

CITY OF MENASHA
ADMINISTRATION COMMITTEE
Third Floor Council Chambers
140 Main Street, Menasha
July 21, 2014
MINUTES

A. CALL TO ORDER

Meeting called to order by Vice-Chairman Keehan at 7:48 p.m.

B. ROLL CALL/EXCUSED ABSENCES

PRESENT: Aldermen Sevenich, Langdon, Keehan, Zelinski, Englebert, Benner, Taylor

EXCUSED: Alderman Nichols

ALSO PRESENT: Mayor Merkes, CA/HRD Captain, PC Styka, FC Auxier, DPW Radtke, CDD Keil, ASD Steeno, PP Homan, Clerk Galeazzi

C. MINUTES TO APPROVE

1. [Administration Committee, 7/7/14](#)

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

Motion carried on voice vote.

D. DISCUSSION/ACTION ITEMS

1. [O-16-14 Substitute Amendment #1 An Ordinance Creating Title 7, Chapter 14 of the Code of Ordinance \(Relating to the Short-Term Rental of Dwelling Units\) \(Introduced by Ald. Zelinski\) \(Held 7/7/14\)](#)

CDD Keil gave an explanation of the creation of this ordinance relating for short-term rentals. The ordinance requires a permitting process. The minimum stay was changed from two consecutive days to one day.

Moved by Ald. Zelinski, seconded by Ald. Langdon to recommend to Common Council O-16-14 Substitute Amendment #1 An ordinance Creating Title 7, Chapter 14 of the Code of Ordinances (Relating to the Short-Term Rental of Dwelling Units)

Motion carried on voice vote. Ald. Taylor abstained.

2. [O-21-14 An Ordinance Relating to the Annexation of Certain Property to the City of Menasha, Wisconsin \(Burroughs Annexation\) \(Introduced by Mayor Merkes\)](#)

CDD Keil explained the property owners filed a petition to annex a vacant lot into the City. In accordance with the boundary agreement with the Town of Menasha, the City will be annexing an additional vacant lot. The ordinance is part of the process when a property is annexed.

Moved by Ald. Englebert, seconded by Ald. Benner to recommend to Common Council O-21-14 An Ordinance Relating to the Annexation of Certain Property to the City of Menasha, Wisconsin (Burroughs Annexation)

Motion carried on roll call 7-0.

E. ADJOURNMENT

Moved by Ald. Zelinski, seconded by Ald. Englebert to adjourn at 8:02 p.m.

Motion carried on voice vote.

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