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CITY OF MENASHA
COMMON COUNCIL
Third Floor Council Chambers
140 Main Street, Menasha
Monday, September 19, 2016
MINUTES

A. CALL TO ORDER
Meeting called to order by Mayor Merkes at 6:00 p.m.

B. PLEDGE OF ALLEGIANCE
The Pledge of Allegiance was recited.

C. ROLL CALL/EXCUSED ABSENCES
PRESENT: Aldermen Spencer, Nichols, Taylor, Krautkramer, Keehan, Zelinski.
EXCUSED: Aldermen Collier, Benner.
ALSO PRESENT: Mayor Merkes, CA Captain, PC Styka, FC Kloehn, ASD Steeno, CDD Buck, PRD Tungate, PHD McKenney, Clerk Galeazzi.

D. PUBLIC HEARING
1. Proposed Rezoning of Property Located at 500-502, 510-512, 520-522, and 530-532 Valley Road, and 2623-2625 Palisades Drive (Parcel #s4-00919-03, 4-00919-02, 4-00919-06, 4-009619-05, and 4-00919-04) from R2 Two Family Residence District to R-2A Multi Family Zero Lot Line Residence District

CDD Buck explained the rezoning of the five parcels for the purpose of allowing separate ownership of each side of a duplex.

No one spoke. Mayor Merkes called the public hearing to a close.

2. Amendment to Zoning Code Title 13, Chapter 1, Section 13-1-52 of the Code of Ordinances (Storage and Parking of Recreational Vehicles) to include definitions for all-terrain vehicles (ATV) and snowmobiles.

CDD Buck explained the amendment to include all-terrain vehicles and snowmobiles as recreational vehicles pertaining to storage and parking in the City Code.

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)
No one spoke.

F. REPORT OF DEPARTMENT HEADS/STAFF/CONSULTANTS
1. Habitat for Humanity Rock the Block Program by Ryan Roth
Ryan Roth from Habitat for Humanity explained the Rock the Block project and gave a presentation on home improvements done to properties in the Jefferson Park neighborhood.

2. Clerk Galeazzi - the following minutes and communications have been received and placed on file:
Minutes to receive:
a. Administration Committee, 9/6/2016
b. Board of Health, 8/10/2016
c. Board of Public Works, 9/6/2016
d. Committee on Aging, 8/11/2016
e. Landmarks Commission 9/14/2016
f. Library Board Minutes, 8/24/2016

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g. Park and Recreation Board, 8/9/2016 & 9/13/2016
h. Plan Commission, 9/13/2016
i. Redevelopment Authority, 9/7/2016

Communications:

j. Waverly Sanitary District, 8/4/2016 & 9/1/2016

Moved by Ald. Taylor seconded by Ald. Keehan to receive Minutes and Communications a-j.
General discussion ensued on Landmarks Commission minutes, Park and Recreation Board minutes, and Redevelopment Authority minutes.
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, 9/6/2016

Board of Public Work, 9/6/2016, Recommends the Approval of:

2. Street Use Application – Menasha High School Homecoming Parade; October 7, 2016; 5:30 PM – 6:15 PM.
3. Payment – Northeast Asphalt, Inc.; New Street Construction and Reconstruction, Concrete Curb and Gutter, Concrete Sidewalk, Asphalt Pavement within Parking Area, 8' Wide Asphalt Trail and Storm Sewer; Sixth Street, Ninth Street, Grandview Avenue, Manitowoc / Plank Road (8' Wide Asphalt Trail), Menasha Utilities Office (Parking Area Paving), and Community Way; Contract Unit No. 2016-02; $333,805.29 (Payment No. 2).
4. Recommendation to Award – Reservoir Membrane Roof System, Contract M0002-9-16-00217.00; Northeastern Roofing, Inc.; $97,750 (Menasha Utilities).

Park and Recreation Board, 9/14/2016, Recommends the Approval of:

5. The selection of Ayres Associates to provide design services for the Jefferson Park and Neighborhood Vision Plan and authorize staff to execute a contract for services at the cost of $19,978.

Plan Commission, 9/13/2016, Recommends the Approval of:

6. Certified Survey Map for River Lea Court—Lot Line Adjustment

Ald. Zelinski requested to remove item 5 from Consent Agenda

Moved by Ald. Taylor seconded by Ald. Keehan to approve Consent Agenda items1-4 & 6.
Motion carried on roll call 6-0.

H. ITEMS REMOVED FROM THE CONSENT AGENDA

Moved by Ald. Zelinski seconded by Ald. Keehan to approve Consent Agenda item 5, Selection of Ayres Associates to Provide Design Services for the Jefferson Park and Neighborhood Vision Plan and authorize staff to execute a contract for services at the cost of $19,978.
General discussion ensued on plans for property used by Menasha Utilities.
Motion carried on roll call 6-0.

I. ACTION ITEMS

1. Accounts payable and payroll for the term of 9/8/2016—9/15/2016 in the amount of $933,057.48

Moved by Ald. Nichols seconded by Ald. Keehan to approve accounts payable and payroll.
Motion carried on roll call 6-0.

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2. Beverage Operators License Applications for the 2015-2017 licensing period.

Moved by Ald. Nichols seconded by Ald. Keehan beverage operator's license applications as listed in memo dated 9/15/16.
Motion carried on roll call 6-0.

J. HELD OVER BUSINESS
None

K. ORDINANCES AND RESOLUTIONS

1. O-10-16 An Ordinance Regarding Restrictions on Parking (As Recommended by the Board of Public Works; Introduced by Mayor Merkes)

Moved by Ald. Keehan seconded by Ald. Krautkramer to approve O-10-16 An Ordinance Regarding Restrictions on Parking.
General discussion ensued on proper signage on Broad Street Parking Ramp.
Motion carried on roll call 6-0.

2. O-12-16 An Ordinance Creating Title 8, Chapter 5 of the Code of Ordinances (Removal of Salvageable Non-Structural Materials from Vacated Buildings) (As Recommended by Administration Committee; Introduced by Alderman Keehan)

Moved by Ald. Keehan seconded by Ald. Nichols to approve O-12-16 An Ordinance Creating Title 8, Chapter 5 of the Code of Ordinances (Removal of Salvageable Non-Structural Materials from Vacated Buildings)
General discussion ensued on price of permit and enforcement.
Motion carried on roll call 6-0.

3. O-13-16 An Ordinance Amending Title 13 by Making Certain Changes to the District (Rezoning--500-502, 510-512, 520-522, and 530-532 Valley Road, and 2623-2625 Palisades Drive—Parcel #s4-00919-03, 4-00919-02, 4-00919-06, 4-009619-05, and 4-00919-04) From R2 Two Family Residence District to R-2A Multi Family Zero Lot Line Residence District (As Recommended by the Plan Commission; Introduced by Mayor Merkes)

Moved by Ald. Krautkramer seconded by Ald. Keehan to approve O-13-16 An Ordinance Amending Title 13 by Making Certain Changes to the District (Rezoning--500-502, 510-512, 520-522, and 530-532 Valley Road, and 2623-2625 Palisades Drive—Parcel #s4-00919-03, 4-00919-02, 4-00919-06, 4-009619-05, and 4-00919-04) From R2 Two Family Residence District to R-2A Multi Family Zero Lot Line Residence District.
Motion carried on roll call 6-0.

4. O-14-16 An Ordinance Amending Title 13, Chapter 1, Section 13-1-52 of the Code of Ordinances (Storage and Parking of Recreational Vehicles) to include definitions for all-terrain vehicles (ATV) and snowmobiles. (As Recommended by the Plan Commission; Introduced by Alderman Benner)

Moved by Ald. Keehan seconded by Ald. Krautkramer to approve O-14-16 An Ordinance Amending Title 13, Chapter 1, Section 13-1-52 of the Code of Ordinances (Storage and Parking of Recreational Vehicles) to include definitions for all-terrain vehicles (ATV) and snowmobiles.
Motion carried on roll call 6-0.

L. APPOINTMENTS
None

M. CLAIMS AGAINST THE CITY
None

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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. Nichols seconded by Ald. Krautkramer to recess at 6:40 p.m.
Motion carried on voice vote.

Reconvened at 6:50 p.m.

P. ACTION ITEMS
1. Moved by Ald. Taylor seconded by Ald. Keehan to Adjourn into Closed Session pursuant to Wis. Stats. §19.85(1)(g): Conferring with legal counsel for the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved (Intergovernmental Cooperation Agreement between Village of Fox Crossing and Town of Menasha dated August 17, 2016).
Motion carried on roll call 6-0.

2. May reconvene into Open Session to take action on items discussed in Closed Session.
No action.

Q. ADJOURNMENT
Moved by Ald. Nichols seconded by Ald. Keehan to adjourn at 7:07 p.m.
Motion carried on voice vote.

Deborah A. Galeazzi, WCMC
City Clerk