

**CITY OF MENASHA**  
**Common Council**  
**City Hall-140 Main St.-Council Chambers-3rd Floor**  
October 15, 2007

**MINUTES**

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**1. CALL TO ORDER**

Meeting Called to Order by Mayor Laux at 7:00 p.m.

**2. PLEDGE OF ALLEGIANCE**

**A. [Pledge of Allegiance](#)**

**3. ROLL CALL/EXCUSED ABSENCES**

**A. [Roll Call](#)**

PRESENT: Ald. Hendricks, Eckstein, Chase, Merkes, Taylor , Wisneski, Pack.

EXCUSED: Ald. Michalkiewicz

ALSO PRESENT: Mayor Laux, CA/HRD Brandt, Lt. Bouchard, DPW Radtke, CDD Keil, C/T Stoffel,

Clerk Galeazzi, and the Press

DEPT HEAD EXCUSED: PHD Nett.

**4. MINUTES TO APPROVE-MINUTES & COMMUNICATIONS TO RECEIVE**

**Minutes to approve:**

**A. [Common Council, 10/1/07](#)**

Moved by Alderman Wisneski, seconded by Alderman Eckstein to approve minutes.

Motion Carried on voice vote

Results:

**Minutes to receive:**

**B. [Administration Committee, 10/1/07](#)**

**C. [Board of Public Works, 10/1/07](#)**

**D. [Library Board, 9/20/07](#)**

**E. [Public Library Long Range Planning Committee, 9/19/07](#)**

- F. [City Hall Safety Committee, 9/5/07](#)
- G. [Police Safety Committee, 7/19/07](#)
- H. [Public Works and Parks Safety Committee Meeting, 8/28/07](#)
- I. [IT Steering Committee, 8/15/07](#)
- J. [Parks and Recreation Board, 9/10/07](#)
- K. [Plan Commission, 9/25/07](#)
- L. [Personnel Committee, 4/17/07](#)

**Communications:**

- A. [Mayor Laux, 10/11/07; News Record Viewpoint "Menasha's 'Black eye' is not deserved" by Ald. Pack](#)
- B. [CA/HRD Brandt, 10/11/07; Vacation dates](#)
- C. [Mayor Laux, 10/11/07; News Record article, "Menasha gift shop Accent Floral fulfills life dream"](#)
- D. [Mayor Laux, 10/11/07; News Record article, "Trestle Trail wins national award"](#)
- E. [Mayor Laux, 10/11/07; News Record article, "Nature's Way offers affordable housing options"](#)
- F. [Mayor Laux, 10/11/07; News Record article regarding Lakeview Credit Union, "Ready for fourth site"](#)
- G. [Mayor Laux, 10/11/07; Email between Ald. Hendricks and CDD Keil regarding 81and 87 Racine St. and 504 Broad St.](#)
- H. [Mayor Laux to Ald. Taylor, 10/10/07; Email regarding Ald. Taylor's request for update on Steam Utility Project](#)
- I. [Parks and Recreation Board, 10/9/07; Thank you letters for donations to Isle of Valor Memorial Plaza and Bridge](#)
- J. [IT Dept., 10/11/07; City of Menasha Employee ID Badge Photo](#)
- K. [CA/HRD Brandt, 10/11/07; Joint Closed Session of the Neenah and Menasha Common Councils](#)
- L. [CA/HRD Brandt, 10/10/07; Racine Street Landscape and Parking Design memo](#)

Moved by Alderman Wisneski, seconded by Alderman Eckstein to approve Minutes B-L and Communications 1-12.

Discussion: Ald. Taylor – Comm. #1, would like more notice of Special Council meeting; Comm. #5, would like to be invited to ground breaking ceremonies; Comm. #8, asked for Steam Plant Project on agenda, Council needs to be kept updated

Ald. Chase – Minutes H, Congratulate Library for awards received and for including reinstating Sunday hours to 2008 budget.

Ald. Pack – Comm. #12, received information and comments from DA Gossett on crime rate.

Ald. Hendricks – Comm. #8, no representation from Utilities Commission, no minutes available.

Ald. Merkes – Minutes H, Sunday hours at Library; Comm. #8, Council needs to be informed, request reinstating updates at meetings.

Motion Carried on voice vote

Results:

## **5. PUBLIC COMMENTS ON ANY MATTER OF CONCERN TO THE CITY**

### **Five (5) minute time limit for each person**

#### **A. Public comments on any matter of concern to the city**

Joanne Roush , 409 Cleveland Street . Issues with Steam Plant project.

Joe Gehlert, 208 Water Street . Noise issues at Steam Plant.

Jeff Riedl , 408 Appleton Street . Steam Plant project issues.

Mary Ann Mulvey , 274 Misty Meadows. Steam Plant project issues.

Tony Weinandt, 829 Ida Street . Trestle Trail project, municipalities working together.

Ken Kubiak, 1214 Fieldview Drive . Utilities install light poles.

## **6. APPOINTMENTS**

#### **A. Mayor's Reappointment to the Parks and Recreation Board: 1. George Korth, 734 Pleasant Ln, Menasha, for the term of October 1, 2007 to October 1, 2010**

Moved by Alderman Pack, seconded by Alderman Wisneski to approve appointment. Discussion.

Motion Carried on voice vote

Results:

## **7. CLAIMS AGAINST THE CITY**

#### **A. None**

## **8. REPORT OF DEPARTMENT HEADS/STAFF/CONSULTANTS**

#### **A. Presentation of AASHTO 2007 Legacy Award to the City of Menasha for the Trestle Trail (presented by Matt Hallada- WisDot)**

Matt Hallada from Wisconsin Department of Transportation presented the 2007 Legacy Award and explained that the award was given to City and Town of Menasha for their work on the Trestle Trail. Each year the American Association of State Highway Traffic Officers (AASHTO) presents the award for innovative transportation projects. He commended the City and Town for their working together on the Trestle Trail. He explained the selection committee was impressed with the design and the mix of public and private funding sources used to finance the project. He also presented the plaque recognizing the major partners in the Trestle Trail project that will be posted on the Trestle Trail.

## **9. REPORT OF COMMITTEES/BOARDS/COMMISSIONS**

#### **A. Plan Commission:**

##### **1. 10/9/07; Recommends approval of the Brighton Drive Certified Survey Map**

Moved by Alderman Merkes, seconded by Alderman Wisneski to approve . Discussion.

Motion Passed

Results:

Roll Call:

AYES: Chase , Eckstein , Hendricks , Merkes , Pack , Taylor , Wisneski (7)

ABSENT:Michalkiewicz (1)

**B. Administration Committee:**

**1. [Agreement for Administrative Services with Marshall and Ilsley Trust Company, Jan. 1, 2008-Dec. 31, 2009, and authorize signature](#)**

Moved by Alderman Wisneski, seconded by Alderman Eckstein to approve .

Motion Passed

Results:

Roll Call:

AYES: Chase , Eckstein , Hendricks , Merkes , Pack , Taylor , Wisneski (7)

ABSENT:Michalkiewicz (1)

**2. [State of Wisconsin Dept. of Natural Resources Asbestos Compliance Inspection Contract Agreement, July 1, 2007 - June 30, 2008, and authorize signature](#)**

Moved by Alderman Wisneski, seconded by Alderman Eckstein to approve .

Motion Passed

Results:

Roll Call:

AYES: Chase , Eckstein , Hendricks , Merkes , Pack , Taylor , Wisneski (7)

ABSENT:Michalkiewicz (1)

**3. [Joint Powers Agreement, Winnebago County 911 Emergency System, Dec. 1, 2007-Nov. 30, 2008, and authorize signature](#)**

Moved by Alderman Wisneski, seconded by Alderman Eckstein to approve .

Motion Passed

Results:

Roll Call:

AYES: Chase , Eckstein , Hendricks , Merkes , Pack , Taylor , Wisneski (7)

ABSENT:Michalkiewicz (1)

**4. [License: "Class A" application of Kwik Trip, Inc., Michelle Wucki, Agent, for the premises at 1870 Highway 10/114, for the 2007-2008 licensing year](#)**

Moved by Alderman Wisneski, seconded by Alderman Eckstein to approve .

Motion Passed

Results:

Roll Call:

AYES: Chase , Eckstein , Hendricks , Merkes , Pack , Taylor , Wisneski (7)

ABSENT:Michalkiewicz (1)

**5. [Approval of Declaration of Official Intent to advance funds, Lake Park Villas storm water retention pond](#)**

Moved by Alderman Wisneski, seconded by Alderman Eckstein to approve . Discussion.

Motion Passed

Results:

Roll Call:

AYES: Chase , Eckstein , Hendricks , Merkes , Pack , Wisneski (6)

NAYS: Taylor (1)

ABSENT:Michalkiewicz (1)

**6. [Accounts payable and payroll for 10/4/07 - 10/11/07 in the amount of \\$564,264.89](#)**

Moved by Alderman Wisneski, seconded by Alderman Eckstein to approve .

Motion Passed

Results:

Roll Call:

AYES: Chase , Eckstein , Hendricks , Merkes , Pack , Taylor , Wisneski (7)

ABSENT:Michalkiewicz (1)

**C. Board of Public Works:**

**1. [Change Order - Argo Contracting, Inc.; Water Treatment Plant Modifications; Contract Unit No. M002-940266.06; DEDUCT: \\$18,249.80 \(Change Order No. 1\)](#)**

Moved by Alderman Merkes, seconded by Alderman Hendricks to hold items 1 & 2.

Motion Held

Results:

**2. [Change Order - CD Smith Construction, Inc.; Water Treatment Plant Modifications; Contract Unit No. M002-940266.02; ADD: \\$20,263.00 \(Change Order No. 11\)](#)**

HELD - (See 9C1)

**3. [Change Order - Quality Concrete and Excavating, Inc.; Sidewalk Reconstruction; Contract Unit No. 2007-02; ADD: \\$1,601.50 \(Change Order No. 1\)](#)**

Moved by Alderman Pack, seconded by Alderman Hendricks to hold .

Motion Held

Results:

**4. [Payment - Quality Concrete and Excavating, Inc.; Concrete Sidewalk Reconstruction; Contract Unit No. 2007-02; \\$53,489.20 \(Payment No. 1 and Final\)](#)**

Moved by Alderman Pack, seconded by Alderman Eckstein to approve . Discussion.

Motion Passed

Results:

Roll Call:

AYES: Chase , Eckstein , Hendricks , Merkes , Pack , Taylor , Wisneski (7)

ABSENT:Michalkiewicz (1)

**5. Payment - Badger Highways, Inc.; Kaukauna Street/High Street Rehabilitation - Pulverize/Resurface Asphalt Pavement; Contract Unit No. 2007-01; \$64,985.26 (Payment No. 2)**

Moved by Alderman Pack, seconded by Alderman Eckstein to approve .

Motion Passed

Results:

Roll Call:

AYES: Chase , Eckstein , Hendricks , Merkes , Pack , Taylor , Wisneski (7)

ABSENT:Michalkiewicz (1)

**6. Recommendation to Award J and E Construction; Contract Unit No. 2007-03; Lake Park Villas Stormwater Pond; \$145,291.30**

Moved by Alderman Pack, seconded by Alderman Eckstein to approve .

Motion Passed

Results:

Roll Call:

AYES: Chase , Eckstein , Hendricks , Merkes , Pack , Wisneski (6)

NAYS: Taylor (1)

ABSENT:Michalkiewicz (1)

**7. Traffic Study Report Regarding Request for Yield Signs at Intersection of Marquette and Elizabeth Streets**

Acted on in Board of Public Works.

**D. Personnel Committee:**

**1. 10/15/07; Recommends approval to accept Vision Insurance Plan of America 3 year renewal**

Moved by Alderman Pack, seconded by Alderman Eckstein to approve .

Motion Passed

Results:

Roll Call:

AYES: Chase , Eckstein , Hendricks , Merkes , Pack , Taylor , Wisneski (7)

ABSENT:Michalkiewicz (1)

**10. HELD OVER BUSINESS**

**A. Approval of the Racine Street landscape and parking design (Held 10/1/07)**

Moved by Alderman Chase, seconded by Alderman Merkes to recommend to refer items A & B to Plan Commission. Discussion.

Motion Carried on voice vote

Results:

**B. The sale of the Racine Street parking lot to a private entity**

Referred to Plan Commission – (see 10A1)

**C. Proposal of Wolfrath's Nursery for the purchase, delivery and planting of 24 trees in the Province Terrace area not to exceed \$3,485 (TIF #9)**

Moved by Alderman Chase, seconded by Alderman Wisneski to approve proposal of Wolfrath's Nursery for the purchase, delivery and planting of 24 trees in the Province Terrace area not to exceed \$3,485 (TIF #9) in the Spring of 2008. Discussion.

Motion Failed  
Results:

Roll Call:

AYES: Chase (1)  
NAYS: Eckstein , Hendricks , Merkes , Pack , Taylor , Wisneski (6)  
ABSENT: Michalkiewicz (1)

**11. COUNCIL DIRECTIVES**

**A. CDD Keil- Lake Park Villa's Commercial Lots (Ald. Hendricks)**

Staff is preparing Request for Proposal for real estate marketing services to be distributed to commercial brokers by end of week. Should have a recommendation for the next meeting.

**B. PWD Radtke - Status of mud jacking sidewalks for the year (Ald. Hendricks)**

Contractor had experienced some equipment problems, but are back to working on project. All work on mud jacking of sidewalks should be completed by end of week.

**C. PWD Radtke - Update on video services in the Council Chambers (Ald. Wisneski)**

Checked with City of Neenah who recently installed new video equipment in their Council Chambers. Their video system consists of four ceiling mounted cameras that are remotely operated through one device by one person. The initial cost was approximately \$34,500 including installation. The annual cost would be approximately \$3,500 for taping of 24 Council meetings, 1 budget meeting, 1 annual meeting and up to 6 special meetings.

**D. PWD Radtke - Status of traffice study/info for possible Yield sign at Elizabeth and Marquette Streets (Ald. Hendricks)**

Covered in Board of Public Works.

**E. PWD Radtke - Update on new light poles installed on Province Terrace and Province Link (Ald. Hendricks)**

Past policy has been for the light poles to be installed when a street has been constructed with gravel. Utilities have started to install the light poles on Province Terrace based on the spacing done by WE Energies on the north end of Province Terrace. Staff has instructed the Utilities to suspend the installation until they can look at the proposed light spacing. Grades are set different for installation of light/utility poles than for planting of trees.

**F. PWD Radtke - Progress of Stormwater Utility plan (Ald. Merkes)**

Some preliminary work on creating a stormwater utility has been done. A meeting with tax-exempt property owners was held in 2006. The creating of a stormwater utility was explained and the exempt property owners asked for enough advance notice to plan for potential fees resulting from a stormwater utility. Staff has received an extension of the deadline from the WisDNR to December 31, 2008 for the completion of the final report on the creation of a stormwater utility.

**G. PWD Radtke - Update on STH 114-Third St. reconstruction schedule (Ald. Merkes)**

The bid date for this project is set for January 2009 with an expected construction start date of April or May 2009. Final WisDOT project approval will be June 2008. All design elements are pretty well completed except for the Community Sensitive Design portion of the project which has yet to be finalized. The Community Sensitive Design portion includes added features such as landscaping and decorative street lighting. These items have been discussed, but not finalized, by the Plan Commission.

**H. PRD Tungate - progress in implementation of recommendations from August "Park Issues" meetings (Ald. Merkes)**

Park staff is working with the Police Dept. on implementing some of the recommendations. Park staff has been checking all existing park lights and have repair several, most notably at the pool. New lighting for the HartPark shelter and MemorialBuilding has been included in the 2008 park budget along with an overnight seasonal caretaker to do security checks and perform maintenance duties. Park staff is using a new cleaning product recommended by Appleton park staff to remove graffiti. The Police Dept. has been working with area retailers on limiting the sale of spray paint and markers to certain age groups.

**I. MU GM Young - Inlet pipe at Brighton Drive (Ald. Hendricks)**

Memo in packet: Weeds are being removed from inlet grate at Brighton Drive and are currently being place in the waste drum for disposal. Utilities have requested McMahon examine and price another means to remove weeds from the pump screen that would be less labor intensive and resolve the waste drum. This is a project addition.

**12. CITIZEN REPRISE (People from the gallery to be heard; only pertaining to matters on the agenda - five (5) minute time limit for each person)**

**A. Public comments on matters pertaining to the agenda**

Tony Weinandt, 829 Ida Street. Commended Council members on a good meeting.

**13. ADJOURNMENT**

**A. Adjournment**

Moved by Alderman Taylor, seconded by Alderman Pack to adjourn at 8:45 p.m.

Motion Carried on voice vote

Results:

Respectfully submitted by Deborah A. Galeazzi, City Clerk