

CITY OF MENASHA
Administration Committee
140 Main Street, 3rd Floor Council Chambers
November 19, 2007

MINUTES

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1. CALL TO ORDER

Meeting Called to Order by Chairman Wisneski at 6:00 p.m.

2. ROLL CALL/EXCUSED ABSENCES

A. [Roll Call](#)

PRESENT: Ald. Michalkiewicz, Chase, Merkes, Taylor , Wisneski, Pack, Hendricks, Eckstein

ALSO PRESENT: Mayor Laux, CA/HRD Brandt, PC Stanke, FC Vander Wyst, DPW Radtke,

AP Beckendorf, C/T Stoffel, PRD Tungate, PHD Nett, Clerk Galeazzi, the Press.

3. MINUTES TO APPROVE-MINUTES & COMMUNICATIONS TO RECEIVE

Minutes to approve:

A. [Administration Committee Minutes, 11/5/07](#)

Moved by Alderman Pack, seconded by Alderman Eckstein to approve minutes.

Motion Carried on voice vote

Results:

4. DISCUSSION

A. [Agreement for Property Maintenance and Tax Listing Services with Associated Appraisal Consultants for the assessment years 2008-2011, and authorize signature.](#)

Discussion ensued on the four year term of the contract being too long and does not coincide with the appointment term of the Assessor.

CA/HRD Brandt explained when the Council originally contracted with Associated Appraisal it left the Assessor position vacant.

B. [Amendment #1 to Development Agreement between PJC Group, LLC and City of Menasha, and authorize signature.](#)

CA/HRD Brandt explained there is no cost to the City to make this amendment to the original agreement. This amendment will help to facilitate the financing arrangement necessary for PJC Group to advance the projects. This will allow the sale of the warehouse property without first securing an occupancy permit as requirement by the development agreement.

C. [O-39-07 An Ordinance Relating to Park Regulations \(Animals in Parks\)](#)

CA/HRD Brandt explained this ordinance would allow dogs in the parks for special occasion with permission from the Parks & Recreation Board.

D. [R-19-07 Investigating the Future Use or Sale of Properties at 504 Broad, 81 Racine, 87 Racine.](#)

Ald. Hendricks requested this resolution. There has been much discussion on this topic and it would be more appropriate to have the input of the Plan Commission and Redevelopment Authority. Council and residents need to know all the options available for this area.

E. [R-20-07 Resolution Levying Taxes for the Purpose of Paying the Operating Expenses for the Year 2008 for the City of Menasha.](#)

NO DISCUSSION OR QUESTIONS.

F. [R-21-07 Resolution Supporting Eco-Municipality Concepts.](#)

Discussion ensued on the need for sustainable practices in the City of Menasha .

Moved by Alderman Merkes, seconded by Alderman Eckstein to amend resolution to include the four guidelines developed by the American Planning Association.

Motion Passed

Results:

Roll Call:

AYES: Chase , Eckstein , Hendricks , Merkes , Michalkiewicz , Pack , Taylor , Wisneski (8)

NAYS: (0)

Moved by Alderman Merkes, seconded by Alderman Taylor to recommend to develop a standing Sustainability Board to advise the Mayor and Common Council.

Motion Passed

Results:

Roll Call:

AYES: Chase , Hendricks , Merkes , Pack , Taylor , Wisneski (6)

NAYS: Eckstein , Michalkiewicz (2)

G. [R-22-07 Resolution for the Adoption of the City of Menasha Open Space and Recreation Facilities Plan.](#)

NO DISCUSSION OR QUESTIONS.

H. [Accounts payable and payroll from 11/8/07-11/15/07 for the amount of \\$539,137.46](#)

Ck. #14678-Badger State Industries-\$150.00 – donation of old City computers to Dept. of Corrections.

Ck. #14692-Fox Cities Magazine-\$875.00 – advertising for marketing of City.

Ck. #14738-Varitech Industries-\$2,447.73 – equipment to be used in salt shed

5. ADJOURNMENT

A. [Adjournment](#)

Moved by Alderman Taylor, seconded by Alderman Eckstein to adjourn at 6:28 p.m.

Motion Carried on voice vote

Results:

Respectfully submitted by Deborah A. Galeazzi, City Clerk