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
# April 16, 2013
# 6:30 PM

## AGENDA

A. CALL TO ORDER

B. ROLL CALL/EXCUSED ABSENCES

C. MINUTES TO APPROVE
   1. Administration Committee, 4/1/13

D. ACTION ITEMS
   1. Election of Chairman
   2. Election of Vice-Chairman

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."

DRAFT

CITY OF MENASHA
ADMINISTRATION COMMITTEE
Third Floor Council Chambers
140 Main Street, Menasha
April 1, 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 Klein, Taylor Sevenich, Langdon, Krueger, Zelinski, Englebert, Benner
ALSO PRESENT: Mayor Merkes, CA/HRD Captain, PC Styka, FC Auxier, CDD Keil, Dpty Treasurer Sassman, LD Lenz, Clerk Galeazzi

C. MINUTES TO APPROVE
1. Administration Committee, 3/18/13
Moved by Ald. Langdon, seconded by Ald. Krueger to approve minutes.
Motion carried on voice vote.

D. COMMUNICATIONS
1. Arthur J. Gallagher Risk Management Services, Inc to CA/HRD Captain, 3/20/13; Equipment Breakdown Insurance Policy Endorsement

E. DISCUSSION/ACTION ITEMS
1. Due Process Hearing – The Bar on Lake Park, LLC, Barry J. Sias, Agent, d/b/a Sliders, 890 Lake Park Road, Menasha

Clerk Galeazzi explained Sliders has not been operating the require 150 days during the licensing year. This falls under Abandonment of Premises, Section 7-2-18(b) of the City Code which is cause for revocation of their license.

No one was present to represent The Bar on Lake Park, LLC.

Moved by Ald. Langdon, seconded by Ald. Englebert to revoke the Reserve Class B Liquor License for The Bar on Lake Park, LLC in accordance with Section 7-2-18(b) Abandonment of Premises.
Motion carried on roll call 8-0.

2. Due Process Hearing – Vertigo 1894, LLC, Dan Pamenter, Agent, d/b/a Vertigo, 167 Main Street, Menasha

Dan Pamenter, agent for Vertigo 1984 explained for personal reason his business was not open on a regular bases. He is currently open and plans to operate as licensed.

No action was taken.

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3. O-1-13 An Ordinance Repealing Section 7-2-20 to 7-2-26 of the Code of Ordinances (Operators' License)

CA/HRD Captain and PC Styka explained the changes to the City Code for the issuing of Operators' License. The Police Department will still process the applications and issue the licenses. The changes are in accordance with State Statute.

Moved by Ald. Sevenich, seconded by Ald. Taylor to recommend to Common Council O-1-13 An Ordinance Repealing Section 7-2-20 to 7-2-26 of the Code of Ordinances (Operators' License)
Motion carried on roll call 8-0.

4. Listing Agreement with Grubb/Ellis-Pfefferle for 901 Airport Road, Menasha

CDD Keil explained the listing agreement. The listing price is comparable to other similar lots. Grubb/Ellis-Pfefferle has the adjacent lots also listed..

Moved by Ald. Englebert, seconded by Ald. Benner to recommend to Common Council Listing Agreement with Grubb/Ellis-Pfefferle for 901 Airport Road, Menasha
Motion carried on roll call 7-1.
Ald. Langdon voted no.

5. Tower and Ground Space Lease Agreement between City of Menasha and Airadigm Communications, Inc

CA/HRD Captain explain the agreement is for installation and maintenance of a cell tower at the Public Works Facility. PWF is currently set up for multiple cell towers. There are a few provisions of the agreement that staff will need to finalize which should be worked out before the next Common Council meeting.

Moved by Ald. Englebert, seconded by Ald. Langdon to recommend to Common Council Tower and Ground Space Lease Agreement between City of Menasha and Airadigm Communications, Inc.
Motion carried on roll call 8-0.

F. ADJOURNMENT
Moved by Ald. Langdon, seconded by Ald. Krueger to adjourn at 7:19 p.m.
Motion carried on voice vote.

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