



COMMON COUNCIL MINUTES
Monday, June 15, 2026 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 6:00pm.

B. PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was recited.

C. ROLL CALL

Present: Alds. Rand, Eisenach, Perkins, Lewis, Marshall, Grade, School

Absent: Ald. Hale

Also Present: FD Sassman, DPW Merten, CDD Dane, PHD Hutter, PRD Sackett, DPC Hanchek, FC Teesch, CA Struve, Mayor Hammond, Clerk Snyder

D. PUBLIC HEARING

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

Mike Quinn (937 Fourth Street, Menasha) requested a meeting with the Mayor and City Attorney regarding certain safety concerns on Fourth Street. Quinn additionally commented on refuse drop-offs at the Recycling Center.

Anne Anderson (310 Willow Lane, Menasha) commented on work by the Racine Street-Main Street and Racine Street-Ahnaip Street Roundabout Landscape Ad-Hoc Committee and a proposed concept design for the Racine Street-Main Street roundabout. Anderson advocated that community art enhances community pride, and thanked the Common Council for hearing a related presentation.

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

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

1. Presentations:

a. Racine Street-Main Street Roundabout Concept Design

Garret Perry from JT Engineering presented the concept design for the Racine Street-Main Street roundabout. This design features three sails and intends to draw attention to the downtown area, harken community pride, and meet Department of Transportation safety requirements. Perry additionally discussed the Racine Street-Ahnaip Street roundabout sculpture donation.

2. Minutes to Receive:

- a. Water and Light Commission, 5/27/26
 - b. Board of Health, 5/6/26
 - c. Neenah-Menasha Joint Fire Commission, 6/1/26, 6/2/26
 - d. Board of Appeals, 4/23/26
 - e. Board of Review, 5/29/25
 - f. Special Board of Public Works, 6/1/26
 - g. Board of Public Works, 6/1/26
 - h. Administration Committee, 6/1/26
 - i. Library Board of Trustees, 4/28/26
 - j. Racine Street-Main Street and Racine Street-Ahnaip Street Roundabout Landscape Special Committee, 4/21/26, 6/9/26
3. Communications:
- a. Open Records and Open Meetings Reminder
 - b. Comprehensive Outdoor Recreation Plan (CORP) Visioning Session
 - c. Comprehensive Outdoor Recreation Plan (CORP) Survey
 - d. National Pollinator Week Proclamation
 - e. Juneteenth Day Proclamation

G. CONSENT AGENDA

- 1. Common Council Minutes, 6/1/26
Motion by District 7 Alderperson Grade seconded by District 4 Alderperson Perkins to approve. Motion carried on voice vote.
- 2. Administration Committee, 6/1/26, Recommends Approval of:
 - a. Draft Downtown Business Incentive Grant Program Guidelines
Motion by District 2 Alderperson Eisenach, seconded by District 4 Alderperson Perkins to approve.

Motion carried 7-0 on roll call.

Discussion considered the grant program's authority to award projects seeking more than \$50,000.00; this would be subject to Administration Committee approval. Discussion additionally considered the Landmark Commission's map of eligible historical buildings in the downtown business district. This map includes 35 buildings. Funding for this grant program is sourced from TID No. 10 revenue, as approved by the Menasha Common Council during the 2026 budget approval process.

- 3. Board of Public Works, 6/1/26, Recommends Approval of:
 - a. Payment — McMahon Engineers Architects; Contract No. M0002-09-00105; 2026 Utility Reconstruction; \$167,092.08 (Payment No. 1)

Motion by District 6 Alderperson Marshall, seconded by District 8 Alderperson School to approve — McMahon Engineers Architects; Contract No. M0002-09-00105; 2026 Utility Reconstruction; \$167,092.08 (Payment No. 1). Motion and second withdrawn by District 6 Alderperson Marshall and District 8 Alderperson School.

Motion by District 6 Alderperson Marshall, seconded by District 8 Alderperson School to approve Payment — Donald Hietpas & Sons, Inc.; Contract No. M0002-09-00105; 2026 Utility Reconstruction; \$167,092.08 (Payment No. 1).

Motion carried 7-0 on roll call.

Staff advised that this payment is to Donald Hietpas & Sons, Inc. rather than McMahon Engineers Architects.

- b. Recommend to Award — Contract Unit No. 2026-04; Midway Place Rehabilitation; Northeast Asphalt, Inc., \$117,852.65.
Motion by District 6 Alderperson Marshall, seconded by District 8 Alderperson School to approve.

Motion carried 7-0 on roll call.

- c. Nicolet Boulevard Intersection Control Evaluation Intermunicipal Agreement
Motion by District 6 Alderperson Marshall, seconded by District 8 Alderperson School to approve.

Motion carried 7-0 on roll call.

- d. Nicolet Boulevard Intersection Control Evaluation Professional Services Agreement
Motion by District 6 Alderperson Marshall, seconded by District 8 Alderperson School to approve, contingent upon the City of Neenah's Common Council meeting on June 24, 2026.

Motion carried 7-0 on roll call.

Staff advised on the City of Neenah's meeting schedule, as this item is contingent upon agreement execution by both Cities.

- 4. Special Board of Public Works, 6/15/26, Recommends Approval of:
 - a. Street Use Application — Community Fest Parade of Lights; Friday, July 3, 2026; 9 PM - 10:15 PM; Menasha Parks & Recreation
Motion by District 6 Alderperson Marshall, seconded by District 8 Alderperson School to approve.

Motion carried 7-0 on roll call.

5. Racine Street-Main Street and Racine Street-Ahnaip Street Roundabout Landscape Special Committee, 6/9/26, Recommends Approval of:
 - a. Proposed Roundabout Concept Design including the sail-like structure
Motion by District 7 Alderperson Grade, seconded by District 5 Alderperson Lewis to approve.

Motion carried 7-0 on roll call.

Discussion considered fundraising opportunities and the sculpture's longevity.

H. ITEMS REMOVED FROM THE CONSENT AGENDA

I. ACTION ITEMS

1. Outdoor Street Service Permit Renewal Application for the 2026 Licensing Term (June 16, 2026 - November 30, 2026)
Motion by District 2 Alderperson Eisenach, seconded by District 4 Alderperson Perkins to approve.

Motion carried 7-0 on roll call.
2. Accounts payable and payroll for the term of 5/29/26 - 06/11/26 in the amount of \$968,143.84
Motion by District 2 Alderperson Eisenach, seconded by District 6 Alderperson Marshall to approve.

Motion carried 7-0 on roll call.

J. HELD OVER BUSINESS

K. ORDINANCES AND RESOLUTIONS

1. R-16-26 - A Resolution to Support Sustainable State Funding for Local Public Health Departments (Introduced by Mayor Hammond)
Motion by District 2 Alderperson Eisenach, seconded by District 4 Alderperson Perkins to approve.

Motion carried 6-1 on roll call. District 8 Alderperson School voted no.

Staff advised on the Wisconsin Association of Local Health Departments and Boards (WALHDAB) and its efforts to advocate for increased funding for municipal health departments at the state level through use of this resolution.

2. R-13-26 - A Resolution Supporting the Grow Solar Program (Introduced by Ald. Lewis)

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

Motion carried 7-0 on roll call.

3. R-17-26: Resolution Accepting the Donation of the "Promise of a Prairie" Sculpture for the Racine Street/Ahnaip Street Roundabout (Introduced by Ald. Grade)

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

Motion carried 5-2 on roll call.

Discussion considered the generosity of the Bergstrom family and the sculpture's high quality. Discussion also considered the sculpture's history, connection to Menasha, and involvement by stakeholders.

L. APPOINTMENTS

1. Mayor's reappointment of Patricia Rudolph to the Board of Review for the term of 7/1/26 - 7/1/31
Motion by District 7 Alderperson Grade seconded by District 5 Alderperson Lewis to approve. Motion carried on voice vote.
2. Mayor's reappointment of Helen Englebert to the Library Board of Trustees for the term of 7/1/26 - 7/1/29
Motion by District 7 Alderperson Grade seconded by District 6 Alderperson Marshall to approve. Motion carried on voice vote.

M. CLAIMS AGAINST THE CITY

N. PUBLIC COMMENTS ON ANY MATTER LISTED ON THE AGENDA

KirstL Laux (388 Nassau Street, Menasha) shared disappointment with the "Promise of a Prairie" sculpture donation to the Racine Street-Ahnaip Street roundabout.

O. ADJOURNMENT

Motion by District 6 Alderperson Marshall seconded by District 5 Alderperson Lewis to adjourn the Common Council meeting at 6:59pm. Motion carried on voice vote.

Minutes submitted by City Clerk Kaija Snyder.