

CITY OF MENASHA  
ADMINISTRATION COMMITTEE  
Third Floor Council Chambers  
140 Main Street, Menasha  
December 7, 2009  
MINUTES

DRAFT

A. CALL TO ORDER

Meeting called to order by Chairman Wisneski at 7:50 p.m.

B. ROLL CALL/EXCUSED ABSENCES

PRESENT: Ald. Hendricks, Englebert, Benner, Roush, Taylor, Wisneski, Pack

EXCUSED: Ald. Zelinski

ALSO PRESENT: Mayor Merkes, CA/HRD Captain, PC Stanke DPW Radtke, CDD Keil, C/T Stoffel, PHD Nett, SC Coord. Bull, PWS Jacobson, Kim Pischke and Kris Oates (Core Development), Clerk Galeazzi and the Press.

C. MINUTES TO APPROVE

1. [Administration Committee, 11/16/09](#)

Moved by Ald. Pack, seconded by Ald. Benner to approve minutes.

Motion carried on voice vote.

D. ACTION ITEMS

1. [Poll Worker Appointments for the City of Menasha for the 2010-2011 election years, pursuant to Wis. State Stats. §7.30](#)

Moved by Ald. Pack, seconded by Ald. Englebert to recommend approval to Common Council  
Motion carried on voice vote.

2. [Proposed rental fees for Senior Center \(Recommended by Committee on Aging\).](#)

Senior Center Coordinator Sylvia Bull explained the current rate being charged to rent the Senior Center is lower than other area facilities. The Committee on Aging is recommending charging by the hour rather than the current way of a flat fee. A rental deposit is required.

Discussion ensued on the differences between residents and non-residents rate, and profit and non-profit groups.

Moved by Ald. Pack, seconded by Ald. Taylor to recommend approval to Common Council with changes for non-resident without kitchen up to three hours of \$15/hour and \$10/hour after three hours and to eliminate the profit/non-profit.

Motion carried on voice vote.

3. [Listing Agreement with Core Development for the Lake Park Villas Phase II Lots and Parcels #7-01700-01, 7-01772-00 & 7-01700-02 \(Lot Price List to be received\)](#)

CDD Keil explained the original agreement with John Coughlin has expired and staff discussed with other realtors and developers on listing options for the lots at Lake Park Villas Phase II. Core Development suggested some good options.

Kim Pischke and Kris Oates from Core Development handed out a price list of the lots. They spoke to the Committee on their plans for marketing the lots.

Discussion ensued on clarification of the additional provisions of the listing contract

Moved by Ald. Taylor, seconded by Ald. Pack to recommend approval to Common Council of the listing agreement with Core Development with more clarification of the additional provisions.

Motion carried on voice vote.

4. [O-22-09 – An Ordinance Relating to Polling Places \(Introduced by Ald. Pack\)](#)

Clerk Galeazzi explained with the population growth in District 8 (Calumet County) it is necessary to add an additional polling place. Clovis Grove Elementary School will again be used as a polling place for District 7 & 8 (Winnebago County) voters. Heckrodt Wetland Reserve will remain the polling place for District 8 (Calumet County) voters. Voters from District 7 & 8 (Winnebago County) will be notified after the first of the year of the change.

Moved by Ald. Pack, seconded by Ald. Roush to recommend approval to Common Council  
Motion carried on voice vote.

E. ADJOURNMENT

Moved by Ald. Taylor, seconded by Ald. Benner to adjourn at 8:26 p.m.  
Motion carried on voice vote.

Respectfully submitted by  
Deborah A. Galeazzi, WCMC  
City Clerk