

CITY OF MENASHA
COMMON COUNCIL
Third Floor Council Chambers
140 Main Street, Menasha
Monday, January 6, 2014
MINUTES

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 Nichols, Taylor, Sevenich, Langdon, Keehan, Zelinski, Englebert, Benner
ALSO PRESENT: Mayor Merkes, CA/HRD Captain, PC Styka, FC Auxier, DPW Radtke, CDD Keil,
ASD Steeno, PRD Tungate, Clerk Galeazzi
DEPT. HEADS EXCUSED: PHD Nett, LD Lenz

D. PUBLIC HEARING

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

(five (5) minute time limit for each person)
No one spoke.

F. REPORT OF DEPARTMENT HEADS/STAFF/CONSULTANTS

1. Presentation to K-9 Corp from Kim Central Credit Union.

Employees of Kim Central Credit Union raised \$1,000 for the K-9 Corp. PC Styka accepted on behalf of the K-9 Corp. PC Styka reported over \$25,000 has been raised through fundraising and generous donations from the community. The Police Department is in the process of purchasing a new K-9.

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

Minutes to receive:

- a. [Administrative Committee, 12/16/13](#)
- b. [Board of Public Works, 12/16/13](#)
- c. [NM Sewerage Commission, 11/26/13](#)
- d. [Parks and Recreation Board, 12/9/13](#)
- e. [Personnel Committee, 12/16/13](#)
- f. [Plan Commission, 12/17/13](#)
- g. [Police Commission, 10/17/13](#)

Communications:

- h. [PC Styka and CDD Keil, 12/18/13, Ordinance Violations Responsibility Sheet.](#)
- i. [Rasmussen College, 12/20/13, Community Information Session.](#)

Moved by Ald. Benner, seconded by Ald. Langdon to approve Minutes and Communications A-I.

General discussion ensued.

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, 12/16/13](#)

Administration Committee, 12/16/13 – Recommends the Approval of:

2. [City of Menasha and Neenah-Menasha YMCA Senior Center Collaboration Contract for the term January 1, 2014 to December 31, 2014.](#)

Board of Public Works, 12/16/13 – Recommends the Approval of:

3. [Change Order – PTS Contractors, Inc.; Ninth Street Lift Station Improvements Project; Contract E145-13-01A; Revise Completion Date to December 20, 2013 \(Change Order No. 4\).](#)
4. [Change Order – Roger Bowers Construction, Inc.; Ninth Street Lift Station Improvements Project; Contract E145-13-01B; Revise Completion Date to December 20, 2013 \(Change Order No. 2\).](#)

Personnel Committee 12/16/13 – Recommends the Approval of:

5. [Organizational Structure Changes:](#)
 - a) Finance Department – Changes to the organizational structure of the Finance Department removing the position of Staff Accountant and adding the position of Finance Manager at Grade 25 on the non-represented salary range.
 - b) Parks Department – Changes to the organizational structure of the Parks & Recreation Department removing the park laborer/custodian position and adding the position of arborist/park caretaker at the wage scale of park caretaker.
 - c) Community Development – Changes to the organizational structure of the Community Development Department adding the position of Community Development Coordinator at the wage scale beginning at \$20.84 per hour.

Plan Commission 12/17/13 – Recommends the Approval of:

6. [The Special Use Permit for the Menasha High School subject to the following conditions:](#)
 - [That a lighting plan be submitted for review and approval by Community Development Department staff.](#)
 - [That the parking lot landscaping as shown on the site plan be installed when the parking lot is resurfaced.](#)
 - [That the City Forester reviews and approves the selection of canopy trees shown on the landscaping plan.](#)

Ald. Sevenich requested to remove from Consent Agenda item 6, Special Use Permit for Menasha High School.

Moved by Ald. Benner, seconded by Ald. Keehan to approve Consent Agenda items 1-5.
Motion carried on roll call 8-0.

H. ITEMS REMOVED FROM CONSENT AGENDA

Moved by Ald. Benner, seconded by Ald. Keehan to approve Consent Agenda item 6, Special Use Permit for Menasha High School subject to the conditions listed.

General discussion ensued on the project and the conditions recommended by the Plan Commission.

Abie Khatchadourian, project architect, addressed the Council on some of their concerns.

Motion carried on roll call 8-0.

I. ACTION ITEMS

1. [Accounts payable and payroll for the term of 12/19/13 to 1/2/14 in the amount of \\$969,851.13.](#)

Moved by Ald. Nichols, seconded by Ald. Langdon to approve accounts payable and payroll.

General discussion ensued on expenditures.

Motion carried on roll call 8-0.

2. [Change of Agent for Kwik Trip Inc. 1870 USH 10/STH 114, Menasha from Jessica A. Hartjes to Lori Dui.](#)

Moved by Ald. Nichols, seconded by Ald. Englebert to approve Change of Agent for Kwik Trip Inc.

Motion carried on roll call 8-0.

3. [Beverage Operators License Applications for the 2013-2015 licensing period.](#)

Moved by Ald. Nichols, seconded by Ald. Keehan to approve Beverage Operators License applications as submitted.

Motion carried on voice vote.

J. ORDINANCES AND RESOLUTIONS

1. [R-1-14 Resolution Authorizing the Redemption of General Obligation Promissory Notes, Dated June 15, 2005 and General Obligation Promissory Notes, Series 2006C, Dated August 1, 2006.](#)

Moved by Ald. Benner, seconded by Ald. Englebert to adopt R-1-14.
Motion carried on roll call 8-0.

2. [R-2-14 Resolution Approving a Partial Property Tax Rescission/Refund.](#)

Moved by Ald. Benner, seconded by Ald. Keehan to adopt R-2-14.
Motion carried on roll call 8-0.

K. APPOINTMENTS

L. HELD OVER BUSINESS

M. CLAIMS AGAINST THE CITY

N. PUBLIC COMMENTS ON ANY MATTER LISTED ON THE AGENDA

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

No one spoke.

O. ADJOURNMENT

Moved by Ald. Englebert, seconded by Ald. Langdon to adjourn at 6:25 p.m.
Motion carried on voice vote.

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