

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
March 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, 3/4/13](#)
- D. DISCUSSION/ACTION ITEMS
 - 1. [R-3-13 Resolution to Apply for Matching Grant Funds for the Gilbert Site Through the Wisconsin Department of Natural Resources](#)
- 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
March 4, 2013
MINUTES

A. CALL TO ORDER

Meeting called to order by Chairman Klein at 6:30 p.m.

B. ROLL CALL/EXCUSED ABSENCES

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

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, 2/18/13](#)

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

Motion carried on voice vote.

D. DISCUSSION/ACTION ITEMS

1. [Annual renewal of equipment breakdown insurance coverage with The Travelers Indemnity Company of Connecticut](#)

CA/HRD Captain explained the coverage of the insurance. The annual premium is \$4,078.

Moved by Ald. Englebert, seconded by Ald. Zelinski to approve the renewal of equipment breakdown insurance coverage with the Travelers Indemnity Company of Connecticut for one year in the amount of \$4,078.

Motion carried on roll call 8-0.

E. ADJOURNMENT

Moved by Ald. Langdon, seconded by Ald. Krueger to adjourn at 6:40 p.m.

Motion carried on voice vote.

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

RESOLUTION R-3-13

RESOLUTION TO APPLY FOR MATCHING GRANT FUNDS FOR THE GILBERT SITE THROUGH THE WISCONSIN DEPARTMENT OF NATURAL RESOURCES

Introduced by Ald. Benner

WHEREAS, through the Fox River Park Development and Shoreline Restoration Project (Project), the City of Menasha desires both economic redevelopment and public recreation to occur at the Gilbert site; and,

WHEREAS, as part of the Project, the City of Menasha is interested in acquiring or developing land along the Fox River for outdoor recreation, including a pedestrian trail to be or as described in its application for matching grant funds; and,

WHEREAS, the City of Menasha is desirous of securing financial aid from the Wisconsin Department of Natural Resources (WDNR) to carry out the Project; and,

WHEREAS, the City of Menasha has funding sources in place representing the required matching portion or the City of Menasha's contribution necessary to secure WDNR financial aid, including but not limited to: donated riverfront property and force account labor to sufficiently complete the Project; and,

WHEREAS, the City of Menasha will comply with State or Federal rules for the programs to the general public during reasonable hours consistent with the type of facility; and will obtain from the State of Wisconsin Department of Natural Resources or the National Park Service approval in writing before any change is made in the use of the project site.

NOW, THEREFORE BE IT RESOLVED that Brian Tungate, Department of Parks and Recreation Director, is authorized to act on the behalf of the City of Menasha to:

- Submit an application to the State Department of Natural Resources for any financial aid that may be available;
- Submit reimbursement claims along with necessary supporting documentation within 6 months of the project completion date;
- Submit signed documents; and,
- Take necessary action to undertake, direct and complete the approved Project.

Passed and approved this _____ day of _____, 2013.

Donald Merkes, Mayor

Deborah A. Galeazzi, City Clerk

I hereby certify that the foregoing resolution was duly adopted by the Menasha Common Council at a legal meeting on _____.