



COMMON COUNCIL MINUTES
Monday, August 3, 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 6:01pm.
- B. **PLEDGE OF ALLEGIANCE**
The Pledge of Allegiance was recited.
- C. **MOMENT OF REFLECTION - CITY OF MENASHA LOCAL STATE OF DISASTER (EMERGENCY)**
A moment of reflection was observed for the Local State of Disaster (Emergency).
- D. **ROLL CALL**
Present: Aids. Rand, Eisenach, Hale, Perkins, Lewis, Marshall, Grade, School
Also Present: FD Sassman, DPW Merten, CDD Dane, PRD Sackett, PHD Hutter, PC Albrecht, FC Teesch, LD Kopetsky, HRM Cardoza, CA Struve, Mayor Hammond, DC Janet, PRESS
- E. **PUBLIC HEARING**
- F. **PUBLIC COMMENTS ON ANY MATTER OF CONCERN TO THE CITY**
KristL Laux (388 Nassau Street, Menasha), Winnebago County District 2 Supervisor, thanked the neighboring communities and volunteers who have offered assistance in the wake of the natural disaster.
- Kiersten Lewis (1032 Grove Street, Menasha) shared appreciation to the the citizens and employees who have been working hard to help the recovery efforts. Lewis additionally inquired about tax payments and the citywide curfew.
- Brian Borchardt (1411 Rogers Ct., Neenah), Mayor of the City of Neenah, emphasized the importance of the 'Twin City' relationship between the Cities of Neenah and Menasha, and shared appreciation for the continued partnership between the two cities.
- G. **REPORT OF DEPARTMENT OFFICERS/DEPARTMENT HEADS/STAFF/CONSULTANTS**
Staff presented various aspects of the emergency response to the tornado that struck the City of Menasha on July 27, 2026. Department Heads shared department-related specifics on the recovery process. Mayor Hammond shared updates on the Emergency Operations Center, and the partnerships between the City of Menasha and surrounding communities, state agencies, and elected

officials. Neenah-Menasha Fire Rescue commented on the weather alert system, the immediate assessment of structures to ensure no individuals were trapped, and the use of 211 for those in need. The Finance Department commented on cost tracking measures and record keeping for future funding assistance and reimbursement. The Community Development Department updated on the placard and building inspection process, home repairs, and assistance from the City of Appleton and other municipalities for inspection services. The Public Works Department shared thanks to all the surrounding communities who have helped with recovery efforts. Additionally, the Public Works Department updated on road access, the use of generators to prevent sewer backups, and refuse and debris disposal. The Parks and Recreation Department shared updates regarding park closures, playground inspections, volunteer and donation coordination, and tree assessments. The Health Department shared updates on ensuring resident use of life-saving medical equipment, county health supplies, volunteer and donation coordination, and the goal of setting up a Multi Agency Resource Center (MARC). The Police Department shared updates on the help from partner agencies, the curfew, and ensuring safety for residents. The Library shared updates on library services, access to resident needs, such as power, water, Wi-Fi, air conditioning, activities for children, meals, and providing opportunities to connect. Human Resources shared thanks to the staff for all of their hard work this past week. Lastly, the City Attorney shared updates related to employee health, insurance and risk management, and mutual aid agreements.

Discussion considered the different placards being placed on homes and how to contact the Building Inspection offices. Discussion considered dissemination of information for residents due to the lack of both electricity and internet access. Discussion additionally considered garbage and recycling schedules and the use of Bucklin's for brush removal. Discussion also considered mental health professionals onsite for individuals in need. Lastly, discussion considered the future vacancy in the City Attorney's Office.

1. Presentations:
2. Minutes to Receive:
3. Communications:

H. CONSENT AGENDA

I. ITEMS REMOVED FROM THE CONSENT AGENDA

J. ACTION ITEMS

K. HELD OVER BUSINESS

L. ORDINANCES AND RESOLUTIONS

1. R-21-26 A Resolution Declaring a Local State of Disaster (Emergency) Under

Wis. Stats. Sections 323.11 & 323.14 (Introduced by Mayor Hammond)
Motion by District 7 Alderperson Grade, seconded by District 6 Alderperson Marshall to approve.

Motion carried 8-0 on roll call.

Discussion considered the current situation of Menasha residents, including damage to property, and city and volunteer recovery responses. Discussion additionally considered the timeline of recovery.

2. R-22-26 A Resolution Regarding City Operations During Local State of Disaster (Emergency) (Introduced by Mayor Hammond)
Motion by District 7 Alderperson Grade, seconded by District 5 Alderperson Lewis to approve.

Motion carried 8-0 on roll call.

Staff advised on the \$100,000 limit of expenditures that can be authorized in response to the emergency. This resolution raises that limit to allow for more services to be paid for. Staff also advised on the extent to which additional services are provided.

3. R-23-26 A Resolution Declaring a Public Emergency Under Wis. Stat. Section 62.15(1b) Waiving Bids and Authorizing Tree Removal and Debris Removal Emergency Response Work (Introduced by Mayor Hammond)
Motion by District 7 Alderperson Grade, seconded by District 6 Alderperson Marshall to approve.

Motion carried 8-0 on roll call.

4. R-24-26 A Resolution Amending The 2026 Operating Budget For The Purpose Of Reallocating Funding To Add Software Services Identified As Prioritized Needs In Response To 7/27/2026 Local State Of Disaster (Emergency) (Introduced by Mayor Hammond)
Motion by District 7 Alderperson Grade, seconded by District 8 Alderperson School to approve.

Motion carried 8-0 on roll call.

Discussion considered the use of staff for new software implementation at this time. Discussion also considered the lack of the comment feature on the new City government Facebook page. Discussion additionally considered the effect of this reallocation and the payroll software.

Staff advised on new software for permitting and tracking inspections to allow for more efficiency in the wake of the disaster that occurred in the City. Staff advised that additional staff made available to the Community Development

Department can help keep the department working while also helping to modernize. Staff additionally advised on the social media archiving program, allowing for records retention and more efficient posting and communication for residents in need. Staff also advised that many neighboring communities have turned off comments on their official posts. Staff advised on the previous vacancy in payroll and the potential future plans for payroll related software.

M. APPOINTMENTS

N. CLAIMS AGAINST THE CITY

O. PUBLIC COMMENTS ON ANY MATTER LISTED ON THE AGENDA

P. ADJOURNMENT

Motion by District 3 Alderperson Hale seconded by District 6 Alderperson Marshall to adjourn the Common Council meeting at 7:38pm. Motion carried on voice vote.

Minutes submitted by Deputy City Clerk Evan Janet.