

**CITY OF MENASHA
COMMON COUNCIL
Third Floor Council Chambers
140 Main Street, Menasha
Monday, May 2, 2016
6:00 PM
AGENDA**

- A. CALL TO ORDER
- B. PLEDGE OF ALLEGIANCE
- C. ROLL CALL/EXCUSED ABSENCES
- D. PUBLIC HEARING
- E. PUBLIC COMMENTS ON ANY MATTER OF CONCERN TO THE CITY
(five (5) minute time limit for each person)
- F. REPORT OF DEPARTMENT HEADS/STAFF/CONSULTANTS
1. Clerk Galeazzi - the following minutes and communications have been received and placed on file:
Minutes to receive:
 - a. [Administration Committee, 4/19/16](#)
 - b. [Board of Public Works 4/19/16](#)
 - c. [Landmarks Commission 4/13/16](#)
 - d. NMFR Fire Commission [4/19/16](#), [4/20/16](#)
 - e. [NMFR Joint Finance and Personnel 4/26/16](#)
 - f. [Neenah-Menasha Sewerage Commission 3/22/16](#)
 - g. [Personnel Committee 4/19/16](#)
 - h. [Plan Commission 4/26/16](#)
 - i. [Public Works/Parks Safety Committee 3/22/16](#)
 - j. [Water and Light Commission 4/20/16](#)Communications:
 - k. [City of Menasha 2016 Open Book of Assessment and Board of Review Meeting Notice](#)
 - l. [Common Council Orientation Workshop Memorandum](#)
- 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. [Common Council 4/19/16.](#)
 2. [New Common Council 4/19/16.](#)Plan Commission, 4/26/16, recommends approval of:
 3. [The easement for the trail extension from Oneida Street to Province Terrace based on the following findings:](#)
 - a. The easement provides sufficient terrace width without interfering with the existing utility poles;
 - b. The easement provides sufficient trail width to accommodate trail users and the trail will connect the east and west sides of the cityNMFR Joint Finance and Personnel, 4/26/16, Recommends the approval of
 4. [Burn Building Upgrades, Fischer-Ulman Construction for the concrete repairs for \\$2,888.00, Tri-City Glass & Door to replace and install the doors for \\$2,855.00, to purchase new burn panels, and related equipment, from WHP Training Towers for \\$84300.00 for a total cost of \\$14,173.00.](#)
- H. ITEMS REMOVED FROM THE CONSENT AGENDA

I. ACTION ITEMS

1. [Accounts payable and payroll for the term of 4/11/16-4/28/16 in the amount of \\$1,116,838.33](#)
2. [Beverage Operators License Applications for the 2015-2017 licensing period.](#)
3. [Class "B" Liquor License Application for Menasha Athletic Association to sell fermented malt beverages at Koslo Park Concession Stand, May 3, 2016 to October 31, 2016 Carol J. Wierschle, agent.](#)

J. HELD OVER BUSINESS

1. [Remove from Table--Ad-Hoc Protocol Committee \(4 Aldermen and Mayor\) \(Alderman Benner\)](#)

K. ORDINANCES AND RESOLUTIONS

1. [R-14-16 Resolution Continuing Appropriations](#) (Introduced by Mayor Merkes)
2. [R-15-16 A Resolution Approving a 2016 Debt Service Budget Adjustment for the Purpose of Repaying the 2016 Portion of the Outstanding WPPI Promissory Notes](#) (Introduced by Mayor Merkes)

L. APPOINTMENTS

1. Appointment of [Janell Dresang](#), 1302 Wittmann Park Lane, to Committee on Aging for the term of 5/1/16-2/1/18
2. Reappointment of Jason Dionne, 394 Walnut Street, to Police Commission for the term of 5/1/16-5/1/21
3. Reappointment of Dave Schmidt, 709 Parkview Street, to Plan Commission for the term of 5/1/16-5/1/19

M. CLAIMS AGAINST THE CITY

N. PUBLIC COMMENTS ON ANY MATTER LISTED ON THE AGENDA
(five (5) minute time limit for each person)

O. RECESS TO COMMITTEES

P. ACTION ITEMS

1. [Property Acquisition - 100 Fox Street, Menasha \(Loop the Little Lake Trail project\)](#)
2. May adjourn into Closed Session pursuant to Wis. Stats. §19.85(1)(e): Deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session. (Property Acquisition - 100 Fox Street, Menasha)
3. May reconvene into Open Session to act on what was discussed in Closed Session.

Q. ADJOURNMENT

MEETING NOTICE
Monday, May 16, 2016
Common Council Meeting – 6:00 pm
Committee Meetings to Follow

CITY OF MENASHA
ADMINISTRATION COMMITTEE
Third Floor Council Chambers
140 Main Street, Menasha
April 19, 2016
MINUTES

DRAFT

A. CALL TO ORDER

Clerk Galeazzi called the meeting to order at 6:43 p.m.

B. ROLL CALL/EXCUSED ABSENCES

PRESENT: Aldermen Nichols, Taylor, Krautkramer, Collier, Keehan, Zelinski, Spencer, Benner.

ALSO PRESENT: Mayor Merkes, PC Styka, DFC Voss, DPW Radtke, ASD Steeno, PRD Tungate, PHD McKenney, AP Englebert, Attorney Ellen Totzke, Clerk Galeazzi.

C. MINUTES TO APPROVE

1. [Administration Committee, 3/21/16](#)

Moved by Ald. Keehan seconded by Ald. Benner to approve minutes.

Motion carried on voice vote.

D. DISCUSSION/ACTION ITEMS

1. Election of Chairman

Moved by Ald. Keehan seconded by Ald. Benner to nominate Ald. Nichols as Chairman.

Having no other nominations Clerk Galeazzi closed the nominations and cast unanimous ballot for Ald. Nichols as Chairman.

Ald. Nichols took over as Chairman.

2. Election of Vice-Chairman

Moved by Ald. Benner seconded by Ald. Zelinski to nominate Ald. Spencer as Vice-Chairman.

Having no other nominations Ald. Nichols closed the nominations and instructed the Clerk to cast unanimous ballot for Ald. Spencer as Vice-Chairman.

E. ADJOURNMENT

Moved by Ald. Benner seconded by Ald. Keehan to adjourn at 6:46 p.m.

Motion carried on voice vote.

Deborah A. Galeazzi, WCMC
City Clerk

CITY OF MENASHA
Board of Public Works
Third Floor Council Chambers
140 Main Street, Menasha
April 19, 2016
MINUTES

DRAFT

A. CALL TO ORDER

Meeting called to order by DPW Radtke at 6:46 p.m.

B. ROLL CALL/EXCUSED ABSENCES

PRESENT: Aldermen Nichols, Taylor, Krautkramer, Collier, Keehan, Zelinski, Spencer, Benner.

ALSO PRESENT: Mayor Merkes, PC Styka, DFC Voss, DPW Radtke, ASD Steeno, PRD Tungate, PHD McKenney, AP Englebert, Attorney Ellen Totzke, Clerk Galeazzi.

C. MINUTES TO APPROVE

1. [April 4, 2016](#)

Moved by Ald. Keehan seconded by Ald. Benner to approve minutes.

Motion carried on voice vote.

D. DISCUSSION / ACTION ITEMS

1. Election of Chairman

Moved by Ald. Benner seconded by Ald. Nichols to nominate Ald. Krautkramer for Chairman.

Moved by Ald. Taylor seconded by Ald. Zelinski to nominate Ald. Collier for Chairman,

Having no other nominations DPW Radtke closed the nominations.

Paper ballots were passed out. Ald. Krautkramer received 5 votes, Ald. Collier received 3 votes. Ald. Krautkramer was declared the Chairman.

Ald. Krautkramer took over as Chairman.

2. Election of Vice-Chairman

Moved by Ald. Taylor seconded by Ald. Benner to nominate Ald. Collier for Vice-Chairman.

Having no other nominations Ald. Krautkramer closed the nominations and instructed the Clerk to cast unanimous ballot for Ald. Collier as Vice-Chairman.

E. ADJOURNMENT

Moved by Ald. Benner seconded by Ald. Keehan to adjourn at 6:51 p.m.

Motion carried on voice vote.

Deborah A. Galeazzi, WCMC
City Clerk

CITY OF MENASHA
Landmarks Commission
Council Chambers, 3rd Floor
140 Main Street, Menasha
April 13, 2016
DRAFT MINUTES

A. CALL TO ORDER

Meeting called to order by Vice Chairman Brunette at 4:32 PM.

B. ROLL CALL/EXCUSED ABSENCES

LANDMARKS MEMBERS PRESENT: Ald. Marshall Spencer, Commissioners Samantha Zinth, Paul Brunette, and Tom Grade (4:38).

LANDMARKS MEMBERS EXCUSED: Commissioners Shellie Caudill and Dean Wydeven.

OTHERS PRESENT: AP Englebert and CDI Ramsay.

C. MINUTES TO APPROVE

1. **Minutes of the March 16, 2016 Landmarks Commission Meeting**

Motion by Comm. Zinth, seconded by Ald. Spencer to approve the minutes of the March 16, 2016 Landmarks Commission meeting. The motion carried.

D. PUBLIC COMMENT ON ANY ITEM OF CONCERN ON THIS AGENDA OR ANY ITEM RELATED TO THE RESPONSIBILITIES OF THE LANDMARKS COMMISSION

No one spoke.

E. COMMUNICATIONS

1. None.

F. ACTION ITEMS

1. **Proposed Façade Improvement – 204 Main Street – Your Daily Grind**

AP Englebert introduced the proposed design for 204 Main Street. The design calls for a comprehensive restoration of the original character of the building. New paint will be applied to the woodwork that is black in color with gray trim. Commissioners discussed the need for more information regarding awnings and lighting on the south façade. Motion by Comm. Zinth, seconded by Comm. Grade to approve the design for 204 Main Street with the condition that information be received regarding lighting on the building and the installation of any awnings.

2. **Façade Improvement Grant Request – 204 Main Street – Your Daily Grind**

Commissioners discussed the need for clarification regarding awnings and lighting before consideration of the grant request. No action was taken.

3. **2016 Historic Preservation Award Nomination**

Comm. Grade informed the commissioners that the Landmarks Commission nominates one building each year for a historic preservation award. The building selected for the award will get a plaque from the Commission. Criteria for the award are based on the history of the building and any historic preservation projects undertaken at the site. Comm. Brunette made a suggestion that Club Liquor should receive the award for 2016. Commissioners discussed properties that have recently undergone historic preservation projects. Motion by Comm. Brunette, seconded by Comm. Zinth, to award the 2016 Historic Preservation Award to Club Liquor (234-240 Main Street). The motion carried.

G. DISCUSSION ITEMS

1. **14 Tayco Street – Renovation**

This item was discussed along with item G(2).

2. **TID #10 Façade Improvement Funding**

AP Englebert informed the commissioners that the Common Council allocated \$25,000 for façade improvements in the Tayco Street Historic District in the 2016 budget. It is incumbent by the

Landmarks Commission to officially request that those funds be allocated for administration by the Landmarks Commission. Commissioners discussed different options regarding the administration of the funds and the parameters surrounding the current grant/loan program.

3. **2016 Historic Photo Contest**

Commissioners discussed preparations for the 2016 Historic Photo Contest. AP Englebert informed the Commission that the budget for the contest is \$200. The Commissioners elected to have a grand prize of \$100 and use the other \$100 to buy ice cream certificates and give them to the participants.

H. PUBLIC COMMENT ON ANY ITEM OF CONCERN ON THIS AGENDA

None.

I. ADJOURNMENT

Motion by Comm. Zinth, seconded by Comm. Brunette to adjourn at 5:32PM. The motion carried.

Respectfully submitted by AP Englebert.

**Neenah-Menasha Fire Rescue
Joint Fire Commission Meeting Minutes
April 19, 2016 – 12:30 p.m.
Hauser Room – City of Neenah**

Present: Commissioners Lewis, Keating, Kubiak, Liebhauser and McCann

Also Present: Director Barber, Director Steeno and Fire Chief Peter O’Leary

Members of the Public: None present

Commissioner Lewis called the meeting to order at 12:30 p.m.

Public Forum: There were no members of the public present.

Meeting Minutes: The Committee reviewed the March 23, 2016 meeting minutes. **MSC Liebhauser/Keating to approve the March 23, 2016 meeting minutes and place on file, all voting aye.**

MSC Kubiak/McCann to convene into closed session pursuant to Section 19.85(1)(c), Wis. Stats. for the purpose of interviewing applicants for the open Fire Chief’s position, all voting aye.

Meeting was adjourned at 5:40 p.m.

Respectfully Submitted,

Heather Barber
Director

**Neenah-Menasha Fire Rescue
Joint Fire Commission Meeting Minutes
April 20, 2016 – 12:30 p.m.
Hauser Room – City of Neenah**

Present: Commissioners Lewis, Keating, Kubiak, Liebhauser and McCann

Also Present: Director Barber, Director Steeno and Fire Chief Peter O’Leary

Members of the Public: None present

Commissioner Lewis called the meeting to order at 12:30 p.m.

Public Forum: There were no members of the public present.

Interim Fire Chief: The memo from Mayors Kaufert and Merkes was reviewed regarding the request for an interim Fire Chief as the hiring process to replace the Fire Chief will not be completed before Chief Auxier retires. **MSC Liebhauser/Kubiak to approve Deputy Chief Victor Voss as the interim Fire Chief effective May 7, 2016, all voting aye.**

MSC McCann/Keating to convene into closed session pursuant to Section 19.85(1)(c), Wis. Stats. for the purpose of interviewing applicants for the open Fire Chief’s position, all voting aye.

MSC McCann/Keating to re-convene into open session, all voting aye.

MSC McCann/Kubiak to approve the following candidates, listed in alphabetical order, Perry Howard, Kevin Kloehn and John Skillman, as finalist for the Fire Chief’s position, all voting aye.

MSC Liebhauser/Keating to adjourn at 5:55 p.m., all voting aye.

Respectfully Submitted,

Heather Barber
Director

NMFR Joint Finance & Personnel Committee
Meeting Minutes
April 26, 2016 – 5:30 p.m.
3rd Floor Council Chambers – City of Menasha

Present: Ald. Kunz, Pollnow, Stevenson, Keehan and Benner

Excused: Ald. Krautkramer

Also Present: Chief Auxier, Director Steeno, AC Sipin and OM Theisen

Public: Ald. Boyette

Ald. Benner called the meeting to order at 5:30 p.m.

Election of Chair: **MSC Pollnow/Kunz to nominate Ald. Stevenson as the Chair, all voting aye.**

Ald. Stevenson took over as Chair of the Committee.

Election of Vice-Chair: **MSC Keehan/Pollnow to nominate Ald. Benner as the Vice-Chair, all voting aye.**

Public Forum: No members of the public chose to speak.

Minutes: The Committee reviewed the meeting minutes from March 22, 2016. **MSC Pollnow/Benner to approve the March 22, 2016 meeting minutes, all voting aye.**

Monthly Budget Report: The Committee reviewed the March 2016 budget report. Ald. Benner asked if the Fire Chief's position was budgeted full time for the entire year. Chief Auxier confirmed it was. Ald. Pollnow asked if utilities were adjusted for the 2016 budget as the budgeted amount for 2015 were high. Chief Auxier confirmed this was adjusted. Ald. Pollnow asked if future budget reports could reflect what the previous year's usage was for each line item during the same time period. Chief Auxier said he would ask the City of Neenah Finance if they could change this report. **MSC Pollnow/Keehan to accept the March 2016 budget report and place on file, all voting aye.**

Activity and Automatic Aid Reports: The Committee reviewed the 1st quarter activity and automatic aid reports. **MSC Pollnow/Keehan to approve the quarterly activity and automatic aid reports and place on file, all voting aye.**

Consideration and Action of the Burn Building Upgrades: The Committee reviewed the memos from AC Sipin and Chief Auxier regarding the burn building upgrades. AC Sipin stated that he is looking to complete the 2nd floor of the building to make training more realistic for our staff. He is working on obtaining pricing for this and we will bring this information the next meeting for review. In the meantime, Chief Auxier said there is \$20,000 budgeted and we would like to move forward with replacing the concrete, burn panels and doors. Ald. Kunz asked if the budgeted dollars we have budgeted for the next couple of years will achieve the goals we have for this building. AC Sipin confirmed this.

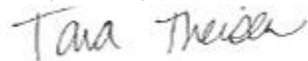
Ald. Pollnow asked about the manufacturer for the burn panels. AC Sipin noted that there is only one manufacturer for the type of the burn panels that we currently have in the burn building. There are other manufacturers for burn panels but these vendors have different systems. If we changed vendors, and systems, we would have to re-construct the entire building.

Ald. Benner asked if these structures are individually engineered, on a case-by-case basis, or if they are constructed by specific standards. AC Sipin said he didn't know if they were configured individually or if there are standard buildings. However, they do have to follow specific NFPA standards. When gathering pricing for the upgrades that are needed, he did spec out a new building at the same time. However, the cost for a new building is much higher and he didn't feel he could justify the cost for a new building at this time. Ald. Benner asked if the integrity of the build is dependent upon purchasing burn panels from the same manufacturer. AC Sipin stated if we purchase panels from another manufacturer they will not guarantee their product and it may affect the integrity of the building. **MSC Ald. Benner/Keehan recommends the City of Neenah and City of Menasha Common Council approve Fischer-Ulman construction for the concrete repairs for \$2,888.00, Tri-City Glass & Door to replace and install the doors for \$2,855.00, to purchase new burn panels, and related equipment, from WHP Training Towers for \$8,430.00 for a total cost not to exceed \$14,173.00, all voting aye.**

Consideration and Action on Smoke Detector Program Fee for the City of Menasha and Adopting City of Neenah Resolution #2016-23: Chief Auxier requested this item be tabled until the next meeting as CA Godlewski and CA Captain haven't had the ability to discuss this item. The Committee requested additional information on how many houses we have installed smoke alarms in since receiving the grant, an estimate of how many smoke alarms we would install each year, the anticipated yearly cost and the budget line item that the funding for the detectors would come from if we are not able to obtain donations for this program. **MSC Ald. Benner/Keehan to postpone this item until the next meeting, all voting aye.**

MSC Chief Auxier/Benner to adjourn at 6:15 p.m., all voting aye.

Respectfully Submitted,



Tara Theisen

Management Assistant

NEENAH-MENASHA SEWERAGE COMMISSION

Regular Meeting

Tuesday March 22, 2016

Meeting was called to order by Commission President Youngquist at 8:00 a.m.

Present: Commissioners Kathy Bauer, Forrest Bates, Steve Coburn, Tim Hamblin, Mike Sams, Raymond Zielinski, Dale Youngquist; Manager Paul Much, Accountant Roger Voigt.

Also Present: Chad Olsen (McMAHON); Rob Franck, David Maccoux (Schenck S.C.).

Public Forum. No one in attendance for public forum.

February 23, 2016 Regular Meeting minutes: Motion made and seconded by Commissioners Zielinski/Bates to approve the minutes from the February 23, 2016 Regular Meeting. Motion carried unanimously.

Motion made and seconded by Commissioners Zielinski/Coburn to proceed to Agenda item 6.I. – 2015 Financial Audit Report, to accommodate those in attendance. Motion carried unanimously.

2015 Financial Audit Report. President Youngquist introduced David Maccoux from Schenck s.c. Mr. Maccoux paged through and discussed items in the Annual Financial Report and Management Communications Report. The deficiency of Segregation of Duties was again discussed; Mr. Maccoux indicated this is common to be seen in organizations of our size and it is important for the Commissioners to review the financial documents. Commissioner Zielinski questioned what could they do to improve; Mr. Maccoux indicated they need to continue reviewing the paid bills. Commissioner Hamblin questioned the status and situation with the Clean Water fund. This was discussed explaining the current status of the loan and remaining funds to be borrowed.

The Commission returned to the agenda as published.

Correspondence

There was no correspondence to be discussed:

Old Business

Ordinance-Contract Change. There is no update at this time.

New Business

Operations, Engineering, Planning

HSI Blower Status Update. Chad Olsen was present to fill in for Tom Kispert. Tom is waiting for shop drawings from Atlas Copco to be able to proceed with preparing bid documents. Rob Franck reported there have been some faults the past month. President Youngquist added we need to keep on Jon Myers to get the shop drawings from Atlas Copco.

Phosphorus Analyzer – Manager Much reported ferric is now being used as the test chemical for phosphorus removal. The effluent is looking very good; so far there were 2-days we would have violated the 0.18 limit, for the month we would be under the .18 limit. We have been having chemical companies contacting us indicating they have products for phosphorus; we do have lab trials run on the products to test them.

Chad Olsen reported on the status of the iReportPlus reporting software. In 2-weeks there should be staff training on the software. Rob Franck reported meeting with staff to discuss issues, had a meeting set to meet with John Davis to discuss. The meeting was cancelled by John Davis due to a personal conflict and has not yet been rescheduled.

McMahon Invoice. Motion made and seconded by Commissioners Coburn/Bauer to approve for payment McMahon invoice #901556 in the amount of \$840. Motion carried unanimously.

Rob Franck discussed the issue of upcoming maintenance to be performed on the digester mixers. Rob presented photos of some ground condition after some recent work was completed and pointed out the damage the heavy vehicles created. Cranes are needed to drive on the grass to reach the mixers. Rob reported on preliminary estimates to have concrete installed on this particular area and for the concrete work to be able to withstand the weight of the crane used. The current estimated cost is \$16,000 to have the concrete installed. President Youngquist questioned since this is not routine maintenance, how often would this work be performed on the mixers. Rob indicated scheduled maintenance would be about every 10 years. Manager Much indicated he would verify the limit on the dollar amount before bidding is required. Commission further discussed relationships with existing concrete contractor used and also relationship established with other vendors who perform services for the Commission.

Rob Franck discussed the purchase of two flow meters for the Waverly metering station by fire lane 6. The Commission will purchase the flow meters and then would obtain prices from mechanical contractors for the installation of the meters. The proposal received from Energenecs is for two 10-inch meters, miscellaneous parts, and meter startup at a cost of \$10,383.96. After discussion motion made and seconded by Commissioners Bates/Hamblin to approve the purchase of the two Endress+Hauser 53W series 10-inch electromagnetic flow meters as proposed at a cost of \$10,383.96. Motion carried unanimously.

Rob Franck updated the Commission on the flow meter replacement and manhole update in the Town of Neenah S.D. #2, lift station 2. This flow meter will be the same as the one replaced at lift station 3 last year; an 8-inch Endress+Hauser. The estimated cost through Energenecs is \$4,300 for the meter. Rob is estimating the total cost for the flow meter and ground rings could be as much as \$5,500. After discussion motion made and seconded by Commissioners Sambs/Bauer to authorize the purchase of the 8-inch Endress+Hauser flow meter and parts at a cost not to exceed \$5,500. Motion carried unanimously. Commissioners discussed a draft letter to Dan Osero, President, Town of Neenah S.D. #2 regarding the flow meter replacement project and including this with the Sanitary District maintenance activities at lift station #2 and to have the Sanitary District #2 bill the NMSC for the costs associated with the flow meter installation and manhole update. After discussion motion made and seconded by Commissioners Coburn/Bates authorizing President Youngquist to sign the letter for delivery to Mr. Dan Osero. Motion carried unanimously.

Manager Much discussed the Operating Report for the month of February 2016. The plant is running well and there are no operational issues. Rob Franck reviewed and discussed his memo regarding issues with new plant equipment. Chad Olsen reported the next Centrifuge performance test is tentatively scheduled for the second week in April. Commissioners reviewed the list of contracts with McMahon and their status; President Youngquist questioned are we receiving the attention we deserve on some of the projects. Rob Franck reviewed and discussed his memo regarding equipment and grounds activities that are currently in progress. After discussion motion made and seconded by Commissioners Coburn/Zielinski to approve the Operating Report for the month of February 2016. Motion carried unanimously.

Budget, Finance, Personnel

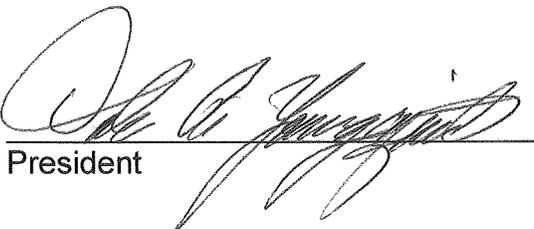
2015 Financial Audit Report. Motion made and seconded by Commissioners Bates/Zielinski to approve and accept the 2015 Financial Audit Report from Schenck S.C. Motion carried unanimously.

Accountant Voigt discussed the financial statements and the cash & investment report for the month of February 2016. MCO generated \$1,800 in income to the Commission in February. After discussion, motion made and seconded by Commissioners Sams/Bates to accept the Accountant's Report for the month of February 2016. Motion carried unanimously.

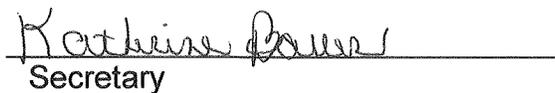
Motion made and seconded by Commissioners Zielinski/Coburn to approve for payment MCO invoices #20191 and #20229 in the amounts of \$121,868.94 and \$490.60 with payment to be made after April 1, 2016. Motion carried unanimously.

Motion made and seconded by Commissioners Youngquist/Coburn to approve Operating and Payroll Vouchers #135525 through #135561 in the amount of \$236,495.90 for the month of February 2016. Motion carried unanimously.

Motion made and seconded by Commissioners Coburn/Bates to adjourn the meeting. Motion carried unanimously. Meeting adjourned at 9:28 a.m.



President



Secretary

CITY OF MENASHA
PERSONNEL COMMITTEE
Third Floor Council Chambers
140 Main Street, Menasha
April 19, 2016
MINUTES

DRAFT

A. CALL TO ORDER

Meeting called to order by ASD Steeno at 6:51 p.m.

B. ROLL CALL/EXCUSED ABSENCES

PRESENT: Aldermen Nichols, Taylor, Krautkramer, Collier, Keehan, Zelinski, Spencer, Benner, Mayor Merkes.

ALSO PRESENT: PC Styka, DFC Voss, DPW Radtke, ASD Steeno, PRD Tungate, PHD McKenney, AP Englebert, Attorney Ellen Totzke, Clerk Galeazzi.

C. MINUTES TO APPROVE

1. [Personnel Committee, 3/21/16](#)

Moved by Ald. Keehan seconded by Ald. Benner to approve minutes.

Motion carried on voice vote.

D. ACTION ITEMS

1. Election of Chairman

Moved by Ald. Benner seconded by Ald. Nichols to nominate Ald. Keehan for Chairman.

Moved by Ald. Taylor seconded by Ald. Zelinski to nominate Ald. Collier for Vice-Chairman.

Having no other nominations, ASD Steeno closed the nominations.

Paper ballots were passed out. Ald. Keehan received 6 votes, Ald. Collier received 3 votes. Ald. Keehan was declared the Chairman.

Ald. Keehan took over as Chairman.

2. Election of Vice-Chairman

Moved by Ald. Taylor seconded by Mayor Merkes to nominate Ald. Collier for Vice-Chairman.

Having no other nominations, Ald. Keehan closed the nominations and instructed the Clerk to cast a unanimous ballot for Ald. Collier as Vice-Chairman.

E. ADJOURNMENT

Moved by Mayor Merkes seconded by Ald. Krautkramer to adjourn at 6:55 p.m.

Motion carried on voice vote.

Deborah A. Galeazzi, WCMC
City Clerk

CITY OF MENASHA
Plan Commission
Council Chambers, City Hall – 140 Main Street
April 26, 2016
DRAFT MINUTES

A. CALL TO ORDER

The meeting was called to order at 3:31 PM by Mayor Merkes.

B. ROLL CALL/EXCUSED ABSENCES

PLAN COMMISSION MEMBERS PRESENT: Mayor Merkes, DPW Radtke, Ald. Zelinski, Commissioners Cruickshank, Sturm and Schmidt.

PLAN COMMISSION MEMBERS EXCUSED: Ald. Benner and Commissioner DeCoster.

OTHERS PRESENT: AP Englebert, CDC Heim, CDD Intern Dan Ramsey, Ald. Becky Nichols and Ald. Arnie Collier.

C. MINUTES TO APPROVE

1. **Minutes of the March 22, 2016 Plan Commission Meeting**

Motion by Comm. Sturm, seconded by Comm. Cruickshank to approve the March 22, 2016 Plan Commission meeting minutes. The motion carried.

D. PUBLIC COMMENT ON ANY ITEM OF CONCERN ON THIS AGENDA

1. Community Development Intern Dan Ramsey was introduced to the Commission.

E. CORRESPONDENCE

1. None.

F. DISCUSSION

1. None.

G. ACTION ITEMS

1. **Preservation of Topography – 377 Winnebago Avenue**

AP Englebert explained the Preservation of Topography ordinance and how it relates to the request of the property owner at 377 Winnebago Avenue in relationship to the proposed retaining wall along the south property line. Per the ordinance, the property owner obtained written consent from the owner of the abutting property and is now seeking approval from the Plan Commission.

Commissioners discussed the current grade and if the proposed retaining wall will cause any drainage issues in the future.

Motion by Comm. Cruickshank, seconded by DPW Radtke to approve the grading change as shown on the documents presented with the finding that no adverse effect will exist to the adjoining property owner and that the neighbor has provided written support of the plan. The motion carried.

2. **Easement for Trail Extension from Oneida Street (U.S.H. “10”) to Province Terrace**

AP Englebert and DPW Radtke provided an overview of the trail extension and the reasoning to support obtaining the easement. Staff is seeking recommendation to approach the property owner at 1109 Oneida Street (Parcel #7-00011-02) to acquire the easement.

Motion by Comm. Sturm, seconded by DPW Radtke to recommend the easement for the trail extension from Oneida Street to Province Terrace based on the following findings:

- a. the easement provides sufficient terrace width without interfering with the existing utility poles
- b. the easement provides sufficient trail width to accommodate trail users and the trail will connect the east and west sides of the city

The motion carried.

3. **Property Acquisition for Loop the Lake Trail – Parcel #3-00700-00, 100 Fox Street**

AP Englebert provided an overview of the Loop the Lake Trail project and reasoning for the acquisition of the property when tasked with parking, assessing the end use of the property and the most desirable entrance and exit to the trail. Staff is now seeking authorization to proceed with the purchase of the property.

Commissioners discussed the following:

- Park Board meeting with residents of the neighborhood and the impact the trail may have
- Desire of the neighborhood as well as the Park Board and Plan Commission to push the trail as far east as possible

Motion by Comm. Strum, seconded by Mayor Merkes to recommend approval of property acquisition of parcel #3-00700-00, 100 Fox Street, for the Loop the Lake Trail.

Further discussion by the Commission ensued:

- The necessity of purchasing the entire parcel versus the portion of the lot needed for the trail
- Current site zoning requirements along with the complexity of the floodplain requirements and the need for variance in order to build on the lot
- Concerns over purchasing a portion of the lot regarding who would maintain the remnant portion of the parcel and the risk of creating greater non-conformities
- The neighborhood may find that property values may increase because of the trail
- Importance of listening to those affected (neighborhood residents) and their desire to make the trail aesthetically pleasing and gain that value for the neighborhood and community
- Suggestion that the space acquired be named after the property owner

Motion by Comm. Sturm, seconded by Mayor Merkes to recommend to the Common Council the property acquisition for the Loop the Lake Trail at 100 Fox Street with the following findings:

- a. Having the entrance/exit of the trail as far east as possible minimizes pedestrian/automotive safety concerns
- b. The addition of parking stalls minimizes neighborhood parking concerns
- c. Landscaping improvements would provide desirable entry into the city and the neighborhood from the bridge.

The motion carried on roll call 6-0.

H. ADJOURNMENT

Motion by Comm. Schmidt, seconded by DPW Radtke, to adjourn at 4:10 PM. The motion carried.

Minutes respectfully submitted by CDC Heim.



**Public Works / Parks Safety Committee
March 22, 2016
Minutes**

Meeting called to order at 8:05 AM.

Present: Todd Drew, Brian Tungate, Vince Maas, Adam Alix, Jeff Nieland, Alex Hartzheim, Eric Whitman, Pamela Captain, Brian Haessly

Absent: Mark Radtke, Adam Alix, Corey Gordon, Kevin Schmahl,

Guest:

- A. Approval of February 22, 2016 meeting minutes – motion V. Maas second
A. Hartzheim – Motion approved

B. Old Business

1. **Work Zone Safety (MPD)** – Drew provided a photo of a street closed which completely restricts access. Discussion related to whether this should be the standard leaving only one potential access point to residents.
2. **Air Quality Portable HEPA Filtration Unit** – Drew will obtain a 2000 CFM HEPA unit to trial as a supplement ventilation unit in the Maintenance Shop. Unit could be used for any activities which generate particulates indoors.
3. **Front End Loader** – Drew discussed the recommendation to change front end loader cab air filters more frequently to minimize biologicals and particulates in the cabs when working with compost. Maintenance will start changing them out on a 6 month interval.
4. **Cold Storage** – Update- Inserts will be fabricated by a sheet metal firm and installed by DPW/Parks staff to seal bird access points. Insert cost \$600-800 dollars plus labor.

C. New Business

1. **Monthly Safety Topic** – Monthly Safety Topic distributed and discuss. Drew requested topic be posted.
2. **Injury Review.** 0 injuries

Dept.	Injury narrative	Lost time	Medical attention	Safety Comments / recommendations
--		<input type="checkbox"/>	<input type="checkbox"/>	
--		<input type="checkbox"/>	<input type="checkbox"/>	

3. **CVMIC Grant Requests** – Flammable storage cabinets and possibly the purchase of a portable HEPA filtration unit.
4. **Sharps recovery** – Drew provided a copy of the MPD sharps environmental recovery policy in the event Parks and DPW employees uncover sharps in the field. Avoid contact use pliers or other non-direct contact means if possible. Leather gloves should be worn. Reporting to MPD only required if large quantities are located. Notify supervisor, sharps must be properly disposed of at the Health Department or Police Department.

D. Training

1. **Annual Refresher Trainings** – User IDs for the CVMIC web site training have been received. Peggy Steeno will assign passwords and provide to each employee to do future safety training modules.
3. **Confined Space Training** – Confined space training to be conducted by CVMIC on April 19, 2016 including classroom and hands on at pool.
3. **Respiratory Fit Tests** – Drew stated that the remaining employees who were not fit tested in December will require fit testing within 12 months of their last fit test (April 2015).
4. **Additional Training Issues** – Hearing Screening April 19 sign in distributed to PWF then to MU and MPD.
5. **Wisconsin State Patrol Load Safety Training** – November 1, 2016.
6. **Additional Training Issues** – V. Maas cited the need for Warren Luce to have an Asbestos O&M Training update. Drew will provide refresher training.

E. Motion to adjourn P. Captain at 9:10AM

REGULAR MEETING OF THE WATER AND LIGHT COMMISSION

April 20, 2016

Draft

Commission President Allwardt called the Regular Meeting of the Water and Light Commission to order at 8:03 a.m., with Commissioners Don Merkes, Dan Zelinski, and Antoine Tines present on roll call. Also present were Melanie Krause, General Manager; Steve Grenell, Engineering Manager; William Menting, Electric Manager; Tim Gosz, Water Utility Manager; Kristin Hubertus, Finance Manager; Paula Maurer, Customer Services Manager; John Teale, Technical Services Engineer; Dawn Lucier, Administrative and Accounting Assistant; Scott Maurer, Water Distribution Foreman; and Don Voogt, Jeffrey Kellner of McMahan.

Those excused were Commissioner Kordus and David Christensen, Engineering Technician.

With the absence of Commission Kordus, Commissioner Merkes was appointed as acting secretary.

Item II. No one from the Gallery requested to be heard on any topic of public concern to the Utility.

Item III. Motion made by Comm. Merkes, seconded by Comm. Zelinski, was unanimous on roll call to approve the following:

- A. Minutes of the Regular Meeting of March 23, 2016
- B. Approve and warrant payments summarized by checks dated March 31 & May 7-20, 2016, which includes Net Payroll Voucher Checks and Operation and Maintenance Voucher Checks for a total of \$603,858.23, and Operation and Maintenance Vouchers and Rebates to be paid prior to the next Regular Meeting. Motion approved unanimously on roll call
- C. Correspondence as listed:
 - Copy of letter dated March 25 from Arbor Day Foundation RE: Menasha Utilities recognition as a Tree Line USA for the fourth year.
 - Copy of Invitation to WPPIenergy 2016 Regional Power Dinners.
 - Copy of March 2016 MU Employee Newsletter.

Item IV. Claims Against The Utility – There were no claims discussed at this meeting.

Item V. Purchase Orders over \$10,000.00 issued since the last Commission meeting were presented for informational purposes.

With the presence of Don Voogt and Jeffrey Kellner, McMahan, Unfinished Business B and New Business item C were advanced for discussion.

Item VI. Unfinished Business, Sludge Disposal Study – Don Voogt, McMahan detailed the pros and cons of the five alternatives for Water Treatment Facility sludge handling and disposal as outlined in the materials presented. It is McMahan's recommendation to continue with the current practice of sludge disposal and to incorporate the findings into the ten year capital improvement plan.

Item VII. New Business, Bids for Washington Street Water Tank Painting – The bid opening held on April 14, 2016 for the Washington Street Water Tank Painting was discussed. Two bidding options were conducted; a Base bid for complete removal of the existing exterior coating system, new tank coating, lettering and logo; and an Alternative bid for power cleaning rust spots, spot priming, tie-coating exterior followed by a polyurethane topcoat. Both options received seven bids. It is McMahon's recommendation to go with a Base bid award to V & T Painting, LLC in the amount of \$260,000.

With McMahon's recommendation the project will come in over budget. Staff will be transferring funds from the Intake Engineering project to cover the shortfall.

The motion by Comm. Merkes, seconded by Comm. Zelinski, was unanimously approved on roll call to award the bid for the Washington Street Water Tank Painting to V & T Painting, LLC in the amount of \$260,000. The Commission also recommended the Board of Public Works approve and award this bid to V & T Painting, LLC and then forward it to the Common Council for approval.

Don Voogt and Jeffrey Kellner departed at 8:34 a.m.

Item VI. Unfinished Business, Lead Water Service Ordinance – Staff has been in contact with the City Attorney regarding creating a program within the city ordinance that would address the possibility of assessing a special charge for customers that have lead services; how to treat the costs of administering the program; and dealing with non-owner occupied property.

Item VII. New Business – Quarter Century Club Inductee – Commission President Allwardt presented Scott Maurer, Water Distribution Foreman, with a certificate of recognition and appreciation for his 25 years of service.

Scott Maurer departed at 8:37 a.m.

Pole Trailer Purchase – Electric Manager Menting explained the differences between the four pole trailers quoted and the reasons for recommending the purchase of the Saubre Mfg. model 4400 with the options listed in the amount of \$18,400. The Commission approved the recommendation.

Item VIII. Strategic Reports, Monthly Strategic Initiative Update – The March report was discussed. The outages portion of the report has been updated and under the system reliability through improvements and technology section, the Electricity 5yr Avg amount should be \$11,128.

March Financial and Project Status Reports – Electric consumption was down 1.8% compared to budget but was offset by the cost of power coming in at 7.3% lower than budget for the month. Net Operating Income was 46% higher than budget due to lower expenses overall and tree trimming expenses not being recognized on the Income Statement until April.

Water consumption was 1.7% lower than budget and staff is looking to reasons why the system water loss ratio is coming in high.

After discussion, the Commission accepted the March Financial and Project Status Reports as presented.

Project Reports, Water Projects – Staff is waiting on approval from the DNR for the rubber membrane roof on the pump station; the canal recirculation pump motor will need to be repaired; and a customer has made contact with the Utility regarding the possibility of acquiring part of the old water tank property.

The Commission asked staff to bring a recommendation outlining the portion of the old water tank property the Utility has no purpose for to the next Commission meeting.

Electric Projects – Work continues on the Department of Transportation (DOT) projects; staff is waiting on approval from the state to move a 35kV line; the 9th & Racine project is planned out and being coordinated with the DOT; Midway Loop project estimates have come in over budget, alternatives are being considered; and staff is working with Festival Foods regarding the costs for relocating an underground primary distribution cable.

Item IX. No one from the Gallery requested to be heard on any topic of public concern to the Utility.

Item X. The motion by Comm. Merkes, seconded by Comm. Allwardt, was unanimously approved on roll call to convene into Closed Session pursuant to Section 19.85 (1) (e), of the Wisconsin Statutes for the purpose of deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session, and (f) of the Wisconsin Statutes for the purpose of considering financial, medical, social or personal histories or disciplinary data of specific persons, preliminary consideration of specific personnel problems or the investigation of charges against specific persons except where par. (b) applies which, if discussed in public would be likely to have a substantial adverse effect upon the reputation of any person referred to in such histories or data, or involved in such problems or investigations. RE: Delinquent Accounts

By: MARK L. ALLWARDT
President

DONALD MERKES
Acting Secretary

NOTE: THESE MINUTES ARE NOT TO BE CONSIDERED OFFICIAL UNTIL ACTED UPON AT THE NEXT REGULAR MEETING, THEREFORE, ARE SUBJECT TO REVISION.

**CITY OF MENASHA
BOARD OF REVIEW – 2016**

**NOTICE OF OPEN BOOK OF ASSESSMENT
AND
BOARD OF REVIEW MEETING**

Open Book Period for such examination will be on May 3, 2016 from 8:30 a.m. to 12:30 p.m. and May 5, 2016 from 3:00 p.m. to 7:00 p.m. in the Conference Room, 1st Floor, City Hall, 140 Main Street, Menasha.

The City's contracted revaluation firm, Associated Appraisal, will have staff present to discuss how they arrived at your assessed value. If you wish to meet with an appraiser, please call Associated Appraisal at 920-967-3638 to schedule an appointment.

MEETING OF THE BOARD OF REVIEW

Notice is hereby given that the Board of Review of the City of Menasha, Winnebago and Calumet Counties for the year 2016, will be in session on Thursday May 26, 2016 at 10:00 a.m. in the 3rd floor Council Chambers, City Hall, 140 Main St. Menasha, pursuant to Wisconsin State Statutes Section 70.47 for the purpose of reviewing and examining the assessment rolls.

Please be advised of the following requirements to appear before the Board of Review and procedural requirements if appearing before the board:

1. No person will be allowed to appear before the board of review, to testify to the board by telephone, or to contest the amount of any assessment of real or personal property if the person has refused a reasonable written request by certified mail of the assessor to view the property.
2. After the first meeting of the board of review and before the board's final adjournment, no person who is scheduled to appear before the board of review may contact or provide information to a member of the board about the person's objection, except at a session of the board.
3. The board of review may not hear an objection to the amount or valuation of property unless, at least 48 hours before the board's first scheduled meeting, the objector provides to the board's clerk written or oral notice of an intent to file an objection, except that upon a showing of good cause and the submission of a written objection, the board shall waive that requirement during the first 2 hours of the board's first scheduled meeting, and the board may waive that requirement up to the end of the 5th day of the session or up to the end of the final day of the session if the session is less than 5 days with proof of extraordinary circumstances for failure to meet the 48-hour notice requirement and failure to appear before the board of review during the first 2 hours of the first scheduled meeting.
4. Objections to the amount or valuation of property shall first be made in writing and filed with the clerk of the board of review within the first 2 hours of the board's first scheduled meeting, except that, upon evidence of extraordinary circumstances, the board may waive that requirement up to the end of the 5th day of the session or up to the end of the final day of the session if the session is less than 5 days. The board may require objections to the amount or valuation of property to be submitted on forms approved by the Department of Revenue, and the board shall require that any forms include stated valuations of the property in question. Persons who own land and improvements to that land may object to the aggregate valuation of that land and improvements to that land, but no person who owns land and improvements to that land may object only to the valuation of that land or only to the valuation of improvements to that land. No person may be allowed in any action or proceedings

to question the amount or valuation of property unless the written objection has been filed and that person in good faith presented evidence to the board in support of the objections and made full disclosure before the board, under oath, of all of that person's property liable to assessment in the district and the value of that property. The requirement that objections be in writing may be waived by express action of the board.

5. When appearing before the board of review, the objecting person shall specify in writing the person's estimate of the value of the land and of the improvements that are the subject of the person's objection and specify the information that the person used to arrive at that estimate.
6. No person may appear before the board of review, testify to the board by telephone, or object to a valuation if that valuation was made by the assessor or the objector using the income method of valuation, unless the person supplies the assessor with all the information about income and expenses, as specified in the assessor's manual under s. 73.03(2a) Wis. stats., that the assessor requests. The City of Menasha has an ordinance for the confidentiality of information about income and expenses that is provided to the assessor under this paragraph that provides exceptions for persons using information in the discharge of duties imposed by law or the duties of their officer or by order of a court.* The information that is provided under this paragraph, unless a court determined that it is inaccurate, is not subject to the right of inspection and copying under s. 19.35 (1) Wis. stats.
7. The board shall hear upon oath, by telephone, all ill or disabled persons who present to the board a letter from a physician, surgeon, or osteopath that confirms their illness or disability. No other persons may testify by telephone unless the Board, in its discretion, has determined to grant a property owner's or their representative's request to testify under oath by telephone or written statement.
8. No person may appear before the board of review, testify to the board by telephone, or contest the amount of any assessment unless, at least 48 hours before the first meeting of the board, or at least 48 hours before the objection is heard if the objection is allowed under s.70.47 (3) (a), Wis. stats., that person provides to the clerk of the board of review notice as to whether the person will ask for the removal of a member of the board of review and, if so, which member, and provides a reasonable estimate of the length of time the hearing will take.

To schedule an appointment before the Board of Review, please complete the **Notice of Intent to File Objection and Objection Form for Real Property Assessment** and return them both to the City Clerk's office at least 48-hours prior to the Board of Review. The Board of Review functions like a court in that it is required to evaluate evidence based on facts. You must provide factual information showing your property is incorrectly assessed.

Menasha City Clerk
140 Main Street
Menasha, WI 54952
920-967-3603

For more information about property assessment and taxation in Wisconsin, please review **Guide for Property Owners** provided by the Department of Revenue.



MEMORANDUM

DATE: April 28, 2016
TO: Common Council
FROM: Debbie Galeazzi, Clerk
SUBJECT: Common Council Orientation Workshop

There will be a Common Council Orientation workshop on May 16 at 5PM in City Hall Council Chambers. Please bring your Council Orientation Manual.

Please feel free to contact me should you have questions.

CITY OF MENASHA
COMMON COUNCIL
Third Floor Council Chambers
140 Main Street, Menasha
Tuesday, April 19, 2016
MINUTES

A. CALL TO ORDER

Meeting called to order by Mayor Merkes at 6:03 p.m.

B. PLEDGE OF ALLEGIANCE

Pledge of Allegiance recited. Moment of Silence was observed for business owner, Mike Prokash who passed away on April 10, 2016.

C. ROLL CALL/EXCUSED ABSENCES

PRESENT: Aldermen Krautkramer, Keehan, Zelinski, Spencer (6:07pm), Benner, Nichols, Taylor.

EXCUSED: Alderman Olszewski.

ALSO PRESENT: Mayor Merkes, PC Styka, DFC Voss, DPW Radtke, ASD Steeno, PRD Tungate, PHD McKenney, LD Lenz, AP Englebert, Attorney Ellen Totzke, Clerk Galeazzi

D. PUBLIC HEARING

None

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. Clerk Galeazzi - the following minutes and communications have been received and placed on file:

Minutes to receive:

a. [Board of Public Works 4/4/16](#)

b. [Committee on Aging 3/10/2016](#)

c. [Park and Rec 3/18/16](#)

d. [Water and Light Commission 3/23/2016](#)

Communications:

e. [Arbor day memo](#)

Moved by Ald. Taylor seconded by Ald. Zelinski to receive Minutes and Communications a-e.

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. [Common Council 4/4/16.](#)

Board of Public Works, 4/4/16—Recommends the Approval of:

2. [Street Use Application – Memorial Day Parade; Monday, May 30, 2016; 9:00 AM - 10:00 AM \(American Legion & VFW\)](#)

3. [Street Use Application – Diablo Cycling Criterium; Saturday, May 14, 2016; 7:30 AM – 8:30 PM \(Diablo Cycling Club\)](#)

Moved by Ald. Taylor seconded by Ald. Krautkramer to approve Consent Agenda items 1-3.

Motion carried on roll call 6-0.

H. ITEMS REMOVED FROM THE CONSENT AGENDA

None.

I. ACTION ITEMS

1. [Accounts payable and payroll for the term of 4/1/2016-4/14/2016 in the amount of \\$2,202,920.30](#)

Moved by Ald. Nichols seconded by Ald. Keehan to approve accounts payable and payroll.

Motion carried on roll call 6-0.

Ald. Spencer arrived at 6:07 p.m.

2. [Beverage Operators License Applications for the 2015-2017 licensing period.](#)

Moved by Ald. Nichols seconded by Ald. Keehan to approve beverage operator's license application as listed in memo dated 4/14/16.

Motion carried on roll call 7-0.

J. HELD OVER BUSINESS

1. [Remove from the Table—R-9-16 A Resolution Approving a 2016 Capital Improvement Budget Adjustment for the Purpose of Installing Infrastructure in the Second addition to Woodland Hills Subdivision and the Accompanying Borrowing to be Included with the 2016 Capital Improvement Borrowing \(Ald. Nichols\)](#)

Moved by Ald. Nichols seconded by Ald. Zelinski to remove from the table R-9-16 A Resolution Approving a 2016 Capital Improvement Budget Adjustment for the Purpose of Installing Infrastructure In the Second Addition to Woodland Hills Subdivision and the Accompanying Borrowing to be included with the 2016 Capital Improvement Borrowing.

Motion carried on roll call 7-0.

Moved by Ald. Nichols seconded by Ald. Keehan to approve R-9-16 A Resolution Approving a 2016 Capital Improvement Budget Adjustment for the Purpose of Installing Infrastructure in the Second Addition to Woodland Hills Subdivision and the Accompanying Borrowing to be included with the 2016 Capital Improvement Borrowing.

Motion carried on roll call 7-0.

K. ORDINANCES AND RESOLUTIONS

1. [O-2-16 An Ordinance Regarding Construction Site Erosion Control as Recommended by the Board of Public Works](#)

Moved by Ald. Taylor seconded by Ald. Krautkramer to approve O-2-16 Ordinance Regarding Construction Site Erosion Control.

Motion carried on roll call 7-0.

2. [O-3-16 An Ordinance Regarding Post-Construction Storm Water Management as Recommended by the Board of Public Works](#)

DPW Radtke explained Sec. 6-7-7(3)(a)1a Total Phosphorus Percent Reduction for New Development of the Lower Fox River should be changed from 60% to 41%.

Moved by Ald. Taylor seconded by Ald. Keehan to approve O-3-16 An Ordinance Regarding Post-Construction Storm Water Management.

Moved by Ald. Taylor seconded by Ald. Keehan to amend, Sec. 6-7-7(3)(a)1a Total Phosphorus Percent Reduction for New Development of the Lower Fox River from 60% to 41%.

Motion on amendment carried on voice vote.

Original motion as amended carried on roll call 7-0.

3. [R-10-16 Resolution Continuing Appropriations \(2015 Fund Balance Reservations\) \(Introduced by Mayor Merkes\)](#)

Moved by Ald. Nichols seconded by Ald. Keehan to approve R-10-16 Resolution Continuing Appropriations (2015 Fund Balance Reservations).

Motion carried on roll call 7-0.

4. [R-11-16 Resolution Transferring/Appropriating 2015 Budget Funds\(Introduced by Mayor Merkes\)](#)

Moved by Ald. Nichols seconded by Ald. Keehan to approve R-11-16 Resolution Transferring/Appropriating 2015 Budget Funds.

Motion carried on roll call 7-0.

5. [R-12-16 Resolution to Approve the Cancellation of Outstanding Checks; and the Write-off of General Uncollectible Accounts Receivables and Delinquent Personal Property Receivables \(Introduced by Mayor Merkes\)](#)

Moved by Ald. Nichols seconded by Ald. Keehan to approved R-12-16 Resolution to Approve the Cancellation of Outstanding Checks; and the Write-off of General Uncollectible Accounts Receivables and Delinquent Personal Property Receivables.

Motion carried on roll call 6-1. Ald. Zelinski voted no.

L. APPOINTMENTS

None

M. CLAIMS AGAINST THE CITY

None

N. PRESENTATION TO OUTGOING COMMITTEE/BOARD/COMMISSION MEMEBERS

1. Joanne Roush—Water and Light Commission
2. Ronald Duuck—Police Commission
3. Cindy Schaefer Kempes—Park and Recreation Board
4. Roy Kordus—Board of Review
5. Tami Lee—Sustainability Board
6. Mary Lueke—Committee on Aging

Mayor Merkes thanked the outgoing Committee members for their service and presented them with a Proclamation. Joanne Roush and Roy Kordus were present.

O. PRESENTATION TO OUTGOING ALDERMEN

1. Alderman Tina Olszewski—District 4
2. Alderman Dan Zelinski—District 6

Mayor Merkes presented Ald. Zelinski with a plaque and thanked him for his service to the City. Mayor Merkes thanked Ald. Olszewski for her service to the City. He will make arrangement to for Ald. Olszewski to receive her plaque.

Ald. Zelinski thanked Council and Staff.

P. PUBLIC COMMENTS ON ANY MATTER LISTED ON THE AGENDA

(five (5) minute time limit for each person)

No one spoke.

Q. ADJOURNMENT SINE DIE

Moved by Ald. Zelinski seconded by Ald. Spencer to adjourn sine die at 6:21 p.m.

Motion carried on voice vote.

Deborah A. Galeazzi, WCMC
City Clerk

CITY OF MENASHA
NEW COMMON COUNCIL
Third Floor Council Chambers
140 Main Street, Menasha
TUESDAY, April 19, 2016
MINUTES

DRAFT

A. CALL TO ORDER

Meeting called to order by Mayor Merkes at 6:30 p.m.

B. PLEDGE OF ALLEGIANCE

Pledge of Allegiance was recited.

Moment of Silence for the New Council to make good decisions to benefit the community in the upcoming year.

Oath of Office – Newly Elected Officials. Clerk Galeazzi administered the Oath of Office to Mayor Donald Merkes, Ald. James Taylor, Ald. Arnie Collier, Ald. Alex Zelinski, and Ald. Kevin Benner.

C. ROLL CALL/EXCUSED ABSENCES

PRESENT: Aldermen Nichols, Taylor, Krautkramer, Collier, Keehan, Zelinski, Spencer, Benner.

ALSO PRESENT: Mayor Merkes, Attorney Ellen Totzke, PC Styka, DFC Voss, DPW Radtke, ASD Steeno, PRD Tungate, PHD McKenney, AP Englebert, Clerk Galeazzi.

D. PUBLIC HEARING

None

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. Clerk Galeazzi - the following communications have been received and placed on file:

- a. [ADS Steeno, 4/12/16; Community Development Director Recruitment Update](#)
- b. [City of Menasha Police Department 2015 Annual Report](#)
- c. [Clerk Galeazzi, 4/14/16; League of Wisconsin Municipalities Local Government 101 Seminar](#)
- d. [Menasha Historical Society Newsletter, April 2016](#)
- e. [Summary Statement and Certification of the Board of Canvassers for April 5, 2016 Election](#)
- f. [Veterans of Foreign Wars, 4/4/16; Invitation to Armed Forces Day Celebration](#)

Moved by Ald. Taylor seconded by Ald. Keehan to receive Communications a-f.

Motion carried on voice vote.

G. CONSENT AGENDA

None

H. ITEMS REMOVED FROM CONSENT AGENDA

None

I. ORDINANCES AND RESOLUTIONS

1. [R-13-16 Resolution Providing for the Method of Selecting Certain Council/Committee Officials \(Introduced by Ald. Taylor\)](#)

Moved by Ald. Taylor seconded by Ald. Keehan to approve R-13-16 Resolution Providing for the Method of Selecting Certain Council/Committee Officials.

Motion carried on roll call 8-0.

J. ACTION ITEMS

None

K. APPOINTMENTS

1. Common Council Appointments

a. Council President (1-year term effective immediately)

Moved by Ald. Nichols seconded by Ald. Keehan to nominate Ald. Benner for Council President.

Moved by Ald. Zelinski seconded by Ald. Collier to nominate Ald. Krautkramer for Council President.

Having no other nominations Mayor Merkes closed the nominations.

Paper ballots were passed out. Ald. Benner received 5 votes, Ald. Krautkramer received 3 votes. Ald. Benner was declared Council President.

b. An Alderman Member to the Plan Commission (1-year term effective immediately)

Moved by Ald. Nichols seconded by Ald. Taylor to nominate Ald. Benner for Alderman Member to Plan Commission.

Having no other nominations Mayor Merkes closed the nominations and instructed the Clerk to cast unanimous ballot for Ald. Benner as Alderman Member to Plan Commission.

c. An Alternate Alderman Member of the Plan Commission (1-year term effective immediately)

Moved by Ald. Keehan seconded by Ald. Benner to nominate Ald. Zelinski for Alternate Alderman Member to the Plan Commission.

Having no other nominations Mayor Merkes closed the nominations and instructed the Clerk to cast unanimous ballot for Ald. Zelinski as Alternate Alderman Member to Plan Commission.

L. RECESS TO COMMITTEES

Moved by Ald. Benner seconded by Ald. Keehan to recess at 6:42 p.m. to Administration Committee, Board of Public Works, and Personnel Committee.

Motion carried on voice vote.

Reconvene at 6:55 p.m.

M. APPOINTMENTS

1. Common Council Appointments

a. NM Fire Rescue Joint Finance and Personnel Committee:

1) Council President – Ald. Benner

2) Personnel Committee Chairman – Ald. Keehan.

No action required.

b. Information Systems Steering Committee (If necessary)

Ald. Nichols as Chairman of Administration Committee is the Alderman representative to Information Systems Steering Committee.

No action required.

c. [Ad-Hoc Protocol Committee \(4 Aldermen and Mayor\)](#)

Ald. Benner explained his request to form an Ad-Hoc Protocol Committee to set Council Rules for the upcoming year.

Moved by Ald. Zelinski seconded by Ald. Taylor to table appointments to Ad-Hoc Protocol Committee.

Motion carried on roll call 5-3.

Ald. Nichols, Taylor, Krautkramer, Collier, Zelinski voted yes.

Ald. Keehan, Spencer, Benner voted no.

2. Mayor's Appointments

a. Approval of Ald. Zelinski to Parks & Recreation Board (1-year term effective immediately)

b. Approval of Ald. Spencer to the Landmarks Commission (1-year term effective immediately)

c. Approval of Ald. Krautkramer to the NM Fire Rescue Joint Finance and Personnel Committee (1-year term effective immediately)

d. Approval of Ald. Collier to the Heckrodt Wetland Reserve Board (1-year term effective immediately)

e. Appointment of Greg Keil, 1831 Lakeshore Drive, Menasha to Board of Review for the term of April 20, 2016 to July 1, 2020

f. Appointment of Tom Stoffel, 1041 Garda Court, Menasha as alternate to Board of Review

Moved by Ald. Benner seconded by Ald. Taylor to approve Mayor's appointments a-f.
Motion carried on roll call 8-0.

N. CLAIMS AGAINST THE CITY

None

O. HELD OVER BUSINESS

None

P. PUBLIC COMMENTS ON ANY MATTER LISTED ON THE AGENDA

(five (5) minute time limit for each person)

No one spoke.

Q. ADJOURNMENT

Moved by Ald. Spencer seconded by Ald. Krautkramer to adjourn at 7:08 p.m.

Motion carried on voice vote.

Deborah A. Galeazzi, WCMC
City Clerk



Memorandum

TO: NMFR Joint Finance & Personnel Committee Members

FROM: Al Auxier, Chief
Victor Voss, Deputy Chief

DATE: April 19, 2016

RE: Burn Building Upgrades

In our 2016 Capital Improvement Budget, \$20,000 was approved for upgrades to our burn building/training prop. This building was built in 1992, by Fox Valley Technical College, and was financed through fundraising efforts. When FVTC gave notice on their lease, part of this process included communication on items they intended to take with them and what they planned on leaving behind. The burn building/training prop is not a moveable structure. Therefore, they notified the City of Neenah that they planned on leaving this behind when they vacated the premises.

In 2014, we conducted research on our potential rental costs to continue live fire training at the new FVTC training facility. If we used the new training facility, we would have to pay for use of this facility which is something we haven't had to do for the past 20 years. In addition to paying rental fees, we would have to either increase our overtime budget to send off duty firefighters to training or send on duty engine companies out of the Cities, which would increase our response times. This Committee reviewed all of this information and recognized the necessity of having our crews train together and to not take engine companies out of district for training. The consensus was to move forward with taking over the burning building training prop.

An inspection was conducted of the building that identified areas that would need to be fixed. We were asked to spread out the cost of the repairs over a few years and plan accordingly. AC Sipin has obtained pricing and I have this information for your review.

We are asking for consideration and action in recommending both the City of Neenah and the City of Menasha Common Councils to approve Fischer-Ulman Construction for the concrete repairs for \$2,888.00, Tri City Glass & Door to replace and install the doors for \$2,855.00, to purchase new burn panels, and related equipment, from WHP Training Towers for \$8,430.00 for a total cost not to exceed \$14,173.00.

As noted in AC Sipin's memo, the remaining \$5,827.00 would be used to create a more realistic training scenario on the 2nd floor. He is obtaining pricing for this and we will have this for you to review at our May 24, 2016 meeting.

If you have any questions, please feel free to call either of us at 886-6203 or 886-6202. Thank you for your consideration.

Enclosures



Memorandum

TO: Al Auxier, Chief
Victor Voss, Deputy Chief

FROM: Mike Sipin, Assistant Chief

DATE: April 19, 2016

RE: Burn Building Upgrades

I have completed the research on the necessary burn building upgrades and have itemized this information below:

Concrete Repair/Replacement: The concrete in, and around, the building is currently sinking and cracking. It is pitching to the point where water is running back into the foundation. I have attached two quotes and recommend the approval of Fischer-Ulman Construction for a total cost of \$2,888.00.

Door Replacement: The doors on the 1st and 2nd floors are rusted and beyond repair. The door on the 1st floor currently presents a security issue as we have no real good way of securing the building. I have attached two quotes and recommend the approval of Tri City Glass & Door for a grand total of \$2,855.00 (\$2,225.00 for the new doors & installation plus \$630.00 delivery charge).

Burn Panels: The inspection report revealed the burn panels need to be replaced in the building. Live fire training is conducted inside this building and the burn panels help absorb the heat and protect the building from damage when there is live fire burns. At this time, there is only one manufacturer who makes burn panels so I am not able to obtain additional quotes. I recommend the approval of purchasing 24 burn panels, fasteners/washers and chemical agents for the burn panels from WHP Training Towers for a total of \$8,430.00. I have attached this information for your review.

Currently, the 2nd floor of the building is wide open and this set-up isn't realistic to what we experience during structure fires. During a real structure fire, we never know what we are going to encounter and by installing moveable interior walls and doors this would help us create a better training scenario. The remaining \$5,827.00 would be used to install the moveable interior walls and doors. At this time, I am working on pricing for this and will have this available for review at next month's meeting.

To give everyone a better idea of what the condition of the building is currently in, I've attached pictures to this memo for review.

If you have any questions, please feel free to call me at 886-6220.

Enclosures



Tri City

Glass & Door

AUTOMOTIVE • RESIDENTIAL • COMMERCIAL **A Minority Owned & Operated Business**
The Right Product. The Right Way.®

~~2801 N. Roemer Rd.~~
Appleton, WI 54911
920.734.9164
800.449.8081
f 920.734.1096

1811 E. Mason St.
Green Bay, WI 54302
920.468.7820
800.242.8177
f 920.468.5337

Proposal

Replying to subject inquiry, we are pleased to quote as follows; and unless otherwise agreed in writing, the conditions constitute a part of this quotation.

NEENAH-MENASHA FIRE RESCUE
128 E. COLUMBINE AVE
NEENAH, WI 54956

03/28/16

FAX - 920 - 886 - 6208

ATTN: MIKE SIPIN
EMAIL: MSIPIN@NMFIRE.ORG

TERMS: NET 30 DAYS, 1% INTEREST PER MONTH ON UNPAID BALANCES

WE PROPOSE TO FURNISH THE FOLLOWING:

MK: REAR ENTRANCE

- 2 - 3'0"X7'0" 18GA FLUSH INSULATED METAL DOORS - GALV
- 1 - 6'0"X7'0" 16GA 5-3/4" HOLLOW METAL FRAME
- 6 - BALL BEARING HINGES 626
- 1 - STANDARD DUTY LOCKSET
- 2 - SURFACE BOLTS 626
- 1 - LATCH GUARD
- 1 - SET WEATHERSTRIP, BRUSH SWEEPS & THRESHOLD

INSTALLED FOR THE SUM OF \$2225.00

MK: INTERIOR 2ND FLOOR DOOR

- 1 - 3'0"X7'0" 18GA FLUSH INSULATED METAL DOOR - GALV
- * DOOR TO BE CUT DOWN 2" OFF OF BOTTOM
- 3 - BALL BEARING HINGES 626
- * BALANCE OF HARDWARE BY OTHERS

DELIVERED FOR THE SUM OF \$630.00

NOTES:

1. HOLLOW METAL PRODUCTS TO BE PRIMED ONLY, FINISH PAINT TO BE BY OTHERS
2. INCLUDES REMOVAL & DISPOSAL OF EXISTING MATERIAL
3. PATCHING & PAINTING OF WALLS TO BE DONE BY OTHERS
4. ADDITIONAL INSURANCE REQUIREMENTS ARE NOT INCLUDED IN THE ABOVE PRICES

THANK YOU FOR THIS OPPORTUNITY TO QUOTE YOUR NEEDS.

TRI CITY GLASS & DOOR

MARK GREENE, ESTIMATOR

CC: TODD GRALL, COMMERCIAL SALES ASSOCIATE

Acceptance of this proposal by Buyer shall be acceptance of all terms and conditions recited herein which shall supersede any conflicting term in any other contract document. Any of the Buyer's terms and conditions in addition or different from this proposal are objected to and shall have no effect. Buyer's agreement herewith shall be evidenced by Buyer's signature hereon or by permitting Seller to commence work for project.

As required by the Wisconsin Construction Lien Law, builder hereby notifies owner that persons or companies furnishing labor or materials for the construction on owner's land may have lien rights on owner's land and buildings if not paid. Those entitled to lien rights, in addition to the above signed builder, are those who contract directly with the owner or those who give the owner notice within 60 days after they first furnish labor or materials for the construction. Accordingly, owner probably will receive notices from those who furnish labor or materials for the construction, and should give a copy of each notice received to his mortgage lender, if any. Builder agrees to cooperate with the owner and his lender, if any, to see that all potential lien claimants are duly paid.

Date of Acceptance: _____

Signature: _____

TRI CITY GLASS & DOOR, INC. CONDITIONS OF PROPOSAL

NOTE: This proposal may be withdrawn by us if not accepted within **THIRTY** days. All material is guaranteed to be as specified. All work to be completed in workmanlike manner according to standard practices. Any alterations or deviation from specifications below involving extra costs will be executed only upon written orders, and will become an extra charge over and above the estimate. All agreements contingent upon strikes, accidents or delays beyond our control. Owner to carry fire, tornado and builders risk insurance. Our workers are fully covered by Workmen's Compensation Insurance.

- Nothing in this subcontract agreement shall require Seller to continue performance if timely payments are not made to Seller for suitably performed work or stored materials.
- Owner, Contractor and Tenant agree to allow Tri City Glass & Door to remove materials provided and installed by Tri City Glass & Door that have not been paid for within the specified payment terms detailed on the reverse side of this proposal. All parties further agree that any damage or security breach to the building resulting from the removal of the materials, which were provided, will be the responsibility of the party who was/is responsible for the payment of the materials.
- Nothing in this agreement shall serve to void Seller's right to file a lien or claim on its behalf in the event that any payment to Seller is not timely made.
- Locating of plumbing and electrical concealed in existing walls by owner/contractor. We are not responsible for damage caused if plumbing/electrical has not been properly located and marked prior to our drilling or anchoring.
- Various chemicals will damage aluminum and glass (uncured masonry, plaster, masonry cleaning acid, etc.). It is the owners/contractors responsibility to protect products from damage after installation.
- It is understood that if you use your own contract form, the conditions of this quotation fully apply unless specifically written out and mutually agreed upon.
- 25% restocking charge for inventory items.
- No returns on special order purchases or custom fabricated items.
- All homes and daycare facilities built prior to 1978 require lead safe work practices. Please inform us if your building was built prior to 1978.

THE FOLLOWING ARE NOT INCLUDED AND ARE TO BE THE OWNERS/CONTRACTORS RESPONSIBILITY:

- Building permit (if required)
- Temporary barricades (traffic, weather or theft)
- Any work done on the owners glass will be done at owners risk
- Electrical hook-up to door hardware if applicable
- Final cleaning of glass and aluminum
- Does not include removal or reinstallation of any security systems, buzzers, etc., unless noted otherwise
- Delivery to jobsite includes transportation to jobsite only, not unloaded or spotted
- Final painting of steel doors and frames*
*We will not be responsible for finish quality caused by the use of dark or high gloss paint. Special prep will be required by others when these paints are used.
- Exterior steel doors should be painted in a "LIGHT" semi-gloss color to prevent THERMOBOW and PREMATURE RUSTOUT.



QUOTE

1060 W. Mason Street, Green Bay, WI 54303
 P.O. Box 10068, Green Bay, WI 54307
 Questions: (920) 497-7100
 1-800-236-8858
 1-800-672-6795 Auto Attendant

PAGE NO.	1
SALES PERSON	CHRIS ROEST
TAKEN BY	LMA
QUOTE DATE	04/14/16
CUSTOMER NO.	69706
ORDERED BY	MIKE
QUOTE NO.	26-0924 SQ

NEENAH MENASHA FIRE RESCUE
 125 E COLUMBIAN AVE
 NEENAH WI 54956

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NEENAH MENASHA FIRE RESCUE
 125 E COLUMBIAN AVE
 NEENAH WI 54956

Attention : MIKE
 LaForce is pleased to quote the supply of the following material.

LINE	QTY.	STOCK NO.	DESCRIPTION	UNIT PRICE	EXT. PRICE
1.000		JOB	TRAINING BUILDING		
2.000		CONTACT	MIKE SIPIN 920-886-6220		
3.000		CONTACT	msipin@nmfire.org		
4.000		TEXT	-----		
5.000		TEXT	1ST FLOOR FACING EAST:		
6.000	1	SHMF101	6'0" X 7'0" 16GA STEEL FRAME		
7.000	2	SHMD101	3'0" X 6'0" 16GA GALV. FLUSH STEEL DOOR		
8.000	6	17834	ECBB1100 NRP US26D 4.5 X 4.5 STANDARD WEIGHT HINGES		
9.000		TEXT	REUSE 161 KNOB		
10.000	1	NHDW	ASA STRIKE		
11.001	2	18521	GH-UL831 US26D SURFACE BOLTS		
13.000		TEXT	-----		
14.000		TEXT	2ND FLOOR BURN ROOM:		
15.000	1	SHMD101	3'0" X 7'0" 16GA GALV. FLUSH STEEL DOOR		
16.000	3	15994	ECBB1100 US26D 4.5 X 4.5 STANDARD WEIGHT HINGES		
17.000	1	NHDW	DON-JO 1704 US26D ROLLER LATCH		
18.000		TEXT	PULL ON BOTH SIDES BY CUSTOMER		
18.500		TEXT	-----		
19.000		INSTALL	INSTALLATION OF MATERIAL ABOVE		

Stock materials are subject to a 45% restocking fee. Special order materials are not returnable. NO returns after 90 days.
 This quotation is subject to the Terms and Conditions found at <http://laforceinc.com/about/terms-conditions/>, which are incorporated in full by this reference. The Terms and Conditions will be sent by mail or fax to the Buyer upon request. LaForce, Inc. limits acceptance to the Terms and Conditions, and objects to any other additional or different terms in the Buyer's purchase order or acceptance.

ROUTE: Installation	REL ORDER:	See last page for Totals.
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QUOTE

1060 W. Mason Street, Green Bay, WI 54303
 P.O. Box 10068, Green Bay, WI 54307
 Questions: (920) 497-7100
 1-800-236-8858
 1-800-672-6795 Auto Attendant

PAGE NO.	2
SALES PERSON	CHRIS ROEST
TAKEN BY	LMA
QUOTE DATE	04/14/16
CUSTOMER NO.	69706
ORDERED BY	MIKE
QUOTE NO.	26-0924 SQ

NEENAH MENASHA FIRE RESCUE
 125 E COLUMBIAN AVE
 NEENAH WI 54956

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NEENAH MENASHA FIRE RESCUE
 125 E COLUMBIAN AVE
 NEENAH WI 54956

Attention : MIKE
 LaForce is pleased to quote the supply of the following material.

LINE	QTY.	STOCK NO.	DESCRIPTION	UNIT PRICE	EXT. PRICE
			** FOR THE OPTION TO HAVE LAFORCE PREFINISH THE 1ST FLOOR PAIRED OPENING ONLY, PLEASE ADD \$675.00 ** NO CLOSERS OR CHAIN STOPS AT 1ST FLOOR PAIR. FIRE DEPT WILL INSTALL EYE BOLTS TO BUILDING AND HOLD DOORS OPEN AT 180-DEGREES WHEN IN USE. ** See attached Qualifications and Terms for this project. To place your order, please sign the quote and the attached qualifications, then fax or e-mail the signed copies to my attention. ** Thank you for this opportunity to quote your needs. Please call me if you have any questions regarding this quote.		

Stock materials are subject to a 45% restocking fee. Special order materials are not returnable. NO returns after 90 days.
 This quotation is subject to the Terms and Conditions found at <http://laforceinc.com/about/terms-conditions/>, which are incorporated in full
 by this reference. The Terms and Conditions will be sent by mail or fax to the Buyer upon request. LaForce, Inc. limits acceptance to the
 Terms and Conditions, and objects to any other additional or different terms in the Buyer's purchase order or acceptance.

ROUTE: Installation	REL ORDER:	SUBTOTAL	3,425.00
ACCEPTED BY:	This quote is valid for 30 days. Sincerely,	SALES TAX	
		TOTAL	3,425.00
Company _____ Date _____	CHRIS ROEST	Terms DUE UPON RECEIPT	

CUSTOMER QUOTE

Proposal

FISCHER-ULMAN CONSTRUCTION, INC.

915 S Midpark Dr
Appleton, Wisconsin 54915
(920) 734-6007 Fax (920) 734-8002
Driveways • Garage Floors • Sidewalks
Curb and Gutter • Snow Plowing
fischerulman@gmail.com

17046

PROPOSAL SUBMITTED TO <i>Neenah-Menasha Fire Rescue Attn:</i>	PHONE <i>886-6208 209-9507 cell</i>	DATE <i>March 28, 2016</i>
STREET <i>125 E. Columbian Ave.</i>	JOB NAME <i>Training Facility</i>	
CITY, STATE and ZIP CODE <i>Neenah, WI 54956</i>	JOB LOCATION <i>Braeyewood/Tuller</i>	
ARCHITECT	DATE OF PLANS <i>Spring 2016</i>	JOB PHONE

We hereby submit specifications and estimates for:

Training Facility @ Tuller - Braeyewood

- ① Remove & Replace 12'8" x 20'6" floor section 5" thickness \$1830⁰⁰
Slope floor to door, groove opening in wall at door for water flow to exterior slab
- ② Remove & Replace 8' x 23' x 5" exterior slab \$1058⁰⁰
Slope away from building 5" thickness

- 6 Bag Mix, 4000 PSI - Control Joints
- 5" concrete thickness - Expansion Joint for exterior slab
- Steel Rebar 2x2' grid -

① \$1830⁰⁰
② 1058⁰⁰

TOTAL = \$2888⁰⁰

3% of your invoice amount will be added

to your invoice if you choose to use your credit/debit card.

msipin@nmfire.org

We Propose hereby to furnish material and labor — complete in accordance with above specifications, for the sum of:

dollars (\$ 2888⁰⁰).

Payment to be made as follows:

To be billed

All material is guaranteed to be as specified. All work to be completed in a workmanlike manner according to standard practices. Any alteration or deviation from above specifications involving extra costs will be executed only upon written orders, and will become an extra charge over and above the estimate. All agreements contingent upon strikes, accidents or delays beyond our control, Owner to carry fire, tornado and other necessary insurance. Our workers are fully covered by Workman's Compensation Insurance.

Authorized Signature

John Kostley (JOHN) 378-5982 cell

Note: This proposal may be withdrawn by us if not accepted within 14 days.

Acceptance of Proposal—The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payment will be made as specified above.

Signature *X*



Estimate

E8391 Prael Road, New London, WI 54961
 Scott Stenberg 920-250-0543

www.customconcretebydesign.com

NAME / ADDRESS	PHONE	920-209-9507	DATE	4/13/2016
Neenah-Menasha Fire Rescue Attn. Mike Sipin 125 E. Columbian Ave. Neenah, WI 54956	JOB NAME	Concrete replacement		
	JOB LOCATION	Training facility on Tullar		

ITEM	DESCRIPTION	TOTAL
Tear out	The 13' x 21' section in side building, to bust up and remove concrete through the service door and dump in pile off to side. Mostly hand work because of limited access to inside building	650.00
Garage floor	13' x 21' = 273 sq ft of concrete to be poured inside the training facility having it pitched to outside service door so water runs out. To re-grade the area working with the pitch toward door, then pour 5" thick 4500 psi concrete over compacted fill with rebar at 30" centers, control joints cut in, and 1-coat sealer. Having a light broom finish so floor is not as slippery when wet	1,425.00
Tear out	The 9' x 22.5' section just outside the service door to building that has settled toward building, To bust up and remove the old concrete and dump in pile off to side	350.00
Gravel	To bring in and level 3/4" road gravel to bring the new concrete back up to proper grade, figure about 2 yards needed	50.00
Concrete pad	9' x 22.5' = 203 sq ft concrete pad to be poured along side of training facility, set forms with proper pitch away from building, then pour 5" thick 4500 psi concrete with rebar @ 2' centers and doweled into foundation under the slab to keep from future settling, expansion joint along building, control joints cut in, and 1-coat of sealer	1,025.00
Note	Please call or e-mail with any questions. If accepted sign and send a copy back with down payment to get scheduled. Thank You!	

To pay 20% down before start of work and balance at completion. Thank You!	TOTAL	\$3,500.00
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All material is guaranteed to be as specified. All work to be completed in a workmanlike manner according to standard practices. Any alteration or deviation from above specifications involving extra costs will be executed only upon written orders, and will become an extra charge over and above the estimate. All agreements contingent upon strikes, accidents or delays beyond our control. Owner to carry fire, tornado and other necessary insurance. Our workers are fully covered by Workmen's Compensation Insurance. By signing this contract you accept the prices, specifications, and conditions here listed thus authorizing us to do the work specified.

SIGNATURE _____



9130 Flint · Overland Park, KS 66214
P (800) 351-2525 · F (913) 385-7078

PLACE YOUR ORDER BY FAX

Fax to (913) 385-7078

PLACE YOUR ORDER BY EMAIL

Email to Info@trainingtowers.com

ACCESSORY ORDER FORM

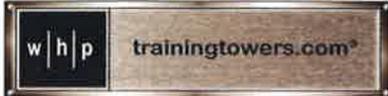
	Unit Price		Quantity	2016	
PADGENITE™ I PANELS					
4'x4'x1" (in lots of 10 or more)	\$319.00	each	24	Total \$	\$7,656.00
4'x4'x1" (in lots of less than 10)	\$382.00	each		Total \$	\$0.00
2'x4'x1" (in lots of 20 or more)	\$167.00	each		Total \$	\$0.00
2'x4'x1" (in lots of less than 20)	\$200.00	each		Total \$	\$0.00
3'x4'x1"	\$362.00	each		Total \$	\$0.00

SUPER PADGENITE™ HD PANELS					
4'x4'x1" (in lots of 10 or more)	\$544.00	each		Total \$	\$0.00
4'x4'x1" (in lots of less than 10)	\$653.00	each		Total \$	\$0.00
2'x4'x1" (in lots of 20 or more)	\$270.00	each		Total \$	\$0.00
2'x4'x1" (in lots of less than 20)	\$325.00	each		Total \$	\$0.00
3'x4'x1"	\$479.00	each		Total \$	\$0.00

CRATING CHARGE (MANDATORY CHARGE FOR PANELS)					
20 - 4'x4's or 40 - 2'x4's per crate	\$101.50	per crate	2	Total \$	\$203.00

CHEMICALS (2 PART PROCESS)					
Chemical I (quart)	\$16.00	per quart	1	Total \$	\$16.00
Chemical I (gallon)	\$46.00	per gallon		Total \$	\$0.00
Chemical II (quart)	\$16.00	per quart	1	Total \$	\$16.00
Chemical II (gallon)	\$46.00	per gallon		Total \$	\$0.00
Chemical Processing Charge*	\$35.00			Total \$	\$0.00
* Applies only if NO Padgenite™ is ordered					

MISCELLANEOUS ITEMS					
Fiberfax High Temp Caulk	\$39.00	each		Total \$	\$0.00
Hat Channels - 8'0" section	\$25.00	each		Total \$	\$0.00
Battens	\$38.00	each		Total \$	\$0.00
Padgenite™ Fasteners and Washers	\$13.00	per 100	3	Total \$	\$39.00
TAXES ARE THE RESPONSIBILITY OF THE PURCHASER. ALL FUNDS ARE PAYABLE IN U.S. DOLLARS.				Order Total	Total \$ \$7,930.00
				Additional Freight Will Apply	Total \$ ~ 500
	Tax Exempt ID # 377026			PAGE 1 TOTAL	Total \$ 8430.00



9130 Flint • Overland Park, KS 66214
P (800) 351-2525 • F (913) 385-7078

PLACE YOUR ORDER BY FAX

Fax to (913) 385-7078

PLACE YOUR ORDER BY EMAIL

Email to Info@trainingtowers.com

ACCESSORY ORDER FORM

	Unit Price	Quantity	2016
MAZE PANELS			
Movable maze panel with pin	\$631.00	each	Total \$ \$0.00
Movable maze door panel with pin	\$1,403.00	each	Total \$ \$0.00
Reconfigurable maze panel*	\$422.00	each	Total \$ \$0.00
Breaching reconfigurable maze*	\$662.00	each	Total \$ \$0.00
Window prop*	\$737.00	each	Total \$ \$0.00
Collapse floor prop*	\$1,006.00	each	Total \$ \$0.00
Entanglement prop (2 panels)*	\$1,006.00	each	Total \$ \$0.00
"T" pin	\$24.00	each	Total \$ \$0.00
"L" pin	\$24.00	each	Total \$ \$0.00
Spreader bar	\$44.00	each	Total \$ \$0.00

* Includes two "L" pins per panel

TAXES ARE THE RESPONSIBILITY OF THE PURCHASER. ALL FUNDS ARE PAYABLE IN U.S. DOLLARS.	Order Total	Total \$	\$0.00
	Additional Freight Will Apply	Total \$	
Tax Exempt ID #	PAGE 2 TOTAL	Total \$	

GRAND TOTAL	Total \$	
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SHIPPING INFORMATION

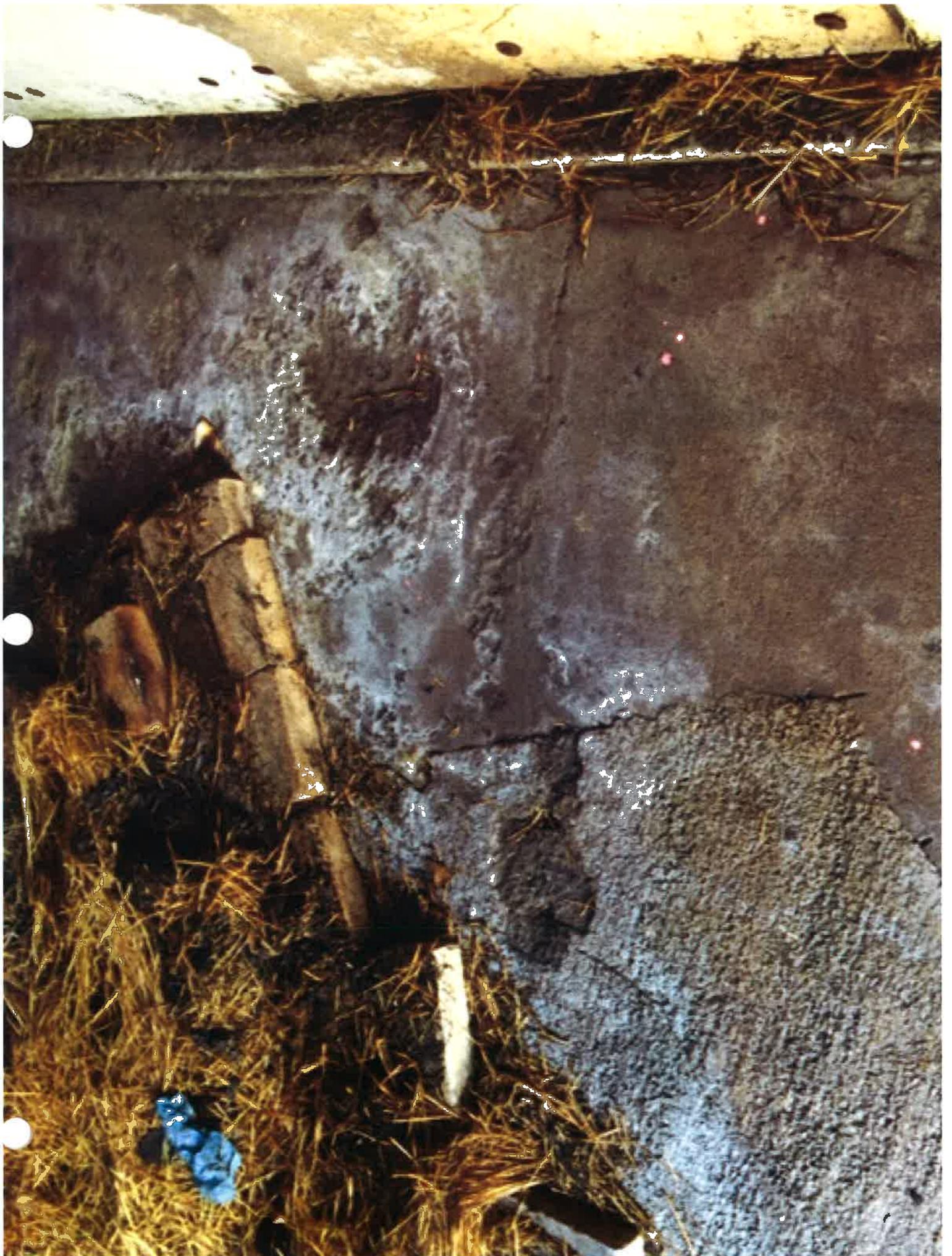
Name	Assistant Chief Mike Sipin
Company	Neenah-Menasha Fire Rescue
Address	125 E. Columbian Ave
Address	
City, State, Zip	Neenah, WI 54956
Country	USA
Phone	(920) 886-6200
Fax	(920) 886-6208

Purchase Order Number	To Be Assigned Later
Payment Method*	Check <input type="checkbox"/> MasterCard <input type="checkbox"/> Visa <input type="checkbox"/>

*If paying by credit card, please fill out the CREDIT CARD AUTHORIZATION page and include with your order.
NOTE: Upon receipt of Padgenite(TM) order, expect shipment within 6-7 weeks. WHP1403 01/2016





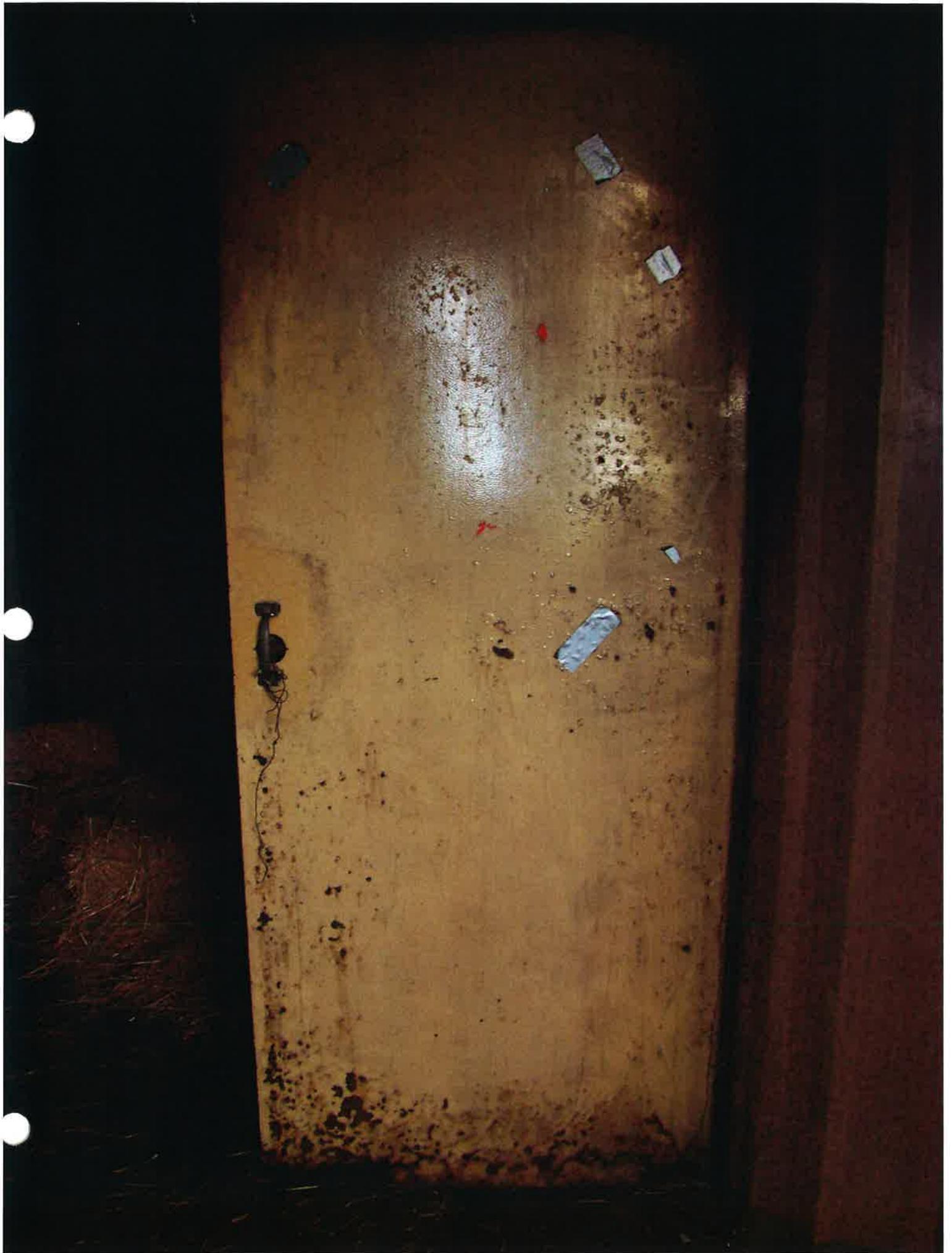




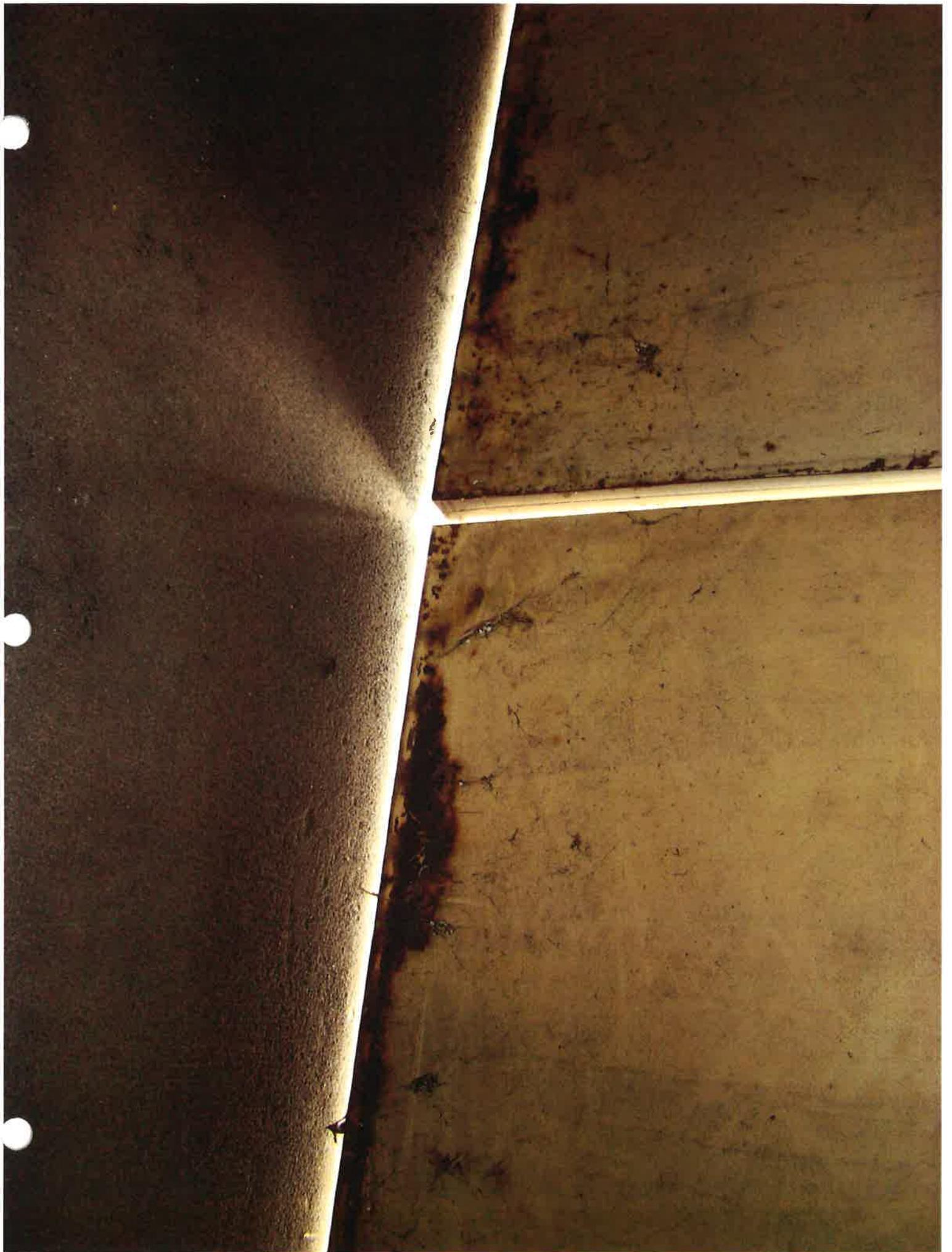
























City of Menasha Disbursements

Weekly Accounts Payable 4/21/16-4/28/16 \$ 826,447.70
 Checks # 53581-53713

Bi-Weekly Payroll 4/28/16 \$ 175,067.56

Additional Regular Cycle Accounts Payables -Paid Electronically

Nationwide Retirement	4/15/16	\$	11,572.50	
Neopost-Postage Machine Refill	4/18/16	\$	500.00	
TASC-Flex Spending	4/19/16	\$	3,804.27	
Federal Tax Withholding	4/20/16	\$	75,315.86	
Delta Dental	4/20/16	\$	1,006.20	
Advanced Disposal-Broad Street Recycling	4/21/16	\$	117.38	
Delta Dental	4/27/16	\$	4,448.50	
State Tax Withholding	4/28/16	\$	13,874.86	
Community First Credit Union-Payroll Deductions	4/28/16	\$	4,683.50	
				\$ 115,323.07
Total				<u>\$ 1,116,838.33</u>

Items included on this list have been properly audited and certified by the City Comptroller and are being presented for approval by the Common Council.

Peggy Steeno
 Peggy Steeno
 Administrative Services Director

4/28/16
 Date

Notes:

- Medical Expense Reimbursement Trust-Retirement Pay Out
- United Way-Employee Donations
- Wisconsin Support Collections-Child/Spousal Support
- WI SCTF-Child Support Annual Fee
- Gaps in check numbers indicate that more invoices being paid than fit on one check stub
 (The last check stub used is the check number that will appear on the check register)

AP Check Register

Check Date: 4/21/2016

<i>Vendor Name</i>	<i>Check Number</i>	<i>Check Date</i>	<i>Invoice Number</i>	<i>Account Number</i>	<i>Amount</i>	<i>Description</i>
ACC PLANNED SERVICE INC	53581	4/21/2016	16379	100-0801-521.24-03	63.75	Router
				100-0501-522.24-03	42.50	Router
			Total for check: 53581			
ACCURATE	53582	4/21/2016	1604068	731-1022-541.30-18	70.11	Towelettes/Cleaner/Ties
			1604157	731-1022-541.38-03	219.43	Brake Rotor & Pads
			1604203	731-1022-541.30-18	80.22	Supplies
			Total for check: 53582			
JF AHERN CO	53583	4/21/2016	10013061	100-0920-531.24-03	62.30	Extinguisher Maintenance Senior Center
Total for check: 53583				62.30		
AIRGAS USA LLC	53584	4/21/2016	9049803185	731-1022-541.30-18	74.82	Nitrogen
Total for check: 53584				74.82		
CITY OF APPLETON	53585	4/21/2016	230188	100-0918-531.21-06	500.00	Preparedness Agreement
Total for check: 53585				500.00		
BAYCOM INC	53586	4/21/2016	EQUIPINV_001439	100-0801-521.29-04	176.99	Vehicle Repair
			EQUIPINV_001550	100-0801-521.29-04	175.75	Vehicle Repair
			Total for check: 53586			
BECK ELECTRIC INC	53587	4/21/2016	A1316-COM-PK	100-0703-553.24-03	144.47	Jefferson Park Men's Room
Total for check: 53587				144.47		
BOBCAT PLUS	53588	4/21/2016	EA01744	741-0000-193.00-00	38,532.00	Bobcat Loader & Parts
Total for check: 53588				38,532.00		
BRUCE MUNICIPAL EQUIPMENT INC	53589	4/21/2016	3810 & 3811	731-1022-541.38-03	(92.86)	Credit

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BRUCE MUNICIPAL EQUIPMENT INC...	53589...	4/21/2016	5160891	731-1022-541.38-03	674.48	Cross Shaft Bearings
		4/21/2016	5160947	731-1022-541.38-03	846.93	Flange Yoke/Cross Bearing
		4/21/2016	5161135	731-1022-541.38-03	97.27	Male/Female Couplers
		4/21/2016	5161268	731-1022-541.38-03	67.94	Moulding & Insert
		4/21/2016	5161283	731-1022-541.38-03	36.69	Castle Nut
			Total for check: 53589		1,630.45	
CARRICO AQUATIC RESOURCES INC	53590	4/21/2016	20160943	100-0704-552.30-18	95.60	Pool Chemicals
			Total for check: 53590		95.60	
CASPER'S TRUCK EQUIPMENT INC	53591	4/21/2016	0015113-IN	731-1022-541.38-03	69.34	Flange Bearing
			Total for check: 53591		69.34	
CRANE ENGINEERING SALES INC	53592	4/21/2016	309831-00	601-1020-543.24-04	4,923.85	Integrenex Controller
			Total for check: 53592		4,923.85	
CULLIGAN WATER CONDITIONING	53593	4/21/2016	718387	100-1001-514.20-01	18.90	April Rental
			Total for check: 53593		18.90	
DJ'S FRESH PRODUCE	53594	4/21/2016	DJ'S FRESH	210-0000-466.00-00	35.40	Market Booth Overpayment
			Total for check: 53594		35.40	
EARTHLINK BUSINESS	53595	4/21/2016	APRIL	100-0402-513.22-01	7.58	Assessor
				100-0201-512.22-01	7.37	Attorney
				100-0000-123.00-00	16.83	Bldg Inspection
				100-0203-512.22-01	15.33	Clerk
				100-0304-562.22-01	27.58	Community Dev
				100-1001-514.22-01	83.54	City Hall
				100-0401-513.22-01	37.22	Finance
			731-1022-541.22-01	29.95	Garage	

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EARTHLINK BUSINESS...	53595...	4/21/2016...	APRIL...	100-0903-531.22-01	56.58	Health
				743-0403-513.22-01	17.70	IT Dept
				100-0601-551.22-01	196.12	Library
				100-0101-511.22-01	11.63	Mayor
				100-0702-552.22-01	31.19	Recreation
				100-0703-553.22-01	52.41	Parks
				100-0202-512.22-01	18.63	Personnel
				100-0801-521.22-01	289.19	Police
				100-1002-541.22-01	48.60	Engineering
				100-0920-531.22-01	15.21	Senior
				100-1008-541.22-01	4.39	Sign
				100-0502-522.22-01	46.19	EOC
				207-0000-123.00-00	30.98	Marina
100-0704-552.22-01	16.29	Pool				
100-0000-123.00-00	346.70	Menasha Utilities				
			Total for check: 53595		1,407.21	
FIRST AMERICAN TITLE INSURANCE CO	53596	4/21/2016	925-650216787	100-1002-541.21-02	56.25	Search
				625-1002-541.21-02	18.75	Search
			Total for check: 53596		75.00	
GRAY'S INC	53597	4/21/2016	33289	100-1006-541.30-15	4,380.00	Blade
			Total for check: 53597		4,380.00	
STEPHANIE GRUSS	53598	4/21/2016	GRUSS	100-0801-521.34-03	20.00	April Expenses
			Total for check: 53598		20.00	
H&R SAFETY SOLUTIONS LLC	53599	4/21/2016	686	100-1002-541.30-18	378.00	Marking Paint
				625-1002-541.30-18	126.00	Marking Paint
			Total for check: 53599		504.00	

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KRISTINE HEIM	53600	4/21/2016	HEIM	100-0304-562.30-11	5.52	February & March Expenses
			Total for check: 53600		5.52	
HISTORIC HOTEL PUB LLC	53601	4/21/2016	HISTORIC HOTEL	625-0000-201.19-00	1,000.00	336 Chute Site Agreement Final
			Total for check: 53601		1,000.00	
INFINITY TECHNOLOGY INC	53602	4/21/2016	519962	743-0403-513.24-04	184.99	Cisco SSL Cert Renewal
			Total for check: 53602		184.99	
PATRICK JAMES	53603	4/21/2016	JAMES	743-0403-513.33-01	31.92	March Mileage
			Total for check: 53603		31.92	
JOHN DEERE FINANCIAL	53604	4/21/2016	74796499	625-1003-541.30-18	179.70	Landscape Supplies
		4/21/2016	74796540	100-0703-553.30-18	126.57	Landscape Supplies
		4/21/2016	75015284	100-1006-541.30-18	239.60	Landscape Supplies
				625-1003-541.30-18	239.60	Landscape Supplies
				100-1009-541.30-18	239.60	Landscape Supplies
		4/21/2016	75042414	100-0703-553.30-18	127.56	Landscape Supplies
			Total for check: 53604		1,152.63	
JX ENTERPRISES INC	53605	4/21/2016	G-260540008	731-1022-541.29-04	194.84	Vehicle Maintenance
		4/21/2016	G-260540028	731-1022-541.38-03	34.68	Mudflap
		4/21/2016	G-260560012	731-1022-541.38-03	34.68	Mudflap
			Total for check: 53605		264.20	
KAEMPFER & ASSOCIATES INC	53606	4/21/2016	18212	601-1020-543.21-02	85.03	Industrial Discharge ProgProject E145-01.06
		4/21/2016	18213	601-1020-543.21-02	425.16	Signif Sewer User MonitorProject E145-01.07
		4/21/2016	18214	601-1020-543.21-02	493.65	NMSC WWTP Sampling Project E145-01.10
		4/21/2016	18215	601-1020-543.21-02	85.03	San Sewer Lateral Repair Project E145-01.11
		4/21/2016	18216	601-1020-543.21-02	42.00	2013 Monit Station ReviewProject E145-01.12

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KAEMPFER & ASSOCIATES INC...	53606...	4/21/2016	18217	601-1020-543.21-02	85.04	Simply Incredible Foods Project E145-01.15
		4/21/2016	18218	601-1020-543.21-02	85.03	Phase 4-1 SSES Project E145-11.01
	Total for check: 53606				1,300.94	
KUNDINGER INC	53607	4/21/2016	50374784	731-1022-541.38-03	50.02	Crimp Fitting
					Total for check: 53607	
KWIK TRIP INC	53608	4/21/2016	KWIK TRIP	100-0801-521.38-01	88.56	Fuel
					Total for check: 53608	
MATT LENS	53609	4/21/2016	LENS	100-0801-521.34-03	211.83	April Expenses
					Total for check: 53609	
LEVENHAGEN CORPORATION	53610	4/21/2016	059064A-IN	100-0000-131.00-00	12,884.89	Fuel
					Total for check: 53610	
MARCO INC	53611	4/21/2016	49673669	743-0403-513.29-01	140.40	1st Floor Copier Agreemen
					Total for check: 53611	
MARCO TECHNOLOGIES LLC	53612	4/21/2016	INV3255748	743-0403-513.29-01	7.66	1st Floor Copier Usage
					Total for check: 53612	
MCC INC	53613	4/21/2016	78828	625-1003-541.30-18	1,007.00	Curb & Gutter - 436 Broad
					Total for check: 53613	
MCNEILUS TRUCK & MFG COMPANY	53614	4/21/2016	3187977	731-1022-541.38-03	20.88	Buzzer

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MCNEILUS TRUCK & MFG COMPANY...	53614...	4/21/2016	3189186	731-1022-541.38-03	73.49	Belts
			Total for check: 53614		94.37	
MENASHA NEENAH MUNICIPAL COURT	53615	4/21/2016	MNMC	100-0000-201.03-00	174.00	Bond/MPD 15-0259
				100-0000-201.03-00	174.00	Bond/MPD 16-0049
			Total for check: 53615		348.00	
ELISHA D SMITH PUBLIC LIBRARY	53616	4/21/2016	LIBRARY	100-0601-551.30-16	51.47	Petty Cash
				100-0601-551.30-10	5.29	Petty Cash
			Total for check: 53616		56.76	
MENASHA UTILITIES	53617	4/21/2016	MENASHA UTILITY	100-1008-541.22-03	302.36	Electric
				100-1008-541.22-05	45.42	Water/Sewer
				100-0704-552.22-03	304.70	Electric
				100-0704-552.22-05	409.00	Water/Sewer
				731-1022-541.22-03	1,438.62	Electric
				731-1022-541.22-05	725.80	Water/Sewer
				731-1022-541.22-06	1,046.18	Storm
				266-1028-543.22-06	84.83	Storm
				100-0801-521.22-03	1,142.14	Electric
				100-0801-521.22-05	344.87	Water/Sewer
				100-0801-521.22-06	72.75	Storm
				100-0000-123.00-00	827.07	Electric
				100-0000-123.00-00	249.73	Water/Sewer
				100-0000-123.00-00	52.68	Storm
				100-0801-521.22-03	70.70	Electric
				100-0601-551.22-03	2,956.34	Electric
				100-0601-551.22-05	457.70	Water/Sewer
				100-0601-551.22-06	120.35	Storm
				207-0707-552.22-05	141.00	Water/Sewer
				100-1019-552.22-03	682.17	Electric
				100-1019-552.22-05	12.38	Water/Sewer

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MENASHA UTILITIES...	53617...	4/21/2016...	MENASHA UTILITY...	100-0000-123.00-00	8.28	Electric
				601-1020-543.22-03	89.89	Electric
				100-1001-514.22-05	12.38	Water/Sewer
				100-1001-514.22-06	2.90	Storm
				100-0703-553.22-03	1,409.49	Electric
				100-0703-553.22-05	34.42	Water/Sewer
				100-0703-553.22-06	765.61	Storm
				485-0304-562.22-06	38.43	Storm
				485-0304-562.22-06	17.40	Storm
				100-1013-541.22-06	50.75	Storm
				457-0304-562.21-10	17.39	Electric
				100-0305-562.22-06	5.80	Storm
				501-0304-562.22-06	284.12	Storm
				457-0304-562.22-06	2.90	Storm
Total for check: 53617				14,226.55		
MID-AMERICAN RESEARCH CHEMICAL	53618	4/21/2016	0575904-IN	731-1022-541.30-18	21.57	Miniture Hand Sprayer
			0575905-IN	731-1022-541.30-18	268.03	Glass Cleaner/Pro-Flex
			Total for check: 53618			
MILLER, ADAM	53619	4/21/2016	MILLER ADAM	100-0801-521.34-03	48.64	April Expenses
			Total for check: 53619			
MBM	53620	4/21/2016	IN89159	743-0403-513.29-01	243.10	Monthly Print Care Agree
			IN90222	743-0403-513.29-01	214.61	Print Care Usage Agree
			Total for check: 53620			
MORTON SAFETY	53621	4/21/2016	166413-00	731-1022-541.30-18	14.00	Ear Muffs & Hard Hat
			Total for check: 53621			
CLAIRE OPSTEEN	53622	4/21/2016	OPSTEEN	100-0918-531.33-01	6.86	February-March Expenses

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CLAIRE OPSTEEN...	53622...	4/21/2016...	OPSTEEN...	100-0916-531.33-01	6.87	February-March Expenses
			Total for check: 53622		13.73	
OSHKOSH FIRE & POLICE EQUIPMENT INC	53623	4/21/2016	164602	100-0801-521.29-04	857.00	Vehicle Repair
			Total for check: 53623		857.00	
LINDA PALMBACH	53624	4/21/2016	PALMBACH	100-0903-531.33-01	34.63	March Expenses
			Total for check: 53624		34.63	
REINDERS INC	53625	4/21/2016	1625612-00	731-1022-541.38-03	146.53	V-Belt & Blades
		4/21/2016	2641472-00	100-0703-553.30-18	424.00	Turfacer
			Total for check: 53625		570.53	
RIESTERER & SCHNELL INC	53626	4/21/2016	964097	741-0000-193.00-00	39,250.00	Wide-Area Mower
		4/21/2016	969704	731-1022-541.38-03	235.64	Switch
		4/21/2016	970288	731-1022-541.38-03	136.46	Filters
			Total for check: 53626		39,622.10	
SEILER INSTRUMENT & MFG CO INC	53627	4/21/2016	INV-334676	100-1002-541.30-18	26.96	Tripod Hook
				625-1002-541.30-18	8.99	Tripod Hook
			Total for check: 53627		35.95	
SKID & PALLET	53628	4/21/2016	8027	100-0703-553.30-18	60.00	Playground Mulch - Clovis
			Total for check: 53628		60.00	
STAPLES BUSINESS ADVANTAGE	53629	4/21/2016	3297368689	731-1022-541.30-18	12.34	Supplies
			Total for check: 53629		12.34	

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STOP N GO LLC	53630	4/21/2016	STOP N GO	100-0000-201.03-00	5.00	Overpayment Liquor Licens
			Total for check: 53630		5.00	
SUNGARD PUBLIC SECTOR INC	53631	4/21/2016	118084	743-0403-513.24-04	2,806.00	May Acctg System Maint
			Total for check: 53631		2,806.00	
SUPERIOR VISION INSURANCE PLAN	53632	4/21/2016	IA504708	100-0000-204.10-00	1,083.37	Vision Insurance
			Total for check: 53632		1,083.37	
SUPPLYWORKS	53633	4/21/2016	364054601	100-0703-553.24-03	597.38	Uncombined Cores/Supply
			Total for check: 53633		597.38	
TASER INTERNATIONAL	53634	4/21/2016	SI1433767	100-0801-521.30-15	2,838.09	Taser & Equipment
			Total for check: 53634		2,838.09	
TRADER PLUMBING INC	53635	4/21/2016	37574	100-0704-552.20-04	445.00	Pool Filter Installation
			Total for check: 53635		445.00	
UNIFIRST CORPORATION	53636	4/21/2016	097 0209003	731-1022-541.20-01	119.39	Coveralls/mops/mats
			Total for check: 53636		119.39	
VERIZON WIRELESS	53637	4/21/2016	9763116984	100-0703-553.22-01	41.99	Wireless Charges
				731-1022-541.22-01	110.83	Wireless Charges
		4/21/2016	9763116987	100-0801-521.22-01	524.99	Wireless Charges
		4/21/2016	9763116988	100-0304-562.22-01	73.97	Wireless Charges
			Total for check: 53637		751.78	
WCA GROUP HEALTH TRUST	53638	4/21/2016	76440178	100-0000-204.08-00	131,196.02	May Premiums

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WCA GROUP HEALTH TRUST...	53638...	4/21/2016...	76440178...	100-0000-204.11-00	4,257.86	May Premiums
			Total for check: 53638		135,453.88	
WINNEBAGO COUNTY CLERK OF COURTS	53639	4/21/2016	WINN CTY CC	100-0000-201.03-00	150.00	Bond/MPD 16-1002
		4/21/2016	WINNEBAGO CTY	100-0000-201.03-00	100.00	Bond/MPD 16-1110
			Total for check: 53639		250.00	
WISCONSIN CHIEFS OF POLICE ASSN INC	53640	4/21/2016	WCPA	100-0801-521.21-06	377.50	Police Exams
			Total for check: 53640		377.50	
WISCONSIN DEPT OF JUSTICE	53641	4/21/2016	G3228	100-0202-512.21-06	21.00	Background Checks
				100-0601-551.21-06	7.00	Background Checks
			Total for check: 53641		28.00	
WISCONSIN MEDIA	53642	4/21/2016	0009731325	100-0405-513.29-02	604.67	Legal Notices
				100-0203-512.29-02	44.87	Legal Notices
				100-0204-512.29-02	75.84	Legal Notices
			Total for check: 53642		725.38	
					273,855.33	

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AAA PORTABLES	53643	4/28/2016	D-38209	100-0703-553.20-09	120.00	Jefferson Boat Launch
			Total for check: 53643		120.00	
ACCURATE	53644	4/28/2016	1604236	731-1022-541.30-18	36.05	Cable Ties & Supplies
		4/28/2016	1604534	731-1022-541.30-18	7.01	Break-Away Cable & Pin
			Total for check: 53644		43.06	
ADVANTAGE POLICE SUPPLY INC	53645	4/28/2016	16-0409	100-0801-521.30-15	447.00	Police Equipment
			Total for check: 53645		447.00	
AIRGAS USA LLC	53646	4/28/2016	9934753367	731-1022-541.21-06	19.30	Cylinder Rental
		4/28/2016	9934754838	100-0703-553.30-18	21.47	Cylinder Rental
		4/28/2016	9934754839	731-1022-541.21-06	197.85	Cylinder Rental
			Total for check: 53646		238.62	
CITY OF APPLETON	53647	4/28/2016	230203	100-0302-542.25-01	14,225.00	April Transit Services
			Total for check: 53647		14,225.00	
AXON HILLOCK INC	53648	4/28/2016	9321	100-1008-541.30-18	55.00	Vinyl Banner Letters
			Total for check: 53648		55.00	
BATTERIES PLUS LLC	53649	4/28/2016	508-109367-01	731-1022-541.30-18	45.99	DeWalt 18V
			Total for check: 53649		45.99	
BECK ELECTRIC INC	53650	4/28/2016	A2216-COM-ED-12	100-1008-541.24-04	238.56	Washington & Garfield
			Total for check: 53650		238.56	

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BORSCHÉ ROOFING PROFESSIONALS	53651	4/28/2016	20246	100-1008-541.24-03	25.20	Trapezoid Ridge Cap Close
			Total for check: 53651		25.20	
BRUCE MUNICIPAL EQUIPMENT INC	53652	4/28/2016	5161322	731-1022-541.38-03	143.51	Reach Pole
		4/28/2016	SB16188	731-1022-541.29-04	544.41	Speed Sensor
			Total for check: 53652		687.92	
CARDMEMBER SERVICE	53656	4/28/2016	0010	100-0703-553.30-18	(15.26)	CREDIT Dramm Corp of Manitowoc
		4/28/2016	0022	100-1001-514.20-01	36.00	Water Water Right Services
				731-1022-541.30-13	18.00	Water Water Right Services
				100-0801-521.30-13	18.00	Water Water Right Services
				100-0703-553.30-18	333.64	Dramm Corp of Manitowoc
		4/28/2016	0028	100-0601-551.30-14	35.95	Cine Magnetics Inc
		4/28/2016	0060	100-0704-552.24-03	333.00	SI Metals & Supply
		4/28/2016	0968	100-0801-521.29-04	53.36	Amazon
		4/28/2016	0983	824-0807-521.30-15	98.82	Activedogs.com
		4/28/2016	1117	100-1001-514.24-03	62.88	Door Weather Strip DK Hardware
		4/28/2016	1147	100-0703-553.30-18	395.36	Beacon Athletics
		4/28/2016	1394	100-0703-553.30-11	89.56	The UPS Store
		4/28/2016	1548	100-0918-531.34-02	1,000.00	WI Assoc of Local Health
		4/28/2016	1609	100-0801-521.34-02	150.25	City of Madison Website
		4/28/2016	1905	824-0807-521.30-15	(4.89)	CREDIT - Activedogs.com
		4/28/2016	2138	100-0601-551.30-14	5.24	APL*ITUNES
		4/28/2016	2168	100-0601-551.30-16	25.17	WM Supercenter
		4/28/2016	2734	824-0807-521.21-06	59.85	Tailwaggers Doggy
		4/28/2016	3071	100-0703-553.30-11	42.09	The UPS Store
		4/28/2016	3174	100-0801-521.34-03	88.97	Grand Geneva Resort
		4/28/2016	3224	100-1001-514.24-03	37.56	Smart Sign
		4/28/2016	3229	100-0202-512.29-03	200.00	Advertising - Jobs OnLine
		4/28/2016	3520	100-0801-521.30-18	88.65	Crystal Plus Awards
		4/28/2016	3885	100-0703-553.34-03	13.72	Ground Round
		4/28/2016	4164	100-0703-553.34-03	92.99	Waterfront Hotel
		4/28/2016	4621	100-0703-553.30-18	471.80	Holabird Sports

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CARDMEMBER SERVICE...	53656...	4/28/2016	4742	100-0801-521.29-04	5.45	Amazon	
		4/28/2016	4760	100-0703-553.30-18	571.80	Holabird Sports	
		4/28/2016	4855	100-0801-521.29-04	9.99	Amazon	
		4/28/2016	5801	100-0703-553.34-03	96.43	Comfort Suites	
		4/28/2016	5876	100-0703-553.34-03	96.43	Comfort Suites	
		4/28/2016	6191	100-0801-521.29-04	139.15	Amazon	
		4/28/2016	6284	743-0403-513.29-01	56.88	Amazon - Toner Cartridge	
		4/28/2016	6355	100-0704-552.30-18	159.95	Revival Animal Health	
		4/28/2016	6599	100-0601-551.34-02	85.00	Wisconsin Library Assoc	
				100-0601-551.34-03	21.00	Wisconsin Library Assoc	
		4/28/2016	6897	100-0801-521.29-04	23.68	Amazon	
		4/28/2016	6944	824-0807-521.30-15	32.06	Pet Supplies Plus	
		4/28/2016	6961	100-0601-551.24-03	83.96	Library Clocks Office Depot	
		4/28/2016	7357	100-0801-521.32-01	25.00	TLO Transunion	
		4/28/2016	7811	100-0601-551.30-16	11.08	WM Supercenter	
		4/28/2016	7856	100-0201-512.30-11	45.90	USPS	
		4/28/2016	8047	100-0801-521.30-11	8.37	UPS	
		4/28/2016	8314	100-0801-521.34-02	150.25	City of Madison Website	
		4/28/2016	8320	100-0601-551.30-16	38.72	WM Supercenter	
		4/28/2016	8423	100-0706-561.30-18	402.99	AM Leonard	
		4/28/2016	8472	100-0703-553.34-03	11.97	Ground Round	
		4/28/2016	8473	824-0807-521.30-15	32.98	Pet Supplies Plus	
		4/28/2016	8993	100-0801-521.24-01	63.90	Amazon	
		4/28/2016	9115	100-0801-521.24-01	63.90	Amazon	
		4/28/2016	9179	731-1022-541.38-03	62.98	Trailer Ramp Spring ETrailer	
		4/28/2016	9338	100-0601-551.24-03	7.11	Library Blower Amazon	
		4/28/2016	9354	100-0801-521.29-04	7.95	Amazon	
		4/28/2016	9396	100-0801-521.34-03	(6.97)	CREDIT - Grand Geneva	
		4/28/2016	9586	100-1008-541.30-15	49.99	Signal Light Base Wrench Harbor Freight Tools	
		4/28/2016	9774	100-0801-521.30-11	8.37	UPS	
		4/28/2016	9931	100-0601-551.30-16	214.20	Subway	
			Total for check: 53656			6,311.18	

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CARRICO AQUATIC RESOURCES INC	53657	4/28/2016	20160859	100-0704-552.30-18	4,250.00	Water Mgmt Agreement 1 of 4
			Total for check: 53657		4,250.00	
CESA #6	53658	4/28/2016	18032	100-0903-531.34-02	80.00	Nurse Network
			Total for check: 53658		80.00	
CHESTNUT RIDGE NURSERY INC	53659	4/28/2016	505	625-0706-561.30-18	3,799.00	Plants
			Total for check: 53659		3,799.00	
CRESCENT ELECTRIC SUPPLY COMPANY	53660	4/28/2016	S501683283.001	100-0703-553.24-03	358.74	Lens/Pwr Pack
		4/28/2016	S501713967.002	731-1022-541.24-03	55.40	Cord Grip
		4/28/2016	S501745330.001	731-1022-541.24-04	325.28	Contactactor
		4/28/2016	S501748813.001	731-1022-541.24-03	142.02	Supplies
		4/28/2016	S501748813.002	731-1022-541.24-02	42.45	Cord Grip
		4/28/2016	S501805690.001	100-0703-553.24-03	210.28	Ceil VP Fix
		4/28/2016	S50181778.001	731-1022-541.82-01	118.85	Conduit/Strap/Strut/Clamp
		4/28/2016	S501834740.001	731-1022-541.24-03	71.00	Box/Plate
			Total for check: 53660		1,324.02	
DENT DOCTOR	53661	4/28/2016	166655	100-0801-521.29-04	250.00	Dent Removal
			Total for check: 53661		250.00	
DUMKE & ASSOCIATES &	53662	4/28/2016	316 RACINE	100-0903-531.29-06	2,077.50	316 Racine St
			Total for check: 53662		2,077.50	
FBINAA WISCONSIN CHAPTER	53663	4/28/2016	ANNUAL TRAIN	100-0801-521.34-02	85.00	Annual Training
			Total for check: 53663		85.00	

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FOUNDATION BUSINESS SYSTEMS LLC	53664	4/28/2016	150684	625-1010-541.21-04	380.00	Quarterly Service Fee Permitrack ESC
			Total for check: 53664		380.00	
GRAPHIC COMPOSITION INC	53665	4/28/2016	244108	100-0000-134.00-00	(94.20)	City Garage Letterhead
				731-1022-541.29-01	252.20	City Garage Letterhead
			Total for check: 53665		158.00	
GREMMER & ASSOCIATES INC	53666	4/28/2016	2	625-1010-541.21-02	52.50	Subdivision Stormwater Review
			Total for check: 53666		52.50	
GUNDERSON CLEANERS	53667	4/28/2016	361679	100-0801-521.30-13	34.66	Mat/Towel Service
			Total for check: 53667		34.66	
GUSTMAN CHEVROLET SALES INC	53668	4/28/2016	39457	731-1022-541.38-03	388.14	Parts
			Total for check: 53668		388.14	
INTERSTATE ALL BATTERY CENTER	53669	4/28/2016	1903101006779	100-0801-521.30-18	76.00	Batteries
			Total for check: 53669		76.00	
DAVID N JAGLA	53670	4/28/2016	68	100-0801-521.21-06	400.00	Background Check
			Total for check: 53670		400.00	
JOHN'S SAW SERVICE	53671	4/28/2016	10514	731-1022-541.38-03	142.90	Gasket & Piston/Cyl Sets
			Total for check: 53671		142.90	
KONE INC	53672	4/28/2016	949251426	100-0801-521.24-03	328.20	Elevator Maint. AgreementPolice Dept

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KONE INC...	53672...	4/28/2016	949251427	100-1001-514.20-04	924.00	Elevator Maint. AgreementCity Hall
			Total for check: 53672		1,252.20	
LEGACY DISTRIBUTION	53673	4/28/2016	4281	266-1028-543.30-18	169.11	Rain Gear
				100-1016-543.30-18	169.11	Rain Gear
				100-1003-541.30-18	169.12	Rain Gear
			Total for check: 53673		507.34	
LEVENHAGEN CORPORATION	53674	4/28/2016	059064D-IN	731-1022-541.24-06	105.00	Fuel
			Total for check: 53674		105.00	
MCC INC	53675	4/28/2016	79066	470-1009-541.82-02	53.00	Gutter - Marina Place Curb/Gutter/Walk Broad
				625-1003-541.30-18	1,479.00	Gutter - Marina Place Curb/Gutter/Walk Broad
			Total for check: 53675		1,532.00	
MENARDS-APPLETON EAST	53676	4/28/2016	93777	100-0703-553.30-18	198.06	Lumber/Rakes/Shovels
			Total for check: 53676		198.06	
MENASHA DOWNTOWN DEVELOPMENT LLC	53677	4/28/2016	ONE MENASHA CTR	493-0304-562.21-11	126,845.22	Curb, Gutters, Sidewalk Restoration
			Total for check: 53677		126,845.22	
MENASHA NEENAH MUNICIPAL COURT	53678	4/28/2016	MNMC	100-0000-201.03-00	174.00	Bond/MPD 16-62
			Total for check: 53678		174.00	
POSTMASTER	53679	4/28/2016	PWF	100-1006-541.30-11	47.00	Postage
				266-1027-543.30-11	47.00	Postage
				266-1028-543.30-11	47.00	Postage
			Total for check: 53679		141.00	

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MENASHA TREASURER	53680	4/28/2016	PWF	100-0703-553.24-02	6.74	Petty Cash - Postage
				731-1022-541.38-03	19.78	Petty Cash - Postage
				100-0706-561.30-18	8.58	Petty Cash - Produce
				Total for check: 53680		
MENASHA UTILITIES	53681	4/28/2016	MENASHA UTLITY	100-1008-541.22-03	270.56	Electric
				501-0304-562.22-03	46.40	Storm
				100-0000-123.00-00	15.03	Electric
				100-1012-541.22-03	92.78	Electric
				100-0304-562.22-03	26.18	Electric
				625-0304-562.22-03	8.24	Electric
				100-1013-541.22-03	16.64	Electric
				100-1013-541.22-06	284.21	Storm
				207-0707-552.22-03	203.24	Electric
				207-0707-552.22-05	34.42	Water/Sewer
				207-0707-552.22-06	56.56	Storm
				100-0703-553.22-03	410.81	Electric
				100-0703-553.22-05	134.60	Water/Sewer
				100-0703-553.22-06	398.77	Storm
				100-1001-514.22-03	1,269.08	Electric
				100-1001-514.22-05	451.60	Water/Sewer
				743-0403-513.21-04	167.75	Internet Charge
				743-0403-513.21-04	2,310.40	Dark Fiber Charge
				100-0305-562.22-06	2.90	Storm
				100-1014-543.22-06	61.63	Storm
100-1019-552.22-03	266.31	Electric				
100-1019-552.22-05	11.04	Water/Sewer				
601-1020-543.22-03	87.45	Electric				
Total for check: 53681				6,626.60		
TOWN OF MENASHA UTILITY DISTRICT	53682	4/28/2016	2128	100-0703-553.22-05	77.57	1200 Geneva-Standby Water

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TOWN OF MENASHA UTILITY DISTRICT...	53682...	4/28/2016	2129	100-0703-553.22-05	9.70	Undev Land-Standby Water
			Total for check: 53682		87.27	
MBM	53683	4/28/2016	IN76280	743-0403-513.29-01	218.96	Copier Usage
			Total for check: 53683		218.96	
MORTON SAFETY	53684	4/28/2016	166413-01	266-1028-543.30-18	40.00	Ear Muffs
				100-1003-541.30-18	20.00	Ear Muffs
		4/28/2016	166512-00	731-1022-541.30-18	17.40	Eyewear
			Total for check: 53684		77.40	
NACCHO	53685	4/28/2016	W1053	100-0903-531.32-01	205.00	Membership Renewal
			Total for check: 53685		205.00	
CITY OF NEENAH	53686	4/28/2016	FIRE RESCUE	100-0501-522.25-01	267,593.00	Fire/Rescue Services
			Total for check: 53686		267,593.00	
OFFICE DEPOT	53687	4/28/2016	6518115	100-0903-531.30-18	12.08	Supplies
				100-0905-531.30-18	15.80	Supplies
				100-0915-531.30-18	29.00	Supplies
			Total for check: 53687		56.88	
QUALITY PRINTING COMPANY INC	53688	4/28/2016	A27918	210-0103-511.30-16	224.78	Farm Fresh Market Invites
		4/28/2016	A28092	210-0103-511.30-16	155.46	Farm Fresh Market Flyers Halloween Flyers
			Total for check: 53688		380.24	
RIESTERER & SCHNELL INC	53689	4/28/2016	974805	731-1022-541.38-03	14.46	Filter
			Total for check: 53689		14.46	

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ROAD EQUIPMENT	53690	4/28/2016	WA610154	731-1022-541.38-03	66.24	Electric Brake Battery
		4/28/2016	WA610203	731-1022-541.38-03	415.80	Crossfire Valves
		4/28/2016	WA610234	731-1022-541.38-03	91.79	Black Coil Plugs/Connect
		4/28/2016	WA610526	731-1022-541.38-03	185.42	Binder Chain & Parts
		4/28/2016	WA610547	731-1022-541.38-03	16.30	HB Knob Kit
			Total for check: 53690		775.55	
DR TERESA RUDOLPH	53691	4/28/2016	RUDOLPH	100-0903-531.21-05	150.00	City Physician Services
			Total for check: 53691		150.00	
SAFEBUILT LLC	53692	4/28/2016	0024301-IN	100-0301-523.21-06	23,666.39	Building Inspect Services
			Total for check: 53692		23,666.39	
SKID & PALLET	53693	4/28/2016	8066	100-0703-553.30-18	60.00	Playground Mulchl -Clovis
			Total for check: 53693		60.00	
SPEEDY METALS LLC	53694	4/28/2016	4309520-AP	100-0703-553.30-18	12.00	Aluminum extruded
			Total for check: 53694		12.00	
STAPLES BUSINESS ADVANTAGE	53695	4/28/2016	3298585337	100-0703-553.30-10	16.65	Supplies
				731-1022-541.30-10	38.99	Supplies
			Total for check: 53695		55.64	
SUPERIOR CHEMICAL CORP	53696	4/28/2016	121997	100-0000-132.00-00	2,223.71	Cleaning Supplies
			Total for check: 53696		2,223.71	
SUPPLYWORKS	53697	4/28/2016	363401449	100-0703-553.24-03	42.00	Ejector Pin/Staking Tool
			Total for check: 53697		42.00	

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TWIN CITY VETERANS	53698	4/28/2016	MEMORIAL DAY	100-0408-552.30-16	600.00	2016 Memorial Day Parade
			Total for check: 53698		600.00	
UNIFIRST CORPORATION	53699	4/28/2016	097 0209463	731-1022-541.20-01	119.39	Coveralls/mops/mats
			Total for check: 53699		119.39	
UNITED WAY FOX CITIES	53700	4/28/2016	20160428	100-0000-202.09-00	31.00	PAYROLL SUMMARY
			Total for check: 53700		31.00	
US PETROLEUM EQUIPMENT	53701	4/28/2016	224054	731-1022-541.24-06	231.40	Bi-Annual Inspection
			Total for check: 53701		231.40	
US VENTURE	53702	4/28/2016	L54547	731-1022-541.21-06	15.00	Water AF Fuel
			Total for check: 53702		15.00	
VERIZON WIRELESS	53703	4/28/2016	9763116985	100-0919-531.22-01	158.33	Wireless charges
			Total for check: 53703		158.33	
VIEVU	53704	4/28/2016	17267	100-0801-521.30-18	200.00	Body-Worn Video Camera
			Total for check: 53704		200.00	
WAUSAU EQUIPMENT COMPANY INC	53705	4/28/2016	5287838	731-1022-541.38-03	694.20	Aluminum Link
			Total for check: 53705		694.20	
WE ENERGIES	53706	4/28/2016	STREET LIGHTS	100-1012-541.22-03	1,094.40	Street Lights
		4/28/2016	WE ENERGIES	100-0903-531.22-04	27.50	Health Dept
			Total for check: 53706		1,121.90	

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WINNEBAGO COUNTY TREASURER	53707	4/28/2016	9044	100-1002-541.21-02	157.50	Recording Fees
				625-1002-541.21-02	52.50	Recording Fees
	4/28/2016	LF123178	100-1016-543.25-01	16,455.52	Direct Hauls	
			100-1017-543.25-01	2,518.26	Direct Hauls	
			266-1027-543.25-01	473.50	Direct Hauls	
Total for check: 53707					19,657.28	
WISNET	53708	4/28/2016	7448	743-0403-513.21-04	750.00	Quarterly Network Access Q12016
					Total for check: 53708	
WISCONSIN DEPT OF JUSTICE	53709	4/28/2016	L7101T	100-0801-521.21-06	35.00	Name Searches
					Total for check: 53709	
WISCONSIN INDUSTRIAL COATINGS INC	53710	4/28/2016	3448	100-0703-553.24-03	900.00	Paint Prep-Koslo Park Bld
					Total for check: 53710	
WISCONSIN SUPPORT COLLECTIONS	53711	4/28/2016	20160428	100-0000-202.03-00	632.88	PAYROLL SUMMARY
					Total for check: 53711	
WOODLAND DEVELOPMENT LLC	53712	4/28/2016	WOODLAND DEV	470-1003-541.82-02	54,800.25	Expenditures
					Total for check: 53712	
ZANDER PRESS INC	53713	4/28/2016	73389	266-1027-543.29-01	1,914.12	Newsletter
				100-0405-513.29-01	1,566.10	Newsletter
	4/28/2016	73419	100-0801-521.29-01	195.25	PD Envelopes	
				Total for check: 53713		
					552,592.37	



To: Menasha Common Council
From: Jenny Groeschel and Ginger Tralongo, Police Records
RE: Beverage Operator License (Bartender) Applicants
Date: April 27, 2016

The below individuals have applied for a bartender license to serve, dispense and/or sell alcohol at a licensed establishment within the City. They have all met the criteria under the "Guidelines for Operator Licenses" approved by the Common Council. Therefore, staff is recommending the following people be **APPROVED** for an Operator's License for the **2015-2017** licensing period:

Abigail Schaefer
Jolene Calmes
Zukhpal Gill
Katherine Stahl

CC: Chief Styka



MEMORANDUM

DATE: April 28, 2016
TO: Common Council
FROM: Debbie Galeazzi, Clerk
SUBJECT: Class "B" Liquor License for Menasha Athletic Association

Application for a 6-month Class "B" Liquor License for Menasha Athletic Association (MAC) for May 3, 2016 to October 31, 2016 is on the agenda for consideration. The licensed premise will be the concession stand at Koslo Park.

The Police Department has done background checks and has no objection to issuing the license.

All necessary inspections by the Fire Department, Health Department and Building Inspectors have been completed and are in compliant.

RENEWAL ALCOHOL BEVERAGE LICENSE APPLICATION

Submit to municipal clerk. Read instructions on reverse side.

For the license period beginning: 05 01 2016 ending: 10 31 2016
(MM DD YYYY) (MM DD YYYY)

TO THE GOVERNING BODY of the: Town of } MENASHA
 Village of }
 City of }

County of Winnebago Aldermanic Dist. No. _____ (if required by ordinance)

CHECK ONE Individual Partnership Limited Liability Company
 Corporation/Nonprofit Organization

Complete A or B. All must complete C.

A. Individual or Partnership:

Full Name(s) (Last, First and Middle Name) Home Address Post Office & Zip Code

B. Full Name of Corporation/Nonprofit Organization/Limited Liability Company Menasha Athletic Association
 Address of Corporation/Limited Liability Company (if different from licensed premises) P.O. Box 342, Menasha, WI 54952
 All Officer(s) Director(s) and Agent of Corporation and Members/Managers and Agent of Limited Liability Company:

Title	Name (Inc. Middle Name)	Home Address	Post Office & Zip Code
President/Member	<u>Lawrence Dennis Konetzke</u>	<u>222 Lake St.</u>	<u>Menasha 54952</u>
Vice President/Member	<u>Thomas Julian Konetzke</u>	<u>858 Emily St.</u>	<u>Menasha 54952</u>
Secretary/Member	<u>Joan Helen Smogoleski</u>	<u>1306 Dunning St.</u>	<u>Menasha 54952</u>
Treasurer/Member	<u>Gary Lee Coopman</u>	<u>1248 Meadowview Dr.</u>	<u>Menasha 54952</u>
Agent	<u>Carol J. Wierschke</u>	<u>527 Homestead Tr.</u>	<u>Kimberly WI 54136</u>
Directors/Managers			

C. 1. Trade Name Menasha Macs Business Phone Number _____

2. Address of Premises Koslo Park, 100 Geneva Rd. Post Office & Zip Code Menasha, 54952

3. Does the applicant understand that they must purchase alcohol beverages only from Wisconsin wholesalers, breweries and brewpubs? Yes No

4. Premises description: Describe building or buildings where alcohol beverages are to be sold and stored. The applicant must include all rooms including living quarters, if used, for the sales, service, consumption, and/or storage of alcohol beverages and records. (Alcohol beverages may be sold and stored only on the premises described.) Koslo Park Concession Bldg, coolers, storage room

5. Legal description (omit if street address is given above): _____

6. a. Since filing of the last application, has the named licensee, any member of a partnership licensee, or any member, officer, director, manager or agent for either a limited liability company licensee, corporation licensee, or nonprofit organization licensee been **convicted** of any offenses (excluding traffic offenses not related to alcohol) for violation of any federal laws, any Wisconsin laws, any laws of other states, or ordinances of any county or municipality? If **yes**, complete reverse side Yes No

b. Are **charges** for any offenses presently **pending** (excluding traffic offenses not related to alcohol) against the named licensee or any other persons affiliated with this license? If **yes**, explain fully on reverse side Yes No

7. Except for questions 6a and 6b, have there been any changes in the answers to the questions as submitted by you on your last application for this license? If **yes**, explain. agent change Yes No

8. Was the profit or loss from the sale of alcohol beverages for the previous year reported on the Wisconsin income or Franchise Tax return of the licensee? If not, explain. Yes No

9. Does the applicant understand they must hold a Wisconsin Seller's Permit? [phone (608) 266-2776] Yes No

10. Does the applicant understand that alcohol beverage invoices must be kept at the licensed premises for 2 years from the date of invoice and made available for inspection by law enforcement? Yes No

11. Is the applicant indebted to any wholesaler beyond 15 days for beer or 30 days for liquor? Yes No

READ CAREFULLY BEFORE SIGNING: Under penalty provided by law, the applicant states that each of the above questions has been truthfully answered to the best of the knowledge of the signers. Signers agree to operate this business according to law and that the rights and responsibilities conferred by the license(s), if granted, will not be assigned to another. (Individual applicants and each member of a partnership applicant must sign; corporate officer(s), members/managers of Limited Liability Companies must sign.)

SUBSCRIBED AND SWORN TO BEFORE ME

this 31st day of March, 20 16

Neborah A. Malczak
(Clerk/Notary Public)

My commission expires 9-11-16

Carol J. Wierschke
(Officer of Corporation/Member/Manager of Limited Liability Company /Partner/Individual)

Lawrence D. Konetzke
(Officer of Corporation/Member/Manager of Limited Liability Company /Partner)

Joan H. Smogoleski
(Additional Partner(s)/Member/Manager of Limited Liability Company if Any)

TO BE COMPLETED BY CLERK

Date received and filed with municipal clerk	Date reported to council/board	Date license granted
License number issued	Date license issued	Signature of Clerk / Deputy Clerk

AUXILIARY QUESTIONNAIRE ALCOHOL BEVERAGE LICENSE APPLICATION

Submit to municipal clerk.

Individual's Full Name (please print) (last name)		(first name)		(middle name)	
Wierschke		Carol		J	
Home Address (street/route)		Post Office	City	State	Zip Code
527 Homestead Trail			Kimberly	WI	54136
Home Phone Number		Age	Date of Birth	Place of Birth	
920-788-9716					

The above named individual provides the following information as a person who is (check one):

- Applying for an alcohol beverage license as an **individual**.
- A member of a **partnership** which is making application for an alcohol beverage license.
- Agent of Menasha Athletic Assn. (Macs)
(Officer/Director/Member/Manager/Agent) (Name of Corporation, Limited Liability Company or Nonprofit Organization)

which is making application for an alcohol beverage license.

The above named individual provides the following information to the licensing authority:

- How long have you continuously resided in Wisconsin prior to this date? 26 yrs.
- Have you ever been convicted of any offenses (other than traffic unrelated to alcohol beverages) for violation of any federal laws, any Wisconsin laws, any laws of any other states or ordinances of any county or municipality? Yes No
 If yes, give law or ordinance violated, trial court, trial date and penalty imposed, and/or date, description and status of charges pending. (If more room is needed, continue on reverse side of this form.)
- Are charges for any offenses presently pending against you (other than traffic unrelated to alcohol beverages) for violation of any federal laws, any Wisconsin laws, any laws of other states or ordinances of any county or municipality? Yes No
 If yes, describe status of charges pending.
- Do you hold, are you making application for or are you an officer, director or agent of a corporation/nonprofit organization or member/manager/agent of a limited liability company holding or applying for any other alcohol beverage license or permit? Yes No
 If yes, identify. _____
(Name, Location and Type of License/Permit)
- Do you hold and/or are you an officer, director, stockholder, agent or employe of any person or corporation or member/manager/agent of a limited liability company holding or applying for a wholesale beer permit, brewery/winery permit or wholesale liquor, manufacturer or rectifier permit in the State of Wisconsin? Yes No
 If yes, identify. _____
(Name of Wholesale Licensee or Permittee) (Address By City and County)

6. Named individual must list in chronological order last two employers.

Employer's Name <u>Self Employed</u>	Employer's Address <u>527 Homestead Tr.</u>	Employed From <u>1988</u>	To <u>Present</u>
Employer's Name <u>In home Daycare</u>	Employer's Address	Employed From	To

The undersigned, being first duly sworn on oath, deposes and says that he/she is the person named in the foregoing application; that the applicant has read and made a complete answer to each question, and that the answers in each instance are true and correct. The undersigned further understands that any license issued contrary to Chapter 125 of the Wisconsin Statutes shall be void, and under penalty of state law, the applicant may be prosecuted for submitting false statements and affidavits in connection with this application.

Subscribed and sworn to before me

this 31st day of March, 20 16
Reborah A. Galeazzi
(Clerk/Notary Public)

Carol Wierschke
(Signature of Named Individual)

My commission expires 9-11-16



Printed on
Recycled Paper

SCHEDULE FOR APPOINTMENT OF AGENT BY CORPORATION/NONPROFIT ORGANIZATION OR LIMITED LIABILITY COMPANY

Submit to municipal clerk.

All corporations/organizations or limited liability companies applying for a license to sell fermented malt beverages and/or intoxicating liquor must appoint an agent. The following questions must be answered by the agent. The appointment must be signed by the officer(s) of the corporation/organization or members/managers of a limited liability company and the recommendation made by the proper local official.

To the governing body of: Town Village of Menasha County of Winnebago
 City

The undersigned duly authorized officer(s)/members/managers of Menasha Athletic Association
(registered name of corporation/organization or limited liability company)

a corporation/organization or limited liability company making application for an alcohol beverage license for a premises known as
Koslo Park
(trade name)

located at 1200 Genera Road, Menasha

appoints Carol J. Wierschke
(name of appointed agent)
527 Homestead Tr. Kimberly WI 54136
(home address of appointed agent)

to act for the corporation/organization/limited liability company with full authority and control of the premises and of all business relative to alcohol beverages conducted therein. Is applicant agent presently acting in that capacity or requesting approval for any corporation/organization/limited liability company having or applying for a beer and/or liquor license for any other location in Wisconsin?

Yes No If so, indicate the corporate name(s)/limited liability company(ies) and municipality(ies).

Is applicant agent subject to completion of the responsible beverage server training course? Yes No

How long immediately prior to making this application has the applicant agent resided continuously in Wisconsin? 26 yrs.

Place of residence last year 527 Homestead Tr. Kimberly WI 54136

For: Menasha Athletic Assn. (Macs)
(name of corporation/organization/limited liability company)

By: Joan Smogolewski Secretary
(signature of Officer/Member/Manager)

And: _____
(signature of Officer/Member/Manager)

ACCEPTANCE BY AGENT

I, Carol J Wierschke, hereby accept this appointment as agent for the
(print/type agent's name)

corporation/organization/limited liability company and assume full responsibility for the conduct of all business relative to alcohol beverages conducted on the premises for the corporation/organization/limited liability company.

Carol J Wierschke 3-30-16 Agent's age _____
(signature of agent) (date)
527 Homestead Tr. Kimberly WI 54136 Date of bir. ____
(home address of agent)

**APPROVAL OF AGENT BY MUNICIPAL AUTHORITY
(Clerk cannot sign on behalf of Municipal Official)**

I hereby certify that I have checked municipal and state criminal records. To the best of my knowledge, with the available information, the character, record and reputation are satisfactory and I have no objection to the agent appointed.

Approved on 4/19/16 by Ronald Bouchard Title Lt. Police Dept.
(date) (signature of proper local official) (town chair, village president, police chief)



MEMORANDUM

TO: Common Council
FROM: Mayor Merkes
DATE: 13 April 2016
RE: Protocol Committee

Ald. Benner has requested that an Ad-hoc Committee be formed to develop and recommend policy and rules of order for Common Council meetings. The last time there was a change in the structure of Common Council agendas and rules of order was in 2008. At that time a Protocol Committee was established to bring recommendations to the entire body, it included both City staff and Elected Officials.

I have included appointment of an Ad-hoc Protocol Committee on the agenda, including four alderpersons and the Mayor. The alderpersons would be nominated the night of the meeting by the body.

MINUTES

CITY OF MENASHA PROTOCOL COMMITTEE

Common Council Chambers
140 Main Street, Menasha, WI

Thursday, September 4, 2008
2:30 p.m.

I. OPEN SESSION.

- A. Roll call. – 2:35 pm
- B. Mayor Merkes, Alderman Hendricks, Alderman Wisneski, Police Chief Stanke, City Attorney Brandt – no one from the public appeared.
- C. Discussion regarding Committee structure.
- D. Discussion regarding Common Council and Committee procedures.

The Protocol Committee separated several issues regarding items C and D. A round table discussion tried to point out different options for Committee and Council meetings. Each option was evaluated on a +/- basis. The consensus of the Committee was to try a different procedure from October through February to see how it might work. At that time, the committee would meet to discuss any feedback and recommend either a new procedure or a return to the current procedure. The parameters of the recommendation are below. Since the desire is to implement this by October 1, Attorney Brandt will draft an ordinance or resolution formalizing the test.

1. The order for meetings will be reversed. The CC will start at 6:00 p.m. and will focus on matters discussed at the Committee level at the preceding meeting.
2. The Committees will follow the CC meeting “at the end of the CC meeting at approximately X:00. The Committee agendas will be prepared as is currently being done subject to exceptions below.
3. A consent agenda will be prepared such that all items on it will be moved and approved in one vote. Items can be removed from the consent agenda and

treated individually upon the request of any Alderman. The only things that can go on a consent agenda are items that have had Committee consideration.

4. A list of items will be established for things that need not go through Committee, e.g. accounts payable, appointments, liquor licenses and other things identified by the Common Council. These items will be decided individually and cannot be placed on the consent agenda. The Protocol Committee recommended that the current rule for keeping time by the City Attorney continue, but that the Attorney should be less generous and remind speakers their time is up at five minutes.
5. A clipboard will be available and each person speaking shall be required to state their name and address and also print their name and address on the sign-up sheet. One of the Department Heads will try to make sure this is done.
6. The Clerk and Attorney will draft an explanation sheet that will be available describing the procedure for public participation.
7. The Clerk and Attorney will draft an explanation sheet that will be available describing the procedure for Public Hearings. The DPW Director and Community Development Director will develop an explanation sheet that will be included in Public Hearing notices and also be available with agendas at the meeting describing the Public Hearing process. Part of the process will be an invitation to affected parties to contact the appropriate Department Head in advance of the Public Hearing to provide answers to questions.
8. The DPW, CDD, Mayor or Attorney will make a brief explanation before the Public Hearing as to the nature of the proposal.
9. An effort will be made by the Chairman of any meeting to remind speakers that civility is expected and that no personal attacks will be tolerated.

II. ADJOURNMENT. – 4:10 pm



MEMORANDUM

To: City of Menasha Common Council
From: Peggy Steeno, Administrative Services Director
Date: April 28, 2016
RE: R-14-16 - Resolution Continuing Appropriations (Additional 2015 Fund Balance Reservation)

BACKGROUND

A 'Fund Balance Reservation' preserves funds from the prior year budget, before closing the year, for items that were budgeted, but not able to be spent during the fiscal year. This is part of the year-end evaluation process, and it accomplishes two things: it allows funds from the previous year to be carried forward to fund items that were budgeted and needed, and it gives a truer picture of the year-end Fund Balance for 2015. In addition, it keeps Fiscal Year 2016 clean with respect to budgeted items and spending.

ANALYSIS

Below is one additional item that was not originally identified that was not completed in 2015, and needs to be included in the requested Continuing Appropriations / Fund Balance Reservations, along with the cost and reason for the request:

- *Land Purchase in TID #9 (\$110,000) – TID #9/Community Development –* This item was approved by the Council through Resolution R-30-15, a budget adjustment approving the purchase of land in TID #9 in conjunction with a development agreement for Woodland Developments LLC. This purchase was not completed in 2015; therefore the funds must be carried into 2016 in order to complete the purchase.

FISCAL IMPACT

By doing Fund Balance Reservations for items that were budgeted in the previous year, we will not negatively impact the current year's budget. Rather, the \$110,000 is set aside from the budgeted funds of the previous year as intended in the 2015 budget. This will allow the City to better evaluate the previous year, as well as the current year, as to overall performance.

RECOMMENDATION

Staff recommends that Council adopt this resolution.

RESOLUTION R-14-16

RESOLUTION CONTINUING APPROPRIATIONS

Introduced by Mayor Merkes

WHEREAS, it is desirous and necessary for the City of Menasha to continue an additional 2015 Appropriation into 2016 to finance an ongoing project,

NOW, THEREFORE, BE IT RESOLVED by the Mayor and the Common Council concurring that the following appropriations be continued:

<u>Account Number</u>	<u>Account Name</u>	<u>Amount</u>
485-0304-562	TID #9	\$110,000
	Total	<u>\$ 110,000</u>

Passed and approved this ___ day of _____, 2016

Attest:

Donald Merkes, Mayor

Deborah A. Galeazzi, City Clerk

EXPLANATION OF CONTINUING APPROPRIATIONS

From 2015 to 2016

<u>Account Number</u>	<u>Purpose</u>	<u>Amount</u>	<u>Requested By</u>
485-0304-562	Land Purchase in TID #9	\$110,000	Mayor Merkes
		<u> </u>	
		TOTAL	
		<u>\$ 110,000</u>	



Memorandum

To: Common Council
From: Donald Merkes, Mayor
Date: 28 April 2016
RE: WPPI Promissory Notes

BACKGROUND

In 2011, the City of Menasha entered into an Asset and Purchase agreement by which WPPI purchased certain assets of the Menasha Utilities distribution facilities. Part of the agreement stipulated that the City of Menasha would reimburse WPPI for their buyer's expenses. WPPI agreed to accept promissory notes from the City of Menasha for these expenses, with payment terms including no payments for the first sixty (60) months, and then sixty (60) monthly payments through 2021. The notes were inadvertently left off of the City's debt schedule at that time, and therefore were not included in the 2016 Budget. Due to this, a 2016 budget adjustment is needed so that the required 2016 payments, totaling \$78,565.52, can be made. The first payment is due on May 6th.

FISCAL IMPACT

The notes, in the amounts of \$15,062.76 and \$531,481.90, both carry a 3% interest rate and are payable in sixty (60) monthly installments. Payments will need to be funded by the Debt Service Fund, Fund Balance, in 2016, and will be included as part of the overall budget in future years.

RECOMENDATION

I recommend approval of budget adjustment resolution R-15-16.

Resolution R-15-16

A RESOLUTION APPROVING A 2016 DEBT SERVICE BUDGET ADJUSTMENT FOR THE PURPOSE OF REPAYING THE 2016 PORTION OF THE OUTSTANDING WPPI PROMISSORY NOTES

Introduced by Mayor Merkes

WHEREAS, In 2011, the City of Menasha entered into an Asset and Purchase Agreement with WPPI Energy whereby WPPI Energy purchased certain assets of the Menasha Utilities distribution facilities, and the City was responsible for the buyer's expenses; and

WHEREAS, WPPI Energy agreed to accept promissory notes from the City of Menasha for their buyer's expenses, to be due and payable in monthly installments from May of 2016 through April of 2021; and

WHEREAS, The City of Menasha did not record the debt in its debt service obligations, causing the debt payments to be left out of the 2016 Debt Service Budget; and

WHEREAS, Such funds will need to be drawn from the Debt Service Fund, Fund Balance, to make the 2016 payments.

NOW, THEREFORE BE IT RESOLVED, by the Mayor and Common Council that staff is hereby authorized and directed to amend the 2016 Debt Service Budget to include repayment of \$78,565.52 for the City's obligation to WPPI Energy, and include the remaining debt as an obligation of the City for future years.

Passed and approved this __ day of May, 2016.

Donald Merkes, Mayor
ATTEST:

Deborah A. Galeazzi, Clerk

April 14, 2016

Janell M. Dresang
1302 Wittmann Park Lane
Menasha, WI 54952
920-751-8876

After speaking with Nancy McKenney, I am submitting this letter of interest to Mayor Don Merkes, City of Menasha, for an appointment to the Committee on Aging.

I am 66 years old, currently semi-retired and reinventing my life.

At the present time I am a caregiver for one family in Neenah, a 65 year old woman who lives with her 90 year old father, for approximately 15 hours per week. It is expected these individuals will be joining an assisted living community in July, 2016. I will still be assisting with this family but in a different capacity.

In my previous years I attended the University of Oshkosh and earned a B.S. degree in Social Work. My other passion, Accounting! While I worked into the Bookkeeping position at Bay-Lakes Council, Boy Scouts of America (15 years) I earned an Associate Degree in Accounting from Fox Valley Technical College. Volunteering as a Budget Counselor, I discovered I enjoyed the people contact and secured a position with F.I.S.C. (10 years) counseling with individuals, speaking and presenting workshops in the Fox Valley at community agencies. Once this agency became a part of Goodwill Industries, I became the Representative Payee for the Payment Partner Program working with individuals who needed assistance with managing their finances. I held this position for 5 years. After many years in an office, and having worked with people in the community, I decided I would like to continue working with people in another venue. I then worked with Compassionate Home Healthcare for a year and a half when, I met the wonderful family I am currently assisting.

Through my faith community I hold the volunteer position of Faith Ambassador. In this position I actively educate and encourage community discussions, facilitate conversations with individuals and families and help people complete their Advance Care Planning documents. You should be hearing a lot more about this now, as April 16th is National Healthcare Decisions Day! (Ah! Death and Taxes) The theme this year: It always seems too early, until it is too late.

As I enter this chapter of my life, I hope to encourage, learn and grow along with others. I feel led to do more in my community and would look forward to the opportunity to learn, grow and contribute through the Committee on Aging and Menasha Senior Center.


Janell M. Dresang



Memorandum

To: Common Council
From: Brian Tungate, Director of Parks and Recreation
Kevin Englebert, Associate Planner
Date: April 27, 2016
RE: **Property Acquisition - 100 Fox Street (#3-00700-00)**

BACKGROUND

In 2015 the City of Menasha and City of Neenah Common councils met jointly to approve application for a Stewardship Grant facilitating a portion of the funding to construct two pedestrian bridges across the Fox River. Subsequently, the grant was awarded and fundraising and engineering commenced. Our engineering consultant for the Loop the Lake project, GRAEF Inc., has been designing two bicycle/pedestrian bridges, one in Neenah, one in Menasha, to connect existing trails through Doty Island. A sewage outfall structure exists that precludes using only the Mathewson Street right-of-way for the south landing of the Menasha bridge. Therefore, the bridge must be rerouted to either the east or west side of the right-of-way, and real estate needs to be acquired to make a cost-effective bridge design work. Due to the fact that the east side of the right-of-way is a vacant lot, city staff believes the location of the bridge on the east side is less invasive to the neighborhood and provides a safer, more aesthetically pleasing area for the bridge landing.

Furthermore, both the Park Board and the Common Council, directed city staff to identify potential areas for future trail users to park vehicles when utilizing the trail. With the realization that property outside the ROW would be required for the bridge at Mathewson Street, utilizing a portion of the lot at 100 Fox Street for the installation of parking in addition to the trail would likely be beneficial to the project. Staff has requested GREAF provide options for utilization of the entire lot, two concepts accompany this memo.

FISCAL IMPACT

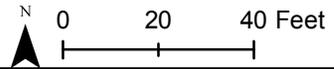
The currently assessment of the property at 100 Fox Street is \$40,000. However, staff has reason to believe the assessed value will likely decrease based on the fact that the lot is likely unbuildable pursuant to our current zoning standards. The presence of two front yard setbacks, a 50' shoreyard setback, and the floodplain ordinance requirements would make the construction of a single family home without a variance extremely difficult. We have discussed the possibility of purchasing this lot with the property owners of 100 Fox Street.

RECOMENDATION

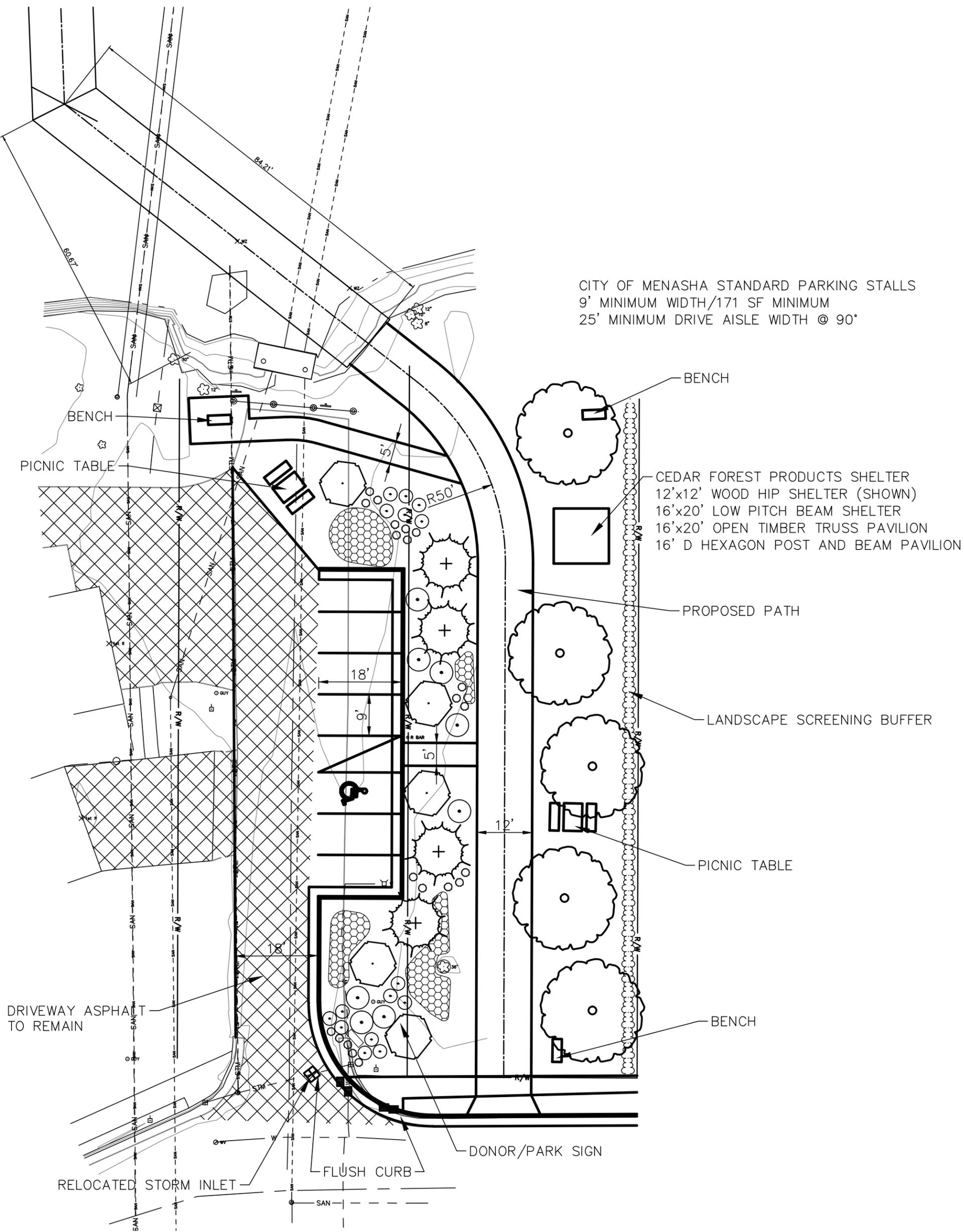
The Plan Commission has recommended acquisition of the lot to the Common Council based on the proposed use of the property and the effects on the neighborhood. The Park Board also supports the purchase of 100 Fox Street by the City of Menasha. City staff has discussed the possibility of purchasing this lot with the property owners.

City staff is requesting the authority to purchase the lot. If this request is approved, our intention is to bring back a budget amendment with the funds for the purchase anticipated to come from the Parkland Dedication Fund.

100 Fox Street - Lot Acquisition



CITY OF MENASHA STANDARD PARKING STALLS
9' MINIMUM WIDTH/171 SF MINIMUM
25' MINIMUM DRIVE AISLE WIDTH @ 90°



BENCH

BENCH

PICNIC TABLE

CEDAR FOREST PRODUCTS SHELTER
12'x12' WOOD HIP SHELTER (SHOWN)
16'x20' LOW PITCH BEAM SHELTER
16'x20' OPEN TIMBER TRUSS PAVILION
16' D HEXAGON POST AND BEAM PAVILION

PROPOSED PATH

LANDSCAPE SCREENING BUFFER

PICNIC TABLE

BENCH

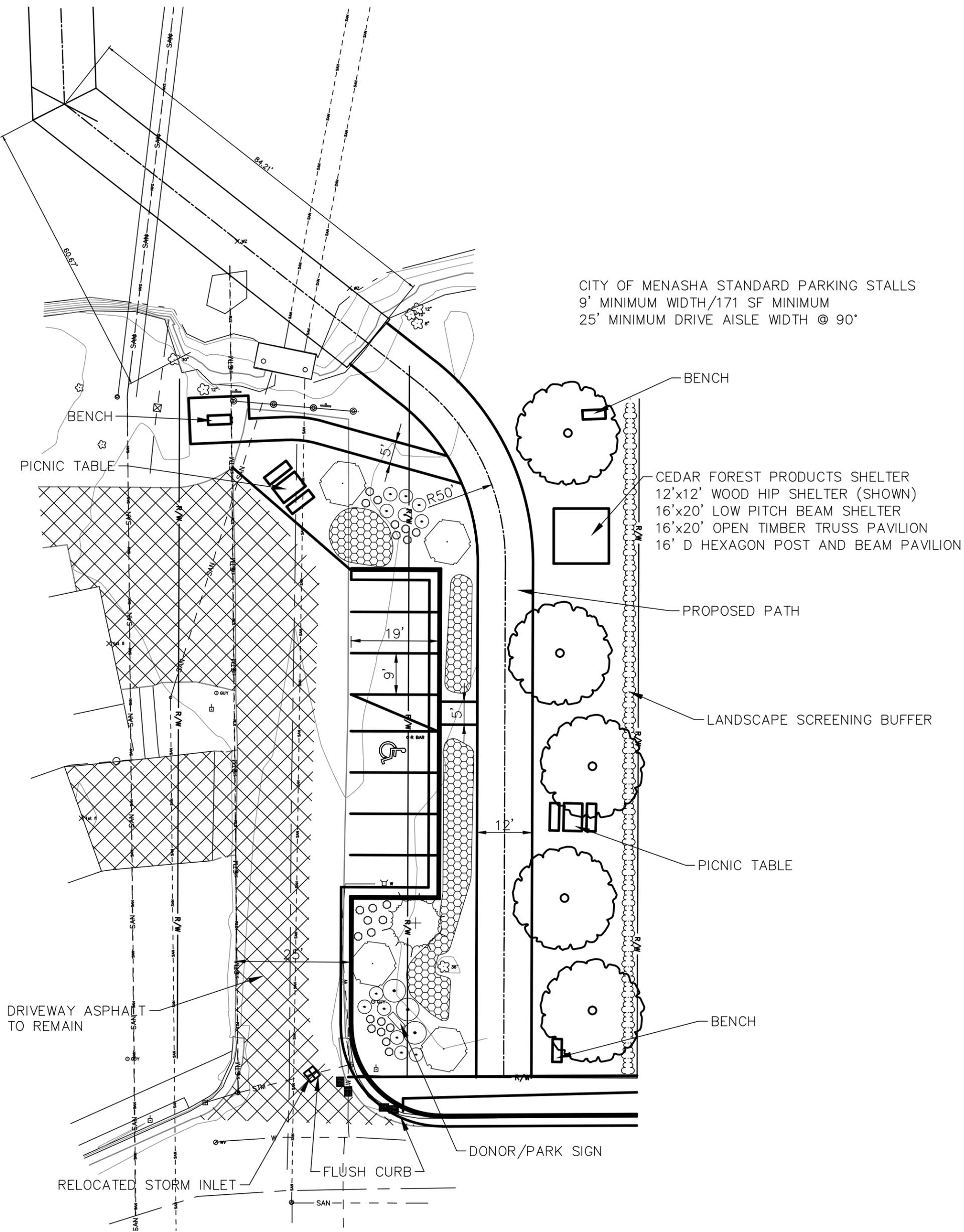
DRIVEWAY ASPHALT
TO REMAIN

RELOCATED STORM INLET

FLUSH CURB

DONOR/PARK SIGN

CITY OF MENASHA STANDARD PARKING STALLS
9' MINIMUM WIDTH/171 SF MINIMUM
25' MINIMUM DRIVE AISLE WIDTH @ 90°



BENCH

BENCH

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LANDSCAPE SCREENING BUFFER

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BENCH

DRIVEWAY ASPHALT
TO REMAIN

RELOCATED STORM INLET

FLUSH CURB

DONOR/PARK SIGN