

CITY OF MENASHA  
COMMON COUNCIL  
Third Floor Council Chambers  
140 Main Street, Menasha  
Monday, February 15, 2016  
MINUTES

A. CALL TO ORDER

Meeting called to order by Mayor Merkes at 6:00 p.m.

B. PLEDGE OF ALLEGIANCE

Pledge of Allegiance was recited.

C. ROLL CALL/EXCUSED ABSENCES

PRESENT: Aldermen Benner, Nichols, Taylor, Krautkramer, Olszewski, Keehan, Zelinski, Spencer.  
ALSO PRESENT: Mayor Merkes, CA Captain, PC Styka, FC Auxier, DPW Radtke, CDD Keil, ASD Steeno, PRD Tungate, PHD McKenney, DFC Voss, Clerk Galeazzi.

D. PUBLIC HEARING

1. [Special Use Permit by Creative Sign Company on behalf of Skogen's Festival Foods for a Business Center Sign located at 1435 Oneida Street, Menasha](#)

CDD Keil explained the need for a Special Use Permit for a business center sign due to the type of zoning of the property.

No one spoke

The Mayor called the public hearing to a close.

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

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

Tim Lenth and Becky Mader, 537 Broad Street, Menasha. Support improvements to downtown walkway.

Kathy Stahl, 44 DePere Street, Menasha. Request clarification on Broad Street parking lot reconfiguration.

F. REPORT OF DEPARTMENT HEADS/STAFF/CONSULTANTS

1. [DFC Voss - Fire Department Presentation – 2015 Activities](#)

DFC Voss gave a presentation on the Neenah-Menasha Fire Rescue 2015 Call and Activity Summary.

2. [CA Captain- Update on Real Estate Purchase and Sale Agreement – 460 Ahnaip Street \(R.R. Donnelley & Sons Company\)](#)

CA Captain reviewed the Real Estate Purchase and Sale Agreement for the RR Donnelley property at 460 Ahnaip Street.

General discussion ensued on the use of property.

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

Minutes to receive:

- a. [Administration Committee, 2/1/16.](#)
- b. [Board of Public Works, 2/1/16.](#)
- c. [Board of Health, 1/13/16.](#)
- d. [City Hall Safety Committee, 2/11/16.](#)
- e. [Committee on Aging, 1/14/16.](#)
- f. [Parks & Recreation Board, 2/9/16.](#)
- g. [Plan Commission, 2/2/16.](#)
- h. [Redevelopment Authority, 2/8/16.](#)
- i. [Water & Light Commission, 1/27/16.](#)

Moved by Ald. Taylor seconded by Ald. Keehan to receive Minutes a-i.

Motion carried on roll call 8-0.

## 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 placed 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, 2/1/16.](#)

Board of Public Works, 2/1/16 – Recommends the Approval of:

2. [Recommendation to Award - 2016 Water Main Reconstruction Project M0002-9-15-00685-A; Grandview Avenue, Ninth, Racine, Sixth, Milwaukee, Fourth, Broad/Barlow Streets and Island Water Tower-Ahnaip Street; Donald Hietpas & Sons, Inc.; \\$921,465.00 \(Menasha Utilities\)](#)
3. [Recommendation to Award - 2016 Water Main Reconstruction Project M0002-9-15-00685-B; Third Street / Brighton Drive; Advance Construction, Inc.; \\$99,185.00 \(Menasha Utilities\)](#)

Plan Commission, 2/2/16 – Recommends the Approval of:

4. [Special Use Permit for the Business Center Sign at 1435 Oneida Street with the finding that the sign will serve multiple tenants on a common development site and that the tenants on the sign be limited to those located on parcels numbered #7-00052-14, #7-00052-15, #7-00052-17. The recommendation is based on the condition that parcel #7-00052-15 will not have an additional freestanding sign on the Oneida Street frontage.](#)
5. [Property acquisition of the Petrie and Convenience Store Investments, Inc. parcels for the Province Terrace Trail Extension.](#)

Redevelopment Authority, 2/8/16 – Recommends the Approval of:

6. [The Lake Park Villas Second Restated Covenants.](#)

Parks & Recreation Board, 2/9/16 – Recommends the Approval of:

7. [Revisions to Parks and Recreation Programs, Services and Fees for 2016.](#)

Ald. Zelinski requested to remove items 1&5 from Consent Agenda.

Ald. Taylor requested to remove item 7 from Consent Agenda.

Moved by Ald. Taylor seconded by Ald. Keehan to approve Consent Agenda items 2,3,4,6.

Motion carried on roll call 8-0.

## H. ITEMS REMOVED FROM CONSENT AGENDA

1. Moved by Ald. Zelinski seconded by Ald. Keehan to approve Consent Agenda item 1, Common Council minutes, 2/1/16.

General discussion ensued on items on previous Common Council minutes compared to minutes of 2/1/16.

CA Captain stated Point of Order – approval of minutes of 2/1/16 is on the agenda, not minutes from previous meetings.

Mayor Merkes ruled in favor of Point of Order.

Motion to approve minutes carried on voice vote.

2. Moved by Ald. Benner seconded by Ald. Taylor to approve Consent Agenda item 5, Property Acquisition of the Petrie and Convenience Store Investments, Inc. parcels for the Province Terrace Trail Extension.

General discussion ensued on price of the property, source of funding, donation of other property. Motion carried on roll call 7-1. Ald. Zelinski voted no.

## H. ITEMS REMOVED FROM CONSENT AGENDA, Cont'd.

3. Moved by Ald. Benner seconded by Ald. Olszewski to approve Consent Agenda item 7, Revisions to Parks and Recreation Programs, Services and Fees for 2016.  
General discussion ensued on cost of pool rental covering actual cost of staffing.  
Motion carried on roll call 8-0.  
Moved by Ald. Taylor to Reconsider the Motion (Second is not required).  
Motion carried on roll call 8-0.  
Original Motion: Moved by Ald. Benner seconded by Ald. Olszewski to approve Consent Agenda Item 7, Revisions to Parks and Recreation Programs, Services and Fees for 2016.  
Motion carried on roll call 7-1. Ald. Taylor voted no.

## I. ACTION ITEMS

1. [Accounts payable and payroll for the term of 2/4/16-2/11/16 in the amount of \\$5,121,573.67.](#)  
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 2015-2017 licensing period](#)  
Moved by Ald. Nichols seconded by Ald. Keehan to approve beverage operator's license applications as listed in memo date 2/10/16.  
Motion carried on roll call 8-0.
3. [Amendment No. 3 to Third Street Bridge Replacement Design Engineering Third Party Agreement](#)  
Moved by Ald. Taylor seconded by Ald. Zelinski to approve Amendment No. 3 to Third Street Bridge Replacement Design Engineering Third Party Agreement.  
Motion carried on roll call 8-0.

## J. HELD OVER BUSINESS

## K. ORDINANCES AND RESOLUTIONS

1. [R-4-16 Resolution Regarding the Official Depositories of the City of Menasha \(Introduced by Mayor Merkes\)](#)  
Moved by Ald. Nichols seconded by Ald. Keehan to approve R-4-16 Resolution Regarding the Official Depositories of the City of Menasha.  
Motion carried on roll call 8-0.

## L. APPOINTMENTS

1. Mayor's Reappointment of Kara Homan, 813 Manitowoc Street, Menasha to Board of Appeals for the term 2/15/16 to 2/1/19.  
Moved by Ald. Benner seconded by Ald. Nichols to approve Mayor reappointment of Kara Homan, 813 Manitowoc Street, Menasha to Board of Appeals for the term 2/15/16 to 2/1/19.  
Motion carried on voice vote.
2. Mayor's Reappointment of Joyce Klundt, 976 8<sup>th</sup> Street, Menasha to Committee on Aging for the term 2/15/16 to 2/1/19.  
Moved by Ald. Benner seconded by Ald. Krautkramer to approve Mayor's reappointment of Joyce Klundt, 976 8th Street, Menasha to Committee on Aging for the term 2/15/16 to 2/1/19.  
Motion carried on voice vote.

## M. CLAIMS AGAINST THE CITY

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

## O. RECESS TO COMMITTEES

Moved by Ald. Taylor seconded by Ald. Keehan to recess at 7:40 p.m.  
Motion carried on voice vote.

Reconvened at 9:30 p.m.

Alderman Taylor was excused at 9:30 p.m.

## P. ACTION ITEMS

1. Moved by Ald. Benner seconded by Ald. Nichols to adjourn into Closed Session pursuant to Wis. Stats. §19.85(1)(e) and (g): Deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session; and 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.  
(Incorporation of a portion of lands comprising the Town of Menasha, Winnebago County, WI.  
Case No.15-CV-452)  
Motion carried on roll call 7-0.
2. May reconvene into Open Session to act on what was discussed in Closed Session.  
No action.

## Q. ADJOURNMENT

Moved by Ald. Nichols seconded by Ald. Keehan to adjourn at 10:20 p.m.

Deborah A. Galeazzi, WCMC  
City Clerk