

CITY OF MENASHA

Council Chambers, 3rd Floor- 140 Main St., Menasha

140 Main Street, Menasha

April 17, 2007

MINUTES

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I. ROLL CALL/EXCUSED ABSENCES

A. [Roll Call](#)

Item Action:
None

Motions

Motion Type	Motion Text	Made By	Seconded By	Motion Result
	Comments			
	Meeting called to order by Clerk Galeazzi at 8:56p.m.			
	Comments			
	Present: Ald. Merkes, Taylor, Wisneski, Pack, Hendricks, Eckstein, Michalkiewicz, Chase.			
	Comments			
	Also Present: Mayor Laux, CA/HRD Brandt, PC Stanke, DPW Radtke, CDD Keil, CT Stoffel, PRD Tungate, PHD Nett, Clerk Galeazzi, and the Press.			

II. ACTION ITEMS

A. [Election of Chair](#)

Item Action:
None

Motions

Motion Type	Motion Text	Made By	Seconded By	Motion Result
move	to appoint Ald. Eckstein as Chairman of Administration Committee.	Alderman Michalkiewicz	Alderman Pack	
move	to appoint Ald. Wisneski as Chairman of Administration Committee.	Alderman Merkes	Alderman Hendricks	
	Having no more nominations, Clerk Galeazzi declared nominations closed.			
	Comments			
	*1st Roll Call: Motion tied 4-4. Voting for Eckstein: Pack, Eckstein, Michalkiewicz, Chase. Voting for Wisneski: Merkes, Taylor, Wisneski, Hendricks. *2nd Roll Call: Motion carried on roll call 5-3 for Ald. Wisneski. Voting for Wisneski: Merkes, Taylor, Wisneski, Hendricks, Chase. Voting for Eckstein: Pack, Eckstein, Michalkiewicz. *Ald. Wisneski was declared the winner and Chairman of Administration Committee.			

B. [Election of Vice-Chair](#)

Item Action:
None

Motions

Motion Type	Motion Text	Made By	Seconded By	Motion Result
	Comments			
	Chairman Wisneski took over.			
move	to appoint Ald. Eckstein as Vice-Chairman of	Alderman	Alderman Taylor	Passed

Adminstration Committee.

Hendricks

Having no more nominations, Chairman Wisneski called nominations to a close and directed the Clerk to cast a unanimous ballot to declare Ald. Eckstein Vice-Chairman of Administration Committee.

III. ADJOURNMENT

A. [Adjournment](#)

Item Action:
None

Motions

Motion Type	Motion Text	Made By	Seconded By	Motion Result
move	to adjourn at 8:59p.m.	Alderman Merkes	Alderman Pack	Passed

Motion carried on voice vote.

Comments

Comments

Respectfully submitted by Deborah A. Galeazzi, City Clerk

CITY OF MENASHA

140 Main Street, 3rd Floor Council Chambers

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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. Chase, Merkes, Taylor, Wisneski, Pack, Hendricks, Eckstein, Michalkiewicz. Comments			
	ALSO PRESENT: Mayor Laux, CA/HRD Brandt, PC Stanke, DPW Radtke, CDD Keil, C/T Stoffel, PRD Tungate, PHD Nett, MUGM Young, Clerk Galeazzi and the Press.			

III. MINUTES TO APPROVE-MINUTES & COMMUNICATIONS TO RECEIVE

Minutes to approve:

A. [Administration Committee, 4/2/07](#)

Item Action:
Approved

Motions

Motion Type	Motion Text	Made By	Seconded By	Motion Result
approve	Administration Committee Minutes, 4/2/07	Alderman Wisneski	Alderman Pack	Passed
	Motion carried on voice vote.			

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
	GM Doug Young reported on Steam Utility Project: The #3 boiler is up and running as is the #3 turbine generator. They are working through the problem of high moisture in the coal. It's not as bad as it was last winter. The February financial report was explained and			

discussed. GM Young explained a few corrections to the report. They are still working on a solution to the noise problem. They have asked the vendor to provide an acoustic covering. Sargent & Lundy will be reviewing all the documentation before their on-site visit for the work-out plan.

Comments

Water Treatment Plant: They are making good progress. The walls are fully enclosed and the roof is on the new section. The GAC and conventional filtering areas are fully enclosed and the foundation for the soda ash silo was poured. The piping and electrical work is being worked on. There is a credit for the Granular Activated Carbon (GAC). The media depth has changed from 8' to 4'. This will not change the operation of the plant.

- B.** [Authorized Provider Agreement between Neenah-Menasha Chapter of the American Red Cross and Menasha Health Department, and authorized signatures.](#) **Item Action:**
None

Motions

Motion Type	Motion Text	Made By	Seconded By	Motion Result
	Comments			

PHD Nett explained one change to this agreement from previous years was the provider authorization fee has increased from \$4 to \$5.

- C.** [Request for authorization to place overhead banner at 2nd and Racine Street for Police Week.](#) **Item Action:**
None

Motions

Motion Type	Motion Text	Made By	Seconded By	Motion Result
	Comments			

PC Stanke explained the Police Union approached him requesting to have a banner hung over Racine Street recognizing Police Week, May 13-19, 2007. He wanted to make sure they were following the ordinance correctly. He interpreted it as needing Council approval.

Comments

Discussion ensued on the current ordinance and if it should be changed. Over the years several organizations have had banners hung over Racine Street and the Utilities did the work of hanging them.

- D.** [Consideration of Alderman Merkes' per diem request.](#) **Item Action:**
None

Motions

Motion Type	Motion Text	Made By	Seconded By	Motion Result
	Comments			

Ald. Merkes explained his reason for this request. In reviewing the City personnel policy, he interpreted as testifying in court on City business would be eligible for a per diem.

move	to refer back to Mayor to approve or deny request.	Alderman Merkes	Alderman Hendricks	
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Discussion ensued on what the personnel policy lists as eligible items covered for Aldermen to receive a per diem and the time frame. CA/HRD Brandt explained the process of approving expense requests from Aldermen. The Mayor has the final approval on expense requests. It was explained Ald. Merkes would be entitled to the witness fee. Witness fees are paid for those who appear in Court to testify. Aldermen being issued subpoenas to testify on City business were discussed along with Aldermen receiving mileage for attending functions.

Comments

Ald. Merkes called for Point of Order. Chairman Eckstein-Point of Order taken.

Comments

Motion to refer back to Mayor to approve or deny carried on roll call 8-0.

- E.** [Consideration of Proposals for 2007 Safety Consultant](#) **Item Action:**
None

Motions

Motion Type	Motion Text	Made By	Seconded By	Motion Result
	Comments			

Discussion ensued on using Health Dept. staff to handle the duties of the Safety Coordinator. Having this done in-house would be a cost savings to the City.

Comments

PHD Nett explained her staff has been working with the current safety consultant, RW Management on the training of City employees.

Her staff will need to have some additional training, which CVMIC would be available for.

F. [Accounts payable and payroll for 4-5-07/4-12-07 in the amount of \\$2,097,516.83](#)

Item Action:
None

Motions

Motion Type	Motion Text	Made By	Seconded By	Motion Result
	Comments			

Ck. #012044-Tel/Com-\$79.60 – pager for custodian was for before he retired. Ck. #012051-WE Energies-\$104.62 – 999 Brighton Dr/Gatehouse property. Ck. #012128-Stafford Rosenbaum-\$1,375.80 – SCA Tissue Tax-exempt issue. Ck. #012132-Tel/Com-\$27.95 – pager for Victim Crisis Response Program. Ck. #012008-Killoren Communications-\$6,458.74 – equipment to upgrade phone system.

G. [Board of Health recommends approval of, 1\) DATCP Agent of the State Fees; 2\) DHFS Agent of the State Fees; 3\) Tattoo Parlor/Body Piercing Establishments Fees for the licensing period July 1, 2007 to June 30, 2008.](#)

Item Action:
None

Motions

Motion Type	Motion Text	Made By	Seconded By	Motion Result
	Comments			

PHD Nett explained not all the increases recommended by the Board of Health are comparable to surrounding municipalities. However, other factors go into determining the increases. Each municipality deals with the fees for these items differently.

H. [Board of Health recommends approval of Non-Profit Temporary Restaurant Permit Fees for the licensing period January 1, 2007 to December 31, 2007.](#)

Item Action:
None

Motions

Motion Type	Motion Text	Made By	Seconded By	Motion Result
	Comments			

PHD Nett explained this item pertains mostly to fundraising events like brat fries. Some of the same non-profit originations apply each year and hold the maximum events allowed (3). If a representative of the organization goes through the prerequisite training, the fee will be \$25 for up to three events.

I. [Request of Paul Hemmer Co. for additional time to execute purchase contract.](#)

Item Action:
None

Motions

Motion Type	Motion Text	Made By	Seconded By	Motion Result
	Comments			

CA/HRD Brandt explained the original contract with Paul Hemmer Co. for the parcel on the corner of Jennie St. & Oneida St. has expired and they are asking for an additional 120 days to line up a business for the location. There will be no additional cost to the City to extend the contract.

Comments

CDD Keil explained in dealing with a national chain it takes longer at the beginning to organize and the review process. This is what could be happening with this parcel.

V. ADJOURNMENT

A. [Adjournment](#)

Item Action:
None

Motions

Motion Type	Motion Text	Made By	Seconded By	Motion Result
move	to adjourn at 6:55p.m.	Alderman Wisneski	Alderman Pack	Passed

Motion carried on voice vote.

Comments

Comments

Comments

Respectfully submitted by Deborah A. Galeazzi, City Clerk

