



MEMORANDUM

To: Common Council
From: Mayor Merkes
Date: 12 January 2012
RE: NM Sewerage Commission Appointment

I am pleased to submit Kathy Bauer as my appointment to the sewerage commission for the term of January 16, 2012 to December 31, 2014. I believe that it is imperative to the future success of our community to have quality board members with skills and certifications that provide value to the tasks at hand of the board. Ms. Bauer brings to the table skills that are extremely valuable including: a MBA, Human Resources experience, and exposure to real world business practices. Furthermore, Ms. Bauer has demonstrated that she possesses critical thinking skills and is willing to ask tough questions based on knowledge from lessons learned in past successes or failures.

Commission Background:

The NM Sewerage Commission was formed in 1982 by action of the City of Menasha, City of Neenah, Town of Menasha Sanitary District, Town of Neenah Sanitary District, & Town of Harrison Waverly Sanitary District. Ordinance O-33-82 establishes that the mayors of Menasha & Neenah each appoint two commission members and the presidents of the sanitary districts each appoint one commission member; the appointments confirmed by the governing body.

Menasha Members Background:

Kathy Bauer was originally appointed by Mayor Laux in 2006
Ray Zellinski was originally appointed by Mayor Laux in 1994

Menasha's future is dependent on the vision and abilities of the people who are employed here, and the people serving on our boards and committees. It is my philosophy to consistently recruit and retain the most qualified people available for both volunteer and staff positions. It is my belief that Ms. Bauer's appointment is consistent with that philosophy and that her insight will add value to the commission and citizens of Menasha.

I ask that you confirm this appointment as being in the best interest of the community.

Katherine Bauer
709 Lincoln St
Menasha, WI 54952
January 9, 2012

Menasha Common Council
Menasha, WI 54952

Dear Menasha Council Members:

Please accept this communication as my Letter of Interest as the Menasha Representative with the Neenah Menasha Sewer Commission. My current position expired on December 31, 2011 and I am hoping that you find my qualifications for the same position acceptable for reappointment. Below is a synopsis of my qualifications.

Business Experience

My current employment is with a 401(k) Plan Administrator which offers 401(k) and payroll services located in Depere, WI. With this company, my position is entitled Compliance Officer. My position monitors all ERISA, Dept of Labor, IRS, SSA, and Homeland Security regulations along with all state and local tax regulations and assures that all processes and reporting requirements are in compliance.

In addition, I am a member of the IRS Taxpayer Advocate Group, the SSA W2 system and benefit reporting revamp, the American Payroll (APA) Tax Compliance Committee, and Governmental Liaison with the Northeast Wisconsin American Payroll Association. Over the years, I have developed an extensive network of contacts within the IRS, SSA, Department of Labor, many states and local agencies, all of which assist me in my quest for compliant systems and allow me to provide input with potential governmental policies.

I have authored two white papers, one of which was used by the state of Montana (and rumor has it Idaho is using it as a template) to streamline their tax collection and reconciliation processes. Currently, I'm writing a 3rd white paper addressing the simplification of federal and state tax reporting of employment taxes, which is currently an extreme cost burden to employers

Skills required for this position include a comprehensive ability to read, understand, and apply tax regulations in a business setting, comprehensive accounting skills and the ability to translate regulations into a strategically effective, least cost, compliant approach.

Academic Background

MBA – Cardinal Stritch University – 1998

BBA (Accounting and Human Resources) – University of Wisconsin Oshkosh – 1991

Personal Background – (Note: these items are included as an indication of the sources of my motivation for this position, namely public service to my community along with a basic understanding of sewer plant processes.)

Great Grandfather, John Bauer, was the plumbing inspector for the City of Appleton Grandfather and father were plumbers.

Grandfather, Walter J Dougherty, was the Menasha City Clerk from 1939 – 1952.

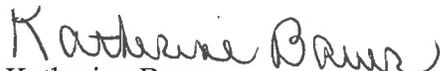
Addressing Council Concerns

I understand that current Menasha Council members have valid concerns regarding the upgrade to the sewer plant and the storage building. The fear, “will this be the next steam plant?” is a reasonable fear. Rest assured that as the Representative of Menasha I have communicated this fear to the current Sewer Commission and please recall that I constantly questioned the previous administration when poor Steam Plant results were beginning to surface. It is with lessons learned from the Steam Plant debacle that solutions for the current Sewer projects were and are being developed and deployed placing the Sewer Commission with greater control over vendor selection, selection of parts, installation, costing, applying for grants, etc. In short, the projects are not being placed solely into the hands of third party vendors thereby keeping strategic decision making at the helm of the Commission. Discussions and planning have been ongoing for approximately three years and continuing. If you would like to gain further confidence in our proceedings, I encourage Menasha Council members to attend Sewer Commission meetings which are scheduled the 4th Tuesday of each month from 8:00AM to 11:00AM. If you have any questions outside of these meetings, I would be happy to discuss or assist you in any way in matters that are of concern to the Menasha Council regarding the Sewer Commission strategies.

Conclusion

I am hoping that with my business and personal background listed above, you will find my business acumen, education, personal family education, and developed skills, namely critical thinking, ability to communicate, strategic planning experience, understanding of financial matters, and the ability to work within a group setting translatable for the position of Sewer Commissioner for the City of Menasha.

Sincerely,


Katherine Bauer