

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
TUESDAY September 3, 2013
6:00 PM**

AGENDA

- A. CALL TO ORDER
- B. PLEDGE OF ALLEGIANCE
- C. ROLL CALL/EXCUSED ABSENCES
- D. PUBLIC HEARING
1. [Proposed Preliminary Resolution Authorizing Public Improvement and Levying Special Assessment Against Benefited Property \(North side of Drum Corps Drive\)](#)
 2. [Proposed application for the Community Development Block Grant – Public Facilities Program \(CDBG-PF\) funds.](#)
- 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. Larry Burkhardt – Update on Fox Cities Economic Development Partnership
 2. Clerk Galeazzi - the following minutes and communications have been received and placed on file:
Minutes to receive:
 - a. [Administration Committee, 8/19/13](#)
 - b. [Board of Health, 6/21/13](#)
 - c. [Board of Public Works, 8/19/13](#)
 - d. [City Hall Safety Committee, 7/19/13](#)
 - e. [Committee on Aging, 7/11/2013](#)
 - f. [Community Development Block Grant Public Participation Committee, 8/28/13](#)
 - g. [IT Steering Committee, 7/9/13](#)
 - h. [Library Board, 8/15/13](#)
 - i. [Neenah-Menasha Sewerage Commission, 7/23/13](#)
 - j. [Personnel Committee, 8/19/13](#)
 - k. [Public Works/Parks Safety Committee, 7/23/13](#)
 - l. [Sustainability Board, 6/25/13](#)Communications
 - m. [CDD Keil, 8/20/13; Report on Reduced Building Inspection Hours](#)
 - n. [PD Styka, 8/28/13; Police K-9 Program](#)
 - o. [WisDOT, 8/27/13; Notice of Public Hearings on the environmental aspects of the proposed conversion of US 41 to an Interstate Highway](#)
 - p. [Public Hearing Notice Harrison Plan Commission](#)
 - q. [League of Wisconsin Municipalities, 8/28/13; Annual conference on October 16-18, 2013 in Green Bay.](#)
 - r. [WisDOA to Clerk Galeazzi, 8/10/13; Preliminary Estimate of January 1, 2013 Population](#)
 - s. [Customers First! The Wire Newsletter, 8/2013](#)
 - t. [Wisconsin Local Health Department Survey, 2011, 06/13](#)
- 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, 8/19/13](#)
 2. [Special Common Council, 8/26/13](#)

H. ITEMS REMOVED FROM CONSENT AGENDA

I. ACTION ITEMS

1. Accounts payable and payroll for the term of 8/19/13 to 8/29/13 in the amount of \$712,444.26.
2. Beverage Operators License Applications for the 2013-2015 licensing period.
3. Reserve "Class B" liquor license application for Salsa's Mexican Restaurant LLC, d/b/a Salsa's Mexican Restaurant, 1550 Appleton Road, Menasha, Ramiro Arellano/Agent, to deal in intoxicating liquor and fermented malt beverages for the 2013-2014 licensing year.
4. Authorization to release remaining funds of \$8,750 to Fox Cities Economic Development Partnership

J. ORDINANCES AND RESOLUTION

1. R-12-13 – Resolution Authorizing Submission of a Community Development Block Grant Application

K. APPOINTMENTS

L. HELD OVER BUSINESS

1. Authoriza0tion to Execute WisDOT Bridge Operation Agreement for Fiscal Year 2014 (held 8/19/13)

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 – Monday, SEPTEMBER 16, 2013 – 6:00 pm
Committee meetings to follow Common Council

**CITY OF MENASHA
PUBLIC HEARING**

NOTICE IS HEREBY GIVEN that a Public Hearing will be held on the Proposed Preliminary Resolution Authorizing Public Improvement and Levying Special Assessments Against Benefited Property.

The Common Council hereby declares its intention to exercise its powers under Section 66.0703, Wisconsin Statutes, to levy special assessments upon property within the following described area for benefits conferred upon such property by improvement of the following:

- A. Improvements
 - 1. Storm Sewer
 - 2. Various Associated Items

- B. Location of Improvements
 - North side of Drum Corps Drive from 1678 Drum Corps Drive to 1688 Drum Corps Drive

2. The total amount assessed against such improvements shall not exceed the total cost of the improvements. The Common Council determines that such improvements shall be made under the police power, and the amount assessed against each parcel shall be on a cost per front foot, area, or unit cost basis.

3. That the assessment against any parcel shall be paid in accordance with Section 3-2-14 of the Menasha Municipal Code.

4. The Director of Public Works is directed to compile a report consisting of:

- A. Plans and Specifications of said improvements
- B. A summary of the allotted cost of the said improvements
- C. A schedule of proposed assessments showing the properties which are benefited by the improvement

Upon completing such report, the Board of Public Works is directed to file a copy thereof in the City Clerk's Office for public inspection.

5. Upon receiving the report of the Board of Public Works, the City Clerk is directed to give notice of a public hearing on such report as specified in Section 66.0703(7)(a), Wisconsin Statutes. The hearing shall be held in the Council Chambers at the City Hall at a time set by the City Clerk in accordance with Section 66.0703(7)(a), Wisconsin Statutes.

6. The notice and hearing requirements under paragraph 5 do not apply if they are waived, in writing, by all the owners of property affected by the special assessment, as specified in Section 66.0703(7)(b), Wisconsin Statutes.

Any interested persons objecting or supporting the proposed resolution are requested to be present at this hearing.

Date of Hearing: Tuesday September 3, 2013
Time of Hearing: 6:00 p.m. or shortly thereafter
Place of Hearing: Menasha City Hall
Council Chambers, 3rd Floor
140 Main Street
Menasha, WI 54952

If you have questions, please call (920) 967-3610

Deborah A. Galeazzi, WCMC
City Clerk

Run: Aug. 24, 2013

**CITY OF MENASHA
PUBLIC HEARING NOTICE**

The City of Menasha will conduct a public hearing regarding its proposed application for Community Development Block Grant – Public Facilities Program (CDBG-PF) funds. The public is invited to attend to learn about the CDBG program, to help identify additional community development needs, and to comment on the activities proposed to be included in the CDBG application.

The agenda for the public hearing is:

1. Identification of total potential funds
2. Eligible CDBG activities
3. Presentation of identified community development needs
4. Identification of any community development needs by public
5. Presentation of activities proposed for CDBG application, including potential residential displacement.
6. Citizen input regarding proposed and other CDBG activities

Residents of the City of Menasha are encouraged to attend, especially residents with low to moderate incomes.

Date of Hearing: Tuesday September 3, 2013
Time of Hearing: 6:00 p.m. or shortly thereafter
Place of Hearing: Menasha City Hall
Council Chambers, 3rd Floor
140 Main Street
Menasha, WI 54952

The meeting room is handicapped accessible.

Persons needing additional accommodations should contact the City of Menasha Clerk's Office at (920) 967-3600 or at dgaleazz@ci.menasha.wi.us

Deborah A. Galeazzi, WCMC
City Clerk

Run: Aug. 20, 2013

CITY OF MENASHA
ADMINISTRATION COMMITTEE
Third Floor Council Chambers
140 Main Street, Menasha
August 19, 2013
MINUTES

A. CALL TO ORDER

Meeting called to order by Chairman Nichols at 6:45 p.m.

B. ROLL CALL/EXCUSED ABSENCES

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

EXCUSED: Alderman Langdon

ALSO PRESENT: Mayor Merkes, CA/HRD Captain, PC Styka, DPW Radtke, CDD Keil,
Dpty Treasurer Sassman, Clerk Galeazzi

C. MINUTES TO APPROVE

1. Administration Committee, 8/5/13

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

Motion carried on voice vote.

D. DISCUSSION/ACTION ITEMS

1. Appeal of Voiding Operator's License Application – Melissa Hagen

Melissa Hagen was not present.

PC Styka explained the Police Department voided Ms. Hagen's Operator's License application as it was not accurately completed and they were not able to make a recommendation to the Council.

Moved by Ald. Keehan, seconded by Ald. Englebert to deny the appeal of the voiding of Operator's License Application of Melissa Hagen as the application was not accurately completed.

Motion carried on roll call 7-0.

E. ADJOURNMENT

Moved by Ald. Englebert, seconded by Ald. Keehan to adjourn at 6:55 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
Menasha Health Department
June 21, 2013
Minutes**

- A. Meeting called to order at 8:05 AM by Chairman Candyce Rusin.
- B. Present: Candyce Rusin (excused from meeting at 8:33 AM), Lori Asmus, Ruth Neeck, Dr. Teresa Rudolph, Susan Nett
Others Present: Todd Drew, RS
- C. MINUTES TO APPROVE
 - 1. Motion to approve minutes from June 12, 2013 meeting made by R. Neeck and seconded by T. Rudolph. Motion carried.
- D. REPORT OF DEPT HEADS/STAFF/CONSULTANTS
 - 1. Bedbugs – Continued Discussion. S. Nett suggested language be added as a revision to the current human health hazard ordinance. An alderman is needed to sponsor. T. Drew suggested board members consider classifying bed bugs as a nuisance insect infestation, could be considered to be potentially injurious to health. Would need to consider a timeframe for a tenant to report and a landlord to respond. Would need to look at an enforcement fee schedule consistent with citation ordinance. T. Drew told board members about an ordinance regarding bedbugs that was being adopted by the City of Chicago. He will send out a link for members to review.
- E. ACTION ITEMS
 - 1. Approval of TB Dispensary Contract for July 1, 2013-June 30, 2014 and Authorize Signature. S. Nett explained this is a renewal contract for the health department to obtain reimbursement for certain services that are provided to uninsured individuals with an active case of TB or are considered TB infected. The health department is currently supervising 5 individuals that are on medication either daily or weekly. Motion to approve TB Dispensary Contract for July 1, 2013 –June 30, 2014 and authorize signature made by L. Asmus and seconded by T. Rudolph. Motion carried.
 - 2. Composting. T. Drew discussed complaints from residents regarding composting and the odors that are created especially when the outdoor temperatures are high. He requested board members review the existing ordinance and discuss this at the next meeting. Motion to hold this item made by T. Rudolph and seconded by L. Asmus. Motion carried.
- F. HELD OVER BUSINESS
 - 1. None
- G. Motion to adjourn at 9:10 AM made by L. Asmus and seconded by T. Rudolph. Motion carried.

"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."

CITY OF MENASHA
Board of Public Works
Third Floor Council Chambers
140 Main Street, Menasha
August 19, 2013
MINUTES

A. CALL TO ORDER

Meeting called to order by Chairman Taylor at 6:55 p.m.

B. ROLL CALL/EXCUSED ABSENCES

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

EXCUSED: Alderman Langdon

ALSO PRESENT: Mayor Merkes, CA/HRD Captain, PC Styka, DPW Radtke, CDD Keil,
Dpty Treasurer Sassman, Clerk Galeazzi

C. MINUTES TO APPROVE

1. August 5, 2013

Moved by Ald. Nichols, seconded by Ald. Keehan to approve minutes.

Motion carried on voice vote.

D. ACTION ITEMS

1. Request for Street Light on Pole in Front of 344 Grandview Avenue

DPW Radtke explained in 2007 the street light was removed from the pole at 344 Grandview Avenue. There has been a request from a resident in that area to have the street light replaced. The Police Department supports on-street lighting to help reduce crime. Staff is not opposed to reinstalling the street light; however he suggests not taking any action until the affected residents on Grandview Avenue can be properly notified.

The Board agreed to have staff notify the residents on Grandview Avenue and have this item on the next agenda.

2. Request to Change Stop Sign to Yield Sign at South End of Willow Lane

DPW Radtke explained a resident made a request to have a yield sign instead of a stop sign at the corner of Willow Lane and Nicolet Blvd. This is a relatively low traffic area and no history of reported accidents.

Larry Reddin, 393 Willow Lane, spoke to the Board. He made the request for a yield sign instead of a stop sign, but has since reconsidered. Safety for pedestrians needs to be considered; therefore he would like to withdraw the request.

The Board agreed to withdraw the item.

E. ADJOURNMENT

Moved by Ald. Sevenich, seconded by Ald. Keehan to adjourn at 7:10 p.m.

Motion carried on voice vote.

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



City Hall Safety Committee Meeting July 19, 2013 MINUTES

Meeting called to order at 9:05 AM by T. Drew

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

Excused: Kristi Heim, Pamela Captain,

A. Motion to approve minutes from June 7, 2013 made by S. Seffker seconded by V. Lenz - Motion carried.

B. Old Business

1. **Summer Help Safety Training** – Drew reported that most summer help had not completed safety training prior to beginning. Supervisors have been informed to have all summer help complete the appropriate training.
2. **Ergonomics Assessments** – Drew reported that Ben Rank CVMIC conducted ergonomics assessments of work stations based on request. Recommendations will be given to each department upon receipt of report.
3. **Baseball bat inspections concerns** – Issue was taken to the Mayor who determined that no change in procedure was necessary, however appointments and or set days should be followed as much as possible. Parks should then notify City Hall employees. It was suggested that Brian Tungate be invited to the next meeting to discuss this issue further.
4. **Department Safety Assessments** – to date Aaron Zemlock has completed the Library Safety Assessments. Remaining departments will be done. A. Zemlock will be conducting an in-service to library employees on September 20, 2013 @ 11:00AM.
5. **Library Fire Alarm Obstruction** – Agenda in error the obstruction was at City Hall on first floor. Obstruction has been corrected.

C. New Business

1. **Monthly Safety Topic** – Safety topic – regarding wear seat belts while driving was distributed and discussed.
2. **Injury Review** – no injuries
3. **Additional items for discussion** – no additional items discussed

D. Training

1. **Fire Extinguisher Training** – Drew will schedule with M. Sipin NMFD for September (Thursday if possible). 2 sessions 10 am and 1 pm

2. **Security / Safety Training** – training will be scheduled following the completion of all safety assessments by A. Zemlock MPD.
3. **New training items for discussion** – No new items discussed.

E. Motion to adjourn at 9:45AM by A. Alix seconded by K. Clausing - Meeting adjourned.

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
July 11, 2013**

- A. Meeting called to order at 7:50 AM by Chairman J. Klundt.
- B. Present: Lee Murphy, Mary Lueke, Joyce Klundt, Sue Steffen, Tom Stoffel, Sue Nett, Jean Wollerman
Absent: John Ruck
- C. MINUTES TO APPROVE
 - 1. Motion to approve minutes from June 13, 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 recent activities at the senior center. A reception honoring those 90 years old and older is being planned. The memory café meeting in June saw an increase in participants. Funds are now available to help defray the cost of hosting the memory café. Fundraising from selling tickets for the Packer's Family nite was approximately \$700. The legacy account currently has \$8000, some of it is in a CD. 1376 visits to the senior center were noted during the month of June. J. Wollerman will be attending the Wisconsin Association of Senior Centers annual meeting in September.
- E. Action Items
 - 1. None
- F. HELD OVER BUSINESS
 - 1. Architectural Design Project. J. Wollerman reviewed the proposed renovation project for T. Stoffel. J. Wollerman and S. Nett discussed applying for a community block grant and applying for funding through the Frank Shattuck Community Fund. The Mayor has been approached about the city supporting some of the cost. The remainder would be acquired through fund raising. S. Nett suggested having a subcommittee that would put together a plan with a timeline. Committee members discussed presenting the project to the common council at the first council meeting in August. A subcommittee will meet on July 22nd at 1 PM at the health department. Committee on aging members agreeing to serve on the subcommittee include L. Murphy, T. Stoffel, J. Wollerman, and S. Nett.
 - 2. Senior Center Mission Statement. Committee members discussed creating a brochure which would include the mission statement. Discussion on this will continue at next month's meeting.
 - 3. Motion to adjourn at 9:25 AM made by L. Murphy and seconded by M. Lueke. Motion carried.

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).

**Community Development Block Grant
Public Participation Committee
Minutes
August 28, 2013**

- A. Meeting called to order by Acting Chairman Joyce Klundt at 8:20 AM.
- B. Present: Joyce Klundt, Sue Steffen, John Ruck, Lee Murphy, Mary Lueke, Community Development Director Greg Keil
Also Present: Mary Fulton, Staff members Susan Nett (Health Dept.) and Jean Wollerman (Senior Center)
Absent: Thomas Stoffel
- C. MINUTES TO APPROVE
1. None
- D. REPORT OF DEPT HEADS/STAFF/CONSULTANTS
1. S. Nett deferred explanation of committee duties to CD Director Keil who then discussed the grant application requirements, timeline for the application process, scoring, and what happens after the grant is awarded. CDD Keil explained one of the grant requirements was to have a citizen participation committee to oversee the preparation of the block grant application and then to monitor implementation of the grant. CDD Keil further explained the requirement for public hearings, with the first public hearing scheduled on 9-3-13 prior to the common council meeting. A second public hearing will be held to provide a review of the performance of the funded activities. There will also be a resolution from the mayor on the council agenda which was another requirement. The grant funding was announced the second week in August and the application is due Sept. 13th. The Community Development Dept. is compiling the grant with assistance from the city clerk, J. Wollerman and S. Nett. CDD Keil briefly discussed some of the scoring criteria, one of which was the financial status of the applicant and he felt the city's current financial status would give us a higher score in that category. Committee members questioned if someone couldn't come to the public hearings, could they submit comments in writing and where should those comments be sent. CDD Keil indicated written comments could be submitted to the city clerk or handed to the council at the public hearing.
- E. New Business
1. Election of Chairperson. Motion made by L. Murphy and seconded by S. Steffen to nominate J. Ruck as chairperson. J. Ruck was agreeable to serving as chairperson. Motion carried.
 2. CDBG Application is in the process of being submitted. If awarded, the project will start with the design phase by January and construction to start next spring. Committee discussion was supportive of application.
 3. Project Funding. S. Nett explained that the block grant will fund up to 50% of the project but not more than \$500,000. The preliminary design was estimated at \$321,438. Due to the fact the design work was done a year ago, it was decided to increase the cost to

\$350,000 to cover any increases in costs of supplies. For this grant the city will be asking for funding of \$175,000. The remaining \$175,000 will be split evenly between the city and fundraising. M. Fulton was introduced to the committee as she has agreed to assist with the fundraising. S. Nett questioned if there would be any monies committed prior to the grant submission as there is a line item on the application for outside sources of funds. J. Wollerman indicated she and M. Fulton will be discussing this after the meeting adjourns. M. Lueke reported a family member took a copy of the preliminary design to JJ Keller's grant personnel and was told funding wasn't available for brick and mortar projects. M. Fulton discussed ways to fundraise that avoids the brick and mortar and focuses on the positive program and center outcomes from the project. L. Murphy submitted names to J. Wollerman of some individuals that could be contacted. Committee members asked who to submit names of potential donors to, for contact. J. Wollerman will accept names to contact.

F. HELD OVER BUSINESS

1. None

G. Motion to adjourn at 8:57 AM made by S. Steffen and seconded by M. Lueke. Motion carried. Next meeting following the committee on aging meeting on Sept. 12, 2013.

Submitted by Susan Nett

**CITY OF MENASHA
IT STEERING COMMITTEE
July 9, 2013
MINUTES**

A. CALL TO ORDER

Styka called the meeting to order.

B. ROLL CALL/EXCUSED ABSENCES

Committee members Ald. Nichols, CA/HR Director Captain, Director Keil (arrived after start of meeting), IT Manager Lacey, Director Nett, Interim Comptroller/Treasurer Sassman and Chief Styka were present. Also present was IT Supervisor Patrick James.

C. MINUTES TO APPROVE

Motion to approve the June 4, 2013 minutes was made and seconded by Lacey and Nichols, respectively. Motion carried.

D. PUBLIC COMMENTS ON ANY MATTER OF CONCERN TO THIS AGENDA

None

E. REPORT OF DEPARTMENT HEADS/STAFF/CONSULTANTS

Lacey provided a handout – IT Project Timeline for 2013. Discussion ensued. In the third quarter 2 tablets will be added to Health as a result of grant funding.

F. ACTION ITEMS

1. Further Committee discussion on current infrastructure and begin development of a strategic plan

The Committee reviewed the 2011 copy of the IT Inventory list that is still being updated by IT staff. Ald. Nichols identified the need for a completed inventory for strategic planning. There needs to be an identification of the most critical areas that need replacement with 1-3 years and what is high, medium and low priority. IT staff talked about identification of mission critical or essential devices and UPS (uninterrupted power system). There have been instances of power outages “frying” devices. Also discussed was IT staff exploration of concepts for the telephone system replacement. Replacement of the system is estimated at approximately \$100,000 (+-20-50,000). About 1/3 of the funds are set aside in the 2013 budget.

2. Committee approval of employee survey

Discussion ensued on a sample survey Styka put together. Survey will be sent out to users before next meeting.

3. Committee discussion and action on next IT Steering Committee Meeting date

August 20, 2013 at 8:00 a.m.

G. ADJOURNMENT

Meeting adjourned by motion made and seconded by Captain and Keil, respectively. Motion carried.

D R A F T
MINUTES OF REGULAR MEETING
ELISHA D. SMITH PUBLIC LIBRARY TRUSTEES
Elisha D. Smith Public Library
August 15, 2013

Call to order at 4:01 p.m. by President Murray

Present: Eisen, Golz, Kiley, Murray, Nichols, VanderHeyden, Aaron Harvey (teen rep)

Absent: Crawmer, Wicihowski

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

Introduction of New Board Member

Chris VanderHeyden, recently hired by the Menasha Joint School District as the new Superintendent of Schools, was introduced to the board. He replaces Superintendent Robert Kobylski.

Authorization of Bills

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

Consent Business

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

Approve Library Board meeting minutes from July 18, 2013

Accept Policies and Personnel Committee minutes from May 23, 2013

Accept Policies and Personnel Committee minutes from July 22, 2013

Accept Fundraising Committee meeting minutes from May 30, 2013

Motion to approve the Library Board meeting minutes of July 18, 2013, accept the minutes of the Policies & Personnel Committee meetings of May 23 and July 22, 2013 and accept the minutes of the Fundraising Committee meeting of May 30, 2013 by Nichols and seconded by Golz. Motion carried unanimously.

Director's Report/Information Items

1. July Statistics. Director Lenz reported that circulation of both adult and children's materials overall was about the same as that reported for July 2012. The Department of Public Instruction is now requiring libraries to separate general library program and drop-in program information on their annual reports to the state. Board members will note the totals that appear on our current monthly statistics are similar to what was reported last year when these two statistical categories are combined. Board members requested that we begin reporting use of the administrative office conference room in our monthly meeting room statistics.

2. Endowment Report. Director Lenz reported that we received an annual distribution of \$5744.76 from the Community Foundation in July. This was deposited into the Endowment's General Fund and will remain there until a decision is made as to how the funds will be distributed within the library's budget. We received a grant from Target in the amount of \$2,000 for the children's program "Buzz on Books." Director Lenz noted that the grant from Menasha Corporation for a hearing loop, which we received in June in the amount of \$6,610, had been deposited into the Endowment's Meeting Room Fund.
3. Current Budget Status. The status of this year's budget was reviewed. According to Director Lenz, 58.1% of the year has passed and 57.7% of the budget has been spent.
4. Staff Reports.
 - As reported previously, clerk Marina Nelessen has resigned. She was scheduled to work 20 hours per week. A decision was made to split those hours among other clerks, beginning in September.
 - Kelly Moran, a summer library aide, has resigned. She is returning to college to continue her studies.
 - The summer reading programs are coming to an end. Library supervisors will provide final reports on these programs to the board at their September meeting.
 - Staff mid-year reviews have been completed.
 - Assistant Librarian Liz Tubman used funds from the Swanson donation to create a "Story Before Bedtime" program for children. We anticipate that this unique program will be well received by our young library patrons.
5. Winnefox Library System Plan.

Director Lenz shared copies of the strategic plan recently approved by the Winnefox Library System Board. This document references new standards set by the state's library systems. Director Lenz recommended that board members read these standards to better understand the role of library systems in Wisconsin. She reported on state plans to review existing library system boundaries and noted that changes may be forthcoming.

Discussion/Action Items

6. Library Logo. The library's current logo includes the name "Menasha Public Library." Director Lenz proposed revising the logo to include only the library's official name, i.e. "Elisha D. Smith." She noted that her preference would be to keep the two logos, which could be used interchangeably by the director and library staff.

Motion

Motion to approve changing the library's logo to replace Menasha Public Library with Elisha D. Smith Public Library by Eisen. Motion failed for lack of a second.

Discussion ensued. There was a consensus from the board that our library should only have one logo. VanderHeyden recommended changing the existing logo to include "Elisha D. Smith" and adding "Menasha Public Library" beneath Smith's name. Director Lenz will create this logo and present it for the board's consideration at their next meeting.

7. Chapter VII: Personnel Policy. Revisions recommended by the Policies and Personnel Committee were presented to the board for their consideration. Discussion ensued. In Section E. Benefits, where text refers specifically to insurance benefits, there was a consensus to change the wording from "The library provides benefits" to "The library offers benefits."

Motion

Motion to approve the personnel policy with the wording change as noted by Nichols and seconded by Murray. Motion carried unanimously.

8. Chapter VIII: Financial and Business Policies. Revisions recommended by the Policies and Personnel Committee were presented to the board for their consideration. Discussion ensued.

Motion

Motion to approve the Financial and Business Policies as presented by Nichols and seconded by VanderHeyden. Motion carried unanimously.

Kathy Beson left the meeting at 5:03 p.m.

9. Chapter IX: Public Relations Policy. The Policies and Personnel Committee recommended eliminating this chapter within the policy manual. Portions of this chapter have been included in other existing chapters.
10. Chapter VI: Organizational Structure. The Policies and Personnel Committee presented revision recommendations to the board for their consideration. The board will be asked to approve these changes at their September meeting.

Announcements

- Review of Trustee Essential's Chapter Twelve. There was a consensus to table this item for discussion until the September board meeting.

Adjournment

Motion to adjourn the meeting at 5:16 p.m. by Nichols and seconded by Golz. Motion carried unanimously.

Respectfully submitted,
Kris Seefeldt, Recording Secretary

NEENAH-MENASHA SEWERAGE COMMISSION

Regular Meeting

Tuesday July 23, 2013

Meeting was called to order by Commission President Youngquist at 8:00 a.m. at the Town of Menasha Municipal Complex, Arden Tews Assembly Room.

Present: Commissioners Mike Sams, Kathy Bauer, Tim Hamblin, Jim Gunz, Raymond Zielinski, Dale Youngquist; Manager Randall Much, Attorney John Thiel, Accountant Roger Voigt.

Also Present: Tom Kispert (McMAHON); Paul Much (MCO).

June 25, 2013 meeting minutes: Motion by Commissioner Gunz, second by Commissioner Bauer to approve the minutes from the June 25, 2013 Regular Meeting. Motion carried unanimously.

Correspondence

The following correspondence was discussed:

- A. July 15, 2013 letter from Amy Vaclavik to Randall Much, Manager Neenah-Menasha Sewerage Commission.
RE: Update on User Charge System process.

Old Business

Inflow/Infiltration. It was the consensus this item can be removed from the meeting agenda at this time.

Attorney Thiel requested a change in the order of the agenda items to go into closed session at this time to accommodate him for meetings he has later this morning. Motion by Commissioner Gunz, second by Commissioner Zielinski to proceed to Agenda item 6, Motion to Convene Into Closed Session. Motion carried unanimously.

Motion by Commissioner Gunz, 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 Gunz, Bauer, Sams, Hamblin, Zielinski, Youngquist.

Meeting convened into closed session at 8:05 am.

Special Meeting Closed Session was called to order by Commission President Youngquist at 8:05 a.m.

Commissioner Falck entered meeting (8:12 am).

After discussions, motion made by Commissioner Gunz, seconded by Commissioner Bauer to adjourn the closed session and return in open session. By roll call vote taken, motion carried unanimously by Commissioners Gunz, Hamblin, Bauer, Samsb, Falck, Zielinski, Youngquist. The Commission returned to open session at 8:35 am.

Commissioner Gunz informed the Commissioners of his need to be excused from the meeting by 9:00 am and requested to proceed to Agenda item: New Business, Operations Engineering Planning, Treatment Plant Upgrade, Action Items, Other Invoices. Request was granted.

Commissioner Gunz discussed the invoices presented for approval and further explained why he is not in favor of the type of agreement signed with Wisconsin Public Finance Professionals (WFPF); he feels this is a bad way to enter into an agreement. Another Commissioner pointed out the invoice detail dollar amount in the WFPF invoice is actually more than the final invoice the Commission has been billed for. After discussion motion by Commissioner Gunz, second by Commissioner Bauer to approve for payment invoice #4171 from Attorney John Thiel for June Plant Expansion legal services in the amount of \$300.00. Motion carried unanimously. Motion by Commissioner Gunz, second by Commissioner Bauer to approve for payment the invoice from Wisconsin Public Finance Professionals, LLC dated June 21, 2013 for Clean Water Fund Loan services in the amount of \$18,500.00. Motion carried unanimously.

New Business

Operations, Engineering, Planning

Phosphorus Removal - Tom Kispert reported the Actiflo Pilot Study has been scheduled for September 9 through September 20, 2013. Commissioner Gunz questioned if there will be any issues with the pilot testing and plant operations with the plant upgrades. Tom reported there will not be any issues; the pilot study will not have any effect on the influent phosphorus.

Primary Clarifiers concrete repair – Tom Kispert distributed pricing received to repair the concrete and to apply a coating to each of the four primary clarifiers. At this time tank #1 is recommended to be repaired; tanks #2 and #3 could be evaluated when they are drawn down and sandblasted; tank #4 may not need to be worked on at this time. The cost to repair and apply coatings to the four clarifiers is quoted at \$109,850. The coating used is newer technology that was not available several years ago; by waiting to apply the coating to tank #4, the hope would be the cost of the coating would come down. Manager Much indicated it seems it would be more efficient if we would do all the clarifiers now when they are being taken down for updating. Manager Much questioned how long the new coating would last; Tom replied he does not know. After discussion, motion by Commissioner Gunz second by Commissioner Hamblin to approve the concrete repair and coating of the four Primary Clarifiers by at a cost of \$109,850. Voting aye: Commissioners Gunz, Hamblin, Falck, Zielinski, Samsb. Voting nay: Commissioner Bauer. Motion approved.

Commissioner Gunz excused from the meeting (9:05 am).

Tom Kispert presented a power point slide show and discussed the construction activities that have occurred since the June 25, 2013 meeting. Commissioner Hamblin questioned the delivery status of the Square D equipment. Tom reported they have a revised schedule and equipment has started to show up.

Construction Progress Update. Tom Kispert reviewed and discussed his memorandum handout on the plant construction progress, the Certificates for Payment' contract change orders, and pending proposals.

After discussion, motion by Commissioner Zielinski, second by Commissioner Falck to approve for payment Certificate for Payment #9 from August Winter & Sons Inc. in the amount of \$782,800.00. Motion carried unanimously.

Tom Kispert discussed proposed change orders for the contract with August Winter & Sons. Motion by Commission Falck, second by Commissioner Hamblin to approve change order #18 for the contract with August Winters & Sons in the amount of \$97,386.00. Motion carried unanimously. Motion by Commission Falck, second by Commissioner Hamblin to approve change order #19 for the contract with August Winters & Sons in the amount of \$5,317.00. Motion carried unanimously.

Tom Kispert reported there are no certificates for payment or change orders from the equipment contracts.

Tom Kispert reported on the status of the HSI Blowers. The sixth blower is scheduled for delivery on August 31; there are still control issues with the blowers and additional discussion ensued on sound proofing issues on the blowers.

Tom Kispert reviewed the contract summary log and the summary of the change orders.

Commissioners discussed the McMahon invoices; copies of some of the invoices were not included in the information sent to the Commissioners. Accountant Voigt was instructed to provide the missing invoices next month to the Commissioners. After discussion, motion by Commissioner Bauer, second by Commissioner Samsb to approve for payment McMahon invoices: #44015 - \$6,000.00; #44404 - \$32,200.00; #44405 - \$90,100.00; #44406 - \$4,300.00; #44407 - \$650.00; #44408 - \$1,300.00; #44409 - \$960.00; #44410 - \$4,600.00; #44411 - \$17,563.99, and #44412 - \$64,700.00. Motion carried unanimously.

Manager Much discussed the Operating Report for June. The front end loader has been repaired; we are waiting for the extension bucket. A sampler has been ordered for performing the mercury sampling; this sampler is constructed for mercury sampling and it will only be used for this purpose. The State has adopted the Federal wording and added some additional changes in the pretreatment program regulations; the Commission will need to make these changes in their program to follow current regulations. The plant is operating well; a lot of extra time is being put in by several staff members due to start-up issues. After discussion, motion by

Commissioner Falck, second by Commissioner Hamblin to accept the Operating Report for June. Motion carried unanimously.

Budget, Finance, Personnel

Accountant Voigt discussed the Financial Statements for the month of July 2013. Accountant Voigt reported on accrued interest questioned during the June meeting. Commissioner Sambs questioned the \$56,456 payment made to the DNR. Accountant Voigt reported this is an annual fee charged to the Commission for: air emission fees, laboratory certification fees, NR101 wastewater fees (for pounds of BOD, suspended solids, mercury, ammonia, phosphorus discharged), stormwater fees, and groundwater fees. After discussion, motion by Commissioner Zielinski, second by Commissioner Sambs to accept the financial statements for the month of June, 2013. Motion carried unanimously.

Commission President Youngquist discussed the five year auditing proposal received from Schenck; President Youngquist feels the proposal is very reasonable. After discussion, motion by Commissioner Falck second by Commissioner Zielinski to approve the five year auditing proposal for calendar years 2013, 2014, 2015, 2016, and 2017 from Schenck as presented. Motion carried unanimously.

Commissioners discussed the letter received from Schenck regarding recommended changes to be made in recording and handling equity transactions to meet current GASB Statement No. 33 language. After discussion, motion by Commissioner Hamblin second by Commissioner Sambs to approve making the changes in handling the equity transactions to meet GASB Statement No. 33 language as recommended by Schenck with the changes to be effective before 2014. Motion carried unanimously.

Accountant Voigt discussed his memo regarding the Bond Attorney and the Redemption Call of Maturing Bonds in 2014. The Commission Bond Attorney used for the redemption call of the 2015 bonds was Tom Griggs with Godfrey & Kahn; Mr. Griggs is no longer employed with Godfrey & Kahn. The Commission was charged \$356 for the services to prepare the documents for issuing the redemption call last year. Rebecca Speckhard at Quarles & Brady was then contacted for obtaining a quote for providing the paperwork for the Commission to do a redemption call of the maturing 2014 bonds. Rebecca indicated their firm does this at no charge for their clients when their firm was used as bond counsel when the bonds were issued. Rebecca also offered to perform this at no cost if it would be the intent of the Commission to hire Quarles & Brady as their bond counsel for their next issue. Rebecca was informed this information would be provided to the Commission for their decision. After discussion, motion by Commissioner Bauer second by Commissioner Falck that it will be the intent of the Commission to use the firm of Quarles & Brady as the Commission Bond Counsel for future borrowings of the Neenah-Menasha Sewerage Commission. Motion carried unanimously.

Accountant Voigt discussed the 2013 Capital Budget and the initial plan to issue a redemption call on \$200,000 of the bonds maturing in 2014 by using funds from the Depreciation Fund. The future plan for 2014 was to use the Reserve Fund to pay for the remaining bonds maturing in 2014. After giving this more thought, Accountant Voigt suggests the entire 2014 maturing bonds should be issued a redemption call to be paid on December 1, 2013. The Reserve Fund is

available and this action will save \$25,500 in interest expense in 2014. After discussion, motion by Commissioner Falck second by Commissioner Samsb to increase the amount of the redemption call from \$200,000 as provided in the 2013 Budget to the full maturing bond amount of \$705,000. Motion carried unanimously.

Motion by Commissioner Bauer, second by Commissioner Zielinski to approve Operating and Payroll Vouchers #133815 thru #133875 in the amount of \$431,715.96 and Construction Fund Vouchers #198 thru #202 in the amount of \$1,578,156.11 for the month of June 2013. Motion carried unanimously.

Accountant Voigt discussed the Accountant's Report for June 2013. The interest rates on the checking and money market accounts have not changed. MCO generated \$4,200 in income for the Commission in June. Accountant Voigt reported the Cash Flow report was updated to current known information. Motion by Commissioner Falck, second by Commissioner Hamblin to accept the Accountant's Report and Cash Flow Report for the month of June 2013. Motion carried unanimously.

Motion by Commissioner Falck, second by Commissioner Bauer to approve for payment MCO invoices #17486 - \$120,999.71; #17520 - \$980.05; and #17523 - \$554.25 and to pay the invoices after August 1, 2013. Motion carried unanimously.

Motion made by Commissioner Zielinski, seconded by Commissioner Falck to adjourn the meeting. Motion carried unanimously. Meeting adjourned at approximately 10:33 a.m.

President

Secretary

THE NEXT REGULAR MEETING IS SCHEDULED FOR TUESDAY AUGUST 27th 2013.

CITY OF MENASHA
PERSONNEL COMMITTEE
Third Floor Council Chambers
140 Main Street, Menasha
August 19, 2013
MINUTES

A. CALL TO ORDER

Meeting called to order by Chairman Englebert at 5:00 p.m.

B. ROLL CALL/EXCUSED ABSENCES

PRESENT: Aldermen Nichols, Taylor, Sevenich, Keehan, Zelinski, Englebert, Benner (5:10pm), Mayor Merkes

EXCUSED: Alderman Langdon

ALSO PRESENT: CA/HRD Captain, Dpty Treasurer Sassman, Clerk Galeazzi

C. MINUTES TO APPROVE

1. Personnel Committee, 7/15/13

Moved by Ald. Sevenich, seconded by Ald. Keehan to approve minutes.

Motion carried on voice vote.

D. DISCUSSION/ACTION ITEMS

1. Compensation Offer Regarding Administrative Services Director Position.

CA/HRD Captain explained Margaret (Peggy) Steeno is the finalist for the Administrative Services Director Position. An annual salary of \$108,400 is being requested. Request for annual salary above mid-point requires Personnel Committee approval. Additional benefits being requested are four weeks of vacation and the ability to advance sick leave.

General discussion ensued on salary and benefits being requested.

Moved by Ald. Sevenich, seconded by Ald. Keehan to offer to Margaret Steeno compensation of \$108,400 annual salary, four weeks vacation and ability to advance sick leave.

Motion carried on roll call 8-0.

E. ADJOURNMENT

Moved by Ald. Benner, seconded by Ald. Zelinski to adjourn at 5:21 p.m.

Motion carried on voice vote.

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



**Public Works / Parks Safety Committee
July 23, 2013
Minutes**

Meeting called to order at 8:20 AM.

Present: Randy Losselyong, Mark Radtke, Adam Alix, Corey Gordon, Todd Drew, Eric Whitman, Pamela Captain, Tim Jacobson, Kevin Schmahl
Absent: Brian Tungate, Vince Maas, Jeff Nieland,

Approval of minutes from July 2, 2013 motion by P. Captain second R. Losselyong Motion passed

B. Old Business

1. **Work Zone Safety/ MPD Enforcement** – C. Gordon will report on future issues involving work zone safety and enforcement by MPD. Drew suggested to Gordon and Radtke to make sure reporting of street closures to MPD was placed in the project specification provided to street contractors. Gordon stated the current street would likely not pose an issue (Arthur St.) as it is not a heavily traveled through street.
2. **Power Washer Exhaust** – T. Jacobson stated that the exhaust stack would be raised prior to cold weather.
3. **Leaf Truck Significant Program Award** – proposal submitted no update.
4. **Additional metatarsal foot protection availability**- 2 sets of metatarsal protection add-ons were purchased. Drew reminded that the employees are responsible to comply and use safety equipment provided per review of safety manual and contents.

C. New Business

1. **Monthly Safety Topic** – distributed and discussed. Requested to be posted in appropriate department.
2. **Injury Review.** – 1 injury reported. No documentation available to review in August.
3. **New items for discussion** – Drew raised the issue of asbestos abatement in occupied buildings so that proper protocols are pre-authorization of contractors can be completed.

D. Training

1. **Fire Extinguisher Training** – to be set for Tuesday, Wednesday or Thursday during the 3rd or 4th week of September.
2. **Confined Space Training** – to be scheduled for the 2nd week of October.
3. **Lifting Training** – to be conducted in October.

E. Motion to adjourn at 9:25 AM made by P. Captain and seconded by M. Radtke

**CITY OF MENASHA
SUSTAINABILITY BOARD
Common Council Chambers
140 Main Street, Menasha**

Tuesday, June 25, 2013

Minutes

A. CALL TO ORDER

Meeting called to order by Linda Stoll at 6:08 p.m.

B. ROLL CALL/EXCUSED ABSENCES

Present: Danielle Handler, Linda Stoll, Kathy Thunes, Paul Van de Sand

Also Present: Mayor Merkes, Kevin Englebert

Excused: Roger Kanitz, Ed Kassel

C. PUBLIC COMMENTS ON ANY MATTER OF CONCERN TO THE SUSTAINABILITY BOARD

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

No one spoke

D. MINUTES TO APPROVE

1. Sustainability Board minutes, 5/21/2013

Motion made by Kathy Thunes and seconded by Paul Van de Sand to approve the minutes of the May 21st 2013 Meeting

Motion carried.

E. COMMUNICATIONS

F. DISCUSSION ITEMS

1. City of Menasha Energy Usage

Members discussed the implementation of the action plan to reduce 1% of electric use in several city buildings. Air conditioner will be installed in city hall in 2013, lighting changes at recycling center drop off being studied. Importance of having a report to the community discussed to show strides taken and continue the momentum.

2. Waste Management

Meeting with public works to be scheduled before next Sustainability Meeting to discuss findings of UW Fox student project relating to community satisfaction with recycling pickup. Study shows that increased pickup typically increases recyclables collected, Sustainability Board recommends that efforts be made to increase frequency of pickup in the City, as well as change fee for 96 gallon refuse container to better reflect actual cost of increased tipping fee based on increased volume.

Home composting project begins July 1 with flyer being delivered to homes just before that date. The initiative will include two sites (Tayco Street & Plank Road) and coloring contest. Danielle has met with local businesses as well as residents to explain and develop the program. There is a potential for city hall to participate.

3. Livable Communities

Reviewed desirable communities amenities and how they relate to Sustainability. Discussed People-Planet-Profit and how to look through "People" lens to maintain strong & sustainable communities.

4. Menasha Farm Fresh Market
Signage is up at Appleton Road and Airport Road.
Cooking demonstrations by Aspen Landing will be starting soon; the demonstrations will feature items that can be purchased at the market that day and the recipe to make them at home. Aspen also plans to begin purchasing items from the market to use in the restaurant.
5. River-Gen Project
Paul will be meeting with UW Platteville faculty in July to explore the concept of the project being an independent study project for engineering students there.
6. Sustainability Board Annual Report & Priorities
In development

G. ADJOURNMENT

Motion made by Paul Van de Sand and seconded by Kathy Thunes to adjourn at 7:45 p.m.
Motion carried.

Minutes submitted by DJM



Memorandum

To: Common Council
From: Greg Keil, CDD *CK*
Date: August 20, 2013
RE: Report on Reduced Building Inspection Hours

Ald. Benner requested that I make a report to the Common Council regarding the above-referenced matter.

On January 16, 2012 the Common Council approved an amendment to the building inspection services contract with Independent Inspections, Ltd (IIL). This amendment provided for the reduction in office hours. The office hours contained in the original contract were from 8:00-10:00AM and 12:00-1:00PM daily. The amendment reduced the hours to 8:00-9:30AM daily, and 12:00 to 1:00PM two days per week. The amendment authorized the reduced office hours for a two month trial period which ran from January 17 through April 15, 2012. The amendment was requested by IIL due to reduced permit activity and revenues to support staffing.

The reduction in office hours was terminated on April 15, 2012, and the office hours as provided in the original contract were reinstated and have been in effect since April 16, 2012. I am not aware of any complaints from residents or contractors associated with the reduced office hours during that period. Building permit activity has picked up considerably since the low points we experienced in 2010, 2011 and early 2012, and I do not anticipate a request from IIL to return to reduced office hours this year.



To: Members of the Common Council

From: Chief Tim Styka

Date: August 28, 2013

RE: Police K-9 Program

On August 7, 2013 our police K-9 Gommez was diagnosed with late stage cancer at the UW Madison School of Veterinary Medicine. He passed away from this illness on August 16, 2013 at the young age of 7.

Gommez came to the City after the successful fundraising campaign by the citizen volunteer group the Menasha K-9 Corp. Gommez quickly demonstrated his abilities in finding illegal drugs. In 2009, the first full year with the program, we saw an increase of over 100% in our drug related arrests. This had a major impact on drug related issues in the City, sending a clear message to those engaged in these activities. We did see a decrease in arrests the subsequent years, indicating that Gommez was having an impact. Gommez was responsible for well over \$125,000 in drug seizure money and over \$100,000 in the value of drugs he took off the street. Gommez was also very accurate in doing his job. He was accurate 96% of the time, well above the recognized standards.

While Gommez's focus was finding illegal drugs, he also provided an incredible way to reach out to the community. Gommez was a favorite at community appearances and fascinated people on how he was able to perform his job tasks. Since Gommez passed away we have received support and appreciation for his efforts from people all over the State.

It is clear that the K-9 Unit has made a positive impact on the community. As a result, community members have been asking what they can do to make sure Menasha continues to have a K-9 Unit. In the Police Commission meeting last week, the group unanimously approved a motion to start up the K-9 Corp again. The goal will be to raise \$20,000 for the purchase, training and upkeep of the program. In the group's last efforts they raised over \$48,000 in six months. We believe this new goal is very achievable and hope to return in the spring with a request that the City accept the funds raised so the program can continue.

**Notice of public hearing
and availability of an Environmental Document
on the environmental aspects
of the conversion of US 41 to an Interstate Highway
Kenosha, Racine, Milwaukee, Waukesha, Washington, Dodge, Fond du Lac, Winnebago, Outagamie, and
Brown Counties**

ALL INTERESTED PERSONS are advised that the Wisconsin Department of Transportation (WisDOT) will hold a series of public hearings on the environmental aspects of the proposed conversion of U.S. Highway 41 (US 41) to an Interstate Highway. The project begins at the US 41/I-94 interchange south of the Wisconsin/Illinois state line, continues north concurrently with I-94 to the Mitchell Interchange, then runs northwesterly concurrent with I-894 to the Zoo Interchange. From the Zoo Interchange, the route extends north along US 45 and US 41 through Fond du Lac, the Fox Valley, and Green Bay and ends at the I-43 interchange. The overall study corridor extends through the counties noted above.

As part of the Interstate conversion, the segment of US 41 between I-94 near Miller Park (Stadium interchange) and US 45, known locally as Lisbon Avenue and Appleton Avenue, will be designated WIS 175, and US 41 will be rerouted to become concurrent with the proposed I-41.

The public hearings will be held on:

- Tuesday, September 10, 2013
Fox Valley Technical College
1825 N Bluemound Drive, Appleton
Room A161A & B
Use North parking lot, entrance #15
- Wednesday, September 11, 2013
UW Fond du Lac
400 University Drive, Fond du Lac
Room LGI 113/114
- Thursday September 12, 2013
Milwaukee Area Technical College – Oak Creek Campus
6665 South Howell Avenue, Oak Creek
Lecture Hall room A241
Park in Student lot C, use Entrance #13, lecture hall is immediately inside the entrance

The hearings will be conducted from **5 p.m. to 7 p.m. with a presentation at 5:30 p.m.** Interested persons may attend anytime between 5 p.m. and 7 p.m. to review displays and other hearing materials, ask questions, and provide testimony. The meeting facilities are wheelchair accessible. Hearing impaired persons needing assistance should call or e-mail the WisDOT project manager listed below. To allow for arranging assistance, please call no later than three working days prior to the public hearing.

All interested persons are invited to attend the hearing and present oral and/or written testimony concerning the environmental aspects of the proposed conversion of US 41 to an Interstate Highway, and whether the proposed Interstate conversion is in the public interest and consistent with local and regional planning goals. WisDOT project staff will be available to explain the features of proposed Interstate conversion and answer questions. Converting US 41 to an Interstate Highway would not acquire any new right-of-way or include capacity expansion of the highway.

Information on how to present oral and written testimony will be provided at the public hearing. Written testimony can be submitted by fax, mail, or email after the hearing and will be included in the hearing transcript if postmarked/received no later than Thursday, September 26, 2013. The address to send written comments is the project manager contact listed below.

All interested persons are further notified of the availability of an Environmental Report (ER) that discusses the need for the proposed improvements, alternatives considered, environmental effects, and which has been prepared and filed according to the State and National Environmental Policy Acts. The ER will be available at the public hearing and is available for inspection and copying at the project website (www.41conversion.wi.gov) and the repositories listed below.

WisDOT
Northeast Region Office
944 Vanderperren Way
Green Bay

WisDOT
Southeast Region Office
141 NW Barstow Street
Waukesha

Kenosha County Center
19600 75th Street, Suite 122-1
Bristol

WisDOT
Bureau of Technical Services
4802 Sheboygan Avenue – Room 451
Madison

Racine County Public Works
Attn: Julie Anderson
Ives Grove Office Complex
14200 Washington Avenue
Sturtevant

Milwaukee County
Dept of Transportation
Attn: Brian Dranzik
2711 W Wells St
Milwaukee

Waukesha County
Dept of Public Works
Attn: Gary Evans
515 W Moreland Blvd
Waukesha

Washington County
Highway Commissioner
Attn: Tom Wondra
900 Lang St
West Bend

Dodge County
Highway Commissioner
Attn: Brian Field
211 E Center St
Juneau

Fond du Lac County
Highway Commissioner
Attn: Tom Janke, PE
301 Dixie St
Fond du Lac

Winnebago County
Highway Dept
Attn: Ernest Winters
901 W County Y
Oshkosh

Outagamie County
Highway Commissioner
Attn: Al Guerts
1313 Holland Rd
Appleton

Brown County
Public Works Dept
Attn: Paul Van Noie
2198 Glendale Ave
Green Bay

Project Manager Contact:

Tammy Rabe, PE
Wisconsin Department of Transportation
Northeast Region Office
944 Vanderperren Way
Green Bay, WI 54303
Phone (920) 492-5661
Fax (920) 492-5711
tammy.rabe@dot.wi.gov

WisDOT will review all comments and testimony presented as part of this public hearing process and reserves the right to make a final determination on the proposed improvements as described in this notice.

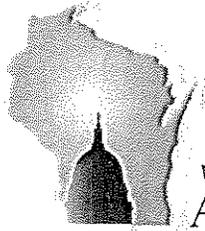
Project ID 1113-00-00

PUBLIC HEARING NOTICE
HARRISON PLAN COMMISSION

The Harrison Plan Commission will hold a public hearing on Tuesday, September 17 at 7:00PM at the Harrison Town/Village Hall, W5298 Hwy 114, Menasha, WI 54952 in regards to a Comprehensive Plan Amendment initiated by Woodland Trails Investments to amend the future land use classification for the properties located in the Woodland Trails II subdivision. The applicant is requesting to amend the Comprehensive Plan to change the Single-Family Residential and Two-Family Residential land use designation on the parcels in question to a Mixed Single-Family & Two-Family Residential land use designation.

Individuals interested in the Comprehensive Plan amendment are invited to attend the Plan Commission meeting to provide oral testimony. Individuals may also submit written testimony to the Plan Commission at W5298 Hwy 114, Menasha, WI 54952. The Harrison Plan Commission will accept and review all pertinent information. The Harrison Plan Commission will make their decision on September 17, 2013 provided all appropriate information is available. The Plan Commission decision will be submitted as a recommendation to the Board for final adoption. A copy of the proposed amendment is available for viewing at the Harrison Town/Village Hall during normal business hours. Any questions regarding this matter, or request for copies, should be directed to Mark Mommaerts, Harrison Planner at (920) 989-1062.

Dated this 1st day of August, 2013.
Jennifer Weyenberg, Clerk



**WISCONSIN DEPARTMENT OF
ADMINISTRATION**

SCOTT WALKER
GOVERNOR

MIKE HUEBSCH
SECRETARY

Division of Intergovernmental Relations
Post Office Box 8944
Madison, WI 53708-8944
Voice (608) 266-0288
Fax (608) 267-6917

0035
DEBORAH A. GALEAZZI
CLERK, CITY OF MENASHA
140 MAIN ST
MENASHA, WI 54952 - 3190

August 10, 2013

PRELIMINARY ESTIMATE OF JANUARY 1, 2013 POPULATION

Dear Municipal Clerk:

The Demographic Services Center's preliminary estimate of the January 1, 2013 population for the CITY OF MENASHA in CALUMET County is **2,346**. This represents a change of 137 persons (6.2 percent) since the 2010 Census.

Wisconsin's total population is estimated at 5,716,000 which is a change of 29,014 persons and 0.5 percent.

Following is a summary of the data we used in estimating your population:

	2010 Census Count	2013 Preliminary Estimate
2010 U.S. Census Count	2,209	
January 1, 2013 Estimate		2,346
Motor vehicles registered	2,236	2,507
Percent of vehicles in State	0.043	0.050
Income tax filers	1,499	1,588
Percent of filers in State	0.042	0.047
Filers plus dependents	2,139	2,190
Percent of Filers plus dependents in State	0.044	0.048
Income tax returns	937	1,034
Percent of income tax returns in State	0.037	0.043
Institutional Population	0	0

In addition, in response to our housing survey that we sent you earlier this year, your municipality reported a net change of 33 housing units for calendar year 2012. (If we did not receive a survey from you, we estimated your change in housing stock or used other sources.)

Approximately 1,662 of the estimated population for the CITY OF MENASHA are of voting age. This courtesy estimate helps you to comply with Wisconsin Statute 5.66, which requires municipal clerks to approximate the number of electors prior to elections. The voting age population was calculated by applying the census proportion of persons over 18 to the preliminary January 1 estimate, and then multiplying the result by a state-wide factor to account for the general aging of the population. Please note that, if you have an adult correctional facility in your municipality, its population is included in this voting-age estimate.



**WISCONSIN DEPARTMENT OF
ADMINISTRATION**

SCOTT WALKER
GOVERNOR

MIKE HUEBSCH
SECRETARY

Division of Intergovernmental Relations
Post Office Box 8944
Madison, WI 53708-8944
Voice (608) 266-0288
Fax (608) 267-6917

0034
DEBORAH A. GALEAZZI
CLERK, CITY OF MENASHA
140 MAIN ST
MENASHA, WI 54952 - 3190

August 10, 2013

PRELIMINARY ESTIMATE OF JANUARY 1, 2013 POPULATION

Dear Municipal Clerk:

The Demographic Services Center's preliminary estimate of the January 1, 2013 population for the CITY OF MENASHA in WINNEBAGO County is **15,108**. This represents a change of - 36 persons (-0.2 percent) since the 2010 Census.

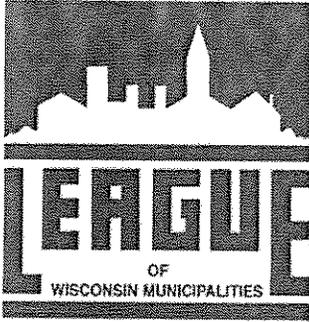
Wisconsin's total population is estimated at 5,716,000 which is a change of 29,014 persons and 0.5 percent.

Following is a summary of the data we used in estimating your population:

	2010 Census Count	2013 Preliminary Estimate
2010 U.S. Census Count	15,144	
January 1, 2013 Estimate		15,108
Motor vehicles registered	18,496	18,071
Percent of vehicles in State	0.352	0.356
Income tax filers	10,899	10,603
Percent of filers in State	0.300	0.310
Filers plus dependents	14,764	14,190
Percent of Filers plus dependents in State	0.300	0.311
Income tax returns	7,982	7,858
Percent of income tax returns in State	0.313	0.323
Institutional Population	0	0

In addition, in response to our housing survey that we sent you earlier this year, your municipality reported a net change of -6 housing units for calendar year 2012. (If we did not receive a survey from you, we estimated your change in housing stock or used other sources.)

Approximately 11,551 of the estimated population for the CITY OF MENASHA are of voting age. This courtesy estimate helps you to comply with Wisconsin Statute 5.66, which requires municipal clerks to approximate the number of electors prior to elections. The voting age population was calculated by applying the census proportion of persons over 18 to the preliminary January 1 estimate, and then multiplying the result by a state-wide factor to account for the general aging of the population. Please note that, if you have an adult correctional facility in your municipality, its population is included in this voting-age estimate.



122 W. Washington Avenue
Suite 300
Madison, Wisconsin 53703-2715

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800/991-5502
Fax: 608/267-0645

E-mail: league@lwm-info.org
www.lwm-info.org

August 28, 2013

Wisconsin Mayors and Village Presidents:

The Wisconsin Legislature tightened restrictions on levy limits and over-rode many residency requirements for municipal employees. These were just the two most recent examples of state interference in home-rule. Our best response, and the best way to preserve our local communities, is for local leaders to work together.

Please join me at the League of Wisconsin Municipalities' Annual Conference on October 16-18 at the KI Center in Green Bay. Please also encourage other governing body members from your community to join you. Join our advocacy efforts and help reverse the flow of bad legislation coming from the state capitol.

As League President, I hear from city and village leaders about the enormous financial pressure on our communities. The pressure will get worse—not better—unless we take forceful action together. Our strength as an organization depends on the unified actions of all municipal officials. If we don't work together, we will be chopped up piecemeal.

Conference registration information is on the League's Website, www.lwm-info.org

I look forward to seeing you in Green Bay.

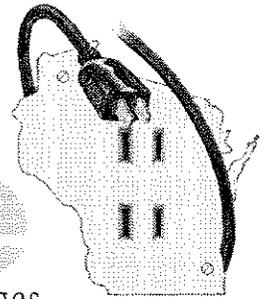
Warmest Regards,

John Small, Village President, Marathon City
President, League of Wisconsin Municipalities

A Coalition
to preserve
Wisconsin's
Reliable and
Affordable
Electricity

Customers First!

the Wire



Plugging you in to electric industry changes

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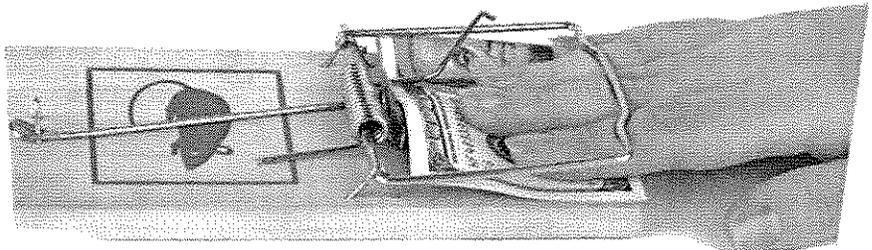
Illinois aggregation: More marketing mischief

Ever since voters in hundreds of Illinois communities authorized municipal electric aggregation a couple of years ago, state regulators and consumer protection officials have had their hands full keeping up with complaints about shifty marketing activities. A recent *Chicago Tribune* story tells us it hasn't stopped.

In fact, the marketing abuses may be growing.

Early last month, Mount Prospect officials warned residents about aggregation scams commonly conducted by salespeople who obtain a customer's Commonwealth Edison account number and then switch them to a different provider without informing them of the change.

According to the *Tribune*, the state attorney general's office has been investigating and has found that the more communities adopt aggregation plans, the more complaints there are



about marketers gaming the system.

The aggregation concept, in which a municipality buys power in bulk on behalf of large numbers of participating residents—can be a boon for customers, provided they don't fall victim to marketers making false representations.

Mount Prospect last year negotiated a power-supply rate of 4.65 cents per kilowatt-hour that will remain in place for at least another year, according to the *Tribune*. But some crooked salespeople have told customers their current rate is expiring—to trick them into sign-

ing up with an alternative provider.

Some of the sales pitches being used are "completely false" and "intentionally misleading," according to village officials quoted in the *Tribune* story.

One good defense is to be aware that if someone calls seeking information about a utility account, it's highly unlikely they're in any way connected with the aggregation program. Local governments generally don't require information from anyone except residents who don't wish to participate in aggregation and need to notify the municipality that they're opting out. 💡

Better trust; can't verify

The nature of cybercrime makes it uniquely difficult to know whether proper and necessary steps for prevention and deterrence are being taken: If you say what you've done to confront the problem, your defenses are automatically compromised. So we can only hope utilities around the country are taking effective actions to forestall the kind of attacks cited in a recent Department of Homeland Security (DHS) memo saying hackers have gotten close to disabling industrial control systems by using tools and techniques "common and easy to

Continued on page 3...

Meanwhile... Sic transit savings

Nobody doubted that municipal electric aggregation in Illinois would offer opportunities for customers to save some money—and neither did we doubt that under the program as designed, things could swing the opposite way as customers were increasingly exposed to market volatility. Now, Glenview residents are bracing for a 25 percent rate hike.

According to a mid-July report in the *Chicago Tribune*, the village's aggregation program saved residents more than \$2 million in less than half a year's operation. That translates into almost \$150—or \$30 monthly—per household.

But that was under a special, "first year" rate, and it wasn't for the entire year. June and July of 2012 weren't included, so two months of usually high usage and higher wholesale power prices weren't part of the original deal.

Now MC Squared, the alternative power supplier for a package agreement that includes Kenilworth, Northfield, and Wilmette along with Glenview, has raised the rate from the original 4.035 cents to 4.977 cents per kilowatt-hour, the *Tribune* reports.

The new, higher rate will remain in place at least until next June. 💡

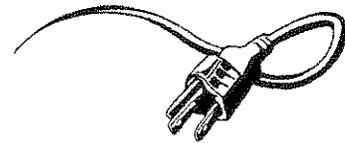
THE WIRE is a monthly publication of the *Customers First!* Coalition—a broad-based alliance of local governments, small businesses and farmers, environmental groups, labor and consumer groups, retirees and low-income families, municipal electric utilities, rural electric cooperatives, wholesale suppliers, and an investor-owned utility. *Customers First!* is a coalition dedicated to preserving Wisconsin's reliable and affordable electricity.

If you have questions or comments about THE WIRE or the *Customers First!* Coalition, please call 608/286-0784.



KEEPING CURRENT

With CFC Executive Director Matt Bromley



Nearly six months after his inaugural address in which he identified climate change as a top priority for his second term, President Obama outlined his plan to address the issue in a speech at Georgetown University on June 25. For the most part, the President's plan sidesteps Congress—a body seen as an obstacle to climate-change initiatives—and instead relies on federal agencies to develop rules and regulations to cut carbon dioxide emissions, promote renewable energy on federal land, develop clean energy technologies, and establish new energy efficiency standards. "This is a challenge that does not pause for partisan gridlock," the President said, "It demands our attention now."



Bromley

The major thrust of the President's Climate Action Plan calls on the Environmental Protection Agency (EPA) to develop and issue standards to reduce carbon dioxide emissions for new and existing power plants. Back in March 2012, the EPA released for public comment proposed emission standards for new power plants. The president, as detailed in a memorandum to the EPA, wants the agency to now issue a new proposal by September 20, 2013, "(I)n light of the information conveyed in more than two million comments" on the initial proposal and "ongoing developments in the industry." No specific deadline was given for when a final rule for new power plants must be issued.

The president put forth a more extended timeline for promulgating rules to limit carbon dioxide emissions from existing power plants, and it's not clear what form those rules will take. In his memo, the president directs the EPA to "issue proposed standards, regulations, or guidelines, as appropriate" no later than June 1, 2014, with final rules by June 1, 2015. In addition, states are required to submit to the EPA their implementation plans and regulations no later than June 30, 2016.

Many questions remain on what the new rules will encompass, how they will be implemented and enforced, and the implications for electricity providers and consumers. Coal-fired plants will be the most affected by new carbon dioxide emission rules, and without commercially viable technology to capture the gas, strict regulations could shut down some of the plants. A lot is at stake for states and regions heavily dependent on coal for power generation, which means we may, at some point, see these rules end up in a federal court.

You can read the president's Climate Action Plan and Memorandum on Power Sector Carbon Pollution Standards at: <http://www.whitehouse.gov/>. 

Texas playing catch-up

State and federal regulators have gone back and forth over Texas having sufficient generation for a hot summer's peak-electricity demand, but there's a more enduring problem of capacity keeping pace with demand growth.

For a second consecutive year, reserve margins are below targets set by the Electric Reliability Council of Texas (ERCOT), which oversees the grid serving about 85 percent of the state's demand. In a severe heat wave, demand-response measures up to and including rolling blackouts could kick in.

The proximate cause is increased oil and gas drilling boosting electricity demand, com-

bined with almost two gigawatts of generation retired or mothballed since 2010.

But buried in the details of Texas' restructured power market is a rule that generators get paid only for delivering power—not for providing reserve capacity. Nobody wants to risk building generation that might run only occasionally, unless power prices go very, very high.

State regulators let ERCOT's price cap rise to \$5,000 per megawatt-hour as of June 1, climbing to \$9,000 in 2015, hoping power producers will build. A less expensive remedy might be to let generators get paid for maintaining a reserve—as is the case everywhere else in the country. 



Cybercrime

Continued from page 1...

obtain in the public domain.”

The quote comes from a July 15 *Houston Chronicle* report on the content of the memo, which the *Chronicle* said was undated but which followed up on a May 9 memo urging CEOs in the electric and nuclear sectors to take action in response to a “rush” of online attacks.

In the case of at least one unidentified utility, attackers obtained all the information necessary to reach industrial control systems, according to the DHS memo as reported by the *Chronicle*.

Those systems manage many automated functions and hackers causing them to malfunction could do extensive damage. The *Chronicle* story cited a 2010 online attack against industrial control systems that succeeded in destroying centrifuges at an Iranian nuclear facility.

The memo said this spring hackers “successfully” attacked “several U.S. energy and critical manufacturing sector targets over a period of weeks,” adding that the attack “indicates a sophisticated knowledge of electricity infrastructure and cascading impacts that requires increased vigilance nationwide.”



Energy saver tip

It's curtains for you! That is, if summer sunshine is beating on uncovered windows and coming straight into your house, it's going to get hot in there and even good, well-maintained air conditioning equipment will struggle to keep up. Closing curtains over windows exposed to the sun will take loads of stress off your A-C system and your cooling budget.



PGE: The fallout continues

One thing we've learned over the past 15 years is that watching a California utility scandal unfold is not unlike driving the length of the Golden State—in this respect at least: It's going to take a while. The long-running saga of Pacific Gas and Electric's (PGE) pipeline malfeasance and much-debated punishment has now triggered further staff shakeups at the Public Utilities Commission (PUC).

At the end of June, the PUC's general counsel—a former PGE attorney who earlier reassigned the PUC lawyers working on the pipeline case—recused himself as chief advisory attorney in the matter and was replaced with a retired PUC attorney.

One of the reassigned attorneys stepped back into the role of leading the team working on the PGE case.

The San Jose *Mercury News* quoted

Thomas Long, legal director of The Utility Reform Network (TURN), saying, “This is extraordinary. In 25 years, I have never seen this kind of erratic behavior from a division of the PUC.”

The *Mercury News* also quoted State Senator Jerry Hill (D-San Bruno) saying the PUC is busier “cleaning up its own messes” than regulating utilities and as a result is “losing more public confidence by the day.”

Hill represents the community where the whole mess began, with the 2010 explosion of a defective natural gas pipeline that killed eight people and destroyed almost 40 homes.

The latest staff shakeup stems directly from the reassignments earlier this spring, when PUC attorneys working on the case went public with their criticism of the \$2.25 billion penalty recommended against PGE. Some agency staff felt the punishment should be more severe.



It pays to advertise?

An inconspicuous newspaper story some weeks back got us thinking maybe the failure of retail electric choice to sweep the nation (we remember friends calling it “inevitable” once upon a time) may involve something as simple as shopping for electricity not being most people's idea of a good time.

Or maybe there's some other reason why they have to run ads in New Hampshire—where the option was available earlier than anywhere else—urging customers to shop around.

This past spring a coalition of business organizations, power providers, and environmental and consumer organizations rolled out a multi-media effort called EmpowerNH. Its purpose? To persuade electricity users that they could benefit themselves and the environment by quitting the incumbent utility, Public Service of New Hampshire (PSNH) and switching to an alternative power provider.

Now, we hold no brief for PSNH, and we don't deny there's been opportunity through a retail choice program for customers to reduce their bills or patronize a supplier more closely aligned with their environmental ethic. Our wariness is based on the known history of these benefits as transient things, coming and going with market fluctuations.

By coincidence, you can find current examples of the mixed blessings of retail choice in two stories on page 1 about Illinois.

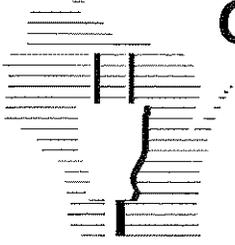
For what it's worth, a PSNH spokesman this spring told *Foster's Daily Democrat*, A Dover, New Hampshire, newspaper, that the incumbent utility has saved its customers more than \$700 million over the past decade compared with prices set by its competitors and that more than 20 percent of the PSNH portfolio is in renewable energy sources.

Moreover, customers who dislike the fact that PSNH still relies on coal-fired generation when that's the least expensive choice may well decide to buy elsewhere, but there's no guarantee that they won't be associating themselves with an even bigger utility—for instance, Consolidated Edison or Constellation Energy—through non-utility holding company affiliates selling power in New Hampshire.

Our bottom line is that the traditional, vertically integrated, regulated-utility model has amply demonstrated that it still delivers energy more reliably, with far less price volatility, and in compliance with whatever environmental regulations are on the books.

Not to mention that in states like Wisconsin that have kept the traditional utility model, you can be sure your energy provider will still be there tomorrow.

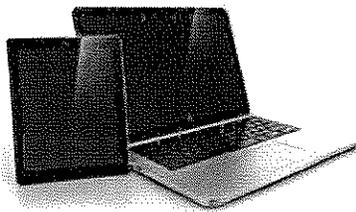




Customers First!

P.O. Box 54
Madison, WI 53701

A Coalition
to preserve
Wisconsin's
Reliable
and Affordable
Electricity



Be sure
to check out
the *Customers First!*
website at

www.customersfirst.org



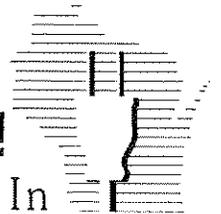
Quotable Quotes

"It has become more confusing to be an electric consumer in Illinois and consumers need to be on guard...Consumers have to be aware of possible rip-offs out there."

—Illinois Citizens Utility Board spokesman Jim Chilsen, commenting on the proliferation of marketing scams since municipal aggregation took effect, quoted in the *Chicago Tribune*, July 9, 2013.

Help us share our messages with others. If you know of businesses or organizations that would like to learn more about protecting Wisconsin's reliable and affordable electricity, please feel free to copy and share with them all or part of this newsletter, or you can call 608/286-0784 to arrange an informational meeting.

Customers First!
Plugging Wisconsin In



Wisconsin Local Health Department Survey, 2011



June 2013

Health Analytics Section
Office of Health Informatics
Division of Public Health
Wisconsin Department of Health Services

Foreword

The Wisconsin Department of Health Services (DHS) is mandated by section 251.05, Wisconsin Statutes, to collect information annually from local health departments (LHDs). The 2011 Local Health Department Survey was conducted within DHS by the Office of Policy and Practice Alignment, Wisconsin Division of Public Health (DPH).

The Office of Policy and Practice Alignment distributed the 2011 survey to local health officers online via the online survey tool, which allowed the LHDs to submit their responses electronically. The 2011 survey was available electronically through Select Survey beginning August 1, 2012, and the final survey was completed on September 30, 2012. DPH Regional Office staff reviewed survey responses for errors and inconsistencies.

The information presented in this report is based on local health department responses to the 2011 annual survey. Included are tables showing financial data (revenues, expenses, local tax levies and per capita expenditures) and LHD staffing for 2011. All 92 LHDs in Wisconsin in 2011 responded to both the financial survey and the staffing survey. At the end of the report are copies of the survey instruments and the definitions provided to LHDs as a reference for their responses.

As noted above, all data shown are self-reported by the LHDs, with data verification provided by DPH Regional Office staff. Georgia Cameron, Director of the Southeastern Regional Office, and Yvonne Eide of the Southern Regional Office, compiled and verified the data from the online survey.

This report was compiled by Yiwu Zhang in the Health Analytics Section of the Office of Health Informatics, DPH. Pat Nametz edited the report. Milda Aksamitauskas, Health Analytics Section Chief, supervised report preparation. Oskar Anderson, Director of the Office of Health Informatics, provided overall direction. Patricia Guhleman, Director, Office of Policy and Practice Alignment, reviewed the report draft.

This report and other health statistics for Wisconsin are available online at <http://www.dhs.wisconsin.gov/stats/>. Comments, suggestions and requests for further information may be addressed to individual Regional Office Directors (<http://www.dhs.wisconsin.gov/localhealth/counties/regional.htm>) or to:

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Local Health Department Revenues and Expenses

Table 1. Local Health Department Revenues and Expenses, Wisconsin 2011

LHD	Population	Fiscal Agent ***	Revenues		Expenses		Tax Levy **		
			Total	Per Capita	Total	Per Capita	Total	Per Capita	% of Total Exp.
STATE TOTAL	5,694,236		\$83,118,641	\$14.60	\$160,737,327	\$28.23	\$78,735,680	\$13.83	49.0%
ADAMS	20,935	No	\$476,769	\$22.77	\$751,575	\$35.90	\$273,222	\$13.05	36.4%
ASHLAND	16,064	No	\$379,708	\$23.64	\$1,065,345	\$66.32	\$685,637	\$42.68	64.4%
BARRON	45,925	No	\$1,022,002	\$22.25	\$1,243,042	\$27.07	\$221,040	\$4.81	17.8%
BAYFIELD	15,036	No	\$599,978	\$39.90	\$840,362	\$55.89	\$231,067	\$15.37	27.5%
BROWN	225,267	Yes	\$1,499,559	\$6.66	\$3,608,563	\$16.02	\$2,109,004	\$9.36	58.4%
De Pere	23,925	No	\$131,756	\$5.51	\$390,177	\$16.31	\$258,421	\$10.80	66.2%
BUFFALO	13,620	No	\$202,821	\$14.89	\$444,370	\$32.63	\$241,549	\$17.73	54.4%
BURNETT	15,448	No	\$268,831	\$17.40	\$660,676	\$42.77	\$391,845	\$25.37	59.3%
CALUMET	35,768	No	\$260,411	\$7.28	\$845,487	\$23.64	\$585,076	\$16.36	69.2%
CHIPPEWA	62,610	Yes	\$954,322	\$15.24	\$1,513,858	\$24.18	\$629,380	\$10.05	41.6%
CLARK	34,719	No	\$327,672	\$9.44	\$640,392	\$18.45	\$312,720	\$9.01	48.8%
COLUMBIA	56,850	No	\$388,356	\$6.83	\$765,953	\$13.47	\$387,298	\$6.81	50.6%
CRAWFORD	16,600	Yes	\$50,322	\$3.03	\$362,119	\$21.81	\$311,797	\$18.78	86.1%
DANE	489,331	No	\$6,713,634	\$13.72	\$16,076,958	\$32.85	\$8,984,374	\$18.36	55.9%
DODGE	88,789	No	\$602,691	\$6.79	\$1,103,386	\$12.43	\$419,931	\$4.73	38.1%
DOOR	27,765	No	\$345,953	\$12.46	\$1,077,374	\$38.80	\$731,556	\$26.35	67.9%
DOUGLAS	44,176	No	\$431,916	\$9.78	\$1,093,916	\$24.76	\$662,000	\$14.99	60.5%
DUNN	43,787	No	\$707,472	\$16.16	\$1,295,177	\$29.58	\$580,326	\$13.25	44.8%
EAU CLAIRE	99,012	No	\$1,838,967	\$18.57	\$4,679,430	\$47.26	\$2,722,672	\$27.50	58.2%
FLORENCE	4,337	No	\$148,941	\$34.34	\$210,168	\$48.46	\$61,227	\$14.12	29.1%
FOND DU LAC	101,740	Yes	\$2,278,912	\$22.40	\$3,374,496	\$33.17	\$1,037,011	\$10.19	30.7%
FOREST	9,180	No	\$188,908	\$20.58	\$426,479	\$46.46	\$261,574	\$28.49	61.3%
GRANT	51,280	Yes	\$1,626,415	\$31.72	\$1,856,831	\$36.21	\$219,625	\$4.28	11.8%
GREEN	36,884	No	\$446,335	\$12.10	\$566,105	\$15.35	\$119,770	\$3.25	21.2%
GREEN LAKE	19,091	Yes	\$264,298	\$13.84	\$620,003	\$32.48	\$355,705	\$18.63	57.4%
IOWA	23,720	No	\$124,845	\$5.26	\$319,165	\$13.46	\$194,320	\$8.19	60.9%
IRON	5,828	No	\$177,647	\$30.48	\$428,688	\$73.56	\$214,540	\$36.81	50.1%
JACKSON	20,475	No	\$261,665	\$12.78	\$586,259	\$28.63	\$324,594	\$15.85	55.4%
JEFFERSON	68,306	No	\$629,319	\$9.21	\$1,526,880	\$22.35	\$897,561	\$13.14	58.8%
Watertown	15,488	Yes	\$458,065	\$29.58	\$653,584	\$42.20	\$229,640	\$14.83	35.1%
JUNEAU	26,725	Yes	\$490,937	\$18.37	\$1,122,861	\$42.02	\$631,924	\$23.65	56.3%

Source: Wisconsin Local Health Department Survey, 2011; Division of Public Health, Department of Health Services.

* No county health department.

** Tax levy is generally the difference between revenues and expenses.

*** Agency is a fiscal agent for a multi-jurisdictional consortium for public health programs or services other than public health preparedness.

County health departments appear in capital letters. Municipal health departments are indented.

The population count reflects the population in each department's jurisdiction. Populations of county LHDs in counties with municipal health departments do not include the populations of those municipalities.

Populations shown are estimates provided by the Wisconsin Department of Administration for January 1, 2011.

Local Health Department Revenues and Expenses

Table 1. Local Health Department Revenues and Expenses, Wisconsin 2011 (continued)

LHD	Population	Fiscal Agent ***	Revenues		Expenses		Tax Levy **		
			Total	Per Capita	Total	Per Capita	Total	Per Capita	% of Total Exp.
KENOSHA	166,632	Yes	\$4,994,832	\$29.98	\$6,852,368	\$41.12	\$1,857,536	\$11.15	27.1%
KEWAUNEE	20,594	No	\$179,609	\$8.72	\$397,208	\$19.29	\$210,094	\$10.20	52.9%
LA CROSSE	114,919	No	\$3,433,310	\$29.88	\$5,242,167	\$45.62	\$1,976,099	\$17.20	37.7%
LAFAYETTE	16,880	No	\$286,456	\$16.97	\$500,214	\$29.63	\$213,758	\$12.66	42.7%
LANGLADE	19,901	No	\$197,727	\$9.94	\$599,053	\$30.10	\$401,324	\$20.17	67.0%
LINCOLN	28,668	No	\$504,126	\$17.58	\$1,052,837	\$36.73	\$543,814	\$18.97	51.7%
MANITOWOC	81,406	No	\$1,647,372	\$20.24	\$2,481,642	\$30.48	\$834,270	\$10.25	33.6%
MARATHON	134,414	Yes	\$1,701,338	\$12.66	\$4,343,157	\$32.31	\$2,641,819	\$19.65	60.8%
MARINETTE	41,719	No	\$556,871	\$13.35	\$1,043,762	\$25.02	\$486,891	\$11.67	46.6%
MARQUETTE	15,392	No	\$108,041	\$7.02	\$324,092	\$21.06	\$216,051	\$14.04	66.7%
MENOMINEE	4,202	No	\$38,741	\$9.22	\$99,140	\$23.59	\$60,116	\$14.31	60.6%
MILWAUKEE*									
Cudahy	18,253	Yes	\$815,649	\$44.69	\$1,201,017	\$65.80	\$385,368	\$21.11	32.1%
Franklin	35,504	No	\$118,367	\$3.33	\$580,960	\$16.36	\$462,593	\$13.03	79.6%
Greendale	14,027	No	\$43,471	\$3.10	\$292,509	\$20.85	\$287,148	\$20.47	98.2%
Greenfield	36,672	No	\$221,812	\$6.05	\$541,144	\$14.76	\$313,243	\$8.54	57.9%
Hales Corners	7,685	No	\$39,420	\$5.13	\$159,665	\$20.78	\$146,402	\$19.05	91.7%
Milwaukee City	595,525	No	\$14,747,420	\$24.76	\$26,372,856	\$44.29	\$12,898,015	\$21.66	48.9%
North Shore	37,386	Yes	\$222,536	\$5.95	\$547,037	\$14.63	\$324,501	\$8.68	59.3%
Oak Creek	34,495	No	\$162,415	\$4.71	\$672,960	\$19.51	\$510,545	\$14.80	75.9%
St. Francis	9,448	No	\$37,914	\$4.01	\$189,670	\$20.08	\$167,178	\$17.69	88.1%
Shorewood/ Whitefish Bay	27,286	Yes	\$317,989	\$11.65	\$389,802	\$14.29	\$71,813	\$2.63	18.4%
South Milwaukee	21,137	Yes	\$249,994	\$11.83	\$649,804	\$30.74	\$439,218	\$20.78	67.6%
Wauwatosa	46,380	No	\$114,585	\$2.47	\$1,375,840	\$29.66	\$1,193,824	\$25.74	86.8%
West Allis	64,571	Yes	\$919,546	\$14.24	\$2,607,619	\$40.38	\$2,290,074	\$35.47	87.8%
MONROE	44,877	No	\$552,851	\$12.32	\$869,137	\$19.37	\$365,830	\$8.15	42.1%
OCONTO	37,723	No	\$312,888	\$8.29	\$801,326	\$21.24	\$488,438	\$12.95	61.0%
ONEIDA	35,962	Yes	\$1,125,350	\$31.29	\$1,587,721	\$44.15	\$497,716	\$13.84	31.4%
OUTAGAMIE	117,325	No	\$1,028,829	\$8.77	\$1,894,890	\$16.15	\$866,061	\$7.38	45.7%
Appleton	72,715	No	\$618,194	\$8.50	\$1,447,087	\$19.90	\$828,893	\$11.40	57.3%
OZAUKEE	86,530	No	\$441,860	\$5.11	\$1,347,420	\$15.57	\$860,967	\$9.95	63.9%
PEPIN	7,461	No	\$246,401	\$33.03	\$389,785	\$52.24	\$148,183	\$19.86	38.0%

Source: Wisconsin Local Health Department Survey, 2011; Division of Public Health, Department of Health Services.

* No county health department.

** Tax levy is generally the difference between revenues and expenses.

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Local Health Department Revenues and Expenses

LHD	Population	Fiscal Agent ***	Revenues		Expenses		Tax Levy **		
			Total	Per Capita	Total	Per Capita	Total	Per Capita	% of Total Exp.
PIERCE	41,085	No	\$1,057,375	\$25.74	\$1,680,788	\$40.91	\$593,304	\$14.44	35.3%
POLK	44,244	Yes	\$1,545,296	\$34.93	\$2,489,001	\$56.26	\$810,308	\$18.31	32.6%
PORTAGE	70,370	No	\$1,229,489	\$17.47	\$2,372,690	\$33.72	\$1,132,370	\$16.09	47.7%
PRICE	14,000	No	\$582,655	\$41.62	\$1,020,727	\$72.91	\$438,072	\$31.29	42.9%
RACINE *									
Central Racine	58,161	No	\$275,506	\$4.74	\$731,677	\$12.58	\$406,960	\$7.00	55.6%
Racine City	80,918	No	\$1,392,090	\$17.20	\$2,770,709	\$34.24	\$1,221,194	\$15.09	44.1%
Western Racine	56,146	No	\$331,890	\$5.91	\$617,949	\$11.01	\$363,158	\$6.47	58.8%
RICHLAND	18,045	No	\$142,210	\$7.88	\$261,828	\$14.51	\$119,618	\$6.63	45.7%
ROCK	160,287	No	\$1,156,328	\$7.21	\$3,447,314	\$21.51	\$2,290,986	\$14.29	66.5%
RUSK	14,703	No	\$317,690	\$21.61	\$569,405	\$38.73	\$212,894	\$14.48	37.4%
ST. CROIX	84,503	No	\$964,994	\$11.42	\$1,614,612	\$19.11	\$649,618	\$7.69	40.2%
SAUK	61,951	Yes	\$869,422	\$14.03	\$1,340,366	\$21.64	\$498,666	\$8.05	37.2%
SAWYER	16,600	No	\$285,539	\$17.20	\$490,047	\$29.52	\$204,507	\$12.32	41.7%
SHAWANO	41,954	No	\$357,961	\$8.53	\$654,579	\$15.60	\$320,000	\$7.63	48.9%
SHEBOYGAN	115,569	No	\$1,352,560	\$11.70	\$3,236,745	\$28.01	\$1,884,184	\$16.30	58.2%
TAYLOR	20,681	No	\$329,184	\$15.92	\$581,964	\$28.14	\$318,557	\$15.40	54.7%
TREMPEALEAU	28,905	No	\$464,164	\$16.06	\$600,373	\$20.77	\$198,525	\$6.87	33.1%
VERNON	29,849	No	\$327,853	\$10.98	\$719,241	\$24.10	\$391,388	\$13.11	54.4%
VILAS	21,444	Yes	\$356,308	\$16.62	\$643,860	\$30.03	\$125,757	\$5.86	19.5%
WALWORTH	102,485	No	\$829,294	\$8.09	\$1,712,401	\$16.71	\$883,107	\$8.62	51.6%
WASHBURN	15,900	No	\$447,255	\$28.13	\$865,510	\$54.43	\$418,255	\$26.31	48.3%
WASHINGTON	132,206	Yes	\$845,797	\$6.40	\$1,943,253	\$14.70	\$1,097,456	\$8.30	56.5%
WAUKESHA	390,267	No	\$1,391,763	\$3.57	\$3,608,016	\$9.24	\$2,216,252	\$5.68	61.4%
WAUPACA	52,392	No	\$841,138	\$16.05	\$1,270,441	\$24.25	\$437,174	\$8.34	34.4%
WAUSHARA	24,531	Yes	\$587,251	\$23.94	\$1,137,405	\$46.37	\$549,455	\$22.40	48.3%
WINNEBAGO	58,928	Yes	\$1,260,449	\$21.39	\$2,141,304	\$36.34	\$880,855	\$14.95	41.1%
Menasha	17,381	No	\$445,831	\$25.65	\$703,100	\$40.45	\$172,270	\$9.91	24.5%
Neenah	25,612	No	\$290,439	\$11.34	\$510,358	\$19.93	\$311,795	\$12.17	61.1%
Oshkosh	66,080	No	\$571,734	\$8.65	\$900,396	\$13.63	\$240,200	\$3.63	26.7%
WOOD	74,669	No	\$1,983,805	\$26.57	\$3,097,700	\$41.49	\$1,074,607	\$14.39	34.7%

Source: Wisconsin Local Health Department Survey, 2011; Division of Public Health, Department of Health Services.

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Local Health Department Staff

Table 2. Local Health Department Staff, Wisconsin 2011

LHD	Population	Total Staff	Staff per 10,000 Pop.	Administrator Staff	Public Health Nurse Staff	Other Professional Staff	Para-professional Staff	Support Staff
STATE TOTAL	5,694,236	2,393	4.2	234	654	707	406	392
ADAMS	20,935	26	12.0	1	4	10	5	6
ASHLAND	16,064	21	13.0	2	4	3	3	9
BARRON	45,925	16	3.5	1	6	6	1	2
BAYFIELD	15,036	18	12.0	1	5	6	2	4
BROWN	225,267	39	1.7	5	13	13	4	4
De Pere	23,925	7	2.9	1	2	3	0	1
BUFFALO	13,620	17	12.0	2	0	4	6	5
BURNETT	15,448	8	5.2	1	3	3	1	0
CALUMET	35,768	14	3.9	3	5	1	3	2
CHIPPEWA	62,610	28	4.5	2	5	10	2	9
CLARK	34,719	14	4.0	2	4	2	4	2
COLUMBIA	56,850	15	2.6	2	4	5	3	1
CRAWFORD	16,600	37	22.0	1	30	4	1	1
DANE	489,331	209	4.3	16	48	32	94	19
DODGE	88,789	16	1.8	3	6	2	4	1
DOOR	27,765	18	6.5	1	6	6	2	3
DOUGLAS	44,176	14	3.2	3	4	4	0	3
DUNN	43,787	20	4.6	1	4	9	1	5
EAU CLAIRE	99,012	63	6.4	8	17	20	6	12
FLORENCE	4,337	6	14.0	1	0	2	2	1
FOND DU LAC	101,740	92	9.0	1	23	54	9	5
FOREST	9,180	8	8.7	1	1	3	1	2
GRANT	51,280	40	7.8	2	9	18	6	5
GREEN	36,884	9	2.4	1	0	1	4	3
GREEN LAKE	19,091	8	4.2	1	3	4	0	0
IOWA	23,720	7	3.0	1	4	1	0	1
IRON	5,828	8	14.0	1	1	4	0	2
JACKSON	20,475	11	5.4	2	3	4	0	2
JEFFERSON	68,306	33	4.8	2	8	1	18	4
Watertown	15,488	10	6.5	1	2	5	1	1
JUNEAU	26,725	20	7.5	2	4	9	3	2

Source: Wisconsin Local Health Department Survey, 2011; Division of Public Health, Department of Health Services.
 * No county health department.
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Local Health Department Staff

LHD	Population	Total Staff	Staff per 10,000 Pop.	Administrator Staff	Public Health Nurse Staff	Other Professional Staff	Para-professional Staff	Support Staff
KENOSHA	166,632	48	2.9	4	18	18	4	4
KEWAUNEE	20,594	9	4.4	1	1	4	2	1
LA CROSSE	114,919	92	8.0	1	11	35	33	12
LAFAYETTE	16,880	9	5.3	1	4	1	2	1
LANGLADE	19,901	7	3.5	1	4	0	0	2
LINCOLN	28,668	21	7.3	1	8	8	1	3
MANITOWOC	81,406	24	2.9	2	9	4	6	3
MARATHON	134,414	53	3.9	1	15	27	3	7
MARINETTE	41,719	7	1.7	1	3	1	0	2
MARQUETTE	15,392	7	4.5	1	3	1	0	2
MENOMINEE	4,202	2	4.8	1	1	0	0	0
MILWAUKEE*								
Cudahy	18,253	18	9.9	3	3	7	1	4
Franklin	35,504	31	8.7	1	7	22	0	1
Greendale	14,027	6	4.3	1	4	1	0	0
Greenfield	36,672	12	3.3	1	4	5	0	2
Hales Corners	7,685	6	7.8	1	2	2	0	1
Milwaukee City	595,525	280	4.7	44	59	72	54	51
North Shore	37,386	6	1.6	1	3	1	0	1
Oak Creek	34,495	9	2.6	2	4	1	0	2
St. Francis	9,448	6	6.4	1	1	2	1	1
Shorewood/ Whitefish Bay	27,286	5	1.8	1	1	2	0	1
South Milwaukee	21,137	9	4.3	1	3	3	0	2
Wauwatosa	46,380	15	3.2	3	6	4	0	2
West Allis	64,571	40	6.2	6	10	13	5	6
MONROE	44,877	13	2.9	1	6	2	0	4
OCONTO	37,723	11	2.9	1	3	4	2	1
ONEIDA	35,962	20	5.6	2	5	8	0	5
OUTAGAMIE	117,325	26	2.2	3	8	7	5	3
Appleton	72,715	21	2.9	1	10	7	1	2
OZAUKEE	86,530	19	2.2	3	8	5	0	3
PEPIN	7,461	11	15.0	1	3	4	1	2

Source: Wisconsin Local Health Department Survey, 2011; Division of Public Health, Department of Health Services.
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Local Health Department Staff

Table 2. Local Health Department Staff, Wisconsin 2011 (continued)								
LHD	Population	Total Staff	Staff per 10,000 Pop.	Administrator Staff	Public Health Nurse Staff	Other Professional Staff	Para-professional Staff	Support Staff
PIERCE	41,085	32	7.8	1	8	10	0	13
POLK	44,244	36	8.1	2	7	15	6	6
PORTAGE	70,370	28	4.0	4	14	6	4	0
PRICE	14,000	18	13.0	2	4	5	2	5
RACINE*								
Central Racine	58,161	9	1.5	1	4	2	1	1
Racine City	80,918	42	5.2	6	9	17	3	7
Western Racine Co.	56,146	13	2.3	1	4	3	2	3
RICHLAND	18,045	9	5.0	1	2	3	1	2
ROCK	160,287	40	2.5	5	15	13	0	7
RUSK	14,703	11	7.5	2	1	3	1	4
ST. CROIX	84,503	25	3.0	2	6	11	3	3
SAUK	61,951	50	8.1	4	5	14	5	22
SAWYER	16,600	10	6.0	1	3	1	2	3
SHAWANO	41,954	10	2.4	3	3	1	1	2
SHEBOYGAN	115,569	38	3.3	4	15	6	5	8
TAYLOR	20,681	12	5.8	1	2	4	3	2
TREMPEALEAU	28,905	12	4.2	1	4	3	3	1
VERNON	29,849	17	5.7	1	6	3	4	3
VILAS	21,444	11	5.1	1	2	4	2	2
WALWORTH	102,485	30	2.9	2	7	4	13	4
WASHBURN	15,900	10	6.3	2	4	1	0	3
WASHINGTON	132,206	35	2.6	5	10	2	11	7
WAUKESHA	390,267	59	1.5	5	21	12	8	13
WAUPACA	52,392	22	4.2	3	3	8	4	4
WAUSHARA	24,531	16	6.5	1	7	3	1	4
WINNEBAGO	58,928	33	5.6	4	11	12	0	6
Menasha	17,381	17	9.8	1	4	1	11	0
Neenah	25,612	9	3.5	1	5	1	0	2
Oshkosh	66,080	9	1.4	1	5	2	0	1
WOOD	74,669	35	4.7	1	8	17	3	6

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Local Health Department FTEs

LHD	Population	Total FTEs	FTEs per 10,000 Pop.	Administrator FTEs	Public Health Nurse FTEs	Other Professional FTEs	Para-professional FTEs	Support FTEs
STATE TOTAL	5,694,236	1751.7	3.1	223.4	536.7	479.3	197.6	314.6
ADAMS	20,935	9.4	4.5	1.0	2.2	4.3	0.7	1.2
ASHLAND	16,064	11.7	7.3	1.4	3.5	2.8	2.2	1.8
BARRON	45,925	13.0	2.8	1.0	3.7	6.0	0.3	2.0
BAYFIELD	15,036	11.0	7.3	1.0	2.4	3.9	0.3	3.5
BROWN	225,267	37.2	1.7	5.0	12.6	12.0	4.0	3.6
De Pere	23,925	4.7	2.0	1.0	1.6	1.3	0.0	0.8
BUFFALO	13,620	5.5	4.1	1.1	0.0	2.7	1.7	0.1
BURNETT	15,448	6.6	4.3	1.0	2.6	2.1	0.9	0.0
CALUMET	35,768	12.0	3.3	3.0	4.8	0.7	1.5	2.0
CHIPPEWA	62,610	18.5	2.9	2.0	4.7	4.6	0.8	6.4
CLARK	34,719	9.7	2.8	2.0	3.8	1.8	0.6	1.5
COLUMBIA	56,850	11.7	2.1	2.0	4.0	3.3	1.4	1.0
CRAWFORD	16,600	7.0	4.2	1.0	0.0	4.0	1.0	1.0
DANE	489,331	136.0	2.8	16.0	41.2	31.7	28.6	18.6
DODGE	88,789	11.6	1.3	1.3	5.2	1.6	2.5	1.0
DOOR	27,765	13.5	4.8	1.0	5.1	3.4	1.7	2.3
DOUGLAS	44,176	11.0	2.5	1.7	4.0	2.3	0.0	3.0
DUNN	43,787	16.6	3.8	1.0	3.8	6.4	0.8	4.5
EAU CLAIRE	99,012	50.4	5.1	6.6	15.2	15.7	2.8	10.1
FLORENCE	4,337	3.2	7.3	1.0	0.0	1.0	0.2	1.0
FOND DU LAC	101,740	34.5	3.4	1.0	13.3	9.8	5.8	4.6
FOREST	9,180	5.8	6.3	1.0	1.0	1.6	0.2	2.0
GRANT	51,280	27.3	5.3	2.0	8.2	8.5	4.1	4.5
GREEN	36,884	8.1	2.2	1.0	0.0	0.5	3.8	2.8
GREEN LAKE	19,091	6.6	3.5	1.0	2.8	2.9	0.0	0.0
IOWA	23,720	4.2	1.7	1.0	2.1	0.1	0.0	1.0
IRON	5,828	4.7	8.1	1.0	1.0	1.2	0.0	1.5
JACKSON	20,475	8.7	4.2	2.0	2.4	3.0	0.0	1.3
JEFFERSON	68,306	19.3	2.8	2.0	8.0	1.0	4.3	4.0
Watertown	15,488	8.2	5.3	1.0	1.0	4.2	1.0	1.0
JUNEAU	26,725	10.1	3.8	2.0	3.1	2.7	0.8	1.6

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Local Health Department FTEs

LHD	Population	Total FTEs	FTEs per 10,000 Pop.	Administrator FTEs	Public Health Nurse FTEs	Other Professional FTEs	Para-professional FTEs	Support FTEs
KENOSHA	166,632	44.7	2.7	4.0	15.3	17.4	4.0	4.0
KEWAUNEE	20,594	4.8	2.3	1.0	1.0	1.8	0.5	0.5
LA CROSSE	114,919	80.6	7.0	1.0	11.0	32.8	25.1	10.7
LAFAYETTE	16,880	6.2	3.7	1.0	3.4	0.2	0.6	1.0
LANGLADE	19,901	6.5	3.3	1.0	4.0	0.0	0.0	1.5
LINCOLN	28,668	12.4	4.3	1.0	6.6	2.2	0.0	2.6
MANITOWOC	81,406	19.9	2.4	2.0	8.4	3.4	3.7	2.4
MARATHON	134,414	38.7	2.9	1.0	12.9	15.7	2.5	6.6
MARINETTE	41,719	7.0	1.7	1.0	3.0	1.0	0.0	2.0
MARQUETTE	15,392	6.5	4.2	1.0	2.5	1.0	0.0	2.0
MENOMINEE	4,202	2	4.8	1	1	0	0	0
MILWAUKEE*								
Cudahy	18,253	16.2	8.9	3.0	3.0	5.4	1.0	3.8
Franklin	35,504	6.8	1.9	1.0	4.1	0.7	0.0	1.0
Greendale	14,027	4.1	2.9	1.0	1.9	0.2	0.0	1.0
Greenfield	36,672	7.3	2.0	1.0	3.0	1.8	0.0	1.5
Hales Corners	7,685	2.6	3.4	1.0	1.1	0.2	0.0	0.3
Milwaukee City	595,525	254.4	4.3	41.5	54.5	69.2	40.7	48.5
North Shore	37,386	5.2	1.4	1.0	2.4	1.0	0.0	0.8
Oak Creek	34,495	7.3	2.1	2.0	2.7	1.0	0.0	1.7
St. Francis	9,448	2.8	3.0	1.0	1.0	0.5	0.2	0.1
Shorewood/ Whitefish Bay	27,286	4.3	1.6	1.0	1.0	1.5	0.0	0.8
South Milwaukee	21,137	6.5	3.1	1.0	3.0	1.1	0.0	1.4
Wauwatosa	46,380	12.9	2.8	3.0	5.5	2.9	0.0	1.5
West Allis	64,571	32.6	5.0	6.0	8.4	9.5	2.8	5.9
MONROE	44,877	11.6	2.6	1.0	5.6	2.0	0.0	3.0
OCONTO	37,723	9.7	2.6	1.0	3.0	3.0	1.9	0.8
ONEIDA	35,962	18.3	5.1	2.0	4.8	6.5	0.0	5.0
OUTAGAMIE	117,325	22.4	1.9	3.0	7.0	5.4	4.5	2.5
Appleton	72,715	16.1	2.2	1.0	7.1	6.4	0.1	1.5
OZAUKEE	86,530	15.7	1.8	3.0	6.8	3.8	0.0	2.1
PEPIN	7,461	4.7	6.3	1.0	1.2	0.9	0.3	1.4

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LHD	Population	Total FTEs	FTEs per 10,000 Pop.	Administrator FTEs	Public Health Nurse FTEs	Other Professional FTEs	Para-professional FTEs	Support FTEs
PIERCE	41,085	21.2	5.1	1.0	6.9	3.8	0.0	9.4
POLK	44,244	25.0	5.7	2.0	6.4	9.5	2.0	5.2
PORTAGE	70,370	24.9	3.5	4.0	12.1	5.7	3.1	0.0
PRICE	14,000	13.5	9.6	1.5	3.6	1.8	1.6	5.0
Racine*								
Central Racine	58,161	7.9	1.4	1.0	3.5	2.0	1.0	0.4
Racine City	80,918	37.2	4.6	6.0	8.2	14.0	2.5	6.5
West Racine	56,146	9.7	1.7	1.0	2.7	3.0	1.3	1.7
RICHLAND	18,045	4.6	2.5	1.0	2.0	0.7	0.1	0.8
ROCK	160,287	36.8	2.3	5.0	14.4	10.8	0.0	6.6
RUSK	14,703	7.8	5.3	2.0	1.0	2.7	1.0	1.1
ST. CROIX	84,503	20.4	2.4	2.0	5.5	8.3	2.1	2.5
SAUK	61,951	28.8	4.6	3.7	4.6	7.9	1.1	11.4
SAWYER	16,600	6.4	3.9	1.0	3.0	0.4	0.4	1.6
SHAWANO	41,954	9	2.1	2.7	3	1	0.3	2.0
SHEBOYGAN	115,569	33.5	2.9	4.0	14.3	5.7	1.5	8.0
TAYLOR	20,681	6.7	3.2	1.0	1.6	2.3	0.0	1.8
TREMPEALEAU	28,905	9.9	3.4	1.0	4.0	2.3	1.6	1.0
VERNON	29,849	9.3	3.1	1.0	5.0	1.1	0.2	2.0
VILAS	21,444	9.5	4.4	1.0	2.0	3.2	1.8	1.5
WALWORTH	102,485	16.3	1.6	2.0	4.1	4.0	2.6	3.6
WASHBURN	15,900	8.5	5.3	1.3	4.0	1.0	0.0	2.3
WASHINGTON	132,206	22.6	1.7	5.0	8.8	2.0	3.6	3.3
WAUKESHA	390,267	41.9	1.1	5.0	19.3	4.7	3.9	9.1
WAUPACA	52,392	16.2	3.1	2.7	3.0	6.6	0.9	3.1
WAUSHARA	24,531	14.0	5.7	1.0	5.9	3.0	0.2	4.0
WINNEBAGO	58,928	27.7	4.7	4.0	9.2	8.9	0.0	5.6
Menasha	17,381	9.0	5.2	1.0	3.6	1.0	3.4	0.0
Neenah	25,612	7.7	3.0	1.0	4.1	1.0	0.0	1.5
Oshkosh	66,080	9.4	1.4	1.0	4.4	3.0	0.0	1.0
WOOD	74,669	29.2	3.9	1.0	7.4	13.3	2.2	5.4

Source: Wisconsin Local Health Department Survey, 2011; Division of Public Health, Department of Health Services.
 * No county health department.
 Staffing information includes both health department employees and contracted personnel.
 County health departments appear in capital letters. Municipal health departments are indented.
 The population count reflects the population in each department's jurisdiction. Populations of county LHDs in counties with municipal health departments do not include the populations of those municipalities.
 Populations shown are estimates provided by the Wisconsin Department of Administration for January 1, 2011.

Demographic Information of Local Health Department Employees

Table 4. Local Health Department Employees by Race and Ethnicity by Division of Public Health Region, Wisconsin 2011

Region	White (Non- Hispanic)	African American	Asian	American Indian/ Alaska Native	Native Hawaiian/ Pacific Islander	Hispanic	Other	Unknown	Total
Northeastern	343	0	10	1	0	10	0	73	437
Northern	191	0	2	0	0	2	2	79	276
Southeastern	475	66	11	5	0	26	4	111	698
Southern	330	5	8	0	0	16	0	188	547
Western	373	0	6	0	1	1	2	50	433
Total	1,712	71	37	6	1	55	8	501	2,391

Source: Wisconsin Local Health Department Survey, 2011; Division of Public Health, Department of Health Services.

Table 5. Local Health Department Employees by Age by Division of Public Health Region, Wisconsin 2011

Region	Age					Total
	< 40	40-49	50-59	60+	Unknown	
Northeastern	83	90	158	43	63	437
Northern	58	55	81	35	47	276
Southeastern	172	138	219	84	85	698
Southern	124	82	102	67	172	547
Western	121	96	125	42	49	433
All	558	461	685	271	416	2,391

Source: Wisconsin Local Health Department Survey, 2011; Division of Public Health, Department of Health Services.

A listing of counties included in each Division of Public Health region is available at <http://www.dhs.wisconsin.gov/localhealth/counties/regional.htm>

- In calendar year 2011, local health departments in Wisconsin hired 238 new employees.
- One hundred fifty-four (154) employees in Wisconsin local health departments retired in 2011.
- In 2011, 534 current employees in Wisconsin local health departments were eligible to retire (age 55 and above).

Local Health Department Service Levels

- In 2011, 6 out of 92 (7%) Wisconsin local health departments provided only basic Level I services (see Appendix for the definition of three levels); 54 LHDs (59%) also provided Level II services; and the remaining 32 LHDs (35%) provided all three levels of services.

Table 6. Local Health Departments by Level of Services, Wisconsin, 2005-2011

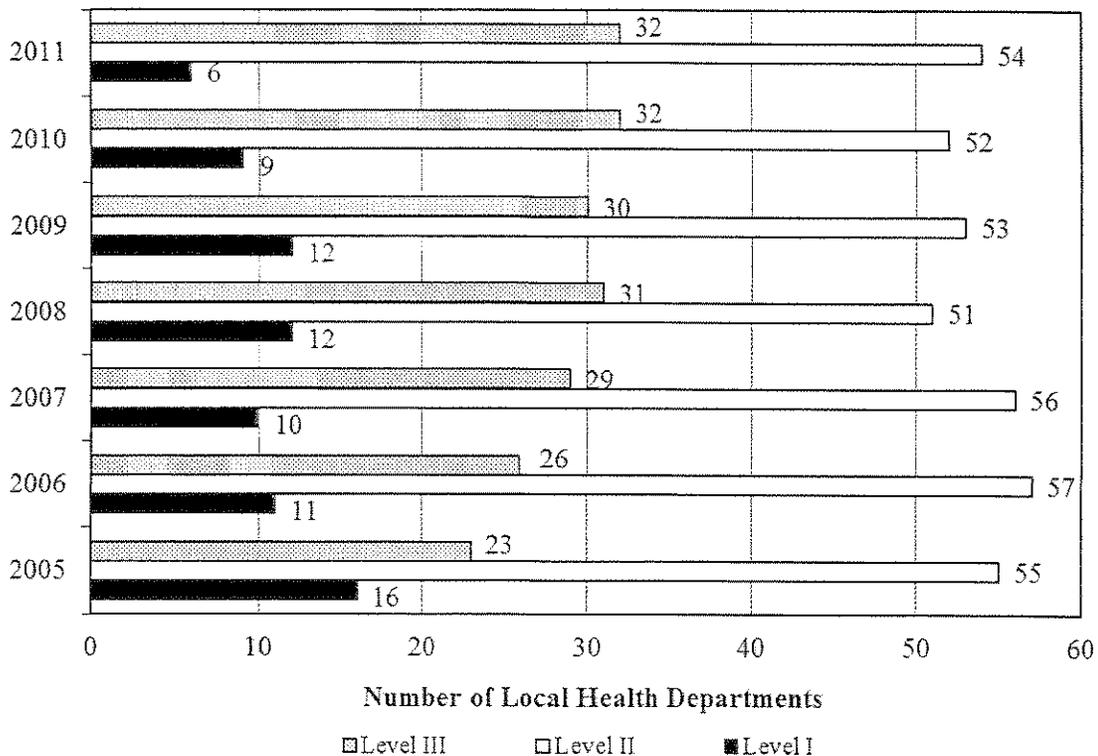
	2005		2006		2007		2008		2009		2010		2011	
Level I	16	17%	11	12%	10	11%	12	13%	12	13%	9	10%	6	7%
Level II	55	59%	57	61%	56	59%	51	54%	53	56%	52	56%	54	59%
Level III	23	24%	26	28%	29	31%	31	33%	30	32%	32	34%	32	35%
All LHDs	94	100%	94	100%	95	100%	94	100%	95	100%	93	100%	92	100%

Source: Chapter 140 reviews (unpublished data), Office of Policy and Practice Alignment, Division of Public Health, Wisconsin Department of Health Services.

Percent total may not add to 100 due to rounding.

Note: Wisconsin administrative code (DHS 140, Required Services of Local Health Departments) specifies required services for each of three levels of local health departments. Under s. 251.05 (2), Wis. Stats., all local health departments are to provide at least Level I services, while Level II and Level III local health departments are to provide additional services. Refer to the Appendix in this report, page 22, for the details of Level I, II, and III service levels. (Section 251.05, Wis. Stats., is available at <http://docs.legis.wisconsin.gov/statutes/statutes/251.pdf>.) In some years, several local health departments were below Level I and were excluded from the table.

Chart. Local Health Departments by Level of Services, Wisconsin, 2005-2011



Source: Chapter 140 reviews (unpublished data), Office of Policy and Practice Alignment, Division of Public Health, Wisconsin Department of Health Services.

Local Health Department Financial Survey, Calendar Year 2011	
1. LOCAL AGENCY INFORMATION	
Name of Local Health Department	
Name of Person Completing Survey	
Position of Person Completing Survey	
Telephone of Person Completing Survey	
E-mail of Person Completing Survey	
2. CONSORTIA INFORMATION	
Are you a fiscal agent for a multi-jurisdictional consortium for public health programs or services?	___ Yes ___ No
3. REVENUES. Please report the revenues received by your agency in calendar year 2010. Include only your agency's share of consortia funds. Exclude all home health care and personal care funds.	
a. Federal Revenue Dollars	
b. State Revenue Dollars	
c. Fees for Services	
d. Donations reported as part of your annual budget	
e. Grants from Non-governmental Sources	
TOTAL AGENCY REVENUES. This should be the total of all the above revenues. Do not include local tax levy.	
4. EXPENSES. Please report the expenses incurred by your agency in calendar year 2009. Include only your agency's share of consortia expenses. Exclude all home health care and personal care expenses. See definitions.	
a. Personnel Expense Dollars	
b. Contracted Personnel and Services	
c. Other Expenses	
TOTAL AGENCY EXPENSES	
5. LOCAL TAX LEVY If not provided, the following information will be used to calculate your agency's local tax levy by taking the difference between total revenues and total expenses and adjusting for carry-over, etc.	
a. 2010 Carry-Over Amount	
b. 2011 Unspent Revenues	
c. 2011 Local Tax Levy	

Survey Instrument

Local Health Department Financial Survey — Definitions/Examples			
	Category	Definition	Examples
REVENUES	Federal dollars	Federal grant from the Federal Government directly or as a pass through from State Government. For bioterrorism consortia funds: include only your individual agency's share of these funds.	MCH Block Grant, PHHS - Block Grant, CDC Breast and Cervical Cancer, WIC
	State dollars	State GPR funds granted to local governments.	Childhood Lead, Well Woman funds, POCAN, Tobacco
	Fees for service	Payments received from a party for services provided. Do not report any revenues for home health care or personal care.	License fees, Insurance payments, Medicare/Medicaid
	Donations	Monies received as a donation/gift. Only include if it is reported as part of your agency's annual budget.	Estate gift
	Grants from non-Governmental sources	Grants received from a nongovernmental unit.	CAP fund, United Way, RWJ Foundation, Kellogg Foundation
EXPENSES may include the following:	Personnel	Costs associated with employees including salary/wages and benefits. Do not report any expenses for home health care or personal care.	
	Contracted Personnel and Services	Costs associated with contracted personnel (workers not considered to be agency employees) and other contracted services. Do not report any expenses for home health care or personal care.	
	Examples of "Other"	Rent, utilities, insurance costs.	
Any expenditures that meet your agency's definition of a capital expenditure.			
All other expenses not included in any other area.			

Local Health Department Staffing Survey 2011		
LOCAL AGENCY INFORMATION		
Name of Local Health Department		
Name of Person Completing Survey		
Position of Person Completing Survey		
Telephone of Person Completing Survey		
E-mail of Person Completing Survey		
How many Health Department Staff or Contracted Personnel are bilingual or function as a translator at certain times? This is NOT their primary classification but they have the capability. Indicate only the Number of Staff (whole number only), if applicable.	Health Department Staff	Contracted Personnel
How many Health Department Staff members belong to the following age groups? Indicate only the Number of Staff (whole number only).	Health Department Staff	# of Staff
	Under 40 Years of Age	
	40 – 49	
	50 – 59	
	60 Years and Older	
How many Health Department Staff members belong to the following race/ethnic groups? Indicate only the Number of Staff (whole number only).	Health Department Staff	# of Staff
	White non-Hispanic	
	Hispanic	
	Black or African American	
	American Indian or Alaska Native	
	Asian	
	Native Hawaiian or Other Pacific Islander	
	Other races	
Two or more races		

Survey Instrument

STAFFING INFORMATION Staffing Function	Health Department Staff Only		Contracted Personnel Only	
	FTEs	Number of Staff (whole numbers only)	FTEs	Number of Staff (whole numbers only)
Administrator				
Support Staff				
Computer Specialist				
Registered Sanitarian				
Other Environmental Health Professional				
Epidemiologist				
Emergency Preparedness Coordinator				
Public Health Nurse				
Registered Nurse				
Licensed Practical Nurse				
Nurse Practitioner				
Certified Dietitian				
Public Health Nutritionist				
Dietetic Technician				
Physician				
Dentist				
Dental Hygienist				
Public Health Educator				
Laboratory Professional				
Laboratory Technician				
Bilingual Health Aide/Interpreter/Translator				
Other Public Health Professional				
Other Public Health Paraprofessional				
Total Number of Staff				

Health Department Staff Only	# of Staff
CY2011 New Employees	
CY2011 Retirees	
Eligible to Retire	

Definitions: Local Health Department Staffing Survey	
Health Department Staff and Contracted Personnel	<p>Who is Health Department Staff? A general rule is that anyone who performs services for you is your employee <i>if you can control what will be done and how it will be done.</i></p> <p>Who is an Independent Contractor? A general rule is that you, the payer, have the <i>right to control or direct only the result of the work</i> done by an independent contractor, and <i>not the means and methods of accomplishing the result.</i></p>
FTEs and Staff	<p>The number of FTEs is the number of full-time equivalents that your agency allocated to that position. This number can be a fraction if you have part-time people. The number of staff is the number of actual people your agency had in that position. This will always be a whole number. Count staff if there was someone in that position at any time during the year. For example, if you have 1 full-time person and 1 half-time person, you have 1.5 FTEs and 2 staff. If you have 3 full-time people, you have 3 FTEs and 3 staff. The number of FTEs will be less than or equal to the number of staff. The only exception would be if you had unfilled allocated FTEs for the entire year: the number of FTEs could then be greater than staff.</p>
Administrator	<p>This includes the Director; Health and Human Services Director; Public Health Deputy Director or Supervisor; Health Officer, as defined by Wisconsin Statutes, Chapter 251 and DHS 139; and other personnel who direct, supervise, plan, organize, control, and/or coordinate public health services, education, and policy in public health agencies. http://www.legis.state.wi.us/statutes/Stat0251.pdf http://www.legis.state.wi.us/rsb/code/dhs/dhs139.pdf</p>
Support Staff	<p>This classification represents workers who are generally considered support staff, provide assistance in general areas of agency operations and management. They are not specific to public health.</p>
Computer Specialist	<p>Computer Specialist Manages specialized technical aspects of computer operation, applications, operating systems and hardware.</p>
Registered Sanitarian	<p>As defined by Wisconsin Administrative Code Chapter SPS 174-177. https://docs.legis.wisconsin.gov/code/admin_code/sps/professional_services/170/174</p>
Other Environmental Health Professional	<p>Applies biological, chemical and public health principles to control, eliminate, improve, and/or prevent environmental health hazards, in areas including food processing and service, sanitation, and water, air and soil contamination.</p>

Survey Instrument

Epidemiologist	Investigates and describes the determinants and distribution of disease, disability, and other health outcomes and develops the means for their prevention and control; investigates, describes, and analyzes the efficacy of programs and interventions.
Public Health Nurse	As defined by Wisconsin Administrative Code Chapter DHS 101.03(149). Applies nursing and public health principles to assess, develop, implement and evaluate care plans and health programs related to health promotion, disease prevention, and health protection services for individuals, families and the community. (149) "Public health nurse" means a registered nurse who has completed a baccalaureate degree program approved by the national league for nursing for public health nursing preparation or post-registered nurse study which includes content approved by the national league for nursing for public health nursing preparation.
Registered Nurse	Registered nurse working in a LHD who does not meet the requirements of DHS 139. http://www.legis.state.wi.us/rsb/code/dhs/dhs139.pdf
Licensed Practical Nurse	As defined by Wisconsin Statutes, Chapter 441 http://www.legis.state.wi.us/statutes/Stat0441.pdf
Nurse Practitioner	As defined by Wisconsin Statutes, Chapter 441. http://www.legis.state.wi.us/statutes/Stat0441.pdf
Certified Dietitian	As defined by Wisconsin Statutes, Chapter 448. http://www.legis.state.wi.us/statutes/Stat0448.pdf
Public Health Nutritionist	Public Health Nutritionist: A person who is a certified dietitian (Stat. 448.70(1m)) and who meets qualification requirements specified by the department rule DHS139 to conduct a public health nutrition program. A public health nutrition program means the development, implementation and evaluation of population-based strategies by public health nutritionists to assure effective interventions related to nutrition and physical activity behaviors, the nutrition environment, and food and nutrition policy.
Dietetic Technician	Works under the close supervision of a certified dietitian or PH nutritionist to provide routine technical support services in public health agency clinics, including nutrition education, screening, record keeping and outreach. As defined by Wisconsin Statutes, Chapter 448. http://www.legis.state.wi.us/statutes/Stat0448.pdf
Physician	Identifies persons or groups at risk of illness or disability and develops, implements and evaluates programs or interventions designed to prevent, treat or ameliorate such risks. May provide direct medical services within the context of such programs. As defined by Wisconsin Statutes, Chapter 448.01(5) http://www.legis.state.wi.us/statutes/Stat0448.pdf
Dentist	As defined by Wisconsin Statutes, Chapter 447 http://www.legis.state.wi.us/statutes/Stat0447.pdf
Dental Hygienist	As defined by Wisconsin Statutes, Chapter 447 http://www.legis.state.wi.us/statutes/Stat0447.pdf
Public Health Educator	Designs, implements, evaluates, and provides consultation on educational programs and strategies to support and modify health-related behaviors of individuals, families, organizations and communities and to promote the

Survey Instrument

	effective use of health programs and services.
Laboratory Professional	Plans, designs and implements laboratory procedures to identify and quantify agents in the environment which may be hazardous to human health, biological agents believed to be involved in the etiology of diseases in animals or humans or other physical, chemical or biologic hazards.
Laboratory Technician	Plans, performs and evaluates laboratory analyses and procedures and is not elsewhere classified.
Bilingual Health Aide/Interpreter/Translator	A public health worker from an indigenous community who is trained on-the-job to work under the close supervision of public health professionals to provide public health services, including interpretation for clients who do not speak English.
Other Public Health Professional	Any professional staff not included above: please list and define in the appropriate text box with a number and title of each position.
Other Public Health Paraprofessional	Any paraprofessional staff not included above: please list and define in the appropriate text box with a number and title of each position.

FTEs (Health Department Staff)

Number of Staff – whole numbers only (Health Department Staff)

FTEs (Contracted Personnel)

Number of Staff – whole numbers only (Contracted Personnel)

APPENDIX
Wisconsin Division of Public Health
Five Required Services of All LHDs
Local Health Departments: Levels I, II, III

Five Required Services of all Local Health Departments:

1. Communicable disease surveillance, prevention and control
2. Generalized public health nursing program
3. Health promotion
4. Disease prevention
5. Human health hazard prevention and control

Note: Every LHD must also have a full-time health officer, and a Board of Health.

Level I Local Health Department Rule Requirements for Services:

1. Provide (or arrange for) all five basic public health services to the community
 - Communicable disease surveillance, prevention and control
 - Generalized public health nursing (PHN) program
 - Health promotion
 - Disease prevention
 - Human health hazard prevention and control
2. Voluntarily adhere to the framework for the generalized PHN program
3. Reports:
 - Submit annual report for the preceding calendar year if required by the local governing body
 - Submit annual survey of data that responds to the format as prescribed in the public health data system
 - Submit report of activities of the LHD for the preceding year that describes progress and performance toward achieving the objectives that the LHD has identified as part of its community assessment process.
4. Optional Services:
 - May provide any services of a Level II or Level III LHD (e.g., agent status)

Level II Local Health Department Rule Requirements for Services:

1. Provide (or arrange for) all five basic public health services to the community
 - Communicable disease surveillance, prevention and control
 - Generalized public health nursing program
 - Health promotion
 - Disease prevention
 - Human health hazard prevention and control
2. As required under DHS 140.05(1)(b), a Level II local health department shall provide or arrange for **at least seven programs or services that address at least five health priorities in the current state health plan** (*Healthiest Wisconsin 2020*) and show evidence for all of the following:
 - Each objective is selected through a process based on assessed need, community involvement and participation; the process results in formal recognition that the objective is a public health priority for the community.
 - The LHD identifies resources or services it will commit to achieving the objectives.
 - Contemporary public health practices of proven merit are being used to provide services to the community to achieve the objectives.

Appendix

- The LHD has established a process whereby it will evaluate and report to the community on progress and performance toward achieving the objectives.
3. Voluntarily adhere to the framework for the generalized PHN program.
 4. Reports:
 - Submit annual report for the preceding calendar year if required by the local governing body
 - Submit annual survey of data that responds to the format as prescribed in the public health data system
 - Submit a report, in a format prescribed by the DHS, on activities of the LHD for the preceding calendar year, including a narrative that describes the progress and performance toward achieving the objectives identified as part of its community health assessment and that are linked to the current state health plan.
 5. Optional Services:
 - May provide any services of a Level III LHD (e.g., agent status)

Level III Local Health Department Rule Requirements for Services:

1. Provide (or arrange for) all five basic public health services to the community
 - Communicable disease surveillance, prevention and control
 - Generalized public health nursing program
 - Health promotion
 - Disease prevention
 - Human health hazard prevention and control
2. In addition, as required under DHS 140.06 (1)(b), a Level III local health department shall provide or arrange for **at least 14 programs and services that address at least 7 health priorities in the current state health plan** (*Healthiest Wisconsin 2020*) and show evidence for all of the following:
 - Each objective is selected through a process based on assessed need, community involvement and participation; the process results in formal recognition that the objective is a public health priority for the community.
 - The LHD identifies resources or services it will commit to achieving the objectives.
 - Contemporary public health practices of proven merit are being used to provide services to the community to achieve the objectives.
 - The LHD has established a process whereby it will evaluate and report to the community on progress and performance toward achieving the objectives.
3. Voluntarily adhere to the framework for the generalized PHN program.
4. Voluntarily adhere to the framework for an environmental health program.
5. Reports:
 - Submit annual report for the preceding calendar year if required by the local governing body
 - Submit annual survey of data that responds to the format as prescribed in the public health data system
 - Submit a report, in a format prescribed by the DHS, on activities of the LHD for the preceding calendar year, including a narrative that describes the progress and performance toward achieving the objectives identified as part of its community health assessment and that are linked to the current state health plan.

Special Note: Designation of Local Health Departments DHS 140.07

This section requires the Department to formally review the operations of all local health departments in a county or municipality at least every five years. The review shall result in a written finding as to whether the requirements for a Level I, II, or III local health department have been met. These written findings shall address recommendations regarding staffing, functions, and practices. It also should address the timeframe for correction (not to exceed one year), technical resources to assist the LHD, and formal re-review to assure that deficiencies have been corrected.

P-45704-11 (06/13)

CITY OF MENASHA
COMMON COUNCIL
Third Floor Council Chambers
140 Main Street, Menasha
Monday, August 19, 2013
MINUTES

A. CALL TO ORDER

Meeting called to order by Mayor Merkes at 6:05 p.m.

B. PLEDGE OF ALLEGIANCE

C. ROLL CALL/EXCUSED ABSENCES

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

EXCUSED: Alderman Langdon

ALSO PRESENT: Mayor Merkes, CA/HRD Captain, PC Styka, DPW Radtke, CDD Keil, PHD Nett, PRD Tungate, Dpty Treasurer Sassman, 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. Mayor- Proclamations

a. Saluting the Menasha Twins, 8/14/13

Mayor Merkes presented a proclamation to Menasha Twins Baseball Team saluting their accomplishments

b. Saluting the Menasha MACS, 8/14/13

Mayor Merkes presented a proclamation to Menasha Athletic Association (MAC) Baseball Team saluting their accomplishments

2. PHD Nett – Update on Senior Center Renovations Project

PHD Nett and Jean Wollerman from Neenah-Menasha YMCA updated the Council on the proposed renovation project at the Senior Center. They have been working with Community Development staff on applying for a block grant. The grant will match 50% of the cost of the project. The City's portion will be 25% of the project cost and the remaining 25% will come from fundraising.

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

Minutes to receive:

a. Administration Committee, 8/5/13

b. Board of Public Works, 8/5/13

c. Board of Review, 6/11/13, 8/1/13, 8/8/13

d. IT Steering Committee, 6/4/13

e. Landmarks Commission, 8/1/13

f. Library Board, 7/18/13

Communications

g. DPW Radtke, 8/15/13; Waverly Sanitary District, 8/6/13

h. Chief Styka, 8/5/13; Bartender Recommendation of Denial Letters

i. PP Homan, 8/15/13; Downtown Workshop Summary

Moved by Ald. Benner, seconded by Ald. Keehan to receive Minutes and Communications A-I

General discussion ensued.

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. Special Common Council, 8/1/13

2. Common Council, 8/5/13

Administration Committee, 8/5/13; Recommends approval of:

3. Supplement to the SunGard Public Sector Inc Application Service Provider Agreement between SunGard Public Sector and City of Menasha for the annual amount of \$33,672.

4. Roth Contribution Amendment to the Deferred Compensation Plan for Public Employees 457 Governmental Plan and Trust

Board of Public Works, 8/5/13; Recommends approval of:

5. Street Use Application – Labor Day Parade; Monday, September 2, 2013; 9:30 AM – 10:30 AM; (Fox Valley Area Labor Council and Labor Temple Coop Association)

6. Authorization to Execute WisDOT Bridge Operation Agreement for Fiscal Year 2014

7. Recommendation to Award – Menasha Utilities High Lift Pumping Station Yard Piping Modifications; Contract M0003-930159-A; DeGroot, Inc.; \$58,500.00

8. Recommendation to Award – Menasha Utilities Water Main Reconstruction – Edgewater Drive & Lakecrest Drive; Contract M0003-930159-B; Donald Hietpas & Sons, Inc.; \$106,379.40

Ald. Zelinski requested to remove item 3 from Consent Agenda.

Ald. Taylor requested to remove item 6 from Consent Agenda.

Moved by Ald. Benner, seconded by Ald. Keehan to approve Consent Agenda Items 1, 2, 4, 5, 7, 8.
Motion carried on roll call 7-0.

H. ITEMS REMOVED FROM CONSENT AGENDA

Moved by Ald. Benner, seconded by Ald. Englebort to approve Consent Agenda item 3, Supplement to the SunGard Public Sector Inc Application Service Provider Agreement between SunGard Public Sector and City of Menasha for the annual amount of \$33,672.

Motion carried on roll call 6-1. Ald. Zelinski voted no.

Moved by Ald. Taylor, seconded by Ald. Sevenich to hold Consent Agenda item 6, Authorization to Execute WisDOT Bridge Operation Agreement for Fiscal Year 2014.

Item is held.

I. ACTION ITEMS

1. Accounts payable and payroll for the term of 8/8/13 to 8/15/13 in the amount of \$1,997,199.47.

Moved by Ald. Nichols, seconded by Ald. Keehan to approve accounts payable and payroll.

Ald. Nichols requested to separate check #43434 (Jeff Nichols), she will be abstaining.

Motion to approve accounts payable and payroll minus check #43434 carried on roll call 7-0.

Motion to approve check #43434 carried on roll call 6-0, Ald. Nichols abstained.

2. Beverage Operators License Applications for the 2013-2015 licensing period.

Moved by Ald. Nichols, seconded by Ald. Englebort to approve Beverage Operators License applications as submitted.

Motion carried on roll call 7-0.

Moved by Ald. Nichols, seconded by Ald. Keehan to deny Beverage Operators License for Davinder Singh.

Motion carried on roll call 7-0.

J. ORDINANCES AND RESOLUTION

1. R-11-13 Preliminary Resolution Declaring Intent to Exercise Special Assessment Powers under Section 66.0703, Wisconsin Statutes (Drum Corps Drive Storm Sewer)

Moved by Ald. Taylor, seconded by Ald. Benner to adopt R-11-13.

Motion carried on roll call 7-0.

K. APPOINTMENTS

1. Mayor's Appointment of Margaret A. Steeno as Administrative Services Director and approve compensation.

Moved by Ald. Englebort, seconded by Ald. Benner to approve Mayor's appointment of Margaret A. Steeno as Administrative Services Director and compensation contingent upon the passing of drug test, physical, and background check.

Motion carried on roll call 7-0.

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. RECESS TO ADMINISTRATION AND BOARD OF PUBLIC WORKS COMMITTEES

Moved by Ald. Benner, seconded by Ald. Keehan to recess at 6:40 p.m. to Administration Committee and Board of Public Works.

Motion carried on voice vote.

Reconvened at 7:15 p.m. Ald. Taylor left

P. ADJOURN

Moved by Ald. Benner, seconded by Ald. Keehan to adjourn into Closed Session at 7:15 p.m. pursuant to Wis. Stats. §19.85(1)(g): Conferring with legal counsel for the governmental body who is rendering oral or written advise concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved. (Village/Town of Harrison and Waverly Sanitary District).

Motion carried on roll call 6-0.

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

CITY OF MENASHA
SPECIAL COMMON COUNCIL
Third Floor Council Chambers
140 Main Street, Menasha
Monday, August 26, 2013
MINUTES

A. CALL TO ORDER

Meeting called to order by Mayor Merkes at 5:33 p.m.

B. PLEDGE OF ALLEGIANCE

C. ROLL CALL/EXCUSED ABSENCES

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

EXCUSED: Langdon

ALSO PRESENT: Mayor Merkes, CA/HRD Captain, CDD Keil, PRD Tungate,
Clerk Galeazzi

D. PUBLIC COMMENTS ON ANY MATTER OF CONCERN TO THE CITY

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

No one spoke.

E. ACTION ITEMS

1. U.S. Army Corps of Engineers – Supplemental Lease Agreement to Lease No. DACA45-5-79-00482 Army Reserve Building

PRD Tungate explained the City of Menasha had previously given notice to the U.S. Army Corps of Engineers to terminate the land lease for the Army Reserve Building at 993 Third Street (Jefferson Park). The request, approved by the Common Council, asked the Army Corp of Engineers to demolish all the buildings and return the premises to its previous state which includes removal of any underground footings, pavement or other structures, grading and seeding the site as per the lease. The U.S. Army Corps of Engineers has offered the amount of \$140,000 for the City to take care of demolishing the building and restoring the land to its previous state.

General discussion ensued on cost to demolish the building and remove any contaminates, other uses of the building, excess funds to Park Dedication Fund.

Moved by Ald. Nichols, seconded by Ald. Keehan to approve U.S. Army Corps of Engineers Supplement Lease Agreement to Lease No. DACA45-5-79-00482 Army Reserve Building for the sum of \$140,000 in lieu of performance of the Governments obligation to restore the property and any surplus fund to be put in the Park Dedication Fund.

Motion carried on roll call 7-0.

F. ADJOURNMENT

Moved by Ald. Zelinski, seconded by Ald. Englebert to adjourn at 6:05 p.m.

Motion carried on voice vote.

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

City of Menasha Disbursements

Accounts Payable	8/19/13-8/29/13 Checks # 43458-43616	\$ 540,653.09
Payroll	8/22/13	<u>\$ 171,791.17</u>
	Total	<u>\$ 712,444.26</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: 8/19/2013

Date: 8/20/2013

Vendor Name	Check Number	Check Date	Invoice Number	Account Number	Amount	Description		
AMAZON	43458	8/19/2013	045860074467	100-0601-551.30-14	122.55	LIBRARY MATERIALS		
		8/19/2013	045862863099	100-0601-551.30-14	44.88	LIBRARY MATERIALS		
		8/19/2013	045863485109	100-0601-551.30-14	44.88	LIBRARY MATERIALS		
		8/19/2013	045864289478	100-0601-551.30-14	(0.16)	CREDIT		
		8/19/2013	045865759959	100-0601-551.30-14	388.37	LIBRARY MATERIALS		
		8/19/2013	045866581438	100-0601-551.30-14	(0.16)	CREDIT		
		8/19/2013	04586800712	100-0601-551.30-14	29.99	LIBRARY MATERIALS		
		8/19/2013	045869236804	100-0601-551.30-14	158.82	LIBRARY MATERIALS		
		8/19/2013	238140849051	100-0601-551.30-14	31.68	LIBRARY MATERIALS		
		8/19/2013	238142779807	100-0601-551.30-14	54.25	LIBRARY MATERIALS		
		8/19/2013	256533824645	100-0601-551.30-14	12.99	LIBRARY MATERIALS		
		Total for check: 43458					888.09	
		BAKER & TAYLOR INC	43460	8/19/2013	2028331674	100-0601-551.30-14	251.04	LIBRARY MATERIALS
				8/19/2013	2028334551	100-0601-551.30-14	34.19	LIBRARY MATERIALS
				8/19/2013	2028336173	100-0601-551.30-14	540.19	LIBRARY MATERIALS
				8/19/2013	2028339732	100-0601-551.30-14	297.97	LIBRARY MATERIALS
				8/19/2013	2028350435	100-0601-551.30-14	103.33	LIBRARY MATERIALS
8/19/2013	2028354227			100-0601-551.30-14	198.12	LIBRARY MATERIALS		
8/19/2013	2028354445			100-0601-551.30-14	5.02	LIBRARY MATERIALS		
8/19/2013	2028361649			100-0601-551.30-14	89.25	LIBRARY MATERIALS		
8/19/2013	2028363501			100-0601-551.30-14	419.02	LIBRARY MATERIALS		
8/19/2013	2028372929			100-0601-551.30-14	710.21	LIBRARY MATERIALS		
8/19/2013	2028374598			100-0601-551.30-14	33.36	LIBRARY MATERIALS		
8/19/2013	2028383051			100-0601-551.30-14	451.54	LIBRARY MATERIALS		
8/19/2013	2028387942			100-0601-551.30-14	121.38	LIBRARY MATERIALS		
8/19/2013	2028390922			100-0601-551.30-14	12.02	LIBRARY MATERIALS		
8/19/2013	2028392678			100-0601-551.30-14	426.99	LIBRARY MATERIALS		
8/19/2013	2028400271			100-0601-551.30-14	90.66	LIBRARY MATERIALS		
8/19/2013	2028405167			100-0601-551.30-14	225.98	LIBRARY MATERIALS		
8/19/2013	5012673096	100-0601-551.30-14	31.87	LIBRARY MATERIALS				
8/19/2013	5012691886	100-0601-551.30-14	129.73	LIBRARY MATERIALS				
8/19/2013	M18763480	100-0601-551.30-14	41.74	LIBRARY MATERIALS				
8/19/2013	M18763500	100-0601-551.30-14	107.95	LIBRARY MATERIALS				

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BAKER & TAYLOR INC...	43460...	8/19/2013	M19926840	100-0601-551.30-14	21.59	LIBRARY MATERIALS
	Total for check: 43460				4,343.15	
BLACKSTONE AUDIO INC	43461	8/19/2013	658277	100-0601-551.30-14	200.00	LIBRARY MATERIALS
		8/19/2013	660300	100-0601-551.30-14	64.99	LIBRARY MATERIALS
	Total for check: 43461				264.99	
CAVENDISH SQUARE	43462	8/19/2013	3001354	100-0601-551.30-14	193.91	LIBRARY MATERIALS
	Total for check: 43462				193.91	
CDW GOVERNMENT INC	43463	8/19/2013	DSW39474	100-0601-551.30-10	77.88	OFFICE SUPPLIES
		8/19/2013	DX44452	100-0601-551.30-10	154.14	OFFICE SUPPLIES
		8/19/2013	DZ22067	100-0601-551.30-10	77.88	OFFICE SUPPLIES
	Total for check: 43463				309.90	
CENTER POINT LARGE PRINT	43464	8/19/2013	1111761	100-0601-551.30-14	133.02	LIBRARY MATERIALS
	Total for check: 43464				133.02	
COMMUNICATION SUPPORT	43465	8/19/2013	7417940	100-0601-551.24-03	300.00	BLDG REPAIR/MAINTENANCE
	Total for check: 43465				300.00	
CRESCENT ELECTRIC SUPPLY COMPANY	43466	8/19/2013	08745732400	100-0601-551.30-13	98.80	HOUSEKEEPING SUPPLIES
	Total for check: 43466				98.80	
ERLINDA DEROUIN	43467	8/19/2013	08152013	100-0601-551.30-14	25.00	LIBRARY MATERIALS
	Total for check: 43467				25.00	

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ENERGY CONTROL & DESIGN INC	43468	8/19/2013	0068719-IN	100-0601-551.24-03	43.30	43.30 BLDG REPAIR/MAINTENANCE	
						Total for check: 43468	
GALE	43469	8/19/2013	99627700	100-0601-551.30-14	38.92	38.92 LIBRARY MATERIALS	
						99663106	64.80 LIBRARY MATERIALS
						99734786	111.16 LIBRARY MATERIALS
						99734892	57.58 LIBRARY MATERIALS
						Total for check: 43469	272.46
KITZ & PFEIL INC	43470	8/19/2013	0624140134	100-0601-551.24-03	8.29	8.29 BLDG REPAIR/MAINTENANCE	
						0712140114	3.99 TOOLS/EQUIPMENT
						0716140093	3.14 BLDG REPAIR/MAINTENANCE
						0719140009	15.28 BLDG REPAIR/MAINTENANCE
						Total for check: 43470	30.70
MADER NEWS AGENCY INC	43471	8/19/2013	9873	100-0601-551.30-14	127.76	127.76 LIBRARY MATERIALS	
						Total for check: 43471	
MANDERFIELD BAKERY	43472	8/19/2013	441307	100-0601-551.34-03	18.50	18.50 TRAINING - MEALS	
						442390	44.75 PROGRAM SUPPLIES
						442685	38.00 PROGRAM SUPPLIES
						Total for check: 43472	101.25
KAY MARTIN	43473	8/19/2013	08152013	100-0601-551.20-05	100.00	100.00 PROGRAM ENTERTAINER	
						Total for check: 43473	
MIDWEST TAPE	43474	8/19/2013	91116886	100-0601-551.30-14	12.99	12.99 LIBRARY MATERIALS	
						91146629	5.99 LIBRARY MATERIALS

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MIDWEST TAPE...	43474...	8/19/2013	91147951	100-0601-551.30-14	29.99	LIBRARY MATERIALS
			Total for check: 43474		48.97	
MINITEX	43475	8/19/2013	82637	100-0601-551.30-18	1,242.00	DEPT SUPPLIES
			Total for check: 43475		1,242.00	
PENWORTHY COMPANY	43476	8/19/2013	551353	100-0601-551.30-14	579.15	LIBRARY MATERIALS
			Total for check: 43476		579.15	
PIGGLY WIGGLY MIDWEST LLC	43477	8/19/2013	8990703	100-0601-551.30-16	17.34	PROGRAM SUPPLIES
			Total for check: 43477		17.34	
PROQUEST LLC	43478	8/19/2013	70210636	100-0601-551.30-14	1,560.00	LIBRARY MATERIALS
			Total for check: 43478		1,560.00	
RANDOM HOUSE INC	43479	8/19/2013	1087414513	100-0601-551.30-14	30.00	LIBRARY MATERIALS
			1087478585	100-0601-551.30-14	63.75	LIBRARY MATERIALS
			Total for check: 43479		93.75	
RHYME BUSINESS PRODUCTS	43480	8/19/2013	52477 1	100-0601-551.30-10	42.99	OFFICE SUPPLIES
			Total for check: 43480		42.99	
SERVICEMASTER BUILDING MAINTENANCE	43481	8/19/2013	9428	100-0601-551.20-01	1,425.00	JANITORIAL SERVICES
			Total for check: 43481		1,425.00	
SPEEDY CLEAN DRAIN & SEWER INC	43482	8/19/2013	55451	100-0601-551.24-03	134.93	BLDG REPAIR/MAINTENANCE
			Total for check: 43482		134.93	
UNIQUE BOOKS INC	43483	8/19/2013	360671.2	100-0601-551.30-14	40.47	LIBRARY MATERIALS

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UNIQUE BOOKS INC...	43483...	8/19/2013	360672.2	100-0601-551.30-14	23.58	LIBRARY MATERIALS
			Total for check: 43483		64.05	
UNIQUE MANAGEMENT SERVICES INC	43484	8/19/2013	242461	100-0000-441.19-00	268.50	COLLECTION AGENCY FEE
			Total for check: 43484		268.50	
US POSTAL SERVICE	43485	8/19/2013	08152013	100-0601-551.30-11	300.00	POSTAGE SUPPLIES
			Total for check: 43485		300.00	
					13,009.01	

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ACCURATE	43486	8/22/2013	1310800	731-1022-541.30-18	17.06	5/8 - 11 X 2 HHCS Gr 8
			Total for check: 43486		17.06	
ADAMSON INDUSTRIES CORP	43487	8/22/2013	117646	100-0801-521.29-05	454.85	Interceptor & Timer
			Total for check: 43487		454.85	
AIRGAS USA LLC	43488	8/22/2013	9911801040	731-1022-541.21-06	176.18	Cylinder Rentals
			Total for check: 43488		176.18	
APPANASHA PET CLINIC	43489	8/22/2013	198027	824-0807-521.21-05	133.70	Gomez
			Total for check: 43489		133.70	
ASSOCIATED APPRAISAL CONSULTANTS	43490	8/22/2013	15543	100-0402-513.21-09	4,991.67	July Professional Service
			15544	100-0402-513.30-11	1,607.00	July Postage
				100-0402-513.21-04	59.76	July Internet Postings
			Total for check: 43490		6,658.43	
ASSOCIATED BAG COMPANY	43491	8/22/2013	N194627	100-0909-531.30-18	36.38	Poly Bags
			Total for check: 43491		36.38	
AT&T	43492	8/22/2013	920R09453008	601-1020-543.22-01	292.50	
				100-1001-514.22-01	113.90	
			Total for check: 43492		406.40	
BADGER HIGHWAYS CO INC	43493	8/22/2013	160273	625-1010-541.30-18	94.64	Asphalt
			160342	625-1003-541.30-18	22.45	Hotmix
				100-1003-541.30-18	174.61	Hotmix
			160405	100-1003-541.82-02	75,861.28	Hotmix
			160430	100-1003-541.82-02	2,323.11	Tack Coat/Paving Projects
			160482	625-1010-541.30-18	175.36	Tack Coat/Paving Projects

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BADGER HIGHWAYS CO INC...	43493...	8/22/2013...	160482...	100-1003-541.82-02	165.90	Tack Coat/Paving Projects
		8/22/2013	160483	100-0703-553.30-18	83.33	Asphalt
		8/22/2013	C160439	100-1003-541.82-02	(714.53)	Heltnik/CREDIT
			Total for check: 43493		78,186.15	
BADGER LAB & ENGINEERING INC	43494	8/22/2013	INV000053889	601-1020-543.21-02	560.00	Whiting Paper Wastewater July 8-12
			Total for check: 43494		560.00	
BOUWER PRINTING INC	43495	8/22/2013	98850	100-0801-521.29-01	416.20	Forms
			Total for check: 43495		416.20	
BUBRICKS	43496	8/22/2013	772820	100-0801-521.30-18	1,764.00	Chairs
		8/22/2013	773805	100-0801-521.30-10	27.91	Supplies
			Total for check: 43496		1,791.91	
CASPERS TRUCK EQUIPMENT INC	43497	8/22/2013	68265	731-1022-541.30-15	125.00	Dividers & Trays for Service Truck
			Total for check: 43497		125.00	
CDW GOVERNMENT INC	43498	8/22/2013	DT69341	100-0801-521.30-10	9.28	PD Supplies for DVDs
		8/22/2013	DV33910	743-0403-513.30-15	27.66	DVD Writer
			Total for check: 43498		256.92	219.99 Keyboards for IPads
CHRISTINA KANUSCAK-LACOUNT	43499	8/22/2013		KANUSCAK-LACOUN 100-0702-552.30-18	21.66	Music Reimbursement
			Total for check: 43499		21.66	
CLEAR WATER CAR WASH	43500	8/22/2013	3722	100-0801-521.29-05	15.99	July Vehicle Wash
			Total for check: 43500		15.99	

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COCA-COLA REFRESHMENTS	43501	8/22/2013	3528030217	100-0704-552.30-17	253.15	Pool
	Total for check: 43501				253.15	
	COMDATA	43502	8/22/2013	M32131001	100-0702-552.30-18	114.65
Total for check: 43502				114.65		
CRESCENT ELECTRIC SUPPLY COMPANY	43503	8/22/2013	087-452060-00	100-0000-132.00-00	73.02	Elec Ballast
	Total for check: 43503				73.02	
	CULLIGAN WATER CONDITIONING	43504	8/22/2013		100-0704-552.30-10	317.50
				100-1001-514.20-01	18.90	
Total for check: 43504				336.40		
DAN SCHROEDER	43505	8/22/2013	SCHROEDER	100-0702-552.20-03	150.00	Archery
	Total for check: 43505				150.00	
	UNEMPLOYMENT INSURANCE	43506	8/22/2013	000005173836	100-1001-514.15-09	3,707.58
Total for check: 43506				3,707.58		
DIGICORPORATION		43507	8/22/2013	134689	100-0203-512.29-01	30.00
	Total for check: 43507				30.00	
	ELVISH CONSULTING	43508	8/22/2013		100-0702-552.20-03	974.66
Total for check: 43508				974.66		
FOX VALLEY TECHNICAL COLLEGE		43509	8/22/2013		100-0000-201.03-00	126.00
				100-0000-201.17-00	15.00	CPR & 1st Aid
				100-0908-531.34-02	12.00	CPR & 1st Aid
				100-0918-531.34-02	21.00	CPR & 1st Aid
	Total for check: 43509				174.00	

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FOX VALLEY TECHNICAL COLLEGE...	43509...	8/22/2013...	...	100-0000-201.03-00	9.00	CPR & 1st Aid
				100-0000-201.03-00	3.00	CPR & 1st Aid
				100-1019-552.30-18	9.00	CPR & 1st Aid
				731-1022-541.21-06	6.00	CPR & 1st Aid
				100-0702-552.34-02	3.00	CPR & 1st Aid
				100-0601-551.32-01	6.00	CPR & 1st Aid
				Total for check: 43509	210.00	
GANNETT WISCONSIN MEDIA	43510	8/22/2013	0007386088	100-0405-513.29-02	545.54	Legals
				601-1020-543.29-02	22.60	Legals
				100-0703-553.29-03	25.22	Legals
				Total for check: 43510	593.36	
GRAINGER INC	43511	8/22/2013	9201221349	100-0704-552.24-04	293.18	Pump
				Total for check: 43511	293.18	
GREAT LAKES ROOFING CORPORATION	43512	8/22/2013	A53807	100-0703-553.24-03	1,157.07	Memorial Bldg
				Total for check: 43512	1,157.07	
GUNDERSON INC	43513	8/22/2013	110364	100-0801-521.30-13	34.82	Towels/Mats
				Total for check: 43513	34.82	
GUSTMAN CHEVROLET SALES INC	43514	8/22/2013	28515	731-1022-541.38-03	214.55	Sensor
				Total for check: 43514	214.55	
INDEPENDENT INSPECTIONS LTD	43515	8/22/2013	307343	100-0301-523.21-06	7,580.88	July Permits
				Total for check: 43515	7,580.88	

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JOHN'S SAW SERVICE	43516	8/22/2013	9836	731-1022-541.38-03	16.75	Sprocket/Polesaw	
	Total for check: 43516					16.75	
KAEMPFER & ASSOCIATES INC	43517	8/22/2013	17034	601-1020-543.21-02	283.36	Sewer User Monitoring Project E145-01.07	
		8/22/2013	17035	601-1020-543.21-02	158.07	Neenah SS Discharge Project E145-01.09	
		8/22/2013	17036	601-1020-543.21-02	1,138.61	Sanitary Sewer Repair Project E145-01.11	
		8/22/2013	17037	601-1020-543.21-02	566.72	9th St Lift Station Project E145-08.05	
		8/22/2013	17038	601-1020-543.21-02	1,584.32	9th St Lift Station ConstProject E145-08.07	
Total for check: 43517					3,731.08		
KOBUSSEN BUSES LTD	43518	8/22/2013	201413	100-0702-552.20-05	100.00	Bus Trip	
	Total for check: 43518					100.00	
KRAMER, KEN	43519	8/22/2013	0729136438	731-1022-541.30-15	28.00	Blow Gun	
	Total for check: 43519					28.00	
KWIK TRIP INC	43520	8/22/2013		100-0801-521.29-05	686.63		
	Total for check: 43520					686.63	
LAKE PARK VILLAS HOMEOWNERS ASSN	43521	8/22/2013		501-0703-553.22-05	59.45	LP Villas Project	
				501-0703-553.21-06	2,383.40	LP Villas Project	
				501-0703-553.22-03	208.28	LP Villas Project	
				501-1012-541.22-03	36.26	LP Villas Project	
				501-1010-541.22-03	907.53	LP Villas Project	
				501-0305-562.51-03	437.32	LP Villas Project	
Total for check: 43521					4,032.24		
LEVENHAGEN CORPORATION	43522	8/22/2013	050318A-IN	100-0000-131.00-00	6,866.65	Gas	
		8/22/2013	82407	207-0707-552.38-01	4,919.88	Fuel	
		8/22/2013	82446	207-0707-552.38-01	3,807.36	Fuel	

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Vendor Name	Check Number	Check Date	Invoice Number	Account Number	Amount	Description
LEVENHAGEN CORPORATION ...	43522 ...	8/22/2013	82467	207-0707-552-38-01	4,234.62	Fuel
			Total for check: 43522		19,828.51	
MATTHEWS TIRE & SERVICE CENTER	43523	8/22/2013	232314	731-1022-541-38-02	293.92	Tires
			48186	731-1022-541-38-02	423.70	Demount Drive Tires
			48244	731-1022-541-38-02	1,757.52	Replace Tires
			48250	731-1022-541-38-02	153.30	Misc Tires
			Total for check: 43523		2,628.44	
MENARDS-APPLETON EAST	43524	8/22/2013	26831	100-0703-553-24-03	17.82	Strap
			Total for check: 43524		17.82	
MENASHA EMPLOYEES CREDIT UNION	43525	8/22/2013	20130822	100-0000-202-05-00	12,183.00	PAYROLL SUMMARY
			Total for check: 43525		12,183.00	
MENASHA TREASURER	43526	8/22/2013		100-0204-512-24-04	8.39	Petty Cash
				100-0702-552-30-18	20.90	Petty Cash
				100-1001-514-30-11	7.50	Petty Cash
				100-1002-541-30-11	14.26	Petty Cash
				100-1002-541-30-18	25.99	Petty Cash
				601-1020-543-30-11	14.10	Petty Cash
				100-0201-512-30-11	19.95	Petty Cash
			Total for check: 43526		111.09	
MENASHA UTILITIES	43529	8/22/2013		100-1008-541-22-03	204.15	Electric
				100-1008-541-22-05	34.42	Water
				601-1020-543-22-03	25.46	Electric
				100-0704-552-22-03	3,344.53	Electric
				100-0704-552-22-05	4,572.60	Water
				731-1022-541-22-03	1,112.56	Electric
				731-1022-541-22-05	447.10	Water

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MENASHA UTILITIES...	43529...	8/22/2013...		731-1022-541.22-06	901.88	Storm
				266-1028-543.22-06	73.13	Storm
				100-0801-521.22-03	2,015.22	Electric
				100-0801-521.22-05	325.73	Water
				100-0801-521.22-06	62.72	Storm
				100-0000-123.00-00	1,459.30	Electric
				100-0000-123.00-00	235.87	Water
				100-0000-123.00-00	45.41	Storm
				100-0801-521.22-03	99.82	Electric
				100-0601-551.22-03	4,529.46	Electric
				100-0601-551.22-05	1,185.10	Water
				100-0601-551.22-06	103.75	Storm
				207-0707-552.22-05	275.30	Water
				100-1019-552.22-03	373.27	Electric
				100-1019-552.22-05	12.38	Water
				100-0000-123.00-00	6.50	Electric
				100-1001-514.22-05	12.38	Water
				100-1001-514.22-06	2.50	Storm
				100-0703-553.22-03	2,015.43	Electric
				100-0703-553.22-05	45.42	Water
				100-0703-553.22-06	700.63	Storm
			485-0304-562.22-06	33.13	Storm	
			457-0304-562.22-06	2.50	Storm	
			485-0304-562.22-06	15.00	Storm	
			457-0304-562.21-10	8.24	Electric	
			100-0305-562.22-06	5.00	Storm	
			501-0304-562.22-06	280.01	Storm	
			Total for check: 43529		24,565.90	
CITY OF NEENAH	43530	8/22/2013	34254	100-0303-542.25-01	11,200.00	Dial-A-Ride
			Total for check: 43530		11,200.00	
NETWORK HEALTH SYSTEM INC	43531	8/22/2013	304579	100-0202-512.21-05	441.00	July Drug Screening

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NETWORK HEALTH SYSTEM INC...	43531...	8/22/2013	304969	100-0202-512.21-05	690.00	EAP Fees July-Sept
			Total for check: 43531		1,131.00	
OCOONTO COUNTY SHERIFFS DEPARTMENT	43532	8/22/2013		100-0000-201.03-00	640.00	Bond Report #MP13-2800
			Total for check: 43532		640.00	
OFFICE DEPOT	43533	8/22/2013	3756090	100-0903-531.30-10 100-0914-531.30-10	9.40 39.92	Supplies Supplies
			Total for check: 43533		49.32	
PACKER CITY INTERNATIONAL	43534	8/22/2013	3-232100002	731-1022-541.38-03	1,179.71	Pipe
			Total for check: 43534		1,179.71	
PALMER COMPANY	43535	8/22/2013	146603-01	100-0704-552.30-13	45.75	Nozzle
			Total for check: 43535		45.75	
PLAK SMACKER	43536	8/22/2013	B24891	100-0909-531.30-18	100.80	Toothbrush
			Total for check: 43536		100.80	
PRIORITY 1 POLICE & FIRE	43537	8/22/2013		100-0801-521.29-05	1,550.00	Squad Equipment
			Total for check: 43537		1,550.00	
RIESTERER & SCHNELL INC	43538	8/22/2013	537252	731-1022-541.38-03	23.00	Drain Valve
			Total for check: 43538		23.00	
ROAD EQUIPMENT	43539	8/22/2013	WA564362	731-1022-541.38-03	149.43	Jack/Leg/Brake/Kit
			Total for check: 43539		149.43	
ROGERS UPHOLSTERY	43540	8/22/2013		731-1022-541.29-04	350.00	Bench Seat for Truck

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ROGERS UPHOLSTERY...	43540...	8/22/2013	408	731-1022-541.29-04	250.00	One Truck Seat
			Total for check: 43540		600.00	
ROLAND MACHINERY EXCHANGE	43541	8/22/2013	41006399	731-1022-541.38-03	(85.39)	CREDIT for Seal Kit
		8/22/2013	41007684	731-1022-541.38-03	299.27	Bolt/Clamp/Nut
			Total for check: 43541		213.88	
SAM'S CLUB/GEORGE	43542	8/22/2013		100-0704-552.30-17	1,181.79	Concessions
			Total for check: 43542		1,181.79	
SANOPI PASTEUR INC	43543	8/22/2013	90166020	100-0903-531.30-18	101.75	Tubersol
			Total for check: 43543		101.75	
DIANE SCHABACH	43544	8/22/2013	SCHABACH	207-0707-552.21-06	11,312.50	Harbormaster Payment
			Total for check: 43544		11,312.50	
J A SEXAUER	43545	8/22/2013	293851192	100-0601-551.24-03	355.38	Emergi-Lite/Norton Closer
				100-1001-514.24-03	142.19	Emergi-Lite/Norton Closer
			Total for check: 43545		497.57	
SKID & PALLET	43546	8/22/2013	3415	100-0703-553.30-18	168.00	Mulch
			Total for check: 43546		168.00	
SPIELBAUER FIREWORKS CO INC	43547	8/22/2013	13ME2083	100-0408-552.21-06	19,000.00	Fireworks
			Total for check: 43547		19,000.00	
GORDON N STOWE AND ASSOCIATES INC	43548	8/22/2013	559875	100-0903-531.24-04	130.00	Audiometer Calibration
			Total for check: 43548		130.00	

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UNIFIRST CORPORATION	43549	8/22/2013	097 0143731	731-1022-541.20-01	112.65	Cleaning Services
	Total for check: 43549				112.65	
	43550	8/22/2013	20130822	100-0000-202.09-00	30.25	PAYROLL SUMMARY
Total for check: 43550					30.25	
VALLEY CHEMICAL LLC	43551	8/22/2013	0043717-IN	100-0704-552.30-18	410.78	Filter Powder/Algacide
	Total for check: 43551				410.78	
	43552	8/22/2013	9709227609	743-0403-513.22-01	92.67	Patrick
VERIZON WIRELESS					40.01	Pool
					36.23	Parks
					40.01	IPad
					6.74	Health
					160.04	IPAD Charges
					158.84	IT IPads/Lacey Cell
					164.00	Cell
					644.11	Broadband Charges
	Total for check: 43552				1,342.65	
	WALMART COMMUNITY	43553	8/22/2013	100-0702-552.30-18		127.84
Total for check: 43553				127.84		
WBAY	43554	8/22/2013	551372	100-0000-201.15-00	260.00	Farm Market
	Total for check: 43554				260.00	
WE ENERGIES	43555	8/22/2013	WE ENERGIES	100-0000-123.00-00	642.00	100 Fox St Gas Facilities
	Total for check: 43555				642.00	
WIL-KIL PEST CONTROL	43556	8/22/2013	2284717	100-1019-552.21-06	27.00	Rat/Mouse/Spiders

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WIL-KIL PEST CONTROL...	43556..	8/22/2013	2285098	100-1019-552.21-06	108.00	Exterior Insect
	Total for check: 43556				<u>135.00</u>	
WINNEBAGO COUNTY CLERK OF COURTS	43557	8/22/2013		100-0000-201.03-00	135.00	Bond
	Total for check: 43557				<u>135.00</u>	Report #MP13-2682
WISCONSIN SUPPORT COLLECTIONS	43558	8/22/2013	20130822	100-0000-202.03-00	1,108.13	PAYROLL SUMMARY
	Total for check: 43558				<u>1,108.13</u>	
WKZG-FM	43559	8/22/2013	IN-11307109840	100-0000-201.15-00	80.00	Farm Market
	Total for check: 43559				<u>80.00</u>	
					<u>226,568.41</u>	

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ACCURATE	43560	8/29/2013		1311165	195.13	Dull/Primer/Wheel
		8/29/2013		1311334	121.81	Ring/Brake/Washer/Nut
		8/29/2013		1311396	117.94	Light Bulb/Strobe Light Wiper Blade
				Total for check: 43560	434.88	
ADVANCED ASBESTOS REMOVAL INC	43561	8/29/2013		13192	2,340.00	City Hall
				Total for check: 43561	2,340.00	
ARROYO, MIGUEL	43562	8/29/2013		ARROYO	100.00	Deposit Exc Permit 11339
				Total for check: 43562	100.00	
BADGER HIGHWAYS CO INC	43563	8/29/2013		160540	26.25	Screenings
				Total for check: 43563	26.25	
BATTERIES PLUS LLC	43564	8/29/2013		508-182961	30.50	Replacement battery
				Total for check: 43564	30.50	Health Dept
BECK ELECTRIC INC	43565	8/29/2013		AU2113-COM-ED9	707.83	Racine & Broad St Light Accident 2013-19
		8/29/2013		AU2213-COM-CH	400.87	Emergency Lighting
		8/29/2013		AU2313-COM-CH1	302.79	Motion Sensors City Hall
				Total for check: 43565	1,411.49	
BRAZEE ACE HARDWARE	43566	8/29/2013		023135	5.77	Plug/Knife/Clamp
				Total for check: 43566	5.77	Men-Sink Removal
CARDMEMBER SERVICE	43569	8/29/2013		100-0903-531.30-13	21.25	Michigan Co/HEPA Vac
				100-0903-531.30-13	34.95	Amazon/HEPA Bags
				100-0903-531.30-13	84.99	Amazon/HEPA Filter
				731-1022-541.30-13	36.00	Water Right Services
				100-0801-521.30-13	18.00	Water Right Services

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CARDMEMBER SERVICE...	43569...	8/29/2013...		100-1001-514.20-01	54.00	Water Right Services
				731-1022-541.24-03	272.20	Badger Metals
				743-0403-513.34-04	12.95	Experts Exchange LLC
				625-0304-562.30-16	372.95	Barnlsen.com/Markers
				100-0703-553.30-18	(16.23)	Mills Fleet Farm/Credit
				100-0703-553.34-03	11.26	Denny's
				100-0703-553.34-03	218.00	Madison Concourse Hotel
				100-0703-553.24-03	20.00	DSPS EPAY ISE
				100-0703-553.24-03	40.00	DSPS EPAY ISE
				100-0702-552.30-18	78.94	Mills Fleet Farm
				100-0202-512.30-16	76.65	WELCOA Online
				100-0601-551.30-14	316.08	GAN Subscription
				100-0601-551.30-10	364.37	Custom USB Products
				743-0403-513.30-15	20.94	Call Phone Shop
				100-0704-552.22-01	18.02	Vantage
				100-0601-551.30-14	20.99	Shopko
				100-0801-521.33-03	18.06	Dairy Queen
				824-0808-521.30-18	103.14	Dominio's
				100-0801-521.30-18	52.40	Amazon/Strapping Tape
				100-0801-521.32-01	2.25	TLO/Searches
				100-0803-521.34-03	333.60	Delta Air
				100-0702-552.30-18	184.80	Dollar Tree
				100-0702-552.30-18	29.33	Slevi BS Pizza
				100-0702-552.30-18	33.50	Krueger's True Value
				100-0702-552.30-18	42.00	Slevi BS Pizza
				100-0702-552.30-18	187.52	Festival Foods
				100-0801-521.34-02	180.00	Paypal/WACCI
				100-0801-521.29-05	100.46	Del City
				100-0801-521.29-05	79.97	Chief Supply Corp
				100-0801-521.29-05	225.00	NWTC GB Registration
				100-0801-521.34-02	19.99	Amazon Digital Services
				100-0801-521.32-01	244.00	DEA Registration
				100-0801-521.34-02	128.00	Fedpryor Careertrack
				100-0801-521.29-05	123.88	Walmar.com/Car Seats
				100-0801-521.34-03	129.00	Kalahari Resorts

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CARDMEMBER SERVICE...	43569...	8/29/2013...	...	100-0801-521.34-03	70.00	Katahari Resorts
				100-0801-521.30-15	40.58	Amazon/Training Ammo
				Total for check: 43569	4,403.79	
CARRICO AQUATIC RESOURCES INC	43570	8/29/2013	20125106	100-0704-552.30-15	4,636.38	Wave Vacuum
			20125114	100-0704-552.24-04	419.92	Pump
			Total for check: 43570		5,056.30	
DUMKE & ASSOCIATES &	43571	8/29/2013	316 RACINE	100-0903-531.29-06	2,077.50	316 Racine St Rental
			Total for check: 43571		2,077.50	
FASTENAL COMPANY	43572	8/29/2013	WINEE87273	100-0703-553.30-18	12.30	Supplies
			Total for check: 43572		12.30	
GRIESBACH READY-MIX LLC	43573	8/29/2013	22092	625-1003-541.30-18	389.00	Hickory Hollow
			Total for check: 43573		389.00	
GUSTMAN CHEVROLET SALES INC	43574	8/29/2013	28587	731-1022-541.38-03	15.58	Handle
			28628	731-1022-541.38-03	184.49	Actuator
			Total for check: 43574		200.07	
HOLMES AUTOMOTIVE RECYCLING INC	43575	8/29/2013	140707	731-1022-541.38-03	100.00	Seat
			Total for check: 43575		100.00	
JOHN DEERE FINANCIAL	43576	8/29/2013	65527705	100-0703-553.30-18	281.41	Materials
			Total for check: 43576		281.41	

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JX ENTERPRISES INC	43577	8/29/2013	G-231820008	731-1022-541.38-03	20.56	Sleeve Tube/Tubing
	Total for check: 43577				20.56	
KIEFER & ASSOCIATES LLC, ADOLPH	43578	8/29/2013	323033	100-0704-552.24-04	208.88	Pool Equipment
	Total for check: 43578				208.88	
KJ WASTE SYSTEMS INC	43579	8/29/2013	266-1027-543.21-06		678.00	July Recycling
	Total for check: 43579				678.00	
KUNNINGER FLUID POWER INC	43580	8/29/2013	50247669	731-1022-541.38-03	35.00	Cast Iron Strainer
		8/29/2013	50247670	731-1022-541.38-03	38.70	Flexible Hose
	Total for check: 43580				73.70	
KUSTOM SIGNALS INC	43581	8/29/2013	485190	100-0801-521.24-04	268.00	Kit FHR MC Short/Long HndKit FHR IR Remote
	Total for check: 43581				268.00	
MARTENSON & EISELE INC	43582	8/29/2013	50559	490-1009-541.82-02	525.00	Midway Rd Sidewalk Proj
	Total for check: 43582				525.00	
MATTHEWS TIRE & SERVICE CENTER	43583	8/29/2013	48297	731-1022-541.38-02	124.20	Tires
	Total for check: 43583				124.20	
MCKAY NURSERY COMPANY	43584	8/29/2013	08-19-1334339	826-0706-561.30-18	175.00	Freight Charges
	Total for check: 43584				175.00	
MENARDS-APLETON EAST	43585	8/29/2013	27060	625-1003-541.30-18	35.01	Clamp/Cable
				601-1020-543.30-18	15.67	Clamp/Cable
	Total for check: 43585				50.68	

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MENASHA NEENAH MUNICIPAL COURT	43586	8/29/2013		100-0000-201.03-00	328.00	Bond, MEPPD #13-47
				Total for check: 43586	328.00	
ELISHA D SMITH PUBLIC LIBRARY	43587	8/29/2013		743-0403-513.30-15	72.80	Flash Drive Purchase
				Total for check: 43587	72.80	
MENASHA TREASURER	43588	8/29/2013		100-0903-531.30-18	3.65	Petty Cash/Health Dept
				100-0903-531.30-11	30.55	Petty Cash/Health Dept
				100-0903-531.33-01	34.00	Petty Cash/Health Dept
				100-0801-521.30-11	24.20	Postage Reimbursement
				100-0801-521.30-18	46.58	Supplies Reimbursement
				100-0801-521.34-03	17.90	Training Reimbursement
				266-1027-543.30-11	46.00	PWF Postage
				Total for check: 43588	202.88	
MENASHA UTILITIES	43589	8/29/2013		492-0304-562.22-03	17.45	3031 Whisper Falls Lane Redevelopment Auth
				492-0304-562.22-06	43.13	3031 Whisper Falls Lane Redevelopment Auth
				100-1003-541.22-05	156.00	Water Down Road/Arthur St
				100-1008-541.22-03	299.76	Electric
				100-0000-123.00-00	14.47	Electric
				100-1012-541.22-03	79.61	Electric
				100-0304-562.22-03	20.38	Electric
				625-0304-562.22-03	7.22	Electric
				100-1013-541.22-03	48.13	Electric
				100-1013-541.22-06	277.51	Storm
				207-0707-552.22-03	1,326.34	Electric
				207-0707-552.22-05	149.83	Water/Sewer
				207-0707-552.22-06	48.76	Storm
				100-0703-553.22-03	1,603.49	Electric
				100-0703-553.22-05	4,575.70	Water/Sewer
				100-0703-553.22-06	341.27	Storm
				100-1001-514.22-03	1,755.41	Electric
				100-1001-514.22-05	484.60	Water/Sewer

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MENASHA UTILITIES...	43589 ...	8/29/2013...	BILLING 1...	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	67.96	Electric				
				100-1019-552.22-05	355.58	Water/Sewer				
				601-1020-543.22-03	37.62	Electric				
				Total for check: 43589					15,634.72	
				MODERN BUSINESS MACHINES	43590	8/29/2013	26313885	743-0403-513.29-01	243.10	July Contract
							26314472	743-0403-513.29-01	92.47	May Contract
26316570	743-0403-513.29-01	243.10	August Contract							
26316759	743-0403-513.29-01	308.29	Apr-June Contract							
26317105	743-0403-513.29-01	53.28	June Contract							
26319391	743-0403-513.29-01	243.10	Contract							
26319827	743-0403-513.29-01	44.68	Contract							
Total for check: 43590							1,228.02			
MODERN DAIRY INC	43591	8/29/2013	212447				100-0704-562.30-17	357.74	Concessions	
			Total for check: 43591					357.74		
MONOPRICE INC	43592	8/29/2013	8691170	743-0403-513.29-01	16.47	Switch Box				
			Total for check: 43592					16.47		
CITY OF NEENAH	43593	8/29/2013	NM FIRE	100-0501-522.25-01	253,089.00	Fire/Rescue Services				
			Total for check: 43593					253,089.00		
			LINDA PALMBACH	43594	8/29/2013	100-0903-531.33-01	29.90	July Expenses		
Total for check: 43594					29.90					

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PAVEMENT MAINTENANCE INC	43595	8/29/2013	9099B	100-1003-541.20-10	3,006.96	Pulverizing Streets
	Total for check: 43595				3,006.96	
PINNACLE TITLE	43596	8/29/2013	944 BERGAMONT	100-0401-513.30-10	30.00	944 Bergamont Ct
	Total for check: 43596				30.00	
REDI-WELDING CO	43597	8/29/2013	14567	731-1022-541.30-18	131.30	Tubing/Round Rods/Parts
	Total for check: 43597				131.30	
ROAD EQUIPMENT	43598	8/29/2013	WA564687	731-1022-541.38-03	67.83	Stop Light Switch
	Total for check: 43598				67.83	
ROGERS UPHOLSTERY	43599	8/29/2013	4-20	731-1022-541.29-04	250.00	Truck seat
	Total for check: 43599				250.00	
DR TERESA RUDDOLPH	43600	8/29/2013		100-0903-531.21-05	150.00	Monthly Services
	Total for check: 43600				150.00	
JA SEXAUER	43601	8/29/2013	293460457	100-0703-553.30-15	420.68	Core
	Total for check: 43601				420.68	
STAPLES ADVANTAGE	43602	8/29/2013	3204982968	100-0702-552.30-10	30.03	Supplies
				100-0304-562.30-10	41.98	Supplies
				100-0304-562.30-10	3.99	Supplies
				100-0702-552.30-10	13.97	Supplies
				100-1001-514.30-10	23.74	Supplies
				100-1002-541.30-10	7.64	Supplies
				625-1002-541.30-10	2.54	Supplies
				731-1022-541.30-10	63.84	
				100-0801-521.30-10	51.27	Label Remover

AP Check Register
Check Date: 8/29/2013

Date: 8/29/2013

Vendor Name	Check Number	Check Date	Invoice Number	Account Number	Amount	Description	
STAPLES ADVANTAGE...	43602...	8/29/2013	3206128971	100-0202-512.30-10	121.42	Supplies	
				100-0203-512.30-10	27.46	Supplies	
				Total for check: 43602		387.88	
SYN-TECH SYSTEMS	43603	8/29/2013	86195	743-0403-513.24-04	495.00	PWF Fuel/Pump Mgmt	
				Total for check: 43603		495.00	
THEACARE	43604	8/29/2013	9200780337	100-0801-521.21-05	235.60	Venipunctures	
				Total for check: 43604		235.60	
THEACARE AT WORK	43605	8/29/2013	141516	100-0202-512.30-16	252.00	July PHA Report Delivery	
				Total for check: 43605		252.00	
UNIFIRST CORPORATION	43606	8/29/2013	097 0144209	731-1022-541.20-01	112.65	Supply/Clothing Cleaning	
				Total for check: 43606		112.65	
UR WASHINSTUFF INC	43607	8/29/2013	10060	100-0801-521.29-05	131.33	23 Car Washes May 2013	
				10061	100-0801-521.29-05	79.94	14 Car Washes June 2013
				10062	100-0801-521.29-05	119.91	21 Car Washes July 2013
				Total for check: 43607		331.18	
				Total for check: 43608		1,836.00	Canada Goose Removal
USDA - APHIS	43608	8/29/2013			1,836.00		
UW VETERINARY CARE	43609	8/29/2013	155401	824-0807-521.21-05	254.82	Gomez	
				Total for check: 43609		254.82	

AP Check Register
Check Date: 8/29/2013

Date: 8/29/2013

Vendor Name	Check Number	Check Date	Invoice Number	Account Number	Amount	Description	
UW-EXTENSION	43610	8/29/2013	280821	100-0402-513.34-02	28.00	Board of Review Training	
	Total for check: 43610				28.00		
VALLEY GRINDING & MANUFACTURING INC	43611	8/29/2013	178075	731-1022-541.21-06	92.00	Chipper Blade/Knife Sharp	
	Total for check: 43611				92.00		
VERIZON WIRELESS	43612	8/29/2013	9709227610	100-1001-514.22-01	7.30	Engineering	
				100-1002-541.22-01	96.92	Engineering	
				625-1002-541.22-01	32.31	Engineering	
				625-1010-541.22-01	25.75	Engineering	
				601-1020-543.22-01	25.74	Engineering	
				731-1022-541.22-01	47.49	PWF IPAD Charges	
	Total for check: 43612				235.51		
WE ENERGIES	43613	8/29/2013		100-0703-553.22-04	8.99	2170 Plank Road	
				100-0000-123.00-00	37.12	N-M Fire	
				100-1001-514.22-04	49.33	City Hall	
				100-0801-521.22-04	51.27	Police	
				100-0920-531.22-04	10.09	Senior Center	
				100-0601-551.22-04	38.50	Library	
				100-0703-553.22-04	55.56	Parks	
				100-0704-552.22-04	1,515.62	Pool	
				207-0707-552.22-04	24.60	Marina	
				731-1022-541.22-04	62.37	Garage	
	Total for check: 43613				1,853.45		
	WINNEBAGO COUNTY CLERK OF COURTS	43614	8/29/2013		100-0000-201.03-00	135.00	Bond, MEPD #13-2876
		Total for check: 43614				135.00	

AP Check Register
Check Date: 8/29/2013

Date: 8/29/2013

Vendor Name	Check Number	Check Date	Invoice Number	Account Number	Amount	Description
WDATCP	43615	8/29/2013	W13-152	100-0902-524.21-05	250.00	Sealer Supplies
			Total for check: 43615		250.00	
WISCONSIN DEPT OF JUSTICE	43616	8/29/2013	L7101T	100-0801-521.21-06	567.00	June Name Searches
			Total for check: 43616		567.00	
					301,075.67	



To: Menasha Common Council
From: Jenny Groeschel and Ginger Tralongo, Police Records
RE: Beverage Operator License (Bartender) Applicants
Date: August 28, 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:

Rachel Reagan
Francisca Jaimes(Lopez)
Joshua Waters

cc: chief via email



MEMO

To: Common Council

From: Debbie Galeazzi, Clerk

Subject: Salsa's Mexican Restaurant LLC
1550 Appleton Road, Menasha

Date: August 29, 2013

An application for a Reserve "Class B" intoxicating liquor and fermented malt beverage for the 2013-2014 liquor licensing year has been submitted by Salsa's Mexican Restaurant LLC for the premises at 1550 Appleton Road, Menasha.

The Police Dept. has done background checks on all members of the LLC and the agent and find no reason to deny a license. The Fire Department, Health Department and Building Inspectors have inspected the property and have no reason to hold up the liquor license approval. All financial obligations to the City are current.

ORIGINAL ALCOHOL BEVERAGE LICENSE APPLICATION

Submit to municipal clerk.

For the license period beginning 20 ending June 30 2014

TO THE GOVERNING BODY of the: Town of Village of City of Menasha

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

Applicant's Wisconsin Seller's Permit Number <u>456-1628296147-</u>	
Federal Employer Identification Number (FEIN): _____	
LICENSE REQUESTED ▶	
TYPE	FEE
<input type="checkbox"/> Class A beer	\$
<input checked="" type="checkbox"/> Class B beer	\$
<input type="checkbox"/> Wholesale beer	\$
<input type="checkbox"/> Class C wine	\$
<input type="checkbox"/> Class A liquor	\$
<input checked="" type="checkbox"/> Class B liquor	\$
<input checked="" type="checkbox"/> Reserve Class B liquor	\$
Publication fee	\$
TOTAL FEE	\$

1. The named INDIVIDUAL PARTNERSHIP LIMITED LIABILITY COMPANY CORPORATION/NONPROFIT ORGANIZATION

hereby makes application for the alcohol beverage license(s) checked above.

2. Name (individual/partners give last name, first, middle; corporations/limited liability companies give registered name): Salsa's Mexican Restaurant LLC

An "Auxiliary Questionnaire," Form AT-103, must be completed and attached to this application by each individual applicant, by each member of a partnership, and by each officer, director and agent of a corporation or nonprofit organization, and by each member/manager and agent of a limited liability company. List the name, title, and place of residence of each person.

Title	Name	Home Address	Post Office & Zip Code
President/Member	<u>Ramiro Arellano</u>	<u>1455 McArthur Rd Apt #2 Appleton WI 54912</u>	<u>54912</u>
Vice President/Member	<u>Terese F. Surman-Curel</u>	<u>1455 McArthur Rd Apt #2 Appleton WI 54912</u>	<u>54912</u>
Secretary/Member	_____	_____	_____
Treasurer/Member	_____	_____	_____
Agent	<u>Ramiro Arellano</u>	_____	_____

3. Trade Name Salsa's Mexican Restaurant LLC Business Phone Number (920) 366-4478 (cell)
 4. Address of Premises 1550 Appleton Rd Menasha WI Post Office & Zip Code 54952

5. Is individual, partners or agent of corporation/limited liability company subject to completion of the responsible beverage server training course for this license period? Yes No
 6. Is the applicant an employe or agent of, or acting on behalf of anyone except the named applicant? Yes No
 7. Does any other alcohol beverage retail licensee or wholesale permittee have any interest in or control of this business? Yes No
 8. (a) Corporate/limited liability company applicants only: Insert state Wisconsin and date 8/10/13 of registration. Yes No
 (b) Is applicant corporation/limited liability company a subsidiary of any other corporation or limited liability company? Yes No
 (c) Does the corporation, or any officer, director, stockholder or agent of limited liability company, or any member/manager or agent hold any interest in any other alcohol beverage license or permit in Wisconsin? Yes No
 (NOTE: All applicants explain fully on reverse side of this form every YES answer in sections 5, 6, 7 and 8 above.)

9. 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.) 3600 square foot building located at 1550 Appleton Rd, Menasha WI

10. Legal description (omit if street address is given above): _____
 11. (a) Was this premises licensed for the sale of liquor or beer during the past license year? Crazy Buffet Yes No
 (b) If yes, under what name was license issued? _____
 12. Does the applicant understand they must file a Special Occupational Tax return (TTB form 5630.5) before beginning business? [phone 1-800-937-8864] Yes No
 13. Does the applicant understand a Wisconsin Seller's Permit must be applied for and issued in the same name as that shown in Section 2, above? [phone (608) 266-2776] Yes No
 14. 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.) Any lack of access to any portion of a licensed premises during inspection will be deemed a refusal to permit inspection. Such refusal is a misdemeanor and grounds for revocation of this license.

SUBSCRIBED AND SWORN TO BEFORE ME
 this 15th day of AUGUST, 2013
Terese J. Jochman
 (Clerk/Notary Public)
 My commission expires 1/10/17

[Signature]
 (Officer of Corporation/Member/Manager of Limited Liability Company/Partner/Individual)
[Signature]
 (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>8/12/13</u>	Date reported to council/board _____	Date provisional license issued _____	Signature of Clerk / Deputy Clerk _____
Date license granted _____	Date license issued _____	License number issued _____	

SCHEDULE FOR APPOINTMENT OF AGENT BY CORPORATION/NONPROFIT ORGANIZATION OR LIMITED LIABILITY COMPANY

Submit to municipal clerk.

All corporations/organizations or limited liability companies applying for a license to sell fermented malt beverages and/or intoxicating liquor must appoint an agent. The following questions must be answered by the agent. The appointment must be signed by the officer(s) of the corporation/organization or members/managers of a limited liability company and the recommendation made by the proper local official.

To the governing body of: Town/Village/City of Kenosha County of Winnebago

The undersigned duly authorized officer(s)/members/managers of Salsa's Mexican Restaurant LLC
(registered name of corporation/organization or limited liability company)

a corporation/organization or limited liability company making application for an alcohol beverage license for a premises known as

Salsa's Mexican Restaurant
(trade name)

located at 1550 Appleton Rd Kenosha WI 54952

appoints Romiro Arellano
(name of appointed agent)

1455 McCarthy Rd Appleton WI 54913
(home address of appointed agent)

to act for the corporation/organization/limited liability company with full authority and control of the premises and of all business relative to alcohol beverages conducted therein. Is applicant agent presently acting in that capacity or requesting approval for any corporation/organization/limited liability company having or applying for a beer and/or liquor license for any other location in Wisconsin?
 Yes No If so, indicate the corporate name(s)/limited liability company(ies) and municipality(ies).

Is applicant agent subject to completion of the responsible beverage server training course? Yes No

How long immediately prior to making this application has the applicant agent resided continuously in Wisconsin? 13 years

Place of residence last year 1455 McCarthy Rd Appleton WI 54913

For: Salsa's Mexican Restaurant
(name of corporation/organization/limited liability company)

By: [Signature]
(signature of Officer/Member/Manager)

And: [Signature]
(signature of Officer/Member/Manager)

ACCEPTANCE BY AGENT

I, Romiro Arellano
(print/type agent's name), hereby accept this appointment as agent for the

corporation/organization/limited liability company and assume full responsibility for the conduct of all business relative to alcohol beverages conducted on the premises for the corporation/organization/limited liability company.

[Signature] 08/11/2013 Agent's age _____
(signature of agent) (date)

1455 McCarthy Rd #2 Appleton WI 54913 Date of birth _____
(home address of agent)

APPROVAL OF AGENT BY MUNICIPAL AUTHORITY
(Clerk cannot sign on behalf of Municipal Official)

I hereby certify that I have checked municipal and state criminal records. To the best of my knowledge, with the available information, the character, record and reputation are satisfactory and I have no objection to the agent appointed.

Approved on 8/9/13 by Ronald Bourhard Title 1st Police
(date) (signature of proper local official) (town chair, village president, police chief)

AUXILIARY QUESTIONNAIRE ALCOHOL BEVERAGE LICENSE APPLICATION

Submit to municipal clerk.

INDIVIDUAL'S FULL NAME (Please Print) (Last Name)		(First Name)	(Middle Name)	SOCIAL SECURITY NUMBER	
Krellano		Romero			
HOME ADDRESS (Street/Route)			POST OFFICE	STATE	ZIP CODE
1455 McCarty Rd Apt 58 Junction				WI	54913
HOME PHONE NUMBER		AGE	DATE OF BIRTH	PLACE OF BIRTH	
(920) 366-6401 or (920) 366-6478				1	

The above named individual provides the following information as a person who is (check one):

- Applying for an alcohol beverage license as an individual.
- A member of a partnership which is making application for an alcohol beverage license.
- Erwin Antonio Lopez Gomez - Salsas Maximo Restaurant LLC
(Officer/Director/Member/Manager/Agent) (NAME OF CORPORATION, LIMITED LIABILITY COMPANY OR NONPROFIT ORGANIZATION)
which is making application for an alcohol beverage license.

The above named individual provides the following information to the licensing authority:

1. How long have you continuously resided in Wisconsin prior to this date? 12 years
2. Have you ever been convicted of any offenses (other than traffic unrelated to alcohol beverages) for violation of any federal laws, any Wisconsin laws, any laws of any other states or ordinances of any municipality? Yes No
(If yes, give law or ordinance violated, trial court, trial date and penalty imposed, and/or date, description and status of charges pending.) (If more room is needed, continue on reverse side of this form.)
3. Are charges for any offenses presently pending against you (other than traffic unrelated to alcohol beverages) for violation of any federal laws, any Wisconsin laws, any laws of other states or ordinances of any municipality? Yes No
(If yes, describe status of charges pending.)
4. Do you hold, are you making application for or are you an officer, director or agent of a corporation/nonprofit organization or member/manager/agent of a limited liability company holding or applying for any other alcohol beverage license or permit? Yes No
(If yes, identify.) _____
(NAME, LOCATION AND TYPE OF LICENSE/PERMIT)
5. Do you hold and/or are you an officer, director, stockholder, agent or employee of any person or corporation or member/manager/agent of a limited liability company holding or applying for a wholesale beer license, brewery permit or wholesale liquor permit in the State of Wisconsin? Yes No
(If yes, identify.) _____
(NAME OF WHOLESALE LICENSEE OR PERMITTEE) (ADDRESS BY CITY AND COUNTY)
6. Named individual must list in chronological order last two employers.

Employer's Name	Employer's Address	Employed From	Employed To
<u>North Star Insurance</u>		<u>July 2000</u>	<u>July 2013</u>
<u>Lawrence Field</u>		<u>Sept 2007</u>	<u>June 2010</u>

The undersigned, being first duly sworn on oath, deposes and says that he/she is the person named in the foregoing application; that the applicant has read and made a complete answer to each question, and that the answers in each instance are true and correct. The undersigned further understands that any license issued contrary to Chapter 125 of the Wisconsin Statutes shall be void, and under penalty of state law, the applicant may be prosecuted for submitting false statements and affidavits in connection with this application.

Subscribed and sworn to before me

this 1st day of AUGUST, 2013

Dennis J. Joachman

(CLERK/NOTARY PUBLIC)

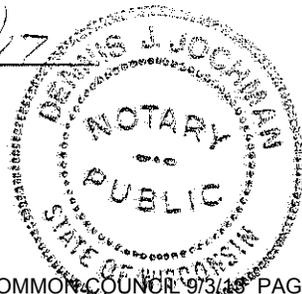
DENNIS J. JOACHMAN

My commission expires 1/01/17

AT-103 (R. 01-01)

[Signature]

(SIGNATURE OF NAMED INDIVIDUAL)



Printed on Recycled Paper
Wisconsin Department of Revenue

**AUXILIARY QUESTIONNAIRE
ALCOHOL BEVERAGE LICENSE APPLICATION**

Submit to municipal clerk.

Individual's Full Name (please print) (last name) (first name) (middle name)			Social Security Number		
Teresa F. Guzman - Curjel					
Home Address (street/route)		Post Office	City	State	Zip Code
1455 McCortney Rd Apt #2			Appleton	WI	54913
Home Phone Number		Age	Date of Birth	Place of Birth	
(920) 366-6478					

The above named individual provides the following information as a person who is (check one):

- Applying for an alcohol beverage license as an individual.
- A member of a partnership which is making application for an alcohol beverage license.
- Teresa F. Guzman-Curjel of Salsa's Mexican Restaurant LLC
(Officer/Director/Member/Manager/Agent) (Name of Corporation, Limited Liability Company or Nonprofit Organization)

which is making application for an alcohol beverage license.

The above named individual provides the following information to the licensing authority:

1. How long have you continuously resided in Wisconsin prior to this date? 11 years
2. Have you ever been convicted of any offenses (other than traffic unrelated to alcohol beverages) for violation of any federal laws, any Wisconsin laws, any laws of any other states or ordinances of any county or municipality? Yes No
If yes, give law or ordinance violated, trial court, trial date and penalty imposed, and/or date, description and status of charges pending. (If more room is needed, continue on reverse side of this form.)
3. Are charges for any offenses presently pending against you (other than traffic unrelated to alcohol beverages) for violation of any federal laws, any Wisconsin laws, any laws of other states or ordinances of any county or municipality? Yes No
If yes, describe status of charges pending.
4. Do you hold, are you making application for or are you an officer, director or agent of a corporation/nonprofit organization or member/manager/agent of a limited liability company holding or applying for any other alcohol beverage license or permit? Yes No
If yes, identify. _____
(Name, Location and Type of License/Permit)
5. Do you hold and/or are you an officer, director, stockholder, agent or employee of any person or corporation or member/manager/agent of a limited liability company holding or applying for a wholesale beer license, brewery/winery permit or wholesale liquor manufacturer or rectifier permit in the State of Wisconsin? Yes No
If yes, identify. _____
(Name of Wholesale Licensee or Permittee) (Address by City and County)
6. Named individual must list in chronological order last two employers.

Employer's Name	Employer's Address	Employed From	To
Bemis	One Neenah Center Neenah WI	June 2010	Present
Wippi	Green Bay	January 2010	April 2010

The undersigned, being first duly sworn on oath, deposes and says that he/she is the person named in the foregoing application; that the applicant has read and made a complete answer to each question, and that the answers in each instance are true and correct. The undersigned further understands that any license issued contrary to Chapter 125 of the Wisconsin Statutes shall be void, and under penalty of state law, the applicant may be prosecuted for submitting false statements and affidavits in connection with this application.

Subscribed and sworn to before me

this 2nd day of August, 2013
Dorothy A. Galeazzi
(Clerk/Notary Public)

Teresa F. Guzman
(Signature of Named Individual)

My commission expires _____



Resolution R-12-13

Resolution Authorizing Submission of a Community Development Block Grant Application

Introduced by: Alderman Englebert

Relating to the City of Menasha's participation in the Community Development Block Grant program.

WHEREAS, Federal monies are available under the Community Development Block Grant program, administered by the Wisconsin Department of Administration (DOA) for the purpose of the provision or improvement of public facilities; and

WHEREAS, after public meeting and due consideration, the City of Menasha Common Council has recommended that an application be submitted to DOA for the following project(s): Menasha Senior Center Renovation and Accessibility Project; and

WHEREAS, it is necessary for the City of Menasha Common Council to approve the preparation and filing of an application for the City of Menasha to receive funds from this program; and

WHEREAS, the City of Menasha Common Council has reviewed the need for the proposed project and the benefit to be gained there from;

NOW, THEREFORE, BE IT RESOLVED, that the City of Menasha Common Council does hereby approve and authorize the preparation and filing of an application for the above-named project; and that the Mayor of the City of Menasha is hereby authorized to sign all necessary documents on behalf of the City of Menasha; and that authority is hereby granted to the Director of the City of Menasha Health Department to take the necessary steps to prepare and file the application for funds under this program in accordance with this resolution.

Passed and approved this day of , 2013.

Donald Merkes, Mayor

ATTEST:

Deborah A. Galeazzi, City Clerk

BRIDGE OPERATION AGREEMENT
TAYCO STREET BRIDGE, (B-70-97)
RACINE STREET BRIDGE, (B-70-01)
WINNEBAGO COUNTY – WISCONSIN
0070-01-52
FISCAL 2014

MEMORANDUM OF AGREEMENT, made this ____ day of _____, 20____, by and between the State of Wisconsin, Department of Transportation, party of the first part, hereinafter called the State, and the City of Menasha, Winnebago County, Wisconsin represented by the Mayor and City Clerk, party of the second part, hereinafter called the City.

WITNESSETH: That for and in consideration of payments covering the operating costs of the Tayco Street Bridge and the Racine Street Bridge to be made by the State to the City as permitted under the provisions of Section 84.10 Statutes, said City agrees as follows:

- (1) To operate the bridges during the period of July 1, 2013, thru June 30, 2014, in accordance with the pertinent laws, rules and regulations governing navigation, pedestrian and vehicular traffic.
- (2) To provide operating personnel as described in subparagraphs (2a) through (2g) and as may be otherwise affected herein, all in accordance with existing City policies, procedures and the provisions of applicable labor agreements.
 - (2a) To employ the services of sufficient regular and substitute operators during the navigation season. The State will notify the City each year of the start and ending days of the navigation season. The hours and dates of navigation will be defined by the Commander, Ninth Coast Guard District.
 - (2b) To employ the services of a substitute operators if needed, as determined by the City, who shall serve on both bridges during vacation periods, periods of illness, and for other periods as may be deemed appropriate, and to minimize the need for premium overtime pay.
 - (2c) To establish the monthly or hourly salaries and bonus payment, if any, to be paid to the operators subject to the review and approval of the State. A certified copy of the action by the governing body establishing such salaries and bonus payments, if any, shall be filed with the State at the time the agreement is returned for execution by the State. The City may alter the salaries and provide for or alter bonus payments during the life of this agreement in the event it is necessary to make adjustments on account of changing economic conditions. A certified copy of the action to alter salaries or to provide for or alter bonus payments shall be filed with the State and will be subject to the approval of the State.
 - (2d) To notify the State, as to the name, address and telephone number, if any, of each of the operators. The City Public Works Superintendent shall be in charge of all operators and he shall receive and carry out such orders or instructions as received pertaining to the proper operation and

care of the bridge. The State shall reimburse the City for that portion of time that the Public Works Superintendent spends checking the operators and the bridges.

- (2e) The Public Works Superintendent shall review each bridge operator's building weekly after the navigation season is closed to check for appropriate heat.
- (2f) To grant such health insurance, vacation and sick leave with pay to each operator as may be due in accordance with applicable rules and regulations governing the matter of health insurance, vacation and sick leave for other employees of the City.
- (2g) To terminate the service of any operator when it can be shown that the operator is negligent in his/her duty or is otherwise conducting himself in a manner detrimental to the best interest of the State and/or the City.
- (3) To assume the cost of roadway lighting system and snow and ice removal and control.
- (4) To make such reports and records as may be required by the City and/or the State.
- (5) To furnish the necessary supplies subject to reimbursement by the State except for such items as may be furnished directly by the State.
- (6) To immediately notify the State in case of any emergency.
- (7) To submit a monthly signed statement, in duplicate, on official invoice or letterhead form for reimbursement of operation costs to the Transportation Region Office, State of Wisconsin, at Green Bay, Wisconsin. Statements are to be submitted no later than fifteenth (15) of the following month and are to include all the costs for the preceding calendar month, together with a copy of electric bills on utility company forms. Each bridge should be listed separately but may be submitted on one (1) sheet. Statements will include the cost of premiums on worker's compensation insurance, liability insurance, and contributions made by the City to its unemployment reserve account in the event that the City is operating under the provisions of Chapter 108, Wisconsin Statutes. Statements may include contributions made to employee retirement or made to employee retirement under the provisions of Chapter 66, Wisconsin Statutes.
- (8) The amount of this agreement is estimated at \$136,000.

In connection with the performance of work under this contract the City agrees not to discriminate against any employee or applicant for employment because of age, race, religion, color, handicap, sex, developmental disability as defined in Statute 51.01 (5), sexual orientation as defined in Statute 111.32 (13m) or national origin. Employees must meet qualifications and requirements as specified by the Wisconsin Department of Transportation. This provision shall include, but not be limited to, the following: employment, upgrading, demotion or transfer;

recruitment or recruitment advertising; layoff or termination; rates of pay or other forms of compensation; and selection for training including apprenticeship. Except with respect to sexual orientation, the City further agrees to take affirmative action to ensure equal employment opportunities. The City agrees to post in conspicuous places, available for employees and applicants for employment, notices to be provided by the contracting officer setting forth the provisions of the nondiscrimination clause.

And the said State, in consideration of the faithful performance by the City of the conditions as outlined, agrees to reimburse the said City upon submission of invoice covering said operating costs. The State reserves the right, if necessary, to make inquiries to verify the items in the invoice.

IN WITNESS WHEREOF, the parties have hereunto affixed their signatures, the City on the day and year above written and the State on the ____ day of _____, 20____.

STATE OF WISCONSIN
DEPARTMENT OF TRANSPORTATION

CITY OF MENASHA
WINNEBAGO COUNTY
WISCONSIN

By _____
Northeast Region Transportation Director

By _____
Mayor

By _____
DIV. Of Transportation Systems Development
Director, Bureau Highway Operations

By _____
City Clerk