

CITY OF MENASHA  
ADMINISTRATION COMMITTEE  
Third Floor Council Chambers  
140 Main Street, Menasha  
August 17, 2009  
MINUTES

DRAFT

A. CALL TO ORDER

Meeting called to order by Chairman Wisneski at 5:40 p.m.

B. ROLL CALL/EXCUSED ABSENCES

PRESENT: Ald. Zelinski, Englebert, Benner, Pamerter, Taylor, Wisneski, Pack, Hendricks  
ALSO PRESENT: Mayor Merkes, Atty Rich Carlson, PC Stanke, DPW Radtke, CDD Keil,  
C/T Stoffel, Bldg. Super Alix, Clerk Galeazzi, and the Press

C. MINUTES TO APPROVE

1. [Administration Committee, 8/3/09](#)

Moved by Ald. Pack, seconded by Ald. Pamerter to approve minutes  
Motion carried on voice vote

D. ACTION ITEMS

1. [Review proposals for municipal building lighting fixture upgrades](#)

Building Superintendent Alix explained the summary the proposals to replace lighting fixtures in municipal buildings. Faith Technology and Orion/Cummings were the two proposals that took into account most of the lighting fixtures in the City's buildings and were the closest in cost. Staff is recommending the City purchase the Orion six bulb fixture directly and have DPW staff install at Public Works Facility. The modular design of these fixtures will allow staff to easily look at adding controls to the lighting system and can be moved to a new facility when needed. Also, contract with Faith Technologies to retrofit the existing light fixtures for the rest of the Public Works Facility, the Public Protection Facility, the Senior Center and City Hall.

Mayor Merkes explained the no-interest loan from WPPI as a means of paying for the project. The projected annual savings would pay for the project in approximately three years. Staff is also looking at replacement of street lights using this program.

Moved by Ald. Taylor, seconded by Ald. Englebert to recommend to Common Council the City Purchase the Orion six bulb fixture for the Public Works Facility, installation done by the Dept. of Public Works staff and contract with Faith Technologies to retrofit the existing light fixtures for the rest of the Public Works Facility, the public Protection Facility, the Senior Center and City Hall.  
Motion carried on voice vote

2. [Request to extend repayment of Winnebago County Industrial Development Board Loan – Advanced Tooling Specialists](#)

CDD Keil explained Advance Tooling Specialists is requesting a two years extension of their Industrial Development Board loan with Winnebago County. The City holds a mortgage on the property as has issued a promissory note to the Winnebago County Industrial Development Board pledging the repayment of the borrowed funds. The City needs to approve the request before the Industrial Development Board will consider the request.

Moved by Ald. Taylor, seconded by Ald. Pack to recommend to Common Council a two year interest only extension for Advance Tooling Specialist.  
Motion carried on voice vote

E. ADJOURNMENT

Moved by Ald. Hendricks, seconded by Ald. Pack to adjourn at 6:00 p.m.  
Motion carried on voice vote.

Respectfully submitted by  
Deborah A. Galeazzi, WCMC  
City Clerk