

CITY OF MENASHA
COMMON COUNCIL
Third Floor Council Chambers
140 Main Street, Menasha
Monday April 6, 2009
MINUTES

A. CALL TO ORDER

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

B. PLEDGE OF ALLEGIANCE

C. ROLL CALL/EXCUSED ABSENCES

PRESENT: Ald. Zelinski, Michalkiewicz, Benner, Pamerter, Taylor, Wisneski, Hendricks

EXCUSED: Ald. Pack

ALSO PRESENT: Mayor Merkes, CA/HRD Brandt, PC Stanke, DFC DeLeeuw, DPW Radtke, CDD Keil,
C/T Stoffel, PHD Nett, PWS Jacobson, Clerk Galeazzi, and the Press

DEPT. HEAD EXCUSED: PRD Tungate

D. PUBLIC HEARING

1. [Proposed various amendments to Title 13, article F of the Code of Ordinances related to the regulation of signs.](#)

No one spoke.

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. PW Supt. Tim Jacobson – Report on Fleet and Fuel system and Public Works Facility (Ald. Wisneski)

PWS Jacobson explained the new software program to track the fleet and fuel maintenance system. The new program has saved man hours and reduced paperwork. This program will help streamline work orders.

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

Minutes to receive:

- a. [Administration Committee, 3/16/09](#)
- b. [Board of Public Works, 3/16/09](#)
- c. [Board of Health, 2/11/09](#)
- d. [Landmarks Commission, 3/18/09](#)
- e. [Library Board, 3/19/09](#)
- f. [NM Fire Rescue, 3/24/09; Joint Finance & Personnel Committee](#)
- g. [NM Sewerage Commission, 2/24/09](#)
- h. [Personnel Committee, 3/16/09](#)
- i. [Plan Commission, 3/17/09](#)
- j. [Safety Committee, 2/4/09; City Hall](#)
- k. [Safety Committee, 1/15/09; Police](#)
- l. [Safety Committee, 2/24/09; Public Works and Parks](#)
- m. [Sustainability Board, 2/17/09](#)
- n. [Water & Light Commission, 3/25/09](#)

Communications:

- o. [Commissioner of Railroads, 3/25/09; Notice of investigation & assessment of costs-adequacy of warning devices at Garfield Ave.](#)
- p. [Dept. of Army Corp of Engineers, 3/13/09; Lake Winnebago fill-up strategy](#)
- q. [Dept. of Public Works, Jan-March 2009 Disposal violations](#)
- r. [Menasha Historical Society Newsletter, 4/2009](#)
- s. [Menasha Utilities, 3/31/09; Steam Detail for months ending 2/28/09](#)
- t. [PWD Radtke to residents, 3/31/09; SSES Phase 1- first inspection, third notification letter](#)

Communications:, Cont'd.

- u. [PWD Radtke to residents, 3/31/09; SSES Phase 1- reinspection, third notification letter](#)
- v. [PWD Radtke to residents, 3/31/09; SSES Phase 4- third notification letter](#)
- w. [Town of Menasha Utility Commission minutes; 2/23/09, 3/9/09](#)
- x. [Wis. DNR, 3/17/09; Final determination to reissue a pollutant discharge elimination system permit, NM Sewerage Commission \(permitee\)](#)
- y. [Wis. DNR, 3/26/09; Air pollution permit application review; Graphic Packaging International, Inc](#)
- z. [Wis. DOT, 3/2009; US 10/WIS 441 Tri-County freeway](#)
- aa. [Wis. Govt. Accountability Board, 3/17/09; receipt of incentive check for providing accurate election reporting data to State of Wisconsin](#)
- bb. [Wis. Municipal Clerks Association, 3/12/09; Clerk Galeazzi's designation as a Wisconsin Certified Municipal Clerk](#)
- cc. [WPPI Energy, 2/24/09; Typical bill comparison summary](#)

Ald Taylor & Pamerter-Comm. Q (DPW Disposal Violations), questioned where most violations occur; PWS Jacobson reported the Broad Street parking lot has the most violators. Discussion ensued on what can be done to correct the situation, putting up cameras, more signs, charge businesses.

Council joined Ald. Wisneski in congratulating Clerk Galeazzi for achieving Wisconsin Certified Municipal Clerk designation.

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, 3/16/09](#)

Board of Public Works, 3/16/09 – Recommends Approval of:

2. [Recommendation to Award – Vinton Construction Co.; Contract Unit No. 2009-01; Midway Business Park \(Wittmann Drive & University Drive\); Concrete Street & Sidewalk Construction; \\$422,617.31](#)
3. [Recommendation to Award – Badger Highways, Co., Inc.; Contract Unit No. 2009-02; Appleton Street Asphalt Street Reconstruction; \\$102,680.96](#)

Plan Commission, 3/17/09 – Recommends Approval of:

4. [The final plat-second addition to Woodland Hills with the following conditions: 1\) That the name of the plat be changed to "New Heights"; 2\) That the street be named "Woodcrest Heights Drive"; 3\) That a 20 foot wide drainage easement be created in the rear of lots 82-85; 4\) That the side yard grade between lots 84 and 85 be changed to 774.5'; 5\) That the house grade on lot 80 be changed from 764.0 to "special"; 6\) That land dedication for park purposes be sought within the area previously submitted to the Plan Commission as the Woodland Hills Second Addition Preliminary Plat](#)
5. [The Extraterritorial Certified Survey Map – Valley Road](#)

NM Fire-Rescue Joint Finance & Personnel Committee, 3/24/09 – Recommends Approval of:

6. [The request to purchase an additional staff vehicle not to exceed the budgeted amount of \\$15,000](#)

Ald. Taylor requested Item 6 be removed from Consent Agenda

Ald. Zelinski requested Item 3 be removed from Consent Agenda

Moved by Ald. Hendricks, seconded by Ald. Wisneski to approve Items 1, 2, 4, 5 of Consent Agenda
Motion carried on roll call 7-0.

H. ITEMS REMOVED FROM CONSENT AGENDA

Moved by Ald. Michalkiewicz, seconded by Ald. Wisneski to approve Item 3 of Consent Agenda
Discussion
Motion carried on roll call 7-0.

Moved by Ald. Wisneski, seconded by Ald. Hendricks to approve Item 6
Motion carried on roll call 6-1. Ald. Taylor - no

I. ORDINANCES AND RESOLUTIONS

1. [O-11-09 An Ordinance Relating to Closing Hours for Class "B" Premises \(Introduced by Mayor Merkes, recommended by the Administration Committee\)](#)

No Action

2. [O-12-09 An Ordinance Relating to Signs \(Introduced by Ald. Benner, recommended by the Plan Commission\)](#)

Moved by Ald. Benner, seconded by Ald. Pamerter to table
Motion carried on roll call 7-0.

3. [R-4-09 Resolution on the Spending of Federal Economic Renewal Grants \(Introduced by Ald. Taylor, recommended by the Administration Committee\)](#)

Moved by Ald. Taylor, seconded by Ald. Michalkiewicz to adopt R-4-09

Discussion:

Moved by Ald. Wisneski, seconded by Ald. Taylor to amend the paragraph "Be It Further Resolved" to add "practical" after "whenever and wherever possible".

Motion to amend carried on voice vote.

Motion to approve R-4-09 as amended carried on voice vote.

4. [R-5-09 Resolution adopting the downtown Menasha sign design guidelines for the C-2 central business district \(Introduced by Ald. Pamerter, recommended by the Plan Commission\)](#)

Moved by Ald. Pamerter, seconded by Ald. Wisneski to adopt R-5-09

Motion carried on voice vote

5. [R-6-09 - Resolution pertaining to sign permit and sign inspection fees \(Introduced by Ald. Benner, recommended by the Plan Commission\)](#)

Moved by Ald. Benner, seconded by Ald. Wisneski to adopt R-6-09

Discussion

Motion carried on roll call 6-1. Ald. Pamerter – no

6. [R-9-09 – Resolution authorizing the issuance and sale of up to \\$678,908 combined utility revenue bonds, series 2009, and providing for other details and covenants with respect thereto \(Introduced by Mayor Merkes, recommended by the Utility Commission\)](#)

Moved by Ald. Hendricks, seconded by Ald. Michalkiewicz to adopt R-9-09

Discussion

Motion carried on roll call 7-0

J. ACTION ITEMS

1. [Request for proposals and selection of Actuarial firm to comply with requirements of GASB 45](#)

Moved by Ald. Wisneski, seconded by Ald. Taylor to select Key Benefit Concepts, LLC as the Actuarial Firm not to exceed \$8,000 as budgeted.

Discussion

Motion carried on roll call 7-0.

2. [Accounts Payable and Payroll for the term 3/19/09-4/2/09 in the amount of \\$969,039.62](#)

Moved by Ald. Wisneski, seconded by Ald. Hendricks to approve.

Discussion

Motion carried on roll call 7-0.

K. APPOINTMENTS

None

L. CLAIMS AGAINST THE CITY

None

M. HELD OVER BUSINESS

None

N. PUBLIC COMMENTS ON ANY MATTER LISTED ON THE AGENDA

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

Jeff Riedl, 408 Appleton Street. Utilities borrowing funds for water main repairs.

O. ADJOURNMENT

Moved by Ald. Michalkiewicz, seconded by Ald. Wisneski to adjourn at 6:51 p.m.

Motion carried on voice vote.

Respectfully submitted by
Deborah A. Galeazzi, WCMC
City Clerk