

CITY OF MENASHA

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

MINUTES

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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 5:30p.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. Hendricks, Eckstein, Michalkiewicz, Chase, Merkes, Wisneski, Pack. Comments			
	Excused: Ald. Taylor. Comments			
	Also Present: Mayor Laux, CA/HRD Brandt, PC Stanke, FC Vander Wyst, DPW Radtke, CDD Keil, Comp/Treasurer Stoffel, PRD Tungate, PHD Nett. MUGM Young, Clerk Galeazzi and the Press.			

III. MINUTES TO APPROVE-MINUTES & COMMUNICATIONS TO RECEIVE

Minutes to approve:

A. [February 19, 2007](#)

Item Action:
Approved

Motions

Motion Type	Motion Text	Made By	Seconded By	Motion Result
approve	February 19, 2007 Minutes Motion carried on voice vote.	Alderman Michalkiewicz	Alderman Pack	Passed

IV. DISCUSSION

A. [Update on Steam Utility Project and Water Treatment Plant Project \(Discussion Only\)](#)

Item Action:
None

Motions

Motion Type	Motion Text Comments	Made By	Seconded By	Motion Result
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MUGM Young reported on the Steam Utility Project: February was a good month for selling steam and with the MISO Market. The coal quality is better. Financially, they did better than expected for the month of February. They have updated Moody's Investment Services on the current situation. The City's rating will remain the same. New coal contracts have been negotiated and will take effect on June 1, 2007 for a two year term. Mr. Young reported the noise issue is being addressed by the vendor. It could be one of two items being checked. The cost to replace/repair the item could be approximately \$10,000.00.

Comments

Water Treatment Plant Project: The weather in February slowed the crew down on some of the outside work. Bids have been received on control panels' equipment, software, canal circulation system and landscaping that will be discussed in Board of Public Works. The concrete pours are almost completed. The GAC has been reduced in two of three filters. The filters are smaller and are less expensive to replace.

- B. [Recommendation from Utilities Commission, Steam Utility PILOT Payment between City of Menasha and Menasha Utilities.](#)** **Item Action:** None

Motions

Motion Type	Motion Text	Made By	Seconded By	Motion Result
	Comments			

Mayor Laux explained that the Steam Utilities is not like the Water & Electric Utilities whereas their PILOT (Payment in Lieu of Taxes) is built into the rate charged to customers. The Steam Utilities needs to establish some guidelines for their PILOT payments. Their payment will need to come from the profits made. The Utilities Commission recommends this agreement. The PILOT payment can be used to offset debt service of the Steam Utilities and will be held in the bond redemption account for the semi-annual payments of the outstanding notes/bonds.

- C. [Consideration of Steam Plant Work-Out Plan. \(Ald. Pack\)](#)** **Item Action:** None

Motions

Motion Type	Motion Text	Made By	Seconded By	Motion Result
	Comments			

Ald. Pack presented a draft of a proposal to hire a consultant to help analyze the situation with the Steam Plant. The proposal listed options to help determine the viability of the Steam Plant. It also listed potential candidates with experience in the area of finance, technology, negotiation and research that could be hired. Ald. Pack recommended adding an additional item under the criteria category: Get a value of electric utility division on the open market and determine if selling this part of Menasha Utilities is in the best interest of the City of Menasha.

Comments

Discussion ensued on referring this proposal to the Utilities Commission for their recommendations. This is an item that needs input from both the Utilities Commission and Common Council.

move	To refer back to Utilities Commission	Alderman Merkes	Alderman Michalkiewicz	Passed
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Ald. Merkes made a friendly amendment to include Ald. Pack's recommendation of adding an additional item under Criteria: Get a value of electric utility division on the open market and determine if selling this part of Menasha Utilities is in the best interest of the City of Menasha.

Comments

Motion as amended carried on roll call 7-0.

- D. [Preparedness Pandemic Influenza Contract Agreement between Division of Public Health of the Dept. of Health and Family Services and the Menasha Health Dept. for the term Sept. 1, 2006 to August 31, 2007, and authorized signature.](#)** **Item Action:** None

Motions

Motion Type	Motion Text	Made By	Seconded By	Motion Result
	Comments			

PHD Nett explained there was a hold up on receiving this contract from the State. Staff has been working on the requirements to receive the funding. She feels they will meet all the requirements in the time allowed.

- E. [Installation of buoys in the Menasha Channel for 2007.](#)** **Item Action:** None

Motions

Motion Type	Motion Text	Made By	Seconded By	Motion Result
	Comments			

PRD Tungate explained if the City wants the buoys installed in the channel before the normal opening day of the navigational season, we

would need to pay a fee of \$2,650. Winnebago County administers the buoy installation contract and the date of May 12, 2007 is set for installation county wide.

- F.** [Selection of Proposal and Award of Auditing Services contract for fiscal years ending December 31, 2006, 2007, 2008.](#) **Item Action:**
None

Motions

Motion Type	Motion Text	Made By	Seconded By	Motion Result
	Comments			

Discussion ensued on supporting Compt/Treasurer Stoffel's recommendation to award the auditing services contract to Schenck Government & Not-For-Profit Solutions.

- G.** [Recommendation from Redevelopment Authority, Development Agreement between Gilbert Mill, LLC and PJC Group, LLC and the City of Menasha.](#) **Item Action:**
None

Motions

Motion Type	Motion Text	Made By	Seconded By	Motion Result
	Comments			

CDD Keil explained this is a new type of development agreement for the City. This sets up a developer-financed TIF. Because of the uniqueness of this agreement, CDD Keil is recommending the wording under Article V. Undertaking of the City, of the development agreement be revisited by the Redevelopment Authority.

- H.** [O-6-07 - An Ordinance Relating to the Annexation of Certain Property to the City of Menasha, Wisconsin \(Heckrodt Annexation\).](#) **Item Action:**
None

Motions

Motion Type	Motion Text	Made By	Seconded By	Motion Result
	Comments			

CA/HRD Brandt reported he received a letter from the Town of Menasha Administrator indicating that since some of the property being annexed is considered improved land, they are requesting equal value of property as defined under the joint boundary agreement be detached from the City. CA/HRD Brandt explained the part the Town is referring to is the back parking lot and the boardwalk trails. In his opinion, this would not be considered improved land.

- I.** [R-7-07 - Resolution Authorizing the Appeal of a Tax Exemption Granted to SCA Tissue North American, LLC.](#) **Item Action:**
None

Motions

Motion Type	Motion Text	Made By	Seconded By	Motion Result
	Comments			

CA/HRD Brandt explained this resolution is necessary if we would need to file a petition for review by the Tax Appeals Commission. A decision on the SCA case is expected by April 1 from the State Board of Assessors.

- J.** [Accounts payable and payroll for 2-22-07/3-1-07 for the amount of \\$889,660.73.](#) **Item Action:**
None

Motions

Motion Type	Motion Text	Made By	Seconded By	Motion Result
	Comments			

Ck. #011477-Kann Manufacturing Corp.-\$116.49 - repair parts for City vehicle/PWF.

Comments

Ck. #011490-Mr. Rooter-\$6,724.00 - repair main sewer in street in front of 510 5th St.

Comments

Ck. #011464-Barco Products-\$6,430.00 - SBC message centers.

V. ADJOURNMENT

- A.** [Adjournment](#) **Item Action:**
Approved

Motions

Motion Type	Motion Text	Made By	Seconded By	Motion Result
move	To adjourn at 7:35p.m.	Alderman Wisneski	Alderman Pack	Passed
	Motion carried on voice vote.			
	Comments			
	Comments			
	Respectfully submitted by Deborah A. Galeazzi City Clerk.			