Authority, 9/22/25
- i. Redevelopment Authority, 9/9/25
- j. Board of Health, 8/6/25

3. Communications:

- a. Second Quarter Financial Update
- b. Public Power Week Proclamation

G. CONSENT AGENDA

1. Common Council Minutes, 9/15/25

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

2. Board of Public Works, 9/15/25, Recommends Approval of:

- a. Street Use Application — Hometown Halloween; Thursday, October 23, 2025; 2:30 p.m. to 6:10 p.m.; Menasha Parks and Recreation

Motion by District 8 Alderperson Ropella, seconded by District 6 Alderperson Marshall to approve.

Motion carried 7-0 on roll call.

- b. Payment — Fahrner Asphalt Sealers, Inc.; Contract Unit No. 2025-05; Asphaltic Concrete Pavement Chip Sealing — Various City Streets; \$64,368.00 (Payment No. 1 & FINAL)

Motion by District 8 Alderperson Ropella, seconded by District 6 Alderperson Marshall to approve.

Motion carried 7-0 on roll call.

Staff advised on which streets the chip sealing treatment had been performed, including Sixth Street and Ninth Street.

3. Plan Commission, 9/9/25, Recommends Approval of:

- a. Certified Survey Map as presented to consolidate 437 Ahnaip Street (Parcel No. 3-00491-00) and 441 Ahnaip Street (Parcel No. 3-00489-00) with the following condition:

Common Council approval of the zoning classification of 437 Ahnaip Street (Parcel No. 3-00491-00)

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

Motion carried 7-0 on roll call.

H. ITEMS REMOVED FROM THE CONSENT AGENDA

I. ACTION ITEMS

1. Accounts Payable and Payroll for the term of 9/12/25 - 10/2/25 in the amount of \$2,144,392.78

Motion by District 2 Alderperson Eisenach, seconded by District 3 Alderperson Hale to approve.

Motion carried 7-0 on roll call.

J. HELD OVER BUSINESS

K. ORDINANCES AND RESOLUTIONS

1. R-24-25 - A Resolution Authorizing a Signatory Municipality to Exceed the Levy Limit for Neenah-Menasha Fire Rescue for the Fiscal Year 2026 (Introduced by Ald. Grade)

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 is a State of Wisconsin requirement for signatory municipalities with joint fire departments, regardless of whether either wishes to exceed the levy limit, though this resolution additionally enables each municipality to do so.

2. O-13-25 - An Ordinance Amending Title 13, by Making Certain Changes to the District of 437 Ahnaip Street (Parcel No. 3-00491-00); C-1 General Commercial District to R-1 Single Family Residence District (Introduced by Ald. Rand)

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

Motion carried 7-0 on roll call.

3. R-25-25 - A Resolution Establishing the Downtown Menasha Forward Ad-Hoc Committee to lay the Groundwork for the Creation of a Downtown Non-Profit Organization (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 the importance of the creation of an organization for downtown revitalization, not only for the downtown area but also for the City as a whole.

Staff advised that the purpose of this ad-hoc committee is to assist in the establishment of this nonprofit organization and its board; this means that this ad-hoc committee will dissolve upon establishment of the organization's independent board.

L. APPOINTMENTS

1. Common Council's reappointment of Antoine Tines to the Utility Commission for the term of 10/7/25 - 10/1/30

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

2. Mayor's reappointment of Larry Haase to the Housing Authority for the term of 10/7/25 - 7/1/30

Motion by District 7 Alderperson Grade seconded by District 4 Alderperson Perkins to approve. Motion carried on voice vote.

3. Mayor's reappointment of Frank Haffner to the Housing Authority for the term of 10/7/25 - 7/1/26

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

Discussion considered appointment length.

Staff advised this individual asked for a shorter term and would consider a future term.

M. CLAIMS AGAINST THE CITY

N. PUBLIC COMMENTS ON ANY MATTER LISTED ON THE AGENDA

O. ADJOURNMENT

Motion by District 4 Alderperson Perkins seconded by District 2 Alderperson Eisenach to adjourn the Common Council meeting at 6:42 pm. Motion carried on voice vote.

Minutes submitted by Deputy City Clerk Evan Janet.