

## CITY OF MENASHA

**140 Main Street, 3rd Floor Council Chambers**

140 Main Street, Menasha

July 2, 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 Wisneski at 5:00 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. Eckstein, Chase, Merkes, Taylor (6:30p.m.), Wisneski, Pack, Hendricks.			
	EXCUSED: Ald. Michalkiewicz			
	ALSO PRESENT: Mayor Laux, CA/HRD Brandt, PC Stanke, DPW Radtke, C/T Stoffel, AP Beckendorf, Doug Young, Carol Wirth, Clerk Galeazzi and the Press.			

#### III. MINUTES TO APPROVE-MINUTES & COMMUNICATIONS TO RECEIVE

##### Minutes to approve:

##### A. [Administration Committee, 6/18/07](#)

**Item Action:**  
None

##### Motions

Motion Type	Motion Text	Made By	Seconded By	Motion Result
approve	Administration Committee Minutes, 6/18/07	Alderman Pack	Alderman Eckstein	Passed
	Motion carried on voice vote.			

#### IV. DISCUSSION

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

**Item Action:**  
None

##### Motions

Motion Type	Motion Text Comments	Made By	Seconded By	Motion Result
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Doug Young reported on Steam Utility Project: There was a boiler leak, so it had to be taken off-line for a short time to be fixed. It is now back on-line. They continue to take deliveries and to mix the old coal with the new coal. The new coal has a higher BTU, and there are no problems with the mixing of the coal. The consultant is working on a recommendation regarding the noise issue. Hope to have a solution soon. The workout plan from Sargent & Lundy is expected by the end of the week. Dresser Rand has made repairs to the damaged rotor on the #5 turbine generator and should be back on-line by next week.

#### Comments

Water Treatment Facility: The last major piece of equipment received, the ultra-violet lamps, is being installed. Finishing work is being done; painting of the interior walls and electrical controls are being wired. The installation of the underground piping under Broad Street will cease for the July 4 holiday, but will continue up after. The intake circulation project has concrete basin installed and some pipe completed.

#### B. [Accounts payable and payroll for 6/21/07-6/28/07 in the amount of \\$767,089.26.](#)

**Item Action:**  
None

#### Motions

Motion Type	Motion Text	Made By	Seconded By	Motion Result
	Comments			

Ald. Wisneski explained the numbers should be reversed on the report; The Accounts Payable amount should be \$602,885.01 and Payroll should be \$164,204.25. Also, the dates should be 6/20/07 – 6/28/07

#### Comments

Ck. #12997–Bomski Construction-\$6,325.00 – LRP Program-Housing Rehab Program/CDD. Ck. #13018-Martenson & Eisele-\$2,361.25 – Storm Water Utility-Storm Water Management Plan. Ck. #13043-Reinders-\$577.00 – Repair end of Mill Street for Memorial Day Ceremony/Parks Dept. Ck. #13085-Elan Cardmember Service – Misc. charges to area restaurants by Dept. Heads (as per Personnel Policy). Ck. #13099-Landlord Services-\$32.00 – Background checks on candidates/PD. Ck. #13107-Menasha Electric – Reimbursable Accident Repairs for same accident, traffic light & street light.

#### C. [City of Menasha Electronic Communications & Information Technology Policy \(Recommendation of IT Steering Committee\)](#)

**Item Action:**  
None

#### Motions

Motion Type	Motion Text	Made By	Seconded By	Motion Result
	Comments			

CA/HRD Brandt explained the changes have been made to the original policy. This will affect all City of Menasha employees. The Library Board will need to approve this policy for the Library employees to be included with this policy. Employees have a limited use of computers for personal use. Dept. Heads and Supervisors monitor personal use of the computers by employees.

#### D. [R-13-07 - A Resolution Pertaining to Payment of the Interest for the Steam Utility \(Presentation by Carol Wirth-RBC Capital Markets\)](#)

**Item Action:**  
None

#### Motions

Motion Type	Motion Text	Made By	Seconded By	Motion Result
	Comments			

Doug Young reported the Utilities Commission recommended approval of this resolution at their last meeting.

#### Comments

Carol Wirth, RBC Capital Markets, reported on the interim financing for the Steam Utility. She gave a brief background on the Steam Utility project and the financing. This resolution is to transfer dollars from the Steam Utility Reserve Fund to the Special Redemption Fund to make the interest payment of \$871,305 that is due as of 9/1/07 on the 2005 Revenue Bond Anticipation Notes, 2006 Revenue Bond Anticipation Notes and 2006 Note Anticipation Notes.

#### Comments

Ms. Wirth answered questions from the Council.

#### E. [Substitute Amendment 1 to O-12-07 - An Ordinance Relating to Signs.](#)

**Item Action:**  
None

#### Motions

Motion Type	Motion Text	Made By	Seconded By	Motion Result
	Comments			

AP Beckendorf explained the Plan Commission, at the request of some businesses, recommended a change to the sidewalk sign ordinance. In making the changes, it was discovered the C-2 zoned areas were eliminated from the ordinance. This new Substitute Amendment would include C-1 and C-2 zoned areas. She explained the type of sign this would apply to.

## Comments

Discussion ensued on requiring a yearly permit and implementing requirement; enforcement of the ordinance; other amendments to the ordinance.

**V. ADJOURNMENT****A. [Adjournment](#)****Item Action:**

None

**Motions**

<b>Motion Type</b>	<b>Motion Text</b>	<b>Made By</b>	<b>Seconded By</b>	<b>Motion Result</b>
move	to adjourn at 6:45p.m.	Alderman Taylor	Alderman Pack	Passed
Motion carried on voice vote.				
Comments				
Comments				
Respectfully submitted by Deborah A. Galeazzi, City Clerk				