

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. Englebert 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. Englebert 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. Englebert, 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