DRAFT

CITY OF MENASHA
ADMINISTRATION COMMITTEE
Third Floor Council Chambers
140 Main Street, Menasha
August 18, 2014
MINUTES

A. CALL TO ORDER
Meeting called to order by Chairman Nichols at 7:31 p.m.

B. ROLL CALL/EXCUSED ABSENCES
PRESENT: Aldermen Keehan, Englebert, Benner, Nichols, Taylor, Sevenich, Langdon
EXCUSED: Alderman Zelinski
ALSO PRESENT: Mayor Merkes, CA/HRD Captain, PC Styka, DPW Radtke, CDD Keil, ASD Steeno, Clerk Galeazzi

C. MINUTES TO APPROVE
1. Administration Committee, 8/4/14
Moved by Ald. Keehan, seconded by Ald. Benner to approve minutes.
Motion carried on voice vote.

D. DISCUSSION/ACTION ITEMS
1. Cities and Villages Mutual Insurance Company Member Responsibility & Obligations Agreement
CA/HRD Captain explained Cities and Villages Mutual Insurance Company (CVMIC) is asking its members to sign the agreement stating they will comply with required obligations and responsibilities of being a member of CVMIC. City of Menasha was one of the founding members. CVMIC wants to insure all its members are attending meetings and trainings provided by CVMIC. They are also asking each member to designate a representative to act on behalf of the municipality. In the past the City of Menasha has designated the City Attorney as its member representative.

Moved by Ald. Benner, seconded by Ald. Englebert to designate City Attorney as City of Menasha member representative to CVMIC.
General discussion ensued on services and training provided by CVMIC for employees and elected officials.
Motion carried on roll call 7-0.

E. ADJOURNMENT
Moved by Ald. Taylor, seconded by Ald. Langdon to adjourn at 7:50 p.m.
Motion carried on voice vote.

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