

CITY OF MENASHA  
ADMINISTRATION COMMITTEE  
Third Floor Council Chambers  
140 Main Street, Menasha  
November 2, 2015  
MINUTES

DRAFT

A. CALL TO ORDER

Meeting called to order by Chairman Nichols at 7:10 p.m.

B. ROLL CALL/EXCUSED ABSENCES

PRESENT: Aldermen Benner, Nichols, Taylor, Krautkramer, Keehan.

EXCUSED: Alderman Spencer, Zelinski.

ALSO PRESENT: Mayor Merkes, CA Captain, DPW Radtke, CDD Keil, ASD Steeno, PHD McKenney, Clerk Galeazzi.

C. MINUTES TO APPROVE

1. [Administration Committee, 10/5/15](#)

Moved by Ald. Keehan seconded by Ald. Benner to approve minutes.

Motion carried on voice vote.

D. ACTION/DISCUSSION ITEMS

1. [2016 Municipal Property Insurance.](#)

CA Captain explained the City's current property insurance provider, State of Wisconsin Local Government Property Insurance Fund, renewal premium is in the amount of \$46,635. This is about a 78% increase over last year's premium. She also received a quote of \$32,211 from Municipal Property Insurance Company. Municipal Property Insurance Company was recently formed by CVMIC, the League of Wisconsin Municipalities and Wisconsin Municipal Mutual Insurance Company to provide property insurance for municipalities.

Moved by Ald. Keehan seconded by Ald. Benner to recommend to Common Council that the City of Menasha provide notice of non-renewal to the Local Government Property Insurance Fund.

Motion carried on roll call 5-0.

Moved by Ald. Benner seconded by Ald. Keehan to authorize the City Attorney to continue to get quotes from property insurance companies.

Motion carried on roll call 5-0.

2. [Underground Storage Tank Insurance.](#)

CA Captain explained the City's requirement for Underground Storage Tank Insurance until the City can demonstrate financial responsibility under the Code of Federal Regulations. The renewal premium from ACE American Insurance Company is \$4,632. This is an increase over last year's premium. CA Captain stated there are few insurance companies that will issue quotes on UST insurance. ASD Steeno is checking to see if this insurance is still required with the City's change in financial status.

Moved by Ald. Keehan seconded by Ald. Benner to recommend to Common Council to renew Underground Storage Tank Insurance with ACE American Insurance Company for a premium of \$4,632.

Motion carried on roll call 4-1. Ald. Taylor voted no.

3. [O-21-15 An Ordinance Amending Title 2, Chapter 1 of the Code of Ordinances \(Polling Places\) \(Introduced by Ald. Benner\).](#)

Clerk Galeazzi explained the request from Heckrodt Wetland Reserve to no longer use the facility as a polling place. She has been working with the owners of the Winnegamie Dog Club at 2043 Manitowoc Road as a polling place for District 8 voters. Winnegamie Dog Club meets most of the requirements of a polling place. There will be a cost to rent the facility and make a few changes to comply with State Election requirements.

Moved by Ald. Benner seconded by Ald. Keehan to recommend to Common Council O-21-15 An Ordinance Amending Title 2, Chapter 1 of the Code of Ordinances (Polling Places)

Motion carried on roll call 5-0.

E. ADJOURNMENT

Moved by Ald. Taylor seconded by Ald. Keehan to adjourn at 7:35 p.m.

Motion carried on voice vote.

Deborah A. Galeazzi, WCMC, City Clerk