

CITY OF MENASHA
COMMON COUNCIL
Third Floor Council Chambers
140 Main Street, Menasha
Monday, December 16, 2013
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, Taylor, Sevenich, Keehan, Zelinski, Nichols, Langdon

EXCUSED: Alderman Englebert

ALSO PRESENT: Mayor Merkes, CA/HRD Captain, PC Styka, FC Auxier, DPW Radtke, CDD Keil, ASD Steeno, PRD Tungate, LD Lenz, PHD Nett, Clerk Galeazzi

D. PUBLIC HEARING

1. [Special Use Permit - 420 Seventh Street - Menasha High School Addition/Renovation](#)

CDD Keil gave a brief explanation of the request from Menasha School District for a Special Use Permit.

James Taylor, 340 Broad Street, Menasha. Concerned the addition to Menasha High School will be seamless and worth the money being spent on the project.

No one else spoke - Mayor Merkes called the Public Hearing to a close.

2. [Special Use Permit - 336 Chute Street - Biechler's Chute St. Pub and Apartments](#)

CDD Keil gave a brief explanation of the request from Roger Biechler, property owner, for a Special Use Permit.

Lynn Ann Sauby, 339 Broad Street, Menasha. Ask Council to hold on Special Use Permit until all final plans of the project have been approved.

John Nebel, 339 Broad Street, Menasha. Concerned with high traffic area. Urge Council to hold on Special Use Permit until all final plans approved.

No one else spoke - Mayor Merkes called the Public Hearing to a close.

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 Crime Stoppers

Representatives from Crime Stoppers presented a contribution of \$500 to PC Styka for the K-9 Corp fundraiser. PC Styka thanked the organization.

2. [Matt Ferris, Xavier, All-Area Football Player of the Year Proclamation](#)

Mayor Merkes presented and read the Proclamation recognizing the accomplishments of Menasha resident Matt Ferris.

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

Minutes to receive:

- a. [Administrative Committee, 12/2/13](#)
- b. [Board of Health, 10/9/13](#)
- c. [Board of Public Works, 12/2/13](#)
- d. [City Hall Safety Committee, 10/4/13](#)
- e. [Committee on Aging, 10/10/13](#)
- f. [Landmarks Commission, 12/11/13](#)
- g. [Library Board, 11/21/13](#)
- h. [NMFR Joint Finance & Personnel Committee, 12/3/13](#)
- i. [Personnel Committee, 12/2/13](#)
- j. [Plan Commission, 12/3/13](#)
- k. [Public Works/Parks Safety Committee, 10/22/13](#)
- l. [Water & Light Commission, 11/27/13](#)

Communications:

- m. [Mayor Merkes, 12/12/13 RFP Menasha Utilities – Power System Engineering](#)
- n. [CDD Keil, 12/13/13, Special Use Permits- 336 Chute St. and Menasha High School](#)
- o. [DPW Radtke, 12/12/13, Application for STP-Urban Funds – Broad St. and Lake Park Rd.](#)
- p. [Proclamation Saluting Manderfield's Bakery, 12/12/13](#)
- q. [Fox Cities Regional Partnership, 12/9/13](#)
- r. [CA/HRD Captain to ASD Steeno, approval of the partial grant of \\$7,000 to Shelly VanDehy for the Reserve Liquor License.](#)
- s. [CA/HRD Captain to ASD Steeno, approval of the partial grant of \\$7,000 to Salsa's Mexican Restaurant, LLC for the Reserve Liquor License.](#)
- t. [The Wire, December 13, 2013](#)
- u. [ASD Steeno, 12/16/13, 2013 Tax Rate Details](#)

Moved by Ald. Benner, seconded by Ald. Langdon to receive Minutes and Communications A-U.

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, 12/2/13](#)

Administration Committee, 12/2/13 – Recommends the Approval of:

2. [Accept 2012 City of Menasha Audit Report.](#)
3. [Renewal of Underground Storage Tank insurance coverage accepting the quotation of ACE American Insurance Co. for 1 year in the amount of \\$3,880.00.](#)

Board of Public Works, 12/2/13 – Recommends the Approval of:

4. [Street Use Application – FirstEve Fox Cities; Tuesday, December 31, 2013; 10:30 PM – 12:15 AM \(Community Forward, Inc./Doty Island Development Council\).](#)

Personnel Committee 12/2/13 – Recommends the Approval of:

5. [A 1% pay increase effective 1/5/14 for City non-represented employees.](#)

Plan Commission, 12/3/13 – Recommends the Approval of:

6. [The Special Use Permit for 336 Chute St. with the following conditions:](#)
 - a. [That the dumpster enclosure be relocated to the northwest corner of the parking lot.](#)
 - b. [The parking lot and landscaping improvements be initiated by June 1, 2014.](#)
 - c. [That any storm water plan and or facilities be subject to review and approval by the Public Works Department.](#)
 - d. [That four of the stalls in the parking lot be dedicated to apartment tenants.](#)
 - e. [That a lighting plan be submitted to the Community Development Department for review and approval.](#)
 - f. [That the fence be removed from the landscape Transitional Area.](#)

- g. That additional detail be provided on the railing around the outdoor seating area for review and approval by the Community Development Department.

Ald. Sevenich requested to remove from Consent Agenda item 6, Special Use Permit for 336 Chute Street.

Moved by Ald. Benner, seconded by Ald. Keehan to approve Consent Agenda Items 1 – 5.

Motion carried on roll call 7-0.

H. ITEMS REMOVED FROM CONSENT AGENDA

Moved by Ald. Benner, seconded by Ald. Keehan to approve Consent Agenda Item 6, Special Use Permit for 336 Chute Street with conditions listed.

General discussion ensued on parking issues, sound barriers, procedures of State approving plans and issuing of building permits.

Roger Biechler, owner, addressed some of the concerns of the Council.

Motion carried on roll call 6-1. Ald. Zelinski voted no.

I. ACTION ITEMS

1. Accounts payable and payroll for the term of 12/12/13 in the amount of \$522,299.02.

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

General discussion ensued on expenditures.

Motion carried on roll call 7-0.

2. Beverage Operators License Applications for the 2013-2015 licensing period.

Moved by Ald. Nichols, seconded by Ald. Taylor to approve Beverage Operators License Applications as submitted.

Motion carried on roll call 7-0.

3. Poll Worker Appointments for the City of Menasha for the 2014-2015 election years, pursuant to Wis. State Statute §7.30.

Moved by Ald. Nichols, seconded by Ald. Keehan to approve appointments as submitted.

Motion carried on voice vote.

J. ORDINANCES AND RESOLUTIONS

1. R-21-13 Resolution Regarding the Official Depositories of the City of Menasha (Introduced by Mayor Merkes) (Recommended by Administration Committee)

Moved by Ald. Benner, seconded by Ald. Langdon to adopt R-21-13.

Motion carried on roll call 7-0.

2. R-22-13 Resolution Declaring Terms of Principal Repayment for Refinancing Outstanding Debt (Introduced by Mayor Merkes)

Moved by Ald. Benner, seconded by Ald. Langdon to adopt R-22-13.

Motion carried on roll call 7-0.

K. APPOINTMENTS

1. Appointment of Ray Zielinski, 602 School Court, Menasha to Neenah-Menasha Sewerage Commission, Jan 2014 – Jan 2017

Moved by Ald. Sevenich, seconded by Ald. Keehan to approve appointment of Ray Zielinski to Neenah-Menasha Sewerage Commission for the term Jan 2014-Jan 2017.

Motion carried on voice vote.

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)

James Taylor, 340 Broad St, Menasha. 20th Annual New Year's Eve – broadcasting by WFRV-TV – Channel 5

O. ADJOURNMENT

Moved by Ald. Nichols, seconded by Ald. Langdon to adjourn at 7:12 p.m.
Motion carried on voice vote.

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