CITY OF MENASHA
Special Joint Common Council and
Menasha Electric and Water Utility Commission
Menasha Utilities' Office and Operations Facility
321 Milwaukee Street, Menasha
July 8, 2013
MINUTES

A. CALL TO ORDER
Meeting called to order by Comm. Allwardt at 5:30 p.m.

B. ROLL CALL/EXCUSED ABSENCES
PRESENT: Aldermen Nichols, Taylor, Sevenich, Langdon, Keehan, Zelinski, Englebert, Benner; Commissioners Allwardt, Kordus, Merkes, Zelinski,
EXCUSED: Commissioner Roush
ALSO PRESENT: CA/HRD Captain, Interim General Manager Krause, Project Engineer Grenell, Clerk Galeazzi

C. PUBLIC COMMENTS ON ANY MATTER LISTED ON THE AGENDA
(five (5) minutes time limit for each person)
No one spoke

D. DISCUSSION/ACTION ITEMS
1. Options for disposition of Steam Utility Facility

Interim GM Krause and Mayor Merkes explained staff is looking for direction as to what to do with the Steam Utility Facility. The facility and equipment has been maintained to preserve its value for future sale or use. Staff has solicited proposal from firms to draft a Request for Proposal, solicit proposals and review proposals received. Proposals were received from Power Systems Engineering and ESI Inc. Staff is recommending contracting with Power Systems Engineering to draft an RFP, solicit proposals and review proposal with the option to sell for operation or salvage.

General discussion ensued on the proposals, timeframe of completing the process, the facility and equipment.

Moved by Ald. Englebert, seconded by Ald. Sevenich to contract with Power System Engineering Inc. to prepare a Request for Proposal to sell facility, solicit proposals and review proposal in a four-month timeframe.
General discussion ensued on parameters of the request for proposal.
Moved by Ald. Nichols, seconded by Ald. Benner to amend to include in request for proposal to sell facility for operating or salvage.
Motion to amend carried on voice vote.
Moved by Ald. Benner, seconded by Ald. Sevenich to amend to include in request for proposal selling for operating as first preference or for salvage as second preference.
Motion to amend carried on voice vote.
Motion as amended carried on roll call 8-0.

Moved by Comm. Merkes, seconded by Comm. Zelinski to contract with Power System Engineering Inc to prepare a Request for Proposal to sell facility for operating as first preference or salvage as second preference, solicit proposal and review proposal in a four-month timeframe.
Motion carried on roll call 4-0.

E. ADJOURNMENT

Moved by Ald. Benner, seconded by Ald. Keehan to adjourn at 6:39 p.m.
Motion carried on voice vote
Moved by Comm. Merkes, seconded by Comm. Allwardt to adjourn at 6:39 p.m.
Motion carried on voice vote.

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