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CITY OF MENASHA
COMMON COUNCIL
Third Floor Council Chambers
140 Main Street, Menasha
Monday, April 6, 2015
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, Benner
EXCUSED: Alderman Englebert
ALSO PRESENT: Mayor Merkes, CA/HRD Captain, PC Styke, DFC DeLeeuw, DPW Radtke, CDD Keil, PHD McKenney, LD Lenz, FM Sassman, 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)
No one spoke.

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. Ad-Hoc Column Salvage and Reuse Committee, 03/18/15.
b. Board of Public Works, 03/16/15.
c. Landmarks Commission, 03/11/15.
d. Library Board, 3/19/15.
e. NMFR Joint Fire Commission, 04/01/15.
f. Neenah-Menasha Sewerage Commission, 02/24/15.
g. Personnel Committee, 03/16/15.
h. Plan Commission, 03/17/15.
i. Police Commission, 12/18/14.
Communications:
j. Mayor Merkes, 03/20/15; Proclamation for Arbor Day, April 24, 2015.
k. PWD Radtke, 03/31/15; Submission of City of Menasha 2014 MS4 Annual Report.
l. Police Chief Styka, 04/01/15; Drug Drop Box.
m. ES Montour, 04/01/15; City of Menasha Sewer System Evaluation Survey (SSES) – Phase No. 3, Segments 4B & 5a Foundation and Sump Pump Inspections Letter.
n. PRD Tungate, 04/02/15; 2015 Arbor Day Celebration.
o. CC Galeazzi, 04/02/15; Polling Place Information.
p. Ad-Hoc Limestone Column Relocation Committee Press Release, 04/02/15.
q. PHD McKenney, 04/06/15; County Health Rankings Winnebago County Press Release.
r. Menasha Historical Society Newsletter, April 2015.
Moved by Ald. Benner seconded by Ald. Keehan to receive Minutes and Communications A-R.
General discussion ensued on Comm. L (PC Styka Memo-Drug Drop Box) and Comm. M (ES Montour Letter-Sewer System Evaluation)
Motion carried on voice vote.

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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, 03/16/15.
2. Joint Common Council of the Cities of Neenah and Menasha, 03/17/15.

Board of Public Works, 03/16/15 – Recommends the Approval of:

3. Change Order – J.F. Ahern Co., Water Treatment Facility Low Lift Pump Modifications; Project M0002-930724; DEDUCT: $2,908.22; Change Order No. 4 (Menasha Utilities).
4. Recommendation to Award – Contract Unit 2015-01; New Street Construction and Reconstruction, Concrete Curb and Gutter, Asphalt Pavement, Storm Sewer – Southfield West/Natures Way Subdivision Streets, Barker Farm VI Subdivision Streets, River Lea Court, Broad Street, Ida Street, Manitowoc Street and Lincoln Street; Northeast Asphalt, Inc.; $1,084,323.12.

Personnel Committee, 03/16/15 – Recommends of the Approval of:

5. Creation of Administrative Services Department/Human Resources Coordinator Position.

Plan Commission, 03/17/15 – Recommends the Approval of:

6. The Certified Survey Map, River Lea Court (1 Lot CSM) and Certified Survey Map, River Lea Court (4 Lot CSM) with variations and exceptions for the minimum right-of-way radius of sixty (60) feet and a minimum inside curb radius of forty (40) feet be waived per Section 14-1-18 of the Menasha Code of Ordinances.

NMFR Joint Fire Commission, 04/01/15 – Recommends the Approval of:

7. The Regional Fire Department Hiring Process Agreement with Fox Valley Technical College.

Ald. Benner requested to removed from Consent Agenda item 5.

Moved by Ald. Benner seconded by Ald. Keehan to approve Consent Agenda items 1, 2,3,4,6,7,
Motion carried on roll call 7-0.

H. ITEMS REMOVED FROM CONSENT AGENDA

Moved by Ald. Benner seconded by Ald. Langdon to approve Consent Agenda item 5, 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.

Moved by Ald. Taylor seconded by Ald. Zelinski to table.
General discussion ensued on sharing HR Coordinator position with Menasha Utilities; changing the HR Specialist position to HR Coordinator with additional responsibilities; timing issue of filling position;
Motion to table failed on roll call 2-5
Ald. Taylor, Zelinski voted yes. Ald. Nichols, Sevenich, Langdon, Keehan, Benner voted no.

Moved by Ald. Taylor seconded by Ald. Zelinski to hold.
Item is held.

I. ACTION ITEMS

1. Accounts payable and payroll for the term of 03/19/15 to 04/02/15 in the amount of $4,842,742.02.

Moved by Ald. Nichols seconded by Ald. Keehan to approve accounts payable and payroll.
General discussion 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. Keehan to approve Beverage Operators License Applications for the 2013-2015 licensing year as listed in memo dated 4/1/15.
Motion carried on roll call 7-0.

3. Amendment to Fee Schedule for Beverage Operator Licenses.

Moved by Ald. Nichols seconded by Ald. Keehan to approve Amendment to Fee Schedule for Beverage Operator License.
Motion carried on roll call 7-0.

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J. ORDINANCES AND RESOLUTIONS
None

K. APPOINTMENTS
None

L. HELD OVER BUSINESS
None

M. CLAIMS AGAINST THE CITY
1. Notice of Disallowance of Claim of Brendon Ribble, Successor Trustee on behalf of Ralph R. Ribble & Ruth L. Ribble Revocable Living Trust dated 01/30/15.

CA/HRD Captain explained the notice is informing the Ralph R. Ribble & Ruth L. Ribble Revocable Living Trust the claim filed by Brendon Ribble, Successor Trustee on behalf of trust is being disallowed and informs them of a timeframe in which to file any legal action.

Moved by Ald. Benner seconded by Ald. Keehan to approve Notice of Disallowance of Claim of Brendon Ribble, Successor Trustee on behalf of Ralph R. Ribble & Ruth L. Ribble Revocable Living Trust dated 01/30/15.
Motion carried on roll call 7-0.

N. PUBLIC COMMENTS ON ANY MATTER LISTED ON THE AGENDA
(five (5) minute time limit for each person)
No one spoke.

O. RECESS TO BOARD OF PUBLIC WORKS
Moved by Ald. Benner seconded by Ald. Nichols to recess to Board of Public Works at 6:35 p.m.
Motion carried on voice vote.

Reconvened at 6:49 p.m.

P. REPORT OF DEPARTMENT HEADS/STAFF/CONSULTANTS
1. CA/HRD Captain – Town/Village of Harrison.

CA/HRD Captain explained the appellate case with Waverly Sanitary District is currently on a Court order stay to allow all parties involved an opportunity to discuss an agreement. The Town/Village of Harrison has notified the City they are no longer interested in negotiating a settlement. CA/HRD Captain has informed the Court of Appeals the parties wish to continue on with the case and the Courts will lift the stay.

2. Adjourn into Closed Session pursuant to Wis. Stats. §19.85(1)(g): Conferring with legal counsel for the governmental body who is rendering oral or written advise concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved. (City of Menasha vs. Waverly Sanitary District et al. Circuit Court Case Number 2013CV00189, Appellate case number 2014AP001576; and Intermunicipal Agreement dated October 28, 1999, between City of Menasha, Town of Harrison and Waverly Sanitary District and Village of Harrison November 11, 2014 annexations).
Not Required to go into Closed Session.

3. Reconvene into open session immediately following any closed session in order to take action on the closed session items. Wis. Stat. 19.85(2).
Not Required.

Q. ADJOURNMENT
Moved by Ald. Benner seconded by Ald. Nichols to adjourn at 6:35 p.m.
Motion carried on voice vote.

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