

IT IS EXPECTED THAT A QUORUM OF THE PERSONNEL COMMITTEE, BOARD OF PUBLIC WORKS, PLAN COMMISSION, BE ATTENDING THIS MEETING; (ALTHOUGH IT IS NOT EXPECTED THAT ANY OFFICIAL ACTION OF ANY OF THOSE BODIES WILL BE TAKEN)

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

June 4, 2007

6:00 PM

AGENDA

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I. CALL TO ORDER

- A. Call to Order

II. ROLL CALL/EXCUSED ABSENCES

- A. Roll Call

III. MINUTES TO APPROVE-MINUTES & COMMUNICATIONS TO RECEIVE

Minutes to approve:

- A. Administration Committee, 5/21/07.

[Attachments](#)

IV. DISCUSSION

- A. Presentation of grant to the Police Department by Wal-Mart Company.
- B. Update on Steam Utility Project and Water Treatment Plant Project (Discussion Only)
- C. City of Menasha Electronic Communications & Information Systems Policy.
- D. Consulting Agreement with McClone Insurance Group, July 1, 2007 to June 30, 2008, and authorized signature.
- E. Licenses: Renewal liquor and malt beverage applications on file for the licensing year July 1, 2007-June 30, 2008.
- F. Accounts payable and payroll from 5/24/07-5/31/07 in the amount of \$819,408.88.

[Attachments](#)

[Attachments](#)

[Attachments](#)

[Attachments](#)

[Attachments](#)

V. ADJOURNMENT

- A. Adjournment

"Menasha is committed to its diverse population. Our Non-English speaking population or those with disabilities are invited to contact the MenashaCityClerk at 967-3600 24 hours in advance of the meeting so special accommodations can be made."

CITY OF MENASHA
Administration Committee
140 Main Street, 3rd Floor Council Chambers
May 21, 2007

MINUTES DRAFT

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I. CALL TO ORDER

A. [Call to Order](#)

Motions

Motion Type	Motion Text	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](#)

Motions

Motion Type	Motion Text	Made By	Seconded By	Motion Result
	PRESENT: Ald. Wisneski, Pack, Hendricks, Eckstein, Michalkiewicz, Chase, Merkes, Taylor			
	ALSO PRESENT: Mayor Laux, CA/HRD Brandt, PC Stanke, DPW Radtke, CDD Keil, C/T Stoffel, PRD Tungate, Attorney Tom Rohan, John Coughlin, Dick Sturm, Clerk Galeazzi and the Press.			

III. MINUTES TO APPROVE-MINUTES & COMMUNICATIONS TO RECEIVE

Minutes to approve:

A. [Administration Committee, 5/7/07](#)

Motions

Motion Type	Motion Text	Made By	Seconded By	Motion Result
Approve	Administration Committee, 5/7/07	Alderman Pack	Alderman Michalkiewicz	Passed
	Motion carried on voice vote.			

IV. DISCUSSION

A. [Consideration of Stipulation with Receiver Wisco Enterprises - Marketing of Lake Park Lots.](#)

Motions

Motion Type	Motion Text	Made By	Seconded By	Motion Result
	CA/HRD Brandt and Attorney Tom Rohan explained the stipulation with the Receiver from WISCO Enterprises that would allow the City to begin to market lots. It needs to			

be approved by the Court after a hearing where all creditors have been provided notice.

B. [Consideration of John Coughlin Listing Realtor - Lake Park Villas Lots.](#)

Motions

Motion Type	Motion Text	Made By	Seconded By	Motion Result
	CA/HRD Brandt explained potential contract with John Coughlin to act as the listing broker for residential lots in Phase 2 of Lake Park Villas. Mr. Coughlin was questioned as to what efforts he would make and the length of the term of the contract.			

C. [Consideration of Kevin Weinberger Proposal Concerning Athletica Fitness.](#)

Motions

Motion Type	Motion Text	Made By	Seconded By	Motion Result
	Attorney Rohan explained the proposal that Kevin Weinberger is making to the Receiver for WISCO and to the City in an attempt to purchase Athletica Fitness. Questions regarding the tax assessment were raised.			

D. [Receivers motion to sell remaining Wisco Enterprises assets.](#)

Motions

Motion Type	Motion Text	Made By	Seconded By	Motion Result
	Attorney Tom Rohan explained the motion filed by the WISCO Receiver to sell all remaining WISCO assets except Athletica and the Clubhouse. Attorney Rohan also described the City would be foregoing a marshalling of assets argument if it agreed with the motion.			

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

Motions

Motion Type	Motion Text	Made By	Seconded By	Motion Result
	Utility Plant Manager Dick Sturm reported on the Steam Utility Project: The plant is operating on a normal routine; they continue to deal with high moisture in the coal and low BTU's. They have contacted the vendor about the issues, but they see no improvement. The #3 boiler has been taken off-line because the MISCO market is soft. It is normal for this time of year, the demand for heat and air conditioning is down. They anticipate the delivery of coal from the new vendor will happen soon. This will be a dryer coal with higher BTUs. They have upgraded the dust suppression at the plant. It is ready for the new coal. The heat recovery project has been sent out for quotes and anticipate completion in 3-6 months. Several new motors are ready to be installed. The manufactures of the bag house fan that has been creating a noise problem have hired an environment consultant company to address the noise issue. Staff has met with representatives from Sargent and Lundy and provided the information requested. A preliminary report is expected by the end of the month.			
	No report on the Water Treatment Plant Project.			

F. [Request of Chris Donner, The Vault Lounge, LLC to serve alcoholic beverages on back patio, 175 Main Street, from May 22-Nov. 15, 2007.](#)

Motions

Motion Type	Motion Text	Made By	Seconded By	Motion Result
	No Discussion or Questions			

G. [O-9-07 - An Ordinance Relating to Mayoral Salary.](#)

Motions

Motion Type	Motion Text	Made By	Seconded By	Motion Result
	Discussion ensued on mayoral salaries of other comparable municipalities. The Mayor's salary is set for the 4-year term of the office. Any adjustment must be set by ordinance by December 1 of the year prior to the election of the office.			

H. [O-10-07 - An Ordinance Relating to Park Regulations.](#)

Motions

Motion Type	Motion Text	Made By	Seconded By	Motion Result
	Discussion ensued on this ordinance would allow dogs, cats and other pets in all areas of City parks on a 7-foot leash. Residents have shown an interest in allowing pets in parks. It was suggested this item be discussed by the Parks and Recreation Board as they set the rules and regulations for parks.			
Move	to refer to Parks and Recreation Board	Alderman Michalkiewicz	Alderman Merkes	Passed
	Motion carried on voice vote.			

I. [R-12-07 - Resolution Authorizing the City of Menasha's Participation in the Local Government Property Insurance Fund](#)

Motions

Motion Type	Motion Text	Made By	Seconded By	Motion Result
	No Discussion or Questions.			

J. [Accounts payable and payroll 5-10-07/5-17-07 for the amount of \\$383,174.06.](#)

Motions

Motion Type	Motion Text	Made By	Seconded By	Motion Result
	Ck. #012579-Van Zeeland Nursey-\$445.00 – trees for misc. areas of City. Ck. #012476-UW-Green Bay-\$609.00 – canceled Clerk School for Deputy Clerk. Ck. #012581-WE Energies-\$74.29 – 999 Brighton Dr. (gatehouse property), through 4/26/07. Ck. #012571-State Chemical Mfg-\$261.96 – inventory supply of fragrance pak/insecticide.			

V. ADJOURNMENT

A. [Adjournment](#)

Motions

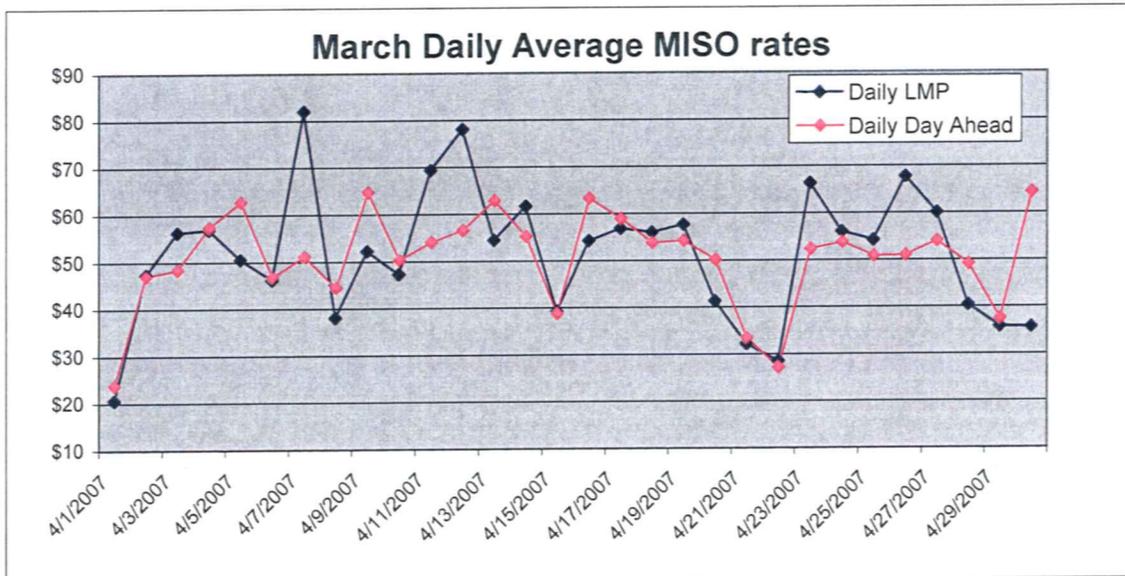
Motion Type	Motion Text	Made By	Seconded By	Motion Result
Move	to adjourn at 6:35p.m.	Alderman Michalkiewicz	Alderman Chase	Passed
	Motion carried on voice vote.			
	Respectfully submitted by Deborah A. Galeazzi, City Clerk.			

Menasha Utilities
Steam Detail
For the Four Months Ending April 30, 2007

	Current Month		Actual	Year-to-Date		Annual Poyry Report
	Poyry Report	Variance		Poyry Report	Variance	
Operating Revenues						
Steam Sales - Sonoco	\$634,915.73	(\$22,174.27)	\$2,667,211.82	\$3,007,627.00	(\$340,415.18)	\$8,197,483.00
Steam Sales - Alcan	29,217.07	(22,313.93)	137,043.98	240,480.00	(103,436.02)	538,789.00
Steam Sales - Whiting	39,284.21	(12,246.79)	164,723.25	240,480.00	(75,756.75)	538,788.00
Electric Sales	117,863.25	(74,917.75)	432,505.01	904,280.00	(471,774.99)	2,328,510.00
MISO Sales	164,526.45	(99,195.55)	527,913.16	859,922.00	(332,008.84)	3,254,985.00
Capacity Payment	13,334.00	13,334.00	40,002.00	40,002.00	40,002.00	
Forfeited Discounts-Late Charges			14,067.19		14,067.19	
Total Operating Revenues	999,140.71	(217,514.29)	3,983,466.41	5,252,789.00	(1,269,322.59)	14,858,555.00
Operation and Maintenance Expenses						
Steam Power Generation						
Labor	97,389.33	497.83	384,032.97	387,566.00	(3,533.03)	1,162,698.00
Coal	738,911.95	49,401.95	2,439,978.61	2,891,255.00	(451,276.39)	7,362,731.00
Ash Disposal	7,971.68	1,771.68	24,866.26	25,800.00	(933.74)	74,718.00
Other Fuel Expenses	1,989.03	1,989.03	8,658.89		8,658.89	
Steam Expenses	420.07	(8,213.26)	4,166.85	34,533.32	(30,366.47)	103,600.00
City Water and Sewer	15,989.65	(585.27)	64,478.84	66,299.68	(1,820.84)	198,899.00
Electric Expenses	328.12	(1,830.21)	2,478.94	8,633.32	(6,154.38)	25,900.00
Miscellaneous Steam Power Expenses	4,204.04	1,614.04	14,169.49	10,360.00	3,809.49	31,080.00
Auxiliary Power	64,075.12	1,295.00	255,201.10	245,688.32	9,512.78	737,065.00
Maintenance of Structures	13,174.81	1,295.00	15.16	5,180.00	(5,164.84)	15,540.00
Maintenance of Boiler Plant	7,632.26	(4,091.86)	30,447.48	69,066.68	(38,619.20)	207,200.00
Maintenance of Electric Plant	6.98	6.98	10,530.02	17,266.68	(6,736.66)	51,900.00
Maintenance of Miscellaneous Steam Plant			216.18		216.18	
Total Steam Power Generation	952,093.04	45,234.54	3,239,240.79	3,761,649.00	(522,408.21)	9,971,231.00
Distribution Expenses						
Chemical Expense	18,694.41	7,125.74	46,928.36	46,274.68	653.68	138,824.00
Steam Line Expense	473.25	473.25	486.00		486.00	
Customer Installation	431.15	431.15	870.15		870.15	
Maintenance of Mains			8,268.04		8,268.04	
Maintenance of Services	73.58	73.58	73.58		73.58	
Total Distribution Expenses	19,672.39	8,103.72	56,626.13	46,274.68	10,351.45	138,824.00
Administrative and General Expenses						
Administrative and General Salaries	4,126.98	(2,816.19)	15,581.46	27,772.68	(12,191.22)	83,318.00
Office Supplies and Expenses	36.70	(418.22)	662.19	1,819.68	(1,157.49)	5,459.00
Outside Services Employed	12,146.93	9,984.93	20,140.39	7,610.00	12,530.39	22,993.00
Property Insurance	5,047.56	1,708.81	13,367.66	13,355.00	12.66	40,065.00
Injuries and Damages	8,851.13	5,166.80	12,863.55	14,737.32	(1,873.77)	44,212.00
Employee Pensions and Benefits	29,089.53	(5,823.40)	110,797.69	139,651.72	(28,854.03)	418,955.00
Miscellaneous General Expenses	(97.31)	89.21	634.60	8,436.68	(7,802.08)	20,473.00
Vehicle Clearing	89.21	89.21	2,095.24		2,095.24	
Power Operated Clearing	941.55	941.55	3,539.27		3,539.27	
Rents	50.00	50.00	200.00	200.00		600.00
Maintenance of General Plant	28.38	28.38	113.52		113.52	
Total Administrative and General Expenses	60,310.66	6,648.89	179,995.57	213,583.08	(33,587.51)	636,075.00
Total Operation and Maintenance Expenses	1,032,076.09	59,987.15	3,475,862.49	4,021,506.76	(545,644.27)	10,746,130.00
Other Operating Expenses						
GE Water Treatment Lease Expense	29,166.00	0.03	116,664.12	116,664.00	0.12	349,992.00
Taxes	7,589.45	688.37	29,738.22	27,604.32	2,133.90	82,813.00

STEAM DISTRIBUTION FOR APRIL 2007

			Monthly Total	Poyry Report	YTD
Total Steam purchased					
Sonoco			65,186	67,463	273,841
Alcan			3,125	5,511	15,796
Whiting			4,202	5,511	16,479
Steam Total	0		72,513	78,486	306,115
	On-Peak	Off-Peak	Monthly Total	Poyry Report	YTD
Total Generation kwh	0	0	0		
MISO Market					
Unit #3	1,626,875	1,505,206	3,132,081	3,817,000	6,777,259
Unit #4	0	0	0		0
Real-Time - MISO	226,732	583,017	809,749	3,817,000	3,878,107
Average MISO Price	60.13	39.04	52.19	58.49	44.23
Day-Ahead - MISO	1,400,143	922,189	2,322,332	0	2,899,152
Average MISO Price	60.61	36.31	50.96	0	50.20
Behind the Meter					
Unit #5	890,562	1,248,682	2,139,244	2,539,000	3,417,563
Average Price			55.10	58.50	51.79
MW Total	2,517,437	2,753,888	5,271,325	6,356,000	10,194,822



Electric Distribution MEN

Sta rd
 Period: 04-07 As of: 5/15/2007

Company ID: 3011

	DEFAULT	PRWAGES	SUPPLIES	TRUCK	Total
1104364 UG Steam Piping	0.00	0.00	0.00	49.86	49.86
1107001 New & Replacement Tools for 07	0.00	0.00	379.07	0.00	379.07
1107002 #3 Boiler Traveling Grate	0.00	13,008.36	6,908.97	0.00	19,917.33
1107005 Coal Sys Silo Feed Tail Pulley	0.00	352.56	0.00	0.00	352.56
1107006 Replace Fire System Wire	0.00	749.46	6,272.95	0.00	7,022.41
1107007 Replace Sootblower Lance #3	0.00	704.37	1,197.00	0.00	1,901.37
Total	0.00	14,814.75	14,757.99	49.86	29,622.60



Annual Drinking Water Quality Report

For Customers of Menasha Water Utility

June, 2007

We are pleased to present you with this year's Annual Drinking Water Quality Report. This report is designed to keep you and/or your family informed about the quality water and services we deliver to you every day. Our water is safe and meets all federal and state requirements, and our goal is to continuously provide you with a safe and dependable supply of drinking water. We want you to understand the effort the Menasha Water Utility is making to improve the water treatment process and protect our natural water resources. We are committed to ensuring the quality of your drinking water.

If you have any questions about this report or other concerns about your water utility, please call our Chief Operator at 920.967.5195. You can learn more about our Water Utility by visiting the Menasha Utilities web site at www.menashautilities.com. We want you, our valued customer, to be informed about your water utility. We also welcome you to provide public input at the Menasha Utilities Commission meetings the fourth Wednesday of each month at 7:30 a.m. at our Office and Operations Complex, 321 Milwaukee Street.

Our water supply source is taken from Lake Winnebago, filtered, and treated at our Water Filtration Plant, and distributed to our customers through our water distribution system. A summary of the source water assessment for Menasha Utilities is available at: www.dnr.state.wi.us/org/water/dwg/swap/surface/menasha.pdf

The water we deliver to you is continuously monitored and tested according to Federal and State laws. Currently we monitor and test for over one hundred chemical element and compound constituents. All sources of water are subject to some elements or compounds that are naturally occurring or man made. These can be microbes, organic or inorganic chemicals, or radioactive materials. All drinking water, including bottled drinking water, may be reasonably expected to contain at least small amounts of some constituents. It is important to remember that the presence of any of these constituents does not necessarily pose a health risk. To understand the possible health effects described for many regulated constituents, a person would have to drink two liters of water every day at the Maximum Contaminant Level (MCL) level for a lifetime to have a one-in-a-million chance of having the described health effect. We have learned through monitoring and testing our water that some constituents have been detected at levels below the MCL. The MCL is the highest level allowed in drinking water for each constituent, and set

by the EPA at very stringent levels to insure public health.

From the entire list of over 100 elements and compounds we monitor and test for, small detectable amounts were found for only 14. Included in this report is a table of these test results for our water for the period of January 1 to December 31, 2006. Dates and results for less frequent testing are also included in this table.

In summary, the DNR and EPA have determined that our water is safe at these low levels. We are proud that our quality drinking water meets or exceeds all federal and state requirements. More information about contaminants and potential health effects can be obtained by calling the Environmental Protection Agency Safe Drinking Water Hotline at 1.800.426.4791 or www.epa.gov/safewater.

In addition to the constituents listed in the table, we have also sampled and tested for cryptosporidium and arsenic in our water because of the public's concern. To date, we have yet to detect any cryptosporidium or arsenic. Even so, the DNR and the EPA may require a new treatment process in the future to protect against the possibility of cryptosporidium.

Lead in drinking water is rarely the sole cause of lead poisoning, but it can add to a person's total lead exposure. Infants and young children are typically more vulnerable to lead in drinking water than the general population. It is possible that lead levels at your home may be higher than at other homes in the community as a result of materials used in your home's plumbing, especially if the home is older. If you are concerned about elevated lead levels in your home's water, you may wish to have your water tested and flush your tap for 30 seconds to 2 minutes before using tap water. All potential sources of lead in the household should be identified and removed, replaced, or reduced. Additional information is available from the Safe Drinking Water Hotline.

Some people may be more vulnerable to contaminants in drinking water than the general population. Immuno-compromised persons such as persons with cancer undergoing chemotherapy, persons who have undergone organ transplants, people with HIV/AIDS or other immune system disorders, some elderly, and infants can be particularly at risk from infections. These people should seek advice about drinking water from their health care providers. EPA/CDC guidelines on appropriate means to lessen the risk of infection by cryptosporidium and other microbiological contaminants are available from the Safe Drinking Water Hotline.

MENASHA WATER UTILITY TEST RESULTS

CONTAMINANT (UNITS)	MCL	MCLG	LEVEL FOUND	RANGE	SAMPLE DATE (if prior to 2002)	VIOLATION	TYPICAL SOURCE OF CONTAMINANT
<u>Disinfection Byproducts</u>							
HAA5 (ppb) (Total Haloacetic Acids)	60	60	37 (Average)	23-66		No	By-product of drinking water chlorination
<u>Inorganic Contaminants</u>							
Barium (ppm)	2	2	.013	.013		No	Discharge of drilling wastes; Discharge from metal refineries; Erosion of natural deposits
Copper (ppm)	AL=1.3	1.3	.13	nd-.17	04/13/2005	No	Corrosion of household plumbing systems; erosion of natural deposits; leaching from wood preservatives
Fluoride (ppm)	4	4	1.1 (Average)	.9-1.4		No	Erosion of natural deposits; water additive which promotes strong teeth; discharge from fertilizer and aluminum factories
Lead (ppb)	AL=15	0	6.70	nd-12.00	04/12/2005	No	Corrosion of household plumbing systems; erosion of natural deposits
Nitrate (NO3-N) (ppm)	10	10	.10	.10		No	Runoff from fertilizer use; Leaching from septic tanks, sewage; Erosion of natural deposits
Sodium (ppm)	n/a	n/a	44.00	44.00		No	n/a
<u>Radioactive Contaminants</u>							
Gross Alpha, Excl. R & U (pCi/l)	15	0	.5 (Average)	.0-.5	3/4/02	No	Erosion of natural deposits
<u>Synthetic Organic Contaminants including Pesticides and Herbicides</u>							
Atrazine (ppb)	3	3	.2	.2	02/09/2005	No	Runoff from herbicide used on row crops
<u>Unregulated Contaminants</u>							
Bromodichloromethane (ppb)	n/a	n/a	5.82 (Average)	5.00-6.80		No	n/a
Chloroform (ppb)	n/a	n/a	37.69 (Average)	24.00-55.00		No	n/a
Dibromochloromethane (ppb)	n/a	n/a	.14 (Average)	nd-.62		No	n/a
Sulfate (ppm)	n/a	n/a	62.00	62.00		No	n/a
<u>Volatile Organic Contaminants</u>							
TTHM (Total Trihalomethanes) (ppb)	80	0	50.0 (Average)	29.0-61.6		No	By-product of drinking water chlorination

*MCL units are in millirem/year. Calculation for compliance with MCL is not possible unless level found is greater than 50 pCi/l.

To help you understand the terms and abbreviations used, we have provided the following definitions:

Action Level (AL) - the concentration of a contaminant which, if exceeded, triggers treatment or other requirements which a water system must follow.

Parts per million (ppm) or Milligrams per liter (mg/l) - one part per million corresponds to one minute in two years or a single penny in \$10,000.

Parts per billion (ppb) or Micrograms per liter - one part per billion corresponds to one minute in 2,000 years, or a single penny in \$10,000,000.

Picocuries per liter (pCi/L) - picocuries per liter is a measure of the radioactivity in water.

Nephelometric Turbidity Unit (NTU) - nephelometric turbidity unit is a measure of the clarity of water. Turbidity in excess of 5 NTU is just noticeable to the average person.

Maximum Contaminant Level (MCL) - The "Maximum Allowed" is the highest level of a contaminant that is allowed in drinking water. MCLs are set as close to the MCLGs as feasible using the best available treatment technology.

Maximum Contaminant Level Goal (MCLG) - The "Goal" is the level of a contaminant in drinking water below which there is no known or expected risk to health. MCLGs allow for a margin of safety.

None Detected (Nd) - The constituent was not detected.

The Menasha Water Utility continues to add new equipment to improve the quality of your water supply and keep your water supply safe and dependable. Our latest improvements and plans are listed on our web site at www.menashautilities.com. We ask that all our customers help us protect and conserve our water resources, and thank you for allowing us to serve you with clean, quality drinking water. Please call our Water Plant office at (920) 967.5195 if you have questions.



Our Commitment Our Profession



MEMO

TO: Common Council

FROM: Jeff Brandt JSB
Tom Stoffel TS

SUBJECT: Approval of Electronic Communications & Information Systems Policy

DATE: May 31, 2007

In reviewing the Personnel Policy Handbook and Common Council meetings, it was discovered that the attached computer policy has not been considered by the Common Council. It has been recommended by the Information Technology Committee after a review of several sample policies from CVMIC and other communities. Those samples were incorporated into this policy after several drafts at the Committee level.

If approved, it will be added to the Personnel Policy Manual and disseminated to employees. It will replace Article 1G.

City of Menasha

Electronic Communications & Information Systems Policy

I. Electronic Communications

To better serve our citizens and give our workforce the best tools to do their jobs, the City of Menasha (“City”) continues to adopt and make use of new means of communication and information exchange. This means that many of our employees have access to one or more forms of electronic media and services, including (but not limited to) computers, e-mail, telephones, cellular telephones, voice mail, fax machines, external electronic bulletin boards, on-line services, the Internet, and the World Wide Web.

The City of Menasha encourages the use of these media and associated services because they are valuable sources of information. However, all employees, and everyone connected with the City, should remember that electronic media and services provided by the City are the sole property of the City of Menasha, and their purpose is to facilitate and support City business. The City expects all electronic communication use to demonstrate the same level of ethical and professional manner as required in face-to-face or written communications.

This policy cannot lay down rules to cover every possible situation; however, the purpose of this policy is to express the City’s philosophy and set forth general guidelines to ensure the proper use of the City of Menasha’s electronic communications. By adopting this policy, it is the City’s intent to ensure the electronic communication systems are used to their maximum potential for business purposes and not used in a way that is disruptive, offensive to others, or contrary to the best interest of the City.

The City encourages the use of electronic communication to:

- Communicate with fellow employees, citizens, elected officials, and other individuals regarding matters within an employee’s assigned duties;
- Acquire information related to or designed to facilitate the performance of regular duties; and
- Facilitate performance of any task or project in a manner approved by an employee’s supervisor.

Access & Personal Use: Each department supervisor shall determine which employees in their department shall have access to the various media and services, based on business practices and necessity.

Chat Rooms: Employees may not access and/or speak on behalf of the City of Menasha in news groups or chat rooms unless authorized by the department supervisor. Use of e-mail and/or the Internet does not ensure confidentiality and the City of Menasha has software that can monitor and record Internet use.

Hardware – Software Applications: The City has established a platform of software and hardware that meets the needs of the department and the City. Therefore, employees are not allowed to add, modify or delete any hardware and/or software without the express consent of the systems administrator. This includes any software packages, games, screensavers, etc. Violation of this provision will result in loss of electronic privileges, and/or discipline, up to termination of employment.

Personal Use: The City allows limited, occasional use or incidental personal use of electronic communications systems during lunch and breaks, or immediately before or after normal business hours, subject to the following conditions and restrictions. Personal use must not:

- Involve any prohibited activity (see Prohibited Activities.);
- Interfere with the productivity of the employee or his/her co-workers;
- Consume system resources or storage capacity on an on-going basis; or
- Involve large file transfers or otherwise deplete system resources available for business purposes.

Confidentiality/Public Record: Use of e-mail and/or the Internet does not ensure confidentiality. The City of Menasha has software that can monitor and record Internet use. Electronic mail falls within the definition of a public record and, as such, can be requested as an open record. Any information that is requested or sent by any employee is stored and can be retrieved, even if the user denotes it as classified or personal in nature, or deletes the information at the site. Therefore, remember when utilizing electronic communications, there is no guaranteed right to privacy; inappropriate, unprofessional, illegal activities, or confidential information should not be forwarded via e-mail or the Internet. The City retains the right to enter the system, and the public has a right to request information off the system.

Anyone receiving an electronic communication in error shall notify the sender immediately. The communication may be privileged, confidential and/or exempt from disclosure under applicable law. Such privilege and confidentiality shall be respected.

Prohibited Activities: As a condition of providing electronic access to City employees, the City of Menasha places certain restrictions on workplace use of e-mail and the Internet. The following uses of electronic communication are strictly prohibited:

- The creation, solicitation, and/or exchange of messages or images that are offensive, harassing, disruptive, sexually oriented, defamatory, obscene or threatening. This includes offensive or harassing statements or language including disparagement of others based on their race, national origin, sex, sexual orientation, age, disability, religious or political beliefs. Discrimination and/or harassment over computerized systems will not be tolerated and constitutes a clear violation of City policy.
- Vandalism is prohibited. This includes, but is not limited to, any attempt to test, circumvent, harm or destroy the data of another user, the network, Internet, or any networks or sites connected to the City network. Attempts to breach security codes and/or passwords will also be considered a form of vandalism.
- Engaging in illegal, fraudulent, or malicious activities.
- Hacking or obtaining access to systems or accounts than an individual is not authorized to use.
- Dissemination, copying, downloading or printing of copyrighted materials (including games, articles and software) in violation of copyright laws.

- The creation and/or exchange of advertisements, solicitations, chain letters, gambling and other unsolicited e-mail, or any activity in violation of local, state or federal law.
- Operating a business, usurping business opportunities or soliciting money for personal gain, or searching for jobs outside of the City of Menasha.
- Conducting stock market transactions or operating a stock ticker notice.
- Registration to list servers without proper authorization. Participating in or establishing without administrator's permission any types of electronic bulletin boards, conferencing features, or chat rooms.
- Willful destruction of computer hardware or software, or attempts to exceed or modify the parameters of the system is prohibited. Nothing in this policy shall prohibit the Network Administrator from intercepting and stopping e-mail messages that have the capacity to overload the computer resources.
- Messages should not be read or sent from another user's account except under properly delegated arrangements.
- Sending, altering, reading, deleting, modifying, or copying a message belonging to another user without the permission of the originator, or attempting to hide the identity of the sender, is prohibited.
- The continued usage and/or access to contents of e-mail and/or the Internet when an employee terminates or is laid off from employment with the City.

Note: All City policies and procedures dealing with the privacy, misuse of City resources, sexual harassment, data security and confidentiality apply to all electronic communications usage. As laws and/or decisions regarding electronic communications change, the City reserves the right to change and/or add restrictions to e-mail and Internet use.

Monitoring & Security: The use of electronic communication is a tool for business communications, and users have the responsibility to use this resource in an efficient, effective, ethical and lawful manner. All uses of electronic communications are the sole property of the City of Menasha. The City of Menasha has the right to monitor any employee's electronic communications for legitimate business reasons, including compliance with this policy and employee performance, and where there is reasonable suspicion of activities that violate this policy.

The use of passwords is intended to keep unauthorized individuals from accessing messages stored on the system. The practice of using passwords should not lead employees to expect privacy with respect to messages sent or received. The use of passwords for security does not guarantee confidentiality.

E-Mail Record Retention: As a general rule, e-mail is a public record whenever a paper message with the same content would be a public record. (See WI Stats. 19.32(2) for a definition of a record.) The same rules apply with respect to record retention and disclosure as do with other City documents.

Components of an E-Mail record: The e-mail record is defined to include the message, the identities of the sender and all recipients, the date, and any non-archived attachments to the e-mail message. Any return receipt indicating the sender received the message is also considered to be part of the record.

Saving and Indexing E-Mail records: The Records Custodian of an e-mail bears the responsibility for determining whether or not a particular e-mail record is a public record which should be saved and ensuring the record is properly indexed and forwarded for retention as a public record. E-Mail which is subject to records retention must be saved and should be indexed so that it is linked to the related records in other media (i.e., paper) so that a complete record can be accessed when needed. E-Mail records to be retained shall be archived to a local diskette or printed out and saved in the appropriate file.

Public Access to Electronic Communications: If a Department receives a request for release of an e-mail, or other public record, the Records Custodian of the record shall determine if it is appropriate for public release, in whole or in part, pursuant to law, consulting the City Attorney's office, if necessary. As with other records, access to, or electronic copies of, disclosable records shall be provided within a reasonable time.

Disciplinary Action: This policy is effective to all stand-alone units as well as units connected to the network and/or Internet. Employees who violate the provisions of the policy will have all user privileges revoked for themselves, and possibly other employees, regardless of the success or failure of the attempts. Disciplinary action for violation of the City of Menasha's Electronic Information Systems Policy may include, but is not limited to, progressive discipline: an oral warning, a written warning, suspension, and/or termination, depending upon the type of offense. The nature of the violation may also be subject to civil liability and criminal prosecution. The measure of the discipline will correspond to the gravity of the offense as weighted by its potential effect on the City of Menasha and fellow employees. Payment will be required for damage necessitating the repair or replacement of equipment and/or software.

Any employee who discovers a violation of this policy shall notify the Help Desk, who, in turn, will notify the Department Head or Personnel Manager, or both. Any employee who inadvertently violates this policy shall immediately notify the Department Head who shall notify the Help Desk.

II. Purchasing, Installation, and Testing

Any computer system, software, telecommunications, or other technology paid for by, or donated to the City of Menasha, or brought into the City of Menasha for use by a third party, intended for use on any workstation, or which intends to utilize the City's network backbone as a carrier, or will interface in any manner with the City's network, must be evaluated and approved by the Information Systems (IS) Manager prior to purchase, acceptance, use, or distribution with regard to current IS standards. Of greatest concern are those acquisitions or installation plans that involve devotion of large amounts of capital, broad distribution, or non-standard operating systems or protocols. These guidelines apply to all technology purchases or installations, regardless of funding sources. The Information Systems Manager reserves the right to remove any non-approved technology installation.

Any approved technology will be installed by, or have the installation monitored by, the IS Manager. City Departments are advised they have no authority to disseminate information on the City's technology installation to any outside party or vendor without prior approval of the

IS Manager, as such dissemination presents the possibility of compromising network security. If a department needs to converse with a vendor concerning the possible implementation of new technology and such discourse requires details on the City's technology setup, the department will arrange to have the IS Manager present during all contacts to provide the necessary information in such a manner as to not compromise security.

The Information Systems Manager will attempt to do all testing of new technology with regard to its effect on network or systems performance. Testing will either be performed in isolated test environments or during times of low network usage. If such testing will require downtime during normal production periods, the IS Manager will arrange suitable testing times with the affected department in advance.

III. E-Mail Open Record Guideline

1. The general rule is that e-mail is a public record whenever a paper message with the same content would be a public record. It is the message and not the medium that determines whether an item is a public record.
2. Each employee must decide whether or not an e-mail that is either sent or received constitutes a public record. If an e-mail is determined to be a public record, then it must be saved. E-mail may be saved electronically or in hard copy, or both.
3. Public records do not include non-final drafts of documents, personal notes or business matters, preliminary computations, or like materials.
4. Public records do not include personal messages, invitations to meetings, or confirmations of meetings.
5. Public records do not include generic requests for information or replies to requests for information.
6. Public records do not include documents subject to attorney-client privilege.
7. Public records do include conversations, discussions, recommendations, or decisions of specific cases or matters under your jurisdiction.
8. If you have any doubt or question as to whether an e-mail is or is not a public record, please contact the City Attorney's office.

City of Menasha
Electronic Communications & Information Systems Policy
User Agreement*

As an employee of the City of Menasha (the “City”), I recognize and understand that the City’s electronic information systems are provided for conducting the City’s business. However, City policy does permit some limited, occasional, or incidental personal use of the equipment and services under certain circumstances. I understand that all equipment, software, messages and files are the exclusive property of the City. I agree not to add, modify, or delete any hardware and/or software application without the authorization of the Information Systems Manager. I agree not to use the electronic information systems in a way that is disruptive, offensive, or harmful to others or to the City of Menasha. I agree not to use passwords, access a file, or retrieve any stored communication other than where authorized. I agree not to copy, send or receive confidential information without prior authorization from my immediate supervisor and the Information Systems Manager.

I am aware that the City reserves and will exercise the right to review, audit, intercept, access and disclose all matters on the City’s electronic information systems at any time. I am aware that the City may exercise these rights with or without employee notice, and that such access may occur during or after working hours. I am aware that use of a log-in name and password do not guarantee confidentiality, guarantee privacy, or restrict the City’s right to access electronic communications or information systems. I am aware that violations of this policy may subject me to disciplinary action, up to and including discharge from employment.

I acknowledge that I have read and that I understand the City of Menasha’s policies regarding e-mail, electronic communications, and acceptable software.

Printed Name of Employee _____

Signature of Employee _____

Date _____

* To be placed in Employee’s personnel file.

CONSULTING AGREEMENT

THE McCLONE AGENCY, INC.

The McClone Agency, Inc., 150 Main Street, Ste. 102 P.O. Box 389, Menasha, Wisconsin, agrees to provide insurance consulting and counseling services to the City of Menasha, Menasha, Wisconsin, for the period of July 1, 2007 to June 30, 2008. Included are the following services: evaluation of the City's current property and casualty insurance program, review of all municipal operations to determine exposures to loss, analysis of losses, and evaluation of administrative procedures relative to insurance. The McClone Agency, Inc. will also make recommendations for additions, deletions and changes in coverage, with due consideration to the self insuring of risks where appropriate. The McClone Agency, Inc. will assist in the implementation of proper risk management through its cooperation with the City's Administration.

The McClone Agency, Inc. will review all contracts, leases and purchase agreements, where required by the City. The McClone Agency, Inc. agrees to monitor changes in legal exposures or the insurance market, and make recommendations as to new innovations or changes in coverages and markets. All policy renewals, endorsements, and audits will be reviewed by The McClone Agency, Inc. The McClone Agency, Inc. will also review the City's losses on an annual basis and make recommendations accordingly. In return, the City agrees to pay The McClone Agency, Inc. a fee of \$2,000 for the period of July 1, 2007 , to June 30, 2008, plus itemized, reasonable, provable expenses incurred by The McClone Agency, Inc. in the conduct of these services. Such compensated expenses will be submitted on a semi-annual basis by The McClone Agency, Inc. and will be subject to the approval of the City's Administrative officers. The McClone Agency, Inc. shall provide whatever proof necessary to verify such expenses. Reimbursable expenses include the following: automobile mileage at \$0.20 per mile, long distance telephone calls at cost, photocopying where necessary at \$0.10 per copy, film and development at cost where necessary, postage at cost and any other incidental expenses that might be incurred.

Optional Service. Upon the request of the City Council, The McClone Agency, Inc. would undertake the following type of project:

1. Review of Employee Benefit Program. The McClone Agency, Inc. will review and evaluate accident and sickness, life, disability, and dental insurance programs for the City and develop specifications for such programs.

The McClone Agency, Inc. would review and evaluate such proposals and make proper recommendations to the City as to the acceptance of same, and check the resulting program for accuracy and conformity to quote. The fee for this service if requested would be \$2,000. This fee would be waived should the City agree to place coverage through The McClone Agency, Inc.

The above contract shall be subject to annual review and negotiation by the City and The McClone Agency, Inc. The City shall be under no obligation to renew the services of The McClone Agency, Inc., nor shall The McClone Agency, Inc. be under obligation to renew its offer of services to the City at time of annual renewal.

CITY OF MENASHA

THE McCLONE AGENCY, INC.

By _____

By _____

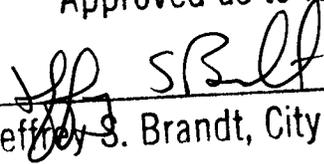
Title _____

Title _____

Date _____

Date _____

Approved as to form

 5-25-07

Jeffrey S. Brandt, City Attorney



To: Mayor Laux and Common Council

From: Debbie Galeazzi, Clerk *dg*

Subject: Liquor License Applications, July 1, 2007-June 30, 2008

Renewal applications to deal in intoxicating liquor and/or fermented malt beverages for the July 1, 2007-June 30, 2008 licensing period have been filed:

CLASS "A" MALT

Quality State Oil Co., Inc., 2201 Calumet Dr, Sheboygan (Qmart #220) 1515 Appleton Rd.
53083, Emily Hein/Agent
Valley Petroleum, LLC, 1320 Oak Creek Dr., Green Bay 54313 (Southsider Citgo) 1490 S. Oneida, Appleton
Steve Rosek/Agent
Van Zeeland Oil Co., Inc., PO Box 7777, Appleton 54912 (Midway Marathon) 1492 Appleton Rd.
Todd Van Zeeland/Agent

CLASS "B" MALT

St. John the Baptist Catholic Church, 628 – 5th, Menasha Lois Zelinski-Henkel/Agent
St. Patrick's Parish, 324 Nicolet Blvd, Menasha, Joyce Naps/Agent
Carmen Zamudio, 310 Idaho St., Oshkosh 54301 (LaFiesta Restaurant) 14 Tayco St.
Fox Cinema, Inc., 421 George St, #191, DePere 54115 (Fox Cinema) 400 3rd St.
Vicki Radue/Agent

"CLASS A" LIQUOR AND MALT

Doris A. Szymanski, 701 Keyes, Menasha 54952 (Club Liquor) 234 Main
Fresh Brands Distributing, Inc., 2215 Union Ave., (Piggly Wiggly Supermarket #24)
Sheboygan 53082, John Braunreiter/Agent 1151 Midway Rd.
Stop N Go LLC, 21 Diane Lane, Appleton, 54915 (Stop N Go LLC) 1200 Plank Rd
Kamaljit Gill/Agent
LJL Station, W7298 Hwy 10 & 114, Jesse Lee Lanser/Agent (Waverly Beach Shell) W7298 Hwy 10 & 114
Gurpal Wisconsin Station LLC/Bulk Petroleum Corp. (Marathon), 209 Racine St.
9653 N. Granville Rd., Mequon, 53097, Buddi Subedi/Agent
U.S. Oil Co., Inc., 425 S. Washington, Combined Locks 54113 (Express Convenience Centers) 700 – 3rd
Gerald Smith/Agent

"CLASS B" LIQUOR AND MALT

Paul C. Beck, 422-1/2 – 6th, Menasha (Beck's Home Plate) 422 – 6th
Andrew J. Brodzinski, 1027 Brighton Dr. Menasha (Fish Fry Tavern) 528 Milwaukee
Christopher Donner, 2155 Cottonwood, Menasha (R) (The Vault) 175 Main St.
Patricia J. Kersten, 10-1/2 Tayco, Menasha (Pat's Legend Inn) 10 Tayco
Jean Redlin, 2340 Strobe Island Dr., Appleton 54914 (The Redliner) 977 Plank Rd.
David Seidl, 8879 Pioneer Rd., Larsen 54947 (City Limits) 544 – 4th
Thomas J. Siegel, 1221 Beechwood Ln, Menasha (Tony's Bar) 212 Manitowoc
Steven C. Szymanski, 361 Elm St. Menasha (Club Tavern) 56 Racine
Americanos Drum & Bugle Corp Inc., 1615 Drum Corps Dr. (Americanos Centre), 1615 Drum Corps Dr.
Sandra Barlow/Agent (R)
Castillo, LLC, 503 Riverway, Saul Castillo/Agent (Salsa Bar) 6 Tayco
Franky's of Menasha, LLC, 200 Main St., Frank Prokash/Agent (Franky's), 200 Main St.

“CLASS B” LIQUOR AND MALT (Cont'd)

Hanks Fifth Ward Tavern, Inc., 3524 County Rd A, Oshkosh 54901 Dawn M. Van Vonderen/Agent	(Hank's Tavern) 600 Broad St,
Hot Brass, LLC, 800 Plank Rd., Frederick Schroeder/Agent	(The Locker Room) 800 Plank Rd.
Hotel Pub, LLP, Thomas P. Theisen, 177 Main, #212 and Brian K. Ritchie, 514 N. Meade, Appleton 54915	(Hotel Pub) 177 Main St.
Jitter's Bar, LLC, 23 Main St., Peter Kemps/Agent	(Jitters Lounge) 23 Main St.
Juanita's Hacienda Inc, 190 Main St., Juana M. Bevers/Agent	(Korona Klub), 190 Main St.
M N S Corp., 332 Ahnaip, Matteo Sollena/Agent	(Luigi's Pizza & Pasta) 332 Ahnaip St.
Menasha Grill, Inc., 204 Main St., Charlie Cross/Agent	(Menasha Grill) 204 Main St.
Mr. Steak of Menasha, Inc., 3341 S. Oneida St, Appleton Robert A. John/Agent	(B.J. Clancy's) 1822 Midway Road
Nauts Landing, Inc., 124 Main St., Richard E. Brey/Agent	(Nauts Landing) 124 Main St.
Neenah-Menasha Elks Lodge #676 of B.P.O.E., 328 Nicolet Blvd., Robert Green/Agent (R)	(Neenah-Menasha Elks Lodge #676) 328 Nicolet Blvd.
Neenah-Menasha K of C Building Assn., 746 – 3 rd , H. Dale Berken/Agent	(Knights of Columbus) 746 – 3 rd
The Old Grog, 209 Dakota Grove St., Paul M. Ehrlicke/Agent	(The Old Grog) 546 Broad St.
Ramsey & Ramsey, Inc., 2 Tayco, Michael D. Thurber/Agent	(R & R Bar) 2 Tayco
Solea Mexican Grill, LLC, 250 Misty Meadow Eduardo Sanchez/Agent	(Solea Mexican Grill) 705 Appleton Rd.
Stone Toad Inc, 1109 S. Oneida Rd., Jennifer Lynn Weinandt/Agent	(Stone Toad Bar-Grill) 1109 S. Oneida Rd.

(R) – Reserve “Class B” Liquor and Malt

The Police Department has done a background check on all of the above mentioned applicants and has no reason to withhold any license based on their findings.

The Menasha Utilities recommends deferring action until the June 18 meeting on the following applicants as their account is in arrears:

Christopher Donner, The Vault, 175 Main Street
Franky's of Menasha, LLC, Franky's, 200 Main Street



Memorandum

TO: Debbie Galeazzi, City of Menasha Clerk
FROM: Assistant Chief/Fire Marshall Al Auxier
DATE: May 23, 2007
RE: 2007 Renewal Liquor License

Neenah-Menasha Fire Rescue, NMFR, reviewed all our current inspections of liquor licensed properties and conducted inspections on those occupancies where serious violations existed. As of this time NMFR has revisited occupancies with violations and found that the violations have been corrected or have proven that violations are scheduled for repairs. NMFR would recommend that all the liquor license applications that are on the list be approved.

If you have any questions or concerns please feel free to call or email me.



City of Menasha • Department of Community Development

MEMORANDUM

To: Debbie Galeazzi, Deputy City Clerk

From: Dennis Jansen, Menasha City Building Inspector DJ

Date: May 30, 2007

RE: LIQUOR LICENSE INSPECTIONS ----- 2007

The Building Inspection Department is recommending approval of all submitted Liquor License Applications for the year 2007.



Date: May 30, 2007

To: City of Menasha Common Council

From: Todd Drew, R.S. – Sanitarian
City of Menasha Health Department

Re: Liquor License Renewal Inspections (07-08)

An inspection was conducted at all establishments which submitted a liquor license renewal application for the July 1, 2007 - June 30, 2008 license year.

The health inspection conducted in these establishments included standard sanitation, equipment condition, food safety, plumbing, employee hygiene, toilet and hand washing facilities, insect and rodent control and general condition using Wisconsin Administrative Code and the Wisconsin Food Code (Food Establishment Code) as a basis for inspection procedures.

The inspections conducted in these establishments did not cite any health-related violations which would necessitate a recommendation to hold any of the liquor license applications.

If you should have any questions regarding this information, please do not hesitate to contact me.



MEMORANDUM

TO: City Clerk Galeazzi
FROM: City Comptroller/Treasurer Stoffel *ts*
DATE: 05/30/07
SUBJECT: Delinquent Real Estate Taxes, Personal Property Taxes or other financial claims unpaid by Liquor License Applicants

The following Liquor License Applicants are either in arrears on their 2006 Real Estate and/or Personal Property Taxes or have another financial claim of the City that is unpaid as of this date. This report is prepared in expectation of all other applicants paying the third property tax installment in a timely manner.

<u>NAME</u>	<u>TYPE OF UNPAID CLAIM</u>	<u>AMOUNT</u>
1. Franky's	Late Fees	\$ 1.49
2. Hank's Tavern	Real Estate	1,446.71
3. Solea Mexican Grill	Personal Property	<u>426.23</u>
	Total	\$ 1,874.43

CITY OF MENASHA DISBURSEMENTS

Accounts Payable for 5/24/07-5/31/07 Checks # 12586-12742	\$ 660,589.29
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Payroll Checks for 5/24/07-5/31/07 Checks # 32237-32477	<u>158,819.59</u>
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Total	\$ 819,408.88
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**Gaps in the sequence of accounts payable check numbers may be caused by: voiding checks at the start of a new check run to set up printing of the checks correctly, having a large number of invoices on a particular vendor which causes the payment to be printed on more than one accounts payable check , incorrect alphabetizing of a vendor causing the accounts payable check to appear out of sequence or software/printer problems which result in accounts payable checks being printed incorrectly and needing to be discarded.

Marshall & Ilsley Trust Company-Flexible Spending & Dependent Care

Menasha Employees Credit Union-Employee Deductions

Menasha Employees Local 1035-Union Dues

Menasha Employees Local 1035B-Union Dues

USCM Payroll Processing-Deferred Compensation

Wisconsin Support Collections-Child/Spousal Support

United Way-Employee Donations

AMT-Garnishments

Date: Thursday, May 24, 2007
 Time: 10:22AM
 User: MGRIESBACH

CITY OF MENASHA
Check Register - w/Alternate Description

Page: 1 of 13
 Report: 03630Alt.rpt
 Company: 31100

Vendor ID / Name	Invoice Nbr	CpnyID	Acct	Subaccount	Amount	Invoice Description
01075 ACCURATE SUSPENSION WAREHOUSE	7007618	31731	54	10-149-383	16.03	GOODYEAR POLY V BELT
	Check Date 5/24/2007	Check Nbr	012586		Check Total:	16.03
01315 AIRGAS NORTH CENTRAL	105575324	31100	55	07-202-204	25.20	ACETYLENE/ARGON/OXYGEN CYL
	105575325	31731	54	10-149-242	51.30	ACETYLENE/ARGON/OXYGEN CYL
	Check Date 5/24/2007	Check Nbr	012587		Check Total:	76.50
01332 ZACHARY ALBRECHT	050707	31100	52	08-101-338	6.98	IN SERVICE TRAINING
	Check Date 5/24/2007	Check Nbr	012588		Check Total:	6.98
01613 AMERICAN PAVEMENT SOLUTIONS	M0003-970136-A	31100	54	10-121-212	18,415.56	2007 CRACK SEAL PROGRAM
	Check Date 5/24/2007	Check Nbr	012589		Check Total:	18,415.56
01675 AMT		31100	21	04-299-022	150.00	
	Check Date 5/24/2007	Check Nbr	012590		Check Total:	150.00
01755 APPLETON RADIATOR INC	6462	31731	54	10-149-294	855.00	NEW CORE/VEHICLE 0004
	Check Date 5/24/2007	Check Nbr	012591		Check Total:	855.00
01850 ASSESSMENT TECHNOLOGIES LLC	1400	31100	51	04-107-214	110.00	CUSTOM PROGRAMMING
	Check Date 5/24/2007	Check Nbr	012593		Check Total:	110.00
01842 ASSOCIATED APPRAISAL	5029	31100	51	04-107-219	4,708.33	PROFESSIONAL SERVICES
	5029	31100	51	04-107-310	16.11	POSTAGE/SUPPLIES/ENV/PHONE/FAX
	5029	31100	51	04-107-310	75.97	STORAGE BOXES FOR PROP CARDS
	Check Date 5/24/2007	Check Nbr	012592		Check Total:	4,800.41
02030 BACKUP TRAINING CORPORATION	0501071D942	31100	52	08-101-339	39.65	TRAINING MANUALS
	Check Date 5/24/2007	Check Nbr	012594		Check Total:	39.65

Date: Thursday, May 24, 2007
 Time: 10:22AM
 User: MGRIESBACH

CITY OF MENASHA
Check Register - w/Alternate Description

Page: 2 of 13
 Report: 03630Alt.rpt
 Company: 31100

Vendor ID / Name	Invoice Nbr	CpnyID	Acct	Subaccount	Amount	Invoice Description
02335 BECK ELECTRIC INC	D127	31100	55	07-202-240	86.10	BULBS/VARIOUS BUILDINGS
	Check Date	5/24/2007	Check Nbr	012595	Check Total:	86.10
02400 BERBEE INFORMATION NETWORKS	AP0700417	31100	51	04-109-214	301.94	APPLICATION SUPPORT
	Check Date	5/24/2007	Check Nbr	012596	Check Total:	301.94
02405 BERGSTROM AUTOMOTIVE NEENAH	205598	31731	54	10-149-383	14.86	RETAINER/STOCK
	Check Date	5/24/2007	Check Nbr	012597	Check Total:	14.86
02410 BERGSTROM NEENAH-MENASHA FORD	95416	31731	54	10-149-383	12.77	BRAKE CALIPER KIT
	Check Date	5/24/2007	Check Nbr	012598	Check Total:	12.77
02545 BLUE PRINT SERVICE CO INC	3385	31100	54	10-111-300	565.80	COLOR BOND PAPER
	Check Date	5/24/2007	Check Nbr	012600	Check Total:	565.80
02627 BOMSKI CONSTRUCTION &	052307	31263	56	03-207-216	4,000.00	CDBG REHAB PROGRAM
	Check Date	5/24/2007	Check Nbr	012601	Check Total:	4,000.00
02760 BROOKS TRACTOR	D81057	31731	54	10-149-383	39.63	INDICATOR GLOW LIGHT
	Check Date	5/24/2007	Check Nbr	012602	Check Total:	39.63
02780 BRUCE MUNICIPAL EQUIPMENT INC	5071523	31731	54	10-149-383	27.75	STRAP, DOOR CHECK
	Check Date	5/24/2007	Check Nbr	012603	Check Total:	27.75
03225 CB SUPPLY COMPANY INC	0131771-IN	31731	54	10-149-383	12.20	V-BELT
	Check Date	5/24/2007	Check Nbr	012604	Check Total:	12.20
03245 CDS BUSINESS OFFICE	051807	31100	56	03-202-320	250.00	CONFERENCE/BECKENDORF
	Check Date	5/24/2007	Check Nbr	012605	Check Total:	250.00

Date: Thursday, May 24, 2007
 Time: 10:22AM
 User: MGRIESBACH

CITY OF MENASHA
Check Register - w/Alternate Description

Page: 3 of 13
 Report: 03630Alt.rpt
 Company: 31100

Vendor ID / Name	Invoice Nbr	CpnyID	Acct	Subaccount	Amount	Invoice Description
03525 COALITION OF WISCONSIN AGING	051607	31100	53	09-212-332	130.00	REGISTRATION/CONFERENCE/S BULL
	<u>Check Date</u> 5/24/2007	<u>Check Nbr</u>	<u>012606</u>		<u>Check Total:</u>	<u>130.00</u>
03585 COMMUNITY HOUSING COORDINATOR	84	31100	56	03-202-216	1,600.00	MAY 2007 HOUSING PLAN
	<u>Check Date</u> 5/24/2007	<u>Check Nbr</u>	<u>012607</u>		<u>Check Total:</u>	<u>1,600.00</u>
03840 CROWN RUBBER PRODUCTS INC	127256	31827	53	09-212-300	58.18	SUPPLIES
	<u>Check Date</u> 5/24/2007	<u>Check Nbr</u>	<u>012608</u>		<u>Check Total:</u>	<u>58.18</u>
03844 CUMINGS ELECTRIC INC &	052307	31263	56	03-207-701	1,051.00	CDBG REHAB PROGRAM
	<u>Check Date</u> 5/24/2007	<u>Check Nbr</u>	<u>012609</u>		<u>Check Total:</u>	<u>1,051.00</u>
04189 DIANE DEGRAND	051607	31100	22	04-101-000	35.00	PARK CANCELLATION REFUND
	<u>Check Date</u> 5/24/2007	<u>Check Nbr</u>	<u>012610</u>		<u>Check Total:</u>	<u>35.00</u>
04275 DIGICORPORATION	49384	31100	51	04-106-291	505.20	2007 OPERATING BUDGET BOOKS
	49270	31266	54	10-309-291	125.70	FREON COLLECTION PERMITS
	<u>Check Date</u> 5/24/2007	<u>Check Nbr</u>	<u>012611</u>		<u>Check Total:</u>	<u>630.90</u>
04360 DORNER INC	2006-08(5)	31485	21	04-205-000	-456.77	NATURE'S WAY
	2006-08(5)	31485	54	10-121-822	18,270.79	NATURE'S WAY
	<u>Check Date</u> 5/24/2007	<u>Check Nbr</u>	<u>012612</u>		<u>Check Total:</u>	<u>17,814.02</u>
05045 JERROD EBERT	051707	31827	53	09-212-205	75.00	ENTERTAINMENT JUNE PARTY
	<u>Check Date</u> 5/24/2007	<u>Check Nbr</u>	<u>012613</u>		<u>Check Total:</u>	<u>75.00</u>

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05100 ELAN CARDMEMBER SERVICE	051107	31100	51	02-103-336	225.00	LEAGUE OF WI MUNI/BRANDT
	051107	31100	51	02-105-333	32.60	HORSE & PLOW/BRANDT
	051107	31100	51	04-109-315	145.99	NETWORK HUB/TROUBLESHOOT PCS
	051107	31100	51	04-109-315	21.67	CELL PHONE CHARGERS
	051107	31100	51	04-109-315	15.94	CELL PHONE CHARGERS
	051107	31100	51	04-109-315	18.94	CELL PHONE CHARGERS
	051107	31100	51	04-109-315	8.93	CELL PHONE CHARGERS
	051107	31100	51	10-115-300	61.95	SPRINGHILL NURSERY/RADTKE
	051107	31100	51	10-115-310	53.23	REPLACEMENT IMAGE DRUM/FAX
	051107	31100	51	10-115-310	83.98	PRINTER TONER
	051107	31100	51	10-115-313	42.32	WINDOW WASHER REFILL PADS
	051107	31100	51	10-115-315	99.44	RED PHONES FOR EMERGENCY 911
	051107	31100	52	08-101-312	18.55	USB EXTENSION CABLES
	051107	31100	52	08-101-338	-60.00	KALAHARI RESORT/STANKE
	051107	31100	52	08-101-338	124.32	KALAHARI RESORT/STANKE
	051107	31100	53	09-212-300	36.40	SENIOR CENTER SHUFFLE BOARD
	051107	31100	55	06-101-310	88.44	PRINTER TONER
	051107	31100	55	06-101-311	85.00	NEOPOST POC/LIBRARY
	051107	31100	55	06-101-316	65.85	VALLEY POPCORN/LIBRARY
	051107	31100	55	06-101-316	363.68	SCHOLASTIC BOOK FAIRS/LIBRARY
051107	31100	55	06-101-316	21.10	SCHOLASTIC BOOK FAIRS/LIBRARY	
051107	31100	55	07-201-300	39.92	SHEELS/SCOREBOOKS/PARK/REC	
051107	31100	56	03-202-214	19.95	GOVERN TECH ACCESS	
Check Date 5/24/2007 Check Nbr 012614 Check Total:					1,613.20	
05240 EVANS TITLE COMPANIES INC	65099953	31263	56	03-207-216	35.00	TITLE LETTER FEE
	Check Date 5/24/2007 Check Nbr 012615 Check Total:					35.00
06115 FERRELLGAS	1015665973	31731	54	10-149-300	44.95	LIQUEFIED PETROLEUM GAS
	Check Date 5/24/2007 Check Nbr 012616 Check Total:					44.95

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06565 FOX VALLEY HUMANE ASSOCIATION	051507	31100	53	08-115-250	1,245.83	APRIL 200 1/12 ANNUAL CONTRACT
	051507	31100	53	08-115-250	240.00	6 ANIMALS/ APRIL 2007
	031207	31100	53	08-115-250	1,245.83	FEB 2005 1/12 ANNUAL CONTRACT
	031207	31100	53	08-115-250	80.00	2 ANIMALS/FEB 2007
	Check Date 5/24/2007	Check Nbr	012617		Check Total:	2,811.66
06680 FRONTLINE UNIFORM	1464	31100	52	08-109-300	149.99	AUXILIARY UNIFORMS
	Check Date 5/24/2007	Check Nbr	012618		Check Total:	149.99
07485 GREEN BOYZ	24699	31100	52	08-101-206	60.00	WEED KILLER/FERTILIZER
	Check Date 5/24/2007	Check Nbr	012619		Check Total:	60.00
08120 HARLEY-DAVIDSON APPLETON	051707	31100	52	08-101-295	1,215.00	MOTORCYCLE
	Check Date 5/24/2007	Check Nbr	012620		Check Total:	1,215.00
08465 HOME DEPOT CREDIT SERVICES	051707	31100	55	07-202-315	17.01	SHORT PAID/TAX AMOUNT
	Check Date 5/24/2007	Check Nbr	012621		Check Total:	17.01
10317 PETER JONES	052307	31100	22	04-101-000	170.00	DOUBLE BOAT SLIP RENTAL
	Check Date 5/24/2007	Check Nbr	012622		Check Total:	170.00
12092 LAKE PARK VILLAS HOMEOWNERS	042807	31482	54	10-143-223	29.51	MENASHA UTILITIES
	042807	31482	55	07-202-216	1,280.26	LAKE & POND SOLUTION
	042807	31482	55	07-202-223	53.24	MENASHA UTILITIES
	051807	31482	54	10-143-223	29.62	MENASHA UTILITIES
	051807	31482	55	07-202-216	1,480.20	JACK'S LAWN
	051807	31482	55	07-202-223	338.99	MENASHA UTILITIES
	051807	31482	56	03-501-513	580.80	MCCLONE INSURANCE
	Check Date 5/24/2007	Check Nbr	012623		Check Total:	3,792.62

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12205 LARSON ENGINEERING OF WI	0008865	31100	56	03-202-212	1,510.00	FOUNDATION INVS/RECOMMENDATION
	0008865	31485	56	03-202-212	855.00	FOUNDATION INVS/RECOMMENDATION
	Check Date 5/24/2007	Check Nbr	012624		Check Total:	2,365.00
12375 LEVENHAGEN CORPORATION	59533	31207	55	07-205-381	4,189.11	LEAD FREE GAS/MARINA
		Check Date 5/24/2007	Check Nbr	012625	Check Total:	4,189.11
12450 LINCOLN CONTRACTORS SUPPLY INC	10357230	31100	54	10-121-315	994.78	HAMMER/EDGER/CUTTER/MISC
		Check Date 5/24/2007	Check Nbr	012626	Check Total:	994.78
13095 MARSHALL & ILSLEY TRUST CO		31100	21	04-415-000	157.38	
		31100	21	04-417-000	96.15	
		31100	21	04-415-000	1,555.97	
		31100	21	04-417-000	76.93	
		31100	21	04-619-003	30.00	
		31100	21	04-619-003	180.00	
	Check Date 5/24/2007	Check Nbr	012627	Check Total:	2,096.43	
13120 MARTENSON & EISELE INC	41455	31100	54	10-134-212	3,764.75	STORM WATER MANAGEMENT
		Check Date 5/24/2007	Check Nbr	012628	Check Total:	3,764.75
13345 MENARDS-APPLETON EAST	53024	31100	55	07-202-240	9.77	LIGHT BULBS/STEEL FENCE/SMITH
		Check Date 5/24/2007	Check Nbr	012629	Check Total:	9.77
13370 MENASHA EMPLOYEES CREDIT UNION		31100	21	04-299-020	2,000.00	
		31100	21	04-299-020	19,402.00	
		Check Date 5/24/2007	Check Nbr	012630	Check Total:	21,402.00
13375 MENASHA EMPLOYEES LOCAL 1035		31100	21	04-299-031	256.00	
		Check Date 5/24/2007	Check Nbr	012631	Check Total:	256.00

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13377 MENASHA EMPLOYEES LOCAL 1035B		31100	21	04-299-032	221.76	
	Check Date 5/24/2007	Check Nbr	012632		Check Total:	221.76
13400 MENASHA JOINT SCHOOL DISTRICT	051607	31100	41	04-103-000	5,967.68	MOBILE HOME TAX/MAY
	Check Date 5/24/2007	Check Nbr	012633		Check Total:	5,967.68
13425 CITY OF MENASHA POLICE DEPT	051707	31100	52	08-101-300	91.18	SUPPLIES
	051707	31100	52	08-101-311	9.46	POSTAGE
	051707	31100	52	08-101-333	66.37	MEETINGS
	Check Date 5/24/2007	Check Nbr	012634		Check Total:	167.01
13435 MENASHA POSTMASTER	052207	31100	53	09-212-311	65.00	POSTAGE JUNE NEWSLETTER
	Check Date 5/24/2007	Check Nbr	012635		Check Total:	65.00
13480 TOWN OF MENASHA	2760	31100	55	07-202-315	139.47	PET LITTER BAGS DISP/TRESTLE
	Check Date 5/24/2007	Check Nbr	012636		Check Total:	139.47
13665 MILWAUKEE SPORTING GOODS	12947-00	31100	55	07-201-300	761.09	SOFTBALLS
	Check Date 5/24/2007	Check Nbr	012637		Check Total:	761.09
14010 N&M AUTO SUPPLY	168533	31731	54	10-149-383	-17.47	EXACT FIT BLADE CREDIT
	169640	31731	54	10-149-383	27.71	OIL SEAL/BOOT KIT
	Check Date 5/24/2007	Check Nbr	012638		Check Total:	10.24
16025 PACKER CITY INTERNATIONAL	3271170044	31731	54	10-149-383	41.23	SWITCH/CONNECTOR
	3271150058	31731	54	10-149-383	17.82	AIR FILTER
	3271200009	31731	54	10-149-383	20.41	GAGE
	Check Date 5/24/2007	Check Nbr	012640		Check Total:	79.46

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16095 PARTS ASSOCIATES INC	PAI0641899	31731	54	10-149-300	233.55	CABLE TIES/CAPSCREWS/BRUSHES
	Check Date 5/24/2007	Check Nbr	012641		Check Total:	233.55
16235 PERSONNEL EVALUATION INC	81063	31100	52	08-101-216	448.00	JV PEP BILLING
	Check Date 5/24/2007	Check Nbr	012642		Check Total:	448.00
16840 PUBLIC SAFETY CENTER INC	121993IN	31100	52	08-101-300	154.96	MINI DV TAPES
	Check Date 5/24/2007	Check Nbr	012643		Check Total:	154.96
18190 REGISTRATION FEE TRUST TVRP	052107	31100	45	04-403-000	500.00	PARKING TICKET PROCESS FEE
	Check Date 5/24/2007	Check Nbr	012644		Check Total:	500.00
	052107	31100	52	08-101-295	46.00	TITLE/LICENSE PLATE APPLICATIO
	Check Date 5/24/2007	Check Nbr	012645		Check Total:	46.00
18193 RICHARD REHBEIN	052307	31201	54	10-301-212	675.00	REIMBURSE SUMP PUMP
	Check Date 5/24/2007	Check Nbr	012646		Check Total:	675.00
18200 REINDERS INC	835066-00	31100	55	07-202-240	33.10	TAYCO FOUNTAIN REPAIR
	1152136-00	31731	54	10-149-383	65.54	TIEROD END FOR MOWER DECK
	1152985-00	31731	54	10-149-383	66.43	FUEL LEVEL SENDER
	Check Date 5/24/2007	Check Nbr	012647		Check Total:	165.07
19140 SCHARPF'S OFFICE PRODUCTS INC	373028	31731	54	10-149-310	14.86	CLAMP/CLIPS/LABELS
	373028	31100	55	07-202-310	14.86	CLAMP/CLIPS/LABELS
	Check Date 5/24/2007	Check Nbr	012648		Check Total:	29.72
19150 SCHENCK BUSINESS SOLUTIONS	190476	31100	51	04-109-214	307.50	CONSULTING SERVICES
	Check Date 5/24/2007	Check Nbr	012649		Check Total:	307.50

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19400 SILTON SEIFERT CARLSON GAMBLE	099337	31100	56	03-202-216	1,537.50	SITE ORDINANCE PLAN
	Check Date 5/24/2007	Check Nbr	012650		Check Total:	1,537.50
19439 SNOWMOBILE RENEWAL PROCESSING	052507	31100	55	07-202-320	30.00	SNOWMOBILE REGISTRATION
	Check Date 5/24/2007	Check Nbr	012651		Check Total:	30.00
19465 SPEEDY CLEAN INC	7752	31201	54	10-301-212	420.00	WATER JET 8" LINE JEFFERSON ST
	Check Date 5/24/2007	Check Nbr	012652		Check Total:	420.00
19585 SPORTS GRAPHICS	3281A	31100	55	07-201-300	3.99	SCOREBOOK
	Check Date 5/24/2007	Check Nbr	012653		Check Total:	3.99
19640 STAN'S INDUSTRIAL WOODWORK INC	16310	31100	54	10-111-300	478.25	BUNDLES/STAKES
	Check Date 5/24/2007	Check Nbr	012654		Check Total:	478.25
02430 STANLEY SECURITY SOLUTIONS INC	WI-441663	31207	55	07-205-300	133.83	MARINA RENTER KEYS
	Check Date 5/24/2007	Check Nbr	012599		Check Total:	133.83
19687 STEIRO APPRAISAL SERVICE INC	494	31482	56	03-501-219	3,000.00	ATHLETICA FITNESS FACILITY
	Check Date 5/24/2007	Check Nbr	012655		Check Total:	3,000.00
19699 MARY STEVENSON	052207	31201	54	10-301-212	675.00	REIMBURSE SUMP/704 LINCOLN
	Check Date 5/24/2007	Check Nbr	012656		Check Total:	675.00
19709 STONE TOAD BAR-GRILL	0279	31827	53	09-212-300	1,007.00	LUNCHEON
	Check Date 5/24/2007	Check Nbr	012657		Check Total:	1,007.00
19741 STUMPF ELECTRIC	051807	31100	44	04-302-000	66.00	OVERPAYMENT ELECTRICAL PERMIT
	Check Date 5/24/2007	Check Nbr	012658		Check Total:	66.00

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20145 THEDACARE	043007	31100	21	04-229-000	1,606.15	HEALTH SCREENING
	9695798	31100	52	08-101-215	55.20	VENIPUNCTURE FOR LEG
	Check Date 5/24/2007	Check Nbr	012659		Check Total:	1,661.35
20325 TRAFFIC & PARKING CONTROL CO	269919	31100	54	10-131-805	835.59	ACCIDENT REPAIR/VISOR RESTOCK
		Check Date 5/24/2007	Check Nbr	012660	Check Total:	835.59
20498 TWO RIVERS SENIOR CENTER	042707	31100	21	04-269-000	17.00	2 TICKETS/SPRING SING
		Check Date 5/24/2007	Check Nbr	012661	Check Total:	17.00
21045 UNIFIRST CORPORATION	0970012969	31731	54	10-149-201	69.86	MAT/MOP/GARMENT PROTECTION
		Check Date 5/24/2007	Check Nbr	012662	Check Total:	69.86
21095 UNITED WAY FOX CITIES		31100	21	04-299-021	99.50	
		Check Date 5/24/2007	Check Nbr	012663	Check Total:	99.50
21226 US OIL CO INC	5310000	31100	13	04-101-000	-300.10	CONTRACT PREPAY
	531257	31100	13	04-103-000	17,810.91	NO LEAD/DIESEL
	531001	31100	13	04-101-000	-460.70	CONTRACT PREPAY CREDIT
	Check Date 5/24/2007	Check Nbr	012664	Check Total:	17,050.11	
21226 US OIL CO INC	L30948	31731	54	10-149-242	48.00	SAMPLES
		Check Date 5/24/2007	Check Nbr	012665	Check Total:	48.00
21280 USCM PAYROLL PROCESSING		31100	21	04-419-000	1,072.50	
		31100	21	04-419-000	8,523.28	
	Check Date 5/24/2007	Check Nbr	012666	Check Total:	9,595.78	
15190 VEOLIA ENVIRONMENTAL SERVICES	B4160646	31100	12	04-399-000	65.97	CITY PUBLIC PARKING LOT
		Check Date 5/24/2007	Check Nbr	012639	Check Total:	65.97

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22430 VISION INSURANCE PLAN OF AMERI	48210	31100	21	04-619-005	1,127.60	EMPLOYEES
	Check Date 5/24/2007	Check Nbr	012667		Check Total: 1,127.60	
23117 WAUSAU SIGNATURE AGENCY	38030	31733	51	02-116-517	60.00	BOILER/MACHINERY PROP CASUALTY
	Check Date 5/24/2007	Check Nbr	012668		Check Total: 60.00	
23135 WAYNE ENGINEERING CORP	58538	31731	54	10-149-383	161.42	PIN/GRIP CYL ROD/BUSHING CYL
	Check Date 5/24/2007	Check Nbr	012669		Check Total: 161.42	
23152 WE ENERGIES	050607	31100	55	07-202-224	200.41	2170 PLANK RD
	052107	31100	12	04-399-000	1,007.33	
	052107	31100	51	10-115-224	1,056.67	
	052107	31100	52	08-101-224	1,391.07	
	052107	31100	53	09-212-224	143.65	
	052107	31731	54	10-149-224	2,212.71	
	052107	31100	55	06-101-224	2,211.75	
	052107	31100	55	07-202-224	529.94	
	052107	31100	55	07-203-224	201.38	
	052107	31207	55	07-205-224	46.78	
	Check Date 5/24/2007	Check Nbr	012670		Check Total: 9,001.69	
23160 WERNER ELECTRIC SUPPLY CO	S2145131.001	31100	13	04-106-000	203.64	LIBRARY/LIGHT BULBS
	Check Date 5/24/2007	Check Nbr	012671		Check Total: 203.64	
23165 WEST PAYMENT CENTER	813610570	31100	51	02-103-322	96.41	INFORMATION CHARGES
	Check Date 5/24/2007	Check Nbr	012672		Check Total: 96.41	
23270 WINNEBAGO CO REGISTER OF DEEDS	RD100881	31100	51	02-104-218	35.00	CORPORATE LIMITS
	RD100881	31263	56	03-207-216	3.00	COPIES/MARY BACH/325 9TH
	Check Date 5/24/2007	Check Nbr	012673		Check Total: 38.00	

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23275 WINNEBAGO COUNTY TREASURER	100378	31100	52	08-602-250	176.00	INMATE FEES
	Check Date 5/24/2007	Check Nbr 012674			Check Total: 176.00	
	052307	31261	56	03-207-701	12,722.56	PURCHASE 121 RIVER ST
	Check Date 5/24/2007	Check Nbr 012675			Check Total: 12,722.56	
23310 WISCONSIN ALLIANCE OF CITIES	051507	31100	51	01-102-332	20.00	GEN'L MEMBERSHIP MEETING
	Check Date 5/24/2007	Check Nbr 012676			Check Total: 20.00	
23348 WISCONSIN DEPARTMENT OF ADMIN	042507	31100	51	04-106-322	20.00	REVENUE CODE BOOK RENEWAL
	Check Date 5/24/2007	Check Nbr 012677			Check Total: 20.00	
23450 WISCONSIN STATE LAB OF HYGIENE	3540123	31278	53	09-116-216	22.00	LHR/REHAB PROGRAM
	Check Date 5/24/2007	Check Nbr 012678			Check Total: 22.00	
23455 WISCONSIN SUPPORT COLLECTIONS		31100	21	04-299-015	436.31	
		31100	21	04-299-016	138.40	
	Check Date 5/24/2007	Check Nbr 012679			Check Total: 574.71	
		31100	21	04-299-015	986.92	
	Check Date 5/24/2007	Check Nbr 012680			Check Total: 986.92	
	052407	31100	21	04-299-015	105.00	ANNUAL FEE
	Check Date 5/24/2007	Check Nbr 012681			Check Total: 105.00	
23545 WORLDWIDE INFORMATION INC	INV0164676	31100	52	08-101-216	114.00	REGISTRATION CHECKS
	Check Date 5/24/2007	Check Nbr 012682			Check Total: 114.00	
23565 WRIGHT INDUSTRIAL INC	0566811-IN	31100	55	06-101-313	58.70	HOUSEKEEPING SUPPLIES
		31100	55	06-101-313	-58.70	VOID CHECK/OVER YEAR OLD
	Check Date 5/24/2007	Check Nbr 012683			Check Total: 0.00	

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26200 ZARNOTH BRUSH WORKS INC	111823	31100	54	10-123-315	384.00	MAIN BROOM REFILL
	<u>Check Date</u> 5/24/2007	<u>Check Nbr</u>	<u>012684</u>		<u>Check Total:</u>	384.00
				Grand Total:	168,742.74	

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01210 AFFINITY OCCUPATIONAL HEALTH	205120	31100	51	02-105-216	15.00	CONSORTIUM MEMBER CHANGE
	Check Date 5/31/2007	Check Nbr	012685		Check Total:	15.00
01450 ALLIED GLOVE & SAFETY PRODUCTS	1/681010	31731	54	10-149-300	120.29	LEATHER DRIVER GLOVES
	Check Date 5/31/2007	Check Nbr	012686		Check Total:	120.29
01630 AMERICAN RED CROSS OF NEENAH-	1587	31100	53	09-212-300	15.00	FIRST AID CPR/AED MANUAL
	Check Date 5/31/2007	Check Nbr	012687		Check Total:	15.00
02020 MICHAEL BABBITTS	052207	31822	55	04-107-316	250.00	HATTIE MINER SCHOLARSHIP
	Check Date 5/31/2007	Check Nbr	012688		Check Total:	250.00
02040 BADGER HIGHWAYS CO INC	135314	31482	54	10-124-821	26.96	SALT SHED
	Check Date 5/31/2007	Check Nbr	012689		Check Total:	26.96
02050 BADGER LAB & ENGINEERING INC	INV000029952	31201	54	10-301-212	252.00	MENASHA UTILITIES WASTEWATERS
	Check Date 5/31/2007	Check Nbr	012690		Check Total:	252.00
02335 BECK ELECTRIC INC	D129	31731	54	10-149-240	202.74	WELDER OUTLETS
	D144	31100	55	07-202-240	122.88	INSTALL NEW IGNITOR
	D01	31207	55	07-205-822	4,345.81	PEDESTAL REPLACEMENT/MARINA
	Check Date 5/31/2007	Check Nbr	012692		Check Total:	4,671.43
02717 JEFFREY BRANDT	052907	31100	51	02-103-331	29.10	MILEAGE
	052907	31100	51	02-103-336	31.04	MILEAGE
	052907	31100	51	02-103-338	20.00	MEALS
	Check Date 5/31/2007	Check Nbr	012693		Check Total:	80.14
03655 CONGER INDUSTRIES INC	00005281	31731	54	10-149-294	164.96	SERVICE LIFT TRUCK
	Check Date 5/31/2007	Check Nbr	012695		Check Total:	164.96

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02136 J P COOKE COMPANY	587342	31100	51	04-106-291	39.22	CAT LICENSE TAGS
	Check Date 5/31/2007	Check Nbr	012691		Check Total:	39.22
03741 CRANE ENGINEERING SALES INC	184447-00	31100	55	07-203-243	178.25	ALIGNMENT PUMP/MOTOR/POOL
	Check Date 5/31/2007	Check Nbr	012696		Check Total:	178.25
03842 CULLIGAN WATERCARE SERVICES	043007	31100	51	10-115-201	17.85	COOLER RENT MAY 2007
	043007	31731	54	10-149-313	5.95	COOLER RENT MAY 2007
	Check Date 5/31/2007	Check Nbr	012697		Check Total:	23.80
06115 FERRELLGAS	1015867186	31731	54	10-149-300	24.96	LIQUEFIED PETROLEUM GAS
	1015867208	31266	54	10-307-216	38.68	LIQUEFIED PETROLEUM GAS
	Check Date 5/31/2007	Check Nbr	012698		Check Total:	63.64
06225 FIRST SUPPLY LLC	6812394-00	31100	55	07-202-240	28.86	WATER VALVE/SMITH PARK
	Check Date 5/31/2007	Check Nbr	012699		Check Total:	28.86
07173 GEOANALYTICS INC	3722	31100	51	04-109-243	3,820.00	ANNUAL MAINTENANCE/SUPPORT
	Check Date 5/31/2007	Check Nbr	012700		Check Total:	3,820.00
07175 LF GEORGE INC	IC17346	31731	54	10-149-383	244.77	KNIFE
	Check Date 5/31/2007	Check Nbr	012701		Check Total:	244.77

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07580 GUNDERSON UNIFORM & LINEN RENT	1202555	31100	52	08-101-313	29.95	TOWEL/MAT SERVICE
	1200231	31100	52	08-101-313	29.95	TOWEL/MAT SERVICE
	1200232	31100	51	10-115-201	18.10	MAT/MOP SERVICE
	1200232	31100	53	09-212-313	3.19	MAT/MOP SERVICE
	1200232	31100	55	07-202-313	3.19	MAT/MOP SERVICE
	1202556	31100	51	10-115-201	18.10	MAT/MOP SERVICE
	1202556	31100	53	09-212-313	3.19	MAT/MOP SERVICE
	1202556	31100	55	07-202-313	3.19	MAT/MOP SERVICE
Check Date	5/31/2007	Check Nbr	012702		Check Total:	108.86
08235 HEARTLAND LABEL PRINTERS INC	IVC000152635	31100	51	04-109-243	956.00	UNITRENDS BACKUP SYSTEM
	Check Date	5/31/2007	Check Nbr	012703		Check Total:
08495 HORN PRECAST	1290	31100	54	10-134-300	404.00	RISERS
	Check Date	5/31/2007	Check Nbr	012704		Check Total:
09290 INTERSTATE BATTERY OF GREEN BA	90037424	31100	54	10-121-315	45.95	CORDLESS DRILLS
	157043	31731	54	10-149-383	64.95	BATTERY
	159640	31731	54	10-149-383	188.85	POLICE RADAR TRAILER
	Check Date	5/31/2007	Check Nbr	012705		Check Total:
10230 JOHN'S SAW SERVICE	7993	31731	54	10-149-383	32.99	RECOIL ASSY
	Check Date	5/31/2007	Check Nbr	012706		Check Total:
10270 JOHNSON'S NURSERY INC	23939	31100	56	07-101-300	467.00	TREES
	Check Date	5/31/2007	Check Nbr	012707		Check Total:
11285 KRAMER RIDGE CO	001-059010	31731	54	10-149-300	31.47	STOCK
	Check Date	5/31/2007	Check Nbr	012708		Check Total:

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11365 KUNDINGER FLUID POWER INC	P-45328-0	31731	54	10-149-383	166.13	CONNECTOR/ADPT/VALVE
	Check Date 5/31/2007	Check Nbr	012709		Check Total:	166.13
13095 MARSHALL & ILSLEY TRUST CO		31100	21	04-415-000	157.38	
		31100	21	04-417-000	96.15	
	Check Date 5/31/2007	Check Nbr	012710		Check Total:	253.53
13360 MENASHA ELECTRIC & WATER UTILI	051707	31100	12	04-399-000	14.49	TRAFFIC LTS/ONEIDA/MANITOWOC
	051707	31100	51	04-109-214	763.00	FIBER CONNECTION
	051707	31100	51	10-115-223	1,382.44	TAYCO ST BRIDGE MUSEUM
	051707	31100	51	10-115-225	224.51	TAYCO ST BRIDGE MUSEUM
	051707	31100	53	09-102-214	112.50	HEALTH DEPT
	051707	31100	53	09-102-223	114.14	HEALTH DEPT
	051707	31100	53	09-102-225	42.67	HEALTH DEPT
	051707	31100	53	09-212-223	242.60	SENIOR CENTER
	051707	31100	53	09-212-225	64.93	SENIOR CENTER
	051707	31100	54	10-131-223	314.22	TRAFFIC LTS/AHNAIP
	051707	31201	54	10-301-223	28.02	LIFT STATION
	051707	31100	55	04-221-223	8.48	CURTIS REED SQUARE
	051707	31100	55	07-202-223	883.69	PARKS
	051707	31100	55	07-202-225	687.86	PARKS
	051707	31207	55	07-205-223	465.00	MARINA
	051707	31207	55	07-205-225	22.84	MARINA
	051707	31100	55	10-215-223	161.98	LIFT BRIDGES
	051707	31100	55	10-215-225	175.00	LIFT BRIDGES
	051707	31456	56	03-501-223	55.39	222 MAIN
	050107	31731	54	10-149-223	1.41	SALT SHED
	052907	31100	51	04-109-804	2,491.98	CITY INVEST CONNECT HARDWARE
	Check Date 5/31/2007	Check Nbr	012711		Check Total:	8,257.15

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13370 MENASHA EMPLOYEES CREDIT UNION		31100	21	04-299-020	2,000.00	
	Check Date	5/31/2007	Check Nbr	012712	Check Total:	2,000.00
13375 MENASHA EMPLOYEES LOCAL 1035		31100	21	04-299-031	256.00	
	Check Date	5/31/2007	Check Nbr	012713	Check Total:	256.00
13435 MENASHA POSTMASTER	052207	31100	53	09-212-311	65.00	NEWSLETTER JULY 2007
	Check Date	5/31/2007	Check Nbr	012714	Check Total:	65.00
13580 MID-AMERICAN RESEARCH CHEMICAL	0329817-IN	31731	54	10-149-300	86.04	HEAVY DUTY SOLVENT
	Check Date	5/31/2007	Check Nbr	012715	Check Total:	86.04
13755 MORTON SAFETY	172571	31731	54	10-149-300	23.20	EAR PLUGS
	173555	31100	55	07-201-300	36.44	FIRST AID KIT SUPPLIES
	Check Date	5/31/2007	Check Nbr	012716	Check Total:	59.64
14270 NETWORK HEALTH PLAN	00340130	31100	21	04-619-003	105,791.37	EMPLOYEES
	00340130	31100	21	04-650-000	9,878.03	RETIREEES/COBRA
	Check Date	5/31/2007	Check Nbr	012717	Check Total:	115,669.40
15080 OFFICEMAX CONTRACT INC	176348	31100	51	01-102-310	9.55	OFFICE SUPPLIES/MAYOR
	176348	31100	51	02-103-310	9.55	OFFICE SUPPLIES/ATTY
	176348	31100	51	02-104-310	9.55	OFFICE SUPPLIES/CLERK
	176348	31100	51	02-105-310	60.27	OFFICE SUPPLIES/PERSONNEL
	176348	31100	51	04-101-310	57.89	OFFICE SUPPLIES/CC
	162833	31100	51	04-106-310	39.03	OFFICE SUPPLIES
	162833	31100	51	10-115-310	570.00	COPY PAPER
	076864	31731	54	10-149-310	51.77	OFFICE SUPPLIES
	076864	31100	55	07-202-310	21.35	OFFICE SUPPLIES
	Check Date	5/31/2007	Check Nbr	012718	Check Total:	828.96

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03405 ONE COMMUNICATIONS		31100	12	04-399-000	10.64	BUILDINGS
		31100	51	01-102-221	8.65	MAYOR
		31100	51	02-103-221	7.28	ATTORNEY
		31100	51	02-104-221	13.61	CLERK
		31100	51	02-105-221	14.61	PERSONNEL
		31100	51	04-106-221	38.87	FINANCE
		31100	51	04-107-221	4.64	ASSESSOR
		31100	51	04-109-221	18.26	IT
		31100	51	10-115-221	17.99	CITY HALL
		31100	52	05-701-221	51.90	ECO
		31100	52	08-101-221	270.88	POLICE
		31100	53	09-102-221	46.69	HEALTH
		31100	53	09-212-221	9.41	SENIOR
		31100	54	10-111-221	50.81	PUB WORKS
		31100	54	10-131-221	4.32	SIGN
		31731	54	10-149-221	22.50	GARAGE
		31100	55	06-101-221	110.84	LIBRARY
		31100	55	07-201-221	30.38	RECREATION
		31100	55	07-202-221	27.06	BARKER
		31100	55	07-202-221	11.62	
	31100	55	07-203-221	33.83	POOL	
	31207	55	07-205-221	20.86	MARINA	
	31100	55	10-215-221	28.70	BRIDGE	
	31100	56	03-202-221	24.42	COM DEV	
	Check Date	5/31/2007	Check Nbr	012694	Check Total:	878.77
16025 PACKER CITY INTERNATIONAL	1271230065	31731	54	10-149-383	50.75	FILTER KIT
	3271230008	31731	54	10-149-383	39.08	LUBEFILTER/4 WAY PLUG/HYDRAULI
	3271240054	31731	54	10-149-383	95.90	FILTERS/ELEMENT
	Check Date	5/31/2007	Check Nbr	012719	Check Total:	185.73

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16300 PIGGLY WIGGLY #24	051107	31827	53	09-212-300	219.19	SUPPLIES FOR BRAT FRY
	051107	31827	53	09-212-300	327.62	SUPPLIES FOR BRAT FRY
	052407	31827	53	09-212-300	44.75	SUPPLIES JUNE PARTY
Check Date	5/31/2007	Check Nbr	012720		Check Total:	591.56
16805 PRO-X SYSTEMS LAWNCARE	84251	31100	55	07-202-206	56.90	FERTILIZE/SPRAYED WEEDS
	Check Date	5/31/2007	Check Nbr	012721	Check Total:	56.90
18040 RADIOSHACK CORPORATION	224223	31100	55	07-202-240	24.97	SPEARER/JEFFERSON WEST
	Check Date	5/31/2007	Check Nbr	012722	Check Total:	24.97
18200 REINDERS INC	1152984-00	31731	54	10-149-383	58.50	REPAIR KIT
	1153323-00	31731	54	10-149-383	51.17	V-BELT
	835456-00	31100	54	10-121-300	568.00	LAWN SEED
	835456-00	31100	55	07-202-300	348.52	HERBICIDE/LAWN SEED
	835456-00	31100	55	07-202-315	125.90	TOOLS-PRUNER/FORKS
	1153826-00	31731	54	10-149-383	196.01	FUEL GAUGE/WIRE SET/DIST CAP
Check Date	5/31/2007	Check Nbr	012723	Check Total:	1,348.10	
18370 RIESTERER & SCHNELL INC	478524	31731	54	10-149-383	88.00	AIR CLEANER
	Check Date	5/31/2007	Check Nbr	012724	Check Total:	88.00
19380 SHOPKO STORES INC	51348	31100	53	09-102-300	12.98	BLEACH/BATTERIES
	Check Date	5/31/2007	Check Nbr	012725	Check Total:	12.98
19410 SKID & PALLET	01789	31100	55	07-202-300	28.00	LANDSCAPE MULCH
	Check Date	5/31/2007	Check Nbr	012726	Check Total:	28.00
19585 SPORTS GRAPHICS	3294A	31100	52	08-106-300	126.00	CSO EQUIPMENT
	Check Date	5/31/2007	Check Nbr	012727	Check Total:	126.00

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19647 STATE BAR OF WISCONSIN	053007	31100	51	02-103-320	447.00	ATTORNEY ANNUAL BAR DUES
	<u>Check Date</u> 5/31/2007	<u>Check Nbr</u>	<u>012728</u>		<u>Check Total:</u>	447.00
19775 SUPERIOR CHEMICAL CORP	22493	31100	13	04-106-000	115.55	HIGH FLASH DEGREASER
	<u>Check Date</u> 5/31/2007	<u>Check Nbr</u>	<u>012729</u>		<u>Check Total:</u>	115.55
20315 TRADER PLUMBING	31050	31207	55	07-205-822	236.73	HOOK UP PEDESTALS/MARINA
	<u>Check Date</u> 5/31/2007	<u>Check Nbr</u>	<u>012730</u>		<u>Check Total:</u>	236.73
20325 TRAFFIC & PARKING CONTROL CO	270246	31100	54	10-131-300	1,432.00	GLASS BEADS/TRAFFIC PAINT
	<u>Check Date</u> 5/31/2007	<u>Check Nbr</u>	<u>012731</u>		<u>Check Total:</u>	1,432.00
21045 UNIFIRST CORPORATION	0970011892	31731	54	10-149-201	126.96	CLOTHING/MAT/MOP/SERVICE
	0970013328	31731	54	10-149-201	75.92	MAT/MOP/GARMENT PROTECTION
	<u>Check Date</u> 5/31/2007	<u>Check Nbr</u>	<u>012732</u>		<u>Check Total:</u>	202.88
21280 USCM PAYROLL PROCESSING		31100	21	04-419-000	1,072.50	
	<u>Check Date</u> 5/31/2007	<u>Check Nbr</u>	<u>012733</u>		<u>Check Total:</u>	1,072.50
23127 WAVERLY BEACH SUPPER CLUB	3529	31100	52	08-101-295	70.00	14 CAR WASHES
	<u>Check Date</u> 5/31/2007	<u>Check Nbr</u>	<u>012734</u>		<u>Check Total:</u>	70.00
23152 WE ENERGIES	050707	31100	55	07-202-224	16.30	999 BRIGHTON DR
	<u>Check Date</u> 5/31/2007	<u>Check Nbr</u>	<u>012735</u>		<u>Check Total:</u>	16.30
	052407	31485	56	03-202-822	13,178.93	NATURE'S WAY
	<u>Check Date</u> 5/31/2007	<u>Check Nbr</u>	<u>012736</u>		<u>Check Total:</u>	13,178.93

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23275 WINNEBAGO COUNTY TREASURER	MAY	31310	57	04-101-610	1,525.65	WINN CO IND DEV/PRINCIPAL
	MAY	31310	57	04-201-620	624.35	WINN CO IND DEV/INTEREST
	MAY	31310	57	04-101-610	328,241.16	WINN CO IND DEV/PRINCIPAL
	MAY	31310	57	04-201-620	649.64	WINN CO IND DEV/INTEREST
Check Date		5/31/2007	Check Nbr		012737	Check Total: 331,040.80
23310 WISCONSIN ALLIANCE OF CITIES	052207	31100	51	04-106-322	39.00	SUBSCRIPTION RENEWAL
	052207	31100	51	04-106-322	-39.00	WRONG VENDOR
Check Date		5/31/2007	Check Nbr		012738	Check Total: 0.00
23455 WISCONSIN SUPPORT COLLECTIONS		31100	21	04-299-015	436.31	
		31100	21	04-299-016	138.40	
Check Date		5/31/2007	Check Nbr		012739	Check Total: 574.71
23465 WISCONSIN TAXPAYERS ALLIANCE	052207	31100	51	04-106-322	39.00	SUBSCRIPTON RENEWAL
Check Date		5/31/2007	Check Nbr		012740	Check Total: 39.00
26200 ZARNOTH BRUSH WORKS INC	112015	31100	54	10-123-315	118.00	DIRT SHOES
Check Date		5/31/2007	Check Nbr		012741	Check Total: 118.00
26395 JULANE ZIELINSKI	052407	31100	52	08-103-300	22.71	CROSSING GUARD EQUIPMENT
Check Date		5/31/2007	Check Nbr		012742	Check Total: 22.71
Grand Total:					491,844.36	