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CITY OF MENASHA
ADMINISTRATION COMMITTEE
Third Floor Council Chambers
140 Main Street, Menasha
September 3, 2013
MINUTES

A. CALL TO ORDER
Meeting called to order by Chairman Nichols at 7:44 p.m.

B. ROLL CALL/EXCUSED ABSENCES
PRESENT: Aldermen Sevenich, Keehan, Zelinski, Englebert, Benner, Nichols, Taylor
EXCUSED: Alderman Langdon
ALSO PRESENT: Mayor Merkes, CA/HRD Captain, PC Styka, CDD Keil, PHD Nett, Dpty Treasurer Sassman, Engineering Supervisor Montour, Clerk Galeazzi

C. MINUTES TO APPROVE
1. Administration Committee, 8/19/13
Moved by Ald. Englebert, seconded by Ald. Keehan to approve minutes.
Motion carried on voice vote.

D. COMMUNICATIONS
1. CVMIC, 8/16/13; 2014 Premium Estimate Report

E. DISCUSSION/ACTION ITEMS
1. First Amendment to Ground Site Lease Agreement dated March 30, 2001 between City of Menasha and TeleCorp Realty, LLC (New Cingular Wireless PCS, LLC predecessor in interest)

CA/HRD Captain explained New Cingular Wireless PCS, LC (AT&T), submitted a request to make equipment changes on the cell tower at the Public Works Facility. A new Exhibit C-1, a list of the equipment, will be provided at the Council meeting.

General discussion ensured on the amendments and availability of the cell tower.

Moved by Ald. Sevenich, seconded by Ald. Keehan to recommend to Common Council First Amendment to Ground Site Lease Agreement dated March 30, 2001 between City of Menasha and TeleCorp Realty, LLC (New Cingular Wireless PCS, LLC predecessor in interest) with list of amendments.
Motion carried on roll call 7-0.

2. Third Amendment to the Lease Agreement dated March 17, 2008 between City of Menasha and Morton Martin 1 LLC and Dumke and Associates, LLC.

PHD Nett explained the amendment is to the Health Department lease on 316 Racine Street. The term runs January 1, 2014 to December 31, 2015 with no increase in the monthly rent.

General discussion ensued on the lease and required notice to vacate property.

Moved by Ald. Benner, seconded by Ald. Keehan to recommend to Common Council Third Amendment to the Lease Agreement dated March 17, 2008 between City of Menasha and Morton Martin 1 LLC and Dumke and Associates, LLC
Motion carried on roll call 7-0.

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3. O-4-13 An Ordinance Amending Section 11-1-1 of the Code of Ordinances (Unlawful Use of Telephone and Computer) (Introduced by Mayor Merkes and Ald. Keehan)

PC Styka explained this ordinance addresses bullying. Electron communications is the most common form of bullying. Winnebago Crime Stoppers have been working primarily with schools to implement programs to prevent bullying. This ordinance will give police officers another tool to address the issue of bullying.

Marie Reuter, member of Winnebago Countywide Crime Stoppers, addressed the Committee on the goals of local and state Crime Stoppers organizations.

Moved by Ald. Keehan, seconded by Ald. Zelinski to recommend to Common Council O-4-13 An Ordinance Amending Section 11-1-1 of the Code of Ordinances (Unlawful Use Of Telephone and Computer).
Motion carried on roll call 7-0.

F. ADJOURNMENT
Moved by Ald. Benner, seconded by Ald. Keehan to adjourn at 8:25 p.m.
Motion carried on voice vote.

Respectfully submitted by Deborah A. Galeazzi, WCMC, City Clerk