

CITY OF MENASHA  
ADMINISTRATION COMMITTEE  
Third Floor Council Chambers  
140 Main Street, Menasha  
June 6, 2016  
MINUTES

DRAFT

A. CALL TO ORDER

Meeting called to order by Chairman Nichols at 7:58 p.m.

B. ROLL CALL/EXCUSED ABSENCES

PRESENT: Aldermen Keehan, Zelinski, Benner, Nichols, Taylor, Collier.

EXCUSED: Aldermen Krautkramer and Spencer

ALSO PRESENT: Mayor Merkes, CA Captain, Capt. Halderson, DP Radtke,  
ASD Steeno, PHD McKenney, Clerk Galeazzi.

C. MINUTES TO APPROVE

1. [Administration Committee, 5/16/16](#)

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

Motion carried on voice vote.

D. DISCUSSION/ACTION ITEMS

1. [O-4-16 An Ordinance Amending Title 2, Chapter 1 of the Code of Ordinances \(Polling Places\). \(Introduced by Ald. Keehan\).](#)

Clerk Galeazzi explained the polling place for voters in Districts 5&7 will be moved to Jefferson School as Clovis Grove School will not be available for the August 9, 2016 election. Fliers were handed out to those who voted in the April election; signage will be posted at Clovis Grove explaining where to vote; and a notice will be published in the Post Crescent.

Moved by Ald. Keehan seconded by Ald. Collier to recommend to Common Council O-4-16 An Ordinance Amending Title 2, Chapter 1 of the Code of Ordinances (Polling Places) (Introduced by Ald. Keehan).

Motion carried on roll call 6-0.

2. [O-5-16 An Ordinance Amending Title 7, Chapter 2 of the Code of Ordinances \(Reserve "Class B" Intoxicating Liquor License Fee\).](#)

Clerk Galeazzi explained a recent change in State Statute prohibits municipalities from refunding, rebating, or offering a grant program of Reserve "Class B" liquor license fee. Current City ordinance allows for a one time grant to a Reserve "Class B" liquor license holder if certain criteria are met.

Moved by Ald. Keehan seconded by Ald. Zelinski to recommend to Common Council O-5-16 An Ordinance Amending Title 7, Chapter 2 of the Code of Ordinances (Reserve "Class B" Intoxicating Liquor License Fee) (Introduced by Ald. Keehan).

Motion carried on roll call 5-1. Ald. Collier voted no.

E. ADJOURNMENT

Moved by Ald. Keehan seconded by Ald. Taylor to adjourn at 8:12 p.m.

Motion carried on voice vote.

Deborah A. Galeazzi, WCMC  
City Clerk