

CITY OF MENASHA  
ADMINISTRATION COMMITTEE  
Third Floor Council Chambers  
140 Main Street, Menasha  
July 18, 2011  
MINUTES

A. CALL TO ORDER

Meeting called to order by Chairman Klein at 6:47 p.m.

B. ROLL CALL/EXCUSED ABSENCES

PRESENT: Aldermen Klein, Taylor, Sevenich, Langdon, Krueger, Zelinski, Englebert, Benner

ALSO PRESENT: CA/HRD Captain, Acting PC Brunn, FC Auxier, DPW Radtke, CDD Keil, PRD Tungate, LD Lenz, Clerk Galeazzi and the Press.

C. MINUTES TO APPROVE

1. [Administration Committee, 7/5/11](#)

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

Motion carried on voice vote.

D. ACTION ITEMS

1. [Appeal of Denial of Operator's License – Dylan Kollman](#)

Mr. Kollman explain the circumstances of his convictions that were disclosed on a recent background check for the renewal of his operator's license.

Acting PC Brunn explained the offenses Mr. Kollman was convicted of and the guidelines the Police Department follows when processing operator's license. The guidelines state denial of an operator's license if the applicant has been convicted of two offenses within the last seven years which are substantially related to the license.

General discussion ensued on the appeal.

Moved by Ald. Taylor, seconded by Ald. Englebert to approve the appeal of the operator's license for Dylan Kollman

Motion carried on roll call 6-2.

Ald. Taylor, Sevenich, Langdon, Krueger, Englebert, Benner – yes

Ald. Klein, Zelinski - no

2. [Appeal of Denial of Operator's License – Tina Liotta](#)

Ms. Liotta explained the circumstances of her two convictions in the last seven years.

Acting PC Brunn explained Ms. Liotta did not disclose all her convictions when completing the operator's license application. Grounds for denial of the license is two convictions in seven years substantially related to the license. The second conviction was an OWI and was after she received her operator's license in 2010.

General discussion ensued on the appeal.

Moved by Ald. Englebert, seconded by Ald. Zelinski to up hold the denial of operator's license for Tina Liotta.

Motion carried on roll call 7-1. Ald. Taylor - no

3. [Nationwide Retirement Solutions Amendments to Plan Document](#)

CA/HRD Captain explained the plan is the 457 Deferred Compensation Plan for employees. Amendments to the plan are recommended based on changes in Federal and State regulations and general updating of the Plan Documents.

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

Motion carried on roll call 8-0.

E. ADJOURNMENT

Moved by Ald. Taylor, seconded by Ald. Krueger to adjourn at 7:15 p.m.

Motion carried on voice vote.

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