CITY OF MENASHA
COMMON COUNCIL
Third Floor Council Chambers
140 Main Street, Menasha
Monday, May 16, 2016
MINUTES

DRAFT

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 Collier, Keehan, Zelinski, Spencer, Benner, Nichols, Taylor, Krautkramer,
ALSO PRESENT: Mayor Merkes, CA Captain, PC Styka, DFC Voss, DPW Radtke, ASD Steeno, PRD Tungate, PHD McKenney, AP Englebert, Clerk Galeazzi.

D. PUBLIC HEARING
1. Special Use Permit Application for Greg Muller, 222 Washington Street (Parcel #3-00571-00) to provide indoor, climate controlled, non-occupant storage on a property with zoning non-conformities in the I-2 General Industrial District.

AP Englebert gave an overview of the request for a Special Use Permit at 222 Washington Street. The Plan Commission is waiting for more information before they make a recommendation.

Sandra Dabill-Taylor, 545 Broad Street, Menasha. She is opposed to the Special Use Permit as storage units do not meet the City's Comprehensive Plan in that area.

Mayor Merkes called the public hearing to a close.

2. Winnebago County Natural Hazards Mitigation Plan for 2015-2019.

DPW Radtke gave an overview of the Winnebago County Natural Hazards Mitigation Plan. Municipalities must adopt a hazard mitigation plan before being eligible to receive federal funding.

No one spoke.

Mayor Merkes 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)

Sandra Dabill-Taylor, 545 Broad Street, Menasha. 1. Redevelopment Authority has not held the annual organizational meeting as required; 2. CA Captain's memo on the hiring process is confusing, Personnel Committee makes recommendations to Common Council on hiring.

F. REPORT OF DEPARTMENT HEADS/STAFF/CONSULTANTS
1. Police Week Recognition Awards

PC Styka explained Sera Buck, Jeff Wolfgram, and Thomas Bean received the Police Department's Citizen Life Saving Award for their assistances to the surviving victim of the Trestle Trail incident on May 3, 2015. Sera Buck and Jeff Wolfgram were present to receive the award.

PC Styka recognized the three Officer of the Year Nominees, Inv. Stephanie Gruss, Inv. Pete Sawyer, and Officer Sara Swenson. PC Styka introduced one of the newer Police Officers, Joel Nelson.

Mayor Merkes presented a Proclamation to PC Styka recognizing National Police Week.

DRAFT

2. Clerk Galeazzi - the following minutes and communications have been received and placed on file:
   Minutes to receive:
   a. Board of Public Works, 5/2/16
   b. Committee on Aging, 4/14/16
   c. Library Board, 4/27/16
   d. Parks and Recreation, 4/12/16
   e. Plan Commission, 5/3/16

   Communications:
   f. National Public Works Week Proclamation
   g. National Police Week Proclamation
   h. Partnership Community Health Center Award Press Release
   i. CA Captain to Mayor, 5/5/16, (Sec. 2-3-2 Hiring Process)
   j. Mass Clinic Walk Through and Review Invitation
   k. Sixth Street Sidewalk and Street Construction Permit Letter
   l. Manitowoc Road/Plank Road Asphalt trail Permit Letter

Moved by Ald. Benner seconded by Ald. Keehan to receive Minutes and Communications a-l.
Motion carried on voice vote.

Mayor Merkes presented DPW Radtke with a Proclamation recognizing National Public Works Week.

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 5/2/16.

Board of Public Works, 5/2/16, Recommends the approval of:
2. Payment – Vinton Construction, Inc.; Contract Unit 2016-01; Downtown Street, Walkway and Electrical Improvements; Mill Street, Main Street, Pedestrian Link from Broad Street Parking Ramp to Main Street; $146,120.70 (Payment No. 1)
3. Recommendation to Award, Contract Unit 2016-02, including Alternate Bid A, to Northeast Asphalt, Inc. for new street construction and reconstruction, concrete curb and gutter, concrete sidewalk, asphalt pavement within parking area, 8' wide asphalt trail and storm sewer for Sixth Street, Ninth Street, Grandview Avenue, Manitowoc/Plank Road (8' Wide Asphalt Trail), Menasha Utilities Office (Parking Area Paving) and Community Way in the amount of $893,042.04.
4. Recommendation to Award – Washington Street Elevated Water Tank Repainting Project M0002-9-16-00218.02; V & T Painting, LLC; $260,000 (Menasha Utilities)

Plan Commission, 5/3/16, Recommends the approval of:
5. The Certified Survey Map at Community Way

Ald. Taylor requested to remove item 2 from Consent Agenda.
Ald. Benner requested to remove item 3 from Consent Agenda.

Moved by Ald. Benner seconded by Ald. Keehan to approve Consent Agenda items 1, 4, & 5.
Motion carried on roll call 8-0.

H. ITEMS REMOVED FROM THE CONSENT AGENDA
Moved by Ald. Benner seconded by Ald. Krautkramer to approve Consent Agenda item 2, Payment to Vinton Construction, Inc.; Contract Unit 2016-01; Downtown Street, Walkway, and Electrical Improvements; Mill Street, Main Street, Pedestrian Link from Broad Street Parking Ramp to Main Street; $146,120.70 (Payment No. 1)
DPW Radtke reported the two dumpster enclosures for the Broad Street Lot will be completed this summer by City crews.
Motion carried on roll call 8-0.

DRAFT

H. ITEMS REMOVED FROM THE CONSENT AGENDA, cont'd.
Moved by Ald. Benner seconded by Ald. Krautkramer to approve Consent Agenda item 3, Recommendation to Award, Contract Unit 2016-02, including Alternate Bid A, to Northeast Asphalt, Inc. for new street construction and reconstruction, concrete curb and gutter, concrete sidewalk, asphalt pavement within parking area, 8' wide asphalt trail and storm sewer for Sixth Street, Ninth Street, Grandview Avenue, Manitowoc/Plank Road (8' Wide Asphalt Trail), Menasha Utilities Office (Parking Area Paving) and Community Way in the amount of $893,042.04.
DPW Radtke explained property owners are asked to sign a Construction Permit to authorize the Project Contractor onto their property to ensure a proper grade transition occurs from their property to the limits of the street right of way.
Motion carried on roll call 8-0.

I. ACTION ITEMS
1. Accounts payable and payroll for the term of 5/3/16-5/12/16 in the amount of $2,082,023.06
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 dated 5/12/16.
Motion carried on roll call 8-0.

3. "Class A" Liquor License Application for Menashafest Inc, d/b/a Festival Foods, 1355 Oneida Street, Menasha, Jason Stingl, agent for the 2015-2016 licensing year.
Moved by Ald. Taylor seconded by Ald. Keehan to approve "Class A" Liquor License Application for Menashafest Inc, d/b/a Festival Foods, 1355 Oneida Street, Menasha, Jason Stingl, agent, for the 2015-2016 licensing year.
Motion carried on roll call 8-0.

4. Acquisition of property at 305 Chute Street (Recommended by Plan Commission)
Moved by Ald. Taylor seconded by Ald. Benner to approve acquisition of property at 305 Chute Street.
AP Englebert explained Winnebago County acquired the vacant lot for non-payment of taxes. They are offering the property to the City for the amount the County has into the property which is $2,666.83. Staff feels it is important to acquire the lot for the purpose of accommodating future development.
Motion carried on roll call 7-1. Ald. Zelinski voted no.

J. HELD OVER BUSINESS
None

K. ORDINANCES AND RESOLUTIONS
1. R-16-16 A Resolution Adopting the Winnebago County Natural Hazards Mitigation Plan: 2015-2019 (5-Year Update) (Introduced by Mayor Merkes)
Moved by Ald. Benner seconded by Ald. Keehan to approve R-16-16 A Resolution Adopting the Winnebago County Natural Hazards Mitigation Plan: 2015-2019 (5-Year Update).
Motion carried on roll call 8-0.

L. APPOINTMENTS
1. Appointment of Jeff Englebert, 1497 Rue Reynard Street, to NMFR Fire Commission for the term of 6-1-16—5-1-19
Moved by Ald. Benner seconded by Ald. Keehan to approve appointment of Jeff Englebert to NMFR Fire Commission for the term 6-1-16 to 5-1-19.
Motion carried on voice vote.

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M. CLAIMS AGAINST THE CITY
None

N. PUBLIC COMMENTS ON ANY MATTER LISTED ON THE AGENDA
(five (5) minute time limit for each person)

Sandra Dabill-Taylor, 545 Broad Street, Menasha. City of Menasha and Town of Menasha need to work together. City needs to promote benefits of being a City resident.

O. RECESS TO COMMITTEES
Moved by Ald. Benner seconded by Ald. Keehan to recess at 6:49 p.m.
Motion carried on voice vote.

Reconvened at 8:25 p.m.

P. ACTION ITEMS
1. Village of Fox Crossing Boundary Issues
CA Captain stated that with the recent incorporation of the west side of Town of Menasha as the Village of Fox Crossing there is talk of the east and west sides merging to all be Village of Fox Crossing. The Intermunicipal Agreement between the City of Menasha and Town of Menasha from 1998 that designates parts of the City of Menasha's growth area in the Town of Menasha is still in effect. City considers merging portions of the City's growth area into Village of Fox Crossing as a breach of our Intermunicipal Agreement. Over the years irregular boundaries between the City and the Town have been created.

Mayor Merkes reported he has had discussions with Town of Menasha/Village of Fox Crossing representatives about shared services and agreements. City has had inquiries from town property owners to annex to the City.

General discussion ensued on shared services and agreements, promoting the benefits of being in the City of Menasha.

2. Intermunicipal Agreement between the City of Menasha and Town of Menasha, dated April 13, 1998
No action/discussion.

3. 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. (Regarding Action Items 1 & 2).
Motion carried on roll call 8-0.

4. May reconvene into Open Session to act on what was discussed in Closed Session.
No action.

O. ADJOURNMENT
Moved by Ald. Benner seconded by Ald. Taylor to adjourn at 9:34 p.m.
Motion carried on voice vote.

Deborah A. Galeazzi, WCMC
City Clerk