



COMMON COUNCIL MINUTES
Monday, May 19, 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 6:00pm.

B. PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was recited.

C. ROLL CALL

Present: Alds. Rand, Eisenach, Hale, Lewis, Marshall, Grade, Ropella

Absent: Ald. Perkins

Also Present: DPW Merten, CDD Dane, FM Pearson, PC Thorn, LD Kopetsky, CA Struve, Mayor Hammond, Clerk Snyder

D. PUBLIC HEARING

1. Proposed Rezoning of Property Located at 306 Elm Street (Parcel No. 3-00146-00) from R-2 Two-Family Residence District to R-1 Single Family Residence District

Mayor Hammond opened the public hearing at 6:02pm and invited members of the public to speak.

Mayor Hammond closed the public hearing at 6:02pm after no members of the public elected to speak.

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

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

Motion by District 7 Alderperson Grade seconded by District 8 Alderperson Ropella to approve. Motion carried on voice vote.

1. Presentations:
2. Minutes to Receive:
 - a. Water and Light Commission, 4/23/25
 - b. Board of Public Works, 5/5/25
 - c. Board of Health, 4/2/25
 - d. Committee on Aging, 3/14/25
 - e. Landmarks Commission, 3/12/25
 - f. Redevelopment Authority, 5/6/25

- g. Plan Commission, 5/6/25
- 3. Communications:
 - a. Certificate of Recycling (Spring 2025 Electronic Recycling Event)
 - b. Memorial Day Parade
 - c. 1Q 2025 Community Development Department Report
 - d. Jefferson Park Ribbon Cutting
 - e. Brews on 'Bago 2025 Dates
 - f. Menasha Health Department Level III Recertification

G. CONSENT AGENDA

- 1. Common Council Minutes, 5/5/25
Motion by District 7 Alderperson Grade seconded by District 6 Alderperson Marshall to approve. Motion carried on voice vote.
- 2. Board of Public Works, 5/5/25, Recommends Approval of:
 - a. Payment - Cardinal Construction; Contract Unit 2024-10; Jefferson Park Shelter Construction; \$147,102.00 (Payment No. 4)
Motion by District 8 Alderperson Ropella, seconded by District 7 Alderperson Grade to approve.

Motion carried 7-0 on roll call.
 - b. Payment - Donald Hietpas & Sons; Contract Unit No. M0002-9-20-00334; Sewer and Water Main Reconstruction (Wilson Street and Harding Street); \$219,247.18 (Payment No. 1)
Motion by District 8 Alderperson Ropella, seconded by District 5 Alderperson Lewis to approve.

Motion carried 7-0 on roll call.
 - c. Payment - Northeast Asphalt, Inc.; Contract Unit No. 2024-03; Jefferson Park Improvements; \$158, 625.00 (Payment No. 7)
Motion by District 8 Alderperson Ropella, seconded by District 7 Alderperson Grade to approve.

Motion carried 7-0 on roll call.

Discussion considered completion of asphalt installation; this will be finalized by the end of June.
 - d. Recommend to Award - Sommers Construction Co., Inc.; Contract Unit No. 2025-02; Street Construction & Rehabilitation for Olde Pully Lane, Wilson Street, Harding Street, Canvasback Drive, Cygnet Court; \$478,615.95

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

Motion carried 7-0 on roll call.

- e. Recommend to Award - Fahrner Asphalt Sealers, LLC.; Contract Unit No. 2025-04; Crack Sealing on Various Streets; \$31,734.00

Motion by District 8 Alderperson Ropella, seconded by District 3 Alderperson Hale 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 05/02/25 - 05/15/25 in the amount of \$1,003,389.71

Motion by District 2 Alderperson Eisenach, seconded by District 7 Alderperson Grade to approve.

Motion carried 7-0 on roll call.

J. HELD OVER BUSINESS

K. ORDINANCES AND RESOLUTIONS

- 1. O-4-25 – An Ordinance Amending Title 13, by Making Certain Changes in the District of 306 Elm Street (Parcel No. 3-00146-00); R-2 Two-Family Residence District to R-1 Single Family Residence District (Introduced by Ald. Eisenach)

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

Motion carried 7-0 on roll call.

L. APPOINTMENTS

- 1. Mayor's reappointment of Sue Jungen to the Board of Appeals for the term of 5/20/25 - 1/31/28

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

- 2. Mayor's appointment of Denis Matuszak to the Neenah-Menasha Fire Rescue Joint Fire Commission for the term of 5/20/25-5/01/28

Motion by District 7 Alderperson Grade seconded by District 8 Alderperson Ropella to approve. Motion carried on voice vote.

M. CLAIMS AGAINST THE CITY

N. PUBLIC COMMENTS ON ANY MATTER LISTED ON THE AGENDA

O. ADJOURNMENT

Motion by District 6 Alderperson Marshall seconded by District 5 Alderperson Lewis to adjourn the Common Council meeting at 6:13pm. Motion carried on voice vote.

Minutes submitted by City Clerk Kaija Snyder.