

CITY OF MENASHA
ADMINISTRATION COMMITTEE
Third Floor Council Chambers
140 Main Street, Menasha
January 17, 2011
MINUTES

A. CALL TO ORDER

Meeting called to order by Vice-Chairman Roush at 8:40 p.m.

B. ROLL CALL/EXCUSED ABSENCES

PRESENT: Aldermen Benner, Roush, Taylor, Langdon, Hendricks, Zelinski, Englebert

EXCUSED: Alderman Wisneski

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

C. MINUTES TO APPROVE

1. [Administration Committee, 1/4/11](#)

Moved by Ald. Taylor, seconded by Ald. Zelinski to approve minutes.

Motion carried on voice vote.

D. ACTION ITEMS

1. [Public Health Emergency Preparedness \(PHEP\) Contract Agreement Amendment #1 between Wisconsin Division of Public Health, Department of Health Services and City of Menasha Health Department for additional funds, 1/1/11 – 8/9/11, and authorize signature](#)

PHD Nett explained the grant funding is for one year, but disbursed in two parts. The funds received during the first disbursement must be used by Aug. 9, 2011. The funding this year is down from previous years. Staff will get the job done with the funds received.

Moved by Ald. Hendricks, seconded by Ald. Englebert to recommend approval to Common Council.

Motion carried on voice vote.

2. [R-4-11 - Resolution Relating to Reduction of Poll Workers](#)

Clerk Galeazzi explained State Statute allows for a reduction of poll workers from five to three for elections that are expected to have a low turnout. It is expected that the Feb. 15 election will have a low turnout.

Moved by Ald. Benner, seconded by Ald. Langdon to recommend approval to Common Council.

Motion carried on voice vote.

E. ADJOURNMENT

Moved by Ald. Taylor, seconded by Ald. Zelinski to adjourn at 8:45 p.m.

Motion carried on voice vote.

Respectfully submitted by Deborah A. Galeazzi, WCMC, City Clerk