

It is expected that a Quorum of the Personnel Committee, Board of Public Works, Plan Commission, Redevelopment Authority and Administration Committee will be attending this meeting: (although it is not expected that any official action of any of those bodies will be taken)

**CITY OF MENASHA
COMMON COUNCIL
Third Floor Council Chambers
140 Main Street, Menasha
Monday, May 6, 2013**

**COMMON COUNCIL WORKSHOP
Council Orientation and Springsted Report
5:00PM**

**6:00 PM
AGENDA**

- A. CALL TO ORDER
- B. PLEDGE OF ALLEGIANCE
- C. ROLL CALL/EXCUSED ABSENCES
- D. PUBLIC HEARING
- E. PUBLIC COMMENTS ON ANY MATTER OF CONCERN TO THE CITY
(five (5) minute time limit for each person)
- F. REPORT OF DEPARTMENT HEADS/STAFF/CONSULTANTS
 - 1. PRD Tungate – Presentation of funds supporting City’s Arbor Day and Urban Tree Planting Program
 - 2. Clerk Galeazzi - the following minutes and communications have been received and placed on file:
Minutes to receive:
 - a. [Administration Committee, 4/16/13](#)
 - b. [Board of Public Works, 4/16/13](#)
 - c. [Board of Health, 3/15/13](#)
 - d. [Committee on Aging, 3/14/13](#)
 - e. [Library Board, 4/18/13](#)
 - f. [Menasha Police Commission, 4/25/13](#)
 - g. [Neenah-Menasha Fire Rescue Joint Finance & Personnel, 4/23/13](#)
 - h. [Neenah-Menasha Fire Rescue Joint Fire Commission, 4/24/13](#)
 - i. [Neenah-Menasha Sewerage Commission, 3/26/13](#)
 - j. [Parks and Recreation Board, 4,8/13](#)
 - k. [Personnel Committee, 4/16/13](#)
 - l. [Plan Commission, 4/23/13](#)
 - m. [Safety Committee, City Hall, 3/7/13](#)
 - n. [Safety Committee, Public Works/Parks, 3/26/13](#)
 - o. [Water & Light Commission, 4/4/13, 4/24/13](#)
Communications:
 - p. [Jack Fry to Parks and Recreation Board, 4/1/13; Menasha Conservancy](#)
 - q. [WI Dept of Natural Resources, Public Notice of Intent to Reissue WI Pollutant Discharge Elimination System Permit to SCA Tissue; April 12, 2013](#)
 - r. [WPPI Energy to Mayor Merkes, 4/26/13; Advocacy to Preserve Tax-Exempt Municipal Financing](#)
 - s. [League of Wisconsin Municipalities; 2013 Regional Dinner Meeting](#)
 - t. [League of Wisconsin Municipalities; 2013 New Municipal Official Workshop](#)
 - u. [Menasha Historical Society Newsletter, May 2013](#)

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, 4/16/13

2. New Common Council, 4/16/13

Personnel Committee, 4/16/13; Recommends approval of:

3. To create Administrative Services Director Position

Plan Commission, 4/23/13; Recommends approval of:

4. Certified Survey Map, Lake Road with the condition that a cross access easement be recorded for the existing driveway accessing the adjoining parcel

H. ITEMS REMOVED FROM CONSENT AGENDA

I. ACTION ITEMS

1. Accounts payable and payroll for the term of 4/18/13-5/2/13 in the amount of \$1,582,683.18

2. Class "B" Liquor License Application of Menasha Athletic Association (MAC) to sell fermented malt beverages, Koslo Park Concession, May 7, 2013-October 31, 2013, Paul S. Johnson, agent

3. Beverage Operators License Applications for the 2013-2015 licensing year

J. ORDINANCES AND RESOLUTION

K. APPOINTMENTS

L. HELD OVER BUSINESS

M. CLAIMS AGAINST THE CITY

N. PUBLIC COMMENTS ON ANY MATTER LISTED ON THE AGENDA
(five (5) minute time limit for each person)

O. ADJOURN

MEETING NOTICE

Common Council – May 20, 2013

Common Council - 6:00 pm

Administration Committee – to follow Common Council

Board of Public Works – to follow Administration Committee

CITY OF MENASHA
ADMINISTRATION COMMITTEE
Third Floor Council Chambers
140 Main Street, Menasha
April 16, 2013
MINUTES

A. CALL TO ORDER

Meeting called to order by Clerk Galeazzi at 9:40 p.m.

B. ROLL CALL/EXCUSED ABSENCES

PRESENT: Aldermen Nichols, Taylor, Sevenich, Langdon, Keehan, Zelinski, Englebert, Benner

ALSO PRESENT: Mayor Merkes, CA/HRD Captain, PC Styka, FC Auxier, DPW Radtke, CDD Keil, Dpty Treasurer Sassman, PHD Nett, PRD Tungate, LD Lenz, Clerk Galeazzi

C. MINUTES TO APPROVE

1. Administration Committee, 4/1/13

Moved by Ald. Englebert, seconded by Ald. Langdon to approve minutes.

Motion carried on voice vote.

D. ACTION ITEMS

1. Election of Chairman

Moved by Ald. Englebert, seconded by Ald. Benner to nominated Ald. Nichols as Chairman.

Moved by Ald. Zelinski, seconded by Ald. Taylor to nominated Ald. Sevenich as Chairman.

Having no other nominations, the nominations were closed.

Roll call for Chairman:

Aldermen Nichols, Langdon, Keehan, Englebert, and Benner voted for Ald. Nichols

Aldermen Taylor, Sevenich, and Zelinski voted for Ald. Sevenich

Alderman Nichols was elected Chairman on a 5-3 vote

Alderman Nichols took over as Chairman

2. Election of Vice-Chairman

Moved by Ald. Zelinski, seconded by Ald. Langdon to nominated Ald. Keehan as Vice-Chairman.

Having no other nominations, the nominations were closed.

Motion for Ald. Keehan as Vice-Chairman carried on voice vote.

E. ADJOURNMENT

Moved by Ald. Englebert, seconded by Ald. Benner to adjourn at 9:45 p.m.

Motion carried on voice vote.

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

CITY OF MENASHA
Board of Public Works
Third Floor Council Chambers
140 Main Street, Menasha
April 16, 2013
MINUTES

A. CALL TO ORDER

Meeting called to order by DPW Radtke at 9:46 p.m.

B. ROLL CALL/EXCUSED ABSENCES

PRESENT: Aldermen Nichols, Taylor, Sevenich, Langdon, Keehan, Zelinski, Englebert, Benner

ALSO PRESENT: Mayor Merkes, CA/HRD Captain, PC Styka, FC Auxier, DPW Radtke, CDD Keil, Dpty Treasurer Sassman, PHD Nett, PRD Tungate, LD Lenz, Clerk Galeazzi

C. MINUTES TO APPROVE

1. April 1, 2013

Moved by Ald. Englebert, seconded by Ald. Langdon to approve minutes.

Motion carried on voice vote.

D. ACTION ITEMS

1. Election of Chairman

Moved by Ald. Sevenich, seconded by Ald. Zelinski to nominate Ald. Taylor as Chairman.

Having no other nominations the clerk was directed to cast a unanimous ballot for Ald. Taylor as Chairman.

Ald. Taylor took over as Chairman

2. Election of Vice-Chairman

Moved by Ald. Zelinski, seconded by Ald. Englebert nominated Ald. Sevenich as Vice-Chairman

Having no other nominations the clerk was directed to cast a unanimous ballot for Ald. Sevenich as Vice-Chairman.

E. ADJOURNMENT

Moved by Ald. Sevenich, seconded by Ald. Langdon to adjourn at 9:49 p.m.

Motion carried on voice vote.

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

Menasha aldermen occasionally attend meetings of this body. It is possible that a quorum of Common Council, Board of Public Works, Administration Committee, Personnel Committee may be attending this meeting. (No official action of any of those bodies will be taken).

**CITY OF MENASHA
BOARD OF HEALTH
Minutes
March 15, 2013**

- A. Meeting called to order at 8:07 by Chairman C. Rusin.
- B. Present: Candyce Rusin, Dorothy Jankowski, Lori Asmus, Dr. Teresa Rudolph, Susan Nett
- C. MINUTES TO APPROVE
 - 1. Motion to approve February 15, 2013 minutes made by L. Asmus and seconded by T. Rudolph. Motion carried.
- D. REPORT OF DEPT HEADS/STAFF/CONSULTANTS
 - 1. February 2013 Communicable Disease Report distributed and discussed. Sexually transmitted disease numbers decreased to 4 cases for this month. T. Rudolph questioned the cryptosporidiosis case and S. Nett reported to her knowledge they could not discern the source.
 - 2. Influenza Vaccine Report for 2012-13 season to date presented by S. Nett. 500 doses of children's vaccine (ages 6 mos. to 18 yrs) have been administered. 487 doses of adult vaccine (ages 19 yrs. and older) given. Discussion centered around how much vaccine to order for next flu season. Currently, the department has reserved 300 adult doses. S. Nett and staff also discussed this and thought another 100 doses should be reserved. Board members agreed.
 - 3. Weight of the Nation Report from the summit. S. Nett asked Chairman C. Rusin to discuss the summit and provide her thoughts. C. Rusin explained the first day's activity and felt everyone in attendance was engaged in the summit. She felt the school staff at the building where she had lunch were motivated to get the kids moving and stressed the importance of exercise. There will be a follow-up meeting in April for next steps.
 - 4. CPR/AED/First Aid Classes-Update provided by S. Nett. All staff are now certified American Heart Instructors. Certifications are good for 2 years. Staff will be scheduling dates for the summer sessions soon.
 - 5. Memory Café Project Update provided by S. Nett. The UW-O nursing students doing their clinical practicum at the health department have taken on an aggregate project of initiating a memory café at the senior center. The senior center will be the last site in the area for a memory café. The students will be hosting a memory café on April 11th from 12:15 to 2:15 PM. The senior center will then host a memory café monthly on the fourth Friday of the month except for the month of May where it will be held on the 5th Friday. Time will be 2 – 4 PM. Volunteers will be recruited to train and then help at the cafes.
 - 6. Pertussis Update from the state reviewed. Cases of pertussis are declining.

"Menasha is committed to its diverse population. Our Non-English speaking population and those with disabilities are invited to contact the Menasha Health Department at 967-3520 at least 24-hours in advance of the meeting for the City to arrange special accommodations."

Board of Health Members: Dorothy Jankowski, Lori Asmus, Susan Nett, Candyce Rusin, Theresa Shoberg

E. ACTION ITEMS

1. Influenza Vaccine Clinics – Fall 2013. S. Nett explained the state will allow health departments to do school based clinics or mass clinic exercises in the fall to provide influenza vaccine to children ages 6 mos. to 18 yrs. of age regardless of insurance status. This will be the only time insurance status doesn't need to be checked. No flu vaccine can be given at the health department location to insured children. With this in mind, staff have reserved BDM elementary school again this year for a flu vaccine clinic to practice their mass clinic set-up. Adult vaccine will also be available for a nominal cost TBD. The save the date memo will be handed out at school registration time in August. Motion to continue mass clinic exercise when giving children and adult flu vaccine this coming fall season contingent on children's flu vaccine being state provided made by D. Jankowski and seconded by T. Rudolph. Motion carried.
2. Wellness Screening Fees. S. Nett discussed the current wellness fees and the addition of a new test, the hemoglobin A1C for diabetes. Board members discussed keeping the fees the same as in 2012 and adding the following tests: Hemoglobin A1C \$20, Wellness Panel/Hemoglobin A1C \$33, Wellness Panel/Hemogram/Hemoglobin A1C \$39, Wellness Panel/Hemogram/TSH/Hemoglobin A1C \$53. Motion made by L. Asmus and seconded by T. Rudolph to set the fees as discussed. Motion carried.

F. HELD OVER BUSINESS

1. None

- G. Motion to adjourn at 9:33 AM made by T. Rudolph and seconded by D. Jankowski. Motion carried. Next meeting April 10, 2013.

Menasha aldermen occasionally attend meetings of this body. It is possible that a quorum of Common Council, Board of Public Works, Administration Committee, Personnel Committee may be attending this meeting. (No official action of any of those bodies will be taken).

**CITY OF MENASHA
COMMITTEE ON AGING
Minutes
March 14, 2013**

- A. Meeting called to order at 7:57 AM by Chairman J. Klundt.
- B. Present: Sue Steffen, Peg Malueg, Joyce Klundt, Lee Murphy, Jean Wollerman, Sue Nett
Mary Lueke
Absent: John Ruck
Guest: Greg Keil, City of Menasha Community Development Director
- C. MINUTES TO APPROVE
1. Motion to approve minutes from February 14, 2013 meeting made by M. Lueke and seconded by L. Murphy. Motion carried.
- D. REPORT OF DEPT HEADS/STAFF/CONSULTANTS
1. Senior Center Older Adult Director J. Wollerman reported on future activities at the center which include brat fries scheduled for May 23 and 24, July 1 and 2, and Sept. 13 and 14. J. Wollerman discussed number of visits to the center in Feb. increased from Jan. but was less than Feb. 2011. Committee members discussed possible reasons i.e. weather was not ideal with several snow storms. J. Wollerman pointed out again the decrease in mealsite participants which may have been weather related but also affects the number of visits to the center. Advocap does have a new mealsite vendor and menu items may also affect the decision to attend the mealsite. Committee members then discussed the mealsite in general and requested the mealsite program manager be invited to a future meeting to review the mealsite program in general. S. Nett to contact Advocap to arrange this. Strong Bones class to start again this month.
 2. Public Health Director – Memory Café Project. S. Nett explained the UW-O nursing students working in the health department this month as part of their aggregate project are working to start a memory café at the senior center. As a result of their efforts, the first memory café at the center is scheduled for April 18th from 12:15 to 2:15 PM. The Fox Valley Memory Project has agreed to have the senior center as a memory café site.
- E. Action Items
1. Selection of Architectural Design Firm for Architectural Design Services for Menasha Senior Center Addition. G. Keil reviewed the proposals received from the RFP sent out by his office. 4 proposals were submitted and only one of the 4 came in under the budgeted amount. The proposal from Martensen and Eisele was significantly higher than all that were submitted and was eliminated from the discussion. Committee members questioned G. Keil about the remaining proposals and if they all contained the information as outlined in the RFP and he explained that he, S. Nett, and Mark Radtke, the city's public works director had met prior to the meeting today and reviewed the proposals, finding everything to be in order with one exception. The proposal submitted by Robert Acord, while being the lowest and under budget, indicated the cost of the architect insurance for errors and

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omissions was not included in the proposal and was instead listed as a reimbursable expense. G. Keil did speak with Mr. Acord about this and was told that he doesn't carry this insurance as an independent architect and the cost ranges from \$6000 to \$8000. Mr. Acord was going to check and see if the insurance from a new potential contract with another client would cover him for the senior center proposal. He was going to let G. Keil know later today. After discussion and all the committee members questions were answered, S. Steffen made a motion, seconded by L. Murphy to accept Robert J. Acord's proposal contingent upon his obtaining special insurance for architect (errors and omissions) and that it is acceptable to the city risk manager. Motion carried. Committee members then discussed what happens if the architect is unable to obtain the insurance. G. Keil suggested they consider accepting a second proposal as provisional in the case of noncompliance with the insurance as requested in the first motion. Committee members further discussed the difference in the cost for the other two proposals under consideration was only \$320, and since one of the agencies was familiar with the project after having done the preliminary design work, why not have them be the second choice. Motion then made by S. Steffen and seconded by P. Maiueg to accept McMahon and Associates as provisional in case of noncompliance with Robert Acord obtaining insurance. Motion carried.

F. HELD OVER BUSINESS

1. Senior Center Mission Statement. J. Wollerman requested this be held again.

G. Motion to adjourn at 9:34 AM made by L. Murphy and seconded by S. Steffen. Motion carried. Next meeting April 11, 2013.

D R A F T
MINUTES OF REGULAR MEETING
ELISHA D. SMITH PUBLIC LIBRARY TRUSTEES

Elisha D. Smith Public Library

April 18, 2013

Call to order at 4:00 p.m. by President Murray

Present: Crawmer, Eisen, Enos, Kiley, Murray, Nichols, Wicihowski, Webster (teen rep)

Absent: Kobylski

Also present: Director Lenz, K. Seefeldt (Office Manager), K. Beson (Head of Children's Services)

Public Comment/Communication

Mark Moran, an appraiser of antiques and fine art for more than 20 years, appraised antiques, collectibles, and decorative arts for the public at a recent library program. Director Lenz asked him to assess a painting owned by the library. He valued the artwork at approximately \$2,000 in its current condition. Due to the questionable subject matter of the piece, Director Lenz stated that it would not be put on display in the library. She recommended that the painting be sold. The board asked that she obtain more detailed information about the artist and the painting. Eisen requested this topic be included for discussion at their May board meeting.

Authorization of Bills

Motion to authorize payment of the April list of bills from the 2013 budget as presented by Eisen, seconded by Crawmer, and carried unanimously.

Consent Business

The following Consent Business items were presented for the board's consideration:

Approve Library Board meeting minutes, March 21, 2013

Motion to approve the Library Board meeting minutes of March 21, 2013 by Nichols and seconded by Wicihowski. Motion passed.

Director's Report/Information Items

1. March Statistics. Circulation numbers in March were close to what they were last year in March. Adding digital circulations to the physical circulations puts circulation up over last year. Children's program attendance was up significantly, most likely because the schools' spring break occurred earlier this year. Visits to the library's website increased by 36%, and the use of the library's WiFi network continues to expand.
2. Endowment Report. A certificate of deposit at Community First Credit Union came due on April 16, 2013. Discussion ensued. At the Board's February meeting, the Investments Committee recommended that all CDs be transferred to the library's Community Foundation Endowment Fund as they came due. However, the motion that was approved at that time only authorized the

transfer of the certificate of deposit which had expired on February 14. No further action was taken on future CD investments. The pros and cons of investing in certificates of deposit versus the Community Foundation were considered. Enos noted that the library director has the authority to transfer all certificate of deposit investments to the library's Endowment Fund at the Community Foundation based on the recommendation of the Investments Committee. Director Lenz questioned whether it might be beneficial for the library to retain some funds as CD investments. She assured the board that she would transfer funds from the recent certificate that had come due to the Community Foundation's Endowment Fund.

3. Current Budget Status. The status of this year's budget was reviewed. Nichols noted the importance of closely tracking monthly expenses paid from the city and endowment accounts. Yearly expenditure totals should be taken into consideration when planning the projected city and endowment budgets for the coming year.
4. Staff Reports.
 - The library's financial records were audited on March 27. The audit of the remainder of the City's financial records will be completed in June. This year's audit verified that we continue to maintain accurate and thorough financial records. Information given to Office Manager Seefeldt by the auditor was reported to Director Lenz.
 - We are celebrating National Library Week April 14-20. During the week, we will conduct a Food for Fines campaign and will provide refreshments to our patrons. The Library Board has offered to provide snacks and a lunch to library employees as a means of expressing appreciation for continuing to make valuable contributions to the daily operation of the library. Mayor Don Merkes issued proclamations for National Library Week and National Library Workers Day.
 - Money Smart Week events will be held at the library April 20-27.
 - Library employees participated in city-wide ergonomics training. A new employee assistance program for all city employees will begin early in May.
 - The library will have an entry in the Memorial Day parade. Kathy Beson is coordinating the project. Board members were invited to participate.
 - We are temporarily using the cleaning services of Service Master following the retirement of morning custodian Steve Griesbach. The library currently is lacking a custodian to do meeting room setups and snow removal in the morning. Custodial needs will be discussed at budget planning time.
5. Board Appointment Schedule. Jill Enos will be leaving the board following the June, 2013 meeting. Rebecca Nichols has agreed to be appointed to a new term. Paul Eisen has indicated that he would like to be reappointed as the board county liaison for an additional three year term. Director Lenz encouraged board members to forward their recommendations for a replacement for Jill Enos to Mayor Merkes. Student representative Ashley Webster agreed to stay on the board through June, when a new student representative will be selected for the 2013-2014 term.
6. Winnefox Board Meeting Report. The Winnefox Library System Board met on March 27th. Among other things, Tasha Saecker noted in her report that discussion had taken place regarding the need to update Chapter 43 to make it more flexible in allowing for system mergers as well as greater cooperation between systems. We will be hearing more about this topic in the future.

7. Fundraising Committee Report. Crawmer reported that the Fundraising Committee had its first meeting on April 4, 2013. Committee members established their mission and discussed various options for future fundraising events. Director Lenz has been asked to contact other local non-profit organizations to inquire about successful fundraising events they have held in recent years.

Discussion/Action Items

8. Purchase of paperback spinner for children's Room. The Children's Department needs another paperback spinner.

Motion

Motion to approve an expenditure of \$871.40 for a paperback spinner for the Children's room by Enos, seconded by Wicihowski. Motion carried.

9. Ad Hoc Planning Committee: The committee's final draft of the library's 2013-2018 Strategic Plan was presented to the board for their consideration. Discussion ensued.

Motion

Motion to approve the 2013-2018 Strategic Plan by Enos, seconded by Kiley. Discussion followed. Eisen recommended that the second item listed under "4. Be a Center of Community" should be amended to read "Library Supervisors, the Library Board's Building & Grounds Committee, and the Building Supervisor will develop a building repair and maintenance schedule by mid-2014."

Motion

Motion to approve the 2013-2018 Strategic Plan with the sole change of amending #4, second bulleted item to a target date of "mid-2014" by Enos, seconded by Wicihowski. Motion carried.

Announcements

10. Trustee Essentials: Chapter Nine. Jill Enos reviewed chapter nine of the Trustee Essentials "*Managing the Library's Money.*" Becky Nichols agreed to review chapter ten at the May meeting.

11. WAPL Conference. Director Lenz reminded board members of the Wisconsin Association of Public Libraries Conference scheduled to be held in Lake Geneva, WI May 1-3. If any members are interested in attending, they should contact Office Manager Kris Seefeldt.

Adjournment

Motion to adjourn the meeting at 5:01 p.m. by Wicihowski, seconded by Nichols and carried unanimously.

Respectfully submitted,
Kathy Wicihowski, Secretary
Kris Seefeldt, Recording Secretary



MENASHA POLICE COMMISSION MEETING MINUTES
DRAFT

President Ron Duuck called the meeting to order on April 25th at 4:30 PM, Menasha Safety Building, 430 First Street, Menasha, Wisconsin

Present: Ron Duuck, Terri Reuss, Chief Styka, Jason Dionne, Marshall Spencer, Officer Brett Halderson

Excused: Tony Gutierrez

Minutes to Approve: Terri Reuss moved to approve February 28th, 2013 meeting minutes. Marshall Spencer seconded the motion. The Commission unanimously approved the minutes.

Communication to Receive: The Commission was requested to approve Probationary Period Extension of Officer Marty Effert. Terri Reuss moved to approve the proposal. Jason Dionne seconded the motion. The Commission unanimously approved the Probationary Period Extension.

DISCUSSION

Correspondence: Terri Reuss submitted a letter received from the Menasha Common Council to confirm the re-appointment to the Police Commission for the term of May 1, 2013 – May 1, 2018.

New Business:

Menasha Police Commission yearly election of Officers.

It was proposed that Ron Duuck remain President of the Commission.

Marshall Spencer moved to accept the selection. Terri Reuss seconded the motion. The Commission unanimously approved the selection.

It was proposed that Jason Dionne accept the position of Vice President of the Commission.

Marshall Spencer moved to accept the selection. Ron Duuck seconded the motion. The Commission unanimously approved the selection.

It was proposed that Terri Reuss remain Secretary of the Commission.

Ron Duuck moved to accept the selection. Marshall Spencer seconded the motion. The Commission unanimously approved the selection.

Chief Styka Report

Training:

- Legal Update: Sworn Personnel have attended
- Mark Mauthe: White Collar Crime Seminar (16 hours)
- Intoxilyzer Update (breath test): All trained personnel
- Ann Gollner: Wisconsin Human Trafficking (16 hours)
- Marty Effert and Tony Edwards: Intox School (24 hours)
- Jeff Jorgenson: School Safety Webinar (1 hour)
- Ann Gollner, Amy Cook and Jim Verkuilen: Technology Dangers and Risks for Youth Training (8 hours)
- Amber Olson: Telecommunications Role in Active Shooter (4 hours)
- Aaron Zemlock: Wisconsin Problem Oriented Policing Conference (8 hours)

- Joe Polzien: Wildlife Rescue and Rehab (2 hours)
- Dan Hoernke: CVMIC Use of Volunteers (6 hours)
- Ron Bouchard and Jim Verkuilen: Homicide Investigations Training Seminar (20 hours)
- Ron Bouchard and Mark Mauthe: DNA Evidence Update (3 hours)
- Stephanie Gruss: Evidence Management Conference (24 hours)
- Nick Thorn: CVMIC Basic Risk Management (16 hours)

Department Updates:

- IT Reporting to Police Chief- For the next several months the Chief will be serving as the Interim IT Director until the Administrative Services position is filled.
- Hiring Process Continues – Officer Josh Gallagher started April 9th. Other two openings are in various stages.
- Update: Mission Statement. The mission statement for the PD has been updated and will be in place during Police Week in May 2013. The new mission statement reads:
Our mission is to be a model of modern police services built upon a strong partnership with the community using respect, creativity and technology to find solutions and improve the quality of life and safety for all.
- Police Week 2013 – A full report of the department awards will be provided in the June meeting
- Mutual Aid discussions with joining jurisdictions – discussions continue between the municipalities as well as legal review of possible agreements.
- Radio Transition Complete- The new radio system with the County is complete. There have been some issues with reception in the field and the building. Most of the building issues have been resolved with a signal booster being installed in the building.
- Procedure Manual Complete

Information was presented to The Commission by Officer Halderson: Menasha Police Department Index Crime Offenses. Officer Halderson provided statistical information comparing the city of Menasha to other similar communities in the state of Wisconsin. The information is based on several social-economic equations. The group expressed how this is important information and should be provided on a more regular basis. Chief Styka indicated there is a plan to have an annual report which all of the numbers would be in a format available to the public.

Adjourn: Terri Reuss moved to adjourn. Marshall Spencer seconded the motion at 5:20 pm. The motion was unanimously supported.

The next bi-monthly meeting will be held Thursday June 20th, 2013 at 4:30pm Menasha Safety Building, 430 First Street, Menasha, Wisconsin.

Menasha alderpersons occasionally attend meetings of this body. It is possible that a quorum of Common Council, Board of Public Works, Administration Committee, Personnel Committee, may be attending; however no official Action of any of these bodies will be taken.

Menasha is committed to its diverse population. Our non- English speaking population or those with disabilities are invited to contact the acting Chief of Police at 967-3500 at least 24-hours in advance to ensure special accommodations can be made.

Respectfully submitted,
Theresa Reuss
Commissioner, Secretary

Neenah-Menasha Fire Rescue
Joint Finance & Personnel Committee Meeting
April 23, 2013 – 5:30 p.m.
3rd Floor Council Chambers – City of Menasha

Present: Ald. Stevenson, Englebert, Ahles, Ramos and Benner.

Excused: Ald. Langdon

Also Present: Chief Auxier, Interim Treasurer Sassman and Office Manager Theisen.

Ald. Stevenson called the meeting to order at 5:30 p.m.

Public Forum: No members of the public were present.

Election of Chair: **MSC Englebert/Ramos to elect Ald. Benner as the Chair of NMFR's Finance & Personnel Committee, all voting aye.**

Ald. Benner took over as Chair of the meeting.

Election of Vice-Chair: **MSC Stevenson/Ahles to elect Ald. Ramos as Vice-Chair of NMFR's Finance & Personnel Committee, all voting aye.**

Approval of Minutes: The Committee reviewed the meeting minutes of February 26, 2013. **MSC Stevenson/Ramos to approve the meeting minutes of February 26, 2013 and place on file, all voting aye.**

Budget Report: The Committee reviewed the March 2013 budget report. Ald. Stevenson noted the utilities line item may be over the anticipated budget amount that was set late last year. **MSC Stevenson/Englebert to approve the March 2013 budget report and place on file, all voting aye.**

Activity Reports: The Committee reviewed the monthly activity and automatic aid reports for March 2013. Ald. Benner asked how the reciprocation of the calls are between the two Departments. Chief Auxier noted the volume of calls are very close to being even. Things are going well with the automatic aid and he is working with Chief Vander Wyst to possibly expand some of calls to include coverage of the 441 area. He also noted with the conversion of the new radio system Appleton is going to switch over later than NMFR and a system is in place to continue to cover the calls until they are switched over to the new radio system. Ald. Benner asked about the maintenance costs of the new radios and what is anticipated for these future costs. Chief Auxier noted we currently cover all of the maintenance costs for our current system and the new radio system does have a three-year maintenance contract and doesn't anticipate a lot of money being spent to maintain these radios. Ald. Stevenson noted that Baycom and Motorola are standing behind the new radio products and will continue to work to make sure we have the best communication possible. Chief Auxier did note the contract with the

vendor is that they have to provide 95% coverage throughout the entire County. **MSC Ramos/Stevenson to approve the March activity and automatic aid reports and place on file, all voting aye.**

Dive Team Update: Chief Auxier handed out a worksheet that showed the Dive Team trust fund donations and expenditures. Ald. Stevenson explained how trust funds are being managed. The process is to establish an anticipated budget for the trust fund and then oversight is from NMFR Finance & Personnel Committee for the revenue and expenditures. The proposed budget for 2013 is \$2,000 for overtime wages, \$635 for fringes, \$1,500 for schools/seminars/training, \$2,000 for maintenance of operating equipment, nothing for miscellaneous expenditures, \$500 for all other equipment for a total of \$6,635.00. Chief Auxier noted the intent is to utilize on duty hours for training for the members and we currently have one of our divers attending training to learn how to maintain the equipment so we do not have to spend a lot of money sending equipment out for repairs. We are also sending a member to be certified as a Master Diver so he can then train the rest of the Dive Team and this will reduce future training costs as he will be able to do this while the divers are working their normal shift. Chief Auxier also handed out a spreadsheet that shows all the donations and all expenditures since the Dive Team fundraising began. We currently have raised \$83,300.03, with the help of the Bruce Peterson family, and we are anticipating more donations from other fundraising events that were held earlier in 2013 and this should bring us to total of \$100,000. The budget adjustment proposal for 2013 will be reviewed at the next meeting. Ald. Ahles asked how we specify in the future budget books that this is funded through donations and not the current operating budget. Chief Auxier will talk to Director Easker and Deputy Director Handevitd to make sure this is noted in future budget books. Interim Treasurer Sassman noted it would be mentioned in the City of Neenah's narrative and make sure it is separated in different funds. It was noted that Neenah Finance does maintain a trust fund report for donations and it is updated on a quarterly basis. NMFR maintains separate spreadsheets for this so we can make sure funds are not spent without money being in the trust.

Chief Auxier said Chris Ederer has been working with Michels Quarry to gain permission to train in their quarry. We currently use the quarry in Redgranite and this would enable us to use a local quarry for training and it can be done on duty versus off duty and incur overtime costs. A copy of the tentative agreement with Michels was distributed. The Committee directed Chief Auxier to work with both City Attorneys for review and will review it at their next meeting.

Station 31 Boiler Update: Chief Auxier noted the new boilers and the humidification system have been delivered and they will install once the weather warms up.

Telephone System Replacement: Chief Auxier said the City of Neenah is replacing their telephone system in 2014. Our four stations currently utilize this system and will incur expenses for the new system. Chief Auxier handed out a memo from Director Wenninger on the total expenses and what NMFR's proposed share would be. He is also recommending that NMFR's share be spread out for seven years for a total of \$1,306 per

year. Chief Auxier noted this would be budgeted in future budgets for the payment and wanted to let the Committee members know about this.

NMFR Open House: Chief Auxier noted we would be hosting an Open House on Saturday, May 4, 2013 at Station 36 from 10:00 a.m. to 2:00 p.m.

Backdraft Bike Tour: Chief Auxier said Local 275 members are organizing the 2nd Annual Backdraft Bike Tour. This will be held at Jefferson Park in the City of Menasha.

MSC Stevenson/Ramos to adjourn at 6:30 p.m., all voting aye.

Respectfully Submitted,

Al Auxier
Chief

AA/tt

Neenah-Menasha Fire Rescue
Joint Fire Commission Meeting
April 24, 2013 – 12:00 p.m.
3rd Floor Council Chambers – City of Menasha

Present: Commissioners Kubiak, Keating, Liebhauser, Mattes and John.

Also Present: Chief Auxier, CA Captain, HR Director Barber and Office Manager Theisen.

Excused: Commissioners Lewis

Commissioner Kubiak called the meeting to order at 12:00 p.m.

Minutes: The Commission reviewed the meeting minutes of February 27, 2013. **MSC Mattes/Keating to approve the meeting minutes of February 27, 2013 and place on file, all voting aye.**

March Activity Reports: The Commission reviewed the March activity reports. This is informational only and no action is required.

March Budget Report: The Commission reviewed the March budget report. This is informational only and no action is required.

Commissioner John joined the meeting.

Fire Chief Job Description Duties: The Commissioners reviewed the current job description duties of the Fire Chief. Educational requirements from comparable Departments were also reviewed. It was noted that both Neenah and Menasha are similar on education requirements for their Department Heads at this time.

MSC Mattes/Liebhauser to change the section in the job description, Minimum Training and Experience Required to Perform the Essential Job Functions, “Associates Degree in Fire Science, Bachelors degree preferred, seven years progressively responsible fire service supervisory experience, Wisconsin Firefighter II, Driver/Operator certificates and driver’s license,” all voting aye and Commissioner Keating voting nay.

HR Director Barber will fix the minor grammatical errors, minor changes in the job description, along with updating the job description to reflect the above motion.

MSC Keating/Liebhauser to adjourn at 12:55 p.m., all voting aye.

Respectfully Submitted,

Al Auxier
Chief

AA/tt

NEENAH-MENASHA SEWERAGE COMMISSION

Regular Meeting

Tuesday March 26, 2013

Meeting was called to order by Commission President Youngquist at 8:00 a.m.

Present: Commissioners Mike Sambs, Kathy Bauer, Gordon Falck, Jim Gunz, Gordon Falck, Raymond Zielinski, Dale Youngquist; Manager Randall Much, Accountant Roger Voigt.

Also Present: Chad Olsen, Tom Kispert (McMAHON); Paul Much, Rob Franck (MCO); David Maccoux (Schenck).

Commission President Youngquist requested to accommodate those in attendance and to proceed to agenda item 5-B-1; Presentation of 2012 Financial Audit.

Mr. David Maccoux (Schenck) reviewed and discussed with the Commission the Financial Audit Report and letter of Management Communications. The audit provides a clean opinion. After discussion motion made Commissioner Gunz, seconded by Commissioner Bauer to approve the 2012 Financial Audit Report and letter of Management Communications. Motion carried unanimously.

The Commission proceeded with the meeting agenda as published.

February 26, 2013 meeting minutes: After discussion, motion by Commissioner Gunz, second by Commissioner Falck to approve the minutes from the February 26, 2013 Regular Meeting. Motion carried unanimously.

Correspondence

The following correspondence was discussed:

March 11, 2013 letter from Robert Hannes, DNR to Dale Youngquist, NMSC.
RE: Change orders approved.

March 20, 2013 email from Mark Radtke, City of Menasha to Randall Much, NMSC.
RE: March 10, 2013 increased solids levels from Menasha.

New Business

Operations, Engineering, Planning

Chad Olsen distributed and discussed the "Preliminary Engineering Evaluation report for Alternatives To Achieve Future Effluent Phosphorus Limitations". The current effluent phosphorus limit is 1.0 mg/l; from mid-2010 through August 2012 the NMSC averaged 0.4 – 0.5 mg/l. Commissioner Gunz questioned several items: will the current construction project affect the treatment? Chad responded no. Have the phosphorus limits been promulgated? Chad responded yes, the rules came from the EPA and the DNR promulgated. Does the EPA review

the permits? Chad responded typically no, but they have started in instances where a variance is granted. Commissioner Hamblin questioned how many communities are we competing with for the trading options. Chad responded all the communities and several industries along the Fox River; this is the purpose of working with the Fox-Wolf Alliance to eliminate the competition between all the dischargers. Commissioner Samsb questioned how long are the discharge permits for. Chad responded 5 years; typically we will need to meet the limit in 7 – 9 years after permit re-issuance. Estimated capital costs are estimated at \$4.8 million to meet a discharge limit of 0.3 mg/l to \$11.8 million to meet a discharge limit of 0.1 mg/l. The Commission discussed having the communities reducing Inflow/Infiltration further to help in meeting permit limits. Reducing the peak flows will help in phosphorus treatment by reducing the size of equipment needed.

Tom Kispert presented a power point slide show and discussed the construction activities that have occurred since the February 26, 2013 meeting.

Construction Progress Update. Tom Kispert reviewed and discussed his memorandum handout on the plant construction progress, the Certificates for Payment and contract change orders. The high speed blowers from HSI (Contract B) are not meeting specifications. One test of the blowers is based on a 1-day worst case scenario and the blowers were not able to meet this specification which is based on administrative code. HSI has been told an additional blower (#6) would be needed to meet code requirements. HSI has now agreed to provide a sixth blower; they do not think they can meet the delivery date to meet the Focus-on-energy grant. The Commission discussed who is responsible to pay for the additional costs for the installation and power upgrade needed to accommodate the additional blower. The Commission further discussed how to proceed with the negotiations and how much the Commission would be willing to pay toward the needed upgrades. Tom will establish the estimated additional installation costs.

Commission Attorney Thiel entered the meeting.

After discussion, motion by Commissioner Gunz, second by Commission President Youngquist to authorize McMahon to negotiate with HSI to provide the additional blower and for the NMSC to pay up to one-half of the installation costs with a maximum cost to the NMSC of \$75,000. By roll call vote, voting aye: Commissioners Samsb, Gunz, Bauer, Falck, Hamblin. Voting nay: Commissioner Zielinski. Motion carried.

Tom discussed the HSI request for payment; no payment amount has been approved due to the performance issue. It was the consensus of the Commission for Tom to be given permission on making approval on the payment request based on the discussions with HSI in negotiating who will be paying the additional installation costs.

After discussion, motion by Commissioner Gunz, second by Commissioner Falck to approve for payment Certificate for Payment #5 from August Winter & Sons Inc. in the amount of \$595,570.20. Motion carried unanimously.

Motion by Commissioner Gunz, second by Commissioner Bauer to approve Change Orders #5, #6 and #7 from August Winter & Sons Inc. in the amounts of \$4,919.00, \$1,484.00 and \$20,753.33. Motion carried unanimously.

Motion by Commissioner Gunz, second by Commissioner Zielinski to approve for payment McMahon invoices: #43024 - \$6,100.00; #43025 - \$2,640.00; #43026 - \$890.00; #43027 - \$1,003.00; #43028 - \$18,863.22; #43029 - \$1,040.00; #43030 - \$2,782.00; and #43031 - \$33,971.00. Motion carried unanimously.

Commissioners questioned and discussed the invoices from Quarles & Brady for the legal services for the Clean Water Fund bonds for the communities. After discussion, motion by Commissioner Gunz second by Commissioner Bauer to approve Quarles & Brady invoices #1819026, #1819027, #1819028, and #1819029 totaling \$47,000. Motion carried unanimously.

Motion by Commissioner Gunz, second by Commissioner Bauer to approve invoice #4004 from John E. Thiel Law Office in the amount of \$1,120.00 for legal services related to the plant construction project. Motion carried unanimously.

Manager Much discussed the Operating Report for February. The plant is operating well; there was a big spike in mercury from Neenah. Manager Much discussed what has been done to date to locate and eliminate sources of mercury in the sewer system. Manager Much discussed a phone call received from Jim Potratz regarding the new sludge hauling and storage agreement and the subsequent discussion with Bob Potratz. Manager Much was confident Jim and Bob Potratz have now discussed the issue and sludge hauling will proceed in November. After discussion, motion by Commissioner Hamblin, second by Commissioner Falck to accept the Operating Report for February. Motion carried unanimously.

Budget, Finance, Personnel

Accountant Voigt discussed the Financial Statements for the month of February 2013. After discussion, motion by Commissioner Bauer, second by Commissioner Gunz to accept the financial statements for the month of February, 2013. Motion carried unanimously.

Motion by Commissioner Gunz, second by Commissioner Zielinski to approve Operating and Payroll Vouchers #133595 thru #133650 in the amount of \$411,264.13 for the month of February 2013. Motion carried unanimously.

Accountant Voigt discussed the Accountant's Report for February 2013. The accounts at Prospera Credit Union have been closed. The interest rates on the checking and money market accounts have not changed. MCO generated \$5,900 in income for the Commission in February. Accountant Voigt reported the Cash Flow report was updated to current known information. Motion by Commissioner Falck, second by Commissioner Zielinski to accept the Accountant's Report and Cash Flow Report for the month of February 2013. Motion carried unanimously.

Motion by Commissioner Bauer, second by Commissioner Falck to approve for payment MCO invoices #17208 - \$120,999.70; #17245 - \$643.10; and #17239 - \$461.84 and to pay the invoices after April 1, 2013. Motion carried unanimously.

Motion made by Commissioner Falck, second by Commissioner Zielinski to convene into Closed Session pursuant to Wis. Stats. §19.85(1)(g) to confer and review written and/or oral legal advice by legal counsel to the Commission as to litigation strategy and status of matters concerning the

lawsuit(s) commonly referred to as the Fox River Litigation. By roll call vote taken, motion carried unanimously, by Commissioners Zielinski, Sambs, Hamblin, Bauer, Gunz, Falck, Youngquist.

Meeting convened into Closed Session at 10:07 am.

Motion made by Commissioner Bauer, second by Commissioner Hamblin to adjourn the Closed Session. By roll call vote taken, motion carried unanimously, by Commissioners Zielinski, Sambs, Hamblin, Bauer, Gunz, Falck, Youngquist.

Meeting convened into Open Session at 10:44 am.

Commissioners Gunz, Bauer, and Zielinski requested to be excused from the plant tour.

Tom Kispert led the Commissioners on a tour of the facility to see firsthand the equipment being replaced. Tour concluded at approximately 1:45 pm.

Motion made by Commissioner Hamblin, seconded by Commissioner Sambs to adjourn the meeting. Motion carried unanimously. Meeting adjourned at approximately 1:45 p.m.

President

Secretary

THE NEXT REGULAR MEETING IS SCHEDULED FOR TUESDAY MARCH 26th 2013.

CITY OF MENASHA
Parks and Recreation Board
Council Chambers, 3rd Floor City Hall – 140 Main Street
April 8, 2013
DRAFT MINUTES

A. CALL TO ORDER

The meeting was called to order by Chr. Dick Sturm at 6:05 p.m.

B. ROLL CALL/EXCUSED ABSENCES

MEMBERS PRESENT: Chr. Dick Sturm, Lisa Hopwood, Cindy Schaefer-Kemps, Ald. Kevin Benner, Luke Schiller, Sue Pawlowski

MEMBERS EXCUSED: Nancy Barker

OTHERS PRESENT: PRD Tungate, PS Maas, Mayor Don Merkes, Tom Marshall- Friends of Menasha Pool

C. MINTUES TO APPROVE

1. **Minutes of the March 11, 2013 Park Board Meeting**

Moved by S. Pawlowski seconded by Ald. K. Benner to approve the March 11, 2013 Park Board minutes. Motion carried.

D. PUBLIC COMMENT ON ANY ITEM OF CONCERN ON THIS AGENDA

Five (5) minute time limit for each person.

No one spoke.

E. COMMUNICATION

1. **Correspondence from Jack Fry – 318 Willow Lane**

The Board reviewed Jack Fry's letter which indicated a willingness from a group of volunteer nature professionals to do an evaluation and enhancement recommendations for the Conservancy. The Board supported this offer. Members are invited to an onsite meeting on May 15, 9:00 a.m. at the Conservancy.

F. REPORT OF DEPARTMENT HEADS/STAFF/ OR CONSULTANTS

1. **Department Report – PRD Tungate**

PRD Tungate reported that a significant amount of his time has been devoted to preparing a grant application for the Gilbert site. Assembling the staffs for summer recreation and the pool is also proceeding. The department had representation at the Kids Activity Fair held on March 23 at the Boys' and Girl' Brigade

2. **Park, Pool and Vandalism Report – PS Maas**

PS Maas reported on the retirement of Steve Griesbach and the short and long term plans to replace this position. Ball diamond prep has begun. Pool chemicals and consultation will be provided at the pool for this season by Carrico Aquatics. They are well respected in the pool industry. April 26 will be the Arbor Day ceremony starting at 9:00 a.m. at the UW-Fox Valley Children's Center.

G. DISCUSSION

1. Pool Analysis/Future Options (draft document available at meeting) – PRD Tungate, PS Maas

PRD Tungate and PS Maas covered the information contained within a draft pool study prepared by Water Technologies Inc. The current condition of the pool and three possible alternatives for the pool were described. Staff indicated that this was the start of a long, slow process to determine what the community ultimately wants to do with its swimming pool. It was pointed out that it makes sense to begin now because while the pool is not in critical condition, something should be done within the next five years. The Board focused their discussion less on some of the nice amenities that a new or renovated pool could offer, but more on the process of engaging the public to truly find out what they want. It was suggested that the city may wish to follow a similar path that the School District followed with the high school renovation. This would include some sort of valid community survey and defined strategy to listen to the thoughts of many different user groups - from seniors to young children and everyone in between. Staff is planning to meet with the project consulting firm that assisted the School District to see if there would be benefits in working with such a group. Lastly, if a survey was to be developed it would include Jefferson Park and the surrounding neighborhood and likely incorporate the information from the current Water Technology study. Staff is working on a date for a public (workshop) presentation on the pool study to be held at the Menasha Library.

2. Gilbert Site Plan/Grant Update – PRD Tungate

PRD Tungate explained the progress being made on the grant application for this site. A preliminary landscape plan was explained to the Board. Final site plans will be available if the grant is successful.

3. New Neighborhood Park Planning

PRD Tungate explained that the closing on the land for the new park should take place later in April. Staff has had discussions with Thomas Dunbar, who is a retired landscape architect with many years of park planning experience, who has offered to assist in planning for the new park. Much of the planning can be done in house, but there could be some matters that Mr. Dunbar could assist with. Staff is formulating plans to create a “bubble” map that would show some proposed locations of specific park amenities or features that the Board, the public and others could weigh in on. The “bubbles” on the map would correspond with a sample photograph or rendering of, for example, playground equipment. Staff and the Board seemed to be in general agreement that the park would take on a nature based type of theme. Once the weather improves, staff will visit the property and begin to create the referenced concept map.

H. ACTION ITEMS

1. PFD Station – Memorandum of Understanding Between City of Menasha and U.S. Coast Guard (updated copy may be available at meeting)

Motion by L. Hopwood, seconded by S. Pawlowski to approve the installation of the PFD Station at the Jefferson Park boating landing while forwarding the MOU for final approval by CA Captain.

I. PUBLIC COMMENT ON ANY MATTER LISTED ON THE AGENDA

Five (5) minute time limit for each person

Tom Marshall from the Pool Friends group spoke supportively about how the Board is handling the pool study. The Pool Friends is ready to support the Board and City in any way possible to ensure a positive future for the pool.

J. ADJOURNMENT

Moved by S. Pawlowski, seconded by L. Hopwood, to adjourn at 8:28 p.m. Motion carried.

CITY OF MENASHA
PERSONNEL COMMITTEE
Third Floor Council Chambers
140 Main Street, Menasha
April 16, 2013
MINUTES

DRAFT

A. CALL TO ORDER

Meeting called to order by CA/HRD Captain at 8:55 p.m.

B. ROLL CALL/EXCUSED ABSENCES

PRESENT: Aldermen Nichols, Taylor, Sevenich, Langdon, Keehan, Zelinski, Englebert, Benner, Mayor Merkes

ALSO PRESENT: CA/HRD Captain, PC Styka, FC Auxier, DPW Radtke, CDD Keil, Dpty Treasurer Sassman, PHD Nett, PRD Tungate, LD Lenz, Clerk Galeazzi

C. MINUTES TO APPROVE

1. Personnel Committee, 4/1/13

Moved by Ald. Englebert, seconded by Ald. Benner to approve minutes.

Motion carried on voice vote.

D. ACTION ITEMS

1. Election of Chairman

Moved by Ald. Langdon, seconded by Ald. Zelinski to nominate Ald. Englebert as Chairman.

Having no other nominations the clerk was directed to cast a unanimous ballot for Ald. Englebert as Chairman.

2. Election of Vice-Chairman

Moved by Mayor Merkes, seconded by Ald. Zelinski to nominate Ald. Langdon as Vice-Chairman.

Having no other nominations the clerk was directed to cast a unanimous ballot for Ald. Langdon as Vice-Chairman.

3. Comptroller/Treasurer Position Vacancy

CA/HRD Captain explained the process to create an Administrative Services Position as recommended by Springsted Incorporated.

General discussion ensued on job duties and responsibilities.

Ald. Sevenich asked for a Point of Order – creating Administrative Services Director position not listed on agenda or noticed.

Chairman Englebert – Point of Order not well taken, creating Administrative Services Director position is a way of filling the vacancy of the Comptroller/Treasurer position.

Moved by Ald. Nichols, seconded by Ald. Benner to recommend to Common Council to create an Administrative Service Director position.

Motion carried on roll call 8-1. Ald. Sevenich – no

4. Title 2, Chapter 3 of Municipal Code – Municipal Officers and Employees

Chairman Englebert stated the change to the Municipal Code should be done after the Common Council acts on the Administrative Services Director position.

E. ADJOURNMENT

Moved by Ald. Langdon, seconded by Ald. Keehan to adjourn at 9:40 p.m.
Motion carried on voice vote.

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

CITY OF MENASHA
Plan Commission
Council Chambers, City Hall – 140 Main Street
April 23, 2013
DRAFT MINUTES

A. CALL TO ORDER

The meeting was called to order at 3:35 PM by Mayor Merkes.

B. ROLL CALL/EXCUSED ABSENCES

PLAN COMMISSION MEMBERS PRESENT: Mayor Merkes, Ald. Benner, DPW Radtke and Commissioners Schmidt, Sturm and DeCoster.

PLAN COMMISSION MEMBERS EXCUSED: Commissioner Cruickshank.

PLAN COMMISSION MEMBERS ABSENT: None

OTHERS PRESENT: CDD Keil and PP Homan.

C. MINUTES TO APPROVE

1. **Minutes of the March 19, 2013 Plan Commission Meeting**

Motion by Comm. Sturm, seconded by Comm. DeCoster to approve the March 19, 2013 Plan Commission meeting minutes. The motion carried.

D. PUBLIC COMMENT ON ANY ITEM OF CONCERN ON THIS AGENDA

1. No one spoke.

E. DISCUSSION

1. None

ACTION ITEMS

1. **Certified Survey Map – Lake Road**

PP Homan stated that the purpose of the CSM was to create another buildable lot within the existing two lot CSM. Commissioners discussed:

- The proposed lot split as related to neighboring properties/structures
- Lot setbacks and buildable area
- The presence of an existing driveway providing access to an adjoining parcel

Motion by Comm. Sturm, seconded Ald. Benner to recommend approval of the CSM with the condition that a cross access easement be recorded for the existing driveway accessing the adjoining parcel. The motion carried.

G. ADJOURNMENT

Motion by Ald. Benner, seconded by DPW Radtke to adjourn at 3:44 p.m.

The motion carried.

Minutes respectfully submitted by CDD Keil.



City Hall Safety Committee Meeting

March 7, 2013

MINUTES

Meeting called to order at 1:35 PM by T. Drew

Present: Todd Drew, Sue Nett, Adam Alix, Vicki Lenz, Sue Seffker, Brian Tungate, Kate Clausing

Excused: Kristi Heim, Pam Captain

A. Motion to approve minutes from February 7, 2013 made by A. Alix seconded by S. Seffker - Motion carried.

B. Old Business

1. **MSDS Computer Program** – Drew reported that CVMIC is attempting to purchase a MSDS program which would be made available to members. Recommendation is hold until CVMIC makes a decision on the purchase of the CVMIC sponsored program.
2. **City Hall Handicapped Entrance Sign** – Drew will discuss proposed changes with Sign shop and provide a draft in April.
3. **Summer Help Safety Training** – Drew reported that CVMIC should have an e-learning program ready in the spring to cover summer help pre employment training.

C. New Business

1. **Monthly Safety Topic** – Safety topic – regarding caution to avoid slips, trips and falls was reviewed and distributed.
2. **Injury Review** – 1 injury reported in the Health Department. Employee had a needle stick when the needle bent and punctured the cap when trying to reclose the needle.
3. **Additional items for discussion** – no new items discussed.

D. Training

1. **Office Ergonomics Training** – March 12, 2013 2 sessions 10:00am and 1:00pm – notice was forwarded with return request for sign-up.
2. **Hearing Screening** – Screening will be conducted at the Health Department parking lot on April 4, 2013 – affected employees will sign up for a designated time.
3. **Accident Investigation Policy** - S. Nett reported Policy and Procedure completed – training will be conducted.

4. Additional Training items – no additional items discussed

E. Motion to adjourn at 2:15 PM by K. Clausing seconded by V. Lenz - Meeting adjourned.



**Public Works / Parks Safety Committee
March 26, 2013
Minutes**

Meeting called to order at 9:05 AM.

Present: Corey Gordon, Todd Drew, Pam Captain, Randy Losselyong, Vince Maas
Absent: Ken Popelka, Mark Radtke, Tim Jacobson, Jeff Nieland, Sue Nett, Adam Alix, Kevin Schmahl

Approval of minutes from February 26, 2013 motion by C. Gordon second R. Losselyong. - Motion carried with correction.

B. Old Business

1. **MSDS Sheets electronic program / book availability** – Drew reported that CVMIC is proposing to purchase a MSDS / Haz Comm program which will be available to members. Purchase is pending CVMIC approval likely 2014. Consensus was to wait for CVMIC and put in-house program development on hold.
2. **Leaf Truck – Significant Program Award-** T. Drew will coordinate with employees involved in retro fitting the leaf truck to put together a submission for a CVMIC Program Award. Submissions are due in June.
3. **Public Works Walk Thru** – Quote was requested from McMahon and Associates to calculate the load rating of the cold storage mez.
4. **Diggers Hotline Locates Procedure-** discussion regarding digger's hotline locates and checking the sheet to make sure locates are done prior to digging. Issue had been cited recently. Drew requested issue be discussed with all DPW/Parks employees.
- 5: **Bucket Truck anti-slip mat-** V. Maas researching options.

C. New Business

1. **Monthly Safety Topic** – distributed and discussed
2. **Injury Review.** – No injuries reported from Parks / DPW injuries to be reviewed in April.
3. **Other new items for discussion** – No new items discussed

D. Training

1. **Hearing screening** – Scheduled for April 4 at the Health Department. Sign-up sheet is posted
2. **Rigging Training** – Scheduled for April 16th @ 7:30am at the Library in the Company E Room. Training will be conducted by All Lift Systems and will last approximately 2 hours.
3. **Respirator Fit Testing** – Drew requested that 2 sessions be set up and the crew split – sign ups.
4. **Other new training items or suggestions** – Summer Help Training – Drew will contact CVMIC re: status of their e learning program which would cover summer help – report in April. Summer help training is to be completed prior to the first day. If CVMIC's program is not ready Drew will provide link so that summer help can complete training on line. Trainings will be dependent upon position. Safety Manual, PPE and Haz Comm will be required at a minimum.

E. Motion to adjourn at 10:15 AM made by P. Captain and seconded by M. Rattke - Motion carried.

Draft

SPECIAL MEETING OF THE WATER AND LIGHT COMMISSION

April 4, 2013

Commission President Allwardt called the Special Meeting of the Water and Light Commission to order at 2 P.M. with Commissioners Joanne Roush, Don Merkes, Roy Kordus, and Dan Zelinski present on roll call. Also present were Melanie Krause, Co-General Manager/Business Operations; Steve Grenell, Project Engineer; Tim Gosz, Water Plant Supervisor; Kristin Hubertus, Business Operations Accountant; Paula Maurer, Customer Services Manager; Lonnie Pichler, Electric and Water Distribution Supervisor; and John Teale, Technical Services Engineer.

Item II. No one from the Gallery was heard on any topic of public concern to the Utility:

Item III. Unfinished Business, Springsted Study – Commissioner Allwardt explained the reason for the meeting was to give employees a chance to express their comments on the Springsted study in front of the Commission. The meeting was opened up to the Gallery for comments.

Electric Distribution Technician, Greg Shull, spoke regarding his thoughts on changes that could be made to improve the Utility. Highlights for the Electrical Department included staff restructuring; working on power line economics, larger conductors; work on 35Kv circuitry; installing additional feeder from Meadows back to the city; address step down transformer loop loading on Midway Road; closing Biolife loop; and incorporating automation with larger businesses.

Commissioner Roush asked if his primary concern dealt with the Electric Department infrastructure assessments, planning and improvements. Mr. Shull concurred.

Mr. Shull also commented on the General Manager position; supervisor to employee ratios; sharing a bucket truck with the city; trading the Utility skid loader for a mini excavator; employee morale; and commissioner involvement.

Comm. Roush commented on the different aspects of the Utility that commissioners are involved in such as: evaluating projects; instituting strategic planning; improving the financial reports for ease of understanding; urging changes in Customer Service and stepping up the public profile of the Utilities.

Comm. Allwardt discussed working with staff, on a yearly basis, to go over the Strategic Plan and then the Capital Budget. The question was raised if employees have seen the Strategic Plan or Capital Budget. Management will make the plan available for employees.

Line Foreman, Joel Heider, spoke regarding the General Manager vacancy; restoring morale; overstaffing; quality of work; and cross training difficulties.

Comm. Roush discussed the benefits of cross training employees when there are lulls in the work load. Electric and Water Distribution Supervisor Pichler stated that staff has been looking into possible shared work duty opportunities and maintenance work that could be done during such times.

Commissioners discussed working on the Employee Manual in anticipation to the Union contract ending at the end of 2012.

Comm. Allwardt added that employees need to look at the Strategic Plan and Capital Budget, and discuss any issues with their manager.

Commissioner Kordus departed at 3:10 p.m.

Co-General Manager/Business Operations Krause reported on the Management comments to the Springsted Study. The management team answered the same questions the Commissioners were given at the March 27th commission meeting and comments were compiled into one document. Highlights of recommendations from the report staff agreed upon were: filling of mission critical vacancies; further development of the organizational structure; building the team; and strategic planning.

Recommendations from the report management team had questions on were: broadening scope of Business Services; organizational structure; combining into one Water Department; and shared Human Resources. Best opportunities to increase cooperation were: coordinate infrastructure; partnership beginning at the top with the Council and Commission; joint meetings with city and utilities staff; and putting the steam plant to rest. Missed opportunities centered on the organizational chart; changing the culture of the organization; the belief that Springsted did not fully understand how the Utility was regulated; having an implementation plan; safety and defining management roles.

Responses from all parties will be compiled into one document and sent to Springsted.

Project Engineer Grenell asked if the Commission had a timeframe for the General Manager search. Commissioner Allwardt stated there was no timeframe; the process would need to start with a job description and then advertising for the position.

Item IV. No one from the Gallery was heard on any items discussed at this Meeting.

Item XII. The motion by Comm. Allwardt, seconded by Comm. Zelinski, was unanimously approved on roll call to adjourn at 3:30 p.m.

By: MARK L. ALLWARDT
President

DAN ZELINSKI
Secretary

REGULAR MEETING OF THE WATER AND LIGHT COMMISSION

April 24, 2013

Draft

Commission President Allwardt called the Regular Meeting of the Water and Light Commission to order at 8:00 A.M., with Commissioners Roy Kordus, Don Merkes, Joanne Roush, and Dan Zelinski present on roll call. Also present were Melanie Krause, Co-General Manager/Business Operations; Steve Grenell, Project Engineer; Tim Gosz, Water Plant Supervisor; Kristin Hubertus, Business Operations Accountant; Paula Maurer, Customer Services Manager; Lonnie Pichler, Electric and Water Distribution Supervisor; John Teale, Technical Services Engineer; Energy Services Representative Lisa Miotke; Don Voogt from McMahon Associates; and Wisconsin Urban Forestry Council Representative Jeff Treu.

Those absent were:

Item II. No one from the Gallery was heard on any topic of public concern to the Utility.

Item III. Motion made by Comm. Roush, seconded by Comm. Merkes, was unanimous on roll call to approve the following:

- A. Minutes of the Closed Sessions of December 19, 2012, January 23, February 27, & March 27, 2013.
- B. Minutes of the Regular Meeting of March 27, 2013
- C. Minutes of the Special Meeting of April 4, 2013
- D. Approve and warrant payments summarized by checks dated April 4 - 25, 2013, which includes Net Payroll Voucher Checks, Void O & M Check #043063, and Operation and Maintenance Voucher Checks for a total of \$817,035.45, and Operation and Maintenance Vouchers and Rebates to be paid prior to the next Regular Meeting.
Motion approved unanimously on roll call
- E. Correspondence as listed:
Copy of email dated April 10, from Kristi Lynch Re: Thank you for getting power up
Copy of News Release from City of Menasha Re: Menasha celebrating 30 years as Tree City

With the presence of Wisconsin Urban Forestry Council Representative Jeff Treu, New Business Item A. Arbor Day Foundation Tree Line USA Award, was advanced for discussion.

Mr. Treu presented the Arbor Day Foundation Tree Line USA Award to Electric and Water Distribution Supervisor Lonnie Pichler in recognition of quality tree care; annual worker training; tree planting; and public education. Mr. Treu commented on what an accomplishment it is for a Utility to meet the criteria to be eligible for such an award.

Mr. Pichler thanked the Foundation for the award, and gave recognition to the effort and dedication of staff in helping to move the process forward.

Mr. Treu departed at 8:20 a.m.

Item IV. March Financial and Project Status Reports – Business Accountant Hubertus reported the consumption of electricity increased 1.01% overall compared to budget, however, net operating income is lower than budget because of the cost of power reflected in the PCAC, DCA and ECA rates. Projects delayed due to cash flow restrictions will continue to be monitored monthly. The Project Status report has been reformatted to separate external and internal costs. External costs include supplies and materials used to complete a project. Internal costs compare the actual to budgeted labor dollars.

Commissioner Allwardt voiced his concern over delaying the purchase of bucket truck #13 again this year; stating large expenditures on equipment need to be spaced out in order to avoid back-to-back year purchases. The dump truck for 2014 was looking at being swapped for the budget to avoid this.

Water consumption increased 15.54% compared to budget which was mainly driven by a large industrial customer's consumption. East Basin ceiling and wall repair work is closed and booked to the income statement in March. Chemical costs are under budget by \$1,888.

Water Plant Supervisor Gosz gave an update on the plans for the current security system. Fiber optics will be run to the chemical feed building and head house which would allow communication between the buildings and increased security in those areas; new cameras will be installed; and the man-down system will be integrated with the existing PLC. Staff is also researching available options for an overall water security system plan that will be brought back for the 2014 budget.

After discussion, the Commission accepted the March Financial and Project Status Reports as presented.

Item V. Claims Against The Utility – there were no claims discussed at this meeting.

Item VI. Purchase Orders over \$10,000.00 issued since the last Commission meeting were presented for informational purposes.

Item VII. Unfinished Business, Springsted Study – Co-General Manager/Business Operations Krause stated the comments from the commission, management team, and employees of the Utilities were sent to Springsted. Commissioner Merkes stated discussion regarding the Springsted Study was scheduled for the next council meeting and the City's

comments would then be forwarded to Springsted. The report will be finalized after all comments are received.

With the presence of Don Voogt of McMahon Associates, Commission President Allwardt advanced New Business Item D. RFQ for Water Quality Sampling and Analysis.

Item VIII. New Business, RFQ for Water Quality Sampling and Analysis – The Wisconsin Department of Natural Resources has accepted the Water Quality Sampling Plan submitted in January. Requests for Quotations (RFQ's) have been solicited for sample collections at site #2 and for water analysis testing that could not be performed in-house. A budget estimate for the implementation of the plan has been tabulated in Table #2 of the materials presented. The budget estimate may be revised after initial testing has been completed. Mrs. Krause noted the timeline for the plan has been updated and is included in the materials handed out. Staff is asking the commission for approval of the contracts to start the sampling plan in early May 2013.

After discussion of the items presented in the proposed budget of sample collection/analysis costs for the Source Water Quality Study, the motion by Commissioner Roush, seconded by Commissioner Kordus was unanimous on roll call to approve an amount, not to exceed \$50,000 that will be split between Badger Laboratories, Northern Lake Services and University of Wisconsin Milwaukee for the collection and analyzing of water.

Mr. Gosz commented briefly on the High Lift Pump Station. The valve on the Manitowoc tower was closed so the pump station could be tested. Pressure was increased gradually over two days in order to overflow the Island tower. There were no pressure disturbances or main breaks noted.

Mr. Voogt departed at 9:00 a.m.

New Business, Plan for GM Position – Commissioner Allwardt stated updating the job description would be the first step in conducting a thorough job search for the General Manager (GM) position. Comm. Allwardt and Comm. Roush met earlier in the week to discuss the job description, utilizing position descriptions acquired from other Utilities for comparison. After review, Core Competencies recognizing leadership, relationships, and strategy, taken directly from the Springsted report, were added to the GM job description. The updated position description was sent to the other commissioners for review.

The next step in the process would be to select a recruiting agency or proceed on our own and select periodicals to advertised in; collect and review resumes; phone interview candidates; provide WPPI with a list of the top 3-4 candidates for their comments; interview remaining candidates on-site; and make a selection with an estimated completion of October 2013. Mrs.

Krause will continue as interim GM during the process and has the full backing of the commission.

The commissioners requested the scheduling of a special meeting in order to finalize the GM job description.

Path Forward on the Strategic Plan – Mrs. Krause asked the commission to bring their ideas and expectations to the May meeting in order for the management team to have a clear direction of what the commission would like from the Strategic Plan. The management team will bring their recommendations as well.

Item IX. Project Reports, Water Plant Projects – The bidding process will begin on the High Lift Pump Station Main Project in June. The West Basin Project bid notice will be advertised on April 19th & April 26th. A walk through is scheduled for May 9th with bids due May 16th. Comm. Roush asked for a written summary of upcoming technology upgrades, how they are being resolved, and who will be leading the projects.

Metering Practice & Plan – Staff is continuing to attend the WPPI Metering & Billing workshops. Meter change outs for the CP1 customers are scheduled to be finished in May. A meter verification testing plan for residential customers is being worked on. A possible statistical sample program protocol may be utilized for future testing.

Mrs. Krause commented on the meter discrepancies uncovered in the beginning of 2013. The PSC approved allowing a refund adjustment going back two years. The projected shortfall of \$250,000 has been reduced to a shortfall of \$50,000.

Item X. Staff Reports, Electric and Water Distribution/Safety Report – Electric and Water Distribution Supervisor Pichler reported that initial stages of tree trimming are complete. The Exopack substation is energized and completed.

Telecommunications – Technical Services Engineer Teale reported Menasha Utilities was approached by a customer interested in running dark fiber between their two facilities.

Water Plant – The head house is scheduled to go online in two weeks.

Co-General Manager/Business Operations – Mrs. Krause reported the revenue requirement analysis from the PSC on the electric rate case has been received. A rate increase of 1.8% overall is identified. The cost of service will determine the cost to each class of customers.

Customer Services – Customer Services Manager Maurer gave an update on the first round of disconnects made after the moratorium ended. Of the 235 customers called, 48 were disconnected, and within the week 35 were reconnected.

Project Engineer – there were no additional questions to the report presented.

Energy Services Representative/Key Accounts – Energy Services Representative Miotke discussed a Focus on Energy program which offers free installation of energy saving devices for residential customers. Letters will be sent out to Menasha Utilities customers outlining the program.

Item XI. No one from the Gallery was heard on any items discussed at this Meeting.

Item XII. The motion by Comm. Zelinski, seconded by Comm. Roush, was unanimously approved on roll call to adjourn at 10 a.m.

By: MARK L. ALLWARDT
President

DAN ZELINSKI
Secretary

NOTE: THESE MINUTES ARE NOT TO BE CONSIDERED OFFICIAL UNTIL
ACTED UPON AT THE NEXT REGULAR MEETING, THEREFORE, ARE
SUBJECT TO REVISION.

April 1, 2013

Members of Menasha Parks and Recreation Board

Friends,

I have been a frequent visitor to the Menasha Conservancy over the past few years, as a hiker, birdwatcher, and cross-country skier. I have come to love this small and unknown treasure of our City. While enjoying solitary walks, I often found myself noting s need for clearing some of the remaining evidence of the Conservancy's previous existence as a casual dump, and how I might help make that happen.

Last year, I mentioned it to fellow members of the Northeast Wisconsin Birding Club as a possible service project for members. Several immediately expressed interest in doing something for the Conservancy.

I discussed a project with Director Brian Tungate, who expressed interest. As I thought more about the Conservancy, I became increasingly aware of several issues:

1. The Conservancy is part of a larger wetland ecosystem stretching from Heckrodt Wetland Reserve through the Conservancy and along much of the North Shore area including privately and publicly owned properties, many "undevelopable" in conventional building terms – and some already developed, but incorporating ponds, wetlands and wooded areas.
2. The City has done some effective work to: remove substantial amounts of waste materials; cap some areas with clay; and create and maintain a system of trails in a portion of the property. The City has also provided a parking area, and during winter months groomed an excellent cross-country ski trail.
3. There are tentative plans for future construction of a portion of the Friendship Bike Trail across a portion of the wetland.
4. The presence of new residential developments to the east and north of the property demonstrate an interest in the land either as developable or simply as a value enhancer for the properties already developed.
5. The City has, to my knowledge, no published long-range plan or conceptual documentation for the Conservancy.

I began to widen the number of people and organizations who might be able to contribute expertise to resolve my questions. At this point, Joe Henry of the DNR, Tracey Koenig of Heckrodt, Steve Petznick of Mosquito Hill Nature Center (and President of the Northeast Wisconsin Birding Club), Denny Simon and Jim Klinkert of the Northeast Wisconsin Land Trust and several members of the NWBC have expressed interest in helping evaluate the site relative to flora and fauna – particularly bird life. Brian Tungate and Greg Keil have been kept informed and have contributed valuable information. We are considering widening the participation to other groups that might have an interest including the Winnebago County chapter of the National Audubon Society and the Wild Ones.

I am organizing a meeting and evaluative tour of the area for May 15. Our hope is that we can provide members of the Board with at least a rough preliminary evaluation of the property for flora and fauna preservation and enhancement. It is possible that there will be suggestions for further study.

It is my hope that any report and information from this effort will assist the Board in developing a mission statement and long range plans for our Conservancy. In the meanwhile, I am hoping that a small group of well-qualified avian experts will begin a survey of birdlife in the Conservancy. None of the above activities will incur any costs for the City. Besides providing information for the Board's own planning activities, any documentation generated could provide supporting evidence for future grant requests in support of potential habitat expansion or improvement projects which might be identified.

Thank you very much for your foresight in acquiring and caring for this valuable ecological resource. And thank you for any input and support you may provide.

Sincerely,

Jack E. Fry
318 Willow Lane
Menasha

STATE OF WISCONSIN DEPARTMENT OF NATURAL RESOURCES
PUBLIC NOTICE OF INTENT TO REISSUE A WISCONSIN POLLUTANT DISCHARGE ELIMINATION
SYSTEM (WPDES) PERMIT No. WI-0037389-08-0

Permittee: SCA Tissue North America LLC, PO Box 2400 , Neenah, WI 54957-2400

Facility Where Discharge Occurs: SCA Tissue North America LLC, 190 3rd St. (FKA Tayco St.)

Receiving Water and Location: SCA Tissue North America, LLC discharges treated wastewaters to Little Lake Butte Des Morts. The discharge is located in the Little Lake Butte Des Morts Watershed (LF 06) in the Lower Fox River Basin. The average seven-day stream flow for the Lower Fox River that occurs at this location for any ten year period is 930 cfs.

Brief Facility Description and Summary of Proposed Changes: SCA Tissue North America, LLC (hereafter simply SCA Tissue) manufactures a full product line for the commercial and industrial tissue markets consisting of more than 2,200 items including; napkins, tissue, table covers, bathroom tissue and toweling. The raw material for virtually all products manufactured by SCA Tissue is 100% recycled fiber. SCA Tissue operates 4 paper machines and 3 deinking plants and produces approximately 608 tons per day of tissue paper from deinked pulp and pulp substitutes.

Permit Drafter: Barton T. Chapman, P.E., DNR, 101 S. Webster St., PO Box 7921, Madison, WI 53707, (608) 266-3906, barton.chapman@wisconsin.gov

Basin Engineer: Mark Stanek, DNR, 625 E County Road Y, Suite 700, Oshkosh, WI 54901, (920) 424-7895, mark.stanek@wisconsin.gov

The Department has tentatively decided that the above specified WPDES permit should be reissued.

Proposed Mercury Variance: The Department has determined that a water quality-based effluent limitation (WQBEL) of 1.3 ng/L for mercury is needed to protect wildlife and human health in the above-named receiving water. The permittee has submitted an application for an alternative mercury effluent limitation (AMEL). The application included a pollutant minimization program (PMP) plan for mercury as required under s. NR 106.145(8), Wis. Adm. Code. The Department concludes that the permittee has qualified for a variance based on the information submitted, information on file and the findings provided in s. NR 106.145(1), Wis. Adm. Code. The Department and the permittee have mutually agreed upon an AMEL of 10.4 ng/L and 22.2 ng/L for Outfalls 001 and 002 respectively, expressed as a daily maximum, continued influent and effluent monitoring, and permit language requiring implementation of the PMP. The Department proposes to grant the AMEL, which represents a variance to the water quality standard used to derive the WQBEL, as provided for under s. NR 106.145(6), Wis. Adm. Code. The designated use of the receiving water will not change as a result of the variance.

Persons wishing to comment on or object to the proposed permit action, or to request a public hearing, may write to the Department of Natural Resources at the permit drafter's address. All comments or suggestions received no later than 30 days after the publication date of this public notice will be considered along with other information on file in making a final decision regarding the permit. Anyone providing comments in response to this public notice will receive a notification of the Department's final decision when the permit is issued. Where designated as a reviewable surface water discharge permit, the U.S. Environmental Protection Agency is allowed up to 90 days to submit comments or objections regarding this permit determination. If no comments are received on the proposed permit from anyone, including U.S. EPA, the permit will be issued as proposed.

The Department may schedule a public informational hearing if requested by any person and shall schedule a public informational hearing if a petition requesting a hearing is received from 5 or more persons or if response to this notice indicates significant public interest pursuant to s. 283.49, Stats. Requests for a public informational hearing shall state the following: the name and address of the person(s) requesting the hearing; the interest in the proposed permit of the person(s) requesting the hearing; the reasons for the request; and the issues proposed to be considered at the hearing.

Information on file for this permit action, including the draft permit, fact sheet (if required), and permit application, may be inspected and copied at the permit drafter's or basin engineer's office, Monday through Friday (except holidays), between 9:00 a.m. and 3:30 p.m. Please call the permit drafter or basin engineer for directions to their office location, if necessary. Information on this permit action may also be obtained by calling the permit drafter at (608) 266-3906 or by writing to the Department. Reasonable costs (usually 20 cents per page) will be charged for copies of information in the file other than the public notice and fact sheet. Permit information is also available on the internet at: <http://dnr.wi.gov/topic/wastewater/PublicNotices.html>. Pursuant to the Americans with Disabilities Act, reasonable accommodation, including the provision of informational material in an alternative format, will be made to qualified individuals upon request.

PUBLISHING NEWSPAPER: Post Crescent, PO Box 59, Appleton, WI 54912-0059
Date Notice Issued: April 10, 2013



1425 Corporate Center Drive
Sun Prairie, WI 53590
P: 608.834.4500 F: 608.837.0274
www.wppienergy.org

April 26, 2013

Donald Merkes
Mayor
Menasha City Hall
140 Main St.
Menasha, WI 54952

RE: Thank You for Your Advocacy to Preserve Tax-Exempt Municipal Financing

Dear Donald:

On behalf of the WPPI Energy membership's Policy and Communications Leadership Council, we are writing to express our thanks for your community's support in advocating for the preservation of tax-exempt municipal bonds as a necessary tool for the affordable financing of essential municipal infrastructure and services.

All told, WPPI Energy member communities passed 29 such local resolutions, which we recently presented to our congressional delegates during visits we made on Capitol Hill in conjunction with the American Public Power Association's (APPA) annual legislative rally. Your efforts did not go unnoticed by the lawmakers with whom we met, nor by your peer public power communities. In fact, during the APPA event, WPPI Energy members received national recognition from APPA for this significant number of resolutions, which accounted for more than half of the resolutions of this type that APPA has received from public power communities to date.

Not only have your efforts been noticed, they have made a difference. We are pleased to report that a bi-partisan resolution has been introduced in the House of Representatives, H.Res. 112, "Celebrating the history of municipal bonds, the 100-year precedent of the Federal tax exemption for municipal bond interest, and the important contribution municipal bonds have made to economic growth and wellbeing in each State and municipality in our great Nation." In addition, a group of 14 Democrats in the Senate recently signed on to a letter urging President Obama to avoid altering the tax-exempt status of municipal bonds.

While the fight is not over yet, your community's efforts have made an important contribution to the effort of preserving tax-exempt municipal financing and the savings it provides to taxpayers and ratepayers. Thank you for your leadership on this important issue.

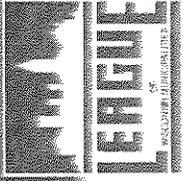
Very truly yours,

Jeff Feldt
Chair, WPPI Energy Member Policy &
Communications Leadership Council
General Manager, Kaukauna Utilities

Paul Fisk
Vice Chair, WPPI Energy Member Policy &
Communications Leadership Council
Mayor, City of Lodi, Wis.

2013

REGIONAL DINNER MEETINGS



2013

Mark your calendar for a Regional Dinner Meeting! Each Regional Dinner Meeting provides the opportunity to improve contact with neighboring officials and get the latest information on municipal topics. Don't miss this chance to network with your fellow local officials!

At each of the six regional meetings, Dan Thompson, Executive Director of the League, will present updates on proposed state legislation.

Darlington
May 2

Pewaukee
May 9

Stevens Point
May 16

Lake Delton
May 23

Green Bay
June 6

Eau Claire
June 13

Cash bar at 5:30 p.m.
Dinner at 6:30 p.m.

REGIONAL
DINNER
MEETINGS

At Six Locations

- ◆ Darlington
- ◆ Pewaukee
- ◆ Stevens Point
- ◆ Lake Delton
- ◆ Green Bay
- ◆ Eau Claire

2013 Regional Dinner Meeting Registration

May 2
Darlington
 The Bridges Restaurant
 201 Christensen Dr. (Super 8)

May 9
Pewaukee
 Country Springs Hotel
 2810 Golf Rd.

May 16
Stevens Point
 Holiday Inn
 1001 Amber Ave.

May 23
Lake Delton
 Kalahari Resort
 1305 Kalahari Dr.

June 6
Green Bay
 Stadium View Restaurant
 1963 Holmgren Way

June 13
Eau Claire
 Holiday Inn Campus
 2703 Craig Rd.

Please make the following reservation for the Regional Dinner Meetings

- Darlington, May 2, 2013
- Pewaukee, May 9, 2013
- Stevens Point, May 16, 2013
- Lake Delton, May 23, 2013
- Green Bay, June 6, 2013
- Eau Claire, June 13, 2013

Name (please type or print) _____ Position _____

Contact Person _____ (for questions regarding this registration)
 Address _____ Municipality _____
 Zip _____ E-mail _____

Payment Method
 Credit Card or Check Card type _____
 (Master Card, Visa, or Discover)
 Number _____ Exp _____ Vcode _____
 Name on Card _____

Please enclose dinner fee of \$20 per reservation. Make checks payable to the League of Wisconsin Municipalities. Return this form no later than five days prior to your chosen dinner. Registration by phone cannot be accepted.

Mail to: League of Wisconsin Municipalities, 122 W. Washington Ave., Suite 300, Madison, WI 53703
 Fax: (608) 267-0645 or register on-line: www.lwmm-info.org

Registration fees, less the \$10 processing fee, are refundable if the League receives the cancellation not later than three days before the dinner. Refunds are not available for cancellations made within three days of the dinner.



Please place an "X" through the box if you need an accommodation regarding a disability. We will contact you to make the necessary arrangements.

Agenda

2013 New Municipal Officials Workshops Registration

8:30 Registration - Coffee

9:00 Welcome

Dan Thompson, Executive Director, League of Wisconsin Municipalities

Framework of Wisconsin Local Government

Dan Thompson

Powers of City Councils and Village Boards

Claire Silverman, Legal Counsel, or Daniel Olson, Assistant Legal Counsel, League of Wisconsin Municipalities

Recognizing and Avoiding Conflicts of Interest

Claire Silverman, Legal Counsel, or Daniel Olson, Assistant Legal Counsel, League of Wisconsin Municipalities

10:45 Break

11:00 **Budgeting & Financial Oversight**

Tom Hoff, MBA, Financial Service Mgt., Eau Claire

Noon Lunch (included)

1:00 **Procedures for Local Government Meetings**

Larry Larmer, Professor Emeritus, Local Government Center, UW-Madison

2:15 Break

2:30 **Managing Public Works Activities**

Ben Jordan, Department of Engineering Professional Development, UW-Madison

Open Discussion

3:45 Adjournment

Please make the following reservation for the New Municipal Officials Workshop at

- Madison, Crowne Plaza Hotel, May 10, 2013
- Kimberly, Liberty Hall/Hilton Garden, June 7, 2013
- Eau Claire, Holiday Inn Campus, 2703 Craig Rd., June 14, 2013

Name (please type or print) _____ Position _____

Contact Person _____ (for questions regarding this registration)

Address _____ Municipality _____

Zip _____ E-mail _____

Payment Method

Credit Card or Check

Number _____ Exp _____ Vcode _____

Card type _____
(Master Card, Visa, or Discover)

Name on Card _____

Please enclose registration fee of \$60 (member) or \$85 (non-member) per person. Make checks payable to the League of Wisconsin Municipalities. Return this form no later than five days prior to your chosen seminar. Registration by phone cannot be accepted.

Mail to: League of Wisconsin Municipalities, 122 W. Washington Ave., Suite 300, Madison, WI 53703
 Fax: (608) 267-0645; On-Line: www.lwm-info.org

Registration fees, less the \$10 processing fee, are refundable if the League receives the cancellation not later than three days before the institute. Refunds are not available for cancellations made within three days of the institute.



Please place an "X" through the box if you need an accommodation regarding a disability. We will contact you to make the necessary arrangements.

2013

NEW MUNICIPAL OFFICIALS WORKSHOPS

The League of Wisconsin Municipalities, in cooperation with the Department of Professional Development and Applied Studies, Local Government Center, UW-Extension and the Department of Engineering Professional Development, UW-Madison, is sponsoring a one-day workshop for new city and village officials.

This Workshop provides a basic course on local government for officials who assumed office this spring. Other city and village officials who wish to brush up on their knowledge of local government or missed the previous annual workshops may also find the meetings beneficial.

WORKSHOP LOCATIONS

May 10, 2013

Madison

Crowne Plaza Hotel, 4402 E. Washington Ave.

June 7, 2013

Kimberly

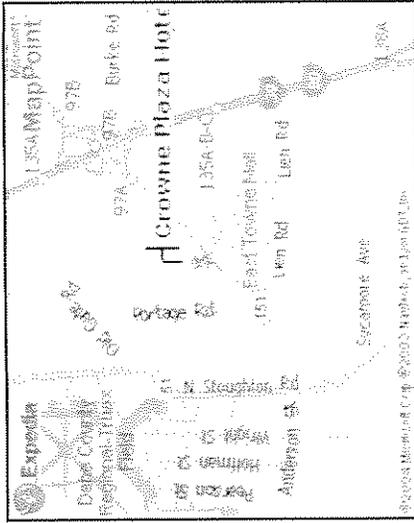
Liberty Hall/Hilton Garden, 800 Eisenhower Dr.

June 14, 2013

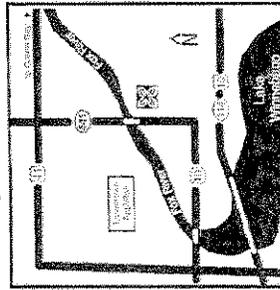
Eau Claire

Holiday Inn Campus, 2703 Craig Rd.

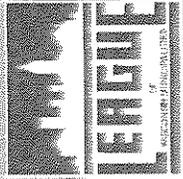
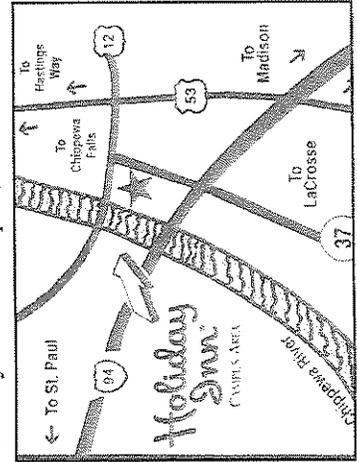
Crowne Plaza, Madison



Liberty Hall/Hilton Garden, Kimberly



Holiday Inn - Campus, Eau Claire



2013

NEW OFFICIALS WORKSHOPS

At Three Locations

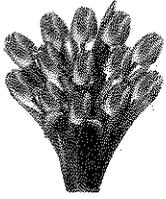
◆ Madison

◆ Kimberly

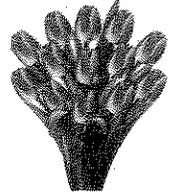
◆ Eau Claire

MENASHA HISTORICAL SOCIETY NEWS

May 2013



**SPRING IS SPRUNG (??) THE GRASS IS RIZ
I WONDER WHERE THE FLOWERS IZ ??**



IMPORTANT NOTICE

**TOUR OF WHITING PAPER COMPANY HAS BEEN CHANGED TO
WEDNESDAY, MAY 8**

**11:30 AM LUNCH – B. J. CLANCY'S - 3341 S. ONEIDA
1:30 PM TOUR – WHITING PAPER COMPANY - 100 RIVER STREET**

This will be the last newsletter until August but the Resource center/museum will remain open as usual every Monday (except holidays) 9:30 am – 12:30 pm and 6:00 – 8:00 pm. As there is always work to be done we are happy to accept any volunteer help. All it takes is a telephone call or stop in to see us. Events we will be involved in this summer are the downtown Farmers Market (as often as we have volunteers for partial or whole shifts) 2:00-6:00 p.m., Thursdays, June-Oct.; Memorial Day Parade; open-house during city-sponsored events; planning next year's programs (suggestions are always welcome); continuation of preparing our files for digitizing (computer literate).

APRIL PROGRAM

To our many members who were not able to attend this outstanding program—we missed you! 68 persons (family, friends, and teachers of the students, along with your board of directors and a few of our own members) were entertained to an evening of beauty, education and to many of us reliving our past, all set in a serene atmosphere. The students of the Appleton Career Academy, were "professional" acting in their roles as models. With the help of their teacher, Mark Ropella, they also designed and printed the advertising posters and programs, which included individual pictures of the girls, wrote the script, and decorated the hall (no one would have recognized the old upper room at the Memorial Building). The laughter and applause said it all as the lone male student modeled (and showed off his muscles) a 100% wool, 1-piece man's swim suit worn in the early 1900's. Thank you to all who contributed cookies, breads, bars and the delicious punch for our refreshments. That was the final touch to a most enjoyable evening. In addition, the countless hours, behind the scenes, by our own historical society volunteers cannot be measured. A FANTASTIC JOB BY ALL!!

May 6 – 6:00 p.m. Board Meeting

WISH LIST

1 or 2 display cabinets (with glass) so we can protect and exhibit our artifacts and books more securely.
(Perhaps someone knows of a business closing and is selling such items.)

Please call Bob 725-0250 or Jean 722-7349.

WELCOME NEW MEMBERS

Michael Hoks Vietnam War Veteran (interview part of November 2012 veteran's program.)

Carol Harp Displayed and presented historical background regarding the hair equipment she previously donated to our historical museum. (April 2013 program)

Thank you both for joining and participating in our programs.

THANK YOU

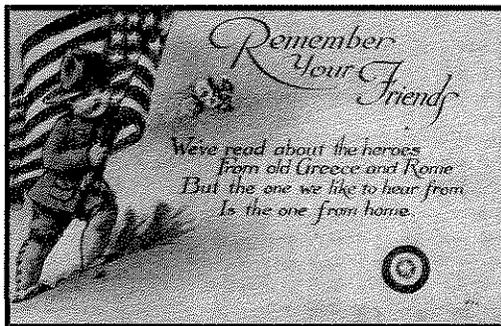
David Galassie, author of our "Menasha" book, has recently sent us two royalty checks. We are very appreciative of his financial support as we continue to move forward in the world of new technology to enhance the society's future.

An "OPEN" flag, has also been donated, to make us more visible to anyone passing by or first-time visitors. When using our new doorbell please press hard on both the top and bottom as it seems to have a "mind of its own" and only works intermittently

MEMORIAL DAY REMEMBERANCE

Lest we not forget!

They gave their tomorrows for our todays!



RESOURCE CENTER & MUSEUM

(Located at 640 Keyes Street)

P.O. Box 255

Menasha, WI 54952

jchew2366@yahoo.com

menashahistorical@yahoo.com

www.menashahistorical.webs.com

OFFICERS & BOARD OF DIRECTORS

PRESIDENT

Bob Smarzinski

VICE-PRESIDENT

Jean Chew

SECRETARY

Dolores Gear

TREASURER

Nancy Ropella

EX-OFFICIO

Nancy Barker

Sylvia Biebel

Paul Brunette

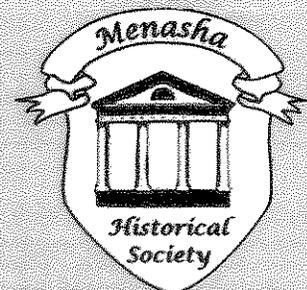
Stacey Hoekstra

Nick Jevne

Tom Konetzke

Dick Loehning

Carol Sweet



CITY OF MENASHA
COMMON COUNCIL
Third Floor Council Chambers
140 Main Street, Menasha
TUESDAY, April 16, 2013
MINUTES

DRAFT

A. CALL TO ORDER

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

B. PLEDGE OF ALLEGIANCE

Moment of Silence was observed for victims of Boston Marathon bombing.

C. ROLL CALL/EXCUSED ABSENCES

PRESENT: Aldermen Klein, Taylor, Sevenich, Langdon, Krueger, Zelinski, Englebert, Benner
ALSO PRESENT: Mayor Merkes, CA/HRD Captain, PC Styka, FC Auxier, DPW Radtke, CDD Keil,
Dpty Treasurer Sassman, PHD Nett, PRD Tungate, LD Lenz, Clerk Galeazzi

D. PUBLIC HEARING

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

Minutes to receive:

- a. Administration Committee, 4/1/13
- b. Board of Public Works, 4/1/13
- c. Personnel Committee, 4/1/13

Communications:

- d. Board of Canvass for April 2, 2013 Spring Election
- e. Arbor Day Ceremony Invitation
- f. Cities of Menasha, Neenah, Town of Menasha Sustainability Board Recycling Event
- g. Menasha Utilities Honored with National Award for Outstanding Safety Practices

Moved by Ald. Sevenich, seconded by Ald. Langdon to receive Minutes and Communications A-G.
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, 4/1/13

Administration Committee, 4/1/13: Recommends approval of:

2. Listing Agreement with Grubb/Elilis-Pfefferle for 901 Airport Road, Menasha
3. Tower and Ground Space Lease Agreement between City of Menasha and Airadium Communications, Inc

Board of Public Works, 4/1/13: Recommends approval of:

4. Street Use Application – Diablo Criterium: Sunday, June 9, 2013: 7:00 AM – 7:00 PM (Diablo Cycling)
5. Authorization to Execute Inter-Municipal Agreement with the Town of Menasha Regarding Melissa Street Rehabilitation Project

Moved by Ald. Sevenich, seconded by Ald. Langdon to approve Consent Agenda items 1-5.
Motion carried on roll call 8-0.

H. ITEMS REMOVED FROM CONSENT AGENDA

I. ACTION ITEMS

1. Accounts payable and payroll for the term of 4/4/13-4/11/13 in the amount of \$1,838,474.86

Moved by Ald. Klein, seconded by Ald. Langdon to approve accounts payable and payroll.

Motion carried on roll call 8-0.

2. Application for Outdoor Extension, Mario's Fresh Mexican Cuisine, LLC, 14 Tayco Street, Menasha, April 17, 2013 to June 30, 2013

Moved by Ald. Klein, seconded by Ald. Englebert to approve application for outdoor extension for Mario's Fresh Mexican Cuisine, 14 Tayco Street, Menasha, April 17 to June 30, 2013.

Motion carried on roll call 8-0.

3. Acceptance of Donation of Outlot 5 and access easements (Menasha Shoreline Park)

Moved by Ald. Klein, seconded by Ald. Krueger to approve acceptance of donation of Outlot 5 and access easements (Menasha Shoreline Park)

Motion carried on roll call 8-0.

J. ORDINANCES AND RESOLUTIONS

1. O-1-13 An Ordinance Repealing and Recreating Section 7-2-20 to 7-2-26 of the Code of Ordinances (Operator's License) (Introduced by Ald. Sevenich)

Moved by Ald. Sevenich, seconded by Ald. Krueger to adopt O-1-13.

Motion carried on roll call 8-0.

K. APPOINTMENTS

L. HELD OVER BUSINESS

M. CLAIMS AGAINST THE CITY

N. PUBLIC COMMENTS ON ANY MATTER LISTED ON THE AGENDA

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

No one spoke.

O. PRESENTATION TO OUTGOING COMMITTEE/BOARD/COMMISSION MEMBERS

Debra Gorell - Landmarks Commission
Joe Guidote - Water & Light Commission
Dorothy Jankowski - Board of Health
Mary Nebel - Landmarks Commission
Ron Suttner - Parks & Recreation Board
Gary Wisneski - Library Board

Mayor Merkes recognized outgoing committee/board/commission members.

Mary Nebel was present and received a Certificate of Appreciation for her time on Landmarks Commission.

P. PRESENTATION TO OUTGOING ALDERMEN

Alderman Chris Klein - District 1
Alderman Steve Krueger - District 5

Mayor Merkes presented a plaque and thanked Ald. Klein and Krueger for their service on the Common Council.

Q. ADJOURN - Sine Die

Moved by Ald. Krueger, seconded by Ald. Langdon to adjourn Sine Die at 6:20 p.m.

Motion carried on voice vote.

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

CITY OF MENASHA
NEW COMMON COUNCIL
Third Floor Council Chambers
140 Main Street, Menasha
TUESDAY, April 16, 2013
MINUTES

DRAFT

A. CALL TO ORDER

Meeting called to order by Mayor Merkes at 6:30 p.m.

B. PLEDGE OF ALLEGIANCE

Moment of Silence for the New Council to make good decisions to benefit the community in the upcoming year.

Oath of Office – Newly Elected Officials. Clerk Galeazzi administered the Oath of Office to newly elected Council members (Ald. Nichols, Sevenich, Keehan, Englebert)

C. ROLL CALL/EXCUSED ABSENCES

PRESENT: Aldermen Nichols, Taylor, Sevenich, Langdon, Keehan, Zelinski, Englebert, Benner

ALSO PRESENT: Mayor Merkes, CA/HRD Captain, PC Styka, FC Auxier, DPW Radtke, CDD Keil, Dpty Treasurer Sassman, PHD Nett, PRD Tungate, LD Lenz, Clerk Galeazzi

D. PUBLIC HEARING

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

G. CONSENT AGENDA

H. ITEMS REMOVED FROM CONSENT AGENDA

I. ORDINANCES AND RESOLUTIONS

1. R-4-13 Resolution Providing for the Method of Selecting Certain Council/Committee Officials
(Introduced by Ald. Sevenich)

Moved by Ald. Sevenich, seconded by Ald. Langdon to adopt R-4-13.

Motion carried on roll call 8-0.

J. ACTION ITEMS

K. APPOINTMENTS

1. Common Council Appointments

a Council President (1 year term effective immediately)

Moved by Ald. Taylor, seconded by Ald. Langdon to nominate Ald. Sevenich as Council President.

Moved by Ald. Nichols, seconded by Ald. Englebert to nominate Ald. Benner as Council President.

1st roll call: Motion tied on roll call 4-4.

Voting for Sevenich: Taylor, Sevenich, Langdon, Zelinski

Voting for Benner: Nichols, Keehan, Englebert, Benner

2nd to 158th roll call: Motion tied on roll call 4-4.

Voting for Sevenich: Taylor, Sevenich, Langdon, Zelinski

Voting for Benner: Nichols, Keehan, Englebert, Benner

Moved by Ald. Englebert, seconded by Ald. Zelinski to recess at 8:10 p.m.

Reconvened at 8:25 p.m.

DRAFT

K. APPOINTMENTS, cont'd.

1. Common Council Appointments, cont'd.

a. Council President (1 year term effective immediately), cont'd.

Moved by Ald. Englebert, seconded by Ald. Langdon to reconsider R-4-13.

Motion carried on roll call 8-0.

Moved by Ald. Englebert, seconded by Ald. Langdon to amend R-4-13 to allow for a paper ballot for up to eight times as a method of selecting Council/Committee officials.

Motion on amendment carried on roll call 8-0.

Motion to adopt R-4-13 as amended carried on roll call 8-0.

1st paper ballot: Ald. Sevenich – 4 votes; Ald. Benner – 4 votes

2nd to 8th paper ballot: Ald. Sevenich – 4 votes; Ald. Benner – 4 votes

Moved by Ald. Englebert, seconded by Ald. Langdon to reconsider R-4-13.

Motion carried on roll call 8-0.

Moved by Ald. Englebert, seconded by Ald. Langdon to amend R-4-13 to allow drawing names out of a container as a method of selecting Council/Committee officials.

Motion on amendment carried on roll call 8-0.

Names were put in a container and Dan Kelpinski, from UW-Fox Valley was asked to draw. He drew Ald. Benner's name. Ald. Benner was declared Council President.

b. An Alderman Member to the Plan Commission (1 year term effective immediately)

Moved by Ald. Taylor, seconded by Ald. Zelinski to nominate Ald. Benner for Alderman Member to the Plan Commission.

Having no other nominations the clerk was directed to cast a unanimous ballot for Ald. Benner for Alderman Member to the Plan Commission.

c. An Alternate Alderman Member of the Plan Commission (1 year term effective immediately)

Moved by Ald. Taylor, seconded by Ald. Benner to nominate Ald. Zelinski as Alternate Alderman Member to the Plan Commission.

Having no other nominations the clerk was directed to cast a unanimous ballot for Ald. Zelinski for Alternate Alderman Member to the Plan Commission.

L. RECESS TO COMMITTEES

Recessed at 8:55 p.m. to Personnel Committee, Administration Committee, Board of Public Works
Reconvened at 9:50 p.m.

M. APPOINTMENTS

1. Common Council Appointments

a. NM Fire Rescue Joint Finance and Personnel Committee:

1) Council President – Ald. Benner

2) Personnel Committee Chairman – Ald. Englebert

b. Information Systems Steering Committee – Ald. Nichols

2. Mayor's Committee Appointments

a. Approval of Ald. Sevenich to Parks & Recreation Board (1 year term effective immediately)

Item held

b. Approval of Ald. Keehan to the Landmarks Commission (1 year term effective immediately)

Moved by Ald. Englebert, seconded by Ald. Nichols to approve Ald. Keehan to the Landmarks Commission

Motion carried on voice vote.

DRAFT

M. APPOINTMENTS, cont'd.

2. Mayor's Committee Appointments, cont'd.

- c. Approval of Ald. Langdon to the NM Fire Rescue Joint Finance and Personnel Committee (1 year term effective immediately)

Moved by Ald. Englebert, seconded by Ald. Zelinski to approve Ald. Langdon to the NM Fire Rescue Joint Finance and Personnel.

Motion carried on voice vote.

- d. Approval of Ald. Langdon to the Parking Committee (1 year term effective immediately)
Moved by Ald. Zelinski, seconded by Ald. Englebert to approve Ald. Langdon to the Parking Committee.

Motion carried on voice vote.

- e. Approval of Ald. Taylor to the Heckrodt Wetland Reserve Board (1 year term effective immediately)

Moved by Ald. Nichols, seconded by Ald. Keehan to approve Ald. Taylor to the Heckrodt Wetland Reserve Board.

Motion carried on voice vote.

- f. Approval of Michael Keehan to the Housing Authority

Moved by Ald. Englebert, seconded by Ald. Benner to approve Michael Keehan to the Housing Authority for the term April 16, 2013 to July 21, 2013.

Motion carried on voice vote.

- g. Re-appointment to the Plan Commission of Dave Schmidt, 709 Parkview Street, Menasha for the term May 1, 2013 to May 1, 2016

Moved by Ald. Benner, seconded by Ald. Englebert to approve re-appointment to the Plan Commission of Dave Schmidt for the term May 1, 2013 to May 1, 2016.

Motion carried on voice vote.

- h. Re-appointment to the Police Commission of Terrie Reuss, 452 Nicolet Blvd, Menasha for the term May 1, 2013 to May 1, 2018

Moved by Ald. Nichols, seconded by Ald. Benner to approve re-appointment to the Police Commission of Terrie Reuss for the term May 1, 2013 to May 1, 2018.

Motion carried on voice vote.

- i. Re-appointment to Neenah-Menasha Joint Fire Commission of Al John, 401 Ahnaip Street for the term May 1, 2013 to May 1, 2016

Moved by Ald. Englebert, seconded by Ald. Benner to approve re-appointment of Al John to NM Joint Fire Commission for the term May 1, 2013 to May 1, 2016.

Motion carried on voice vote.

- j. Re-appointment of At Large Member to Heckrodt Wetland Reserve Board of Sheila Brucks, 238 Butte Des Morts Dr. for the term of April 16, 2013 to April 15, 2014

Moved by Ald. Langdon, seconded by Ald. Benner to approve re-appointment of At Large Member to Heckrodt Wetland Reserve Board of Sheila Brucks for the term April 16, 2013 to April 15, 2014.

Motion carried on voice vote.

- k. Appointment to Landmarks Commission of Paul Brunette, 1334 Mayor Street, Menasha for the term April 16, 2013 to March 1, 2016

Moved by Ald. Englebert, seconded by Ald. Benner to approve appointment to Landmarks Commission of Paul Brunette for the term April 16, 2013 to March 1, 2016.

Motion carried on voice vote.

- l. Appointment to Board of Health of Ruth Neeck, 1009 Brighton Drive, Menasha for the term May 1, 2013 to May 1, 2016

Moved by Ald. Langdon, seconded by Ald. Benner to approve appointment to Board of Health of Ruth Neeck for the term May 1, 2013 to May 1, 2016

Motion carried on voice vote.

DRAFT

N. CLAIMS AGAINST THE CITY

O. HELD OVER BUSINESS

P. PUBLIC COMMENTS ON ANY MATTER LISTED ON THE AGENDA
(five (5) minute time limit for each person)

Sandra Taylor, 545 Broad Street, Menasha. Comments on Comptroller/Treasurer position vacancy.

Q. ADJOURNMENT

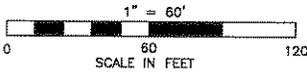
Moved by Ald. Nichols, seconded by Ald. Langdon to adjourn at 10:05 p.m.
Motion carried on voice vote.

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

CERTIFIED SURVEY MAP NO. _____

ALL OF LOT 1 OF CERTIFIED SURVEY MAP NO. 6689,
BEING PART OF FRACTIONAL LOT 1 OF SECTION 23,
TOWNSHIP 20 NORTH, RANGE 17 EAST, CITY OF
MENASHA, WINNEBAGO COUNTY, WISCONSIN.

BEARINGS ARE REFERENCED TO THE
WINNEBAGO COUNTY COORDINATE SYSTEM, IN
WHICH THE WEST LINE OF FRACTIONAL LOT 1,
SECTION 23, ASSUMED TO BEAR N 00°04'07" W

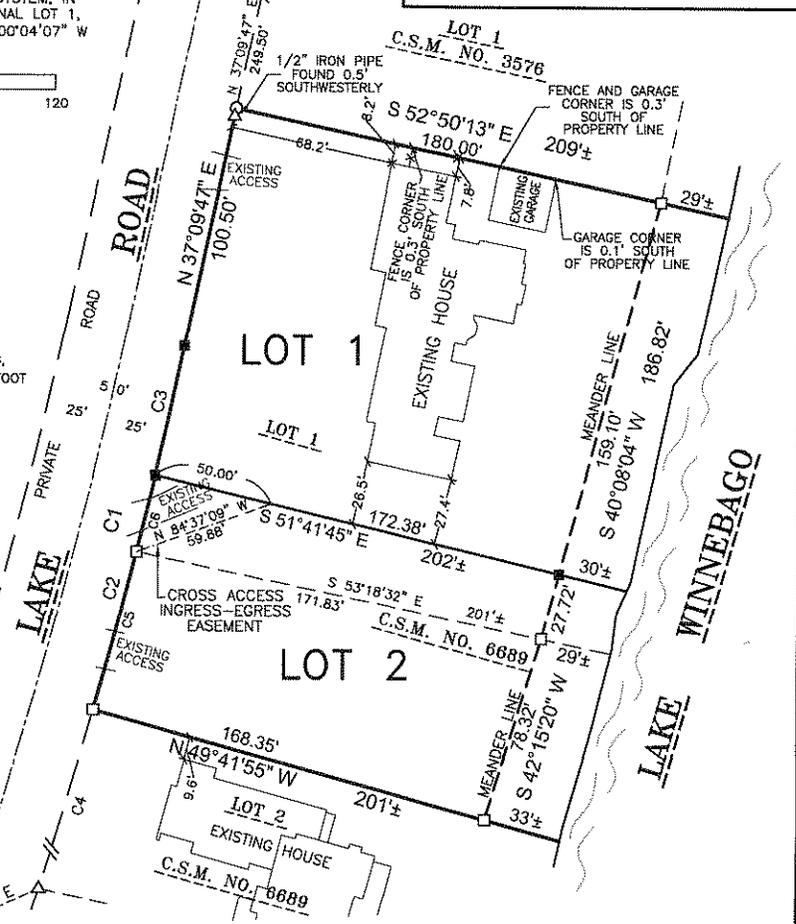
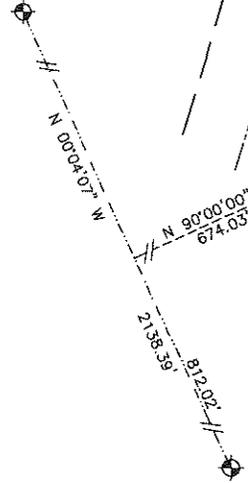


LEGEND

- 1" O.D. IRON PIPE SET, 18" LONG,
WEIGHING 1.130 LBS. PER LIN. FOOT
- 1" O.D. IRON PIPE FOUND
- △ 1/2" O.D. IRON PIPE FOUND
- 3/4" O.D. REBAR FOUND
- ◆ GOVERNMENT CORNER
ALUMINUM COUNTY
MONUMENT FOUND

SURVEY FOR
JULIA S. WAITE
355 LAKE ROAD
MENASHA, WI 54952

WITNESS CORNER FOR
THE NORTH 1/4 CORNER
SECTION 23, T20N-R17E



CURVE TABLE

Curve	Radius	Delta	Length	Chord Bearing	Chord
1	2537.25'	003°29'57"	154.96'	N 38°54'44.5" E	154.93'
2	2537.25'	002°15'29"	100.00'	N 39°31'58.5" E	100.00'
3	2537.25'	001°14'28"	54.96'	N 37°47'00.0" E	54.96'
4	2537.25'	002°42'37"	120.02'	N 42°01'01.5" E	120.01'
5	2537.25'	001°31'23"	67.45'	N 39°54'01.5" E	67.44'
6	2537.25'	000°44'06"	32.55'	N 38°46'17.0" E	32.55'

SOUTHWEST CORNER
FRACTIONAL LOT 1
AND CENTER
OF SECTION 23,
T20N-R17E

SEE SHEET 2 FOR ADDITIONAL
NOTES AND RESTRICTIONS

LOT AREAS

LOT 1		
LOT	27,661 SQ.FT.	0.634 ACRES
MEANDER	4,580 SQ.FT. ±	0.105 ACRES ±
TOTAL	32,241 SQ.FT. ±	0.739 ACRES ±
LOT 2		
LOT	17,546 SQ.FT.	0.403 ACRES
MEANDER	3,257 SQ.FT. ±	0.075 ACRES ±
TOTAL	20,803 SQ.FT. ±	0.478 ACRES ±

Martenson & Eisele, Inc.

1377 Midway Road
Menasha, WI 54952
www.martenson-eisele.com
info@martenson-eisele.com
920.731.0381 1.800.236.0381

Planning
Environmental
Surveying
Engineering
Architecture

REVISED APRIL 30, 2013

PROJECT NO. 1-0249-001
FILE 1-0249-001 SHEET 1 OF 3
THIS INSTRUMENT WAS DRAFTED BY: A.Sedlar

CERTIFIED SURVEY MAP NO. _____

NOTES AND RESTRICTIONS:

ALL BUILDING SETBACKS AND OTHER LAND USE REQUIREMENTS SHOULD BE VERIFIED BY THE CITY OF MENASHA ZONING DEPARTMENT PRIOR TO ANY CONSTRUCTION OR OTHER LAND USE ACTIVITY.

SURVEYOR'S CERTIFICATE:

I, GARY A. ZHRINGER, LAND SURVEYOR, DO HEREBY CERTIFY:

THAT I HAVE SURVEYED, MAPPED, AND DIVIDED AT THE DIRECTION OF JULIA S. WAITE,

ALL OF LOT 1 OF CERTIFIED SURVEY MAP NO. 6689, BEING PART OF FRACTIONAL LOT 1, SECTION 23, TOWNSHIP 20 NORTH, RANGE 17 EAST, WINNEBAGO COUNTY, WISCONSIN . CONTAINING 53,044 SQUARE FEET MORE OR LESS [1.217 ACRES +/-], INCLUDING ALL LANDS LYING BETWEEN SAID MEANDER LINE AND THE WATERS' EDGE. SUBJECT TO ALL EASEMENTS AND RESTRICTIONS OF RECORD.

THAT I HAVE FULLY COMPLIED WITH CHAPTER 236.34 OF THE WISCONSIN STATUTES AND WITH THE CITY OF MENASHA SUBDIVISION ORDINANCE IN SURVEYING, DIVIDING AND MAPPING THE SAME.

THAT THIS MAP IS A CORRECT REPRESENTATION OF ALL EXTERIOR BOUNDARIES OF THE LAND SURVEYED AND THE DIVISION THEREOF.

GIVEN UNDER MY HAND THIS 5TH DAY OF APRIL, 2013.

GARY A. ZHRINGER, REG. WI LAND SURVEYOR S-2098

COMMON COUNCIL RESOLUTION:

RESOLVED BY THE COMMON COUNCIL OF THE CITY OF MENASHA, THAT THIS CERTIFIED SURVEY MAP IS HEREBY APPROVED.

DATED THIS _____ DAY OF _____, 2013.

MAYOR

CITY CLERK

TREASURER'S CERTIFICATE:

I HEREBY CERTIFY THAT THERE ARE NO UNPAID TAXES OR UNPAID SPECIAL ASSESSMENTS ON ANY OF THE LANDS SHOWN HEREON.

CITY TREASURER

DATE

THIS CERTIFIED SURVEY MAP IS CONTAINED WHOLLY WITHIN THE PROPERTY DESCRIBED IN THE FOLLOWING RECORDED INSTRUMENTS

OWNERS OF RECORD:
JULIA S. WAITE

RECORDING INFORMATION:
DOCUMENT NOS. 1505850 AND 1625127

PARCEL NUMBER:
703-00007

City of Menasha Disbursements

Accounts Payable	4/18/13-5/2/13 Checks # 36942-37164	\$ 1,267,661.29
Payroll	4/18/13-5/2/13	<u>\$ 315,021.89</u>
Total		<u>\$ 1,582,683.18</u>

Medical Expense Reimbursement Trust-Retirement Pay Out

Menasha Employees Credit Union-Employee Deductions

United Way-Employee Donations

Wisconsin Support Collections-Child/Spousal Support

WI SCTF-Child Support Annual Fee

**A gap in check numbers is due to more invoices being paid than fit on the check stub.
The last check stub used is the check number that will appear on the check register.

AP Check Register
Check Date: 4/18/2013

Vendor Name	Check Number	Check Date	Invoice Number	Account Number	Amount	Description
ACCURATE	36942	4/18/2013	1303874	731-1022-541.30-18	75.83	Shop Supplies
		4/18/2013	1304093	731-1022-541.30-18	75.83	Nitro Reamer Spir
		4/18/2013	1304168	731-1022-541.38-03	148.32	Lights/Bulbs
			Total for check: 36942		299.98	
AEROLOC INCORPORATED	36943	4/18/2013	1090	733-0206-512.73-01	5,930.00	Asbestos Removal 901 Airport
			Total for check: 36943		5,930.00	
APPLETON STEEL INC	36944	4/18/2013	31195	100-0704-552.24-04	11.26	Pipe/Pool
			Total for check: 36944		11.26	
AT&T	36945	4/18/2013	920R09453004	601-1020-543.22-01	292.50	
				100-1001-514.22-01	113.90	
			Total for check: 36945		406.40	
BADGER LAB & ENGINEERING INC	36946	4/18/2013	INV000052471	601-1020-543.21-02	315.00	Report #1302449
			Total for check: 36946		315.00	
BAYCOM INC	36947	4/18/2013	76313	100-0801-521.29-05	548.65	Console/Armrest Mount
			Total for check: 36947		548.65	
BECK ELECTRIC INC	36948	4/18/2013	A1513-COM-EDS	733-0206-512.73-01	130.00	Airport Road Fire StationWork
			Total for check: 36948		130.00	
BERGSTROM FORD OF NEEHAH	36949	4/18/2013	226426	731-1022-541.29-04	212.69	Repair
			Total for check: 36949		212.69	

AP Check Register
Check Date: 4/18/2013

Vendor Name	Check Number	Check Date	Invoice Number	Account Number	Amount	Description
LUKE BERGSTROM	36950	4/18/2013	SNOWREFUND	100-0000-441.08-00	201.49	Snow Removal Refund
			Total for check: 36950		201.49	
MICHAEL BEST & FRIEDRICH LLP	36951	4/18/2013	1236055	267-0102-581.21-01	285.00	Sierra Club Litigation
			Total for check: 36951		285.00	
BLUE PRINT SERVICE CO INC	36952	4/18/2013	56184	743-0403-513.24-04	1,841.64	Maintenance
			Total for check: 36952		1,841.64	
BRUCE MUNICIPAL EQUIPMENT INC	36953	4/18/2013	5131025	731-1022-541.38-03	1,543.14	WLDT-MB Arm
		4/18/2013	5131071	731-1022-541.38-03	886.37	Motor
			Total for check: 36953		2,429.51	
MICHAEL BRUNN	36954	4/18/2013	BRUNN	100-0202-512.30-16	100.00	EAP Gift Cards
			Total for check: 36954		100.00	
CALUMET COUNTY REGISTER OF DEEDS	36955	4/18/2013	4006933	100-0405-513.21-08	30.00	Corp Limits
			Total for check: 36955		30.00	
CASPER'S TRUCK EQUIPMENT INC	36956	4/18/2013	66300	731-1022-541.38-03	473.78	Joystick/Boot
		4/18/2013	66301	731-1022-541.30-15	1,903.00	Drawer/Cabinet
			Total for check: 36956		2,376.78	
CRI RECYCLING SERVICE INC	36957	4/18/2013	32635	266-1027-543.21-06	153.00	Granular Recycle
			Total for check: 36957		153.00	
UNEMPLOYMENT INSURANCE	36958	4/18/2013	000004837676	100-0703-553.15-09	299.68	

AP Check Register
Check Date: 4/18/2013

Vendor Name	Check Number	Check Date	Invoice Number	Account Number	Amount	Description
UNEMPLOYMENT INSURANCE...	36958...	4/18/2013...	000004837676...	100-1019-552.15-09	1,068.00	
			Total for check: 36958		1,367.68	
DIGICORPORATION	36959	4/18/2013	131593	100-0702-552.29-01	3,638.99	Summer Activity Guide
		4/18/2013	131732	100-0702-552.29-01	15.26	Map Printing
			Total for check: 36959		3,654.25	
DRUCKS PLUMBING & HEATING &	36960	4/18/2013		263-0306-562.70-01	3,346.00	604 London Street
			Total for check: 36960		3,346.00	
EARTHLINK BUSINESS	36962	4/18/2013		100-0402-513.22-01	7.30	Assessor
				100-0201-512.22-01	5.70	Attorney
				100-0000-123.00-00	16.80	Building Insp
				100-0203-512.22-01	14.02	Clerk
				100-0304-562.22-01	24.39	Com Dev
				100-1001-514.22-01	81.09	City Hall
				100-0401-513.22-01	36.22	Finance
				731-1022-541.22-01	26.68	Garage
				100-0903-531.22-01	58.29	Health
				743-0403-513.22-01	16.31	IT
				100-0601-551.22-01	185.99	Library
				100-0101-511.22-01	9.98	Mayor
				100-0702-552.22-01	28.63	Rec
				100-0703-553.22-01	51.00	Parks
				100-0202-512.22-01	17.28	Personnel
				100-0801-521.22-01	281.52	Police
				100-1002-541.22-01	46.22	Eng
			100-0920-531.22-01	14.60	Senior	
			100-1008-541.22-01	4.04	Sign	
			100-0502-522.22-01	44.48	EOC	
			207-0000-123.00-00	27.86	Marina	

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Vendor Name	Check Number	Check Date	Invoice Number	Account Number	Amount	Description
EARTHLINK BUSINESS...	36962...	4/18/2013...	...	100-0000-123.00-00	307.91	Menasha Utilities
			Total for check: 36962		1,306.31	
EJ ARENA SPORTS	36963	4/18/2013		100-0000-441.25-00	99.03	Skate Rental
			Total for check: 36963		99.03	
ENTERPRISE SYSTEMS GROUP	36964	4/18/2013	0029218-IN	743-0403-513.21-04	350.00	Audio for DVR Camera Repair
			Total for check: 36964		350.00	
JAMES M FICO PHD	36965	4/18/2013		100-0801-521.21-05	300.00	Testing
			Total for check: 36965		300.00	
FOX VALLEY TECHNICAL COLLEGE	36966	4/18/2013	CPR	100-0703-553.34-02	18.00	CPR Cards
				731-1022-541.21-06	51.00	CPR Cards
			Total for check: 36966		69.00	
GALLS LLC	36967	4/18/2013	000487711	100-0801-521.19-03	265.00	Blackhawk II
			Total for check: 36967		265.00	
GANNETT WISCONSIN MEDIA	36968	4/18/2013	0007082213	100-0405-513.29-02	296.12	Legals
			Total for check: 36968		296.12	
GOOD ARMSTRONG TRAINING & CONSULTIN	36969	4/18/2013	11356	100-0904-531.34-02	185.00	Asbestos Training
			Total for check: 36969		185.00	
GRAINGER INC	36970	4/18/2013	9098646566	100-0703-553.30-18	5.64	Enclosure Inner Panel
			Total for check: 36970		5.64	

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GUNDERSON INC	36971	4/18/2013	82379	100-0801-521.30-13	33.48	Towels/Mats
				Total for check: 36971	33.48	
GUSTMAN CHEVROLET SALES INC	36972	4/18/2013	27043	731-1022-541.38-03	269.12	Belt/Pulley/Tensioner
				Total for check: 36972	269.12	
JX PETERBILT - GREEN BAY	36973	4/18/2013	2563	741-0000-193.00-00	80,075.00	Single Axle Chassis
				Total for check: 36973	80,075.00	
KAEMPFER & ASSOCIATES INC	36974	4/18/2013	16811	601-1020-543.21-02	855.45	Sewer User Monitoring
				16812	9,419.41	Lift Station Improvements
				16813	1,133.44	Lift Station Improvements
				16814	8,282.75	Lift Station Improvements
				16815	404.80	Sewer System Analysis
Total for check: 36974	20,095.85					
KWIK TRIP INC	36975	4/18/2013	100-0801-521.29-05	122.28	Fuel	
				Total for check: 36975	122.28	
LINCOLN CONTRACTORS SUPPLY INC	36976	4/18/2013	162167	100-1002-541.30-18	34.64	Masons Braided Line
				625-1002-541.30-18	11.55	Masons Braided Line
				Total for check: 36976	46.19	
MANDERFIELD BAKERY	36977	4/18/2013	436849	100-0000-201.17-00	15.00	Cookies
				Total for check: 36977	15.00	
MATTHEWS TIRE & SERVICE CENTER	36978	4/18/2013	46720	731-1022-541.38-02	104.76	Tires/Hardware
				Total for check: 36978	104.76	

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MCNEILUS TRUCK & MFG COMPANY	36979	4/18/2013	2125081	741-0000-193.00-00	207,171.00	Automated front load refuse/recycling
			Total for check: 36979		207,171.00	
	36980	4/18/2013	20130418	100-0000-202.05-00	12,356.00	PAYROLL SUMMARY
		Total for check: 36980		12,356.00		
MENASHA JOINT SCHOOL DISTRICT	36981	4/18/2013	LOTTERY CREDIT	100-0000-412.00-00	6,551.34	Mobile Home Lottery Cred
			Total for check: 36981		6,551.34	
MENASHA UTILITIES	36982	4/18/2013		267-0102-581.22-03	2,308.07	Steam Plant Electric
				485-0304-562.22-06	33.13	2027 Manitowoc Road TIF9
			004074	601-0401-513.25-02	16,195.42	February Sewer Charge
			004075	625-0401-513.25-01	1,518.44	February Storm Charge
			STEAM PL WATER	267-0102-581.22-05	199.37	Steam Plant Water
		Total for check: 36982		20,254.43		
MENASHA UTILITIES	36985	4/18/2013		100-1008-541.22-03	270.24	Electric
				100-1008-541.22-05	45.42	Water
				601-1020-543.22-03	(56.97)	Electric
				100-0704-552.22-03	312.41	Electric
				100-0704-552.22-05	409.00	Water
				731-1022-541.22-03	(2,690.95)	Electric
				731-1022-541.22-05	667.60	Water
				731-1022-541.22-06	901.88	Storm
				266-1028-543.22-06	73.13	Storm
				100-0801-521.22-03	1,260.89	Electric
				100-0801-521.22-05	268.31	Water
				100-0801-521.22-06	62.72	Storm
				100-0000-123.00-00	913.06	Electric
			100-0000-123.00-00	194.29	Water	
			100-0000-123.00-00	45.41	Storm	
			100-0801-521.22-03	69.44	Electric	

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MENASHA UTILITIES...	36985...	4/18/2013...	...	100-0601-551.22-03	3,519.76	Electric
				100-0601-551.22-05	445.32	Water
				100-0601-551.22-06	103.75	Storm
				100-1019-552.22-03	403.12	Electric
				100-1019-552.22-05	12.38	Water
				100-0000-123.00-00	9.35	Electric
				100-1001-514.22-03	17.80	Electric
				100-1001-514.22-05	12.38	Water
				100-1001-514.22-06	17.50	Storm
				100-0703-553.22-03	1,276.83	Electric
			100-0703-553.22-06	700.63	Storm	
			457-0304-562.22-06	2.50	Storm	
			485-0304-562.22-06	15.00	Storm	
			457-0304-562.21-10	8.48	Electric	
			100-0305-562.22-06	5.00	Storm	
			501-0304-562.22-06	279.96	Storm	
			Total for check: 36985	9,575.64		
TOWN OF MENASHA UTILITY DISTRICT	36986	4/18/2013	1953	100-0703-553.22-05	9.60	1521 Brighton Beach Rd
		4/18/2013	1954	100-0703-553.22-05	86.40	Standby Water
		4/18/2013	1955	457-0304-562.22-05	6.51	Water/1300 Wittman
			Total for check: 36986	102.51		
MINNESOTA LIFE INSURANCE COMPANY	36987	4/18/2013		100-0000-201.07-00	2,398.51	May 2013
			Total for check: 36987	2,398.51		
MORTON SAFETY	36988	4/18/2013	775440	731-1022-541.30-18	38.40	Eyewear
			Total for check: 36988	38.40		
NEENAH-MENASHA SEWERAGE COMMISSION	36989	4/18/2013	2013-045	601-1021-543.25-01	67,692.70	April 2013 Wastewater Treatment

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NEENAH-MENASHA SEWERAGE COMMISSION...	36989...	4/18/2013	2013-051	601-1021-543.25-01	35,116.00	April 2013 Interest & Debt Charges
	Total for check: 36989				102,808.70	
NETWORK HEALTH SYSTEM INC	36990	4/18/2013	300110	733-0206-512.73-01	165.00	Medical Services 2/8/13
	Total for check: 36990				165.00	
NEWMAN TRAFFIC SIGNS	36991	4/18/2013	TI-0260061	100-1008-541.30-18	658.46	Bracket Arms/Extensions
	Total for check: 36991				658.46	
OSHKOSH FIRE & POLICE EQUIPMENT INC	36992	4/18/2013	150824	100-0801-521.29-05	440.00	Traffic Advisor
	Total for check: 36992				440.00	
OUTAGAMIE COUNTY CLERK OF COURTS	36993	4/18/2013		100-0000-201.03-00	150.00	Bond Report #13-1051
	Total for check: 36993				150.00	
SCHILLER'S TREE SERVICE INC	36994	4/18/2013	18953	100-0706-561.20-06	125.00	One tree removal
	Total for check: 36994				125.00	
J A SEXAUER	36995	4/18/2013	284758646	100-0703-553.24-03	120.63	Decode Pump Tool
	4/18/2013	284758653	100-0703-553.24-03		110.63	Biting List Registry
Total for check: 36995				231.26		
SHERWIN INDUSTRIES INC	36996	4/18/2013	1301-0	100-0703-553.30-18	231.95	Paint
	Total for check: 36996				231.95	
SHOPKO	36997	4/18/2013	90000014390018	100-0801-521.30-18	12.99	Batteries
	Total for check: 36997				12.99	

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STANLEY SECURITY SOLUTIONS INC	36998	4/18/2013	902626005	731-1022-541.24-03	49.26	Keys
			Total for check: 36998		49.26	
STREICHER'S INC	36999	4/18/2013	1989852	100-0801-521.19-03	248.99	Badges
			Total for check: 36999		248.99	
SUPERIOR CHEMICAL CORP	37000	4/18/2013	21839	100-0000-132.00-00	1,920.38	Disinfectant/Cleaners
			Total for check: 37000		1,920.38	
TELEDYNE ISCO	37001	4/18/2013	020580	601-1020-543.30-18	65.65	Maintenance Kit
			Total for check: 37001		65.65	
UNIFIRST CORPORATION	37002	4/18/2013	097 0135012	731-1022-541.20-01	129.95	Uniform & Supply Cleaning
			Total for check: 37002		129.95	
UNITED PAPER CORPORATION	37003	4/18/2013	62240	100-0000-132.00-00	31.00	Vacuum Bags
		4/18/2013	62312	100-0000-132.00-00	486.01	Kleenex/Paper
			Total for check: 37003		517.01	
UNITED WAY FOX CITIES	37004	4/18/2013	20130418	100-0000-202.09-00	30.25	PAYROLL SUMMARY
			Total for check: 37004		30.25	
US SLING & SUPPLY	37005	4/18/2013	186178	100-1006-541.30-15	445.50	Nylon Slings
				100-1016-543.30-18	445.50	Nylon Slings
			Total for check: 37005		891.00	
VANS REALTY & CONSTR OF APPLETON	37006	4/18/2013		209-0703-553.80-02	123,000.00	Woodland Nature Park
			Total for check: 37006		123,000.00	

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VISION INSURANCE PLAN OF AMERICA	37007	4/18/2013	127485	100-0000-204.10-00	1,043.90	May 2013
				Total for check: 37007	1,043.90	
WAHPC	37008	4/18/2013		100-0304-562.32-01	40.00	Membership
				Total for check: 37008	40.00	
WAUSAU EQUIPMENT COMPANY INC	37009	4/18/2013	154028	100-1006-541.30-18	166.82	
				Total for check: 37009	166.82	
WAVERLY SANITARY DISTRICT	37010	4/18/2013		100-0703-553.22-05	44.62	2170 Plank Road
				Total for check: 37010	44.62	
WE ENERGIES	37011	4/18/2013		100-0903-531.22-04	49.87	316 Racine Street
				100-0701-533.22-03	9.89	North Street
				100-0701-533.22-03	0.96	North Street
Total for check: 37011	60.72					Gas 3/3/13 - 4/2/13
WEA INSURANCE TRUST	37012	4/18/2013	GROUP 32104	100-0000-204.08-00	105,147.38	Health Insurance
				100-0000-204.11-00	10,911.00	Health Insurance
				Total for check: 37012	116,058.38	
WERNER ELECTRIC SUPPLY CO	37013	4/18/2013		S3824460.001	156.43	
				Total for check: 37013	156.43	
WINNEBAGO COUNTY REGISTER OF DEEDS	37014	4/18/2013		263-0306-562.70-01	30.00	Recording Fee
				Total for check: 37014	30.00	
WINNEBAGO COUNTY TREASURER	37015	4/18/2013	LF119564	100-1016-543.25-01	10,070.80	March 2013 Direct Haul
				100-1017-543.25-01	3,523.42	March 2013 Direct Haul

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WINNEBAGO COUNTY TREASURER...	37015...	4/18/2013	LF119571	266-1027-543.25-01	422.10	Single Stream Recycling
			Total for check: 37015		<u>14,016.32</u>	
WISCONSIN SUPPORT COLLECTIONS	37016	4/18/2013	20130418	100-0000-202.03-00	1,528.13	PAYROLL SUMMARY
			Total for check: 37016		<u>1,528.13</u>	
					<u>750,546.11</u>	

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AMAZON	37018	4/22/2013	018730928472	100-0601-551.30-14	0.99	LIBRARY MATERIALS
		4/22/2013	030050669175	100-0601-551.30-14	(7.56)	CREDIT
		4/22/2013	030054165121	100-0601-551.30-14	(6.86)	CREDIT
		4/22/2013	030059630118	100-0601-551.30-14	14.42	LIBRARY MATERIALS
		4/22/2013	060028642936	100-0601-551.30-14	19.97	LIBRARY MATERIALS
		4/22/2013	113970678357	100-0601-551.30-14	118.57	LIBRARY MATERIALS
		4/22/2013	113971148599	100-0601-551.30-14	364.78	LIBRARY MATERIALS
		4/22/2013	136453564454	100-0601-551.30-14	11.04	LIBRARY MATERIALS
		4/22/2013	136455399878	100-0601-551.30-14	255.76	LIBRARY MATERIALS
		4/22/2013	162012060884	100-0601-551.30-14	49.91	LIBRARY MATERIALS
		4/22/2013	162013143233	100-0601-551.30-14	778.53	LIBRARY MATERIALS
		4/22/2013	184505938099	100-0601-551.30-14	8.69	LIBRARY MATERIALS
		4/22/2013	212170911030	100-0601-551.30-14	47.92	LIBRARY MATERIALS
		4/22/2013	212173320060	100-0601-551.30-14	(2.97)	CREDIT
		4/22/2013	212174876646	100-0601-551.30-14	471.02	LIBRARY MATERIALS
		4/22/2013	212175565725	100-0601-551.30-14	80.62	LIBRARY MATERIALS
		4/22/2013	21217640937	100-0601-551.30-14	(2.97)	CREDIT
		4/22/2013	212177820885	100-0601-551.30-14	(2.97)	CREDIT
		4/22/2013	212179378825	100-0601-551.30-14	(5.90)	CREDIT
		4/22/2013	268064404627	100-0601-551.30-14	10.49	LIBRARY MATERIALS
4/22/2013	268067574097	100-0601-551.30-14	(10.49)	CREDIT		
			Total for check: 37018		2,192.99	
AUDIOGO	37019	4/22/2013	483202	100-0601-551.30-14	75.00	LIBRARY MATERIALS
			Total for check: 37019		75.00	
BAKER & TAYLOR INC	37021	4/22/2013	2027968557	100-0601-551.30-14	140.12	LIBRARY MATERIALS
		4/22/2013	2027968596	100-0601-551.30-14	38.03	LIBRARY MATERIALS
		4/22/2013	2027970575	100-0601-551.30-14	637.90	LIBRARY MATERIALS
		4/22/2013	2027974732	100-0601-551.30-14	511.65	LIBRARY MATERIALS
		4/22/2013	2027987522	100-0601-551.30-14	28.08	LIBRARY MATERIALS
		4/22/2013	2027987551	100-0601-551.30-14	231.81	LIBRARY MATERIALS
		4/22/2013	2027990173	100-0601-551.30-14	239.36	LIBRARY MATERIALS

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BAKER & TAYLOR INC...	37021...	4/22/2013	2028004459	100-0601-551.30-14	629.48	LIBRARY MATERIALS
		4/22/2013	2028005817	100-0601-551.30-14	67.71	LIBRARY MATERIALS
		4/22/2013	2028009670	100-0601-551.30-14	17.95	LIBRARY MATERIALS
		4/22/2013	2028013046	100-0601-551.30-14	293.83	LIBRARY MATERIALS
		4/22/2013	2028013076	100-0601-551.30-14	70.46	LIBRARY MATERIALS
		4/22/2013	2028018821	100-0601-551.30-14	324.50	LIBRARY MATERIALS
		4/22/2013	2028026487	100-0601-551.30-14	430.96	LIBRARY MATERIALS
		4/22/2013	2028028462	100-0601-551.30-14	33.96	LIBRARY MATERIALS
		4/22/2013	2028028684	100-0601-551.30-14	158.87	LIBRARY MATERIALS
		4/22/2013	2028035165	100-0601-551.30-14	404.50	LIBRARY MATERIALS
		4/22/2013	2028040523	100-0601-551.30-14	716.81	LIBRARY MATERIALS
		4/22/2013	5012474737	100-0601-551.30-14	31.97	LIBRARY MATERIALS
		4/22/2013	5012496062	100-0601-551.30-14	32.13	LIBRARY MATERIALS
		4/22/2013	M11105980	100-0601-551.30-14	41.74	LIBRARY MATERIALS
		4/22/2013	M11105981	100-0601-551.30-14	174.87	LIBRARY MATERIALS
		4/22/2013	M11105982	100-0601-551.30-14	129.54	LIBRARY MATERIALS
		4/22/2013	M11367650	100-0601-551.30-14	11.03	LIBRARY MATERIALS
		4/22/2013	M11374710	100-0601-551.30-14	178.41	LIBRARY MATERIALS
		4/22/2013	M11374711	100-0601-551.30-14	133.86	LIBRARY MATERIALS
		4/22/2013	M11908230	100-0601-551.30-14	125.22	LIBRARY MATERIALS
	4/22/2013	M12215320	100-0601-551.30-14	129.54	LIBRARY MATERIALS	
	4/22/2013	M477419CM	100-0601-551.30-14	(11.03)	CREDIT	
			Total for check: 37021		5,953.26	
BOOK FARM INC	37022	4/22/2013	0030729	100-0601-551.30-14	3,004.01	LIBRARY MATERIALS
			Total for check: 37022		3,004.01	
CAPSTONE PRESS INC	37023	4/22/2013	CH10305468	100-0601-551.30-14	18.99	LIBRARY MATERIALS
			Total for check: 37023		18.99	

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CDW GOVERNMENT INC	37024	4/22/2013	BL50124	100-0601-551.30-10	127.60	OFFICE SUPPLIES
			Total for check: 37024		<u>127.60</u>	
CENTER POINT LARGE PRINT	37025	4/22/2013	1085989	100-0601-551.30-14	131.22	LIBRARY MATERIALS
			Total for check: 37025		<u>131.22</u>	
DEMCO INC	37026	4/22/2013	4919472	100-0601-551.30-18	311.40	DEPT SUPPLIES
			Total for check: 37026		<u>311.40</u>	
FINDAWAY WORLD LLC	37027	4/22/2013	92819	100-0601-551.30-14	691.82	LIBRARY MATERIALS
		4/22/2013	94624	100-0601-551.30-14	451.33	LIBRARY MATERIALS
			Total for check: 37027		<u>1,143.15</u>	
GALE	37028	4/22/2013	98932371	100-0601-551.30-14	559.90	LIBRARY MATERIALS
		4/22/2013	98976051	100-0601-551.30-14	38.92	LIBRARY MATERIALS
		4/22/2013	99086113	100-0601-551.30-14	83.97	LIBRARY MATERIALS
			Total for check: 37028		<u>682.79</u>	
KITZ & PFEIL INC	37029	4/22/2013	0301140055	100-0601-551.30-15	7.58	TOOLS & EQUIPMENT
		4/22/2013	0305090018	100-0601-551.30-13	12.57	HOUSEKEEPING SUPPLIES
		4/22/2013	0313140017	100-0601-551.24-03	2.06	BLDG REPAIR & MAINTENANCE
		4/22/2013	0315090009	100-0601-551.24-03	8.80	BLDG REPAIR & MAINTENANCE
		4/22/2013	0315140053	100-0601-551.24-03	1.53	BLDG REPAIR & MAINTENANCE
		Total for check: 37029		<u>32.54</u>		
KONE INC	37030	4/22/2013	221142902	100-0601-551.24-03	924.00	BLDG REPAIR & MAINTENANCE
			Total for check: 37030		<u>924.00</u>	

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LAKELAND CHEMICAL SPECIALTIES	37031	4/22/2013	34621	100-0601-551.30-13	209.21	HOUSEKEEPING SUPPLIES
			Total for check: 37031		209.21	
MADER NEWS AGENCY INC	37032	4/22/2013	81	100-0601-551.30-14	122.00	LIBRARY MATERIALS
			Total for check: 37032		122.00	
MIDWEST TAPE	37033	4/22/2013	90837326	100-0601-551.30-14	42.97	LIBRARY MATERIALS
		4/22/2013	90854436	100-0601-551.30-14	37.97	LIBRARY MATERIALS
		4/22/2013	90870772	100-0601-551.30-14	35.96	LIBRARY MATERIALS
			Total for check: 37033		116.90	
MODERN BUSINESS MACHINES	37034	4/22/2013	26308810	100-0601-551.24-04	965.00	SPEC EQUIP MAINTENANCE
			Total for check: 37034		965.00	
ELIZABETH MUCH	37035	4/22/2013	04222013	100-0601-551.30-14	22.00	LIBRARY MATERIALS
			Total for check: 37035		22.00	
OSHKOSH PUBLIC LIBRARY	37036	4/22/2013	898	100-0601-551.30-18	255.00	DEPT SUPPLIES
			Total for check: 37036		255.00	
RANDOM HOUSE INC	37037	4/22/2013	1086591364	100-0601-551.30-14	48.75	LIBRARY MATERIALS
		4/22/2013	1086674446	100-0601-551.30-14	10.00	LIBRARY MATERIALS
			Total for check: 37037		58.75	
RECORDED BOOKS LLC	37038	4/22/2013	74698918	100-0601-551.30-14	13.90	LIBRARY MATERIALS
			Total for check: 37038		13.90	
RHYME BUSINESS PRODUCTS	37039	4/22/2013	49390 1	100-0601-551.30-18	81.17	DEPT SUPPLIES

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Vendor Name	Check Number	Check Date	Invoice Number	Account Number	Amount	Description
RHYME BUSINESS PRODUCTS...	37039...	4/22/2013	49856 1	100-0601-551.30-18	21.99	DEPT SUPPLIES
			Total for check: 37039		103.16	
SEBCO BOOKS	37040	4/22/2013	167071	100-0601-551.30-14	36.94	LIBRARY MATERIALS
			Total for check: 37040		36.94	
SHOWCASES	37041	4/22/2013	271856	100-0601-551.30-18	723.14	DEPT SUPPLIES
			Total for check: 37041		723.14	
SHERYL SMOLINSKI	37042	4/22/2013	04222013	100-0601-551.30-14	12.00	LIBRARY MATERIALS
			100-0601-551.30-14		43.00	LIBRARY MATERIALS
			Total for check: 37042		55.00	
UNIQUE BOOKS INC	37043	4/22/2013	360171.2	100-0601-551.30-14	214.55	LIBRARY MATERIALS
			Total for check: 37043		214.55	
UNIQUE MANAGEMENT SERVICES INC	37044	4/22/2013	236905	100-0000-441.19-00	134.25	COLLECTION AGENCY FEE
			Total for check: 37044		134.25	
KAY WEEDEN	37045	4/22/2013	04182013	100-0601-551.20-05	260.00	PERFORMER FEE
			Total for check: 37045		260.00	
WINNEFOX LIBRARY SYSTEM	37046	4/22/2013	4837	100-0601-551.30-11	147.85	POSTAGE SUPPLIES
			Total for check: 37046		147.85	
WISCONSIN DEPT OF JUSTICE	37047	4/22/2013	G3228DUPLICATE	100-0601-551.21-06	14.00	MGMT SERVICES
			Total for check: 37047		14.00	

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Vendor Name	Check Number	Check Date	Invoice Number	Account Number	Amount	Description
WISCONSIN LIBRARY ASSOCIATION	37048	4/22/2013	04182013	100-0601-551.32-01	225.00	MEMBERSHIP DUES
			Total for check: 37048		<u>225.00</u>	
					<u>18,273.60</u>	

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ACCENT BUSINESS SOLUTIONS INC	37049	4/25/2013	38412	743-0403-513.29-01	950.21	Contract
			Total for check: 37049		950.21	
ACCURATE	37050	4/25/2013	1304541	731-1022-541.30-18	427.25	Rotor/Brakeleen/Clamp
		4/25/2013	1304774	731-1022-541.30-18	54.73	Clips/Weather Pack
			Total for check: 37050		481.98	
ADAMSON INDUSTRIES CORP	37051	4/25/2013	2034	100-0801-521.29-05	127.91	Charge Guard 12 Volt Outlet
		4/25/2013	2038	100-0801-521.29-05	288.40	Charge Guard
			Total for check: 37051		416.31	
AIRGAS USA LLC	37052	4/25/2013	9908808019	731-1022-541.21-06	160.85	Cylinders
			Total for check: 37052		160.85	
ASSOCIATED APPRAISAL CONSULTANTS	37053	4/25/2013	14797	100-0402-513.21-09	4,991.67	March Services
				100-0402-513.30-11	8.68	March Postage
		4/25/2013	14798	100-0402-513.21-04	59.76	March Internet Postings
		Total for check: 37053		5,060.11		
BAHCALL RUBBER CO INC	37054	4/25/2013	609524-001	731-1022-541.38-03	198.98	Motor-Saw Ports
			Total for check: 37054		198.98	
BECK ELECTRIC INC	37055	4/25/2013	A1713-COM-ED6	100-1008-541.20-04	162.82	Tayco & Third Replace Base
		4/25/2013	A2313-COM-ED7	100-1008-541.30-18	1.86	Accident #2013-13
				100-1008-541.20-04	481.00	Accident #2013-13
		Total for check: 37055		645.68		

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BERGSTROM FORD OF NEENAH	37056	4/25/2013	22243	731-1022-541.38-03	7.51	Oil
			Total for check: 37056		<u>7.51</u>	
BRAZEE ACE HARDWARE	37057	4/25/2013	021547	100-0703-553.24-03	25.98	Trap Repair
		4/25/2013	021566	100-0703-553.24-03	24.69	Element/Swivel Snap/Cap
			Total for check: 37057		<u>50.67</u>	
BUBRICK'S	37058	4/25/2013	725074	100-0801-521.30-10	50.45	Bulletin Board
		4/25/2013	725866	100-0801-521.30-10	19.82	2 Hole Punch
			Total for check: 37058		<u>70.27</u>	
CALUMET COUNTY CLERK	37059	4/25/2013		100-0000-201.03-00	180.00	Dog Lic #5081-5130
			Total for check: 37059		<u>180.00</u>	
CALUMET COUNTY CLERK OF COURTS	37060	4/25/2013		100-0201-512.30-18	129.50	Filing Fee
			Total for check: 37060		<u>129.50</u>	
CASPERS TRUCK EQUIPMENT INC	37061	4/25/2013	66419	731-1022-541.38-03	280.98	Arm/Bearing
			Total for check: 37061		<u>280.98</u>	
CEC	37062	4/25/2013	57171	100-0501-522.24-03	250.00	Alarm System Monitoring
			Total for check: 37062		<u>250.00</u>	
DUMKE & ASSOCIATES &	37063	4/25/2013	316 RACINE	100-0903-531.29-06	2,077.50	316 Racine Street
			Total for check: 37063		<u>2,077.50</u>	
FACTORY MOTOR PARTS CO	37064	4/25/2013	18-1202277	731-1022-541.38-03	(278.46)	Motor Assys CREDIT
		4/25/2013	18-1205035	731-1022-541.30-18	94.44	Shop Supplies
		4/25/2013	18-1205398	731-1022-541.38-03	22.03	Switch

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FACTORY MOTOR PARTS CO...	37064...	4/25/2013	18-1206459	731-1022-541.38-03	(37.03)	Splash Drum/Switch CREDIT
		4/25/2013	18-1211048	731-1022-541.38-03	141.18	Battery Core/Pro Batt
		4/25/2013	18-1213432	731-1022-541.38-03	227.69	Battery
			Total for check: 37064		169.85	
FOX VALLEY TECHNICAL COLLEGE	37065	4/25/2013	TPB0000176473	100-0801-521.34-02	170.00	Classes
			Total for check: 37065		170.00	
GALLS LLC	37066	4/25/2013	000508905	100-0801-521.29-05	211.80	Speakers
		4/25/2013	000511323	100-0801-521.19-03	19.25	Power Cord
			Total for check: 37066		231.05	
GRAYS INC	37067	4/25/2013	30539	100-1006-541.30-15	2,315.00	Blades
			Total for check: 37067		2,315.00	
GUSTMAN CHEVROLET SALES INC	37068	4/25/2013	27023	731-1022-541.38-03	32.79	Housing
			Total for check: 37068		32.79	
HOTSU CLEANING SYSTEMS INC	37069	4/25/2013	0082755-IN	731-1022-541.30-18	350.00	Panel Wash
			Total for check: 37069		350.00	
JOHN'S SAW SERVICE	37070	4/25/2013	9121	731-1022-541.38-03	269.55	Lineheads
			Total for check: 37070		269.55	
KJ WASTE SYSTEMS INC	37071	4/25/2013		266-1027-543.21-06	750.00	Corrugate/Co-mingle
			Total for check: 37071		750.00	
KONE INC	37072	4/25/2013	221142900	100-0801-521.20-04	235.41	Maintenance

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Vendor Name	Check Number	Check Date	Invoice Number	Account Number	Amount	Description
KONE INC...	37072...	4/25/2013	221142901	100-1001-514.20-04	828.51	Maintenance
			Total for check: 37072		<u>1,063.92</u>	
LAKE PARK VILLAS HOMEOWNERS ASSN	37073	4/25/2013		501-0703-553.24-04	2,466.08	LP Villas Project
				501-0703-553.22-03	24.32	LP Villas Project
				501-0703-553.22-05	59.45	LP Villas Project
				501-1010-541.22-03	25.59	LP Villas Project
				501-1012-541.22-03	38.44	LP Villas Project
			Total for check: 37073		<u>2,613.88</u>	
LEVENHAGEN CORPORATION	37074	4/25/2013	049168A-IN	100-0000-131.00-00	10,105.25	Gasoline
			Total for check: 37074		<u>10,105.25</u>	
MATTHEWS TIRE & SERVICE CENTER	37075	4/25/2013	46844	731-1022-541.38-02	1,605.40	Replace Worn Tire
		4/25/2013	46845	731-1022-541.38-02	640.36	Replace Worn Tire
			Total for check: 37075		<u>2,245.76</u>	
MENARDS-APPLETON EAST	37076	4/25/2013	17524	100-1008-541.30-18	79.00	Tape/Nuts/Bolts
		4/25/2013	17747	731-1022-541.24-03	1,745.02	Roofing Supplies
		4/25/2013	17763	731-1022-541.24-03	99.00	Fall Protection Kit
		4/25/2013	17776	100-0703-553.24-03	163.33	Flashing/Cedar
		4/25/2013	17777	100-0703-553.24-03	22.16	2 X 4
		4/25/2013	17906	100-0801-521.24-03	221.80	Beam/Frame
		Total for check: 37076		<u>2,330.31</u>		
MENASHA TREASURER	37077	4/25/2013	PWF	100-0000-103.08-00	50.00	Summer Yard Attendant
		Total for check: 37077		<u>50.00</u>		
MODERN BUSINESS MACHINES	37078	4/25/2013	26308497	743-0403-513.29-01	243.10	Contract
		4/25/2013	26308878	743-0403-513.29-01	232.32	Contract 21952

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Vendor Name	Check Number	Check Date	Invoice Number	Account Number	Amount	Description
MODERN BUSINESS MACHINES...	37078...	4/25/2013	26309136	743-0403-513.29-01	73.64	Contract 28420
			Total for check: 37078		549.06	
NEENAH MAIN AUTO BODY INC	37079	4/25/2013	17632	100-0801-521.29-05	292.80	Repair Ford Taurus
			Total for check: 37079		292.80	
NEENAH-MENASHA SEWERAGE COMMISSION	37080	4/25/2013	2012-168	601-1021-543.21-01	12,050.52	Fox River Cleanup
			Total for check: 37080		12,050.52	
CITY OF NEENAH	37081	4/25/2013	NM FIRE RESCUE	100-0501-522.25-01	253,090.00	Fire/Rescue Services
			Total for check: 37081		253,090.00	
NETWORK HEALTH SYSTEM INC	37082	4/25/2013	299433	100-0202-512.21-05	524.00	Screening
			Total for check: 37082		524.00	
NORTHEAST ASPHALT INC	37083	4/25/2013	1200737	100-1003-541.30-18	970.18	Cold Mix
		4/25/2013	1200753	100-1003-541.30-18	288.03	Cold Mix
			Total for check: 37083		1,238.21	
DAVE POWELL	37084	4/25/2013	POWELL	100-1001-514.33-01	33.15	33.15 Jan - April 2013
			Total for check: 37084		33.15	
PRIORITY 1 POLICE & FIRE	37085	4/25/2013		100-0801-521.29-05	1,000.00	Vehicle Conversion
			Total for check: 37085		1,000.00	
PRO-VISION VIDEO SYSTEMS	37086	4/25/2013	257697	731-1022-541.21-06	7.60	Monitor Shipping
			Total for check: 37086		7.60	

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Vendor Name	Check Number	Check Date	Invoice Number	Account Number	Amount	Description
QUALITY PRINTING COMPANY INC	37087	4/25/2013	A25630	100-0703-553.29-01	1,624.54	1,624.54 Daily Launch Envelopes
			Total for check: 37087		1,624.54	
	37088	4/25/2013	QUICK	100-1001-514.33-01	18.10	18.10 March 2013
			Total for check: 37088		18.10	
RIESTERER & SCHNELL INC	37089	4/25/2013	466617	731-1022-541.38-03	22.89	22.89 Oil Filter
			Total for check: 37089		22.89	
	37090	4/25/2013	ROSIN	100-0903-531.33-01	24.35	24.35 March 2013
			Total for check: 37090		24.35	
DR TERESA RUDOLPH	37091	4/25/2013		100-0903-531.21-05	150.00	150.00 City Physician
			Total for check: 37091		150.00	
	37092	4/25/2013		100-0703-553.30-18	317.00	317.00 Flags
			Total for check: 37092		317.00	
SPEEDY CLEAN DRAIN & SEWER INC	37093	4/25/2013	54941	601-1020-543.21-02	1,410.17	1,410.17 Telewise sanitary sewer
			Total for check: 37093		1,410.17	
	37094	4/25/2013	8025115314	100-0702-552.30-10	16.04	16.04 Supplies
			100-0304-562.30-10	22.65	22.65 Supplies	
			100-1001-514.30-10	24.77	24.77 Supplies	
			100-1002-541.30-10	76.85	76.85 Supplies	
			625-1002-541.30-10	25.61	25.61 Supplies	
			Total for check: 37094		165.92	

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Vendor Name	Check Number	Check Date	Invoice Number	Account Number	Amount	Description
STATE BAR OF WISCONSIN	37095	4/25/2013	477263	100-0801-521.30-11	8.69	Juvenile Law Book
			Total for check: 37095		<u>8.69</u>	
SUNGARD PUBLIC SECTOR INC	37096	4/25/2013	63641	743-0403-513.24-04	2,806.00	Monthly Fee
			Total for check: 37096		<u>2,806.00</u>	
UNIFIRST CORPORATION	37097	4/25/2013	097 0135516	731-1022-541.20-01	129.95	Supply & Uniform Cleaning
			Total for check: 37097		<u>129.95</u>	
US PETROLEUM EQUIPMENT	37098	4/25/2013	201088	731-1022-541.24-06	237.16	Semi Annual Maint
			Total for check: 37098		<u>237.16</u>	
VERIZON WIRELESS	37099	4/25/2013	9702580227	100-0703-553.22-01	16.68	Cell Phone
				100-0702-552.22-01	5.71	Cell Phone
				100-1001-514.22-01	4.51	
				100-1002-541.22-01	137.54	
				625-1002-541.22-01	45.84	
				601-1020-543.22-01	7.48	
				743-0403-513.30-15	681.63	IPad purchase & data
WE ENERGIES	37100	4/25/2013	9702580229	743-0403-513.30-15	17.95	IPad Charges
			9702580230	100-0919-531.22-01	7.34	Health Cell Phones
			9702580231	743-0403-513.30-15	2,718.78	New IPads
		Total for check: 37099		<u>3,814.77</u>		
		Total for check: 37100		<u>18.49</u>		

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Vendor Name	Check Number	Check Date	Invoice Number	Account Number	Amount	Description
WINNEBAGO COUNTY TREASURER	37101	4/25/2013	4172	100-0203-512.21-08	30.00	Record Corp Limits
			Total for check: 37101		30.00	
WISCONSIN DEPT OF JUSTICE	37102	4/25/2013	L7101T	100-0801-521.21-06	70.00	February Name Searches
			Total for check: 37102		70.00	
WMCA - DISTRICT 6	37103	4/25/2013		100-0203-512.34-02	25.00	Meeting Registration
			Total for check: 37103		25.00	
YMCA OF THE FOX CITIES	37104	4/25/2013	CM2Q13	100-0920-531.21-06	22,075.00	Senior Center 2nd Quarter
			Total for check: 37104		22,075.00	
ZARNOTH BRUSH WORKS INC	37105	4/25/2013	0143002-IN	731-1022-541.38-03	466.00	Broom Refill
		4/25/2013	0143003-IN	625-1010-541.30-15	772.00	Cablewrap/Broom
			Total for check: 37105		1,238.00	
AARON ZEMLOCK	37106	4/25/2013	ZEMLOCK	100-0801-521.34-03	70.00	Expense Report
			Total for check: 37106		70.00	
					336,699.28	

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Vendor Name	Check Number	Check Date	Invoice Number	Account Number	Amount	Description
ACCURATE	37107	5/2/2013	1304633	731-1022-541.38-03	45.23	Brake Pad
		5/2/2013	1304965	731-1022-541.30-18	49.06	Nitro Reamer
				731-1022-541.38-03	27.68	Belt
				Total for check: 37107	121.97	
ALWAYS READY SERVICES	37108	5/2/2013	100527	100-0000-132.00-00	138.00	Spray Nine Quart
				Total for check: 37108	138.00	
BAHCALL RUBBER CO INC	37109	5/2/2013	611116-001	731-1022-541.38-03	1,772.29	Hoses/Crimp Fitting
				Total for check: 37109	1,772.29	
BSN SPORTS INC	37110	5/2/2013	95278219	100-0703-553.30-15	491.33	Tennis Net
				Total for check: 37110	491.33	
CARDMEMBER SERVICE	37114	5/2/2013		100-1002-541.30-18	86.66	Metro Tech Charger
				625-1002-541.30-18	28.89	Metro Tech Charger
				731-1022-541.38-03	32.41	Jim's Golf Cars/Bells
				100-0601-551.24-03	46.18	Batteries Plus Emg Lights Lib
				100-0801-521.24-03	20.00	RP Valve Tests PD1
				100-0601-551.24-03	60.00	RP Valve Tests Lib 3
				100-0601-551.24-04	55.21	Medline Lib Wheetchair Ramp
				100-0601-551.24-04	20.60	Just Walkers Lib
				100-0601-551.30-13	73.87	Morton Safety 1st Aid Supplies
				100-0801-521.24-01	73.49	Office Max PD Inv Shredder
				100-0801-521.30-13	127.45	Grainger PD Wipes
				743-0403-513.34-04	12.95	Experts Exchange Online Tech Database
				100-0304-562.30-12	296.94	Newegg ComDev/Cases PC Builds
				100-0304-562.30-12	2,008.36	Newegg ComDev/Parts to PC Builds
			743-0403-513.30-15	49.99	Best Buy Hard Drive for Server	
			743-0403-513.30-15	287.76	Best Buy Replacement Drives	
			743-0403-513.30-15	270.92	SYX Tiger Direct Replacement Display	
			743-0403-513.30-15	179.94	Best Buy Larger SD Cards	

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Vendor Name	Check Number	Check Date	Invoice Number	Account Number	Amount	Description
CARDMEMBER SERVICE...	37114...	5/2/2013...	...	100-0601-551.30-14	379.35	Barnes & Noble
				100-0601-551.30-16	59.54	Subway
				100-0601-551.30-14	90.49	Bookland
				100-0601-551.34-03	95.23	Domino's
				100-0201-512.32-02	250.00	UW Continuing Legal Ed
				100-0202-512.34-02	50.00	Whyte Hirschboeck Dudek HR Law
				100-0202-512.32-02	5.24	Amazon/Reference Book
				100-0202-512.32-02	40.00	SQ Jett Communication
				100-0904-531.30-18	71.60	3M/Swab Samplers
				100-0801-521.30-18	150.00	Challenge Coins
				100-0801-521.32-01	0.50	TLO/Searches
				100-0702-552.30-10	19.15	Walgreens
				100-0702-552.33-03	14.24	Jimmy John's
				100-0801-521.29-05	(14.97)	Innovative Products Credit
				100-0801-521.34-03	14.60	Denny's
				100-0801-521.34-03	8.97	Subway
				100-0801-521.34-02	190.00	Maxishare
				100-0801-521.30-15	17.99	Amazon/New Glock
				100-0801-521.30-15	52.00	Amazon/Receiver
				100-0801-521.34-03	280.00	Stoney Creek Inn
				100-0801-521.34-03	70.00	Kalahari Resorts
				100-0801-521.30-15	300.00	Next Level/Laser Bolt
				100-0801-521.32-01	75.00	Paypal
				100-0801-521.29-05	19.18	Newegg/Ext Power Cord
				100-0801-521.29-05	32.86	Amazon/Heat Fun/ Shrink Wrap
				100-0801-521.34-02	250.00	Paypal/Conference
				100-0801-521.29-05	89.94	Innovative Products/ Mic Conversion Kit
				100-0801-521.19-03	13.48	Amazon/Audio Kits
				100-0801-521.29-05	36.68	Amazon/Outlet Adapter
				100-0801-521.29-05	74.30	Del City/Wire/Fuse Panel
				100-0801-521.19-03	30.52	Amazon/Key Holder/ Ear Piece
Total for check: 37114					6,497.51	

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Vendor Name	Check Number	Check Date	Invoice Number	Account Number	Amount	Description
CRESCENT ELECTRIC SUPPLY COMPANY	37115	5/2/2013	087-438970-00	100-0903-531.24-03	43.36	43.36 2nd Outlet
			Total for check: 37115		<u>43.36</u>	
	37116	5/2/2013	0029282-IN	743-0403-513.21-04	140.00	140.00 PD Interview Room B Repair Camera
			Total for check: 37116		<u>140.00</u>	
FACTORY MOTOR PARTS CO	37117	5/2/2013	13-1107054	731-1022-541.38-03	73.03	73.03 Brake Shoe Kit
		5/2/2013	18-1214341	731-1022-541.38-03	300.02	300.02 Battery
		5/2/2013	48-280892	731-1022-541.38-03	130.06	130.06 Rotor Asy
			Total for check: 37117		<u>503.11</u>	
FBI NATIONAL ACADEMY ASSOCIATES	37118	5/2/2013		100-0801-521.34-02	75.00	75.00
			Total for check: 37118		<u>75.00</u>	
FERGUSON ENTERPRISES #448	37119	5/2/2013	0850461	100-0703-553.24-03	206.20	206.20
		5/2/2013	0856663	100-0703-553.24-03	13.26	13.26 Kit
			Total for check: 37119		<u>219.46</u>	
FERGUSON WATERWORKS #1476	37120	5/2/2013	0127193	100-0703-553.30-18	452.07	452.07 Pipe/Tube
		5/2/2013	0127412	100-0703-553.30-18	61.97	61.97 Comp Union
			Total for check: 37120		<u>514.04</u>	
JAMES M FICO PHD	37121	5/2/2013		100-0801-521.21-05	300.00	300.00
			Total for check: 37121		<u>300.00</u>	
FORCE AMERICA DISTRIBUTING LLC	37122	5/2/2013	02117892	731-1022-541.38-03	33.68	33.68 Seal Kit
			Total for check: 37122		<u>33.68</u>	
FOX STAMP SIGN & SPECIALTY	37123	5/2/2013	OE-14161	100-0405-513.30-10	69.10	69.10 Nameplates

AP Check Register
Check Date: 5/2/2013

Vendor Name	Check Number	Check Date	Invoice Number	Account Number	Amount	Description
FOX STAMP SIGN & SPECIALTY...	37123...	5/2/2013...	OE-14161...	100-0304-562.30-18	35.25	Nameplates
			Total for check: 37123		104.35	
FOX VALLEY OVERHEAD DOOR INC	37124	5/2/2013	00044030	731-1022-541.24-03	334.00	Main Gate & Back Gate
			Total for check: 37124		334.00	
GAT SUPPLY INC	37125	5/2/2013	00015585	100-1003-541.30-18	56.55	Blade
				100-1009-541.30-18	56.55	Blade
				100-0703-553.30-18	113.10	Blade
			Total for check: 37125		226.20	
GUNDERSON INC	37126	5/2/2013	85441	100-0801-521.30-13	33.48	Towel/Mat
			Total for check: 37126		33.48	
DAVID N JAGLA	37127	5/2/2013	JAGLA	100-0801-521.21-06	300.00	Background Investigation
			Total for check: 37127		300.00	
JEC	37128	5/2/2013	DREW	100-0904-531.34-02	140.00	
			Total for check: 37128		140.00	
JOHN'S SAW SERVICE	37129	5/2/2013	9126	731-1022-541.38-03	24.95	Throttle Cable
		5/2/2013	9133	731-1022-541.38-03	5.85	
			Total for check: 37129		30.80	
JEFF JORGENSON	37130	5/2/2013	JORGENSON	100-0801-521.29-05	62.63	Expense
				100-0801-521.34-03	158.06	Expense
			Total for check: 37130		220.69	
KAEMPFER & ASSOCIATES INC	37131	5/2/2013	16852	601-1020-543.21-02	158.08	Industrial User Discharge

AP Check Register
Check Date: 5/2/2013

Vendor Name	Check Number	Check Date	Invoice Number	Account Number	Amount	Description
KAEMPFER & ASSOCIATES INC...	37131...	5/2/2013	16853	601-1020-543.21-02	404.80	Sewer User Monitoring
		5/2/2013	16854	601-1020-543.21-02	158.07	WWTP Sampling
		5/2/2013	16855	601-1020-543.21-02	597.21	Lift Station Improvements
		5/2/2013	16856	601-1020-543.21-02	1,416.80	Lift Station Improvements
		5/2/2013	16857	601-1020-543.21-02	4,643.73	Lift Station Improvements
		5/2/2013	16858	601-1020-543.21-02	526.24	Wastewater Collection Sys
			Total for check: 37131		7,904.93	
KEIL ENTERPRISES	37132	5/2/2013		100-0801-521.34-02	390.00	Operation RUSH
			Total for check: 37132		390.00	
KRUKOWSKI & COSTELLO	37133	5/2/2013	CAPTAIN20130423	100-0202-512.32-02	97.50	FMLA Manual
			Total for check: 37133		97.50	
KUNDINGER FLUID POWER INC	37134	5/2/2013	50231448	731-1022-541.38-03	25.42	Ball Valve
			Total for check: 37134		25.42	
LAPPEN SECURITY PRODUCTS INC	37135	5/2/2013	LSPQ25147	100-0501-522.24-03	860.00	Install Elec Lock
			Total for check: 37135		860.00	
LEVENHAGEN CORPORATION	37136	5/2/2013	049197A-IN	100-0000-131.00-00	16,325.00	Diesel
			Total for check: 37136		16,325.00	
LINCOLN CONTRACTORS SUPPLY INC	37137	5/2/2013	163974	100-1009-541.30-15	375.12	Concrete Tools/Hand Tools
			Total for check: 37137		375.12	
MATTHEWS TIRE & SERVICE CENTER	37138	5/2/2013	46899	731-1022-541.38-02	468.40	Tires
			Total for check: 37138		468.40	

AP Check Register
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Vendor Name	Check Number	Check Date	Invoice Number	Account Number	Amount	Description
MCNEILUS TRUCK & MFG COMPANY	37139	5/2/2013	2148779	741-0000-193.00-00	23,815.50	Install Curotto can
		5/2/2013	2148780	741-0000-193.00-00	3,826.44	Install GPS Camera
			Total for check: 37139		27,641.94	
MENARDS-APPLETON EAST	37140	5/2/2013	17900	100-0703-553.24-03	(6.92)	
		5/2/2013	17901	100-0703-553.24-03	(22.16)	Lumber
		5/2/2013	17903	731-1022-541.30-13	169.99	Windtunnel
		5/2/2013	17904	100-0703-553.24-03	286.62	Nails/Cedar/Fascia
		5/2/2013	17907	100-0703-553.24-03	(19.18)	Facia
		5/2/2013	17974	100-0703-553.30-13	48.48	Wastebasket/Light
		5/2/2013	17986	731-1022-541.24-03	(195.51)	Shingles
		5/2/2013	18229	731-1022-541.24-03	10.15	Gutter Hanger
		5/2/2013	18268	100-1003-541.30-15	462.96	Rake/Broom/Brush
			Total for check: 37140		734.43	Blade/Level
MENARDS-APPLETON WEST	37141	5/2/2013	23597	100-1001-514.30-18	13.94	Organizer
				100-0801-521.24-03	13.94	Organizer
			Total for check: 37141		27.88	
MENASHA EMPLOYEES CREDIT UNION	37142	5/2/2013	20130502	100-0000-202.05-00	12,388.00	PAYROLL SUMMARY
			Total for check: 37142		12,388.00	
MENASHA EMPLOYEES CREDIT UNION	37143	5/2/2013	20130404	100-0000-202.10-00	(9.43)	PAYROLL SUMMARY
		5/2/2013	20130502	100-0000-202.10-00	187.97	PAYROLL SUMMARY
			Total for check: 37143		178.54	
MENASHA NEENAH MUNICIPAL COURT	37144	5/2/2013		100-0000-201.03-00	139.00	Bond
				100-0000-201.03-00	139.00	Bond
				100-0000-201.03-00	233.50	Bond/MEPD 11-270
		Total for check: 37144		511.50	Report #12-258 Report #12-289	

AP Check Register
Check Date: 5/2/2013

Vendor Name	Check Number	Check Date	Invoice Number	Account Number	Amount	Description
MENASHA TREASURER	37145	5/2/2013	HEALTH	100-0903-531.30-18	1.35	Dept Supplies
				100-0903-531.33-01	66.15	Mileage
				100-0801-521.30-11	12.66	Petty Cash - PD
				100-0801-521.30-18	79.01	Petty Cash - PD
				100-0801-521.33-03	5.87	Petty Cash - PD
			Total for check: 37145	165.04		
MENASHA UTILITIES	37146	5/2/2013	ST LIGHTS	100-1012-541.22-03	17,592.05	Street Lighting
					17,592.05	
MENASHA UTILITIES	37147	5/2/2013	BILLING 1	100-1008-541.22-03	44.74	Electric
				100-0000-123.00-00	(65.96)	Electric
				100-1012-541.22-03	(337.75)	Electric
				501-0304-562.22-03	(18.83)	Electric
				501-0304-562.22-06	43.13	Storm
				100-0304-562.22-03	29.08	Electric
				625-0304-562.22-03	7.42	Electric
				100-1013-541.22-03	55.43	Electric
				100-1013-541.22-06	277.51	Storm
				207-0707-552.22-03	179.76	Electric
				207-0707-552.22-05	45.42	Water/Sewer
				207-0707-552.22-06	48.76	Storm
				100-0703-553.22-03	175.43	Electric
				100-0703-553.22-05	86.60	Water/Sewer
				100-0703-553.22-06	341.27	Storm
				100-1001-514.22-03	1,348.09	Electric
				100-1001-514.22-05	462.60	Water/Sewer
743-0403-513.21-04	3,856.37	Outside Services				
100-0305-562.22-06	2.50	Storm				
100-1014-543.22-06	53.13	Storm				
267-0102-581.22-06	12.50	Storm				
100-1019-552.22-03	264.37	Electric				

AP Check Register Check Date: 5/2/2013

Vendor Name	Check Number	Check Date	Invoice Number	Account Number	Amount	Description
MENASHA UTILITIES...	37147...	5/2/2013...	BILLING 1...	601-1020-543.22-03	37.99	Electric
			Total for check: 37147		6,949.56	
N&M AUTO SUPPLY	37148	5/2/2013	438194	731-1022-541.38-03	13.11	Turn Signal Lamp
		5/2/2013	438261	731-1022-541.38-03	20.40	Spark Plug
		5/2/2013	438374	731-1022-541.38-03	15.46	Lube Filter
		5/2/2013	438414	731-1022-541.38-03	34.30	Miniature Bulb
		5/2/2013	438510	731-1022-541.30-18	15.63	Oil Filter
		5/2/2013	438519	731-1022-541.30-18	25.47	Diesel Supplement
		5/2/2013	438553	731-1022-541.38-03	27.00	Spark Plug
		5/2/2013	438755	731-1022-541.38-03	22.96	Fuel Filter
		5/2/2013	439464	731-1022-541.38-03	29.68	Toggle Switch
			Total for check: 37148		204.01	
NEENAH-MENASHA SEWERAGE COMMISSION	37149	5/2/2013	2013-062	601-1020-543.25-01	82,002.68	May 2013 Wastewater
				601-0000-122.05-00	(74,708.35)	2012 Y/E adjustment
		5/2/2013	2013-068	601-1021-543.25-01	32,890.00	May 2013 Interest & Debt Charges
			Total for check: 37149		40,184.33	
PACKER CITY INTERNATIONAL	37150	5/2/2013	3-230990021	731-1022-541.38-03	177.39	Filters/Clamps/Hydrauli
		5/2/2013	3-231000003	731-1022-541.38-03	12.22	Air Filter
		5/2/2013	3-231000004	731-1022-541.38-03	204.63	Filters/Hydrauli
			Total for check: 37150		394.24	
PRIME MEDIA	37151	5/2/2013	0004036-IN	100-0801-521.30-18	150.48	
			Total for check: 37151		150.48	
SAM'S CLUB/GECRB	37152	5/2/2013		100-0000-123.00-00	44.06	CVMIC Supplies
			Total for check: 37152		44.06	
SMT MANUFACTURING & SUPPLY	37153	5/2/2013	0022277-IN	731-1022-541.38-03	13.40	Belt

AP Check Register
Check Date: 5/2/2013

Vendor Name	Check Number	Check Date	Invoice Number	Account Number	Amount	Description
SMT MANUFACTURING & SUPPLY...	37153...	5/2/2013	0022300-IN	731-1022-541.38-03	859.31	Flange
			Total for check: 37153		872.71	
	37154	5/2/2013	834515-AP	100-0703-553.24-03	28.80	Aluminum
			Total for check: 37154		28.80	
STAPLES ADVANTAGE	37155	5/2/2013	8025191507	100-1001-514.30-10	(5.09)	
	8025191508	5/2/2013	100-0203-512.30-10		27.08	Supplies
			100-0202-512.30-10		69.26	Supplies
			Total for check: 37155		91.25	
THEDACARE	37156	5/2/2013	9200723965	100-0801-521.21-05	58.90	Venipuncture
			Total for check: 37156		58.90	
THOMPSON POLYGRAPH SERVICE	37157	5/2/2013		100-0801-521.21-06	350.00	Polygraph
			Total for check: 37157		350.00	
UNIFIRST CORPORATION	37158	5/2/2013	097 0136002	731-1022-541.20-01	131.45	Mat/Mop/Clothing
			Total for check: 37158		131.45	
UNITED WAY FOX CITIES	37159	5/2/2013	20130502	100-0000-202.09-00	30.25	PAYROLL SUMMARY
			Total for check: 37159		30.25	
WE ENERGIES	37160	5/2/2013		100-0000-123.00-00	665.85	Bill N-M Fire
				100-1001-514.22-04	772.31	City Hall
				100-0801-521.22-04	919.50	PD
				100-0920-531.22-04	231.74	Senior Center
				100-0601-551.22-04	2,042.09	Library
				100-0703-553.22-04	692.63	Parks
			100-0704-552.22-04	298.94	Pool	

AP Check Register
Check Date: 5/2/2013

Vendor Name	Check Number	Check Date	Invoice Number	Account Number	Amount	Description
WE ENERGIES...	37160...	5/2/2013...	...	207-0707-552.22-04	49.53	Marina
				731-1022-541.22-04	4,436.19	Garage
				100-1012-541.22-03	2,255.33	Street Lights
				Total for check: 37160	12,364.11	
WETTENGEL'S SEW-VAC	37161	5/2/2013	28792	100-0703-553.30-13	225.00	
				Total for check: 37161	225.00	
WINNEBAGO COUNTY CLERK OF COURTS	37162	5/2/2013		100-0000-201.03-00	150.00	Bond Report #13-1236
				100-0000-201.03-00	285.00	Bond/MEPD 13-1272
				Total for check: 37162	435.00	
WISCONSIN DEPT OF HEALTH SERVICES	37163	5/2/2013	DREW	100-0904-531.32-01	175.00	Asbestos Certification
				Total for check: 37163	175.00	
WISCONSIN SUPPORT COLLECTIONS	37164	5/2/2013	20130502	100-0000-202.03-00	1,528.13	PAYROLL SUMMARY
				Total for check: 37164	1,528.13	
					162,142.30	



May 2, 2013

To: Common Council

From: Debbie Galeazzi, Clerk

Subject: Class "B" Liquor License for Menasha Athletic Association

Application for a 6-month Class "B" Liquor License for Menasha Athletic Association (MAC) for May 7, 2013 to October 31, 2013 is on the agenda for consideration. The licensed premise will be the concession stand at Koslo Park.

The Police Department has done background checks and has no objection to issuing the license.

All necessary inspections by the Fire Department, Health Department and Building Inspectors have been completed and are in compliant.

RENEWAL ALCOHOL BEVERAGE LICENSE APPLICATION

Submit to municipal clerk. Read instructions on reverse side.

For the license period beginning: 05 01 2013 ending: 10 31 2013
(MM DD YYYY) (MM DD YYYY)

TO THE GOVERNING BODY of the: Town of
 Village of
 City of } MENASHA

County of WINNEBAGO Aldermanic Dist. No. _____ (if required by ordinance)

CHECK ONE Individual Partnership Limited Liability Company
 Corporation Nonprofit Organization

Complete A or B. All must complete C.

A. Individual or Partnership:

Full Name(s) (Last, First and Middle Name)

Home Address

Post Office & Zip Code

B. Full Name of Corporation/Nonprofit Organization/Limited Liability Company Menasha Athletic Assn.
 Address of Corporation/Limited Liability Company (if different from licensed premises) P.O. Box 342, Menasha
 All Officer(s) Director(s) and Agent of Corporation and Members/Managers and Agent of Limited Liability Company:

Title	Name (Inc. Middle Name)	Home Address	Post Office & Zip Code
President/Member	<u>Lawrence D. Konetzke</u>	<u>202 Lake St.</u>	<u>Menasha 54952</u>
Vice President/Member	<u>Thomas J. Konetzke</u>	<u>858 Emily St.</u>	<u>Menasha 54952</u>
Secretary/Member	<u>Joan H. Smogoleski</u>	<u>1306 Dunning St.</u>	<u>Menasha 54952</u>
Treasurer/Member	<u>Garyl L. Coopman</u>	<u>1248 Meadow View Dr</u>	<u>Menasha 54952</u>
Agent	<u>Paul S. Johnson</u>	<u>1043 Tayco St., #209</u>	<u>Menasha 54952</u>
Directors/Managers			

C. 1. Trade Name Menasha Macs Business Phone Number _____
 2. Address of Premises Koslo Park - Geneva Road Post Office & Zip Code Menasha 54952

3. Does the applicant understand that they must purchase alcohol beverages only from Wisconsin wholesalers, breweries and brewpubs? Yes No
4. Premises description: Describe building or buildings where alcohol beverages are to be sold and stored. The applicant must include all rooms including living quarters, if used, for the sales, service, and/or storage of alcohol beverages and records. (Alcohol beverages may be sold and stored only on the premises described.) Koslo Park Concession Bldg. - Coolers and back room storage room
5. Legal description (omit if street address is given above): _____
6. a. Since filing of the last application, has the named licensee, any member of a partnership licensee, or any member, officer, director, manager or agent for either a limited liability company licensee, corporation licensee, or nonprofit organization licensee been **convicted of any offenses** (excluding traffic offenses not related to alcohol) for violation of any federal laws, any Wisconsin laws, any laws of other states, or ordinances of any county or municipality? If **yes, complete reverse side** Yes No
- b. Are **charges for any offenses** presently **pending** (excluding traffic offenses not related to alcohol) against the named licensee or any other persons affiliated with this license? If **yes, explain fully on reverse side** Yes No
7. Except for questions 6a and 6b, have there been any changes in the answers to the questions as submitted by you on your last application for this license? If **yes, explain.** Yes No
8. Was the profit or loss from the sale of alcohol beverages for the previous year reported on the Wisconsin Income or Franchise Tax return of the licensee? If not, explain. Yes No
9. Does the applicant understand a Wisconsin Seller's Permit must be applied for and issued in the same name as that shown under Section A or B above? [phone (608) 266-2776] Yes No
10. Does the applicant understand that alcohol beverage invoices must be kept at the licensed premises for 2 years from the date of invoice and made available for inspection by law enforcement? Yes No
11. Is the applicant indebted to any wholesaler beyond 15 days for beer or 30 days for liquor? Yes No

READ CAREFULLY BEFORE SIGNING: Under penalty provided by law, the applicant states that each of the above questions has been truthfully answered to the best of the knowledge of the signers. Signers agree to operate this business according to law and that the rights and responsibilities conferred by the license(s), if granted, will not be assigned to another. (Individual applicants and each member of a partnership applicant must sign; corporate officer(s), members/managers of Limited Liability Companies must sign.)

SUBSCRIBED AND SWORN TO BEFORE ME

this 2nd day of April, 20 13
Deborah A. Galeazzi
(Clerk/Notary Public)
 My commission expires 9-11-16

Lawrence D. Konetzke
(Officer of Corporation/Member/Manager of Limited Liability Company /Partner/Individual)
Joan H. Smogoleski
(Officer of Corporation/Member/Manager of Limited Liability Company /Partner)
(Additional Partner(s)/Member/Manager of Limited Liability Company if Any)

TO BE COMPLETED BY CLERK

Date received and filed with municipal clerk <u>4/2/13 # 75.00</u>	Date reported to council/board	Date license granted
License number issued	Date license issued	Signature of Clerk / Deputy Clerk



To: Menasha Common Council
From: Jenny Groeschel and Ginger Tralongo, Police Records
RE: Beverage Operators License (Bartender) Applicants
Date: May 1, 2013

The below individuals have applied for a bartender license to serve, dispense and/or sell alcohol at a licensed establishment within the City. They have all met the criteria under the "Guidelines for Operator Licenses" approved by the Common Council. Therefore, staff is recommending the following people be approved for an Operator's License for the 2013-2015 licensing period:

Joyce M. Naps, - St. Pat's
Robert C. John, - BJ Clancy's
Mohamed E. Jaber - Luigi's
Jose L. Mota, - Mr. Frog's
Ashley F. Martin, - Southsider
Desiree C. Rupiper, - Q-Mart
Joshua M. Wolfe, - Midway Marathon
Jerry L. Krueger, - Midway Marathon