

It is expected that a Quorum of the Personnel Committee, Board of Public Works, and Common Council 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
ADMINISTRATION COMMITTEE
Third Floor Council Chambers
140 Main Street, Menasha
February 18, 2013
6:30 PM
or immediately following Common Council
AGENDA**

- A. CALL TO ORDER
- B. ROLL CALL/EXCUSED ABSENCES
- C. MINUTES TO APPROVE
 - 1. [Administration Committee, 1/21/13](#)
- D. DISCUSSION/ACTION ITEMS
 - 1. [Due Process Hearing – Mr. Frog’s Nightclub, LLC, Luis Morales, Agent, 6 Tayco Street, Menasha](#)
 - 2. [Renewal - Inland Marine - Electronic Data Processing Insurance.](#)
- E. ADJOURNMENT

"Menasha is committed to its diverse population. Our Non-English speaking population and those with disabilities are invited to contact the Menasha City Clerk at 967-3603 24-hours in advance of the meeting for the City to arrange special accommodations."

CITY OF MENASHA
ADMINISTRATION COMMITTEE
Third Floor Council Chambers
140 Main Street, Menasha
January 21, 2013
MINUTES

DRAFT

A. CALL TO ORDER

Meeting called to order by Chairman Klein at 7:20 p.m.

B. ROLL CALL/EXCUSED ABSENCES

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

ALSO PRESENT: Mayor Merkes, CA/HRD Captain, PC Styka, DPW Radtke, CDD Keil, PHD Nett, Deputy Treasurer Sassman, Roger Voigt (NMSC) Clerk Galeazzi

C. MINUTES TO APPROVE

1. [Administration Committee, 1/7/13](#)

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

Motion carried on voice vote.

D. DISCUSSION/ACTION ITEMS

1. [Approval of the proposed Parochial School fees for school year 2013-2014 \(Recommendation of Board of Health\)](#)

PHD Nett explained the proposed fees will cover staff wages and benefits.

Moved by Ald. Sevenich, seconded by Ald. Benner to recommend to Common Council proposed Parochial School fees for school year 2013-2014.

Motion carried on roll call 8-0.

2. [R-2-13 Resolution Authorizing the Issuance and Sale of up to \\$6,139,459 Taxable Sewerage System Revenue Bonds, Series 2013, and Providing for Other Details and Covenants with Respect Thereto.](#)

Deputy Treasurer Sassman explained Neenah-Menasha Sewerage Commission will be responsible for the payments on this borrowing. NMSC has calculated loan payments in their fees.

Roger Voigt from NMSC explained the Agency Agreement defers the loan payments to NMSC.

Moved by Ald. Sevenich, seconded by Ald. Langdon to recommend to Common Council R-2-13 Resolution Authorizing the Issuance and Sale of up to \$6,139,459 Taxable Sewerage System Revenue Bonds Series 2013 and providing for other details and covenants with respect thereto.

Motion carried on roll call 8-0.

E. ADJOURNMENT

Moved by Ald. Langdon, seconded by Ald. Krueger to adjourn at 7:34 p.m.

Motion carried on voice vote.

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

CITY OF MENASHA,
a Wisconsin Municipal Corporation,
140 Main Street
Menasha, WI 54952
Plaintiff,

vs.

NOTICE OF HEARING

Mr. Frog's Nightclub, LLC
Luis Morales, Agent
6 Tayco Street
Menasha, WI 54952

Defendant.

PLEASE TAKE NOTICE that pursuant to City of Menasha Code of Ordinances, SEC. 7-2-19, a hearing will be held by the City of Menasha, through its Administration Committee, to consider an assessment of demerit points against your license. A copy of the reasons for the recommendation to assess demerit points against your license is attached and served upon you.

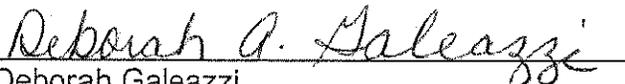
DATE: February 18, 2013

TIME: 6:30 p.m.

LOCATION: City of Menasha
City Hall Council Chambers (3rd Floor)
140 Main Street
Menasha, Wisconsin

YOU ARE FURTHER NOTIFIED, that at the hearing you have the right to provide any relevant information to the Administration Committee for its consideration. You also may be represented by counsel, at your own expense, if you wish.

Dated this 14th day of February, 2013 at Menasha, Wisconsin.


Deborah Galeazzi
City Clerk

City of Menasha
140 Main Street
Menasha, WI 54952

STATE OF WISCONSIN

CITY OF MENASHA

CITY OF MENASHA,
a Wisconsin Municipal Corporation,
140 Main Street
Menasha, WI 54952

Plaintiff,

vs.

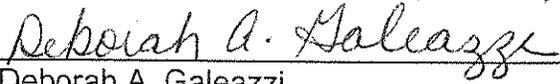
Mr. Frog's Nightclub, LLC
Luis Morales, Agent
6 Tayco Street
Menasha, WI 54952

REASON FOR IMPOSITION OF
DEMERIT POINTS

Defendant.

The City Clerk recommends that 170 demerit points be assessed against the liquor license of Mr. Frog's Nightclub, LLC due to a conviction for Open After Hours, Traffic to Underage, Underage on premises.

Dated this 14th day of February, 2013.


Deborah A. Galeazzi
City Clerk
City of Menasha
140 Main Street
Menasha, Wisconsin 54952



MEMORANDUM

Date: February 13, 2013

To: Administration Committee

From: Pamela A. Captain, City Attorney

RE: Inland Marine – Electronic Data Processing Insurance (RENEWAL)
Allianz Global Corporate & Specialty Marine Insurance Company (AGCS)

Attached for your review is the 2013 policy renewal declarations page for the City's electronic data processing insurance through Allianz Global Corporate & Specialty. This coverage is provided through association with CVMIC which partners with Arthur J. Gallagher Risk Management Services, Inc. The premium quote includes TRIA¹ coverage.

SAMPLE MOTION: To approve the renewal of the electronic data processing insurance coverage with AGCS for 1 year in the amount of \$3,936.00.

¹ Terrorism Risk Insurance Act – Certified Acts Coverage



Allianz Global Corporate & Specialty®

INLAND MARINE – GENERAL RENEWAL CERTIFICATE

RENEWAL POLICY

NUMBER

MZI93012358

Previous Policy Number(s)

MZI93012358

The Company issuing this policy is indicated by the Company Code (first letter or number) in the POLICY NUMBER, as follows:
A STOCK COMPANY

**054 - AGCS Marine Insurance Company
225 W. Washington St., Suite 1800
Chicago, IL 60606**

Producer Code: **S-00035347**
Producer or Agent Name:
ARTHUR J. GALLAGHER
Address:
**18000 W SARAH LANE
BROOKFIELD, WI 53045**

Named Insured: CITY OF MENASHA

**Mailing Address: 140 MAIN STREET
MENASHA, WI 54952**

**Policy Period: From: 03/01/2013 To: 03/01/2014 at 12:01 A.M. Standard
Time at your mailing address shown above.**

The Named Insured is a(n) CORPORATION

Business or Operations of the Named Insured: MUNICIPALITY

In return for payment of the premium and subject to all the terms of this policy existing on expiration, we agree with you to provide the insurance as stated in the policy.

INLAND MARINE COVERAGES:

COVERAGE FORMS AND CORRESPONDING ENDORSEMENTS ATTACHED AT INCEPTION:

IM 1005RC 01 10, TER 9010PHN 01 10, COR 2038 04 11, COR 2061 12 11, EDP 6200DEC 05 11

PREMIUM SUMMARY:

**Estimated Annual Premium \$ 3,936 Including TRIA
Premium Due at Inception \$ 3,936 Including TRIA**

The premium may be subject to adjustment.

- Terrorism Risk Insurance Act - Certified Acts Coverage - Covered \$ 187**
- Terrorism Risk Insurance Act – Certified Acts Coverage - Not Covered \$ 0**

Any forms attached to the Renewal Certificate shall replace and supersede all forms attached to the expiring policy bearing the same Form Number and Title and all other terms and conditions remain the same.

IN WITNESS WHEREOF, the Company has caused this policy to be signed by its President and Secretary.



Secretary



President

Countersignature of Authorized

Agent:

Producer:

ARTHUR J. GALLAGHER
18000 W SARAH LANE
BROOKFIELD, WI 53045

Date 12/06/2012



Allianz Global Corporate & Specialty®

Electronic Data Processing Declarations

Commercial Inland Marine

Insured	CITY OF MENASHA	Policy Number	MZI93012358
Producer	ARTHUR J. GALLAHGER	Effective Date	03/01/2013

Schedule

Insurance is provided only for those coverages for which a Limit of Insurance is shown in these Schedules.

Locations of Property Covered

Loc.
 Loc. **See Attached Schedule**
 Loc.

Location and Limit of Insurance

Type of Coverage	Loc. #		Loc. #		Loc. #
EDP Equipment and Software	\$		\$		\$
EDP Equipment	\$775,000		\$		\$
EDP Software	\$350,000		\$		\$
EDP Extra Expense	\$250,000		\$		\$
• Measure of Recovery	\$	Per	\$	Per	\$ Per
EDP Business Income	\$		\$		\$
• Measure of Recovery	\$	Per	\$	Per	\$ Per
Covered Property while in transit or while temporarily within other premises	\$10,000		\$		\$
Limit of Insurance in any one loss, disaster, or casualty for all coverages	\$1,375,000				
Deductible Amount:\$250					
					Coinsurance Percentage:100% (Equipment Only)

Total Premium:
\$Included

(If no entry appears above, information required to complete this Endorsement will be shown in the Declarations as applicable to this Endorsement.)

This Form must be attached to Change Endorsement when issued after the policy is written.



Secretary



President