

CITY OF MENASHA
COMMON COUNCIL
Third Floor Council Chambers
140 Main Street, Menasha
Tuesday, April 17, 2012
MINUTES

DRAFT

A. CALL TO ORDER

Meeting called to order by Mayor Merkes at 6:00 p.m.

B. PLEDGE OF ALLEGIANCE

C. ROLL CALL/EXCUSED ABSENCES

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

EXCUSED: Alderman Englebert

ALSO PRESENT: Mayor Merkes, PC Styka, DPW Radtke, CDD Keil, C/T Stoffel, PRD Tungate, PHD Nett, LD Lenz, Clerk Galeazzi

DEPT. HEAD EXCUSED: CA/HRD Captain

D. PUBLIC HEARING

1. [Proposed Final Resolution authorizing public improvement and levying special assessments against benefited property. Location – Kelly Lake Dr. and Kernan Ave fronting Woodland Hills Subdivision \(Lots 8-16, 18-28\)](#)

Bruce Companik, 889 Kernan Ave, Menasha. Concerns with mail delivering during street construction; reseeding of grass after street constructed; signs at round-a-bouts.

Tina Honigschmidt, 948 Kernan Ave, Menasha. Problems with type of grass reseeding on other areas where street construction was recently done; allow property owners to do own reseeding of grass after street construction; notifying residents of delays in mail delivery during street construction.

Kris Webory, W6902 Firelane 4, Menasha. Lot assessment increase after street construction

Richard Cramer, 2459 Kelly Lake, Menasha. Street construction in front of ponds.

E. PUBLIC COMMENTS ON ANY MATTER OF CONCERN TO THE CITY

(five (5) minute time limit for each person)

Chuck Peterson, 332 8th St, Menasha. Comments on petition for more dogs than ordinance allows.

Tammy Hoffstatter, 332 8th St, Menasha. Comments on petition for more dogs than ordinance allows.

Doug Landskron, 328 8th St, Menasha. Comments on petition for more dogs than ordinance allows.

Janet Landskron, 328 8th St, Menasha. Comments on petition for more dogs than ordinance allows.

F. REPORT OF DEPARTMENT HEADS/STAFF/CONSULTANTS

1. Mayor Merkes – Recognition of outgoing 2011 Board/Committee members

Mayor Merkes recognized the outgoing members of boards and committees for the City. He presented those present with a certificate and pin.

2. Mike Dillon, SCA – Arbor Day Celebration & SCA donation

Mike Dillon and Nancy Taylor from SCA presented the City with a \$1,000 donation for trees for Arbor Day.

3. Clerk Galeazzi - the following minutes and communications have been received and placed on file:

Minutes to receive:

- a. [Administration Committee, 4/2/12](#)
- b. [Board of Public Works, 4/2/12](#)
- c. [Board of Canvass, 4/4/12](#)
- d. [IT Steering Committee, 4/10/12](#)
- e. [Park and Recreation Board, 4/9/12](#)
- f. [Personnel Committee, 4/2/12](#)
- g. [Plan Commission, 4/3/12](#)

Communications:

- h. [Ald. Sevenich, 4/10/12; Memorial Day Parade information](#)
- i. [Clerk Galeazzi, 4/12/12; League of Wisconsin Municipalities upcoming events](#)
- j. [Historical Society Newsletter, April 2012](#)
- k. [Proclamation – Celebrating National Health Week](#)
- l. [Proclamation – Celebrating Arbor Day](#)

Moved by Ald. Sevenich, seconded by Ald. Krueger to receive Minutes and Communications A-L

Discussion: Ald. Langdon – Minutes C, Board of Canvass Minutes, thanked the residents for voting in the April 3 election.

Mayor Merkes thanked the poll workers and clerk's office.

Motion carried on voice vote.

G. CONSENT AGENDA

(Prior to voting on the Consent Agenda, items on the Consent Agenda may be removed at the request of any Alderman and place immediately following action on the Consent Agenda. The procedures to follow for the Consent Agenda are: (a) removal of items from Consent Agenda; and (b) motion to approve the items from Consent Agenda.)

Minutes to approve:

- 1. [Common Council, 4/2/12](#)

Administration Committee, 4/2/12; recommends:

- 2. [Approval and adoption by the Common Council of the City of Menasha Cafeteria Plan \(adopted on January 1, 1996, amended and restated effective January 1, 2001\) and authorize the City Attorney/HR Director to act on behalf of the Common Council in signing the necessary documents for the Plan including future Plan amendments necessary for administration of the Plan](#)

Board of Public Works, 4/2/12; recommends approval of:

- 3. [Change Order - Terra Engineering & Construction Corporation; City of Menasha Wastewater Collection System Rehabilitation Improvements, Phase 4 Project; Sanitary Sewer Rehabilitation; Contract E124-11-01A; 60-Day Time Extension to Complete Punch List Items and Provide Project Close-Out Documentation \(Change Order No. 5\)](#)
- 4. [Payment – Terra Engineering & Construction Corporation; City of Menasha Wastewater Collection System Rehabilitation Improvements, Phase 4 Project; Sanitary Sewer Rehabilitation; Contract E124-11-01A; \\$12,489.75\(Payment No. 3\)](#)

Personnel Committee, 4/2/12; recommends:

- 5. [Approval of the Personnel Policy Handbook policies including the corrected Electronic Communications and Information Technology Policy and the amendment to the Code of Conduct Policy](#)
- 6. Authorizing CA/HRD Captain to draft a side letter for the 2012-2014 contract with Menasha Police Union Local 603 allowing those officers hired prior to January 1, 1998 with an Associate's Degree to be compensated \$75 a month as part of their Educational Incentive Program

Plan Commission, 4/3/12; recommends approval of:

- 7. [The extraterritorial Certified Survey Map for W7027 Verna Road in the Town of Harrison](#)

Ald. Sevenich requested that item 6, (Authorizing CA/HRD Captain to draft a side letter) be removed from Consent Agenda

Moved by Ald. Sevenich, seconded by Ald. Zelinski to approve Consent Agenda items 1-5 & 7.

Motion carried on roll call 7-0.

H. ITEMS REMOVED FROM CONSENT AGENDA

Moved by Ald. Sevenich, seconded by Ald. Benner to approve Consent Agenda item 6, Authorizing CA/HRD Captain to draft a side letter for the 2012-2014 contract with Menasha Police Union Local 603 allowing those officers hired prior to January 1, 1998 with an Associate's Degree to be compensated \$75 a month as part of their Educational Incentive Program.

Motion carried on roll call 5-2.

Ald. Klein, Taylor, Sevenich, Langdon, Benner – yes

Ald. Zelinski, Krueger – no

Moved by Ald. Sevenich, seconded by Ald. Langdon to reconsider the previous motion

Motion carried on voice vote.

H. ITEMS REMOVED FROM CONSENT AGENDA, cont'd.

Moved by Ald. Sevenich, seconded by Ald. Benner to approve Consent Agenda item 6, Authorizing CA/HRD Captain to draft a side letter for the 2012-2014 contract with Menasha Police Union Local 603 allowing those officers hired prior to January 1, 1998 with an Associate's Degree to be compensated \$75 a month as part of their Educational Incentive Program.

Motion carried on roll call 4 – 3.

Ald. Klein, Taylor, Sevenich, Benner – yes

Ald. Langdon, Zelinski, Krueger – no

I. ACTION ITEMS

1. [Accounts payable and payroll for the term of 4/2/12 to 4/12/12 in the amount of \\$2,036,082.17](#)

Moved by Ald. Klein, seconded by Ald. Krueger to approve accounts payable and payroll.

Motion carried on roll call 7-0.

2. [Petition of Tammy & Amara Hoffstatter & Chuck Peterson, 332 8th St. for special exemption of Section 7-1-6\(e\) of City Code to license and house one more pet than allowed](#)

No Action.

3. [Class "B" Beer and Class "C" Wine liquor license application of Crazy Buffet to sell fermented malt beverages and wine, 1550 Appleton Rd, April 18, 2012 – June 30, 2012.](#)

Moved by Ald. Sevenich, seconded by Ald. Zelinski to approve Class "B" and Class "C" liquor license application for Crazy Buffet.

Motion carried on roll call 7-0.

4. [Change of Agent to Kevin Somers for the Bar on Lake Park LLC, d/b/a Sliders Bar & Grill, 890 Lake Park Rd.](#)

Moved by Ald. Sevenich, seconded by Ald. Benner to approve change of agent to Kevin Somers for the Bar on Lake Park LLC.

Motion carried on voice vote.

J. ORDINANCES AND RESOLUTIONS

5. [R- 8 -12 – Resolution Continuing Appropriations \(Introduced by Ald. Klein\)](#)

Moved by Ald. Klein, seconded by Ald. Krueger to adopt R-8-12.

Motion carried on roll call 7-0.

6. [R- 9 -12 – Resolution Transferring/Appropriating Funds \(Introduced by Ald. Klein\)](#)

Moved by Ald. Klein, seconded by Ald. Krueger to adopt R-9-12.

Motion carried on roll call 7-0.

7. [R-10-12 – Resolution to Apply for Matching Grant Funds For Acquisition of Park Land Through the Wisconsin Department of Natural Resources. \(Introduced by Ald. Langdon\)](#)

Moved by Ald. Langdon, seconded by Ald. Benner to adopt R-10-12

Motion carried on roll call 7-0.

8. [R-11-12 – Final Resolution Authorizing Public Improvements and Levying Special Assessments Against Benefited Property \(Introduced by Ald. Taylor\)](#)

Moved by Ald. Taylor, seconded by Ald. Zelinski to adopt R-11-12.

Motion carried on roll call 7-0.

K. APPOINTMENTS

L. PUBLIC COMMENTS ON ANY MATTER LISTED ON THE AGENDA

(five (5) minute time limit for each person)

No one spoke

M. CLAIMS AGAINST THE CITY

N. ADJOURN-Sine Die

Moved by Ald. Sevenich, seconded by Ald. Langdon to adjourn Sine-Die at 7:16 p.m.
Motion carried on voice vote.

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