

CITY OF MENASHA
COMMON COUNCIL
Third Floor Council Chambers
140 Main Street, Menasha
Tuesday, April 21, 2015
MINUTES

A. CALL TO ORDER

Meeting called to order by Mayor Merkes at 5:00 p.m.

B. PLEDGE OF ALLEGIANCE

A moment of silence was observed for city employee Glen Pemrich who passed away on April 11, 2015.

C. ROLL CALL/EXCUSED ABSENCES

PRESENT: Aldermen Sevenich, Langdon, Keehan, Zelinski, Englebert, Benner, Nichols, Taylor
ALSO PRESENT: Mayor Merkes, CA Captain, PC Styka, DFC DeLeeuw, DPW Radtke, CDD Keil, ASD Steeno, PRD Tungate, PHD McKenney, LD Lenz, Clerk Galeazzi

D. PUBLIC HEARING

None

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

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

Andrea Smith, 734 E. Washington Street, Appleton. Beverage Operator's License Application.

Dave Mix, representing Menasha VFW Post 2126. Moving of Veterans memorial to Isle of Valor.

F. REPORT OF DEPARTMENT HEADS/STAFF/CONSULTANTS

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

Minutes to receive:

- a. [Board of Health, 03/12/15.](#)
- b. [Board of Public Works, 04/06/15.](#)
- c. [Committee on Aging, 03/12/15.](#)
- d. Plan Commission, [04/07/15](#) and [04/14/15.](#)

Communications:

- e. [Waverly Sanitary District Meeting Minutes, 03/19/15.](#)
- f. [Mayor Merkes, 04/10/15; Letter to Village of Harrison, Attn: Travis Parish.](#)
- g. [Mayor Merkes, 04/16/15; Appointment of the Weed Commissioner.](#)
- h. [DPW Radtke, 04/16/15; Press Release; Public Informational Meeting, City of Menasha, 3rd Street, Lake Winnebago Slough & Approaches, Winnebago County.](#)
- i. [CDD Keil, 04/16/15; Rezoning of Parcels in the Vicinity of Main and Mill Street from C2 to PUD.](#)
- j. [CDD Keil, 04/16/15; Schedule of Public Hearings on Zoning Changes.](#)

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

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, 04/06/15.](#)

Board of Public Works, 04/06/15 – Recommends the Approval of:

2. [Authorization to Execute WisDOT Bridge Operation Agreement for Fiscal Year 2016.](#)
3. [Authorization to Execute State/Municipal Agreement for STH 441/Midway Road Interchange.](#)
4. [Authorization to Execute State/Municipal Agreement for USH 10/Oneida Street Interchange.](#)

Plan Commission, 04/07/15 – Recommends the Approval of:

5. [The relocation of Veterans Memorial from Menasha Public Library to Isle of Valor consistent with the recommendation from Park Board.](#)

Plan Commission, 04/14/15 – Recommends the Approval of:

6. [The Certified Survey Map on Winnebago Avenue.](#)

Mayor Merkes requested removal of item 4 from Consent Agenda.

Ald. Sevenich requested removal of item 5 from Consent Agenda.

Moved by Ald. Benner seconded by Ald. Keehan to approve Consent Agenda items 1, 2, 3, 6.

Motion carried on roll call 8-0.

H. ITEMS REMOVED FROM CONSENT AGENDA

DPW Radtke explained Consent Agenda item 4, Authorization to Execute State/Municipal Agreement for USH 10/Oneida Street Interchange, does not require action at this time as the municipal lighting cost share issue has not been worked out and lighting is the only cost associated with this contract.

Moved by Ald. Sevenich seconded by Ald. Taylor to approve Consent Agenda item 5, the relocation of Veterans Memorial from Menasha Public Library to Isle of Valor consistent with the recommendation from Park Board.

Dave Mix, representing Menasha VFW Post 2126, spoke on moving of the memorial. He provided drawings of what memorial will look like once relocated to Isle of Valor.

Motion carried on roll call 8-0.

I. ACTION ITEMS

1. [Accounts payable and payroll for the term of 04/09/15 to 04/16/15 in the amount of \\$2,168,191.83.](#)

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

Motion carried on roll call 8-0.

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

Moved by Ald. Nichols seconded by Ald. Keehan to approve Beverage Operators License Applications for the 2013-2015 licensing year as listed in memo dated 4/15/15.

Motion carried on roll call 8-0.

The Police Department recommends the denial of the Beverage Operators License Application for Andrea Smith as she does not meet the criteria under the Guidelines for Operator Licenses.

Andrea Smith addressed the Council and explained the past situation and her current situation.

Moved by Ald. Zelinski seconded by Ald. Langdon to approve Beverage Operators License Application for Andrea Smith.

Motion carried on roll call 7-1. Ald. Nichols voted no.

3. [Extension Agreement for Assessment and Tax Listing Services for City of Menasha by Associated Appraisal Consultants, Inc.](#)

ASD Steeno explained the current contract ends on 4/30/15. Because the 2015 assessment year work will not be completed at that time per normal course of business, staff is recommending the extension of the agreement through 7/31/15. Staff is planning for a Request for Qualifications process before 7/31/15.

Moved by Ald. Benner seconded by Ald. Keehan to approve Extension Agreement for Assessment and Tax Listing Services for City of Menasha by Associated Appraisal Consultants, Inc.

Motion carried on roll call 8-0.

J. ORDINANCES AND RESOLUTIONS

1. [R-10-15 Resolution Approving a 2014 Budget Adjustment of \\$60,002 for Street Lighting Equipment. \(Introduced by Alderman Nichols\).](#)

Moved by Ald. Nichols seconded by Ald. Keehan to adopt R-10-15 Resolution Approving a 2014 Budget Adjustment of \$60,002 for Street Lighting Equipment.

ASD Steeno explained the funds represent an overpayment in 2014 and must be part of the 2014 budget before being part of the continuing appropriations.

Motion carried on roll call 8-0.

2. [R-11-15 Resolution Continuing Appropriations \(2014 Fund Balance Reservations\) \(Introduced by Alderman Nichols\).](#)

Moved by Ald. Nichols seconded by Ald. Benner to adopt R-11-15 Resolution continuing Appropriations (2014 Fund Balance Reservations)

Motion carried on roll call 8-0.

3. [R-12-15 Resolution Transferring/Appropriating 2014 Budget Funds.](#)

Moved by Ald. Nichols seconded by Ald. Keehan to adopt R-12-15 Resolution Transferring/Appropriating 2014 Budget Funds.

Motion carried on roll call 8-0.

4. [R-13-15 Resolution Dissolving Tax Incremental Finance District #1 \(Introduced by Mayor Merkes\).](#)

Moved by Ald. Sevenich seconded by Ald. Nichols to adopt R-13-15 Resolution Dissolving Tax Incremental Finance District #1.

Motion carried on roll call 8-0.

5. [R-14-15 Resolution Opposing the Elimination of Personal Property and Computer Aid Tax \(Introduced by Alderman Nichols\).](#)

Moved by Ald. Nichols seconded by Ald. Keehan to adopt R-14-15 Resolution Opposing the Elimination of Personal Property and Computer Aid Tax.

ASD Steeno explained the impact to the City budget by eliminating personal property and computer aid tax.

Motion carried on roll call 7-1. Ald. Zelinski voted no.

K. APPOINTMENTS

L. HELD OVER BUSINESS

1. [Creation of Administrative Services Department/Human Resources Coordinator Position \(Held 04/06/15\).](#)

Original Motion: Moved by Ald. Benner seconded by Ald. Langdon to approve Creation of Administrative Services Department/Human Resources Coordinator Position with a proposed salary beginning at \$55,550 for Human Resources Coordinator, with a midpoint of \$61,711 and a maximum after 25 years of \$67,872. Motion carried on roll call 8-0.

Ald. Sevenich stated Point of Order; he ask that in the future the motion be restated by people who made the original motion in case there is a change.

Mayor Merkes accepted the Point of Order.

M. CLAIMS AGAINST THE CITY

N. PRESENTATION TO OUTGOING COMMITTEE/BOARD/COMMISSION MEMBERS

- | | |
|--------------------------------------|--|
| 1. Tom Gloede – Board of Appeals | 6. Sue Smith – Redevelopment Authority |
| 2. Dave Rodriguez – Board of Appeals | 7. Paul Van de Sand – Sustainability Board |
| 3. Ruth Neeck – Board of Health | 9. Peg Doctor – Landmarks Commission |
| 4. Lee Murphy – Committee on Aging | 10. Kristi Lynch – Landmarks Commission |
| 5. Sue Steffen – Committee on Aging | |

Mayor Merkes recognized the outgoing members with certificates and City pins.

Sue Steffen and Lee Murphy were present.

O. PRESENTATION TO OUTGOING ALDERMEN

1. Alderman Stan Sevenich – District 3

Mayor Merkes presented a plaque to Ald. Sevenich and thanked him for his service to the City and residents.

Ald. Sevenich said a few words of thanks to the Council, staff and residents.

2. Alderman Jim Englebert – District 7

Mayor Merkes presented a plaque to Ald. Englebert and thanked him for his service to the City and residents.

Ald. Englebert said a few words of thanks to the Council, staff and residents.

P. PUBLIC COMMENTS ON ANY MATTER LISTED ON THE AGENDA

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

No one spoke.

Q. ADJOURNMENT – Sine Die

Moved by Ald. Sevenich seconded by Ald. Englebert to adjourn Sine Die at 5:57 p.m.

Motion carried on voice vote.

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