

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

DRAFT

A. CALL TO ORDER

Meeting called to order by Mayor Merkes at 6:10 p.m.

B. PLEDGE OF ALLEGIANCE

Moment of Silence for the New Council to make good decisions to benefit the community in the upcoming year.

Oath of Office – Newly Elected Officials. Clerk Galeazzi administered the Oath of Office to Ald. Rebecca Nichols, Ald. Wil Krautkramer, Ald. Michael Keehan, and Ald. Melissa Rollins-Jump.

C. ROLL CALL/EXCUSED ABSENCES

PRESENT: Aldermen Nichols, Taylor, Krautkramer, Langdon, Keehan, Zelinski, Rollins-Jump, Benner.
ALSO PRESENT: Mayor Merkes, CA Captain, PC Styka, DFC DeLeeuw, DPW Radtke, CDD Keil, ASD Steeno, PRD Tungate, PHD McKenney, Clerk Galeazzi

D. PUBLIC HEARING

1. [Proposed Rezoning of Property located immediately north of 1737 Racine Road, Parcel #4-00762-03, C-1 General Commercial District to I-1 Heavy Industrial District.](#)

CDD Keil explained the request to rezone the property from C-1 General Commercial District to I-1 Heavy Industrial District for the purpose of using the property for storage of construction equipment. No action will be required as this was held in Plan Commission.

No one spoke.

Mayor Merkes closed the public hearing.

2. [Proposed Rezoning of Property located immediately east of 1233 Midway Road, Parcel #6-01635-00, C-3 Business and Office District to C-4 Business Park District.](#)

CDD Keil explained the request for rezoning the property from C-3 Business District and Office to C-4 Business Park District is to be consistent with the zoning classification of the other parcels purchased by Kwik Trip.

No one spoke.

Mayor Merkes closed the public hearing.

3. [Proposed rezoning of the properties in proximity to 165 Main Street, Parcels #3-00818-00, #3-00818-01, #3-00820-00, #3-00816-01, #3-00817-01, C-2 Central Business District to Planned Unit Development \(PUD\) and Amending Planned Unit Development District \(PUD\) Plan for Parcel #3-00798-00, #3-00790-00 adjacent to Marina Place.](#)

CDD Keil explained the request for rezoning the properties at the Main/Mill Street intersection from C-2 Central Business District to Planned Unit Development District and amendments to Planned Unit Development District for the proposed office building. No action will be required at this time. A new public hearing on this will be schedule for a future meeting.

No one spoke.

Mayor Merkes closed the public hearing.

4. [Proposed Amendment to Title 13 of the Menasha Code of Ordinance pertaining to permitted uses and parking requirement in the Planned Unit Development \(PUD\) District.](#)

CDD Keil explained the amendment to the City Code for parking in Planned Unit Development District.

No one spoke.

Mayor Merkes closed the 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. CDD Keil & Menasha Downtown Development, LLC – Presentation on Office Tower Project and Related Improvements in the downtown.

CDD Keil and John Hogerty, representing Menasha Downtown Development, LLC, gave an overview of the proposed office building and parking structure.

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

Minutes to receive:

a. Plan Commission, [4/7/15](#); [4/14/15](#)

Communications:

b. [VFW Nicolet Post No. 2126, 4/1/15; Invitation to Armed Forces Day Celebration.](#)

c. [PRD Tungate, 4/15/15; New Eastside Park Sponsorships.](#)

d. [CDD Keil, 4/16/15; Rezoning of Parcels in the vicinity of Main & Mill Streets from C2 to PUD.](#)

e. [CDD Keil, 4/16/15; Schedule of Public Hearings on Zoning Changes.](#)

Moved by Ald. Benner seconded by Ald. Taylor to received Minutes and Communications A-E.

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.)

Plan Commission, 04/7/15 – Recommends the Approval of:

1. Rezoning of vacant parcel immediately east of 1233 Midway Road, Parcel #6-01635-00 from C-3 Business and Office District to C-4 Business Park District.

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

2. Amendment to the Planned Use Development (PUD) ordinance as submitted

Ald. Taylor requested to remove item 2 from Consent Agenda.

Moved by Ald. Benner seconded by Ald. Langdon to approve Consent Agenda Item 1.

Motion carried on roll call 8-0.

H. ITEMS REMOVED FROM CONSENT AGENDA

Moved by Ald. Benner seconded by Ald. Langdon to approve Consent Agenda item 2, Amendment to the Planned Use Development (PUD) ordinance as submitted.

General discussion ensued the public hearing notification.

Motion carried on roll call 8-0.

I. RESOLUTIONS

1. [R-15-15 Resolution Providing for the Method of Selecting Certain Council/Committee Officials \(Introduced by Ald. Taylor\)](#)

Moved by Ald. Taylor seconded by Ald. Langdon to adopt R-15-15 Resolution Providing for the Method of Selecting Certain Council/Committee Officials.

Motion carried on roll call 8-0.

J. ACTION ITEMS

None

K. APPOINTMENTS

1. Common Council Appointments

a. Council President (1 year term effective immediately)

Moved by Ald. Zelinski seconded by Ald. Langdon to nominate Ald. Taylor for Council President.

Moved by Ald. Nichols seconded by Ald. Keehan to nominate Ald. Benner for Council President.

Hearing no other nominations, the Mayor closed the nominations.

1st – 3rd rounds of paper ballots tied 4-4.

Names were put in a hat and Dan Kelpinski, from UW-Fox Valley was asked to draw.

Ald. Taylor's name was drawn. Ald. Taylor was declared Council President.

b. An Alderman Member to the Plan Commission (1 year term effective immediately)

Moved by Ald. Nichols seconded by Ald. Zelinski to nominate Ald. Benner as Alderman Member to Plan Commission.

Hearing no other nominations, the Mayor closed the nominations.

A unanimous ballot was cast for Ald. Benner for Alderman Member to Plan Commission.

c. An Alternate Alderman Member of the Plan Commission (1 year term effective immediately)

Moved by Ald. Benner seconded by Ald. Nichols to nominate Ald. Zelinski for Alternate Alderman Member to Plan Commission.

Hearing no other nominations, the Mayor closed the nominations.

A unanimous ballot was cast for Ald. Zelinski for Alternate Alderman Member to Plan Commission.

d. [City Attorney – Pamela Captain](#)

Moved by Ald. Benner seconded by Ald. Keehan to appoint Pamela Captain as City Attorney.

Moved by Ald. Taylor seconded by Ald. Zelinski to hold.

Item is held.

e. [City Clerk – Deborah A. Galeazzi](#)

Moved by Ald. Benner seconded by Ald. Keehan to appoint Deborah A. Galeazzi as City Clerk.

Motion carried on roll call 8-0.

L. RECESS TO COMMITTEES

7:16 p.m. – recessed to Administration Committee, Board of Public Works, Personnel Committee.

8:00 p.m. – reconvened.

M. APPOINTMENTS

1. Common Council Appointments

a. NM Fire Rescue Joint Finance and Personnel Committee:

1) Ald. Taylor as Council President

2) Ald. Keehan as Personnel Committee Chairman

b. Information Systems Steering Committee

Ald. Nichols as Administration Committee Chairman

No action required.

2. Mayor's Appointments

a. City Assessor – Associated Appraisal Consultants, Inc.

Moved by Ald. Benner seconded by Ald. Rollins-Jump to approve Mayor's Appointment of Associated Appraisal Consultants, Inc as City Assessor.

Motion carried on roll call 8-0.

- b. Approval of Ald. Zelinski to Parks & Recreation Board (1 year term effective immediately)
- c. Approval of Ald. Langdon to the Landmarks Commission (1 year term effective immediately)
No action.
- d. Approval of Ald. Taylor to the NM Fire Rescue Joint Finance and Personnel Committee (1 year term effective immediately)
No action.
- e. Approval of Ald. Krautkramer to the Heckrodt Wetland Reserve Board (1 year term effective immediately)
- f. Re-appointment of Sheila Brooks, 238 Butte des Morts Drive, At Large Member to Heckrodt Wetland Reserve Board (1 year term effective immediately)
- g. Re-appointment of Jim Liebahuser, 1004 Grove Street, Menasha to Neenah-Menasha Joint Fire Commission for the term 5/1/15 to 5/1/18
- h. Re-appointment of Tony Gutierriz, 1234 Darlene Drive, Menasha to Police Commission for the term 5/1/15 to 5/1/20
- i. Re-appointment of Catherine Cruckshank, 1056 Tahoe Court, Menasha to Plan Commission for the term 5/1/15 to 5/1/18
- j. Re-appointment of Kathy Wichowski, 341 Willow Lane, Menasha to Library Board for the term 7/1/15 to 7/1/18
- k. Re-appointment of Ken Kubiak, 1214 Fieldview, Menasha to Board of Appeals for the term 4/22/15 to 2/1/18
- l. Appointment of Rebecca Nichols, 402 Elm Street, Menasha to Redevelopment Authority for the term 4/22/15 to 8/31/17
- m. [Accept resignation of David J. Rodriguez from Board of Appeals](#)
- n. Appointment of Kara Homan, 3086 Winnipeg Street, Menasha to Board of Appeals for the term 4/22/15 to 2/1/16
- o. [Accept resignation of Nicholas Kiley from Library Board](#)
- p. Appointment of Jim Englebert, 1209 Greendale, Menasha to Library Board for the terms 4/22/15 to 7/1/15 and 7/1/15 to 7/1/18
- q. [Accept resignation of Rebecca Nichols from Library Board](#)
- r. Appointment of Melissa Rollins-Jump, 1016 Stardust Drive, Menasha to Library Board for term 4/22/15 to 7/1/16.
- s. [Appointment of Tami Lee, 519 Riverway, Menasha to Ad-Hoc Sustainability Board.](#)

Moved by Ald. Benner seconded by Ald. Keehan to approve items b, e-s.
Motion carried on roll call 8-0.

N. CLAIMS AGAINST THE CITY

None

O. ORDINANCE

1. [O-6-15 An Ordinance Amending Title 13 by Making Certain Changes to the District \(Midway Road, Parcel #6-01635-00\) \(Introduced by Mayor Merkes on the recommendation of the Plan Commission\)](#)

Moved by Ald. Benner seconded by Ald. Keehan to adopt O-6-15 an Ordinance Amending Title 13 by making certain changes to the district (Midway Road, Parcel #6-01635-00).
Motion carried on roll call 8-0.

2. [O-7-15 An Ordinance Amending Title 13, Article C of the Municipal Code of Ordinances Planned Unit Development \(PUD\) District \(Introduced by Mayor Merkes on the recommendation of the Plan Commission\)](#)

Moved by Ald. Benner seconded by Ald. Keehan to adopt O-7-15 An Ordinance Amending Title 13, Article C of the Municipal Code of Ordinances Planned Unit Development (PUD) District.
Motion carried on roll call 8-0.

P. HELD OVER BUSINESS

None

Q. PUBLIC COMMENTS ON ANY MATTER LISTED ON THE AGENDA

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

No one spoke.

R. ADJOURNMENT

Moved by Ald. Benner seconded by Ald. Keehan to adjourn at 8:05 p.m.

Motion carried on voice vote.

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