

CITY OF MENASHA

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

140 Main Street, Menasha

July 2, 2007

MINUTES

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I. CALL TO ORDER

A. [Call to Order](#)

Item Action:
None

Motions

Motion Type	Motion Text Comments	Made By	Seconded By	Motion Result
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Meeting called to order by Mayor Laux at 7:55 p.m.

II. PLEDGE OF ALLEGIANCE

A. [Pledge of Allegiance](#)

Item Action:
None

Motions

Motion Type	Motion Text Comments	Made By	Seconded By	Motion Result
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Ald. Merkes requested a moment of silence for Robert Melzer, who died as the result of a car-bike accident.

III. ROLL CALL/EXCUSED ABSENCES

A. [Roll Call](#)

Item Action:
None

Motions

Motion Type	Motion Text Comments	Made By	Seconded By	Motion Result
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PRESENT: Ald. Eckstein, Chase, Merkes, Taylor, Wisneski, Pack, Hendricks,

Comments

EXCUSED: Ald. Michalkiewicz

Comments

ALSO PRESENT: Mayor Laux, CA/HRD Brandt, PC Stanke, DPW Radtke, C/T Stoffel, AP Beckendorf, Clerk Galeazzi and the Press. EXCUSED: PHD Nett, CDD Keil, PRD Tungate

IV. MINUTES TO APPROVE-MINUTES & COMMUNICATIONS TO RECEIVE

Minutes to approve:

A. [Common Council, 6-18-07](#)

Item Action:
None

Motions

Motion Type	Motion Text	Made By	Seconded By	Motion Result
approve	Common Council Minutes, 6/18/06	Alderman Wisneski	Alderman Eckstein	Passed

Motion carried on voice vote.

Minutes to receive:

B. [Administration Committee, 6-18-07](#)

Item Action:
None

Motions

Motion Type	Motion Text	Made By	Seconded By	Motion Result
approve	Minutes to Receive B-H and Communications 1-6.	Alderman Wisneski	Alderman Pack	Passed

Discussion: Ald. Wisneski - Comm. #5-Regional wayfinding signage project. Motion carried on voice vote.

C. [Board of Public Works, 6-18-07](#)

Item Action:
None

D. [Board of Health, 5-16-07](#)

Item Action:
None

E. [IT Steering Committee, 5/16/07, 5/29/07](#)

Item Action:
None

F. [Public Hearing, 6/18/07](#)

Item Action:
None

G. [Plan Commission, 6/27/07](#)

Item Action:
None

H. [Parks and Recreation Board, 5/14/07](#)

Item Action:
None

Communications:

1.

[Sec. 7-2 - Fermented Malt Beverages and Intoxicating Liquor](#)

Item Action:
None 2.

[Charlotte Reimer \(952 Fourth St.\), 6/23/07; Proposed dog in parks ordinance](#)

Item Action:
None 3.

[FC Vander Wyst, 6/13/07; Auto Pulse Clinical Trials](#)

Item Action:
None 4.

[Fox Cities Visitors Bureau, 6/11/07; Regional wayfinding signange project](#)

Item Action:
None 5.

[Menasha Utilities, 7/07; The Wire Newsletter](#)

Item Action:
None 6.

[Menasha Action Council, 6/28/07; Support for additional parking at corner of Racine St. and Broad St.](#)

Item Action:
None 7.

[Bruce Stenz \(CVMIC\) to CA/HRD Brandt, 6/27/07; Stairwells leading to elevated walkway behind Main St. buildings](#)

Item Action:
None

V. 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](#)

Item Action:
None

Motions

Motion Type	Motion Text	Made By	Seconded By	Motion Result
	Comments			
	A. Stan Sevenich, 645 9th St. Make sure to do Midway Road sidewalks right the first time.			
	Comments			

B. Tony Weinandt, 829 Ida St. 1) Establish loans and grants to assist residents to clean up their property; 2) Business should provide own funding for projects.

VI. APPOINTMENTS

**A. [Mayor's Appointment to the Library Board:](#)
[1. Jill Enos, 732 Nicolet Blvd, for the term of July 1, 2007 to July 1, 2010](#)**

Item Action:
None

Motions

Motion Type	Motion Text	Made By	Seconded By	Motion Result
approve	Appointment of Jill Enos	Alderman Merkes	Alderman Wisneski	Passed
	Motion carried on voice vote.			

**B. [Mayor's Appointment to the Valley Transit Board \(Menasha Representative\)](#)
[1. Roger Kanitz, 516 Riverway, for the term of July 2007 to July 2010](#)**

Item Action:
None

Motions

Motion Type	Motion Text	Made By	Seconded By	Motion Result
approve	Appointment of Roger Kanitz	Alderman Merkes	Alderman Taylor	Passed
	Motion carried on voice vote.			

**C. [Mayor's Appointment to the Heckrodt Wetland Reserve Board:](#)
[1. Sheila Brucks, 238 Butte des Morts Dr., for the term of July 2007 to April 2008](#)**

Item Action:
None

Motions

Motion Type	Motion Text	Made By	Seconded By	Motion Result
approve	Appointment of Sheila Brucks	Alderman Pack	Alderman Merkes	Passed

Motion carried on voice vote.

VII. CLAIMS AGAINST THE CITY

A. [None](#)

Item Action:
None

VIII. REPORT OF DEPARTMENT HEADS/STAFF/CONSULTANTS

A. [Jim Hellen: Independent Inspections LTD - Inspection Procedures](#)

Item Action:
None

Motions

Motion Type	Motion Text Comments	Made By	Seconded By	Motion Result
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Jim Hellen, Operations Manager of Independent Inspections LTD and Dennis Jansen, employee of IIL, Building Inspector for the City, discussed inspection procedures, from start to finish on construction projects. They explained the certifications and licenses required by the State for building inspectors. They also discussed the Uniform Dwelling Code (UDC) set by the State.

IX. REPORT OF COMMITTEES/BOARDS/COMMISSIONS

A. **Plan Commission:**

1.

[6/12/07, Recommends approval of the special use permit for St. Timothy's Lutheran Church](#)

Item Action:

None

Motions

Motion Type	Motion Text	Made By	Seconded By	Motion Result
approve	Special Use Permit for St. Timothy's Lutheran Church	Alderman Merkes	Alderman Taylor	Passed

Motion carried on voice vote.

2.

[6/27/07; Recommends approval of the amendment to sign ordinance to allow sidewalk signs in the C-1 Commercial District](#)

Item Action:

None

Motions

Motion Type	Motion Text	Made By	Seconded By	Motion Result
move	to hold for 2 weeks	Alderman Merkes	Alderman Hendricks	Held

3.

[6/27/07; Recommends approval of a utility easement on Natures Way](#)

Item Action:

None

Motions

Motion Type	Motion Text	Made By	Seconded By	Motion Result
approve	Utility Easement on Natures Way.	Alderman Merkes	Alderman Pack	Passed
Motion carried on voice vote.				

B. Administration Committee:

1.

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

Item Action:

None

Motions

Motion Type	Motion Text	Made By	Seconded By	Motion Result
approve	Accounts payable and payroll for 6/20/07 - 6/28/07.	Alderman Wisneski	Alderman Chase	Passed
Motion carried on roll call 7-0.				

2.

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

Item Action:

None

Motions

Motion Type	Motion Text	Made By	Seconded By	Motion Result
approve	Electronic Communications and Information Technology Policy.	Alderman Wisneski	Alderman Chase	Passed
Motion carried on roll call 7-0.				

C. Board of Public Works:

1.

[Consideration of concerns of Briarwood Cottage residents regarding proposed asphalt walk/trail on Midway Road \(Ald. Wisneski\) \(Held 6/18/07\)](#)

Item Action:

None

Motions

Motion Type	Motion Text	Made By	Seconded By	Motion Result
move	to table	Alderman Wisneski	Alderman Chase	Passed
Motion carried on roll call 5-2. Ald. Taylor, Wisneski, Pack, Hendricks, Chase - yes. Ald. Merkes, Eckstein - no.				

2.

[Concerns regarding drainageways at 2160 Manitowoc Road and 2140 Grassy Plains Drive](#)

Item Action:

None

Motions

Motion Type	Motion Text	Made By	Seconded By	Motion Result
move	to install grates at 2160 Manitowoc Road	Alderman Pack	Alderman Merkes	Passed
Motion carried on roll call 7-0.				
Comments				
2140 Grassy Plains acted on in Board of Public Works - appear on July 16 agenda.				

3.

[Request for stop sign on Keyes Street at Willow Lane \(Ald. Merkes\) \(Held 6/18/07\)](#)

Item Action:

None

Motions

Motion Type	Motion Text	Made By	Seconded By	Motion Result
Comments				
Acted on Board of Public Works - conduct a speed study.				

4.

[Street Use Application - 37th Otto Grunski Family Festival; Saturday, July 28, 2007; 7:00 AM - 12:00 AM; Community Forward, Inc.](#)

Item Action:

None

Motions

Motion Type	Motion Text	Made By	Seconded By	Motion Result
move	to waive the requirements of Section 7-1-8 (e) 5, 6	Alderman Wisneski	Alderman Merkes	Passed
Motion carried on roll call 7-0.				
approve	Street Use Application	Alderman Wisneski	Alderman Merkes	Passed
Motion carried on roll call 5-0. Ald. Pack, Taylor - abstain.				

5.

[Street Use Application - 14th annual St. Joe 5K Run/Walk for St. Joseph Food Pantry; Saturday, November 3, 2007; 8:45 AM to 10:00 AM \(Pacesetter's of the Fox Cities\)](#)

Item Action:

None

Motions

Motion Type	Motion Text	Made By	Seconded By	Motion Result
approve	Street Use Application	Alderman Pack	Alderman Taylor	Passed
Motion carried on roll call 7-0.				

X. ORDINANCES AND RESOLUTIONS

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

Item Action:
None

Motions

Motion Type	Motion Text Comments	Made By	Seconded By	Motion Result
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Acted on, Item IX. A2 - held for 2 weeks.

- B. [R-14-07 - A Resolution acknowledging review of City of Menasha 2006 Compliance Maintenance Annual Report Under Wisconsin Administrative Code NR 208](#) **Item Action:**
None

Motions

Motion Type	Motion Text	Made By	Seconded By	Motion Result
adopt	R-14-07	Alderman Wisneski	Alderman Eckstein	Passed

Motion carried on roll call 7-0.

- C. [R-13-07 - A Resolution pertaining to payment of the interest for the Steam Utility](#) **Item Action:**
None

Motions

Motion Type	Motion Text	Made By	Seconded By	Motion Result
adopt	R-13-07	Alderman Pack	Alderman Chase	Passed

Motion carried on roll call 7-0.

XI. HELD OVER BUSINESS

- A. [Motion to direct DPW Radtke to remove three angle parking stalls on Broad Street, west of the east exit driveway of the Broad Street Parking Lot \(Recommendation by Parking Committee\)](#) **Item Action:**
None

Motions

Motion Type	Motion Text	Made By	Seconded By	Motion Result
move	to direct DPW Radtke to remove three angle parking stalls	Alderman Wisneski	Alderman Taylor	Passed

Motion carried on roll call 4-3. Ald. Taylor, Wisneski, Pack, Chase - yes. Ald. Merkes, Hendricks, Eckstein - no.

XII. COUNCIL DIRECTIVES

- A. [CDD Keil - Badger Ice Cream sign issue \(Ald. Hendricks\)](#) **Item Action:**
None

Motions

Motion Type	Motion Text Comments	Made By	Seconded By	Motion Result
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AP Beckendorf reported for CDD Keil: Sign Works has been contracted to move the main sign and remove the smaller sign. They anticipate the work to be done by the end of the week.

- B. [CA/HRD Brandt - Steps of walkway behind 175 Main St. \(Ald. Taylor\)](#) **Item Action:**
None

Motions

Motion Type	Motion Text Comments	Made By	Seconded By	Motion Result
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Bruce Stenz, CVMIC Loss Control Specialist, reviewed the steps leading to the elevated walkway. His report revealed the stairwell is structurally sound and overall appearance indicated the installation was done with quality workmanship. The design is not a serious public safety hazard and the opening grate design of the steps does not allow snow to accumulate, ice to form and prevents water puddles from forming. This is a more slip resistant surface. His report also indicated a potential public safety issued with the emergency exit/fire escape. CA/HRD Brandt will be checking with the

building inspectors on this issue and report back.

- C. [CA/HRD Brandt - Explanation on elected officials accepting gifts not offered to the public \(Ald. Merkes\)](#) **Item Action:** None

Motions

Motion Type	Motion Text	Made By	Seconded By	Motion Result
	Comments			

Elected officials should not accept any gift where a person would be expecting them to vote a certain way. Attorney General's opinion is if the elected official attends a social gathering where they are offered something for free, the elected official should find out what the dollar value is and reimburse the host for the cost of the items received.

- D. [Clerk Galeazzi - Policy on additional items sent to Aldermen with their Council packet \(Ald. Merkes\)](#) **Item Action:** None

Motions

Motion Type	Motion Text	Made By	Seconded By	Motion Result
	Comments			

Aldermen have a mailbox in the clerk's office for miscellaneous items that are mailed or dropped off at City Hall addressed to an individual alderman. When Council packets are assembled, any items in the aldermen's mailbox are included in the envelope with the agenda items, but are kept separate.

- E. [PRD Tungate - Landscaping lights at City Square \(Ald. Taylor\)](#) **Item Action:** None

Motions

Motion Type	Motion Text	Made By	Seconded By	Motion Result
	Comments			

Memo from PRD Tungate: Beck Electric continues to search for a more durable light fixture to replace the broken or missing fixtures at Curtis Reed Square. Three more lights were repaired the week of June 18. Mr. Beck stated he felt new fixtures could be obtained and installed within the next three weeks.

Comments

Comments

NEXT AGENDA: Ald. Hendricks - Badger Ice Cream sign issue. Ald. Taylor - Steps of walkway behind 175 Main Street
Ald. Pack – Update on Lake Park Villas.

XIII. 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](#) **Item Action:** None

Motions

Motion Type	Motion Text	Made By	Seconded By	Motion Result
	Comments			

A. Tony Weinandt, 829 Ida Street. R-13-07, Questioned what was approve.

XIV. ADJOURNMENT

- A. [Adjournment](#) **Item Action:** None

Motions

Motion Type	Motion Text	Made By	Seconded By	Motion Result
move	to adjourn at 9:00 p.m.	Alderman Wisneski	Alderman Eckstein	Passed

Motion carried on voice vote.

Comments

Comments

Respectfully submitted by Deborah A. Galeazzi, City Clerk.