

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
Monday, October 3, 2016
Meeting 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. [Mayor Tim Hanna—Fox Cities Exhibition Center Update](#)
 2. [Adam Alix Deputy Director of Municipal Operations—Fall Leaf Pick Up Changes](#)
 3. Clerk Galeazzi - the following minutes and communications have been received and placed on file:
Minutes to receive:
 - a. [Board of Public Works, 9/19/2016](#)
 - b. [NMFR Joint Fire Commission, 9/28/2016](#)
 - c. [NMFR Joint Finance and Personnel Committee, 9/27/2016](#)
 - d. [Police Commission, 9/15/2016](#)
 - e. [Water & Light Commission, 8/24/2016](#)Communications:
 - f. [Library Annual Report](#)
 - g. [Bay-Lake RPC Announces the Award of Nine EAB Mitigation Grants](#)
 - h. [Public Works Lead Person Position](#)
 - i. [2016 Utility Commission Appointment](#)
 - j. [Letter—Mayor Merkes to Dale Youngquist](#)
 - k. [Clerk Galeazzi, 9/29/2016, Annexation/Appleton Road 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, 9/19/2016](#)
- Board of Public Works, 9/19/2016, Recommends the Approval of:
2. [Street Use Application – Hometown Halloween, October 27, 2016, 3:00-7:00 p.m.](#)
 3. [Payment No. 3 – Northeast Asphalt, Inc.; New Street Construction and Reconstruction, Concrete Curb and Gutter, Concrete Sidewalk, Asphalt Pavement within Parking Area, 8'](#)

Wide Asphalt Trail and Storm Sewer; Sixth Street, Ninth Street, Grandview Avenue, Manitowoc / Plank Road (8' Wide Asphalt Trail), Menasha Utilities Office (Parking Area Paving), and Community Way; Contract Unit No. 2016-02; \$92,038.75.

H. ITEMS REMOVED FROM THE CONSENT AGENDA

I. ACTION ITEMS

1. Accounts payable and payroll for the term of 9/22/2016—9/29/2016 in the amount of \$1,458,739.88
2. Beverage Operators License Applications for the 2015-2017 licensing period.
3. Establish Permit Fee for Removal of Salvageable Non-Structural Materials from Vacated Buildings Title 8, Chapter 5 of the Code of Ordinances

J. HELD OVER BUSINESS

K. ORDINANCES AND RESOLUTIONS

L. APPOINTMENTS

1. Mayor's Appointment of Emilie Steinmann to the Landmarks Commission for the term of 10/4/2016—3/1/2017

M. CLAIMS AGAINST THE CITY

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

O. ADJOURNMENT

MEETING NOTICE
Monday, October 17, 2016
Common Council Meeting – 6:00 p.m.
Committee Meetings to Follow



"...meeting community needs...enhancing quality of life."

OFFICE OF THE MAYOR
Timothy M. Hanna
100 North Appleton Street
Appleton, Wisconsin 54911-4799
(920) 832-6400 FAX (920) 832-5962
e-mail: mayor@appleton.org

TO: Mayor Don Merkes
City of Menasha, 140 Main St., Menasha, WI 54952

FROM: Mayor Timothy Hanna

DATE: August 16, 2016

SUBJECT: Fox Cities Exhibition Center Update

Dear Mayor Merkes *Don*

Due to your enduring support, the exciting new Fox Cities Exhibition Center project continues to move forward at a rapid pace.

After a thorough search, an architectural partner and construction manager have been selected and are feverishly at work to create a show-stopping design of which we can all be proud. Weekly design meetings are taking place to support the ongoing engineering, civil design, and target costing analysis work being accomplished.

As we discussed a few short months ago, I would like the opportunity to present an update to your council, village, or town board, and communicate some specific details of the project. At the presentation, we will be prepared to share updates regarding the design, schedule, and budget, as well as details of our community engagement plan.

Would it be possible to reserve 30 minutes at an upcoming meeting? We are targeting the month of October, if this coordinates with your agenda. Nancy Kohlman from my office will follow up with you in the next week to schedule the presentation. Please also keep an eye out for an invite for the Project Launch / Design Unveiling event tentatively scheduled for mid-September.

Sincerely,

Timothy M. Hanna
Mayor

2016 FALL LEAF PICKUP SCHEDULE FOR DOTY ISLAND RESIDENTS

1

In our continued efforts to provide the City residents with the most efficient Public Works services, this year we will be launching a pilot program for the fall curbside leaf collection in your area.

2

Instead of raking your leaves onto your terrace, you are being asked to rake your leaves out into the edge of your STREET on your assigned dates. We will be collecting your leaves with the use of end loaders and will push the leaves into piles to be loaded out on a 2-week interval. Some of our operations may take place early in the morning and residents are encouraged to not park vehicles in the street overnight. Please keep the piles low so that children are not hidden from motorists' view and close to the curb so as not to interfere with traffic.

3

Rake leaves, small yard and garden debris into the gutter or edge of the street on Sunday night prior to the week for pick up. Do not mix branches and brush with the leaves as they are collected separately on a monthly schedule. Yard wastes may be in paper lawn and leaf bags.

4

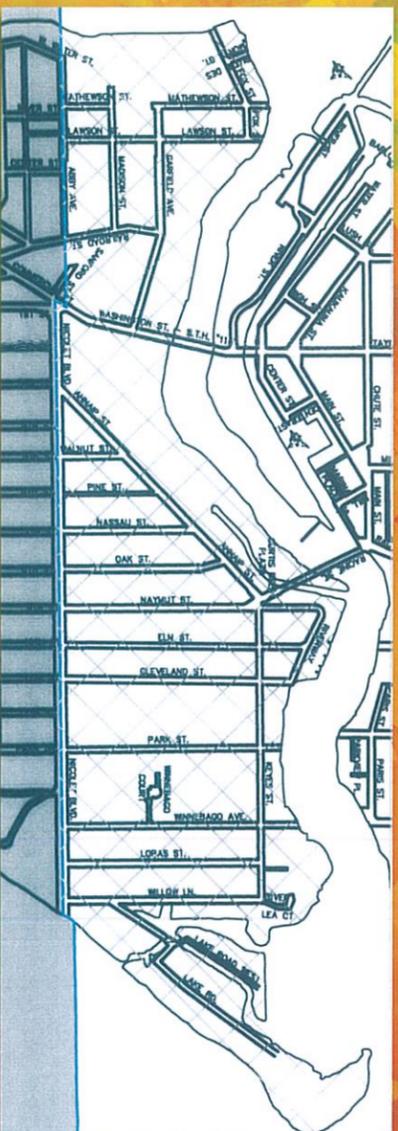
Your leaf collection schedule will begin on October 17, and will be picked up every other week ending the week of November 14. If weather permits, there will be one additional non-scheduled pass through the city starting November 28.

5

DO NOT RAKE LEAVES OR PLACE YARD WASTE INTO THE GUTTER AT ANY OTHER TIME.

6

Leaves on Ahnaip Street will still be collected with the use of our vacuum machines due to the heavy traffic. Residents are required to keep their leaves on the terrace for collection.



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

DRAFT

A. CALL TO ORDER

Meeting called to order by Chairman Krautkramer at 6:41 p.m.

B. ROLL CALL/EXCUSED ABSENCES

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

EXCUSED: Aldermen Collier, Benner.

ALSO PRESENT: Mayor Merkes, CA Captain, PC Styka, FC Kloehn, ASD Steeno, CDD Buck, PHD McKenney, Clerk Galeazzi.

C. MINUTES TO APPROVE

1. [Board of Public Works, 9/6/16](#).

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

Motion carried on voice vote.

D. ACTION ITEMS

1. [Street Use Application – Hometown Halloween, October 27, 2016, 3:00-7:00 p.m.](#)

Mayor Merkes explained this is the annual Hometown Halloween event sponsored by Menasha Farm Fresh Market. He explained the street closure is for the safety of the participants.

Moved by Ald. Nichols seconded by Ald. Keehan to recommend to Common Council Street Use Application for Hometown Halloween on October 27, 2016 from 3:00-7:00p.m.

Motion carried on voice vote.

2. [Payment No. 3 – Northeast Asphalt, Inc.; New Street Construction and Reconstruction, Concrete Curb and Gutter, Concrete Sidewalk, Asphalt Pavement within Parking Area, 8' Wide Asphalt Trail and Storm Sewer; Sixth Street, Ninth Street, Grandview Avenue, Manitowoc / Plank Road \(8' Wide Asphalt Trail\), Menasha Utilities Office \(Parking Area Paving\), and Community Way; Contract Unit No. 2016-02; \\$92,038.75.](#)

Moved by Ald. Nichols seconded by Ald. Keehan to recommend to Common Council Payment No. 3 to Northeast Asphalt, Inc. for new street construction and reconstruction, concrete curb and gutter, concrete sidewalk, asphalt pavement within parking area, 8' wide asphalt trail and storm sewer on Sixth Street, Ninth Street, Grandview Avenue, Manitowoc/Plank Road (8' wide asphalt trail), Menasha Utilities Office (parking area paving), and Community Way, Contract Unit No. 2016-02 in the amount of \$92,038.75.

Motion carried on roll call 6-0.

E. ADJOURNMENT

Moved by Ald. Taylor seconded by Ald. Keehan to adjourn at 6:45 p.m.

Motion carried on voice vote.

Deborah A. Galeazzi, WCMC
City Clerk

**Neenah-Menasha Fire Rescue
Joint Fire Commission Meeting Minutes
September 28, 2016 – 12:00 p.m.
Hauser Room – City of Neenah**

Present: Commissioners Kubiak, Keating, Englebert and Liebhauser

Excused: Commissioners Lewis & McCann

Also Present: Chief Kloehn, HR Director Barber, Director Steeno and MA Theisen

Commissioner Kubiak called the meeting to order at 12:00 p.m.

Public: Mayor Kaufert

Public Forum: No members of the public were present.

Minutes: The Commission reviewed the June 22, 2016 meeting minutes. **MSC Keating/Liebhauser to approve the June 22, 2016 meeting minutes, all voting aye.**

Activity/Automatic Aid Reports: The Commission reviewed the August activity and automatic aid reports. This is informational only and no action is required.

Budget Report: The Commission reviewed the August budget report. This is informational only and no action is required.

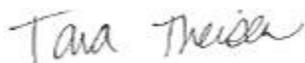
Shift Commander Promotion: The Commission reviewed the request from Chief Kloehn to fill the vacant Shift Commander position. **MSC Liehauser/Keating to promote Ryan Krings to the position of Shift Commander effective, October 2, 2016, all voting aye.**

Fire Officer Driver/Engineer Promotion: Chief Kloehn explained with the promotion of Ryan Krings to the Shift Commander position that creates a vacancy in the Fire Officer position and with succession of promotions it will create a vacancy for the Driver/Engineer position. **MSC Keating/Englebert to promote Jim Peglow to the position of Fire Officer and Anthony Leiton to the position of Driver/Engineer effective October 2, 2016, all voting aye.**

Review of Establishing a Hiring List: Chief Kloehn explained Fox Valley Technical College has completed their annual testing process. We will receive a list of candidates, who meet our qualifications from Fox Valley Technical College, in the near future. Once we receive this list, Human Resources can begin the screening process. The Commission agreed to establish a timeline for the next hiring process at their October meeting.

MSC Keating/Liebhauser to adjourn at 12:40 p.m., all voting aye.

Respectfully Submitted,



Tara Theisen
Management Assistant

NMFR Joint Finance & Personnel Committee
Meeting Minutes
September 27, 2016 – 5:30 p.m.
Hauser Room – City of Neenah

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

Excused: Ald. Stevenson

Also Present: Chief Kloehn, Director Easker and MA Theisen

Public: Mayor Kaufert, Jamie Leonard, Al Wroblewski and Greg Wroblewski

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

Public: Jamie Leonard, Local 275 President wanted to commend Chief Kloehn on how well things are going since he took over as Fire Chief. He noted there is an increase in communication and everyone appreciates how hard he is working.

Minutes: The Committee reviewed the June 28, 2016 meeting minutes. **MSC Pollnow/Keehan to approve the June 28, 2016 meeting minutes, all voting aye.**

Budget Report: The Committee reviewed the August 2016 budget report. Chief Kloehn noted that our biggest challenge at this time is our overtime budget and explained the multi issues that are contributing to this.

Ald. Pollnow asked if there is a reason why the budget report is reviewed on a monthly basis. A discussion was held on the history of this. The Committee agreed this report could be changed to be reviewed on a quarterly basis, and if there are any major budgetary issues that come up between the quarterly reviews, Chief Kloehn will bring this to their attention. **MSC Pollnow/Keehan to change the monthly budget review to a quarterly review to begin in October with September's month end report, all voting aye.**

MSC Kunz/Pollnow to approve the August monthly budget report and place on file, all voting aye.

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

Highway 41 Response Agreement: The Committee reviewed the information on the temporary changes for response on Highway 41 for our Department and the Village of Fox Crossings Fire Department. This temporary change is due to the current construction project that have on/off ramps closures for construction. The Committee thanked Chief Kloehn for the update.

FEMA Grant Application: Chief Kloehn noted the new FEMA grant cycle will be opening soon. We will be submitting an application to replace our SCBA system that currently expires in 2019. At this time, this system is in the 2018 CIP budget for over \$368,275. The Committee thanked Chief Kloehn for the update.

2017 Budget Review: The Committee reviewed the proposed 2017 budget that was submitted to both Cities. Chief Kloehn noted he has been working with Directors Easker and Steeno to review the current budget and they helped make the changes to the budget that were outlined in his memo. Once this change was made budgetary adjustments were made when putting together the 2017 budget.

Chief Kloehn and DC Voss did meet with both Mayors and Finance Directors and did receive some direction on looking at making some changes to 2017's budget request.

Ald. Kunz commended Chief Kloehn for making the changes that he did and making the budget his "own". He asked Director Easker about the health insurance line item. Director Easker explained how health insurance line item and the health insurance reserve accounts budgets are handled and reviewed on an annual basis. Ald. Keehan asked if it is known what the plans will be for 2017. Director Easker said the City of Neenah is in the process of obtaining quotes and information should be coming out in the near future. He feels the current funding level for health insurance is appropriate.

Ald. Benner asked if anyone asked the union how they feel about the current health insurance plans to see if there is a potential changes for major election changes in 2017. L275 President Leonard noted that right now the union members have to wait to see what plans are offered and once that happens they compare this to their spouse's health insurance plan and then make a decision.

Ald. Pollnow asked about the budgeting of previous administration of giving back monies every single year. Chief Kloehn noted he feels he needs to be a good manager of the budget and use monies as appropriately and maintain equipment and vehicles and not delay maintenance of things so it costs more to repair.

Ald. Pollnow asked if there is a savings of one line item (i.e. health insurance reserves) can this be used for other line items within the budget. Director Easker noted budgets are put together to appropriately budget for each group and a practice is not allowed to transfer monies for something else. Ald. Benner noted Director Steeno has the same budgeting philosophy in the City of Menasha.

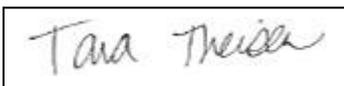
Ald. Kunz discussed the state of the overtime budget. He noted in the future there will be a large turnover in the department and feels there is a need to explore having people hired, and trained, before someone retires to reduce some of the use of the overtime budget. He would like to discuss succession planning at a future meeting. Ald. Benner agreed with this and feels we need to this process now. The Committee directed Chief Kloehn to put this on the next agenda as an item for discussion.

All members commended Chief Kloehn for the changes that were made for 2017's budget felt this was a good start. They asked for updates on the budget if any changes are made by both Mayors and noted this shouldn't wait until the next meeting.

Ald. Keehan asked if the vehicle in the CIP budget match what was outlined in the vehicle replacement cycle that the Committee previously reviewed. Chief Kloehn confirmed it did.

MSC Krautkramer/Pollnow to adjourn at 6:20 p.m., all voting aye.

Respectfully Submitted,



Tara Theisen

Management Assistant



President Jason Dionne called the meeting to order Thursday, August 4, 2016 at 4:37 PM, Menasha Safety Building, 430 First Street, Menasha, Wisconsin

Present: Jason Dionne, Fran Ebben, Tony Gutierrez, Chief Styka,

Absent: Marshall Spencer

Minutes to Approve: Tony Gutierrez moved to approve the May 2016 meeting minutes. Fran Ebben seconded the motion. The Commission unanimously approved the minutes.

Communication to Receive: None

Old Business: None

Discussion: None

Correspondence: None

Chief Styka Report

Training:

- DNA: New Technology, Collection and Preservation: Gruss (8hrs)
- Wisconsin Crisis Negotiator's Conference: Gollner (8hrs)
- SWAT Basic: Gallagher (40 hrs)
- DAAT Instructor: Hoernke (104 hrs)
- FBINA Annual Re-trainer: Bonneville (12 hrs)
- School Resource Officer Training: Gollner, Cook & Jorgenson (20 hrs)
- Wisconsin Forensic Interview Guidelines: Gruss (10 hrs)
- FARO Crime Scene Scanner Workshop: Halderson, Bonneville & Mauthe (6 hrs)
- Reid Interview and Interrogation: Berna (32 hrs)
- 21st Century Policing Task Force Briefing: Styka (8hrs)

Department Updates:

- Building Update: Initial discussions with building contractors have begun. The general concept of building and evidence storage room and converting the current room and Cell #6 into temporary evidence storage and processing is feasible. We will continue to explore the project.
- K-9 Update: Officer Adam Miller continues to organize fundraising efforts to expand the program to include his K-9 Apollo. There are still stuffed animal dogs available and there is a golf outing on August 27th.
- Staffing/Hiring Process Update: Officer Eric Cooper resigned his position while in field training. Officer Aaron Zemlock's last day will be 8/5/2016. He has taken a position with Fox Valley Tech as a full time instructor. We have hired former Appleton police officer John Wallschlaeger as a civilian to assist in the Community Liaison duties. This is a limited term position based upon our sworn staffing levels.

- Chief Styka was invited to attend a 21st Century Policing Task Force Briefing at the White House. The invitation was a result of the work with the COPS office and Procedural Justice. The training involved sessions on Implicit Bias, Officer Wellness, Social Media and the Police Data Initiative. Implicit Bias is the next major area of Department wide training over the next 12 months.

Closed Session: Tony Gutierrez moved to enter into closed session at 5:08pm, Fran Ebben seconded the motion. The motion was unanimously supported.

CLOSED SESSION Wisconsin statutes sec 19.85 (1)(c)

- Consideration of employment, promotion, compensation or evaluating the performance of any employee under the commission's jurisdiction.
- Consideration of open department officer position candidates

The next bi-monthly meeting will be held Thursday Sept 15, 2016 at 4:30pm Menasha Safety Building, 430 First Street, Menasha, Wisconsin.

Menasha alderpersons occasionally attend meetings of this body. It is possible that a quorum of Common Council, Board of Public Works, Administration Committee, Personnel Committee, may be attending; however no official Action of any of these bodies will be taken.

Menasha is committed to its diverse population. Our non- English speaking population or those with disabilities are invited to contact the acting Chief of Police at 967-3500 at least 24-hours in advance to ensure special accommodations can be made.

Respectfully submitted,
Marshall Spencer
Commissioner, Secretary

REGULAR MEETING OF THE WATER AND LIGHT COMMISSION

August 24, 2016

Draft

Commission President Allwardt called the Regular Meeting of the Water and Light Commission to order at 8:04 a.m., with Commissioners Roy Kordus, Don Merkes, 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; David Christensen, Engineering Technician; Scott Maurer, Water Distribution Foreman; and Dawn Lucier, Administrative and Accounting Assistant. Don Voogt, McMahon was also present.

Commissioner Zelinski was excused.

Item II. Leroy Frahm, from Employer Support of the Guard & Reserve (ESGR), presented Electric Manager Menting with the Patriot award for his support of Menasha Utilities employees serving in the Guard or Reserves. Mr. Frahm also thanked Menasha Utilities for their support and presented a Statement of Support for the Guard and Reserve plaque to the Utility.

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

- A. Minutes of the Regular Meeting of July 22, 2016
- B. Approve and warrant payments summarized by checks dated August 4-24, 2016, which includes Net Payroll Voucher Checks and Operation and Maintenance Voucher Checks for a total of \$745,410.93, 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 August 9 from MEUW RE: APPA establishing the Public Power Mutual Aid Program
 - Copy of letters dated July 28 & August 2 from the State of Wisconsin Department of Natural Resources RE: Water System Facilities Plan and Specification approval
 - Copy of August 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. Funds will be moved from Substations Operations and Maintenance to cover the budget overage from purchase order #8656, installing the Tap Changer Contact Kit.

Item VI. Unfinished Business, Water Capital Plan – Don Voogt of McMahon detailed the 10 year capital improvements draft summary report for the water treatment facility and water distribution system. Highlights included distribution system capital improvements plan; source

water intake estimated costs; abandonment of current pretreatment basin recommendation including process documentation; costs for new dedicated pre-treatment basin; and water treatment facility improvements and modifications.

The motion by Comm. Kordus, seconded by Comm. Allwardt was unanimous to submit the preliminary draft summary water treatment facility and water distribution system 10-year Capital Improvements Program to the Department of Natural Resources for review and comment.

With the presence of Don Voogt, McMahon, New Business Item A was advanced for discussion.

Item VII. New Business, Bids for Reservoir Membrane Roof System – Mr. Voogt reviewed the bid opening held on August 23, 2016. Two bids were received with Northeastern Roofing, Inc. being the low bidder at \$97,750.00.

The motion by Comm. Merkes, seconded by Comm. Allwardt, was unanimous to award the bid for the Reservoir Membrane Roof System project to Northeastern Roofing, Inc. in the amount of \$97,750.00. The Commission also recommended the Board of Public Works award this bid to Northeastern Roofing, Inc., and forward it to the Common Council for approval.

Don Voogt departed at 9:43 a.m.

Lead Water Service Ordinance – The state has confirmed that the Utility will receive the maximum amount of principal forgiveness funding available, \$300,000. Staff is looking to proceed with the closing process and to forward the previously discussed ordinance and program to the Common Council for approval. Options for reimbursement to single family versus multi-family buildings and availability of funds to homeowners where mains have been previously replaced were discussed.

Commissioners asked to have the ordinance brought back with additional details.

Refinance of WPPI Lease – The loan application from the State Trust Fund Loan Program for refinancing the WPPI lease was included in the packet. The loan amount is \$10,800,000 for a period of 13 years with an interest rate of 4.25 percent per year. The offer is valid for 90 days. PSC approval will need to be obtained.

The motion by Comm. Merkes, seconded by Comm. Allwardt, was unanimous on roll call to recommend to council to proceed with the process of refinancing the WPPI Lease loan with the timing at the discretion of Utility staff.

Item VII. New Business Carryall 550 Gas Cart – Water Distribution requested a reallocation of \$8,800 from budget item #10 (replacing valve exerciser) to be used to purchase a 2017 Carryall 550 gas cart. The cart would be used by numerous departments throughout the year. Commissioner Merkes asked that staff use the cart for a year before requesting the purchase of any additional gas carts.

The motion by Comm. Kordus, seconded by Comm. Allwardt, was unanimous on roll call to approve the purchase of the Carryall 550 Gas Cart and the reallocation of funds.

2016 CVMIC Dividend Report – Information regarding payment of the 2016 Liability and Auto Physical Damage program dividends was included in the packet.

Fiber to Home – Staff requested direction from the commission regarding fiber to home options. General discussion ensued.

No direction from the commission was given at this time.

Process for General Manager's Evaluation – Commission President Allwardt stated the process of evaluation would be similar to last year with discussions being held with the management team.

Item VIII. Strategic Reports, Monthly Strategic Initiative Update – Commissioners commented on the amount of outages the prior month due to animals. Electric Manager Menting stated the electric line crews have been installing additional guards to help prevent animals from creating these type of outages.

July Financial and Project Status Reports – Electric consumption was 1.6% higher than budget with year to date down by 3.5%; cost of power was 14.6% lower than budget; and Net Operating Income is higher than budget due to reduced power costs and lower expenses in all categories.

Department of Transportation (DOT) project amounts have exceeded budget for 2016; unused fund reserves from previous year DOT projects will be pulled to cover the overage. The DOT has not paid for any of the projects to date; the balance is currently exceeding \$200,000. Staff has been working with the DOT to get the payments sent.

Water usage was 18% lower than budget with year-to-date down by 9.2%; the loss ratio continues to be stable; and Net Operating income was 5% higher than budget due mainly to lower overall expenses.

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

Project Reports, Water Projects – The algae toxin testing program has begun and is progressing smoothly, and the water tower sandblasting is complete and painting has begun.

Electric Projects – The Midway Loop project bid opening is scheduled in September and will be reviewed at the next Commission meeting.

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) (c) of the Wisconsin Statutes for the purpose of considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility. RE: Performance Evaluation of General Manger.

By: MARK L. ALLWARDT
President

ROY KORDUS
Secretary

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



A graduate of the 1,000 Books before Kindergarten program receives her diploma.



The front of the library changed this year with a new planter donated by Miron Construction.

Music programs such as A Night of Latin Jazz feature artists who discuss their music and its roots in music traditions.

2016 Annual Report



Kids can check out these devices to use at home.

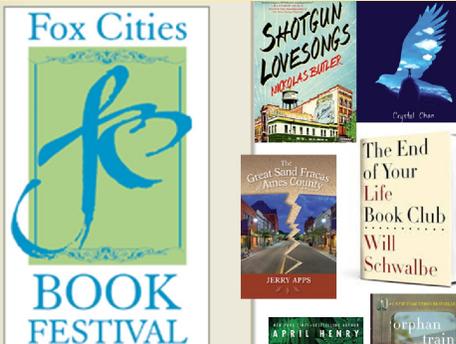
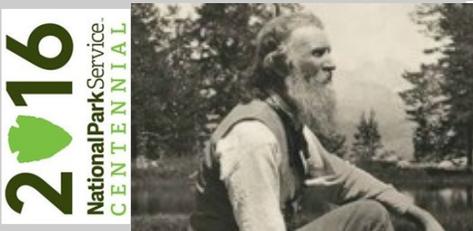


This summer's On Your Mark, Get Set, READ! program kept children reading throughout the summer. More than 770 kids participated.



Elisha D. Smith Public Library

Artists featured on the art wall include local greats such as Phil Sealy and Betty Proper, as well as local school children, and others. Exhibits included Fur, Feathers and Fidelity: Military Mascots (courtesy of the Wisconsin Veterans Museum) and Wisconsin's John Muir: Celebrating the Centennial of the National Park Service (courtesy of the Wisconsin Historical Society.)



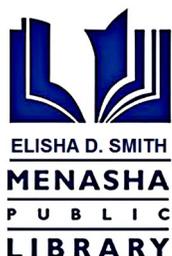
The Fox Cities Book Festival is planning its 10th festival.

The library now offers hundreds of free online classes, including college-level, professional development, and personal enrichment courses.

The library collaborates with other city departments to offer programs that children love.



The library has great Friends (volunteers) who deliver books, hold book sales, and much more.



Elisha D. Smith Public Library
 440 1st Street
 Menasha, Wisconsin 54952
 920.967.3690
www.menashalibrary.org

- Promoting early childhood literacy
- Providing lifelong learning
- Bridging the technology divide
- Building community



50 Things @ Your Library in Addition to Books....

1. Art, craft, and collectible displays
2. Author talks
3. Beautiful flower beds
4. Bi-lingual story times
5. Book character visits
6. Book discussions
7. Book sales
8. Books on CD
9. Community newsletter (emailed)
10. Computers, Internet access
11. Cooking / healthy snack classes
12. Craft classes
13. Databases packed with information
14. Dedicated volunteers
15. Displays of collectibles
16. Document scanning
17. Dog shows
18. Downloadable audiobooks
19. DVDs & Blu-rays
20. eBooks
21. Exercise classes
22. Expert employment advice
23. Fireplace room / solarium / art wall
24. Food for fines drives
25. Friendly people
26. iPads® with fun & learning apps
27. Juggling shows
28. Kindles®
29. Launchpads®
30. Legal help
31. Magazines/newspapers
32. Magic shows
33. Meeting spaces
34. Menasha history materials
35. Movie showings
36. Music CDs
37. Music programs
38. Online classes (Gale Courses®)
39. Online magazines (Flipster®)
40. Photocopier, FAX service, printers
41. Piano for recitals
42. Playaways®
43. Podcast talks with local leaders
44. Projector to check out
45. Reading programs with prizes
46. Roku®
47. Story times for babies/preschoolers
48. Test proctoring
49. WiFi Hotspots to check out
50. WiFi throughout the library

2015 Menasha Library Statistics:

448,838 items were checked out
 172,854 people visited the library
 13,830 people had Menasha library cards
 25,899 reference questions were answered
 26,565 people used public computers
 21,147 people attended library programs

Comparison with other Fox Cities Libraries

2015 Circulation

	Service Pop.*	Total Circulation	Circ. per capita
Appleton Public Library	114,798	1,166,697	10.2
Kaukauna Public Library	20,160	161,844	8.0
Kimberly–Little Chute Public Library	28,189	300,367	10.7
Elisha D. Smith Public Library	25,050	427,417	17.1
Neenah Public Library	52,891	895,340	16.9
Oshkosh Public Library	79,464	826,903	10.4

2015 Program Attendance

	Service Pop.*	Program Attendance	Attendance per capita
Appleton Public Library	114,798	49,230	0.43
Kaukauna Public Library	20,160	11,972	0.59
Kimberly–Little Chute Public Library	28,189	8,930	0.32
Elisha D. Smith Public Library	25,050	21,147	0.84
Neenah Public Library	52,891	31,300	0.59
Oshkosh Public Library	79,464	12,691	0.16

*Service population is determined by the Wisconsin Department of Instruction. Menasha's service population includes the City of Menasha in Winnebago & Calumet County as well as the east side of Fox Crossing. [Statistics from our state's 381 public libraries are gathered by WI DPI each year and available on their website.]

Bay-Lake RPC announces the award of nine EAB mitigation grants

September 16, 2016

GREEN BAY, WI – Three Wisconsin regional planning commissions and the Wisconsin Department of Natural Resources (DNR) have jointly awarded a total \$82,450 to communities under their *2016 Wisconsin RPCs and DNR Emerald Ash Borer (EAB) Mitigation Grant Program*. Nine Wisconsin communities will receive funds for projects to mitigate the impacts of EAB. Grant funds will support planting diverse, non-host trees in public areas in EAB-quarantined counties within the Wisconsin Great Lakes Basin to help recover from EAB losses or to bolster community preparedness for EAB.

The funding was made available through a FY2015 U.S. Forest Service Great Lakes Restoration Initiative (GRLI) grant applied for and received by the Bay-Lake Regional Planning Commission earlier this year. Wisconsin has over 5 million ash trees and all are at risk with the EAB's confirmed presence in Wisconsin. A total of 42 Wisconsin counties have been quarantined to lessen the risk of spreading the infestation.

The nine grant recipients were awarded grants ranging from \$2,400 to \$20,000, with grant recipients providing at least a 25% match of the total project. Grants have been awarded to city, village, and town governments to assist with tree planting projects totaling over \$133,000. Nearly 700 trees will be planted. A complete list of funded projects is attached.

For additional information about the *Wisconsin RPCs and DNR Emerald Ash Borer (EAB) Mitigation Grant Program*, contact Angela Kowalzek-Adrians, Bay-Lake Regional Planning Commission, at 920-448-2820 or AngelaKA@baylakerpc.org.

###

Bay-Lake RPC Region (Northeast Wisconsin)

Applicant: City of Plymouth, Sheboygan County
Grant amount: \$10,000
Contact: William Immich (920) 893-1471
Project summary: Remove and replace 100 ash trees with diverse, non-host species in high visibility public areas of the city.

Applicant: City of Sheboygan, Sheboygan County
Grant amount: \$10,000
Contact: Joseph Kerlin (920) 459-3459
Project summary: Remove and replace 50 ash trees with diverse, non-host species in high visibility public areas of the city including Deland Park.

Applicant: Town of Wilson, Sheboygan County
Grant amount: \$5,000
Contact: John Ehmann (920) 208-2390
Project summary: Plant 35 diverse, non-host trees in Schinker Creek Park.

East Central Wisconsin RPC Region

Applicant: City of Fond du Lac, Fond du Lac County
Grant amount: \$10,000
Contact: John Redmond (920) 322-3592
Project summary: Plant 49 diverse, non-host trees in high visibility public areas of the city.

Applicant: City of Menasha, Winnebago County
Grant amount: \$2,400
Contact: Vince Maas (920) 967-3642
Project summary: Plant 30 diverse, non-host trees in Hart Park, Jefferson Park, and Barker Farms Park to help enhance the City's Arbor Day celebration.

Northwest Wisconsin RPC Region

Applicant: City of Superior, Douglas County
Grant amount: \$10,000
Contact: Linda Cadotte (715) 395-7279
Project summary: Plant 100 diverse, non-host trees in high visibility public areas of the city.

Southeast Wisconsin RPC Region

Applicant: Village of Fox Point, Milwaukee County
Grant amount: \$8,350
Contact: Scott Brandmeier (414) 247-6624
Project summary: Plant 60 diverse, non-host trees in public areas of the village.

Applicant: City of Muskego, Waukesha County
Grant amount: \$6,750
Contact: Tom Zagar (262) 679-5617
Project summary: Plant 30 diverse, non-host trees in Bluhm Park, Kurth Park, and Schmidt Park.

Applicant: City of Racine, Racine County

Grant amount: \$20,000

Contact: Tom Molbeck (262) 636-9452

Project summary: Plant 240 diverse, non-host trees in public parkway and an elementary school.



Memorandum

To: Common Council

From: Adam Alix, Deputy Director of Municipal Operations
Thad Brown, Public Works Superintendent

Date: September 26, 2016

Re: Public Works Lead Person Position

The promotion of Thad Brown to the Public Works Superintendent's position had left the department with a vacancy in our Lead Person position. This opening was posted within the City leading to five candidates expressing interest. After careful consideration we have chosen Matt Schultz to be the next Lead Person.

Matt has been with the City's Department of Public Works for fourteen plus years having been a Light Equipment Operator since June of 2004. Matt's knowledge and experience has enabled him to have earned him the respect of the crew and we look forward to him helping us achieve our departmental goals.



Memorandum

TO: Common Council
FROM: Mayor Merkes
SUBJECT: 2016 Utility Commission Appointment
DATE: 29 September 2016

The Common Council will have the opportunity to appoint one of five members of the Utility Commission in October 2016.

Utility Commission members are appointed to five year terms. The current member, Dan Zelinski, is not seeking reappointment. The Charter ordinance governing the commission states that no more than two members may be elected officials.

It is the intent of this Section to keep the voting members of the Commission always at five (5), of which no more than two (2) may be elected officials of the City government

Aldermen or members of the public should submit their nominations to the Common Council president for consideration.



29 September 2016

Village of Fox Crossing
Attn: Dale Younquist
2000 Municipal Drive
Neenah, WI 54956

Dear Village President Youngquist:

The City of Menasha and Town of Menasha have shared a boundary agreement for nearly the last 20 years. The boundary agreement was the foundation of and led to numerous partnerships, shared services, and intermunicipal agreements throughout that time period.

Last week the Village of Fox Crossing signed a new intermunicipal agreement that effectively eliminates the Town of Menasha creating numerous Village islands within the City of Menasha. While the City of Menasha intends to challenge that intermunicipal agreement, we also feel that we need to ensure that our residents continue to receive services in an efficient manner.

The incorporation of Fox Crossing will necessitate a review of agreements to determine if new agreements with the Village of Fox Crossing are advantageous for both communities. Over the years, the City has maintained areas within the City's designated growth area that were not within the corporate boundaries even though the City was not compensated. At this time the City of Menasha will not be taking responsibility for areas outside of its corporate boundaries without a formal agreement.

With public safety being of the utmost concern for both communities, it is my understanding that the Fox Valley Mutual Aid Agreement is already in the works to update the Town of Menasha to the Village of Fox Crossing. This is something we most certainly will continue to support as the agreement with our peer departments throughout the Fox Cities has proven beneficial to all.

Sincerely

Donald Merkes
Mayor, City of Menasha



MEMORANDUM

Date: September 29, 2016
To: Common Council
From: Debbie Galeazzi, Clerk
Subject: Proposed Annexation – Appleton Road

The City of Menasha has received a Petition for Annexation from R. Lewis & R. Lewis LLC for a parcel on Appleton Road. This petition will appear on the Administration Committee agenda of October 3, 2016 for action.

PETITION FOR ANNEXATION

The undersigned, constituting 100 percent of the owners of the following described territory located in the Town of Menasha, Winnebago County, Wisconsin, lying contiguous to the City of Menasha, petition the Honorable Mayor and Common Council of said city to annex the territory described below and shown upon the attached map, as permitted by §66.0217 of the Wisconsin Statutes, to the City of Menasha, Winnebago County, Wisconsin.

A copy of the scaled maps of the territory proposed for annexation attached hereto as Exhibit A may be inspected at the office of the Clerk of the Town of Menasha, 2000 Municipal Drive, Neenah, Wisconsin and at the office of the Clerk of the City of Menasha, 140 Main Street, Menasha, Wisconsin.

Parcel "A"

All that part of the North Twenty-seven (27) acres of the Northeast ¼ of the Northeast ¼ of Section 11, Township 20 North, Range 17 East, in the Town of Menasha, Winnebago County, Wisconsin, described as follows:

Commencing at the Northeast corner of said Section 11; thence S89° 40' W along the North line of said Section 60.0 feet; thence S01° 39' E, 423.5 feet to the point of beginning; thence S89° 40' W, 150.0 feet; thence S01° 39' E, 220.0 feet; thence N89° 40' E, 150.0 feet; thence N 01° 39' W, 220.0 feet to the point of beginning. Said parcel containing 0.7500 acres.

Parcel No. 008-0337-01

Dated this 16th day of September, 2016.



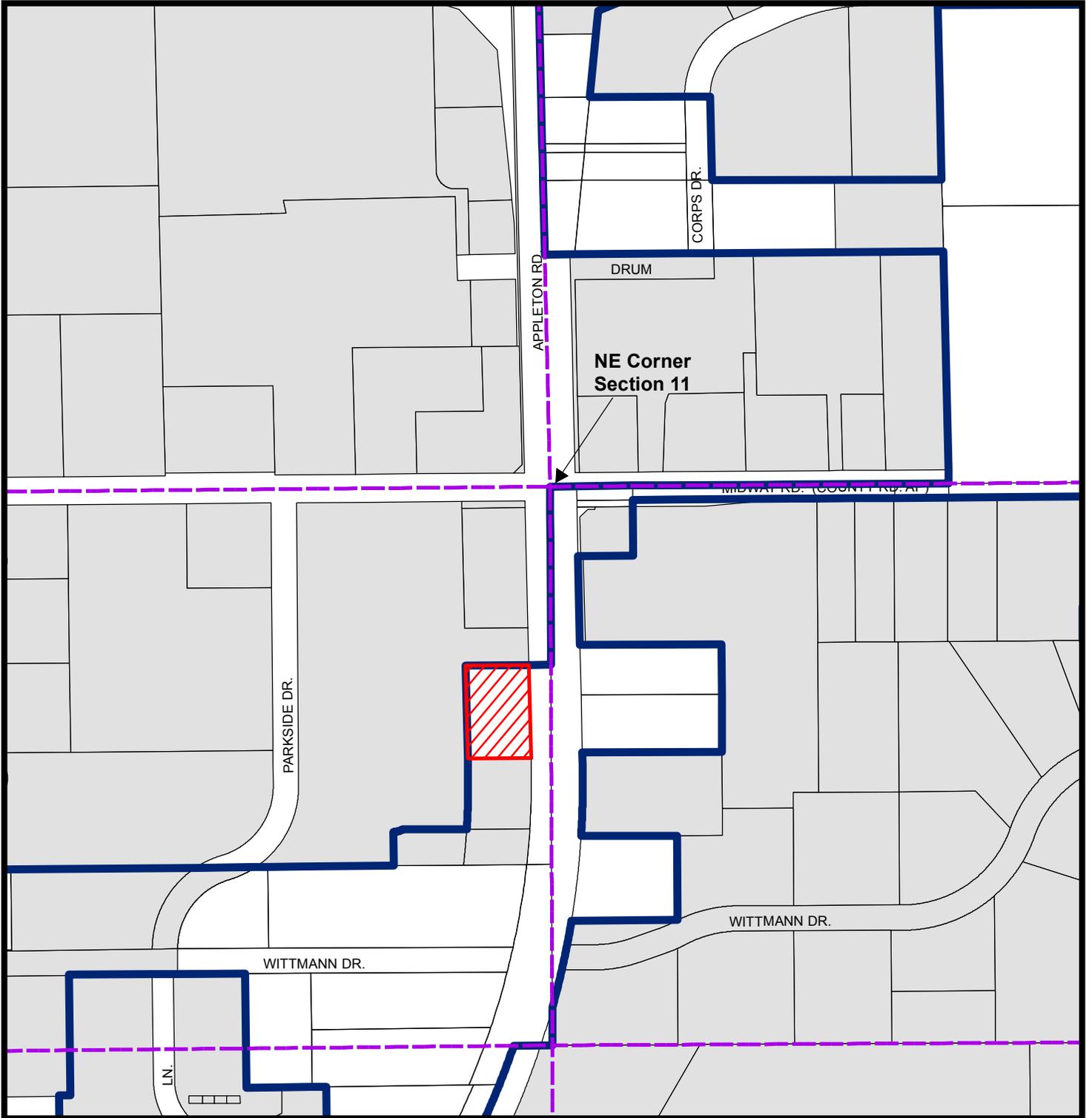
William G. Lewis, Owner/Member
R. Lewis & R. Lewis LLC
1702 Scheuring Road
De Pere, WI 54115



Rebecca Lewis, Owner/Member
R. Lewis & R. Lewis LLC
1702 Scheuring Road
De Pere, WI 54115

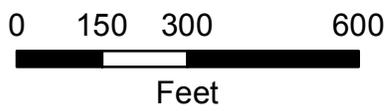
Exhibit A

Proposed Annexation



Legend

-  Parcel Proposed for Annexation
-  Section Lines
-  City of Menasha Corporate Limits



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

A. CALL TO ORDER

Meeting called to order by Mayor Merkes at 6:00 p.m.

B. PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was recited.

C. ROLL CALL/EXCUSED ABSENCES

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

EXCUSED: Aldermen Collier, Benner.

ALSO PRESENT: Mayor Merkes, CA Captain, PC Styka, FC Kloehn, ASD Steeno, CDD Buck, PRD Tungate, PHD McKenney, Clerk Galeazzi.

D. PUBLIC HEARING

1. [Proposed Rezoning of Property Located at 500-502, 510-512, 520-522, and 530-532 Valley Road, and 2623-2625 Palisades Drive \(Parcel #s4-00919-03, 4-00919-02, 4-00919-06, 4-009619-05, and 4-00919-04\) from R2 Two Family Residence District to R-2A Multi Family Zero Lot Line Residence District](#)

CDD Buck explained the rezoning of the five parcels for the purpose of allowing separate ownership of each side of a duplex.

No one spoke. Mayor Merkes called the public hearing to a close.

2. [Amendment to Zoning Code Title 13, Chapter 1, Section 13-1-52 of the Code of Ordinances \(Storage and Parking of Recreational Vehicles\) to include definitions for all-terrain vehicles \(ATV\) and snowmobiles.](#)

CDD Buck explained the amendment to include all-terrain vehicles and snowmobiles as recreational vehicles pertaining to storage and parking in the City Code.

No one spoke. Mayor Merkes called the public hearing to a close.

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. Habitat for Humanity Rock the Block Program by Ryan Roth

Ryan Roth from Habitat for Humanity explained the Rock the Block project and gave a presentation on home improvements done to properties in the Jefferson Park neighborhood.

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

Minutes to receive:

- a. [Administration Committee, 9/6/2016](#)
- b. [Board of Health, 8/10/2016](#)
- c. [Board of Public Works, 9/6/2016](#)
- d. [Committee on Aging, 8/11/2016](#)
- e. [Landmarks Commission 9/14/2016](#)
- f. [Library Board Minutes, 8/24/2016](#)

- g. Park and Recreation Board, [8/9/2016](#) & [9/13/2016](#)
- h. [Plan Commission, 9/13/2016](#)
- i. [Redevelopment Authority, 9/7/2016](#)

Communications:

- j. Waverly Sanitary District, [8/4/2016](#) & [9/1/2016](#)

Moved by Ald. Taylor seconded by Ald. Keehan to receive Minutes and Communications a-j. General discussion ensued on Landmarks Commission minutes, Park and Recreation Board minutes, and Redevelopment Authority minutes.
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, 9/6/2016](#)

Board of Public Work, 9/6/2016, Recommends the Approval of:

- 2. [Street Use Application – Menasha High School Homecoming Parade; October 7, 2016; 5:30 PM – 6:15 PM.](#)
- 3. [Payment – Northeast Asphalt, Inc.; New Street Construction and Reconstruction, Concrete Curb and Gutter, Concrete Sidewalk, Asphalt Pavement within Parking Area, 8' Wide Asphalt Trail and Storm Sewer; Sixth Street, Ninth Street, Grandview Avenue, Manitowoc / Plank Road \(8' Wide Asphalt Trail\), Menasha Utilities Office \(Parking Area Paving\), and Community Way; Contract Unit No. 2016-02; \\$333,805.29 \(Payment No. 2\).](#)
- 4. [Recommendation to Award – Reservoir Membrane Roof System, Contract M0002-9-16-00217.00; Northeastern Roofing, Inc.; \\$97,750 \(Menasha Utilities\).](#)

Park and Recreation Board, 9/14/2016, Recommends the Approval of:

- 5. [The selection of Ayres Associates to provide design services for the Jefferson Park and Neighborhood Vision Plan and authorize staff to execute a contract for services at the cost of \\$19,978.](#)

Plan Commission, 9/13/2016, Recommends the Approval of:

- 6. [Certified Survey Map for River Lea Court—Lot Line Adjustment](#)

Ald. Zelinski requested to remove item 5 from Consent Agenda

Moved by Ald. Taylor seconded by Ald. Keehan to approve Consent Agenda items 1-4 & 6.
Motion carried on roll call 6-0.

H. ITEMS REMOVED FROM THE CONSENT AGENDA

Moved by Ald. Zelinski seconded by Ald. Keehan to approve Consent Agenda item 5, Selection of Ayres Associates to Provide Design Services for the Jefferson Park and Neighborhood Vision Plan and authorize staff to execute a contract for services at the cost of \$19,978.

General discussion ensued on plans for property used by Menasha Utilities.
Motion carried on roll call 6-0.

I. ACTION ITEMS

- 1. Accounts payable and payroll for the term of 9/8/2016—9/15/2016 in the amount of \$933,057.48

Moved by Ald. Nichols seconded by Ald. Keehan to approve accounts payable and payroll.
Motion carried on roll call 6-0.

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

Moved by Ald. Nichols seconded by Ald. Keehan beverage operator's license applications as listed in memo dated 9/15/16.

Motion carried on roll call 6-0.

J. HELD OVER BUSINESS

None

K. ORDINANCES AND RESOLUTIONS

1. [O-10-16 An Ordinance Regarding Restrictions on Parking \(As Recommended by the Board of Public Works; Introduced by Mayor Merkes\)](#)

Moved by Ald. Keehan seconded by Ald. Krautkramer to approve O-10-16 An Ordinance Regarding Restrictions on Parking.

General discussion ensued on proper signage on Broad Street Parking Ramp.

Motion carried on roll call 6-0.

2. [O-12-16 An Ordinance Creating Title 8, Chapter 5 of the Code of Ordinances \(Removal of Salvageable Non-Structural Materials from Vacated Buildings\) \(As Recommended by Administration Committee; Introduced by Alderman Keehan\)](#)

Moved by Ald. Keehan seconded by Ald. Nichols to approve O-12-16 An Ordinance Creating Title 8, Chapter 5 of the Code of Ordinances (Removal of Salvageable Non-Structural Materials from Vacated Buildings)

General discussion ensued on price of permit and enforcement.

Motion carried on roll call 6-0.

3. [O-13-16 An Ordinance Amending Title 13 by Making Certain Changes to the District \(Rezoning--500-502, 510-512, 520-522, and 530-532 Valley Road, and 2623-2625 Palisades Drive—Parcel #s4-00919-03, 4-00919-02, 4-00919-06, 4-009619-05, and 4-00919-04\) From R2 Two Family Residence District to R-2A Multi Family Zero Lot Line Residence District \(As Recommended by the Plan Commission; Introduced by Mayor Merkes\)](#)

Moved by Ald. Krautkramer seconded by Ald. Keehan to approve O-13-16 An Ordinance Amending Title 13 by Making Certain Changes to the District (Rezoning--500-502, 510-512, 520-522, and 530-532 Valley Road, and 2623-2625 Palisades Drive—Parcel #s4-00919-03, 4-00919-02, 4-00919-06, 4-009619-05, and 4-00919-04) From R2 Two Family Residence District to R-2A Multi Family Zero Lot Line Residence District.

Motion carried on roll call 6-0.

4. [O-14-16 An Ordinance Amending Title 13, Chapter 1, Section 13-1-52 of the Code of Ordinances \(Storage and Parking of Recreational Vehicles\) to include definitions for all-terrain vehicles \(ATV\) and snowmobiles. \(As Recommended by the Plan Commission; Introduced by Alderman Benner\)](#)

Moved by Ald. Keehan seconded by Ald. Krautkramer to approve O-14-16 An Ordinance Amending Title 13, Chapter 1, Section 13-1-52 of the Code of Ordinances (Storage and Parking of Recreational Vehicles) to include definitions for all-terrain vehicles (ATV) and snowmobiles.

Motion carried on roll call 6-0.

L. APPOINTMENTS

None

M. CLAIMS AGAINST THE CITY

None

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

O. RECESS TO COMMITTEES

Moved by Ald. Nichols seconded by Ald. Krautkramer to recess at 6:40 p.m.
Motion carried on voice vote.

Reconvened at 6:50 p.m.

P. ACTION ITEMS

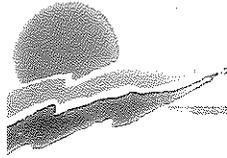
1. Moved by Ald. Taylor seconded by Ald. Keehan to Adjourn into Closed Session pursuant to Wis. Stats. §19.85(1)(g): Conferring with legal counsel for the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved (Intergovernmental Cooperation Agreement between Village of Fox Crossing and Town of Menasha dated August 17, 2016).
Motion carried on roll call 6-0.

2. May reconvene into Open Session to take action on items discussed in Closed Session.
No action.

Q. ADJOURNMENT

Moved by Ald. Nichols seconded by Ald. Keehan to adjourn at 7:07 p.m.
Motion carried on voice vote.

Deborah A. Galeazzi, WCMC
City Clerk



Menasha

STREET USE APPLICATION

Event: Hometown Halloween
 Sponsored by: City of Menasha FFM
 Responsible Person: Stephanie Staeswell
 Address: 140 Main Street
Menasha WI 54952

Street Use Date: Oct. 27, 2016
 Start Time: 3:00 pm
 End Time: 7:00 pm
 Number of Units: _____
 (Parades)

Email Address: scheslock@ci.menasha.wi.us Phone: (920) 967-3608

Street Route: Milwaukee + Main around Curtis Reed Square
 Description of Use (attach map): Chute St (From C. Hall pkg lot) to Main St.

Liability Insurance has been secured in the amount of \$ _____ with the City of Menasha named as the additional insured. This is primary insurance.
 Insurance Company CVMIC Policy No. _____
 (Attached are samples of the certificate of insurance and endorsement; each naming the City of Menasha as additional insured).

Date: 9-2-16 Applicant's Signature: [Signature]

Permit Fee: Each application for a Street Use Permit shall be accompanied by a fee of \$25.00 along with a Special Event Fee of \$25. Please make checks payable to City of Menasha.

Note to events planning to use City Parks and/or greenspace: Any multi-day event or event which plans to sell beer and/or wine to the public must appear before the Parks and Recreation Board.

 TO BE COMPLETED BY CITY STAFF (Revised April 3, 2015)

Scheduled Park & Recreation Board Review Date: _____
 Not Required: Approved: _____ Denied: _____

Scheduled Common Council Review Date: _____
 Approved: _____ Denied: _____

APPROVAL:
 Police Dept. TS *per email* Fire Dept. VG *verbal* Public Works Dept. [Signature] City Attorney [Signature]

Hometown Halloween Street Closures



 Street Closure Areas



Certificate of Payment

Date: September 15, 2016

Payment Request: 3 (Three)

Contractor: Northeast Asphalt, Inc.

Address: W6380 Design Drive, Greenville, WI 54952

Contract Unit No.: 2016-02

Project Description: New Street Construction and Reconstruction, Concrete Curb and Gutter, Concrete Sidewalk, Asphalt Pavement, Asphalt Pavement within Parking Area, 8' Wide Asphalt Trail and Storm Sewer

Original Contract Amount \$ 893,042.04

Change Order No.: _____ Amount: \$ _____

Previous Change Order(s): \$ _____

Total Contract Amount (Including Change Orders) \$ 893,042.04

Total Earned to Date (Summary Attached) \$ 635,285.45

Less Retainage (2.5% of Original Contract) \$ 22,326.05

Amount Due \$ 612,959.40

Previous Payments \$ 520,920.65

Amount Due this Payment \$ 92,038.75

Estimate Period from August 11, 2016 to September 1, 2016

I certify that all bills for labor, equipment, materials and services are paid for which previous certificates for payment were issued.

Date: _____ By: _____

Lien Waivers from all subcontractors and suppliers shall accompany each Request for Payment. Affidavit of Compliance with Prevailing Wage Rates shall accompany Request for Final Payment.

Recommended for Payment

Corey Gordon, Public Works: _____ Date: _____

Don Merkes, Mayor: _____ Date: _____

Common Council Approval Date: _____

Finance Department

<u>Account Number</u>	<u>Budget</u>	<u>Charge to Account</u>
	\$	
	\$	
	\$	
	\$	

Itemized Bid Tabulation								
City of Menasha Contract Unit No. 2016-02								
New Street Construction and Reconstruction, Concrete Curb and Gutter, Concrete Sidewalk, Asphalt Pavement within Parking Area, (8' Wide Asphalt Trail), Menasha Utilities Office (Parking Area Paving) and Storm Sewer								
Sixth Street, Ninth Street, Grandview Avenue, Manitowoc / Plank Road (8' Wide Asphalt Trail), Menasha Utilities Office (Parking Area Paving), Keil Way								
Unit 2016-02 Menasha Utilities Parking Lot					Payment # 3 (Three)			
Item	Quantity	DESCRIPTION	UNIT PRICE		YTD Total			
			UNIT PRICE	ITEM TOTAL	Quantity	Total		
		BASE BID						
1	7,000	Asphalt Pavement Removal/SY	\$ 1.15	\$ 8,050.00	7000.00	\$ 8,050.00		
2	7,589	Fine Grading and Compaction/SY	\$ 1.25	\$ 9,486.25	7589.00	\$ 9,486.25		
3	1	Utility Adjustment/Each	\$ 300.00	\$ 300.00	2.00	\$ 600.00		
4	14	Sawcut/LF	\$ 1.75	\$ 24.50	14.00	\$ 24.50		
5	764	Asphalt Binder Course Pavement 1 1/3" Thick Type E-0.3 (19 mm)/Ton	\$ 52.00	\$ 39,728.00	747.32	\$ 38,860.64		
6	764	Asphalt Surface Course Pavement 1 3/4" Thick Type E-0.3 (12.5 mm)/Ton	\$ 55.50	\$ 42,402.00	790.84	\$ 43,891.62		
7	1	Erosion Control/LS	\$ 1,050.00	\$ 1,050.00	1.00	\$ 1,050.00		
8	1	Construction Mobile/Demobile; Project Coordination; all incidental utility and miscellaneous roadway work; and all other project work area restoration and clean-up to an equal and/or better preconstruction condition, as required and related to the overall Project/LS	\$ 4,700.00	\$ 4,700.00	1.00	\$ 4,700.00		
Total Unit 2016-02 Menasha Utilities Parking Lot				\$ 105,740.75		\$ 106,663.01		
Unit 2016-02 Manitowoc Road / Plank Road Trail								
1	6	Remove and Replace Inlet/Each	\$ 2,500.00	\$ 15,000.00	6.00	\$ 15,000.00		
2	2	Remove Inlet and Abandon Storm Inlet Lead/Each	\$ 345.00	\$ 690.00	0.00	\$ -		
3	1,235	Unclassified Excavation/CY	\$ 8.50	\$ 10,497.50	500.00	\$ 4,250.00		
4	1,000	Recycled/Pulverized Stone Placement (10" Thick)/CY	\$ 11.00	\$ 11,000.00	0.00	\$ -		
5	3,604	Fine Grading and Compaction/SY	\$ 2.25	\$ 8,109.00	0.00	\$ -		
6	2,189	30" Concrete Curb & Gutter/LF	\$ 10.20	\$ 22,327.80	2200.00	\$ 22,440.00		
7	8	30" Concrete Curb and Gutter (Remove and Replace)/LF	\$ 40.00	\$ 320.00	18.00	\$ 720.00		
8	2,174	30" Concrete Curb and Gutter (Removal)/LF	\$ 2.00	\$ 4,348.00	2200.00	\$ 4,400.00		
9	15	Utility Adjustment/Each	\$ 290.00	\$ 4,350.00	14.00	\$ 4,060.00		
10	2,235	Sawcut/LF	\$ 1.75	\$ 3,911.25	1680.00	\$ 2,940.00		
11	412	3" Thick Asphalt Trail Type E-0.3 (12.5 mm) Placed in One Lift/Ton	\$ 53.40	\$ 22,000.80	0.00	\$ -		
12	743	4" Thick Asphalt Pavement (Remove & Replace) Type E-1 Placed in Two Lifts/SY	\$ 18.95	\$ 14,079.85	0.00	\$ -		
13	80.00	Remove Existing Asphalt Trail and Driveway/SY	\$ 4.50	\$ 360.00	70.00	\$ 315.00		
14	669	3" Thick Asphalt Driveway/Apron (Remove and Replace)/SY	\$ 17.85	\$ 11,941.65	0.00	\$ -		
15	474	3" Thick Asphalt Apron/SF	\$ 3.75	\$ 1,777.50	0.00	\$ -		
16	3	Handicap Ramp Curb Cut/Each	\$ 350.00	\$ 1,050.00	0.00	\$ -		
17	531	6" Thick Concrete Handicap Ramp/SF	\$ 4.75	\$ 2,522.25	0.00	\$ -		
18	87	4" Thick Concrete Sidewalk (Remove and Replace)/SF	\$ 6.00	\$ 522.00	0.00	\$ -		
19	172	6" Thick Concrete Handicap Ramp (Remove and Replace)/SF	\$ 5.75	\$ 989.00	0.00	\$ -		
20	2,546	Lawn and Terrace Restoration/SY						
21	1	Clearing and Grubbing/LS	\$ 4,500.00	\$ 4,500.00	0.00	\$ -		
22	1	Temporary Mailbox/LS	\$ 475.00	\$ 475.00	0.50	\$ 237.50		
23	1	Erosion Control/LS	\$ 1,050.00	\$ 1,050.00	0.50	\$ 525.00		
24	1	Traffic Control/LS	\$ 2,250.00	\$ 2,250.00	0.50	\$ 1,125.00		
25	1	Construction Mobile/Demobile; Project Coordination; all incidental utility and miscellaneous roadway work; and all other project work area restoration and clean-up to an equal and/or better preconstruction condition, as required and related to the overall Project/LS	\$ 7,100.00	\$ 7,100.00	0.50	\$ 3,550.00		
Total Unit 2016-02 Manitowoc Road / Plank Road Trail				\$ 151,171.60		\$ 59,562.50		
Unit 2016-02 Street Rehabilitation, Street Reconstruction; New Street Construction								
1	400	Topsoil Stripping/CY	\$ 4.00	\$ 1,600.00	400.00	\$ 1,600.00		
2	1	Remove and Replace Inlet/Each	\$ 1,800.00	\$ 1,800.00	1.00	\$ 1,800.00		
3	2	New Inlet/Each	\$ 1,500.00	\$ 3,000.00	2.00	\$ 3,000.00		
4	15	10" HDPE Inlet Lead/LF	\$ 55.00	\$ 825.00	0.00	\$ -		
5	190	15" SDR-35 PVC Storm Sewer Relay/LF	\$ 38.00	\$ 7,220.00	150.00	\$ 5,700.00		
6	150	18" SDR-35 PVC Storm Sewer Relay/Each	\$ 45.00	\$ 6,750.00	0.00	\$ -		
7	43	18" HDPE Culvert/LF	\$ 45.00	\$ 1,935.00	40.00	\$ 1,800.00		
8	2	Endwall for 18" HDPE Culvert Pipe/Each	\$ 150.00	\$ 300.00	2.00	\$ 300.00		
9	20	6" SCH-40 PVC Sanitary Sewer Lateral/LF	\$ 58.00	\$ 1,160.00	14.00	\$ 812.00		

10	45	4" Under Pavement Drain/LF	\$ 18.00	\$ 810.00	0.00	\$ -
11	7.92	48" Diameter Storm Manhole/V.F.	\$ 210.00	\$ 1,663.20	0.00	\$ -
12	16,021	Pavement / Base Pulverizing/SY	\$ 0.50	\$ 8,010.50	16021.00	\$ 8,010.50
13	1,969.00	Unclassified Excavation of Pulverized Material/CY	\$ 8.50	\$ 16,736.50	1969.00	\$ 16,736.50
14	3,531	Unclassified Excavation/CY	\$ 8.60	\$ 30,366.60	3808.00	\$ 32,748.80
15	38	30" Concrete Curb and Gutter Removal Only/LF	\$ 2.50	\$ 95.00	30.00	\$ 75.00
16	687	Supply, Place and Compact Clean Fill/CY	\$ 8.95	\$ 6,148.65	687.00	\$ 6,148.65
17	1,767	3" Crushed Dense Aggregate Base Course Placement/CY	\$ 11.00	\$ 19,437.00	1767.00	\$ 19,437.00
18	870	Pulverized Stone Placement/CY	\$ 11.05	\$ 9,613.50	870.00	\$ 9,613.50
19	22,749	Fine Grading and Compaction/SY	\$ 1.20	\$ 27,298.80	22749.00	\$ 27,298.80
20	3,031	30" Concrete Curb and Gutter/LF	\$ 9.90	\$ 30,006.90	2728.00	\$ 27,007.20
21	1,265	30" Concrete Curb and Gutter Remove and Replace/LF	\$ 24.00	\$ 30,360.00	1139.00	\$ 27,336.00
22	2,920	No. 4 Epoxy Coated Rebar/LF	\$ 1.00	\$ 2,920.00	1460.00	\$ 1,460.00
23	79	Utility Adjustment/Each	\$ 290.00	\$ 22,910.00	27.00	\$ 7,830.00
24	30	Water Valve Adjustment/Each	\$ 30.00	\$ 900.00	1.00	\$ 30.00
25	978	Sawcut/LF	\$ 1.75	\$ 1,711.50	550.00	\$ 962.50
26	287	Asphalt Binder Course Pavement 2 1/4" Thick Type E1 (19 mm)/Ton	\$ 48.90	\$ 14,034.30	285.40	\$ 13,956.06
27	223	Asphalt Surface Course Pavement 1 3/4" Thick E1 (12.5 mm)/Ton	\$ 54.75	\$ 12,209.25	241.98	\$ 13,248.41
28	3,354	Asphalt Binder Course Pavement 3" Thick Type E1 (19 mm)/Ton	\$ 45.20	\$ 151,600.80	2419.86	\$ 109,377.67
29	2,236	Asphalt Surface Course Pavement 2" Thick Type E1 (12.5 mm)/Ton	\$ 51.25	\$ 114,595.00	1677.70	\$ 85,982.13
30	1,074	3" Thick Asphalt Driveway Apron Remove and Replace/SF	\$ 4.31	\$ 4,628.94	1016.00	\$ 4,378.96
31	1,533	6" Thick Concrete Driveway Apron Remove and Replace/SF	\$ 4.25	\$ 6,515.25	766.00	\$ 3,255.50
32	650	Various Thickness Asphalt Driveway Remove and Replace/SF	\$ 6.50	\$ 4,225.00	0.00	\$ -
33	548	Various Thickness Concrete Driveway Remove and Replace/SF	\$ 5.75	\$ 3,151.00	274.00	\$ 1,575.50
34	235	Various Thickness Concrete Service Walk/SF	\$ 5.00	\$ 1,175.00	117.00	\$ 585.00
35	1	Concrete Step/Each	\$ 350.00	\$ 350.00	1.00	\$ 350.00
36	5,493	4" Thick Concrete Sidewalk/SF	\$ 3.75	\$ 20,598.75	4120.00	\$ 15,450.00
37	3,159.00	4" Thick Concrete Sidewalk Remove and Replace/SF	\$ 4.70	\$ 14,847.30	1836.20	\$ 8,630.14
38	1,323	6" Thick Concrete Sidewalk/SF	\$ 4.25	\$ 5,622.75	993.00	\$ 4,220.25
39	801	6" Thick Concrete Sidewalk Remove and Replace/SF	\$ 5.25	\$ 4,205.25	400.00	\$ 2,100.00
40	316	6" Thick Concrete Handicap Ramp/SF	\$ 4.75	\$ 1,501.00	0.00	\$ -
41	601	6" Thick Concrete Handicap Ramp Remove and Replace/SF	\$ 5.75	\$ 3,455.75	268.50	\$ 1,543.88
42	417	Lawn and Terrace Restoration/SY	\$ 5.80	\$ 2,418.60	0.00	\$ -
43	1	Survey Monument Re-Establishment/LS	\$ 1,325.00	\$ 1,325.00	0.00	\$ -
44	1	Erosion Control/LS	\$ 1,050.00	\$ 1,050.00	0.40	\$ 420.00
45	1	Traffic Control/LS	\$ 4,200.00	\$ 4,200.00	0.40	\$ 1,680.00
46	1	Construction Mobile/Demobile; Project Coordination; all incidental utility and miscellaneous roadway work; and all other project work area restoration and clean-up to an equal and/or better preconstruction condition, as required and related to the overall Project/LS	\$ 6,500.00	\$ 6,500.00	0.40	\$ 2,600.00
Total Unit 2016-02 Street Rehabilitation, Street Reconstruction; New Street Construction				\$ 611,787.09		\$ 469,059.94
Grand Total of Menasha Utilities Parking Lot; Manitowoc Road / Plank Road Trail and Street Rehabilitation; Street Reconstruction; New Street Construction				\$ 868,699.44		\$ 635,285.45
Alternate Bid "A" Item						
A1	4,197	Lawn and Terrace Restoration Utilizing 2" Pulverized Top Soil/SY	\$ 5.80	\$ 24,342.60	0.00	\$ -
Total Alternate Bid "A" (Item A1)				\$ 24,342.60		\$ -
Alternate Bid "B" Item						
B1	1,767	3" Crushed Dense Aggregate Base Course Furnish/Placement/CY	\$ 14.85	\$ 26,239.95	0.00	\$ -
Total Alternate Bid "B" (Item B1)				\$ 26,239.95		
TOTAL AWARDED CONTRACT				\$ 893,042.04		\$ 635,285.45

City of Menasha Disbursements

Weekly Accounts Payable	9/22/16-9/29/16	\$ 1,227,115.11
	Checks # 55283-55429	
	Void Check # 55078	\$ (60,381.27)

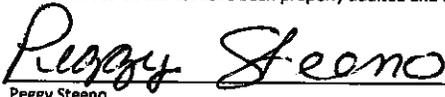
Bi-Weekly Payroll	9/29/16	\$ 175,105.24
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Additional Regular Cycle Accounts Payables -Paid Electronically

Nationwide Retirement	9/16/16	\$ 10,287.00
Returned Check	9/16/16	\$ 55.83
TASC-Flex Spending	9/19/16	\$ 3,711.15
Delta Dental	9/21/16	\$ 1,011.20
Advanced Disposal-Broad Street Recycling	9/21/16	\$ 120.37
Federal Tax Withholding	9/21/16	\$ 69,570.24
Neo Post-Machine Rental	9/23/16	\$ 215.85
Stop Payment Fee	9/27/16	\$ 10.00
Delta Dental	9/28/16	\$ 1,970.44
Community First Credit Union-Payroll Deductions	9/29/16	\$ 4,443.50
State Tax Withholding	9/29/16	\$ 25,505.22
		<u>\$ 116,900.80</u>

Total	<u>\$ 1,458,739.88</u>
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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
 Administrative Services Director

9/29/16
 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: 9/22/2016

<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>	
AAA PORTABLES	55283	9/22/2016	D-44851	100-0703-553.20-09	202.25	Rental	
		9/22/2016	D-44852	100-0703-553.20-09	122.25	Rental	
Total for check: 55283					324.50		
ACC PLANNED SERVICE INC	55284	9/22/2016	17202	100-0501-522.24-03	126.80	PD Service	
				100-0801-521.24-03	190.20	PD Service	
		9/22/2016	17203	100-1001-514.24-03	179.75	Garage Service	
Total for check: 55284					496.75		
ACCENT BUSINESS SOLUTIONS INC	55285	9/22/2016	81392	743-0403-513.29-01	2,081.03	Health Dept Copier	Agreements
		9/22/2016	81510	100-0903-531.29-01	74.45	Fax Machine Toner	
Total for check: 55285					2,155.48		
ACCURATE	55286	9/22/2016	1611698	731-1022-541.30-18	27.16	Wiper Blades & Light Bulb	
		9/22/2016	1611725	731-1022-541.30-18	161.09	Drill Bits/Ties/Turbo FI	
		9/22/2016	1611795	731-1022-541.30-18	6.25	Face Shield	
		9/22/2016	1611881	731-1022-541.30-18	17.50	Terminal Butt Connectors	
Total for check: 55286					212.00		
APPLETON TROPHY & ENGRAVING	55287	9/22/2016	67622	100-0703-553.30-18	60.00	Plate	
		9/22/2016	67867	100-0703-553.30-18	50.00	Plate	
Total for check: 55287					110.00		
CITY OF APPLETON	55288	9/22/2016	232870	100-0918-531.21-06	500.00	Preparedness Agreement	
Total for check: 55288					500.00		
ATSSA	55289	9/22/2016	90127826	100-1002-541.32-01	79.00	Traffic Safety Assn	Membership
Total for check: 55289					79.00		
BADGER LAB & ENGINEERING INC	55290	9/22/2016	INV000066812	601-1020-543.21-02	655.00	Industrial Sampling	

AP Check Register
Check Date: 9/22/2016

Date: 9/27/2016

<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>
BADGER LAB & ENGINEERING INC...	55290...	9/22/2016	INV000066858	601-1020-543.21-02	842.00	Industrial Sampling
		9/22/2016	INV000066859	601-1020-543.21-02	292.00	Industrial Sampling
Total for check: 55290					1,789.00	
BECK ELECTRIC INC	55291	9/22/2016	S2016-COM-ED-17	100-1008-541.24-04	255.00	Electrical Services
Total for check: 55291					255.00	
BOMSKI CONSTRUCTION, JACK	55292	9/22/2016	BOMSKI	263-0306-562.70-01	9,909.00	CDBG Rehab
Total for check: 55292					9,909.00	
EMILY BOTTEN	55293	9/22/2016	BOTTEN SCHLRSHP	822-0413-554.30-16	250.00	Hattie Miner Scholarship
Total for check: 55293					250.00	
CALNIN & GOSS INC	55294	9/22/2016	16456	100-1003-541.30-18	540.00	Topsoil
Total for check: 55294					540.00	
COMDATA	55295	9/22/2016	M62450208	100-0702-552.30-18	72.18	Program Supplies
Total for check: 55295					72.18	
COMMUNITY HOUSING COORDINATOR	55296	9/22/2016	214	100-0304-562.21-06	1,800.00	Admin Comp Housing Plan August 2016
		9/22/2016	215	263-0306-562.70-01	2,382.30	Admin CDBG RLF Program 2016
Total for check: 55296					4,182.30	
CONCRETE INDUSTRIES INC	55297	9/22/2016	21789	601-1020-543.24-05	2,522.62	Manholes
Total for check: 55297					2,522.62	
CREDIT SYSTEMS OF THE FOX VALLEY	55298	9/22/2016	101	100-0000-121.02-00	(181.27)	Delinquent Personal Prop
				100-0000-415.00-00	(15.41)	Delinquent Personal Prop

AP Check Register

Check Date: 9/22/2016

<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>
CREDIT SYSTEMS OF THE FOX VALLEY...	55298...	9/22/2016...	101...	100-0414-513.26-01	471.77	Delinquent Personal Prop
Total for check: 55298					275.09	
CRESCENT ELECTRIC SUPPLY COMPANY	55299	9/22/2016	S502394613.001	100-0703-553.30-18	25.64	Supplies
		9/22/2016	S502397424.001	100-1001-514.24-03	44.01	Supplies
		9/22/2016	S502397431.001	100-0704-552.24-03	15.09	Supplies
		9/22/2016	S502405203.001	100-0501-522.24-03	185.59	Supplies
		9/22/2016	S502429122.001	731-1022-541.24-03	150.76	Supplies
		9/22/2016	S502435029.001	100-0801-521.24-03	138.10	Supplies
		9/22/2016	S502435054.001	100-0601-551.24-03	233.14	Supplies
		9/22/2016	S502447534.001	100-1008-541.30-18	9.75	Photo Control
		9/22/2016	S502509936.001	100-0501-522.24-03	27.10	Supplies
Total for check: 55299					829.18	
CULLIGAN WATER CONDITIONING	55300	9/22/2016	718387	100-1001-514.20-01	12.60	DPW Water
		9/22/2016	718411	100-0704-552.30-10	6.50	Water
Total for check: 55300					19.10	
FOX VALLEY HUMANE ASSOCIATION	55301	9/22/2016	FVHA	100-0806-532.25-01	1,285.81	July
Total for check: 55301					1,285.81	
F2R, LLC	55302	9/22/2016	F2R LLC	487-0305-562.73-01	27,000.00	Performance Incentive
Total for check: 55302					27,000.00	
GALLS LLC	55303	9/22/2016	005946404	100-0803-521.19-03	35.01	Uniform
Total for check: 55303					35.01	
GERBER LEISURE PRODUCTS INC	55304	9/22/2016	3328	100-0703-553.24-02	1,539.65	Clovis Grove Parts
Total for check: 55304					1,539.65	

AP Check Register
Check Date: 9/22/2016

<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>
GODFREY KAHN SC	55305	9/22/2016	667645	100-0201-512.21-01	297.50	Donnelley Printing Fac
			Total for check: 55305		297.50	
GRAINGER INC	55306	9/22/2016	9209315945	100-0703-553.24-03	256.49	Frostproof Wall Hydrant
		9/22/2016	9209315952	100-0703-553.24-03	234.00	Belt Drive
			Total for check: 55306		490.49	
GRIESBACH READY-MIX LLC	55307	9/22/2016	3572	100-1004-541.30-18	3,050.00	Concrete
				100-1011-541.30-18	291.50	Concrete
			Total for check: 55307		3,341.50	
HUB INTERNATIONAL	55308	9/22/2016	60833	733-0000-201.03-00	258.66	TULIP Insurance
			Total for check: 55308		258.66	
INFINITY TECHNOLOGY INC	55309	9/22/2016	522670	743-0403-513.24-04	1,268.79	Spam Filter Agreement
			Total for check: 55309		1,268.79	
KUSTOM SIGNALS INC	55310	9/22/2016	531863	100-0801-521.29-04	1,411.01	Falcon
			Total for check: 55310		1,411.01	
LAMERS BUS LINES INC	55311	9/22/2016	496093	100-0702-552.20-05	107.95	Bus Trip
			Total for check: 55311		107.95	
LEVENHAGEN CORPORATION	55312	9/22/2016	91775	207-0707-552.38-01	1,820.60	Fuel
		9/22/2016	92094	207-0707-552.38-01	2,065.78	Fuel
			Total for check: 55312		3,886.38	
LINCOLN CONTRACTORS SUPPLY INC	55313	9/22/2016	K67750	731-1022-541.38-03	24.90	Wire

AP Check Register

Check Date: 9/22/2016

<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>
LINCOLN CONTRACTORS SUPPLY INC...	55313...	9/22/2016	R83374	601-0000-194.00-00	4,320.00	3rd St Bridge Project
			Total for check: 55313		4,344.90	
MAINTENANCE FREE X-TERiors	55314	9/22/2016	MAINT FREE X	263-0306-562.70-01	15,882.00	LHR RLF/Rehab Program
			Total for check: 55314		15,882.00	
MARCO TECHNOLOGIES LLC	55315	9/22/2016	INV3612655	743-0403-513.29-01	33.34	1st Floor Copier Usage
			Total for check: 55315		33.34	
MCNEILUS TRUCK & MFG COMPANY	55316	9/22/2016	3356231	731-1022-541.38-03	51.67	Bumper, Arm Stop Molded
			Total for check: 55316		51.67	
MENARDS-APPLETON EAST	55317	9/22/2016	1160	100-0703-553.24-03	81.16	Supplies
		9/22/2016	1404	100-0703-553.30-18	51.31	Chest Handle/Soap/Parts
			Total for check: 55317		132.47	
MENASHA JOINT SCHOOL DISTRICT	55318	9/22/2016	SEPT MOBILEHOME	100-0000-412.00-00	6,094.31	September Mobile Home Fee
			Total for check: 55318		6,094.31	
MENASHA NEENAH MUNICIPAL COURT	55319	9/22/2016	MNMC	100-0000-201.03-00	363.00	Bond Report #16-228
			Total for check: 55319		363.00	
MENASHA UTILITIES	55320	9/22/2016	004445	100-0000-123.00-00	117.60	878 2nd St Razing-Water
		9/22/2016	MENASHA UTILITY	100-0000-123.00-00	1,206.63	Electric
					245.11	Water/Sewer
					59.95	Storm
					6.48	Electric
				100-0305-562.22-06	6.60	Storm
				100-0601-551.22-03	4,745.29	Electric
				100-0601-551.22-05	969.00	Water/Sewer

AP Check Register

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<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>
MENASHA UTILITIES...	55320...	9/22/2016...	MENASHA UTILITY...	100-0601-551.22-06	136.95	Storm
				100-0703-553.22-03	1,708.61	Electric
				100-0703-553.22-05	89.42	Water/Sewer
				100-0703-553.22-06	871.21	Storm
				100-0704-552.22-03	2,663.59	Electric
				100-0704-552.22-05	3,624.00	Water/Sewer
				100-0801-521.22-03	1,666.31	Electric
					22.43	Electric
				100-0801-521.22-05	338.49	Water/Sewer
				100-0801-521.22-06	82.78	Storm
				100-1001-514.22-05	12.38	Water/Sewer
				100-1001-514.22-06	3.30	Storm
				100-1008-541.22-03	320.02	Electric
				100-1008-541.22-05	45.42	Water/Sewer
				100-1013-541.22-06	57.75	Storm
				100-1019-552.22-03	397.44	Electric
				100-1019-552.22-05	12.38	Water/Sewer
				207-0707-552.22-05	230.60	Water/Sewer
				266-1028-543.22-06	96.53	Storm
				457-0304-562.21-10	15.78	Electric
				457-0304-562.22-06	3.30	Storm
				485-0304-562.22-06	43.73	Storm
					19.80	Storm
				501-0304-562.22-06	318.46	Storm
				601-1020-543.22-03	51.70	Electric
				731-1022-541.22-03	1,101.32	Electric
				731-1022-541.22-05	401.40	Water/Sewer
				731-1022-541.22-06	1,190.48	Storm
				Total for check: 55320	22,882.24	
MORTON SAFETY	55321	9/22/2016	170434-00	100-1003-541.30-18	8.25	Supplies

AP Check Register
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<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>
MORTON SAFETY...	55321...	9/22/2016...	170434-00...	266-1028-543.30-18	8.25	Supplies
			Total for check: 55321		16.50	
CITY OF NEENAH	55322	9/22/2016	35816	100-0303-542.25-01	11,200.00	Dial-A-Ride
			Total for check: 55322		11,200.00	
NORTHEAST ASPHALT INC	55323	9/22/2016	NE ASPHALT	100-1003-541.82-02	178,370.00	New Street Construction
				470-0000-201.04-00	(12,477.88)	New Street Construction
				470-1003-541.82-02	58,232.32	New Street Construction
				485-1009-541.82-02	51,285.00	New Street Construction
				492-1003-541.82-02	19,433.65	New Street Construction
				625-0000-194.00-00	38,962.20	New Street Construction
			Total for check: 55323		333,805.29	
OFFICE DEPOT	55324	9/22/2016	7061112	100-0903-531.30-10	77.52	Supplies
			Total for check: 55324		77.52	
ORIENTAL TRADING CO INC	55325	9/22/2016	678765819-01	100-0702-552.30-18	94.99	Supplies
			Total for check: 55325		94.99	
OSHKOSH FIRE & POLICE EQUIPMENT INC	55326	9/22/2016	166433	100-0801-521.29-04	420.00	Tracers
			Total for check: 55326		420.00	
OUTAGAMIE COUNTY	55327	9/22/2016	111007	100-0805-521.25-01	605.00	July Lodging
			Total for check: 55327		605.00	
PETERSON, PATRICK	55328	9/22/2016	PETERSON REFUND	100-0000-422.08-00	20.00	Fire Permit Refund Not Allowed in Triplex
			Total for check: 55328		20.00	

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REALTY OPUS INC	55329	9/22/2016	REALTY OPUS	470-0304-562.80-02	175,000.00	867 Valley Road Land Purchase
					(175,000.00)	867 Valley Road Land Purchase
			Total for check: 55329		0	
REDI-WELDING CO	55330	9/22/2016	15027	100-1016-543.30-15	355.13	Dumpster Bottom/Leaf Vac Expanded Metal
				731-1022-541.30-18	282.68	Dumpster Bottom/Leaf Vac Expanded Metal
			Total for check: 55330		637.81	
ALANNAH REW	55331	9/22/2016	REW SCHLRSH	822-0413-554.30-16	250.00	Hattie Miner Scholarship
			Total for check: 55331		250.00	
ROSS IMAGING LLC	55332	9/22/2016	204077	743-0403-513.29-01	474.00	Annual Copier Agreement
			Total for check: 55332		474.00	
SAFEBUILT LLC	55333	9/22/2016	0026125-IN	100-0301-523.21-06	16,142.92	August Permits
			Total for check: 55333		16,142.92	
SAM'S CLUB/SYNCHRONY BANK	55334	9/22/2016	000000	100-0704-552.30-17	358.95	Concessions
		9/22/2016	003643	100-0704-552.30-17	(61.44)	Concessions
			Total for check: 55334		297.51	
SANOPI PASTEUR INC	55335	9/22/2016	906722657	100-0903-531.30-18	60.85	Tubersol & Ruler
			Total for check: 55335		60.85	
DIANE SCHABACH	55336	9/22/2016	SCHABACH	100-0000-421.12-00	25.00	Rental Refund
				100-0000-441.41-00	25.00	Rental Refund
			Total for check: 55336		50.00	

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SERVICE MOTOR COMPANY	55337	9/22/2016	IV71303	731-1022-541.38-03	153.56	Filters	
Total for check: 55337					153.56		
SERVICEMASTER BUILDING MAINTENANCE	55338	9/22/2016	21056	100-0704-552.20-01	3,686.19	Janitorial	
Total for check: 55338					3,686.19		
SKID & PALLET	55339	9/22/2016	8939	100-0703-553.30-18	60.00	Mulch	
Total for check: 55339					60.00		
SUNGARD PUBLIC SECTOR INC	55340	9/22/2016	126012	743-0403-513.24-04	2,806.00	October Accounting	System Maintenance
Total for check: 55340					2,806.00		
SUPERIOR VISION INSURANCE PLAN	55341	9/22/2016	IA551192	100-0000-204.10-00	1,022.61	Vision Insurance	
Total for check: 55341					1,022.61		
TAPCO	55342	9/22/2016	I538037	100-1008-541.30-18	339.31	Sign Mounting Kit/Supply	
Total for check: 55342					339.31		
UNIFIRST CORPORATION	55343	9/22/2016	097 0218988	731-1022-541.20-01	126.24	Clothing/Mat Service	
Total for check: 55343					126.24		
US VENTURE	55344	9/22/2016	L55669	731-1022-541.21-06	45.00	Spectro V100	
Total for check: 55344					45.00		
VALLEY POPCORN CO INC	55345	9/22/2016	174636	100-0704-552.30-17	146.25	Concessions	
Total for check: 55345					146.25		

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VARITECH INDUSTRIES INC	55346	9/22/2016	IN060-1008124	731-1022-541.38-03	33.35	Parts	
			Total for check: 55346			33.35	
VERIZON WIRELESS	55347	9/22/2016	9771345097	100-0601-551.22-01	17.26	Telephone	
				100-0703-553.22-01	42.79	Telephone	
				100-0801-521.22-01	10.56	Telephone	
				100-1001-514.22-01	10.56	Telephone	
		9/22/2016	9771345098	100-1002-541.22-01	120.76	Cell Phones	
				601-1020-543.22-01	27.03	Cell Phones	
				625-1002-541.22-01	40.25	Cell Phones	
		9/22/2016	9771345101	743-0403-513.22-01	66.09	August Cell Phone Charges	
		9/22/2016	9771345102	100-0801-521.22-01	595.29	Phone	
		9/22/2016	9771345104	100-1002-541.22-01	30.01	Wi-fi for GPS Device	
				625-1002-541.22-01	10.00	Wi-fi for GPS Device	
			Total for check: 55347			970.60	
WALMART COMMUNITY/RFCSELLC	55348	9/22/2016	004427	100-0702-552.30-18	(17.72)	Return	
		9/22/2016	006175	100-0702-552.30-18	25.68	Candy	
			Total for check: 55348			7.96	
WCA GROUP HEALTH TRUST	55349	9/22/2016	WCA	100-0000-204.08-00	122,425.07	October Health Insurance Employees	
				100-0000-204.11-00	8,501.38	October Health Insurance Bank Sick Retirees	
			Total for check: 55349			130,926.45	
WE ENERGIES	55350	9/22/2016	WE ENERGIES	100-0701-533.22-03	16.79	North Street	
					15.71	North Street	
				100-0903-531.22-04	10.96	316 Racine Street Gas Service	
			Total for check: 55350			43.46	
WIL-KIL PEST CONTROL	55351	9/22/2016	2971941	100-1019-552.20-07	28.00	Racine St Tender House	

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WIL-KIL PEST CONTROL...	55351...	9/22/2016	2972223	100-1019-552.20-07	111.75	Bridge Cameras	
Total for check: 55351					139.75		
WINNEBAGO COUNTY CLERK OF COURTS	55352	9/22/2016	WINN CLERK CT	100-0000-201.03-00	150.00	Bond	Report #16-3007
					235.00	Bond	Report #16-2986
					235.00	Bond	Report #MP16-2933
					150.00	Bond	Report #MP16-2656
		9/22/2016	WINNEBAGO	100-0000-201.03-00	150.00	Bond	Report #Mp16-2942
Total for check: 55352					920.00		
WINNEBAGO COUNTY REGISTER OF DEEDS	55353	9/22/2016	WINNEBAGO	209-0703-553.21-08	30.00	100 Fox Street	Recording Fee
Total for check: 55353					30.00		
WINNEBAGO COUNTY REGISTER OF DEEDS	55354	9/22/2016	WINNEBAGO	209-0703-553.21-08	75.00	100 Fox Street	Transfer Fee
Total for check: 55354					75.00		
WISCONSIN DEPT OF ADMINISTRATION	55355	9/22/2016	WI DEPT ADMIN	100-0203-512.21-08	200.00	Filing Fee - Annexation	
Total for check: 55355					200.00		
WISCONSIN DEPT OF ADMINISTRATION	55356	9/22/2016	WI DEPT ADMIN	100-0203-512.21-08	200.00	Review Fee - Annexation	
Total for check: 55356					200.00		
WISCONSIN DEPT OF HEALTH SERVICES	55357	9/22/2016	WDHS	100-0913-531.34-02	40.00	Registration	
Total for check: 55357					40.00		
WISCONSIN DEPT OF JUSTICE	55358	9/22/2016	L7101T	100-0801-521.21-06	126.00	August Charges	
Total for check: 55358					126.00		
WISCONSIN DEPT OF SAFETY & PROF SVC	55359	9/22/2016	415246	100-0801-521.24-03	50.00	Operating Fee Permits	

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WISCONSIN DEPT OF SAFETY & PROF SVC...	55359...	9/22/2016...	415246...	100-1001-514.20-01	50.00	Operating Fee Permits
			Total for check: 55359		100.00	
WISCONSIN PARK & RECREATION ASSN	55360	9/22/2016	WPRA	100-0703-553.34-02	300.00	Conference
			Total for check: 55360		300.00	
WMCA	55361	9/22/2016	WMCA	100-0203-512.34-02	30.00	District 6 Meeting
			Total for check: 55361		30.00	
WPPI ENERGY	55362	9/22/2016	INV06525	310-0409-571.61-01	8,560.54	WPPI Debt Service Payment(P)
				310-0410-571.61-02	1,260.15	WPPI Debt Service Payment(I)
			Total for check: 55362		9,820.69	
WISCONSIN WEIGHTS & MEASURES ASSOC.	55363	9/22/2016	WWMA	100-0902-524.32-01	30.00	Registration
				100-0902-524.33-02	90.00	Registration
			Total for check: 55363		120.00	
				631,848.69		

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FIRST NATIONAL BANK FOX VALLEY	55364	9/27/2016	ESCROW #3051234	470-0304-562.80-02	100,000.00	867 Valley Road	Closing
Total for check: 55364					100,000.00		
REALTY OPUS INC	55365	9/27/2016	867 VALLEY ROAD	470-0304-562.80-02	69,822.08	867 Valley Road	Closing
Total for check: 55365					69,822.08		
WISCONSIN DEPARTMENT OF REVENUE	55366	9/27/2016	867 VALLEY ROAD	470-0304-562.80-02	525.00	867 Valley Road	Closing
Total for check: 55366					525.00		
					170,347.08		

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AAA PORTABLES	55367	9/29/2016	D-45397	100-0703-553.20-09	99.75	Tana Lane - Rental
Total for check: 55367					99.75	
ACCURATE	55368	9/29/2016	1611894	731-1022-541.30-18	(6.25)	CREDIT
		9/29/2016	1611902	731-1022-541.30-18	126.56	Spring/Side Bar/Bolt/Nut
		9/29/2016	1611922	731-1022-541.30-18	15.50	Supplies
		9/29/2016	1612026	731-1022-541.30-18	15.25	Lock Nut
Total for check: 55368					151.06	
AIRGAS USA LLC	55369	9/29/2016	9938369732	731-1022-541.21-06	25.35	Acetylene/Oxygen
		9/29/2016	9938369733	100-0703-553.30-18	25.66	Acetylene/Oxygen/Argon
		9/29/2016	9938369734	731-1022-541.21-06	229.44	Acetylene/Oxygen/Argon Nitrogen
Total for check: 55369					280.45	
BECK ELECTRIC INC	55370	9/29/2016	S2616-COM-ED-18	100-1008-541.24-04	360.40	Electrician Services
		9/29/2016	S2616-COM-ED-19	100-1008-541.24-04	68.00	Electrician Services
Total for check: 55370					428.40	
BOBCAT OF JANESVILLE	55371	9/29/2016	02-80519	741-0000-193.00-00	60,381.27	2016 Bandit
Total for check: 55371					60,381.27	
BOBCAT PLUS	55372	9/29/2016	IA09552	731-1022-541.38-03	12.49	Parts
Total for check: 55372					12.49	
RON BOUCHARD	55373	9/29/2016	2016-01	100-0801-521.21-05	325.00	Background Checks
Total for check: 55373					325.00	

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BRAZEE'S ACE HARDWARE	55374	9/29/2016	036063	100-0702-552.30-18	8.97	Program Supplies
Total for check: 55374					8.97	
CARDMEMBER SERVICE	55378	9/29/2016	0011	100-1001-514.20-01	45.00	Water
				731-1022-541.30-18	45.00	Water
		9/29/2016	0029	100-0801-521.33-03	46.87	Pizza Hut
		9/29/2016	0162	100-0904-531.30-11	59.82	Bat Shipping
		9/29/2016	0181	100-0802-521.30-18	343.75	Traffic Safety Store
		9/29/2016	0251	100-0601-551.32-01	60.00	Amer Lib Assoc
		9/29/2016	0303	470-0304-562.80-02	75.00	Lab Supplies/Test
		9/29/2016	0361	100-0801-521.34-03	16.12	DQ Grill & Chill
		9/29/2016	0405	100-0801-521.30-18	232.90	Sirchie Finger Print
		9/29/2016	0425	100-0801-521.34-03	218.00	Holiday Inn
		9/29/2016	0509	100-0801-521.30-15	537.79	Rescue Essentials
		9/29/2016	0563	100-0601-551.33-03	248.00	American Library Assoc
		9/29/2016	0678	100-0801-521.30-18	613.00	Safariland
		9/29/2016	0708	100-0101-511.33-03	41.89	Susie's Home Cooking
		9/29/2016	0847	824-0807-521.30-15	35.06	Pet Supplies
		9/29/2016	1120	100-0702-552.30-18	13.00	Program Supplies
		9/29/2016	1173	100-0201-512.30-11	45.90	USPS
		9/29/2016	1198	100-0801-521.29-04	423.09	Sirenet.com
		9/29/2016	1571	100-0801-521.29-04	20.76	Amazon
		9/29/2016	1811	100-0801-521.19-03	17.99	LA Police Gear
		9/29/2016	2289	100-0601-551.33-04	431.20	United
		9/29/2016	2347	100-0801-521.34-03	27.69	Hilltop Pub
		9/29/2016	2434	100-0405-513.33-02	200.00	League of WI Muni
		9/29/2016	2461	100-0703-553.30-15	(288.10)	Credit
		9/29/2016	2592	100-0801-521.19-03	62.20	LA Police Gear
		9/29/2016	2760	100-0801-521.34-03	23.02	Guu's on Main
		9/29/2016	2812	100-0601-551.30-16	54.00	Amerlibassoc
		9/29/2016	2822	100-0801-521.24-03	12.99	PD Remote LED Head
		9/29/2016	3003	100-0801-521.30-10	6.50	Amazon
		9/29/2016	3014	100-0601-551.30-16	9.95	Lucid Software

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CARDMEMBER SERVICE...	55378...	9/29/2016	3183	100-0801-521.29-04	17.31	Del City
		9/29/2016	3656	100-0601-551.30-16	86.81	Nature Watch
		9/29/2016	3721	100-0601-551.30-16	137.98	Lakeshore Learning
		9/29/2016	3876	100-0801-521.29-04	24.50	Amazon
		9/29/2016	3965	100-0202-512.30-11	9.92	Shipping Exp.
		9/29/2016	4080	100-0702-552.30-18	18.48	Program Supplies
		9/29/2016	4116	100-0801-521.29-04	44.29	Amazon
		9/29/2016	4251	100-0702-552.30-18	5.99	Program Supplies
		9/29/2016	4360	100-0801-521.34-02	(106.25)	Credit
		9/29/2016	4457	100-0601-551.30-16	15.99	Costco
		9/29/2016	4613	100-0801-521.30-12	455.40	Replacement Hard Drives
		9/29/2016	4881	100-0601-551.30-16	42.85	Educational Innovation
		9/29/2016	4892	100-0501-522.24-03	1,167.26	Station 36 LED Conversion
				100-0601-551.24-03	243.50	Lib TP Dispenser
		9/29/2016	5146	100-0202-512.30-18	52.20	Interview Exp.
		9/29/2016	5418	100-0801-521.34-02	150.00	DOJ E Pay Conf
		9/29/2016	5511	100-0801-521.32-01	45.00	TLO Transunion
		9/29/2016	5794	100-0801-521.34-03	20.11	Culver's
		9/29/2016	6077	100-0801-521.24-01	79.10	Amazon
		9/29/2016	6726	100-0703-553.30-15	579.99	Best Buy
		9/29/2016	7014	100-0702-552.30-18	25.44	Program Supplies
		9/29/2016	7264	100-0801-521.29-04	424.36	Paypal
		9/29/2016	7347	100-0601-551.30-16	2.98	WalMart
		9/29/2016	7676	100-0801-521.30-18	47.43	Amazon
		9/29/2016	7787	100-0801-521.29-04	120.79	ULine Ship Supplies
		9/29/2016	8381	100-0904-531.34-02	300.00	FDA Conf
		9/29/2016	8480	743-0403-513.30-15	22.17	Power Supplies
		9/29/2016	8492	100-0801-521.30-18	10.00	Subway
		9/29/2016	8518	100-0801-521.30-18	23.08	Autozone
		9/29/2016	9007	100-0601-551.30-11	11.10	USPS
		9/29/2016	9384	100-0704-552.20-04	211.78	Morrill Industries

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CARDMEMBER SERVICE...	55378...	9/29/2016	9592	100-0801-521.24-03	117.76	PD LED Light
Total for check: 55378					8,085.71	
PAO CHANG	55379	9/29/2016	129071	210-0000-467.00-00	5.00	Reimbursement - FFM
Total for check: 55379					5.00	
CRI ENVIRONMENTAL SOLUTIONS	55380	9/29/2016	43584	731-1022-541.21-06	157.01	Drum/Bags of Granular
Total for check: 55380					157.01	
JOHN DEERE FINANCIAL	55381	9/29/2016	77244245	100-0703-553.30-18	114.17	Landscape Supplies
		9/29/2016	77363456	100-0703-553.30-18	114.17	Landscape Supplies
		9/29/2016	77363618	100-0703-553.30-18	201.33	Landscape Supplies
		9/29/2016	LATE FEE	100-0703-553.30-18	15.00	Late Fee
				100-1003-541.30-18	15.00	Late Fee
Total for check: 55381					459.67	
TODD DREW	55382	9/29/2016	DREW	731-1022-541.38-01	20.00	Fuel Reimbursement
Total for check: 55382					20.00	
DUMKE & ASSOCIATES &	55383	9/29/2016	316 RACINE ST	100-0903-531.29-06	2,077.50	316 Racine Street
Total for check: 55383					2,077.50	
FERGUSON WATERWORKS #1476	55384	9/29/2016	0205029	601-1020-543.24-05	136.20	Plug
		9/29/2016	0205241	601-1020-543.24-05	659.40	Pipe
		9/29/2016	CM018536	601-1020-543.24-05	(136.20)	Credit
Total for check: 55384					659.40	

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FORCE AMERICA DISTRIBUTING LLC	55385	9/29/2016	IN001-1078026	731-1022-541.38-03	50.22	Switch
			Total for check: 55385		50.22	
GREMMER & ASSOCIATES INC	55386	9/29/2016	2	625-1010-541.21-02	648.00	Engineering Services
			Total for check: 55386		648.00	
GRIESBACH READY-MIX LLC	55387	9/29/2016	3572	100-1003-541.30-18	343.00	Concrete
				100-1004-541.30-18	1,057.83	Concrete
				100-1011-541.30-18	162.00	Concrete
				209-0703-553.82-02	164.67	Concrete
				601-1020-543.30-18	595.00	Concrete
			Total for check: 55387		2,322.50	
GUNDERSON CLEANERS	55388	9/29/2016	409543	100-0801-521.30-13	34.66	Mat/Towel Service
			Total for check: 55388		34.66	
H&K WOODS INC	55389	9/29/2016	1657	100-1006-541.30-18	419.85	Hardwood
			Total for check: 55389		419.85	
HAAS, JENNIFER	55390	9/29/2016	HAAS REFUND	100-0000-441.24-00	20.00	Refund Class Cancelled
			Total for check: 55390		20.00	
JIM HEINZ	55391	9/29/2016	129070	210-0000-467.00-00	79.64	Reimbursement - FFM
			Total for check: 55391		79.64	
HOPFENSBERGER, MARGARET	55392	9/29/2016	HOPFENSBERGER	100-0000-201.10-00	100.00	Exc Permit Reimbursement 1125 Fieldcrest Dr
			Total for check: 55392		100.00	

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MARY JANSSEN	55393	9/29/2016	5986500193	100-0801-521.19-03	88.65	Uniform
Total for check: 55393					88.65	
JOHN'S SAW SERVICE	55394	9/29/2016	10763	731-1022-541.38-03	32.99	Air Filter
Total for check: 55394					32.99	
LEVENHAGEN CORPORATION	55395	9/29/2016	060427A-IN	100-0000-131.00-00	4,146.07	Fuel
		9/29/2016	060428A-IN	100-0000-131.00-00	4,186.37	Fuel
Total for check: 55395					8,332.44	
LINCOLN CONTRACTORS SUPPLY INC	55396	9/29/2016	K69332	731-1022-541.38-03	37.00	Belt
		9/29/2016	K69381	731-1022-541.38-03	37.00	Belts
					(37.00)	Belts
Total for check: 55396					37.00	
MCNEILUS TRUCK & MFG COMPANY	55397	9/29/2016	3348880	731-1022-541.38-03	884.62	Monitor
Total for check: 55397					884.62	
MENARDS-APPLETON EAST	55398	9/29/2016	1516	100-0704-552.24-03	203.94	Supplies
		9/29/2016	1688	100-0704-552.24-03	298.58	Supplies
Total for check: 55398					502.52	
MENASHA TREASURER	55399	9/29/2016	PD	100-0801-521.19-03	40.00	Uniform
				100-0801-521.30-18	2.40	Supplies
				100-0801-521.33-03	7.50	Prisoner Meals
					22.79	Travel (Meals/Lodging)
				100-0801-521.34-03	41.16	Training (Meals/Lodging)
				100-0801-521.34-04	15.00	Training
Total for check: 55399					128.85	

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MENASHA UTILITIES	55400	9/29/2016	4448	100-0202-512.30-16	232.00	Wellness Activity Training
		9/29/2016	MENASHA UTILITY	100-0000-123.00-00	14.81	Electric
				100-0304-562.22-03	24.93	Electric
				100-0305-562.22-06	9.35	Storm
				100-0703-553.22-03	56.54	Brighton Drive
					1,706.39	Electric
				100-0703-553.22-05	1,938.80	Water
				100-0703-553.22-06	482.65	Storm
				100-1001-514.22-03	1,899.18	Electric
				100-1001-514.22-05	451.60	Water
				100-1008-541.22-03	26.48	DePere & Third
					287.03	Electric
				100-1012-541.22-03	96.03	Electric
				100-1013-541.22-03	35.72	Electric
				100-1013-541.22-06	239.26	Storm
				100-1014-543.22-06	70.13	Storm
				100-1019-552.22-03	311.11	Electric
				100-1019-552.22-05	93.42	Water
				207-0707-552.22-03	1,984.89	Electric
				207-0707-552.22-05	90.84	Water
			207-0707-552.22-06	64.36	Storm	
			501-0304-562.22-06	52.80	Storm	
			601-1020-543.22-03	36.98	Electric	
			625-0304-562.22-03	8.24	Electric	
			743-0403-513.21-04	167.75	Internet Charge	
				2,310.40	Dark Fiber Charge	
				Total for check: 55400	12,691.69	
MORTON SAFETY	55401	9/29/2016	170621-00	100-0901-515.30-18	351.00	Mesh Shirts-Class II
				Total for check: 55401	351.00	

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CITY OF NEENAH	55402	9/29/2016	FIRE/RESCUE	100-0501-522.25-01	267,593.00	Fire/Rescue Services
			Total for check: 55402		267,593.00	
NIELSON COMMUNICATIONS INC	55403	9/29/2016	FV16-31805	731-1022-541.24-04	118.26	Antenna/Connector
		9/29/2016	FV16-31812	731-1022-541.24-04	99.99	Antenna/Labor
			Total for check: 55403		218.25	
NORTHEAST ASPHALT INC	55404	9/29/2016	1444974	100-1004-541.30-18	2,476.79	Asphalt
		9/29/2016	1444975	100-1003-541.30-18	236.00	Tack Premixed
		9/29/2016	1446472	100-1003-541.30-18	210.87	Asphalt
				100-1004-541.30-18	1,903.67	Asphalt
			Total for check: 55404		4,827.33	
ORBIT SCREENS INC	55405	9/29/2016	2797	731-1022-541.38-03	1,054.30	Wheels/Brush Set
			Total for check: 55405		1,054.30	
OSHKOSH FIRE & POLICE EQUIPMENT INC	55406	9/29/2016	166443	731-1022-541.38-03	108.00	Switch
		9/29/2016	166545	100-0801-521.29-04	420.00	Light/LED Module
			Total for check: 55406		528.00	
OSI ENVIRONMENTAL INC	55407	9/29/2016	4012136	266-1027-543.21-06	100.00	Used Oil Collection
			Total for check: 55407		100.00	
PRECISIONCHEM LLC	55408	9/29/2016	10196	100-0601-551.30-13	574.53	Molybdate/Gluterualdehyde
			Total for check: 55408		574.53	
DR TERESA RUDOLPH	55409	9/29/2016	CITY PHYSICIAN	100-0903-531.21-05	150.00	City Physician
			Total for check: 55409		150.00	

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SKID & PALLET	55410	9/29/2016	8960	100-0703-553.30-18	30.00	Playground Mulch
Total for check: 55410					30.00	
SPEEDY CLEAN DRAIN & SEWER INC	55411	9/29/2016	61181	601-1020-543.21-02	490.00	Launch Two Laterals DOT Project
Total for check: 55411					490.00	
STAPLES BUSINESS ADVANTAGE	55412	9/29/2016	8040867091	100-0304-562.30-10	88.13	Supplies
				100-0702-552.30-10	13.45	Supplies
Total for check: 55412					101.58	
STREICHER'S INC	55413	9/29/2016	11227216	100-0801-521.19-03	48.48	Belts
Total for check: 55413					48.48	
SWIDERSKI POWER INC	55414	9/29/2016	IF35177	731-1022-541.38-03	484.00	Link
Total for check: 55414					484.00	
TESCH CHEMICAL CO INC	55415	9/29/2016	5758	100-0703-553.30-13	103.20	Mop Bucket
Total for check: 55415					103.20	
UNIFIRST CORPORATION	55416	9/29/2016	097 0219440	731-1022-541.20-01	133.19	Clothing/Mats Service
Total for check: 55416					133.19	
UNITED WAY FOX CITIES	55417	9/29/2016	20160929	100-0000-202.09-00	31.00	PAYROLL SUMMARY
Total for check: 55417					31.00	
UWSP	55418	9/29/2016	CONF #17751	100-0304-562.34-02	70.00	Registrations Englebert/Buck
Total for check: 55418					70.00	

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TOM VAN HANDEL CORP	55419	9/29/2016	10374	100-0000-123.00-00	20,406.00	Demo - 878 Second Street
Total for check: 55419					20,406.00	
VERIZON WIRELESS	55420	9/29/2016	9771345099	100-0703-553.22-01	51.68	Cell Phones
				731-1022-541.22-01	131.67	Cell Phones
Total for check: 55420					183.35	
WAUSAU EQUIPMENT COMPANY INC	55421	9/29/2016	5481599	731-1022-541.38-03	314.59	Bearings
		9/29/2016	5486195	731-1022-541.38-03	328.35	Single Brg
Total for check: 55421					642.94	
WE ENERGIES	55422	9/29/2016	WE ENERGIES	100-0000-123.00-00	29.27	Bill N-M Fire
				100-0601-551.22-04	33.81	Library
				100-0703-553.22-04	58.23	Parks
				100-0704-552.22-04	302.46	Pool
				100-0801-521.22-04	40.41	Police
				100-0920-531.22-04	9.90	Sen Ctr
				100-1001-514.22-04	42.07	City Hall
				100-1012-541.22-03	1,069.84	Street Lights
				207-0707-552.22-04	22.69	Marina
				731-1022-541.22-04	58.99	Garage
Total for check: 55422					1,667.67	
WIL-KIL PEST CONTROL	55423	9/29/2016	2990560	731-1022-541.20-07	68.75	Commercial Contract
		9/29/2016	2993849	100-0703-553.24-03	30.00	Koslo Park Contact
Total for check: 55423					98.75	
WINNEBAGO COUNTY TREASURER	55424	9/29/2016	LF123789	100-1016-543.25-01	17,248.20	Direct Haul
				100-1017-543.25-01	3,635.84	Direct Haul

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WINNEBAGO COUNTY TREASURER...	55424...	9/29/2016...	LF123789...	266-1027-543.25-01	673.85	Direct Haul
Total for check: 55424					21,557.89	
WISCONSIN CENTRAL LTD	55425	9/29/2016	LICENSE FEE	470-0703-553.82-02	750.00	Loop Trail Crossing License Fee
Total for check: 55425					750.00	
WDATCP-DFRS	55426	9/29/2016	WDATCP	100-0000-421.04-00	1,289.50	Licenses Restaurants
				100-0000-421.10-00	547.00	Retail Food
				100-0000-421.15-00	42.50	Lodging
				100-0000-422.10-00	170.00	Temp Restaurant
				100-0000-422.12-00	130.00	Swimming Pool
Total for check: 55426					2,179.00	
WISCONSIN DEPT OF TRANSPORTATION	55427	9/29/2016	2016-263590	100-0801-521.34-02	35.00	Conference Fees
		9/29/2016	2016-263592	100-0801-521.34-02	35.00	Conference Fees
		9/29/2016	2016-263604	100-0801-521.34-02	35.00	Conference Fees
Total for check: 55427					105.00	
WISCONSIN DSPS	55428	9/29/2016	WI DSPS	100-0916-531.32-01	75.00	Mobile Dentistry Program
Total for check: 55428					75.00	
WISCONSIN SUPPORT COLLECTIONS	55429	9/29/2016	20160929	100-0000-202.03-00	840.57	PAYROLL SUMMARY
Total for check: 55429					840.57	
					424,919.34	



To: Menasha Common Council
From: Jenny Groeschel and Ginger Tralongo, Police Records
RE: Beverage Operator License (Bartender) Applicants
Date: September 28, 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:

Trevor Campbell
April Wakefield
Ebou Jarju
Michelle Willes
Caitlin DeGroot
Jennifer Eng

CC: Chief Styka (emailed)



MEMORANDUM

Date: September 27, 2016

To: Common Council

From: David Buck, CDD

RE: Establish Permit Fee for Removal of Salvageable Non-Structural Materials from Vacated Buildings Title 8, Chapter 5 of the Code of Ordinances

The Common Council approved Ordinance 0-12-16 creating Title 8, Chapter 5 of the Code of Ordinances relating to the regulation of the removal of Salvageable Non-Structural Materials from Vacated Buildings on September 19, 2016.

The purpose of the ordinance is to regulate scrap and salvage activities associated with vacated buildings in order to: prevent the complete abandonment of property; prevent conditions that will create health and safety hazards and aggravate blight; prevent interference with the enjoyment of and reduction of the value of property; and ensure salvage activities are completed in a timely manner that prevents health and safety hazards, nuisances, and environmental pollution.

The ordinance requires a permit to be applied for and issued by the city for scrap and salvage activities associated with vacated buildings greater than 10,000 square feet and Section 8-5-6(b) of said regulation states that a permit fee shall be established by the Common Council.

A significant amount of staff time (Community Development, Building Inspection, Public Works, Health, Fire and others) will be necessary to review applications, conduct investigations/inspections of the premise(s), and furnish recommendation as to whether a permit should be granted or denied. However, as it is expected that each permit will vary greatly in scope and degree of complexity, an estimate on necessary staff time is not a feasible method to establish the permit fee. Therefore, staff recommends the use of the same fee schedule that the city has established for a Demolition Permit, which is a less intensive review/approval process but is similar and comparable in scope.

Staff recommends establishing the permit fee for removal of salvageable non-structural materials from vacated buildings to be:
\$550.00 for the 1st 10,000 square feet of building floor area plus \$50.00 per 1,000 square feet of building floor area thereafter.

From: Emilie Steinmann [<mailto:emilie@oohshinyartglass.com>]
Sent: Wednesday, September 21, 2016 1:49 PM
To: Don Merkes; Kevin Englebert
Subject: Landmarks Commission

Hello,

I would like to express my sincere interest in serving on the City of Menasha Landmarks Commission to become more involved in the revitalization of the downtown district and preservation of historical sites. Though Menasha may be small, it has a vibrant history of trade and industry, from furs to paper products. The landmarks we hope to preserve are the ones that tell the stories of our past and make us uniquely Menasha.

I am proud to call myself a Menasha native and current resident and would be honored to serve on the Landmarks Commission.

Thank you,

Emilie Steinmann