



**COMMON COUNCIL MINUTES**  
**Monday, November 17, 2025 at 6:00 PM**  
**First Floor Conference Rooms**  
**100 Main Street, Menasha, WI**

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**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: Aids. Rand, Eisenach, Hale, Perkins, Lewis, Marshall, Grade, Ropella  
Also Present: FD Sassman, DPW Merten, CDD Dane, PRD Sackett, PC Thorn,  
PHD Hutter, CA Struve, Mayor Hammond, Clerk Snyder

**D. PUBLIC HEARING**

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

Paul Selle (1 Main Street, Menasha, WI 54952) commented on youth behavior and suggested using vacant downtown properties as programming sites with a specific emphasis on activities appropriate to teens.

Aidee Hoffman (Banta Bilingual School) commented in support of the proposed Pleasants Park playground renovation efforts and spoke to its benefits for Banta students.

Chad Bruechert (2329 South 23rd Street, Manitowoc) commented in support of the Jefferson Park Swimming Pool and the selection of MSA Professional Services, Inc. to provide

Peter Allen (226 North Avenue, Neenah) spoke in support of the Jefferson Park Swimming Pool. Specifically, Allen commented on the pool's contributions to water safety and its improved ability to perform this function in a safe aquatic center.

Jean McKnight (704 Tayco Street, Menasha) spoke in support of the Pleasants Park playground and the Jefferson Park Swimming Pool conceptual design. McKnight further described means of promoting a viable, future-oriented pool, and that approval of the proposed conceptual design agreement is the best way to do so.

Jessica Ketchum (816 Sixth Street, Menasha) commented on the function of the present pool and questioned mechanisms for financing the pool replacement.

Amy Nelson (703 Wildview Drive, Hortonville) commented in support of the

Pleasant Park playground as a Banta educator and former Menasha community member. Specifically, Nelson described safety improvements and Menasha Joint School District's interest in this project.

Dick Sturm (1203 Greenwood Court, Menasha) commented in support of the conceptual design agreement for the new Jefferson Park Swimming Pool, and urged the Common Council to vote to select MSA Professional Services, Inc. Sturm described specific memories at the Menasha pool, and emphasized that future generations won't have these memories if current leaders and taxpayers don't step up to make them happen.

Lynn Sauby (339 Broad Street, Menasha) commented in support of the pool's design services agreement, describing it as a step forward for the community. Sauby described this as a turning point at which Menasha can

Carla Cruz (Banta Bilingual School) commented in support of the Pleasants Park playground as a Banta educator. Cruz emphasized that the Menasha community cares about children and families, and that this has inspired her to open enroll her own children in the Menasha Joint School District. Cruz described that Banta students currently have to cross the street to access a playground for recess. Furthermore, the current play space floods frequently, leading to safety issues for students. A playground at Pleasants Park would eliminate these issues.

Kari Mulder (192 Main Street, Menasha) introduced herself as the owner of Rusted Roost, a historic building in downtown Menasha. Mulder described her interest in contributing the City of Menasha Landmarks Commission's efforts towards historical preservation and balanced growth, and thanked the Common Council for considering her appointment.

Eli Wickman (700 Tenth Street, Menasha) commented on the Parks and Recreation Board's work on the Jefferson Park Swimming Pool and urged the Common Council to select the MSA Professional Services, Inc. for the pool's conceptual design services. Wickman additionally spoke to the new pool's ambitious opening timeline. A 2027 opening season requires collaborative, timely work. Wickman emphasized that discussions on this project began in 2008.

Dani Rand (336 Lopas Street, Menasha) commented in support of the new Jefferson Park Swimming Pool concept plan selection, and spoke specifically

Tim Jacobson (732 Paris Street, Menasha) commented on the unsafe nature of certain pool features, and the human and financial risks of maintaining it. Specifically, Jacobson described

Madison Springhetti (901 East Capital Drive, Appleton) commented in support of the new Jefferson Park Swimming Pool concept plan.

Marissa Lukaszewski (92 Locke Street, Menasha) commented in support of the Jefferson Park Swimming Pool design plan agreement, and the Jefferson Park revitalization plan as a whole. Lukaszewski specifically spoke to the unique benefits of the Menasha pool, including its affordable swim lessons, central location, and versatile programming. Lukaszewski also described that the pool will be further enhanced by improved accessibility features.

Amy O'Day (960 Third Street, Menasha) commented in support of the new aquatic center, and urged the Common Council to finish the project by taking this step. She described disappointment at the risk of this project stalling at this point.

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

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

Discussion considered the the Little Lake Butte Des Morts Association founding meeting.

1. Presentations:
2. Minutes to Receive:
  - a. Board of Public Works, 11/3/25
  - b. Personnel Committee, 11/3/25
  - c. Budget Review Session, 11/5/25, 11/6/25
  - d. Library Board of Trustees, 9/23/25
  - e. Plan Commission, 11/4/25
  - f. Board of Health, 10/1/25, 10/22/25
  - g. Parks & Recreation Board, 11/11/25
3. Communications:
  - a. Shure Microphone Failures: Information Update
  - b. Little Lake Butte Des Morts Lake Association Founding Meeting Invitation
  - c. Local Roads Improvement Program (LRIP) Grant Funding for Earl Street

G. CONSENT AGENDA

1. Common Council Minutes, 11/3/25  
Motion by District 7 Alderperson Grade, seconded by District 6 Alderperson Marshall to approve.

Motion carried 8-0 on roll call.

2. Board of Public Works, 11/3/25, Recommends Approval of:

- a. Street Use Application — Gather 'Round; Thursday, December 4, 2025; 3:30 p.m. to 7:00 p.m.; City of 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. Payment — Northeast Asphalt, Inc.; Contract Unit No. 2025-03; Jefferson Park Boat Launch; \$145,307.15 (Payment No. 3)  
Motion by District 8 Alderperson Ropella, seconded by District 7 Alderperson Grade to approve.

Motion carried 8-0 on roll call.

3. Personnel Committee, 11/3/25, Recommends Approval of:

- a. Amendment to the 2025 Memorandum of Agreement (MOA) between the City of Menasha and the Menasha Professional Police Association WPPA/LEER Local 603

Motion by District 4 Alderperson Perkins, seconded by District 5 Alderperson Lewis to approve.

Motion carried 8-0 on roll call.

- b. Memorandum of Agreement (MOA) between the City of Menasha and the Menasha Professional Police Association WPPA/LEER Local 603, Effective January 1, 2026 - December 31, 2026

Motion by District 4 Alderperson Perkins, seconded by District 5 Alderperson Lewis to approve.

Motion carried 8-0 on roll call.

4. Plan Commission, 11/4/25, Recommends Approval of:

- a. Certified Survey Map as presented to divide 1320 Earl Street (Parcel No. 4-00791-00) with the following condition:

Motion by District 2 Alderperson Eisenach, seconded by District 6 Alderperson Marshall to approve.

Motion carried 8-0 on roll call.

Proper recording of the cross-access agreement between lots 1-3

5. Parks & Recreation Board, 11/11/25, Recommends Approval of:

- a. Selection of MSA Professional Services, Inc. to provide conceptual design services for the Jefferson Park Aquatic Facility not to exceed \$78,000.

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

Motion carried 8-0 on roll call.

Discussion considered the value of public comment on this matter, funds budgeted for these services, and affects to the pool's opening timelines.

Staff advised that design services for the new Jefferson Park Aquatic Facility is the first phase in this plan. These funds were approved in the 2025 budget in November 2024 by the Menasha Common Council. This vote comes in response to a request for proposals (RFP) sent out at the approval and direction of the Common Council. This RFP received five responses. Staff expects the design phase to last approximately three months before appearing in front of the Park Board, and then going before Common Council for final approval.

#### H. ITEMS REMOVED FROM THE CONSENT AGENDA

#### I. ACTION ITEMS

1. Accounts payable and payroll for the term of 10/31/25 - 11/13/25 in the amount of \$1,802,820.93  
Motion by District 2 Alderperson Eisenach, seconded by District 4 Alderperson Perkins to approve.

Motion carried 8-0 on roll call.

Discussion considered the specifics of purchases labeled "library materials".

#### J. HELD OVER BUSINESS

#### K. ORDINANCES AND RESOLUTIONS

#### L. APPOINTMENTS

1. Mayor's appointment of Kari Mulder to the Landmarks Commission for the term of 11/18/25 - 3/1/28  
Motion by District 7 Alderperson Grade seconded by District 3 Alderperson Hale to approve. Motion carried on voice vote.

#### M. CLAIMS AGAINST THE CITY

#### N. PUBLIC COMMENTS ON ANY MATTER LISTED ON THE AGENDA

Dick Sturm (1203 Greenwood Court, Menasha) thanked the Common Council for their support of the Jefferson Park Aquatic Center.

Melissa Grade (201 Elm Street, Menasha) thanked the Common Council for moving the Jefferson Park revitalization plan forward, and spoke to how these

initiatives have impacted her family.

Tim Jacobson (732 Paris Street, Menasha) suggested contacting neighboring communities for financial support of the new pool.

O. ADJOURNMENT

Motion by District 6 Alderperson Marshall seconded by District 7 Alderperson Grade to adjourn the Common Council meeting at 7:07pm. Motion carried on voice vote.

Minutes submitted by City Clerk Kaija Snyder.