



COMMON COUNCIL MINUTES

Wednesday, November 12, 2025 at 5:00 PM

First Floor Conference Rooms
100 Main Street, Menasha, WI

A. CALL TO ORDER

Meeting called to order by Mayor Hammond at 5:02pm.

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: PHD Hutter, FD Sassman, FC Teesch, AFC Krueger, LD Kopetsky,
BM Kozerski, PSM Moore-Nokes, SSM Raschke, CA Struve, Mayor Hammond,
Clerk Snyder

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

E. HEALTH

Staff introduced the Health Department's budget by discussing foundational public health services in their value to local communities. Staff advised on two accounts no longer present in the Health Department's budget due to the exhaustion of grant dollars; these are the COVID-19 Vaccination and Health ARPA grants. Staff then advised on extant grants, including employee safety, weights and measures, health department, environmental health, health screening, prevention, school health aides, dental program, communicable disease, lead poisoning prevention, immunization, maternal and child health, dental sealant, bioterrorism, twenty-four seven, and public health infrastructure.
Staff highlighted 2025 accomplishments throughout the budget presentation, including a DHS review that described the Menasha Health Department as high performing.

Discussion considered services offered by the Menasha Health Department; these include vaccination programs, home visits, health inspections, and education.

Discussion also considered the public's use of the Health Department since the COVID-19 pandemic, regional partners, lead paint in older homes, grantwriting, and the Health Department's ability to serve otherwise underserved populations.

Discussion also considered school health aides; this program is financed by the Menasha Joint School District and covers a part time staff of six people in addition to the Menasha Health Department's four nurses' time.

1. Presentation: Health

F. ELISHA D. SMITH PUBLIC LIBRARY

Staff introduced the Elisha D. Smith Public Library budget by describing the library's grand opening following recent renovations, and various statistics around programming, visits, and usage. Many of these are record-breaking. Staff advised on certain library budget funds, including wages and salaries, contract benefits, contract services, professional services, staff development, and building. The library's wages and salaries funds sees a mild increase due to scheduled raises and COLA and its contract benefits fund sees an increase to accommodate uniform clothing so that visitors can identify staff members. Staff additionally advised on expected funding lapses from other networks that support the Menasha Public Library; these lapses are expected to affect the 2027 budget. Staff concluded the budget presentation by discussing the library's goals for 2026.

Discussion considered items excluded from this budget proposal, funding sources for public libraries, the merits of investing in public spaces such as the library, and the value of the staff and donors that made this happen.

1. Presentation: Elisha D. Smith Public Library

G. NEENAH-MENASHA FIRE RESCUE

Staff advised on specific changes made to the Neenah-Menasha Fire Rescue budget. Specifically, the public relations fund was decreased, while the schools/seminars/trainings and health funds increased. These updates are to accommodate professional development and routine health checks for the Fire Department's staff.

Discussion considered fire calls; staff advised that the Fire Department has responded to 80 fire calls so far this year. Discussion also considered emergency personnel staffing in general, wage comparisons with peer comparisons, and budgetary splits with the City of Neenah.

1. Presentation: Neenah-Menasha Fire Rescue

H. ADJOURNMENT

Motion by District 6 Alderperson Marshall seconded by District 5 Alderperson Lewis to adjourn the Budget Review Session meeting at 7:18pm. Motion carried on voice vote.

Minutes submitted by City Clerk Kaija Snyder.