

CITY OF MENASHA
ADMINISTRATION COMMITTEE
Third Floor Council Chambers
140 Main Street, Menasha
July 20, 2015
MINUTES

DRAFT

A. CALL TO ORDER

Meeting called to order by Chairman Nichols at 7:24 p.m.

B. ROLL CALL/EXCUSED ABSENCES

PRESENT: Aldermen Benner, Nichols, Taylor, Krautkramer, Langdon, Keehan

EXCUSED: Alderman Zelinski

ALSO PRESENT: Mayor Merkes, CA Captain, PC Styka, DPW Radtke, CDD Keil, ASD Steeno, PHD McKenney, LD Lenz, Clerk Galeazzi, Howard Kamerer (President/CED of WOW), Michael Hagens (Woodland Developments, LLC).

C. MINUTES TO APPROVE

1. [Administration Committee, 6/1/15](#)

Moved by Ald. Keehan seconded by Ald. Langdon to approve minutes.

Motion carried on voice vote.

D. COMMUNICATIONS

1. [Ken Horner, Director of Operations, CVMIC, 6/9/15; Property Insurance Update.](#)
2. [Concert Health Resources Ltd City of Menasha 2015 Group Report](#)

General discussion ensued on the information on the City employees' Health Risk Assessment report prepared by Concert Health Resources Ltd.

E. ACTION ITEMS/DISCUSSION

1. [Police K-9 Vehicle and Equipment Loss.](#)

CA Captain explained the amount paid out by CVMIC on the Police K-9 vehicle that was totaled as a result a fire. She is waiting to hear on the claim filed with the Local Property Insurance Fund for the equipment loss as a result of the fire.

2. [WEDC Site Assessment Grant and Warehousing of Wisconsin \(WOW\) logistics Development Agreements.](#)

CDD Keil explained the grant of \$150,000 received from WEDC to facilitate the redevelopment of the property at 867 Valley Road, Menasha. This is a pass through grant with no direct financial contribution to the redevelopment project by the City. City staff will handle the grant administration duties.

Howard Kamerer, President/CEO of WOW Logistics explained the plan to purchase the property at 867 Valley Road for future expansion of their facility on the adjacent parcel. The grant funds will be used for site investigation, asbestos abatement, building demolition and soil vapor assessment.

General discussion ensued on the property and development agreement.

Moved by Ald. Benner seconded by Ald. Keehan to recommend to Common Council Site Assessment Grant Agreement between the Wisconsin Economic Development Corporation (WEDC) and City of Menasha and Development Agreement for Receipt and Reimbursement of SAG Grant Funds Agreement between the City of Menasha and Warehousing of Wisconsin (WOW) Logistics.

Motion carried on roll call 6-0.

3. [Development Agreement Terms - Woodland Developments, LLC.](#)

CDD Keil explained the request from Woodland Developments, LLC to utilize the City's deferred assessment policy for infrastructure installation and engineering to enable them to complete development in the Woodland Hill Subdivision. The City would purchase land for the purpose of making connections with the regional trail system and to provide public access to the development. Funding could come from 2015 street budget.

Michael Hagen, Woodland Developments, LLC, explained the proposed development, connecting trails and terms of the agreement.

General discussion ensued on terms of the development agreement, including trails and funding for the development.

Moved by Ald. Keehan seconded by Ald. Krautkramer to recommend to Common Council Staff prepare Development Agreement with Woodland Developments, LLC.

Motion carried on roll call 6-0.

F. ADJOURNMENT

Moved by Ald. Keehan seconded by Ald. Langdon to adjourn at 8:20 p.m.

Motion carried on voice vote.