

CITY OF MENASHA
COMMON COUNCIL
Third Floor Council Chambers
140 Main Street, Menasha
Monday, May 2, 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 recited.

C. ROLL CALL/EXCUSED ABSENCES

PRESENT: Aldermen Krautkramer, Collier, Keehan, Zelinski, Spencer, Benner, Nichols.

EXCUSED: Alderman Taylor

ALSO PRESENT: Mayor Merkes, CA Captain, FC Auxier, DPW Radtke, ASD Steeno, PRD Tungate, PHD McKenney, AP Englebert, 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)

Tim Gosz, 98 Fox Street, Menasha. Encourage Council to support purchase of 100 Fox Street. Beneficial to move Loop the Lake trail for safety of pedestrians.

Vince Knuth, 46 Lawson Street, Menasha. 1. Opposed to Loop the Lake trail where currently located; 2. Issue with parking ticket he received.

Sandra Dabill-Taylor, 545 Broad Street, Menasha. 1. Item G-4 on agenda should be \$8,430; 2. Ad-Hoc Protocol Committee is not necessary, Council workshops and orientation available to discuss Council proceedings; 3. Consent Agenda not being used properly; 4. Correct protocol for hiring Community Development Director; 5. Redevelopment Authority annual meeting required to be held in May according to by-laws.

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. [Administration Committee, 4/19/16](#)
- b. [Board of Public Works 4/19/16](#)
- c. [Landmarks Commission 4/13/16](#)
- d. NMFR Fire Commission [4/19/16](#), [4/20/16](#)
- e. [NMFR Joint Finance and Personnel 4/26/16](#)
- f. [Neenah-Menasha Sewerage Commission 3/22/16](#)
- g. [Personnel Committee 4/19/16](#)
- h. [Plan Commission 4/26/16](#)
- i. [Public Works/Parks Safety Committee 3/22/16](#)
- j. [Water and Light Commission 4/20/16](#)

Communications:

- k. [City of Menasha 2016 Open Book of Assessment and Board of Review Meeting Notice](#)
- l. [Common Council Orientation Workshop Memorandum](#)

Moved by Ald. Benner seconded by Ald. Keehan to receive Minutes and Communications a-l. 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.)

Minutes to approve:

1. [Common Council 4/19/16.](#)
2. [New Common Council 4/19/16.](#)

Plan Commission, 4/26/16, recommends approval of:

3. [The easement for the trail extension from Oneida Street to Province Terrace based on the following findings:](#)
 - a. The easement provides sufficient terrace width without interfering with the existing utility poles;
 - b. The easement provides sufficient trail width to accommodate trail users and the trail will connect the east and west sides of the city

NMFR Joint Finance and Personnel, 4/26/16, Recommends the approval of

4. [Burn Building Upgrades, Fischer-Ulman Construction for the concrete repairs for \\$2,888.00, Tri-City Glass & Door to replace and install the doors for \\$2,855.00, to purchase new burn panels, and related equipment, from WHP Training Towers for \\$8,430.00 for a total cost of \\$14,173.00.](#)

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

Ald. Collier requested to remove item 4 from Consent Agenda.

Moved by Ald. Benner seconded by Ald. Keehan to approve Consent Agenda items 1&2.

Motion carried on roll call 7-0.

H. ITEMS REMOVED FROM THE CONSENT AGENDA

Moved by Ald. Benner seconded by Ald. Keehan to approve Consent Agenda item 3, the easement for the trail extension from Oneida Street to Province Terrace based on followings findings as listed above. AP Englebert and DPW Radtke explained the need for a 6 foot easement on the trail from Oneida Street to Province Terrace. Staff will discuss with owners of 1109 Oneida Street (Stone Toad) to acquire easement.

Motion carried on roll call 7-0.

Moved by Ald. Benner seconded by Ald. Krautkramer to approve Consent Agenda item 4, burn building upgrades, Fischer-Ulman Construction for the concrete repairs for \$2,888.00, Tri-City Glass & Door to repoeace and install doors for \$2,855.00, to purchase new burn panels and related equipment from WHP Training Towers for \$8,430 for a total cost of \$14,173.00.

FC Auxier explained benefits to have own training facility verses using FVTC facilities.

Motion carried on roll call 6-1. Ald. Collier voted no.

I. ACTION ITEMS

1. [Accounts payable and payroll for the term of 4/11/16-4/28/16 in the amount of \\$1,116,838.33](#)

Moved by Ald. Nichols seconded by Ald. Keehan to approve accounts payable and payroll.

Motion carried on roll call 7-0.

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 4/27/16.

Motion carried on roll call 7-0.

3. [Class "B" Liquor License Application for Menasha Athletic Association to sell fermented malt beverages at Koslo Park Concession Stand, May 3 to October 31, 2016 Carol J. Wierschle, agent.](#)

Moved by Ald. Krautkramer seconded by Ald. Keehan to approve Class "B" Liquor License Application for Menasha Athletic Association to sell fermented malt beverages at Koslo Park Concession Stand, May 3-Oct 31, 2016, Carol J. Wierschle, agent.

Motion carried on roll call 7-0.

J. HELD OVER BUSINESS

1. [Remove from Table--Ad-Hoc Protocol Committee \(4 Aldermen and Mayor\) \(Alderman Benner\)](#)
Moved by Ald. Benner seconded by Ald. Keehan to remove from the table appointments of Ad-Hoc Protocol Committee.

Motion carried on roll call 6-1. Ald. Zelinski voted no.

Moved by Ald. Benner seconded by Ald. Keehan to appoint 4 Aldermen and Mayor to Ad-Hoc Protocol Committee.

General discussion on the Council President to be appointed, the remaining three aldermen to be drawn at random, and City Attorney to be a non-voting member of committee.

Moved by Ald. Collier seconded by Ald. Zelinski to amend, to appoint Council President, Mayor, three random Aldermen to Ad-Hoc Protocol Committee and City Attorney be a non-voting member of the committee.

Amendment carried on roll call 7-0.

Original motion as amended carried on roll call 6-1. Ald. Zelinski voted no.

A random drawing of the three Aldermen was held.

Ald. Spencer, Zelinski, and Keehan were appointed to Ad-Hoc Protocol Committee with Council President Benner and Mayor Merkes.

K. ORDINANCES AND RESOLUTIONS

1. [R-14-16 Resolution Continuing Appropriations](#) (Introduced by Mayor Merkes)

Moved by Ald. Nichols seconded by Ald. Keehan to approve R-14-16 Resolution Continuing Appropriations.

AP Englebert explained funds for land purchase in conjunction with a development agreement with Woodland Development LLC were budgeted 2015. The land purchase is now ready to be completed. Motion carried on roll call 7-0.

2. [R-15-16 A Resolution Approving a 2016 Debt Service Budget Adjustment for the Purpose of Repaying the 2016 Portion of the Outstanding WPPI Promissory Notes](#) (Introduced by Mayor Merkes)

Moved by Ald. Nichols seconded by Ald. Keehan to approve R-15-16 A Resolution Approving a 2016 Debt Service Budget Adjustment for the Purpose of Repaying the 2016 Portion of the Outstanding WPPI Promissory Notes.

Mayor Merkes explained payments for outstanding WPPI Promissory Notes are due in 2016. The amounts were inadvertently left out of the City's 2016 Debt Service Budget.

Motion carried on roll call 7-0.

L. APPOINTMENTS

1. Appointment of [Janell Dresang](#), 1302 Wittmann Park Lane, to Committee on Aging for the term of 5/1/16-2/1/18

Moved by Ald. Keehan seconded by Ald. Benner to approve appointment of Janell Dresang to Committee on Aging.

Motion carried on voice vote.

2. Reappointment of Jason Dionne, 394 Walnut Street, to Police Commission for the term of 5/1/16-5/1/21

Moved by Ald. Keehan seconded by Ald. Nichols to approve reappointment of Jason Dionne to Police Commission.

Motion carried on voice vote.

3. Reappointment of Dave Schmidt, 709 Parkview Street, to Plan Commission for the term of 5/1/16-5/1/19

Moved by Ald. Keehan seconded by Ald. Benner to approve reappointment of Dave Schmidt to Plan Commission.

Motion carried on voice vote.

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. Have everything in order before considering acquisition of 100 Fox Street.

Vince Knuth, 46 Lawson Street, Menasha. Opposed to Loop the Lake trail.

O. RECESS TO COMMITTEES

Moved by Ald. Benner seconded by Ald. Keehan to recess at 6:55 p.m.
Motion carried on voice vote.

Reconvene at 7:07 p.m.

P. ACTION ITEMS

1. [Property Acquisition - 100 Fox Street, Menasha \(Loop the Little Lake Trail project\)](#)

PRD Tungate and AP Englebert explained the bridge on Menasha's side of Loop the Lake Trail project will need to be rerouted to either the east or west side of the Mathewson Street right-of-way. Property will need to be acquired to accomplish the rerouting. The vacant lot on the east side (100 Fox Street) is for sale and staff has had discussions with the owners. Part of the lot could be used for additional parking in the area. Staff believes the location of the bridge on the east side is less invasive to the neighborhood and provides a safer, more esthetically pleasing area for the bridge landing. Funding for the lot purchase could come from Parkland Dedication Fund.

General discussion ensued on the trail project relating to if the City has received a response from the Railroad regarding the north bridge landing, assessed value/purchase price of the lot.

2. Moved by Ald. Benner seconded by Ald. Keehan to adjourn into Closed Session at 7:34 p.m. pursuant to Wis. Stats. §19.85(1)(e): 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. (Property Acquisition - 100 Fox Street, Menasha)
Motion carried on roll call 7-0.

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

Q. ADJOURNMENT

Moved by Ald. Keehan seconded by Ald. Krautkramer to adjourn at 7:56 p.m.
Motion carried on voice vote.

Deborah A. Galeazzi, WCMC
City Clerk