

It is expected that a Quorum of the Personnel Committee, Board of Public Works, Plan Commission, Redevelopment Authority and Administration Committee will be attending this meeting: (although it is not expected that any official action of any of those bodies will be taken)

**CITY OF MENASHA
COMMON COUNCIL
Third Floor Council Chambers
140 Main Street, Menasha
Tuesday, April 17, 2012**

**6:00 PM
AGENDA**

- A. CALL TO ORDER
- B. PLEDGE OF ALLEGIANCE
- C. ROLL CALL/EXCUSED ABSENCES
- D. PUBLIC HEARING
1. [Proposed Final Resolution authorizing public improvement and levying special assessments against benefited property. Location – Kelly Lake Dr. and Kernan Ave fronting Woodland Hills Subdivision \(Lots 8-16, 18-28\)](#)
- 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. Mayor Merkes – Recognition of outgoing 2011 Board/Committee members
 2. Mike Dillon, SCA – Arbor Day Celebration & SCA donation
 3. Clerk Galeazzi - the following minutes and communications have been received and placed on file:
Minutes to receive:
 - a. [Administration Committee, 4/2/12](#)
 - b. [Board of Public Works, 4/2/12](#)
 - c. [Board of Canvass, 4/4/12](#)
 - d. [IT Steering Committee, 4/10/12](#)
 - e. [Park and Recreation Board, 4/9/12](#)
 - f. [Personnel Committee, 4/2/12](#)
 - g. [Plan Commission, 4/3/12](#)Communications:
 - h. [Ald. Sevenich, 4/10/12; Memorial Day Parade information](#)
 - i. [Clerk Galeazzi, 4/12/12; League of Wisconsin Municipalities upcoming events](#)
 - j. [Historical Society Newsletter, April 2012](#)
 - k. [Proclamation – Celebrating National Health Week](#)
 - l. [Proclamation – Celebrating Arbor Day](#)
- 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, 4/2/12](#)
- Administration Committee, 4/2/12; recommends:
2. [Approval and adoption by the Common Council of the City of Menasha Cafeteria Plan \(adopted on January 1, 1996, amended and restated effective January 1, 2001\) and authorize the City Attorney/HR Director to act on behalf of the Common Council in signing the necessary documents for the Plan including future Plan amendments necessary for administration of the Plan](#)

Board of Public Works, 4/2/12; recommends approval of:

3. [Change Order - Terra Engineering & Construction Corporation; City of Menasha Wastewater Collection System Rehabilitation Improvements, Phase 4 Project; Sanitary Sewer Rehabilitation; Contract E124-11-01A; 60-Day Time Extension to Complete Punch List Items and Provide Project Close-Out Documentation \(Change Order No. 5\)](#)
4. [Payment – Terra Engineering & Construction Corporation; City of Menasha Wastewater Collection System Rehabilitation Improvements, Phase 4 Project; Sanitary Sewer Rehabilitation; Contract E124-11-01A; \\$12,489.75\(Payment No. 3\)](#)

Personnel Committee, 4/2/12; recommends:

5. [Approval of the Personnel Policy Handbook policies including the corrected Electronic Communications and Information Technology Policy and the amendment to the Code of Conduct Policy](#)
6. Authorizing CA/HRD Captain to draft a side letter for the 2012-2014 contract with Menasha Police Union Local 603 allowing those officers hired prior to January 1, 1998 with an Associate's Degree to be compensated \$75 a month as part of their Educational Incentive Program

Plan Commission, 4/3/12; recommends approval of:

7. [The extraterritorial Certified Survey Map for W7027 Verna Road in the Town of Harrison](#)

H. ITEMS REMOVED FROM CONSENT AGENDA

I. ACTION ITEMS

1. [Accounts payable and payroll for the term of 4/2/12 to 4/12/12 in the amount of \\$2,036,082.17](#)
2. [Petition of Tammy & Amara Hoffstatter & Chuck Peterson, 332 8th St. for special exemption of Section 7-1-6\(e\) of City Code to license and house one more pet than allowed](#)
3. [Class "B" Beer and Class "C" Wine liquor license application of Crazy Buffet to sell fermented malt beverages and wine, 1550 Appleton Rd, April 18, 2012 – June 30, 2012.](#)
4. [Change of Agent to Kevin Somers for the Bar on Lake Park LLC, d/b/a Sliders Bar & Grill, 890 Lake Park Rd.](#)

J. ORDINANCES AND RESOLUTIONS

1. [R- 8 -12 – Resolution Continuing Appropriations \(Introduced by Ald. Klein\)](#)
2. [R- 9 -12 – Resolution Transferring/Appropriating Funds \(Introduced by Ald. Klein\)](#)
3. [R-10-12 – Resolution to Apply for Matching Grant Funds For Acquisition of Park Land Through the Wisconsin Department of Natural Resources. \(Introduced by Ald. Langdon\)](#)
4. [R-11-12 – Final Resolution Authorizing Public Improvements and Levying Special Assessments Against Benefited Property \(Introduced by Ald. Taylor\)](#)

K. APPOINTMENTS

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

M. CLAIMS AGAINST THE CITY

N. ADJOURN-Sine Die

MEETING NOTICE

Common Council – Monday, May 7, 2012

Common Council - 6:00 pm

Administration Committee – 6:30 p.m.

Board of Public Works – 7:00 p.m.

Recall Primary Election – Tuesday, May 8, 2012