

CITY OF MENASHA

Council Chambers, 3rd Floor, 140 Main Street, Menasha
140 Main Street, Menasha
February 5, 2007

MINUTES

 + [Back](#)  [Print](#)

I. CALL TO ORDER

A. [Call to Order](#)

Item Action:
None

Motions

Motion Type	Motion Text Comments	Made By	Seconded By	Motion Result
	Meeting called to order by Chairman Eckstein at 5:30 p.m.			

II. ROLL CALL/EXCUSED ABSENCES

A. [Roll Call](#)

Item Action:
None

Motions

Motion Type	Motion Text Comments	Made By	Seconded By	Motion Result
	Present: Ald. Wisneski, Pack, Hendricks, Eckstein, Michalkiewicz, Chase Merkes, Taylor. Comments			
	Also Present: Mayor Laux, CA/HRD Brandt, PC Stanke, DPW Radtke, CDD Keil, PRD Tungate, PHD Nett, Clerk Galeazzi, MUGM Young, and the Press.			

III. MINUTES TO APPROVE-MINUTES & COMMUNICATIONS TO RECEIVE

Minutes to approve:

A. [January 2, 2007](#)

Item Action:
Approved

Motions

Motion Type	Motion Text	Made By	Seconded By	Motion Result
approve	Minutes of January 2, 2007	Alderman Wisneski	Alderman Michalkiewicz	Passed
	Motion carried on voice vote.			

B. [January 15, 2007](#)

Item Action:
Approved

Motions

Motion Type	Motion Text	Made By	Seconded By	Motion Result
approve	Minutes of January 15, 2007	Alderman Wisneski	Alderman Michalkiewicz	Passed
	Motion carried on voice vote.			

IV. DISCUSSION

A. [R-4-07 - Resolution Congratulating Hanna Rasmussen.](#)**Item Action:**
None**Motions**

Motion Type	Motion Text	Made By	Seconded By	Motion Result
adopt	R-4-07	Alderman Michalkiewicz	Alderman Hendricks	Passed

Motion carried on voice vote.

Comments

Mayor Laux read and presented the resolution to Hanna Rasmussen. Hanna read her essay, "Questions", to the Council and the gallery. Her essay was the winning entry for the high school level in the Martin Luther King, Jr. essay contest.

B. [Update on Steam Utility Project and Water Treatment Plant Project. \(Discussion only\)](#)**Item Action:**
None**Motions**

Motion Type	Motion Text	Made By	Seconded By	Motion Result
	Comments			

GM Doug Young reported on the Steam Utility Project and Water Treatment Plant Project.

Comments

Steam Utility Project: Plant is operating well, no major issues. The noise issue that is a concern of the neighbors was inspected by the equipment manufacturer. They have found the source of the problem and are working with the vendor to correct it. A Utility employee was burned while removing hot ashes. He is recovering at St. Mary's Burn Center. They are investigating the incident. There have been a few issues that the Utilities Commission will be addressing including cash flow due to start up delays and coal supply contracts. The Commission will be reviewing RFPs that have been received on coal supply.

Comments

Water Treatment Plant: The cold weather has but a temporary stop to the pouring of concrete. They are working on inside projects. The work crew has been reduced until they can start pouring again. Additional security cameras are being installed. Currently there is one security camera on the north side of the building. The additional security cameras for the south side and river side were included as part of the original project costs. Staff is asking to escalate the installation of the cameras to help with future thief issues.

C. [License: Class "B" Application of Carmen Zamudio, d/b/a La Fiesta Mexican Restaurant, for the premises at 14 Tayco Street, for the 2006-2007 licensing year.](#)**Item Action:**
None**Motions**

Motion Type	Motion Text	Made By	Seconded By	Motion Result
	Comments			

CA/HRD Brandt reported the Building Inspectors performed a second inspection this week and all issues addressed in the first inspection have been taken care of. The Building Inspectors give their approval on the building.

D. [Approval of Proposal to extend contract for Information Technology Services for 2007 with Schenck Technology Solutions, and authorized signature.](#)**Item Action:**
None**Motions**

Motion Type	Motion Text	Made By	Seconded By	Motion Result
	Comments			

Comp/Treasurer Stoffel reported they have budgeted \$2500 for 2007 for this type of outside services.

E. [Menasha Health Department proposed 2007-2008 Parochial School Fees.](#)**Item Action:**
None**Motions**

Motion Type	Motion Text	Made By	Seconded By	Motion Result
	Comments			

No Questions or Discussion.

F. [Agreement and Contract between Advocap, Inc. and City of Menasha, Committee on Aging with Menasha Senior Center, January 1, 2007 - December 31, 2007, and authorized signatures.](#)**Item Action:**
None**Motions**

Motion Type	Motion Text Comments	Made By	Seconded By	Motion Result
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PHD Nett explained this is a renewal contract. Same terms for the past seven years.

G. [Request for Proposal for 4th of July Fireworks \(Ald. Taylor\)](#)

Item Action:
None

Motions

Motion Type	Motion Text Comments	Made By	Seconded By	Motion Result
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Discussion ensued on other companies in the State that offer the services of fireworks. Knowing that there are other companies to perform this service, it could be a cost savings for the City to send out RFPs.

H. [Request for Proposal for Safety Coordination and Project Management.](#)

Item Action:
None

Motions

Motion Type	Motion Text Comments	Made By	Seconded By	Motion Result
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CA/HRD Brandt asked for direction from the Council on how to publish the RFP. He doesn't have it in his budget to advertise in the newspaper. He could put it on the website, send it to vendors or send it to the Municipality magazine. It was suggested that he send it to the State Safety Committee.

I. [O-1-07 An Ordinance Relating to City of Menasha Purchasing Policy \(Held 1/15/07\)](#)

Item Action:
None

Motions

Motion Type	Motion Text Comments	Made By	Seconded By	Motion Result
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Discussion ensued on just updating the current Policy Manual rather than adopting an ordinance on requiring a RFP on services and supplies over a certain dollar amount. Pros and cons were discussed on requiring RFPs

J. [Accounts payable and payroll for the period 1-18-07/2-1-07 for the amount of \\$1,272,094.31.](#)

Item Action:
None

Motions

Motion Type	Motion Text Comments	Made By	Seconded By	Motion Result
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Ck #11085-Davis and Kuelthau-\$7,636.00 – PCB negotiations.

Comments

Ck#11094-Interstate Battery of Green Bay-\$137.90 – Parts for machinery at PWF.

Comments

Ck#11100-Laib Restoration-\$521.00 – work done at Memorial Building.

Comments

Ck #11122-Riesterer & Schnell-\$65.00 – supplies for equipment in Parks Dept.

Comments

Ck#11192-Menasha Marina-\$2,075.59 – credit card processing cost.

Comments

Ck#11231-Alcan Packaging-\$80,221.22 – River St. draining system.

Comments

Ck #11157-Confidential Assistance Program-\$2,790.00 – annual fee for Employee Assistant Program.

Comments

Ck#11147-Associated Appraisal-\$4,926.00 – monthly fee for assessor services.

Comments

Ck#11174-Heckrodt Wetland Reserve-\$8,800.00 – City's budgeted contribution for HWR operating expenses.

K. [Menasha Health Department proposed 2007-2008 Parochial School Fees.](#)

Item Action:

None

V. ADJOURNMENT

A. [Adjournment](#)

Item Action:
Approved

Motions

Motion Type	Motion Text	Made By	Seconded By	Motion Result
move	To adjourn at 6:45 p.m.	Alderman Taylor	Alderman Wisneski	Passed

Motion carried on voice vote.

Comments

Comments

Respectfully submitted by Deborah A. Galeazzi, City Clerk