

CITY OF MENASHA
ADMINISTRATION COMMITTEE
Third Floor Council Chambers
140 Main Street, Menasha
May 21, 2012

DRAFT

A. CALL TO ORDER

Meeting called to order by Chairman Klein at 8:00 p.m.

B. ROLL CALL/EXCUSED ABSENCES

PRESENT: Aldermen Sevenich, Langdon, Krueger, Zelinski, Englebert, Benner, Klein, Taylor

ALSO PRESENT: Mayor Merkes, CA/HRD Captain, PC Styka, DPW Radtke, CDD Keil, C/T Stoffel, PRD Tungate, Sanitarian Drew, Clerk Galeazzi and the Press.

C. MINUTES TO APPROVE

1. [Administration Committee, 5/7/12](#)

Move by Ald. Zelinski, seconded by Ald. Benner to approve minutes.

Motion carried on voice vote.

D. COMMUNICATIONS

1. [CA/HRD Captain, 5/8/12, Local Government Property Insurance – Policy Changes](#)

CA/HRD Captain explained insurance policy changes effective January 2013.

2. [CA/HRD Captain, 5/17/12, Insurance and Fire Station](#)

CA/HRD Captain gave an update on the status of the insurance claim with Local Government Property Insurance Fund on the fire station at 901 Airport Road.

General discussion ensued on the status and use of the property.

E. ACTION ITEMS

1. [Appeal of Denial of Operator's License – Erin Underwood](#)

Moved by Ald. Taylor, seconded by Ald. Englebert to approve the appeal of Erin Underwood for the denial of Operator's License as she would have been issued an Operator's License under the new guidelines.

Motion carried on roll call 8-0.

2. [Disposition of NMFR Station 36, 901 Airport Road, including,](#)

[a\) Option to Purchase – FP One LLC – Remove from Table](#)

[b\) Offer to Purchase – Endter Investment, LLC](#)

CA/HRD Captain stated she has reviewed the Offer to Purchase from Endter Investment and has some concerns about the offer.

Moved by Ald. Sevenich, seconded by Ald. Taylor to remove from the table, Option to Purchase from FP One LLC.

Motion carried on roll call 7-1. Ald. Klein-no

General discussion ensued on the two proposals for the property.

Moved by Ald. Benner, seconded by Ald. Englebert to table the item.

Motion carried on roll call 8-0.

3. [O-6-12 An Ordinance Amending Title 8, Chapter 2 of the Code of Ordinances – Weights and Measures \(Introduced by Mayor Merkes\)](#)

Sanitarian Drew and CA/HRD Captain explained the changes to the ordinance. Some of the changes are due to changes in the Wisconsin Administrative Code.

Moved by Ald. Sevenich, seconded by Ald. Krueger to recommend O-6-12 to Common Council

Motion carried on roll call 8-0.

4. [O-7-12 An Ordinance Amending Title 7 Chapter 6 of the Code of Ordinances – Restaurant and Retail Food Establishment Licensing \(Introduced by Ald. Klein\)](#)

Sanitarian Drew and CA/HRD Captain reviewed the changes to the ordinance. Mobile restaurants would be required to register with the Health Department.

Moved by Ald. Langdon, seconded by Ald. Sevenich to recommend O-7-12 to Common Council.

Motion carried on roll call 8-0.

5. [O-8-12 An Ordinance Amending Title 11, Article C of the Code of Ordinances – Parking Regulations \(Introduced by Ald. Klein\)](#)

General discussion ensued on where mobile restaurants can park in the business district.

Moved by Ald. Langdon, seconded by Ald. Krueger to recommend O-8-12 to Common Council.

Motion carried on roll call 8-0.

F. ADJOURNMENT

Move by Ald. Langdon, seconded by Ald. Taylor to adjourn at 8:56 p.m.

Motion carried on voice vote.

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