

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

CITY OF MENASHA
Common Council
Council Chambers, 3rd Floor- 140 Main St., Menasha
June 4, 2007

7:00 PM

AGENDA

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I. CALL TO ORDER

- A. Call to Order

II. PLEDGE OF ALLEGIANCE

- A. Pledge of Allegiance

III. ROLL CALL/EXCUSED ABSENCES

- A. Roll Call

IV. MINUTES TO APPROVE-MINUTES & COMMUNICATIONS TO RECEIVE

Minutes to approve:

- A. Common Council, 5/21/07

[Attachments](#)

Minutes to receive:

- B. Administration Committee, 5/21/07

[Attachments](#)

- C. Board of Public Works, 5/21/07.

[Attachments](#)

- D. NM Fire Rescue Joint Finance & Personnel Committee, 5/22/07

[Attachments](#)

- E. NM Fire Rescue Joint Fire Commission, 5/29/07

[Attachments](#)

- F. Plan Commission, 5/22/07.

[Attachments](#)

- G. IT Steering Committee, 4/18/07

[Attachments](#)

Communications:

1. Winn Cty Human Services to PHD Nett, 5/24/07; Notice of funding for Older Adult Health Screening Program.

[Attachments](#)

2. WIDOT to Mike LaLonde, 5/25/07; Midway Road Project.

[Attachments](#)

3. Robert Merriam (First National Bank), 5/11/07; Introduction of his successor [Attachments](#)
4. CA/HRD Brandt Memo, 5/30/07; Athletica Fitness Offer to Purchase [Attachments](#)
5. WI State Legislature, 5/30/07; Bill to Close Newark Loophole Advances Through Committee. [Attachments](#)
6. Calumet Cty Legislative Committee Meeting Minutes, 4/13/07. [Attachments](#)
7. Wisconsin Municipal Insurance Comm.; Revenue Bond, Series 1987, Paid in Full. [Attachments](#)
8. Junior Achievement to Mayor Laux, 5/16/07; Thank you to AP Beckendorf [Attachments](#)
9. PWF, Anniversary Survey of Automated Refuse Collection System and Single Stream Recycling, 5/2007. [Attachments](#)
10. DPW Refuse and Recycling Survey Results, 5/2007 [Attachments](#)
11. DPW Radtke to Gunderson Cleaners, 4/3/07; Damage to street lights on Center Street [Attachments](#)
12. Bill & Peggy Currie to Mayor Laux, 5/19/07; Thank you to Diane Schabach [Attachments](#)

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

VI. APPOINTMENTS

- A. None

VII. CLAIMS AGAINST THE CITY

- A. None

VIII. REPORT OF COMMITTEES/BOARDS/COMMISSIONS

A. Plan Commission:

1. None

B. Administration Committee:

1. City of Menasha Electronic Communications & Information Systems Policy [Attachments](#)
2. Consulting Agreement with McClone Insurance Group, July 1, 2007 to June 30, 2008, and authorized signature. [Attachments](#)
3. Licenses: Renewal liquor and malt beverage applications on file for the licensing year July 1, 2007-June 30, 2008. [Attachments](#)
4. Accounts payable and payroll from 5/24/07-5/31/07 in the amount of \$819,408.88. [Attachments](#)

C. Board of Public Works:

1. Change Order - CD Smith Construction, Inc. Water Treatment Plant Modifications; Contract Unit No. M002-940266.02; DEDUCT [Attachments](#)

\$1,857.00 (Change Order No. 6)

- 2. **Change Order - CD Smith Construction, Inc. Water Treatment Plant Modifications; Contract Unit No. M002-940266.02; ADD \$22,572.00 (Change Order No. 7).** [Attachments](#)
- 3. **Change Order - Vinton Construction Co.; River Street Relocation Roadway Construction; Contract Unit No. 2006-06; ADD \$59,732.49 (Change Order No. 4).** [Attachments](#)
- 4. **Payment - Vinton Construction Co.; River Street Relocation Roadway Construction; Contract Unit No. 2006-06: \$24,041.32 (Payment No. 7).** [Attachments](#)
- D. **Personnel Committee:**
- 1. **None**
- E. **NEENAH-MENASHA FIRE RESCUE:**
- 1. **NM Fire Rescue Finance & Personnel Committee Recommends to proceed with purchasing a new rescue/pumper engine from Pierce Manufacturing, as proposed by NM Fire Rescue Truck Committee, at a cost not to exceed \$196,566.00 (Menasha's share), and accept the pre-payment offer by Pierce Manufacturing, and NMFR Truck Committee secure appraisals and expected revenues to be generated by the sale of the current Engine 32 and Rescue 31 vehicles.** [Attachments](#)

IX. ORDINANCES AND RESOLUTIONS

- A. **O-9-07 - An Ordinance Relating to Mayoral Salary** [Attachments](#)
- B. **O-11-07 - An Ordinance Relating to City of Menasha Sidewalk Policy (Ald. Pack).** [Attachments](#)

X. HELD OVER BUSINESS

- A. **Parking Committee Recommendation to remove three angle parking stalls on Broad Street, west of east exit driveway for Broad Street Parking Lot and set Public Hearing.**
- B. **Parking Committee recommendation to remove three angle parking stalls on Broad Street, west of east exit driveway for Broad Street Parking Lot.** [Attachments](#)

XI. COUNCIL DIRECTIVES

- A. **CDD Keil - History of permanent and temporary sign placement at Badger Ice Cream (Ald. Hendricks)**
- B. **CDD Keil - Report on Larsen Study (Ald. Wisneski)** [Attachments](#)
- C. **CDD Keil - Status of Nature's Way (Ald. Chase)**
- D. **CDD Keil - Steps of walkway behind 175 Main St. (Ald. Taylor)**
- E. **Park Supt. Huss - Planting of Ash trees throughout City (Ald. Taylor)** [Attachments](#)
- F. **DPW Radtke - Increase in parking lot fees (Ald. Taylor)** [Attachments](#)
- G. **DPW Radtke - Vision control problem at City Square (Ald. Merkes)** [Attachments](#)
- H. **PRD Tungate - VHS Virus - Potential DNR Grants (Ald. Taylor)** [Attachments](#)

I. PRD Tungate - Landscaping lights at City Square (Ald. Taylor)

XII. 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

XIII. ADJOURNMENT

A. Adjournment

MEETING NOTICE: Monday, June 18, 2007

Common Council-7:00 PM

Administration Committee-6:30 PM

Board of Public Works-6:00 PM

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

CITY OF MENASHA
Common Council
Council Chambers, 3rd Floor- 140 Main St., Menasha
 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 Mayor Laux at 7:15 p.m.			

II. PLEDGE OF ALLEGIANCE

A. [Pledge of Allegiance](#)

III. 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, Clerk Galeazzi and the Press.			
	DEPT HEAD EXCUSED: PHD Nett.			

IV. MINUTES TO APPROVE-MINUTES & COMMUNICATIONS TO RECEIVE

Minutes to approve:

A. [Common Council, 5/7/07](#)

Motions

Motion Type	Motion Text	Made By	Seconded By	Motion Result
Approve	Common Council Minutes, 5/7/07	Alderman Taylor	Alderman Pack	Passed
	Motion carried on voice vote.			

Minutes to receive:

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

Motions

Motion	Seconded	Motion
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Type	Motion Text	Made By	By	Result
Approve	Minutes to Receive B-L and Communications 1-9	Alderman Michalkiewicz	Alderman Eckstein	Passed
	Motion carried on voice vote.			

- C. [Board of Public Works, 5/7/07](#)
- D. [Public Hearing, 5/7/07; Mt. Tabor](#)
- E. [Public Hearing, 5/7/07; Ordinance relating to Dwellings for Watchmen](#)
- F. [Public Hearing, 5/7/07; Special Use Permit-1429 Province Terrace](#)
- G. [Board of Health, 4/11/07](#)
- H. [Board of Appeals, 2/13/07](#)
- I. [Plan Commission, 5/15/07](#)
- J. [Parks and Recreation Board, 4/9/07](#)
- K. [Library Board, 5/15/07](#)
- L. [N-M Sewerage Commission, 4/24/07](#)

Communications:

1. [Letter to Council from Sandra Dabill Taylor, 5/9/07; Parking lot issues](#)
2. [Mayor Laux to Ald. Merkes, 5/16/07; Sidewalk policy](#)
3. [Mayor Laux to Ald. Taylor, 5/16/07; Dog Park Committee](#)
4. [Mayor Laux to Ald. Taylor, 5/17/07; Response to vehicle complaint on 540 Broad St.](#)
5. [Ald. Wisneski, 5/16/07; Newsletter-Wisneski's Words](#)
6. [CA/HRD Brandt, 5/17/07; Lake Park Villas Homeowners Association Minutes from 6/2006 to 5/2007](#)
7. [PC Stanke, 4/07; Law Officer Magazine, *Our Police Staffing Crisis*](#)
8. [Menasha Utilities, 5/10/07; The Wire Newsletter](#)
9. [Family of Dale & Woody Weber, 5/10/07; Thank you note](#)

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](#)

Motions

Motion Type	Motion Text	Made By	Seconded By	Motion Result
	A. Stan Sevenich, 645 9th St. 1) Support most of Ordinance O-10-07, dog in parks; 2) Lake Park Villas/Wisco issue is a concern.			
	B. Sheila Brucks, 238 Butte des Morts Dr. Support O-11-07, Sidewalk Policy.			
	C. Don Barker, 760 Lakecrest Dr. Support O-11-07, Sidewalk Policy			
	D. Mary Ann Mulvey, 274 Misty Meadows. 1) Support Ad-Hoc Committee for sidewalk issue.			

E. John Breaker, 335 Willow Lane. Support O-11-07, Sidewalk Policy.
F. Bruce Brahe, 752 Lakecrest Dr. Support O-11-07, Sidewalk Policy.
G. Peggy Robson, 744 Lakecrest Dr. Support O-11-07, Sidewalk Policy.
H. Jeff Riedl, 408 Appleton St. 1) Support Ad-Hoc Committee for sidewalk issue; 2) O-10-07, dogs on leashes in parks.
I. Del Beck, 640 Lakecrest Dr. Support O-11-07, Sidewalk Policy.
J. Chris Donner, The Vault, 175 Main St. Request to serve beverages on front and back decks of the Vault.
K. Tom Konetzke, 858 Emily St. Support O-11-07, Sidewalk Policy.
L. Mary Nebel, 713 1st St. 1) City Code on City Website; 2) Resume for Ad-Hoc Committee.

VI. APPOINTMENTS

- A. [None](#)

VII. CLAIMS AGAINST THE CITY

- A. [None](#)

VIII. REPORT OF DEPARTMENT HEADS/STAFF/CONSULTANTS

- A. [None](#)

IX. REPORT OF COMMITTEES/BOARDS/COMMISSIONS

- A. **Plan Commission:**

1. [5/15/07 Recommends approval of the Certified Survey Map for 330 and 336 Chute Street \(Germania Hall\)](#)

Motions

Motion Type	Motion Text	Made By	Seconded By	Motion Result
Approve	CSM of 330 and 336 Chute Street	Alderman Michalkiewicz	Alderman Eckstein	Passed
Motion carried on voice vote.				

2. [5/15/07; Recommends approval of the Special Use Permit for Mt. Tabor Center at 522 Second Street](#)

Motions

Motion Type	Motion Text	Made By	Seconded By	Motion Result
Approve	Special Use Permit for Mt. Tabor Center, 522 Second St.	Alderman Merkes	Alderman Wisneski	Passed
Motion carried on voice vote.				

3. [5/15/07; Recommends approval of the Special Use Permit-the proposed CBRF \(1429 Province Terrace\) with the following conditions in conformance with 13-1-11\(c\): 1. The CBRF shall be limited to serving people of advanced age, persons with dementia, developmental disabilities, traumatic brain injury, AIDS, pregnant women needing counseling and/or the terminally ill. 2. The transitional area shall contain a minimum of 8 canopy trees 12 understory trees and 20 shrubs](#)

Motions

Motion Type	Motion Text	Made By	Seconded By	Motion Result
Approve w/ Conditions	Special Use Permit for proposed CBRF, 1429 Province Terrace	Alderman Merkes	Alderman Eckstein	Passed
	Motion carried on voice vote.			

B. Administration Committee:

1. Consideration of Stipulation with Receiver Wisco Enterprises -Marketing of Lake Park Lots

Motions

Motion Type	Motion Text	Made By	Seconded By	Motion Result
Approve	Stipulation with Receiver, Wisco Enterprises, Marketing of Lake Park Lots.	Alderman Wisneski	Alderman Pack	Passed
	Motion carried on roll call 8-0.			

2. Consideration of John Coughlin Listing Realtor - Lake Park Villas Lots

Motions

Motion Type	Motion Text	Made By	Seconded By	Motion Result
Approve	John Coughlin, Listing Realtor, Lake Park Villas Lots	Alderman Wisneski	Alderman Eckstein	Passed
	Motion carried on roll call 7-0. Ald. Merkes - abstain.			

3. Consideration of Kevin Weinberger Proposal Concerning Athletica Fitness

Motions

Motion Type	Motion Text	Made By	Seconded By	Motion Result
Approve	Kevin Weinberger Proposal concerning Athletica Fitness	Alderman Wisneski	Alderman Michalkiewicz	Passed
	Motion carried on roll call 8-0.			

4. Receivers motion to sell remaining Wisco Enterprises assets

Motions

Motion Type	Motion Text	Made By	Seconded By	Motion Result
Approve	Receivers motion to sell remaining Wisco Enterprises assests.	Alderman Wisneski	Alderman Pack	Passed
	Motion carried on roll call 8-0.			

5. 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
Approve	Request of Chris Donner, The Vault Lounge, to serve alcoholic beverages on back patio. 175 Main Street from May 22-Nov. 15, 2007	Alderman Wisneski	Alderman Eckstein	Passed
Move	to amend to include front and back patio	Alderman Taylor	Alderman Eckstein	Passed

Motion to amend carried on roll call 8-0.
Motion as amended carried on roll call 8-0.

6. [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
Approve	Accounts payable and payroll	Alderman Wisneski	Alderman Pack	Passed
	Motion carried on roll call 8-0.			

C. Board of Public Works:

1. [Payment - Dorner, Inc.; Nature's Way; Contract Unit No. 2006-08; \\$17,814.02 \(Payment No. 5\)](#)

Motions

Motion Type	Motion Text	Made By	Seconded By	Motion Result
Approve	Payment - Dorner, Inc	Alderman Pack	Alderman Eckstein	Passed
	Motion carried on roll call 8-0.			

2. [Parking Committee Recommendation to Remove Three Angle Parking Stalls on Broad Street, West of East Exit Driveway for Broad Street Parking Lot](#)

Motions

Motion Type	Motion Text	Made By	Seconded By	Motion Result
Approve	Parking Committee Recommendation	Alderman Pack	Alderman Eckstein	
	Discussion			
Move	To hold for 2 weeks	Alderman Taylor	Alderman Merkes	Passed

3. [Street Use Application - Communityfest Parade; Tuesday, July 3, 2007; 7:00 PM-10:15 PM \(Communityfest Committee\)](#)

Motions

Motion Type	Motion Text	Made By	Seconded By	Motion Result
Approve	Street Use Application, Communityfest Parade	Alderman Pack	Alderman Taylor	Passed
	Motion carried on voice vote.			

4. [Street Use Application - Labor Day Festival & Corn Roast for Boaters; Saturday, September 1, 2007; 5:00 PM-10:00 PM \(City of Menasha Marina\)](#)

Motions

Motion Type	Motion Text	Made By	Seconded By	Motion Result
Approve	Street Use Application, Labor Day Festival and Corn Roast for Boaters	Alderman Pack	Alderman Taylor	Passed
	Motion carried on voice vote.			

5. [Street Use Application - Steak Fry for Boaters & Friends; Saturday, June 16, 2007; 5:00 PM-10:00 PM \(City of Menasha Marina\)](#)

Motions

Motion	Motion
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Type	Motion Text	Made By	Seconded By	Result
Approve	Street Use Application, Steak Fry for Boaters and Friends	Alderman Pack	Alderman Eckstein	Passed
	Motion carried on voice vote.			

X. ORDINANCES AND RESOLUTIONS

A. [O-8-07 - An Ordinance Relating to City of Menasha Sidewalk Policy \(Mayor Laux\)](#)

Motions

Motion Type	Motion Text	Made By	Seconded By	Motion Result
Move	To table O-8-07	Alderman Merkes	Alderman Taylor	Passed
	Motion carried on roll call 5-3. Ald. Merkes, Taylor, Hendricks, Michalkiewicz, Chase - yes. Ald. Wisneski, Pack, Eckstein - no.			

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

Motions

Motion Type	Motion Text	Made By	Seconded By	Motion Result
	No Action			

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

Motions

Motion Type	Motion Text	Made By	Seconded By	Motion Result
	Referred to Parks and Recreation Board.			

D. [O-11-07 - An Ordinance relating to City of Menasha Sidewalk Policy \(Ald. Pack\)](#)

Motions

Motion Type	Motion Text	Made By	Seconded By	Motion Result
Move	To suspend the rules and take up O-11-07 at this time.	Alderman Pack	Alderman Eckstein	Failed
	Motion failed on roll call 4-4. Ald. Pack, Eckstein, Michalkiewicz, Chase - yes. Ald. Merkes, Taylor, Wisneski, Hendricks - no.			

E. [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
Adopt	R-12-07	Alderman Merkes	Alderman Wisneski	Passed
	Motion carried on roll call 8-0.			

XI. HELD OVER BUSINESS

A. [Approval of minutes- Common Council, 4/17/07](#)

Motions

Motion Type	Motion Text	Made By	Seconded By	Motion Result
Approve	Common Council Minutes, 4/17/07	Alderman Michalkiewicz	Alderman Eckstein	Passed

Motion carried on voice vote.

XII. COUNCIL DIRECTIVES

- A. [CDD Keil - Permanent signs at mini warehouse units on Plank Rd. \(Ald. Hendricks\)](#)

Motions

Motion Type	Motion Text	Made By	Seconded By	Motion Result
	The permanent signs have been installed.			

- B. [CDD Keil - History of permanent and temporary sign placement at Badger Ice Cream \(Ald. Hendricks\)](#)

Motions

Motion Type	Motion Text	Made By	Seconded By	Motion Result
	Staff has contacted the sign company that installed the permanent sign for quotes on relocating the sign; still waiting to hear back from them. Staff is also working on scheduling a meeting with the new owners/operators.			

- C. [CDD Keil - Banners on Broad Street Condos and at Main & Tayco Street Senior Living \(Ald. Hendricks\)](#)

Motions

Motion Type	Motion Text	Made By	Seconded By	Motion Result
	Owners were notified and have removed the real estate banners from the buildings. They are considered real estate signs and may be replaced with signs that conform to size limitations.			

- D. [CDD Keil - Update on residents concerns at Province Terrace \(Ald. Chase\)](#)

Motions

Motion Type	Motion Text	Made By	Seconded By	Motion Result
	Staff has received a draft of the recommended changes to the zoning code. A workshop will be scheduled at an upcoming Plan Commission meeting. Council will be invited to attend. Notice will be sent to residents in the Province Terrace area.			

- E. [CDD Keil- Rear Facade of buildings on Main St. \(Ald. Taylor\)](#)

Motions

Motion Type	Motion Text	Made By	Seconded By	Motion Result
	There is an issue with peeling stain and condition of the brick. Staff will contact the contractor and report back.			

- F. [CDD Keil - Status of elevator at 175 Main St. \(Ald. Taylor\)](#)

Motions

Motion Type	Motion Text	Made By	Seconded By	Motion Result
	The elevator is installed, but not operating. The Vault (the business that occupies the building) will be opening the second floor for use later this summer. They are planning on having the elevator operating at that time. The fa#231;ade loan that was granted to the owners of this building included the elevator along with other items.			

G. [PWD Radtke - South side \(Alcan Property\) of River St. \(Ald. Wisneski\)](#)

Motions

Motion Type	Motion Text	Made By	Seconded By	Motion Result
	Parking lot and landscape designs are waiting for approval by the Alcan Corporate office. Once the approval is granted, work will begin. Hope to have done by late summer/early fall.			

H. [PRD Tungate - Status of Whitewater Park \(Ald. Eckstein\)](#)

Motions

Motion Type	Motion Text	Made By	Seconded By	Motion Result
	Staff is working on gathering all the details. They have been meeting with the WisDNR and Army Corps of Engineers to discuss a variety of topics. Need to get answers to many questions before the plans are finalized.			
	NEXT AGENDA: Ald. Hendricks - permanent and temporary sign placement at Badger Ice Cream. Ald. Merkes - vision control problem at corner of Main and Milwaukee St. Ald. Wisneski - report on Larsen Engineering study. Ald. Chase - status of Natures Way project. Ald. Taylor - 1) walkway steps behind 175 Main St. 2) planting of Ash trees in City. 3) VHS fish virus emergency grants. 4) increase in parking lot fees. 5) landscape lighting at City square.			

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](#)

XIV. ADJOURNMENT

A. [Adjournment](#)

Motions

Motion Type	Motion Text	Made By	Seconded By	Motion Result
Move	To adjourn at 8:17p.m.	Alderman Eckstein	Alderman Pack	Passed
	Motion carried on voice vote.			
	Respectfully submitted by Deborah A. Galeazzi, City Clerk			

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.			

CITY OF MENASHA
Board of Public Works
Third Floor Council Chambers, 140 Main Street, Menasha
May 21, 2007

MINUTES DRAFT

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I. CALL TO ORDER

A. :

Motions

Motion Type	Motion Text	Made By	Seconded By	Motion Result
	Meeting called to order by Chairman Pack at 6:35 p.m.			

II. ROLL CALL/EXCUSED ABSENCES

A. :

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, Clerk Galeazzi and the Press.			

III. MINUTES TO APPROVE-MINUTES & COMMUNICATIONS TO RECEIVE

A. [May 7, 2007](#)

Motions

Motion Type	Motion Text	Made By	Seconded By	Motion Result
Approve	May 7, 2007 Minutes	Alderman Michalkiewicz	Alderman Wisneski	Passed
	Motion carried on voice vote.			

IV. DISCUSSION

A. [Payment - Dorner, Inc.; Nature's Way; Contract Unit No. 2006-08; \\$17,814.02 \(Payment No. 5\)](#)

Motions

Motion Type	Motion Text	Made By	Seconded By	Motion Result
	No questions or discussion.			

B. [0-11-07 An Ordinance Relating to City of Menasha Sidewalk Policy \(Ald. Pack\)](#)

Motions

Motion Type	Motion Text	Made By	Seconded By	Motion Result
	Discussion ensued regarding this ordinance incorporates ordinance O-8-07 along with an additional item that will exempt subdivisions currently under construction, and streets without sidewalks as of its effective date, from being required to have sidewalks installed pursuant to the current sidewalk installation practice.			
	Discussion continued on forming an Ad-Hoc committee made up of residents from various parts of the City with differing views regarding the need for sidewalks to look at the current sidewalk policy and make recommendations on changes if needed and how to implement the changes.			

C. [Parking Committee Recommendation to Remove Three Angle Parking Stalls on Broad Street, West of East Exit Driveway for Broad Street Parking Lot](#)

Motions

Motion Type	Motion Text	Made By	Seconded By	Motion Result
	No questions or discussion.			

D. [Parking Committee Recommendation that Public Hearing be Held for Elimination of Three Angle Parking Stalls on Broad Street \(Informational Only\)](#)

Motions

Motion Type	Motion Text	Made By	Seconded By	Motion Result
	CA/HRD Brandt explained the parking committee is recommending scheduling a Public Hearing for residents' input on parking downtown.			

E. [Street Use Application - Communityfest Parade; Tuesday, July 3, 2007; 7:00 PM - 10:15 PM \(Communityfest Committee\)](#)

Motions

Motion Type	Motion Text	Made By	Seconded By	Motion Result
	No questions or discussion.			

F. [Street Use Application - Labor Day Festival & Corn Roast for Boaters; Saturday, September 1, 2007; 5:00 PM - 10:00 PM \(City of Menasha Marina\)](#)

Motions

Motion Type	Motion Text	Made By	Seconded By	Motion Result
	DPW Radtke explained the PW crews deliver the street barricades for placement by the event coordinators and collect refuse containers after the event.			

G. [Street Use Application - Steak Fry for Boaters & Friends; Saturday, June 16, 2007; 5:00 PM - 10:00 PM \(City of Menasha Marina\)](#)

Motions

Motion Type	Motion Text	Made By	Seconded By	Motion Result
	No questions or discussion.			

V. **ADJOURNMENT**

A. -

Motions

Motion Type	Motion Text	Made By	Seconded By	Motion
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Result

Move	to adjourn at 7:06p.m.	Alderman Taylor	Alderman Wisneski	Passed
Motion carried on voice vote.				
Respectfully submitted by Deborah A. Galeazzi, City Clerk				

Neenah-Menasha Fire Rescue
Finance & Personnel Committee Meeting
Tuesday, May 22, 2007
Hauser Room – City of Neenah

Chief Vander Wyst called the meeting to order at 5:30 p.m.

Present: Ald., Mark Lange, John Ahles, Sue Wisneski, Steve Pack, and Tom Michalkiewicz.

Also Present: Chief Len Vander Wyst and Director Easker.

Excused: Ald. Stevenson

Election of Chair and Vice Chair: **MSC Lange/Michalkiewicz to appoint Sue Wisneski as Chair of Neenah-Menasha Fire Rescue Joint Finance & Personnel Committee, all voting aye.**

MSC Lange/Michalkiewicz to appoint Todd Stevenson as Vice-Chair of Neenah-Menasha Fire Rescue Joint Finance & Personnel Committee, all voting aye.

After elections were held Ald. Wisneski took over the meeting.

Approval of April 24, 2007 Meeting Minutes: The meeting minutes of April 24, 2007 were reviewed by the Committee. **MSC Ahles/Pack to approve the minutes of April 24, 2007, all voting aye.**

Month End Department Budget Reports: Chief Vander Wyst discussed the current status of the budget. 31% of the budget has been expended with 33% of the year elapsed. Director Easker addressed the liability and auto insurance portion of the budget. These line item amounts will be reflected on our budget by the end of June. **MSC Lange/Michalkiewicz to accept the month end budget report for April 2007, all voting aye.**

Month End Activity Report: The Committee reviewed the April 2007 activity report. Chief Vander Wyst reported out on numerous recent fires including the Cecil Street, Douglas Street and First Street fires. He also reported out on two recent injuries of personnel. Other issues discussed by the Chief were the Novus Agenda issue with the City of Menasha along with the resolution of the issue. **MSC Ahles/Lange to accept April 2007 monthly activity report and place on file, all voting aye.**

Fire Commission Minutes: The Joint Fire Commission Minutes of April 25, 2007 were reviewed by the Committee. These minutes are informational only and no action is required.

Purchase of Rescue/Pumper: Chief Vander Wyst sought permission to purchase a new rescue/pumper including related equipment not to exceed a total cost of \$540,000. Amos Mikkelson and Tim Patterson from NMFR Truck Committee presented information regarding the specifications for the new truck. They compared the specifications of a custom truck versus the demo PUC truck that Pierce has offered our department at a reduced price. It was noted that five companies were invited to bid on the custom truck, however, we only received one bid, which was from Pierce Manufacturing. Discussion took place regarding the differences between the custom truck that the Committee put together for bid versus the demo PUC truck Pierce Manufacturing was offering to us at a reduced cost. The Truck Committee reviewed the pros and cons of both vehicles and recommends the custom truck be purchased. It less expensive than the PUC truck and the custom truck meets all of our needs. The Finance & Personnel Committee members felt it is important that an informational memo be sent to alderman from both municipalities that explains the cost layout for the custom truck and the savings of the pre-payment offer from Pierce Manufacturing, as well as, estimated revenue that should be generated from the sale of the two vehicles. The sale of the two vehicles will bring the total cost of the new vehicle down to approximately \$450,000. **MSC Ahles/Pack to recommend both Councils of the City of Neenah and City of Menasha proceed with purchasing a new rescue/pumper engine from Pierce Manufacturing, as proposed by Neenah-Menasha Fire Rescue Truck Committee, at a cost not to exceed \$500,168.00, which includes the necessary equipment. The Committee also recommends both City Council's accept the pre-payment offer by Pierce Manufacturing, as this is included in the cost savings figure, and NMFR Truck Committee secure appraisals and expected revenues to be generated by the sale of the current Engine 32 and Rescue 31 vehicles, all voting aye.**

Assistant Chief Vacancy: Chief Vander Wyst requested permission to fill the vacancy of Assistant Chief Training/Emergency Management position. The Committee reviewed AC Gadow's retirement letter. **MSC Pack/Lange to approve filling the vacancy of Assistant Chief Training/Emergency Management position and to proceed with advertising in necessary magazines and periodicals so this position can be filled in a timely manner. The Committee requests Mayors from both municipalities formally approve filling this vacancy, all voting aye.**

MSC Pack/Ahles to adjourn at 6:35 p.m., all voting aye.

Respectfully Submitted,

Len Vander Wyst
Chief

LV/tt

Neenah-Menasha Fire-Rescue
Joint Fire Commission Meeting
Wednesday, May 29 –12:00 p.m.
2nd Floor Conference Room – City of Neenah

Chief Vander Wyst called the meeting to order at 12:00 p.m.

Present: Commissioners Jim Liebhauser, Dave Brotski, Bill Mattes, Chris Wales-Magners and Nancy Barker

Excused: Elizabeth Nevitt

Also Present: Fire Chief Len Vander Wyst.

Welcome: Commission Brotski welcomed Chris Wales-Magners to the meeting and thanked her for volunteering her service to the Commission. Chief Vander Wyst gave a brief overview of the responsibilities of the Fire Commission and gave her a handbook from the League of Wisconsin Municipalities to review.

Committee Structure: **MSC Mattes/Liebhauser to elect Dave Brotski as the Chair of Neenah-Menasha Fire Rescue Joint Fire Commission, all voting aye.**

MSC Liebhauser/Brotski to elect Nancy Barker as the Vice Chair of Neenah-Menasha Fire Rescue Joint Fire Commission, all voting aye.

Approval of Minutes: The Commission reviewed the meeting minutes of April 25, 2007. **MSC Mattes/Liebhauser to approve the minutes of April 25, 2007, all voting aye.**

Activity Reports: The Commission reviewed the April 2007 activity report. The Chief also reviewed the recent fires and injuries by personnel. This is informational only for the Commission and no action is required.

Month End Budget Report: The Commission reviewed the April 2007 month end budget report. This is informational only and no action is required.

Minutes of the Joint Finance & Personnel Committee: The Commission reviewed the minutes of April 24, 2007 for the Joint Finance & Personnel Committee meeting. This is informational only and no action is required.

Assistant Chief Vacancy: Chief Vander Wyst reviewed the actions taken by the Finance & Personnel Committee to approve filling the vacancy of Assistant Chief Training/Emergency Management due to the pending retirement of AC Gadow. Commissioners present agreed with Chief Vander Wyst that advertising both internal and outside for this position was prudent. Commission involvement will take place at the end of the advertising, testing, and assessment process as described by Chief Vander Wyst. The Commission involvement would be in the form of an interview to approve the Chief's final recommendation for appointment.

MSC Barker/Liebhauser to adjourn at 12:50 p.m., all voting aye.

Respectfully Submitted,

Len Vander Wyst
Chief

CITY OF MENASHA
Plan Commission
Council Chambers
May 22, 2007

MINUTES DRAFT

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I. CALL TO ORDER

A. :

Motions

Motion Type	Motion Text	Made By	Seconded By	Motion Result
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	The meeting was called to order at 3:30 pm by Mayor Joseph Laux.			
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II. ROLL CALL/EXCUSED ABSENCES

A. :

Motions

Motion Type	Motion Text	Made By	Seconded By	Motion Result
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	PLAN COMMISSION MEMBERS PRESENT: Mayor Laux, DPW Radtke, Ald. Merkes, and Commissioners Norm Sanders, Dick Sturm, and Dave Schmidt. PLAN COMMISSION MEMBERS EXCUSED: Catherine Cruickshank. OTHERS PRESENT: CDD Keil, AP Beckendorf, and Lonnie Pichler.			
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III. MINUTES TO APPROVE-MINUTES & COMMUNICATIONS TO RECEIVE

Minutes to approve:

A. [Minutes of the May 15, 2007 Plan Commission meeting](#)

Motions

Motion Type	Motion Text	Made By	Seconded By	Motion Result
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Approve	Motion to approve the May 15, 2007 Plan Commission meeting minutes.	Comm Sanders	Comm Sturm	Passed
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IV. ACTION ITEMS

A. [Site Plan Review - Opportunity Way](#)

Motions

Motion Type	Motion Text	Made By	Seconded By	Motion Result
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	This item was held over pending additional information.			
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B. [Third Street Reconstruction Project Enhancements](#)

Motions

Motion	Motion Text	Made By	Seconded By	Motion Result
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Type

DPW Radtke explained the possible project enhancements and the amount available from WISDOT. Discussion: • Engaging local business owners in enhancing their properties with landscaping • Possible use of urban forestry funds for this project • Use of brick pavers for the crosswalks • The limited terrace size • Colored concrete crosswalks and terraces • The use of TIF #10 funds to supplement DOT funds • The use of planters • The difficulty of going back to install colored crosswalks after the project is complete • Credits for concrete differential • Softening the intersections • Working with a landscape architect on a unified look.

V. ADJOURNMENT

A. [Adjourn](#)

Motions

Motion Type	Motion Text	Made By	Seconded By	Motion Result
Approve	Motion to adjourn at 4:25 p.m.	Comm Sanders	DPW Radtke	Passed

CITY OF MENASHA
IT Steering Committee
Gegan Room, Menasha Public library
 April 18, 2007

MINUTES

 [Back](#)  [Print](#)

I. CALL TO ORDER

A. =

Motions

Motion Type	Motion Text	Made By	Seconded By	Motion Result
	Meeting called to order at 8:16 AM by CHAIRMAN Wisneski			
	Members Present: CHAIRMAN Wisneski, CA/PD Brandt, COMP Stoffel, ITMgr Lacey and PC Stanke			
	Absent: AP Beckendorf and PWD Radtke			
	Also present: CLERK Galeazzi, ITSupv James, PL Brunn and Mr. Larry Schmitz of Schenck Technology Solutions			

II. MINUTES TO APPROVE-MINUTES & COMMUNICATIONS TO RECEIVE

Minutes to approve:

A. [Approval of minutes of March 28, 2007](#)

Motions

Motion Type	Motion Text	Made By	Seconded By	Motion Result
Approve	To approve minutes of March 28, 2007 meeting	ITMgr Lacey	Lt Brunn	Passed

Communications:

1. [Email from Fred Stoeger](#)

Motions

Motion Type	Motion Text	Made By	Seconded By	Motion Result
	The Committee reviewed the email from Mr. Stoeger, praising the work done by ITMgr Lacey and ITSupv James in helping to get the new City-wide telephone system up and running smoothly on the first day. CA/PD Brandt indicated he would place a copy of the email in the file of each of the employees. The Committee voiced its appreciation for the manner in which the telephoen change over was handled.			

III. REPORT OF DEPARTMENT HEADS/STAFF/CONSULTANTS

A. [Committee monthly update on status of projects/operations/costs](#)

Motions

Motion Type	Motion Text	Made By	Seconded By	Motion Result
	ITMgr Lacey reviewed the monthly bar graph with the Committee and reviewed the status of various projects. The Committee briefly discussed the status of the GOVERN software project. The IT Department still has some work to do on this software but needs some tasks completed by AP Beckendorf before they can do their work. Mr. Schmitz noted that this implementation has taken a great deal longer than it should have and needs to be closed out now.			
	ITSupv James discussed with the Committee the new features available on the new telephone system. It is now possible to assign a telephone number for a particular short or long tem use inhouse.			
	The Committee also discussed how sales of City property were going on e-Bay. ITSupv James stated that they were going well but it is a time-comsuming process to get items cleared for sale. CHAIRMAN Wisneski stated she would review the current ordinance for disposal of property and determine if there are areas that could be changed to make the process easier. Mr. Schmitz suggested that an 'Asset Management Committee' could be a solution to this problem. He stated he has had experience with this type of committee in private industry.			

IV. ACTION ITEMS

A. [Committee discussion and recommendation to Mayor on Committee membership for 2007-2008](#)

Motions

Motion Type	Motion Text	Made By	Seconded By	Motion Result
	After a brief discussion, the Committee recommended to Mayor Laux that the City Clerk, Associate Planner, Director of Public Works and the Police Chief be appointed members of the IT committee for 2007-2008. COMP Stoffel will send the Committee's recommendation in written form to Mayor Laux requesting approval.			

B. [Committee update and discussion on NOVUS AGENDA Software](#)

Motions

Motion Type	Motion Text	Made By	Seconded By	Motion Result
	CA/PD Brandt informed the Committee that the Library and the Menasha Utilities have chosen not to use the NOVUS AGENDA software for the production of their committee minutes. This will be a topic for discussion on the May IT Steering Committee meeting. Mayor Laux had been invited to attend this meeting to discuss his vision of where NOVUS AGENDA should go in the future but had been called to Madison to testify at a Senate Hearing. This topic will also be on the next agenda to discuss if and when the entire packet will go paperless and what should be done to the Common Council chambers to improve it for multimedia presentations.			

C. [Committee discussion on next Committee meeting date - May 16, third Wednesday](#)

Motions

Motion Type	Motion Text	Made By	Seconded By	Motion Result
	By consensus of the Committee members present, the next IT Steering Committee meeting is set for May 16, 2007 at 8:15 AM in the Gegan Room of the Menasha Public Library.			

V. ADJOURNMENT

A. -

Motions

Motion Type	Motion Text	Made By	Seconded By	Motion Result
Approve	Motion to adjourn	PC Stanke	ITMgr Lacey	Passed
	Meeting adjourned at 9:27 AM.			
	Respectfully submitted.			
	Thomas Stoffel			
	Committee Secretary			

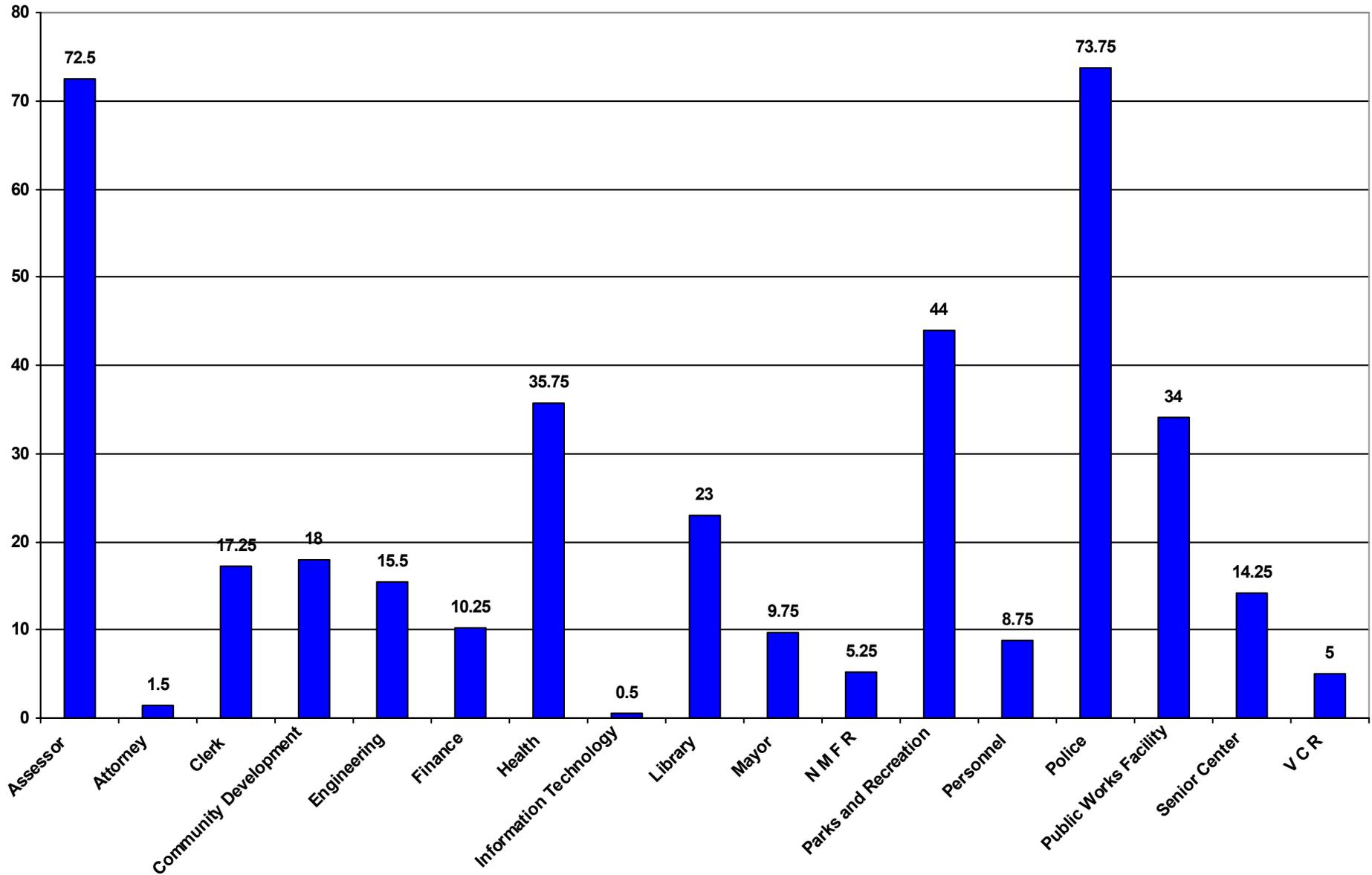
	Budget \$	YTD \$	% used YTD
Total Budget	\$326,117	\$123,292	37.81%

January 2007 through May 2007

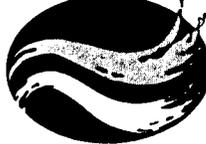
**I.T. Department
Projects
April 18, 2007 through May 15, 2007**

- Novus Agenda refinement.
- Planning for hosting City Website internally.
- Continue monitoring virus activity and block SPAM e-mail.
- Monitor and administrate City Network.
- Monitor and administrate City phone system.
- Project planning for 2007 & 2008
- Planning of Sneakernet project for 2nd Quarter.
- Work with Assessor Consultants on Assessor database.
- Govern building permit preparation.
- Research Fleet and Fuel management systems for Pubic Works Facility
- Assist VCR with Presentation media.
- Setup Pool Manager, Admission and Concession computers and connectivity to City network for Pool staff.
- Assist with City Web site modifications.
- Solved issue with PDFs not launching correctly within Novus Agenda.
- Created and distributed Holiday Phone message scheme to Admin Assistants.
- Configured VPN for access from Neenah/Menasha Fire Rescue for inputting data in Novus Agenda.
- Trained Neenah/Menasha Fire Rescue Admin Assistant on Novus Agenda.

Year to Date Hours by Department



The hours represented on the graph do not include administration time or time spent on the Network as a whole, encompassing all departments. All hours not accounted for on the graphs will be categorized as Global time. Global time can fluctuate depending on the projects being accomplished and emergencies that arise.



The Wave of the Future

**Winnebago County
Department of Human Services**

*Congratulations
Sue
- Mayor
cc Common
Council*

May 24, 2007

Ms. Sue Nett, RN, MPA
Public Health Director
Menasha Health Department
226 Main Street
Menasha, WI 54952

Dear Sue:

The Winnebago County Commission on Aging has voted to fund your Older Adult Health Screening Program in the amount of \$23,551 of Winnebago County funding for 2008. The Commission on Aging also voted to fund your request for the Menasha Senior Center Supervisor position with \$15,120 of Winnebago County funding, and to fund the Activity Coordinator at your Senior Center with \$9,921 in Winnebago County funding for 2008.

Please be aware that my budget must still be officially adopted by the Winnebago County Human Services Board, the Winnebago County Executive and the Winnebago County Board of Supervisors before I can mail you your 2008 contract.

The Commission on Aging and I very much appreciate all of the hard work you and your staff do on behalf of Winnebago County's older adults.

Sincerely,

Mark R. Weisensel, Supervisor
Winnebago County Elderly &
Transportation Services

MRW/bas
cc: file



Division of Transportation
System Development
Bureau of Project Development
PO Box 7916
Madison, WI 53707-7916

Jim Doyle, Governor
Frank J. Busalacchi, Secretary
Internet www.dot.wisconsin.gov

Telephone: 920-492-5643
Teletypewriter: (TTY) 920-492-5673
Facsimile: 920-492-7707
E-mail: greenbay.dot@dot.state.wi.us

May 25, 2007

Mike LaLonde
2929 South Chase Avenue
PO Box 070420
Milwaukee, WI 53207-0420

Re: Project I.D. 4984-01-30
Midway Road, City of Menasha
USH 10 / Onieda St. - CTH P / Racine
CTH AP
Winnebago County
Contract ID 2007041005

A preconstruction conference for the above project will be held on Wednesday, June 6, 2007 at 10:00 a.m. The meeting will be held at the Town of Menasha Building, 2000 Municipal Drive, Neenah, Wisconsin. The phone number for the Town of Menasha Building office is (920) 720-7100.

This project involves the reconstruction of CTH AP from USH 10 / Onieda St. - CTH P / Racine.

At this meeting, we will discuss the construction work schedule, subcontractors, project personnel, public relations, traffic control, possible utility conflicts and any matters of public interest relevant to this project.

Please submit your erosion control plan, traffic control plan, and construction progress schedule prior to the conference, if not previously submitted.

Utilities are requested to attend and coordinate their adjustments with the highway improvement work. If you are unable to attend, please contact Ola Olapo at (414) 463-2700 and inform him of the status of your facility adjustments. We are requesting the attendance of all your subcontractors at this meeting.

Sincerely,

Ola Olapo, P.E.
NE Region Local Program Area Construction Supervisor
Toki & Associates, Inc.

Cc: Dave Schmidt, WisDOT, NE Local Program
Bobbi Jo Reiser, DNR Liaison
Mike Simon - McMahon Associates
Mick Magolski - McMahon Associates

John Haese - County of Winnebago
Kevin Veldman - Appleton Area Metropolitan Fiber Optic Network
Chris - Sabourin - AT&T Wisconsin
John Kotz - AT& T Wisconsin
Greg Shull - Menasha Utilities
Steve Jakubiec - TDS Metrocom
Larry Philstrom - Time Warner Cable
Steve Laabs - Town of Menasha Utility District
Jeff Sturgell - Town of Menasha - Town Administrative
Dan Sande - Wisconsin Electric Power Co. D/B/A We Energies
Diggers Hotline

Electronic copy was sent to: Jeff Saxby (SHE), Dave Schmidt (WisDOT), Jill Treadway (JT Engr), Cindy O'Connor (JT Engr), Ola Olapo (Toki & Assoc), Gerry Roesing (Toki & Assoc), Joelle Roberts (WisDOT), Jim Thompson (WisDOT), Bruce Rayden (WisDOT), Kurt Wranovsky (WisDOT), Brian Brock (WisDOT), Tom Krueger (WisDOT), Marie Randolph (WisDOT), Jared Kinziger (WisDOT), Craig Settersten (WisDOT), Rich Flick (WisDOT), Charlie Geurts (WisDOT), Ken Hanzel (WisDOT), Mike Helmrick (WisDOT), Al Rommel (WisDOT), Kim Rudat (WisDOT), Dale Weber (WisDOT), Mike Freward (WisDOT), Chris Blazek (WisDOT), Jason Lahm (WisDOT), John Mahlik (WisDOT), Gus Hanold (WisDOT), Tom Kobus (WisDOT), Warren La Duke (WisDOT)

FNB

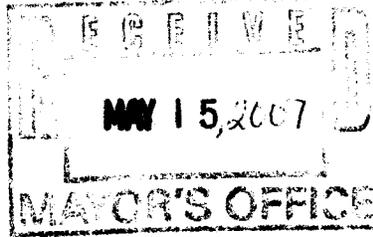
FIRST NATIONAL BANK • FOX VALLEY
APPLETON • MENASHA • NEENAH • OSHKOSH

More than just a bank.



FIRST NATIONAL BANK - FOX VALLEY

*To: Coenci
Fr: Mayer*



May 11, 2007

Dear First National Bank- Fox Valley Customer:

It is my privilege to introduce my successor, Peter Prickett, as the new President and Chief Executive Officer of First National Bank- Fox Valley. Peter will be joining the bank on May 14. We anticipate a smooth transition taking place over the following weeks.

Previous to joining FNB, Mr. Prickett was Senior Vice President-Commercial Lending for Associated Bank Fox Valley. He brings 20 years of experience in all phases of management in community bank environments. Peter's background also includes small-business ownership, which has provided him with invaluable insight into the unique needs of business owners. He is a firm supporter of the SBA loan process and its role in supporting business in the Fox Valley.

Bill Raaths, FNB board member and head of the CEO search committee believes that they selected the right leader. "We were looking for someone who has demonstrated integrity, results and a positive approach. We highly desired someone who is familiar with our marketplace and who can hit the ground running."

If you have any questions about the news, please do not hesitate to call me. I'm really excited about the future, as is Peter. We look forward to meeting with you to discuss how we can best be of service.

Sincerely,

Robert A. Merriam

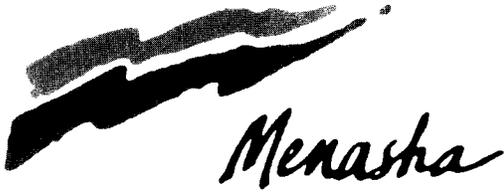
Robert A. Merriam
President and Chief Executive Officer

2400 Kensington Drive
P.O. Box 759
Appleton, WI 54912-0759
TEL 920.882.1660

320 Racine Street
P.O. Box 339
Menasha, WI 54952-0339
TEL 920.729.6900

550 S. Green Bay Road
P.O. Box 629
Neenah, WI 54957-0629
TEL 920.729.6901

400 N. Koeller Street
P.O. Box 2346
Oshkosh, WI 54903-2346
TEL 920.426.6222



City of Menasha • Office of the City Attorney
Jeffrey S. Brandt, City Attorney

MEMO

TO: Common Council
Mayor Laux

FROM: Jeff Brandt JSB

SUBJECT: Athletica Fitness

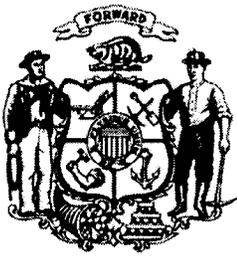
DATE: May 30, 2007

The City was informed by e-mail from the Receiver, Michael Polsky that Kevin Weinberger has removed his offer to purchase Athletica from the Fox Communities Credit Union. Weinberger also told the City that he will not enter into the agreement with the City as approved at the May 21, 2007 Common Council meeting. Weinberger did not show up at the May 29, 2007 Circuit Court hearing which was scheduled for approval of the sale to Weinberger.

At that hearing, the Court did approve the various agreements submitted by the Receiver. Those included the Weinberger agreements, the motion to close Athletica and the motion to sell the remaining WISCO assets. Should the Weinberger group come up with the resources to carry through with the offer, it has Court approval. That seems unlikely. In the meantime, Athletica will probably be closed shortly.

The expectation is that Fox Communities Credit Union will now seek a foreclosure of its mortgage. If the foreclosure is pursued within the next week, assuming Fox Communities Credit Union will pursue a deficiency against its mortgagor and guarantors, the Athletica property would probably be taken to sheriff's sale sometime in early Spring, 2008. If no deficiency is being sought, the sheriff's sale would most likely take place near the end of 2007 or beginning of 2008. During the pendency of the foreclosure, the property would still belong to Athletica and the mortgagor, Wisco, or the receiver, to the extent he has not abandoned the property or has not been discharged from the case, would have the right to continue to market the property for sale. A foreclosure judgment without redemption of the property would result in the City's mortgage being extinguished in order to pass title to a buyer at sheriff's sale free of that mortgage. The court has supervisory control over the sheriff's sale because it is required to determine fair value has been bid at sheriff's sale before it will confirm a sheriff's sale. As the city's attorney pointed out at the May 21 council meeting, however, fair value is not the equivalent of fair market value.

Should a foreclosure be action be filed, the Common Council will be notified. If things go as expected, a closed session of the Common Council will be scheduled to determine what action, if any, the City should take. Please contact me if you have any further questions.



WISCONSIN STATE LEGISLATURE

P. O. Box 7882 Madison, WI 53707-7882

FOR IMMEDIATE RELEASE
May 30, 2007

Contact: Sen. Hansen 608-266-5670
Sen. Cowles 608-266-0484
Rep. Kaufert 608-266-5719

BILL TO CLOSE NEWARK LOOPHOLE ADVANCES THROUGH COMMITTEE Court Decision Threatens to Shift Millions of Taxes to Homeowners

(Madison)—A bi-partisan bill aimed at closing a tax loophole that could shift millions of dollars in property taxes to homeowners received unanimous support today from the Legislature's Joint Survey Committee on Tax Exemptions. The bill, sponsored by State Senators Dave Hansen (D-Green Bay) and Rob Cowles (R-Green Bay) and State Representative Dean Kaufert (R-Neenah), is designed to reverse a controversial Tax Appeals Commission ruling that has already forced homeowners and small businesses to pick up over \$34 million in extra property taxes throughout the state, with many millions more possibly on the way.

"I am thankful to the members of the committee for their support, but we must continue to fight to get this bill to the Governor's desk as soon as possible," said Cowles. "The longer we wait, the more taxes will be shifted to our homeowners and small businesses."

A 2004 decision by the Tax Appeals Commission, upheld on appeal at circuit court, extended the property tax exemption for treatment plant and pollution abatement equipment to property of a paper board manufacturing facility in Milwaukee owned by the New Jersey-based Newark Group, Inc. The ruling was loose interpretation of a 1953 statute designed to reduce air and water pollution from manufacturing sources. The decision has become known as the *Newark* decision.

"This bill has now received unanimous, bi-partisan support from both committees that have acted on it and Wisconsin homeowners need to know that leaders of both parties are committed to closing this outrageous loophole," said Hansen. "It is my hope that leadership on both sides can avoid the temptation to play politics with this bill so we can get this to the Governor's desk as soon as possible."

Exemptions based on the *Newark* decision have been granted to paper makers, wood product manufacturers, oil and grease shops and even a cheese maker. Over \$34 million in manufacturing property has been removed from the tax rolls because of *Newark*-based appeals of property tax assessments. It is expected that the effects of the exemption may spread much further unless the loophole is closed. Up to \$1.8 billion in manufacturing property value may become exempt from property taxes because of the court ruling. This would cause a massive property tax shift to homeowners and small businesses.

"We need to keep this moving through the legislative process to send a clear signal to municipalities that the Legislature is going to resolve this problem," said Kaufert. "We have a good bill here and there is no reason to delay action any longer."

The legislation now needs approval from the Joint Committee on Finance, before being voted on for final approval by the Senate and Assembly.

Calumet County
LEGISLATIVE COMMITTEE MEETING
April 13, 2007

Committee Members Present: Brock, Laughrin and Krause.

Supervisors Present: Ballering, Barribeau, Connors, Criter, Dietzen, Draheim, Gentz, Koenig, Lehrer, Phipps, Scholz, Schuh, Schwobe, Sommers, Stecker and Stillman.

Legislators/Staff Present: Bob Schweder representing U.S. Senator Feingold and Rep. Al Ott.

County Staff Present: Bill Craig, County Administrator; Kelly Hoxtell, Economic Development Specialist and Beth Hauser, County Clerk.

Others Present: Wilmer Geiser, Town of Charlestown Chair; Daniel Thiel, Town of Woodville Chair; Jeanold Puetz, Town of Brothertown Chair; Joe Sprangers, Town of Harrison Chair; and Ray Mueller, member of the press.

Chair Brock called the meeting to order at 9:00 A.M.

The meeting was properly announced. The Pledge of Allegiance was recited.

Moved by Supervisor Laughrin and seconded by Supervisor Krause to approve the agenda. Motion carried unanimously.

Moved by Supervisor Krause and seconded by Supervisor Laughrin to approve the Minutes of the February 9, 2007 meeting as presented. Motion carried unanimously.

COMMUNICATIONS:

There were no communications.

PUBLIC PARTICIPATION:

There was no public participation.

SPECIAL BUSINESS:

There was a general discussion regarding the resolution from Vilas County regarding Wisconsin Counties Association membership and voting. There was no action taken on the resolution.

FEDERAL ISSUES PERTINENT TO COUNTY GOVERNMENT:

There was a general discussion regarding the following items:

- ◆ **Voter Confidence & Increased Accessibility Act of 2007** – the “Holt Bill” ~ Bob Schweder will relay concerns to Senator Feingold’s staff.
- ◆ **Status of the 51 per gallon blender’s tax credit for ethanol and \$1 per gallon for bio-diesel fuel** ~ it was noted that if the tax credits were not continued it would be a blow to the ethanol industry.

- ◆ **Medical Assistance rate increase for nursing homes** ~ Wisconsin is currently ranked 44th or 45th for reimbursement rates. Need to convince Congress reimbursement formula is unfair.

STATE ISSUES PERTINENT TO COUNTY GOVERNMENT:

There was a general discussion regarding the following items:

- ◆ **Proposed nursing home bed tax increases** ~ Governor Doyle has proposed a tax increase from \$75 to \$127 per bed in his new budget. Rep. Ott distributed a memo from the Legislative Fiscal Bureau regarding tax increases and decreases beginning in 1995 through 2006, a copy of which is in the file and made a part of the record.
- ◆ **Rep. Wieckert's unfunded mandate bill** ~ the chance of this bill being passed is slim as it hasn't even had a hearing yet.
- ◆ **"Broadband Competition Act", AB 207/SB 107** ~ this bill is still in committee but has already had a public hearing. It is on a fast track.
- ◆ **Payments to libraries in other counties per Act 420** ~ counties now have to pay up to 70% for borrowing at adjacent counties. It is a mandate the county has no control over.
- ◆ **Registration of livestock owners sites by type of animals** ~ part of the federal level animal i.d. The Dept. of Agriculture sent out letters last month that unless farms are registered by the state, they will be unable to get a milk shipping license. Mandatory regulation is with the state. Penalties for not registering are no sales out of state, no reimbursement for communicable diseases if animals need to be slaughtered and no fair showings.
- ◆ **SB 57 relating to the Wisconsin Retirement Fund** ~ the bill would force the WI Retirement Fund into further debt. The WCA opposes SB 57.
- ◆ **Senior Care Prescription Program** ~ the state doesn't have the money to support Senior Care. 85% of WI seniors are in Medicare Part D.
- ◆ **Buy Local – Buy Wisconsin Food Bill** ~ this bill will receive \$500,000 annually in biennium through grants. It promotes buying local and supporting local producers.
- ◆ **Use of cell phones while driving** ~ it would be difficult to enact and enforce restrictions on use of cell phones statewide.

NEXT MEETING:

The next meeting date was set for Friday, June 15, 2007 at 9:00 A.M.

ADJOURNMENT:

Moved by Supervisor Krause and seconded by Supervisor Brock to adjourn the meeting at 10:52 A.M. Motion carried unanimously.

Beth A. Hauser
Recording Secretary

These Minutes **HAVE NOT BEEN APPROVED** by the Legislative Committee.

Municipal Bond Insurance Policy No. 241885 (the "Policy") with respect to payments due for principal of and interest on this Bond has been issued by AMBAC Indemnity Company ("AMBAC"). The Policy is subject to the terms, conditions, coverages, exclusions, and limitations of the Policy, New York, New York, as incorporated by reference into this Certificate of Authentication. The Policy is on file and available for inspection at the principal office of the Insurance Trustee and a copy thereof may be accessed from AMBAC Indemnity or the Insurance Trustee. All payments required to be made under the Policy shall be made in accordance with the provisions thereof.

The owner of this Bond acknowledges and consents to the subrogation rights of AMBAC Indemnity as more fully set forth in the Policy.



DOLLARS

\$1,031,220

WISCONSIN MUNICIPAL INSURANCE COMMISSION REVENUE BOND, SERIES 1987

UNITED STATES OF AMERICA
STATE OF WISCONSIN

MATURITY DATE:

November 1, 1987

ORIGINAL DATE OF ISSUE:

INTEREST RATE:

REGISTERED OWNER:

Registered Borrower: The City of Menasha - \$1,031,220 in principal and \$1,177,089.23 in interest.

REGISTERED

PRINCIPAL AMOUNT: One million thirty-one thousand two hundred twenty and 00/100

KNOW ALL MEN BY THESE PRESENTS, that the Wisconsin Municipal Insurance Commission (the "Commission"), hereby acknowledges itself to owe and for value received promises to pay to the registered owner identified above (or to registered assignee, at the maturity date identified above, the principal amount identified above, and to pay interest thereon at the rate of interest per annum identified above, all subject to the provisions set forth herein regarding redemption prior to maturity. Interest is payable commencing on April 1, 1988 and semi-annually thereafter on October 1 and April 1 of each year until the aforesaid principal amount is paid in full.

Both the principal of and interest on this bond are payable in lawful money of the United States by First Bank (N.A.), Milwaukee, Wisconsin, the fiscal agent, appointed by the Commission pursuant to the provisions of Section 67.10(2), Wisconsin Statutes, to act as bond registrar and paying agent (the "Bond Registrar").

This bond is payable as to principal upon presentation and surrender hereof at the principal corporate office of the Bond Registrar. Payment of each installment of interest shall be made to the registered owner hereof who shall appear on the registration books of the Commission maintained by the Bond Registrar at the close of business on the 15th day of the calendar month next preceding the interest payment date and shall be paid by check or draft of the Bond Registrar mailed to such registered owner at his address as it appears on such registration books or at such other address as may be furnished in writing by such registered owner to the Bond Registrar.

Reference is hereby made to the further provisions of this Bond set forth on the reverse side hereof and such further provisions shall for all purposes have the same effect as if set forth on the front side hereof.

It is hereby certified and recited that all conditions, things and acts required by law to exist or to be done prior to and in connection with the issuance of this Bond

have been done, have existed and have been performed in this form and time; and that the issuance of this Bond has been duly authorized by the Commission and does not exceed or violate any constitutional or statutory limitation.

This Bond shall not be valid or become obligatory for any purpose until the Certificate of Authentication hereon shall have been executed by the Bond Registrar.

IN WITNESS WHEREOF, the Wisconsin Municipal Insurance Commission has caused this Bond to be executed for it and in its name by the local office signatures of its duly qualified Chairman and Secretary/Treasurer and to be authenticated by the Bond Registrar. The Commission, by the aforesaid authentication of this Bond, does adopt such facsimile signatures as proper signatures, all as of this 1st day of November, 1987.

Date of Authentication:

CERTIFICATE OF AUTHENTICATION
This bond is one of the Wisconsin Municipal Insurance Commission Series 1987, described in the within-mentioned resolution.

FIRST BANK (N.A.)
MILWAUKEE, WISCONSIN,
as Bond Registrar

Paid In Full

WISCONSIN MUNICIPAL INSURANCE COMMISSION

100% of Debt Service paid by CVMIC in the form of Dividends.

Richard E. MacLowski

Richard E. MacLowski, Chairman

Kenneth Horner, Secretary/Treasurer

REGISTERED

REGISTERED

Member Representatives – 1987 to Present

City of Antigo	1987	Kaye Matuchski Gary Rogers	City of Hartford	1989	Lori Hetzel Gary Koppelberger John Spielmann	City of Onalaska	1987	Fred Buehler Colleen Schullz Rick Durst
City of Appleton	1990	Eleanor Hoerman Bernard Junior Barb Limpert Sandy Niesen Rick Bayer	City of Janesville City of Kenosha	1987 1987	Matt Fulton Herb Stinski Steve Stanczak Willie Garth	City of Plymouth	1992	Patricia Huberty Charlene August Bob Chase
City of Baraboo	1991	Ed Geick Karl Frantz	City of Manitowoc	1987	Don Holland Ken Horner	City of Racine	1987	Rob Weber Dan Wright Jerry Mallor
City of Beloit	1987	Dan Elsus Mike Ciaramita Kathy Reynolds Henry Schreye	City of Kimberly City of La Crosse City of Manitowoc	1991 1991 1987	Rick Hermus Jim Geissner Jim Wyss	City of Reedsburg	1987	Lori Curtis Dave Waffle
City of Brookfield	1987	Robert Scott	City of Menasha	1987	Patrick Willis Jeff Brandt			Michael Sorenock Caroline Held
Vlg. of Brown Deer	1987	Arlin Wesner Russ Van Gompel Keith Yahn	Vlg. of Monona	1991	Gary Eklund Roger Schmoltd Chris Pepin	City of Rhineland	1987	Philip Parkinson Rich Gebhart
City of Cedarburg	1987	Paul Peiri Christy Mertles Patrick Boyle Clint Gridley John Stack	City of Monroec	1990	Dick Farrenkopf Dave Berner Kevin Brunner	City of South Milwaukee	1987	Tami Mayzik John Neal
City of Cudahy	1991	Joe Henika Phil Brannon Carolyn Toms-Neary Joseph Bukowski	City of Neenah	1987	Mark Valising Jim Myers Mike Easker Ted Bauer	City of Stoughton	2005	Margaret Powers Pat Cannon
City of Elkhorn	2003	Sam Tapson	City of New Berlin	1987	Mike Easker Ted Bauer Tamara Potkay Bill Bower	City of Sun Prairie	1987	Steve Hegge Rick Finn Jean Vilo
City of Glendale	1987	Rich Maslowski	City of New London	1990	John Fuchis Steve Lownik	City of Superior	1987	Mary Lou Andresen Tim Nelson
City of Green Bay	1987	Jerry Hanson Peter Masias Tim Kelley Sidney Ball Dick Wetzel Joe Murray	City of Oak Creek	2001	Patrick DeGrave Barb Blumenfeld Bob Kufirin	City of Wausau	2007	Gary Rogers Kyle Clark
Vlg. of Greendale	2003					City of Wauwatosa	1987	Maryanne Groat Ron Braier
						City of West Allis	1987	Paul Zichler
						Vlg. of Whitefish Bay	1987	Jim Grassman Jim Thomas Ed Henschel Mike Harrigan Dale Darling Bob Hillman

Current CVMIC Staff

Michael DeMoss - Executive Director
Ken Horner - Director of Operations
Tom Mann - Claims Manager/Liability
Greg Gilsinger - Claims Manager/WC
Merrit Strike - Senior Claims Representative/WC
Rick Bayer - Loss Control Manager

Jean Cole - Employment Practices Specialist
Dave Kodel - Loss Control Specialist
Bruce E. Stenz - Loss Control Specialist
Pallin E. Allen - Loss Control Specialist
Stephanie Padiasek - Assistant to Executive Director
Diane Schillacci - Administrative Assistant

Betty Zokan - Administrative Assistant
Susan M. Wiederstein - Claims Specialist
Elizabeth A. Stadler - Claims Assistant/WC
Diane Rediske - Claims Assistant
Dawn DesJardins - Claims Representative/WC
Michelle Voskuil - Finance Assistant/Accounting

Current Consultants

Marsh Risk & Insurance Services
Susan Blankenburg
Rachel Blanco

Jill Martin
Gary Martin

Dana Investment Advisors, Inc.
Mark Mirsberger
Joe Veranath

Milliman USA, Inc.
Gary Josephson
Gail Kappeler

Quarles & Brady
Mark Kircher
William Toman



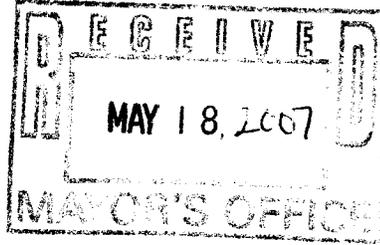
**Junior
Achievement®**

*Good job, Jessica!
- Mayor Joseph Laux
Common Council*

Junior Achievement of
Wisconsin, Inc.
Fox Cities District Office
300 N. Appleton Street
Appleton, WI 54911
Phone: 920-882-0773
Fax: 920-882-0775
temling@jawis.org
www.ja.org

May 16, 2007

Mayor Joseph Laux
City of Menasha
140 Main St.
Menasha, WI 54952



Dear Mayor Laux:

On behalf of Junior Achievement of WI, Inc.-Fox Cities, I would like to express my gratitude to you and your team at the City of Menasha for graciously allowing the following volunteer to participate in *one or more* of our in-school programs during the 2006/2007 school year:

Jessica Beckendorf

Your support enables Junior Achievement students to enhance their understanding of the free enterprise and gain the skills, insight and inspiration needed to meet their futures with confidence. Thank you for sharing your employees and making a difference for our local students.

As I am sure you are aware, volunteers are very appreciative when their efforts are recognized and supported by their employers. If possible, please share this letter with the managers and supervisors of those named above.

Thank you again for your continued support of Junior Achievement.

Sincerely,

Marcia L. Cassiani

Marcia L. Cassiani
Director - Fox Cities

Let Their Success
Be Your Inspiration!®

250 SURVEYS SENT OUT - 1% OF POPULATION **17 RESPONDED - 7% OF SURVEYED**

On March 27th and 28th 2007 the Department of Public Works distributed 250 refuse and recycling surveys.

The survey illustrated the success of changing refuse collection to automated trucks and carts, along with a volume control policy. As indicated in the survey for the decade between 1995 and 2005 the City of Menasha added more than 1,000 collection stops per week and still saved the taxpayers approximately \$300,000.00. This savings was accomplished by comparing the average cost of the four years (1990-1994) prior to changing to automated collection. For each year thereafter a reasonable 3% cost of living was added to the annual cost. This cost increase also reflects costs if all things such as stops per week remained stagnant. While this projected cost escalated to more than \$832,400.00, the actual cost of collecting refuse in 2005 mirrored the 1990-1994 average plus .19% more stops per week were added to the collection routes.

The survey also asked the participants to rate the quality of service provided on a scale of 1-5, with (1) being positive and (5) being negative. Thirteen of the seventeen participants responding scored the quality of service at (1)-very positive with two responding at (2) and two at (3). One of the participants responding at (3) also wrote "job well done".

Although the 250 surveys only represent 1% of the total population the responses have indicated that overall the service has made a positive impact on the community.

The second part of the survey informed the participants of the research and development being done by the tri-county solid waste consortium into "single stream" recycling collection.

The intent of "single stream" collection is to place all recyclables in one (single) container. As indicated in the survey the City of Menasha Department of Public Works would require minor adjustments for "single stream" collection. The changes would entail issuing all dwellings a 96-gallon cart (preferably a different color than blue) and utilizing an automated truck, identical to the process for collecting refuse. The advantage to the City of Menasha is that the Department of Public Works would strive to double the daily stops per day and attempt to collect recyclables bi-monthly.

Once again we asked the participants to rate the idea of "single stream" collection of recyclables the same as the refuse collection, with (1) being positive and (5) being negative. Of the seventeen participants responding 12-rated the idea at (1) very positive, 1 at (2), 3 at (3) and 1 at (5). The person rating the idea at (5) does not want another cart; otherwise the majority is in favor of more frequent curbside collection.

The Department can expand on the survey in the fall newsletter which will reach all the residents if the council feels this would provide more accurate information.

At this time the Department of Public Works is meeting with representatives from Winnebago County to discuss the feasibility of a "single stream" recycling collection pilot study being done in the City of Menasha. I believe the data collected from our efforts will be very useful for everybody involved with our community setting the standards.



April 3, 2007

To: Lovenci
Fr: Mayer

Gunderson Cleaners
Attn: Gary Gunderson
41 Main Street
Menasha, WI 54952

RE: Damage to Street Lights on Center Street

Dear Gary:

The City of Menasha has experienced knockdowns of two street lights along Center Street during the first few months of 2007. The cost to repair these lights exceeded \$3,300 (see enclosed).

Both of these knockdowns occurred in the vicinity of your facility located on Center Street. We are not seeking reimbursement from Gunderson Cleaners because there is no solid evidence to support a finding of negligence on the part of your employees or your operation. There has, however, been a history of damage done to street lights along Center Street resulting from Gunderson Cleaners' trucks maneuvering in and out of your driveways.

I am requesting your assistance in emphasizing to your truck drivers that they be totally aware of the locations of our street lights, as well as other possible objects, during their truck maneuvering operations. Also, if any of your employees witness any damage done to our street lights, I would appreciate their input as part of our investigation.

Thanks Gary. Please contact me if you have any questions.

Sincerely,

Mark Radtke
Director of Public Works

Enclosure

C: Mayor Laux ✓
Jeff Brandt, City Attorney
Tim Montour, Engineering Supervisor

Fileword:Gunderson street light damage 4-3-07.doc

Thank you for your words – I will share them with the Common Council. Diane is a real asset for our community and a great ambassador for Menasha!

Mayor Joe.

-----Original Message-----

From: Bill Currie [mailto:bpcurrie@sbcglobal.net]

Sent: Saturday, May 19, 2007 8:23 AM

To: Joe Laux; menashamarina@aol.com

Subject: A Note of Thanks

Dear Mayor Laux,

On the morning of Saturday, May 12, 2007, my wife and I left the Oshkosh harbor area aboard our boat for our annual trip into Little Lake Butte Des Mortes. The weather was favorable, with clear skies and a light wind. By the time we reached Neenah however, the wind speed had increased significantly, and we were quickly in very rough water. I entered the Menasha harbor area with relief, and hailed the Racine Street Bridge for opening instructions. At that point, Dianne Schabach, Harbormaster for the Menasha Marina, got on the radio and informed us the lock to our lake was closed due to the unfortunate discovery of VHS. Dianne then guided us into a slip at the Menasha Marina, where she had already made emergency arrangements for four other stranded boaters.

Our boat was in the Menasha Marina for six days. We shopped in the stores, ate in the restaurants, appreciated the availability of Wi-Fi, and very much enjoyed the downtown area.

We think special mention must go to Dianne. She, in our opinion, exemplifies what a harbormaster should be; quick thinking, level headed, organized, and able to direct difficult situations while maintaining a demeanor of graciousness and hospitality.

In the past, we viewed the Menasha harbor only as a stopover. We now realize, thanks to good planning and management, it has become a destination.

Best Regards,

Bill and Peggy Currie
Stroebe Island



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 _____

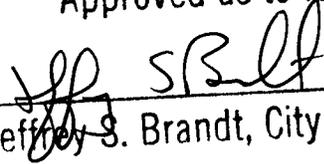
Title _____

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

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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

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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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Vendor ID / Name	Invoice Nbr	CpnyID	Acct	Subaccount	Amount	Invoice Description
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	SCHEELS/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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Vendor ID / Name	Invoice Nbr	CpnyID	Acct	Subaccount	Amount	Invoice Description
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	

CHANGE ORDER

DATE: April 17, 2007

CHANGE ORDER NO: 6

CONTRACTOR: CD Smith Construction, Inc

CONTRACT NO.: M002-940266.02

PROJECT: Water Treatment Plant Modifications

You are directed to make the changes noted below in the subject contract unit number.

6.1 Relocate SCADA Interface Locations & add flow meter wiring	ADD \$3,866.00
6.2 Add 120-volt receptacle for water bleed-off in air compressor system	ADD \$366.00
6.3 Provide Interlock Control Wiring for Side Wall Exhaust Fans	ADD \$3,025.00
6.4 Modify Rebuild of Existing Monorail Hoist System at lower cost	DEDUCT -(\$9,114.00)

TOTAL **-\$1,857.00**

The Menasha Common Council approved the CD Smith contract
Change Order authorizes changes

Approved by MU Commission, May 23, 2007

Council Approval

The changes result in the following adjustments:

	CONTRACT - TOTAL	TIME
Prior to this Change Order	\$ 10,257,075.00	_____ Days
Adjustments per this Change Order	\$ -(\$1,857.00)	_____ Days
Current Contract Status	\$ 10,255,218.00	_____ Days

Directed/Authorized
City of Menasha Dept. of Public Works

BY: _____

DATE: _____

Accepted

BY: _____

DATE: _____

CHANGE ORDER

DATE: May 15, 2007

CHANGE ORDER NO: 7

CONTRACTOR: CD Smith Construction, Inc

CONTRACT NO.: M002-940266.02

PROJECT: Water Treatment Plant Modifications

You are directed to make the changes noted below in the subject contract unit number.

7.1 Modify South Exterior Stairs	ADD \$641.00
7.2 Furnish & Install Steel Ultraviolet Platform to Accommodate Large Control Panels Supplied by Trojan Industries	ADD \$16,926.00
7.3 Furnish & Install Control Wiring to Plant Use Flow Meter	ADD \$1,966.00
7.4 Convert Three Light Fixtures to Emergency Fixtures in Rooms 201, 202 & 203	ADD \$1,708.00
7.5 Install 4-Way Light Switches at South Door of New Plant	ADD \$1,331.00

TOTAL

\$22,572.00

The Menasha Common Council approved the CD Smith contract

Change Order authorizes changes

Approved by MU Commission, May 23, 2007

Council Approval

The changes result in the following adjustments:

	CONTRACT - TOTAL	TIME
Prior to this Change Order	\$ 10,255,218.00	_____ Days
Adjustments per this Change Order	\$ 22,572.00	_____ Days
Current Contract Status	\$ 10,277,790.00	_____ Days

Directed/Authorized
City of Menasha Dept. of Public Works

Accepted

BY: _____

BY: _____

DATE: _____

DATE: _____

CHANGE ORDER

DATE: May 31, 2007

CHANGE ORDER NO: Four (4)

CONTRACTOR: Vinton Construction Company

CONTRACT NO.: 2006-06

PROJECT: River Street Relocation Roadway Construction

You are directed to make the changes noted below in the subject contract unit number.

3000 SY	Concrete Covering @ \$1.75	\$ 5,250.00
3 ea	Flowering Crab @ \$150.00	\$ 450.00
	(See attached)	<u>\$54,032.49</u>
	TOTAL	\$59,732.49

The changes result in the following adjustments:

	CONTRACT - TOTAL	TIME
Prior to this Change Order	\$ 547,372.54	_____ Days
Adjustments per this Change Order	\$ 59,732.49	_____ Days
Current Contract Status	\$ 607,105.03	_____ Days

Directed/Authorized
City of Menasha Dept. of Public Works

Accepted

BY: _____

BY: _____

DATE: _____

DATE: _____

1. – There was 700 square yards found just east of the tracks by steam plant that was unforeseen.
2. The specifications were not clear about asphalt removal. Asphalt removal was measured in all parking lots and roadway. Asphalt was also encountered by steam plant in what was there old parking lot and is now the new road.
3. ok
4. ok
5. The extra inlet removal is due to the alignment of the roadway changing after the inlets were placed.
6. Extra asphalt sawing was needed to establish a good joint or match in Sonoco's parking lot at beginning of street and also to match asphalt behind walk on the old River Street which is now Alcan parking. This quantity was well under estimated.
7. Extra asphalt sawing was needed to replace some additional bad concrete panels on the Washington street patch. The sawing of the sidewalk along the guard rail of Alcan's parking lot was also not accounted for in the quantities.
8. The extra footage of storm sewer pipe is due to the alignment of the roadway changing after they were place.
9. This is also due to the alignment changing. Two inlets were originally placed but because of the roadway moving an additional two inlets were needed.
10. ok
11. This quantity was under estimated. There are manholes on the west end of the street that existed that were never accounted for as needing adjustment even though grades were changing.
12. ok
13. This quantity was under estimated. It is also unlikely that this quantity changed due to the alignment change.
14. This is due to the alignment changing and having to remove an inlet and place another.
15. (alternate bid item)

16. This quantity is higher because while excavating the piles of contaminated material, existing large pieces of concrete and metal, which the engineer planned on hauling to landfill, were hauled to badger highways dump site. It was also cleared by environmental Tech. that contaminated material could be left on site and used for backfill behind curb and under sidewalk. The area from the west side of the tracks, by the steam plant, to the west end to the street was also discovered to not be contaminated and hauled out to dump site.
17. ok
18. –(alternate bid item)
19. (alternate bid item)
20. (alternate bid item)
21. This item was put in as E-1 pavement. It was done this way because it was the same price and it is a better pavement.–
22. –(alternate bid item)
23. –The 18” curb was not put in due to the configuration of Sonoco’s parking lot and the elevation of the tracks.
24. –This quantity was not used because the curb was poured integrally with the street and therefore was paid for under square yards of pavement.
25. The 4” walk was only placed in areas that called for walk and that was not in a driveway.
26. This quantity was not needed.
- 27.
28. The 8” walk was placed in areas of driveway openings and aprons. It was determined in the field that it was a better plan to put all driveway areas in 8” due to the likelihood of heavy truck traffic. (On a side note the plan quantity for items 25, 26, & 27 has no logical reason why they were all the same.)
29. This item was built per plan and staking.
30. –
- 31.
32.
–
- 33.
34. ok

35. ok

36. ok

37. ok

38. -ok

39. - This item is higher due to the plans showing a passing area going around curve, located approximately 400' in from Washington street. The passing area was changed to have double yellow line thus increasing the total.

40. ok

41. -

42. -

43. ok

44. Not used because detectable warnings were used.

45. This quantity was underestimated.

46. This quantity is significantly higher due to the fact that Sonoco's parking lot increased in size and the 18" curb for this parking lot was replaced with a 4" line to allow vehicles to better use this parking lot. Also the new asphalt parking lot for the steam plant needed parking stalls painted and this was not accounted for in the plans.

47. This quantity was underestimated.

48. ok

49. ok

50. -

51. -

52. -

53. Items 50-58 had adjustments all made to them to better fit the landscaping needs after the roadway, on east end of street, had moved.

54. -

55. -

56. -

57. -

58. -

59. The amount of shredded hardwood mulch increased due to the fact that more and larger areas had mulch placed in them instead of grass. This was done to make it more maintenance free.

60. ok

61. ok

—

Alternate Bid 1 (Replace items 15, 18, 19, 20, & 22)

1. This quantity is slightly off because the entire street excavation was estimated for being contaminated soil. There were also some soft areas that were encountered that needed to be excavated deeper adding some extra cost to the contaminated total.
2. This quantity is higher because the curb and gutter was also paid for under this quantity. It was done this way because it came out slightly cheaper to pay for them together.
3. This quantity is higher because more areas of high early concrete were needed to better help the flow of traffic.
4. This quantity was underestimated due to the fact for concrete pavement there is 2.5' of stone needed behind the curb instead of 1'. Also some extra stone was used to replace the soft material that was over excavated. The stone under the sidewalk was never accounted for as an incidental item to the walk construction.
5. The asphalt quantity is high due to Sonoco's parking lot growing in size and also the asphalt parking for the Steam Plant being added to the project. This quantity also seems high because all the E-3 asphalt from bid item 21 was put in as E-1, which is a better asphalt mix.

Alternate Bid 2 (Washington Street concrete patch)

1. ok
2. This quantity is higher due to the need to replace extra concrete because of the poor condition it was in.
3. ok

ITEM	QUANTITY	DESCRIPTION	BASE BID		YTD		CHANGES	
			Unit Price	TOTAL	QUANTITY	TOTAL	QUANTITY	TOTAL
		Removals						
1	258	Removing Pavement/SY	\$ 3.20	\$ 825.60	995	\$ 3,184.00	737	\$2,358.40
2	1000	Removing Asphaltic Surface/SY	\$ 1.60	\$ 1,600.00	6804	\$ 10,886.40	5804	\$9,286.40
3	1455	Removing Curb & Gutter/LF	\$ 0.85	\$ 1,236.75	256	\$ 217.60	-1199	-\$1,019.15
4	176	Removing Concret Sidewalk/SY	\$ 3.00	\$ 528.00	146	\$ 438.00	-30	-\$90.00
5	5	Removing Inlets/each	\$ 150.00	\$ 750.00	6	\$ 900.00	1	\$150.00
6	35	Sawing Existing Pavement/LF	\$ 2.00	\$ 70.00	469	\$ 938.00	434	\$868.00
7	125	Sawing Concrete Pavement Full Depth/LF	\$ 3.00	\$ 375.00	201	\$ 603.00	76	\$228.00
					Removals	\$ 17,167.00		\$11,781.65
		Sewer & Water						
8	88	Storm Sewer Pipe 10-inch/LF	\$ 31.00	\$ 2,728.00	130	\$ 4,030.00	42	\$ 1,302.00
9	2	Inlet Type 3/each	\$ 1,085.00	\$ 2,170.00	4	\$ 4,340.00	PREVIOUS CHANGE ORDER	\$ -
10	1	Reconstructing Manholes/each	\$ 1,345.00	\$ 1,345.00	1	\$ 1,345.00	0	\$ -
11	2	Adjust Manhole Covers/each	\$ 280.00	\$ 560.00	6	\$ 1,680.00	PREVIOUS CHANGE ORDER	\$ -
12	6	Adjust Inlet Covers/each	\$ 250.00	\$ 1,500.00	6	\$ 1,500.00	0	\$ -
13	13	Adjust Valve Boxes/each	\$ 150.00	\$ 1,950.00	19	\$ 2,850.00	PREVIOUS CHANGE ORDER	\$ -
14	4	Salvaged Inlet Covers/each	\$ 200.00	\$ 800.00	3	\$ 600.00	-1	-\$200.00
				Storm Sewer Total	\$ 16,345.00			\$ 1,102.00
		Grade & Gravel						
15	9464	Excavation, Hauling & Disposal of Contaminated Soil/Ton	\$ 21.80	\$ 206,315.20		\$ -	ALTERNATE BID ITEM	
16	1033	Excavation Common/CY	\$ 9.90	\$ 10,226.70	3160	\$ 31,284.00	2127	\$ 21,057.30
17	1	Prepare Foundation/LS	\$ 13,000.00	\$ 13,000.00	1	\$ 13,000.00	0	\$ -
18	3200	Base Aggregate Dense 3 Inch/Ton	\$ 8.23	\$ 26,336.00	0	\$ -	ALTERNATE BID ITEM	
19	4094	Base Aggregate Dense 1-1/2 Inch/Ton	\$ 8.23	\$ 33,693.62		\$ -	ALTERNATE BID ITEM	
20	3200	Base Aggregate Dense 2-1/2 Inch/Ton	\$ 8.23	\$ 26,336.00		\$ -	ALTERNATE BID ITEM	
				Grade & Gravel	\$ 44,284.00			\$21,057.30
		Roadway Surface						
21	348	HMA Pavement Type E-0.3/Ton	\$ 51.29	\$ 17,848.92	0	\$ -	-348	-\$17,848.92
22	2200	HMA Pavement Type E-1/Ton	\$ 44.57	\$ 98,054.00	0	\$ -	ALTERNATE BID ITEM	
23	242	Concrete Curb & Gutter 18-Inch Type D/LF	\$ 11.90	\$ 2,879.80	0	\$ -	-242	-\$2,879.80
24	3624	Concrete Curb & Gutter 30-Inch Type D/LF	\$ 6.70	\$ 24,280.80	0	\$ -	-3624	-\$24,280.80
25	2957	Concrete Sidewalk 4-Inch/SF	\$ 2.45	\$ 7,244.65	5727	\$ 14,031.15	2770	\$ 6,786.50
26	2957	Concrete Sidewalk 6-Inch/SF	\$ 2.80	\$ 8,279.60	0	\$ -	-2957	-\$8,279.60
27	2957	Concrete Sidewalk 8-Inch/SF	\$ 3.15	\$ 9,314.55	3743	\$ 11,790.45	786	\$ 2,475.90
28	59	Concrete Safety Islands/SF	\$ 2.80	\$ 165.20	84	\$ 235.20	25	\$ 70.00
				Roadway Surface	\$ 26,056.80			-\$43,956.72

Traffic Control													
60	1	Railroad Flagger/LS	\$ 14,000.00	\$ 14,000.00	1	\$ 14,000.00	0	\$ -					
61	1	Traffic Control/LS	\$ 4,300.00	\$ 4,300.00	1	\$ 4,300.00	0	\$ -					
					Traffic Control	\$ 18,300.00		\$ -					
		Alternative Bid 1 (Replace Items 15, 18, 19, 20 and 21)											
1	6,472	Excavation, Hauling, and Disposal of Contaminated Soil/TON	\$ 21.80	\$ 141,089.60	5243.59	\$ 114,310.26	-1228	-\$26,779.34					
2	6,250	Concrete Pavement 8-Inch/S.Y.	\$ 23.62	\$ 147,625.00	7012	\$ 165,623.44	762	\$17,998.44					
3	121	Concrete Pavement HES 8-Inch/S.Y.	\$ 28.25	\$ 3,418.25	525	\$ 14,831.25	404	\$11,413.00					
4	4,094	Base Aggregate Dense 1-1/4 Inch/TON	\$ 8.23	\$ 33,693.62	6496.25	\$ 53,464.14	2402	\$19,770.52					
5	200	HMA Pavement Type E-1/TON	\$ 51.29	\$ 10,258.00	1127.2	\$ 57,814.09	927	\$47,556.09					
					Alternate Bid 1 Items	\$ 406,043.18		\$69,958.71					
		Alternate Bid 2 (Washington Street Concrete Patch)											
1	208	Removing Asphaltic Surface/SY	\$ 15.00	\$ 3,120.00	208	\$ 3,120.00	0	\$0.00					
2	208	Concrete Pavement HES 8-Inch/SY	\$ 39.80	\$ 8,278.40	255	\$ 10,149.00	PREVIOUS CHANGE ORDER						
3	1	Traffic Control/LS	\$ 1,100.00	\$ 1,100.00	1	\$ 1,100.00	0	\$0.00					
					Alternate Bid 2 Items	\$ 14,369.00		\$0.00					

CURRENT STATUS OF ORIGINAL CONTRACT ITEMS TOTAL		\$ 583,908.78
CHANGES TO ORIGINAL CONTRACT ITEMS		\$54,032.49

CERTIFICATE OF PAYMENT

DATE: May 31, 2007

PAYMENT REQUEST: Seven (7)

CONTRACTOR: Vinton Construction Company

ADDRESS: 2705 North Rapids Road, PO Box 1987, Manitowoc, WI 54220

CONTRACT UNIT NUMBER: 2006-06

PROJECT DESCRIPTION: River Street Relocation Roadway Construction

ORIGINAL CONTRACT AMOUNT	\$519,434.09
CHANGE ORDER NO. Four	AMOUNT: \$ 59,732.49
PREVIOUS CHANGE ORDER(S):	\$27,938.45
TOTAL CONTRACT AMOUNT (INCLUDING CHANGE ORDERS)	\$607,105.03
TOTAL EARNED TO DATE (SUMMARY ATTACHED)	\$607,105.03
LESS RETAINAGE	\$ 1,000.00
AMOUNT DUE	\$606,105.03
PREVIOUS PAYMENTS	\$582,063.71
AMOUNT DUE THIS PAYMENT	\$ 24,041.32

ESTIMATE PERIOD: From February 27, 2007 to May 31, 2007

I certify that all bills for labor, equipment, materials, and services are paid for which previous certificates for payment were issued.

DATE: _____ BY: _____

Lien Waivers from all subcontractors and suppliers shall accompany each Request for Payment. Affidavit of Compliance with Prevailing Wage Rates shall accompany Request for Final Payment.

RECOMMENDED FOR PAYMENT:

DIRECTOR OF PUBLIC WORKS: _____ DATE: _____

APPROVED FOR PAYMENT: COUNCIL APPROVAL DATE: _____

FINANCE DEPARTMENT

<u>ACCOUNT NUMBER</u>	<u>BUDGET</u>	<u>CHARGE TO ACCOUNT</u>
_____	\$ _____	_____
_____	\$ _____	_____
_____	\$ _____	_____
_____	\$ _____	_____



Memorandum

TO: City of Neenah Council Members
City of Menasha Council Members
Mayor George Scherck
Mayor Joe Laux

FROM: Len Vander Wyst, Chief
Amos Mikkelson, NMFR Truck Committee

DATE: May 29, 2007

RE: Purchase of Rescue/Pumper Vehicle

Recently the Neenah-Menasha Fire Rescue Truck (NMFR) Committee recommended to the (NMFR) Joint Finance & Personnel Committee that Engine 32 and Rescue 31 be replaced with one vehicle, a rescue/pumper. By combining our needs into one vehicle this will save a total of \$189,832. To replace Engine 32 and Rescue 31 individually it would cost approximately \$690,000 (\$250,00 for a new rescue vehicle and \$440,00 for a new pumper). We will also reduce maintenance and operating costs by replacing two large vehicles with one.

The Truck Committee put together a quote for a vehicle that would meet the requirements for a pumper and heavy rescue vehicle. We invited five companies to submit bids and only received one bid back, which was from Pierce Manufacturing. The vehicle we are recommending for purchase is called a Pierce Ultimate Configuration, also known as "PUC". This is a new style vehicle will be able to meet our needs for an engine and a heavy rescue vehicle. The Truck Committee recommends paying the full purchase price at the time of the order due to an allowable discount from Pierce Manufacturing, which will save our two communities a total of \$24,449.00. Listed below is information regarding the purchase of the new vehicle:

- | | |
|--|---------------|
| • Total Purchase price with necessary equipment | \$524,617.00 |
| • Credit for paying for vehicle at time of order | -\$ 24,449.00 |
| • Total cost of new rescue/pumper | \$500,168.00 |
| • The sale of current Engine 32 & Rescue 31 (approx) | \$ 50,000.00 |

The Truck Committee is currently seeking more accurate values of Engine 32 and Rescue 31 via an appraiser. The estimated share of the cost of the new vehicle for the City of Neenah would be \$303,602.00 and the estimated share for the City of Menasha would be \$196,566.00 before the sale of the two current vehicles. \$540,000 was budgeted for the purchase of this new vehicle.

If you have any questions concerning this purchase, I will be attending both City of Neenah and City of Menasha Council meetings in June. I appreciate your support for the purchase of this new vehicle. If you like to discuss this before the Council Meeting, please feel free to call me at 886-6201.

LV/tt

ORDINANCE O - 9 - 07

AN ORDINANCE RELATING TO MAYORAL SALARY

Introduced by Alderman Michalkiewicz

The Common Council of the City of Menasha does ordain as follows

SECTION 1: Sec. 2-2-9 (f) is repealed and recreated to read:

- f. The salary of the Mayor shall be \$65,800 commencing on the third Tuesday of April 2008; \$67,600 commencing on the third Tuesday of April 2009; and \$69,500 commencing on the third Tuesday of April 2010; and \$71,400 commencing on the third Tuesday of April 2011.

SECTION 2: This ordinance shall become effective upon its passage and publication as provided by law.

Passed and approved this _____ day of _____, 2007.

Joseph F. Laux, Mayor

ATTEST:

Deborah A. Galeazzi, City Clerk

Attorney's Note: This is a 2.75% increase for each year rounded to the nearest \$100.

ORDINANCE O - 11 - 07

AN ORDINANCE RELATING TO CITY OF MENASHA SIDEWALK POLICY

Introduced by Alderman Pack

The Common Council of the City of Menasha does ordain as follows:

SECTION 1: Sec. 6 – 2 – 2 is repealed and recreated to read as flows:

- h) **SIDEWALK POLICY – EXISTING DEVELOPMENT.**
- (1) Sidewalks shall be mandatory on both sides of all arterial and collector streets as listed in the "State Mileage Certification Report." Installation shall take place at the time the streets are constructed to urban sections (curb and gutter, storm sewer, etc.).
 - (2) Sidewalks shall be mandatory on streets where the total density (including dedicated right-of-way) on the abutting properties is greater than 3.5 units per acre and average daily traffic is greater than 500 vehicles per day.
 - (3) Sidewalks shall be mandatory on any side of an individual block when 50% or more of the length of said block has sidewalk constructed thereon.
 - (4) The minimum vehicle volume warrant for installation of sidewalk shall be 500 cars per day.
 - (5) Nothing in the above provisions providing for the installation of sidewalks in the existing development shall prevent the Board of Public Works from requesting sidewalk construction if traffic engineering or any combination of pedestrian counts and traffic volumes demonstrate a hazardous condition which would warrant sidewalk installation.
- (i) **SIDEWALK INSTALLATIONS IN THE NEWLY PLATTED SUBDIVISIONS**
- (1) Sidewalks shall be mandatory on both sides of the street on all plats submitted for approval to the Plan Commission. Exceptions may be granted only in the following instances:
 - a. Industrial and commercial subdivisions;
 - b. In residential cul-de-sac streets (less than 500 feet in length) and other streets of limited continuity where the density of development is less than 6 units per acre.
 - c. Neighborhood residential streets where topography, trees, insufficient right-of-way, or other unique circumstances make placement of walks on one or both sides of the street impractical and where the absence of such walks will not substantially interrupt pedestrian flow within the block or to parks, schools, or other major pedestrian attractors.

- d. Where there is a dedication of a pedestrian right-of-way or other alternate means of pedestrian circulation.
- e. On neighborhood residential streets, where proposed total density (including dedicated right-of-way) is less than 3.5 units per acre and average daily traffic would not be such to cause sidewalk installation based on traffic engineering warrants.
- f. Nothing in this ordinance prohibits the installation of sidewalks upon request of the adjoining property owners.

- (j) Except in subdivisions currently under construction, streets without sidewalks as of the effective date of this ordinance shall not be required to have sidewalks installed pursuant to the terms of sec. 6 – 2 – 2..

SECTION 2: This ordinance shall become effective upon its passage and publication as provided by law.

Passed and approved this _____ day of _____, 2007.

Joseph F. Laux, Mayor

ATTEST:

Deborah A. Galeazzi, City Clerk

MILWAUKEE ST.

RACINE ST.

MAIN ST.

MILL

60.38' 60.38' 60.38' 60.38' 70.38' 50.38' 80.37' 90.57' 60.38' 120.76' 45.54'

120.0' 603.80' 30.0' 29.5' 90.0' 44.42' 42.25' 7.2'

120.0' 46.0' 20' 28.0' 30.0' 33.0' 27.0' 62.0' 35.0' 31.0' 22' 40.0' 20' 30.0' 30.0' 40.0' 50.0' 60.38' 120.0' 120.0' 120.0' 120.0' 120.0' 120.0' 124.5' 106.0' 16'

65.25' 91.75' 130.0' 210.0' 221.60' 403.60' 21.79' 32.45' 44.04' 62.14' 19.96' 63.70' 56.04'



Memorandum

TO: Common Council
FROM: Greg Keil, CDD
DATE: May 31, 2007
RE: Larson Engineering Report on Building Foundations

Larson Engineering, Inc. has completed the above-referenced report. The report has been posted to the Community Development - Reports and Studies page of the City of Menasha website www.cityofmenasha-wi.gov.

Steve Kaiser, a structural engineer with Larson Engineering, is scheduled to present the report and to answer questions at the Menasha Plan Commission meeting on June 5th at 5:00 PM. The Menasha building inspectors will also be present to answer questions.



Memorandum

To: Mayor Laux
Common Council
Brian Tungate, Dir. of Parks
From: Bob Huss, Superintendent of Parks
Date: 5/31/2007
Re: Emerald Ash Borer/Curtis Reed Lighting

The Park Department is taking a proactive approach to the threat of the Emerald Ash Borer. I, along with some members of my staff, have attended informational conferences sponsored by the DNR. We are currently taking inventory of the ash in our City and have not planted any in the last two years. I get updates through the DNR, as well as, the North East Wisconsin Urban Forestry Group and will be ready to enact their recommendations when and if the Emerald Ash Borer finds Menasha.

Beck Electric has been notified of the problems with the Landscape lighting at Curtis Reed Square and will take care of it as soon as possible.



Memorandum

DATE: May 31, 2007

TO: Menasha Common Council

FROM: Mark Radtke, Director of Public Works *MR*

RE: Council Directives – Increase in Parking Fees

Alderman Taylor requested a chronological report on the increase in permit fees for overnight parking in public parking lots. Attached to this memo are copies of the minutes from the Ad-Hoc Parking Committee, Board of Public Works, and Common Council meetings at which action was taken regarding this issue. Also attached is a copy of the ordinance which enacted the revision to the overnight parking permit fee.

The permit fee was \$11 prior to the adoption of the ordinance. The scheduled permit fee increase is as follows: \$15 in 2005, \$20 in 2006, \$25 in 2007 and \$30 in 2008. The ordinance also stipulates that the permit fee shall be set and may be adjusted from time to time by the Common Council upon the recommendation of the Ad-Hoc Parking Committee.

Attachment

CITY OF MENASHA
AD-HOC PARKING COMMITTEE
Third Floor Council Chambers
140 Main Street, Menasha
Monday, May 16, 2005

9:00 AM

Corrected Minutes

Meeting called to order at 9:04 AM

Members Present: Ald. Wisneski; CDD Keil; PC Stanke; PWD Radtke; CA Brandt
Also Present: Ald. Forrest Weber, JoAnn Harvey, Paul Mennen

I. Approval of February 23, 2005 and March 23, 2005 Meeting Minutes

A motion was made by PC Stanke and seconded by Ald. Wisneski to accept the February 23, 2005 and March 23, 2005 Parking Committee minutes. The motion carried by voice vote.

II. Request for Parking Considerations for Bus Loading at 514 Broad Street

JoAnn Harvey of 514 Broad Street was present as well as Paul Mennen of Lamers Bus Lines. JoAnn Harvey stated that Fox Valley Christian Academy and Lamers Bus Lines pick up and drop off children throughout the year. Since the start of the Headwater Condominium project directly across the street, there has been increased heavy truck traffic entering and leaving the construction site and additional parking along both sides of Broad Street (which is a one-way street). JoAnn said there already is no parking up to a point before her shared driveway and is requesting a 15 minute loading zone in front of her house.

Much discussion followed. The Lamers bus that stops there is a 38', 72 passenger bus. Lamers picks up and drops off at that address up to four times per day and Fox Valley Christian Academy stops there at least two times per day. JoAnn's three children and two to five day care children are riding these buses.

PWD Radtke asked if this was a temporary request during construction.

CDD Keil stated he spoke with the contractor last week and he would be in favor of removing the parking during construction. Contractor also stated it is not his employees parking on the north side of the street. Greg also stated he had concerns with that much bus traffic for an in-home day care center. Wondering if compatible with neighborhood.

PC Stanke stated bus loading zones were for schools only.

Paul Mennen of Lamers Bus Lines wondered what will happen when the condos are done.

PC Stanke agreed there were two issues to look at: during construction now and when the condos are complete.

Ald. Wisneski stated she drove through this morning and there were 8 cars and trucks parked on the south side and 3 on the north. Also, wondering if 2-hour limit is being enforced.

CA Brandt stated he was uncomfortable from a safety standpoint with buses unloading in a traffic lane with children going around the bus to get to the house. The Day Care should have some responsibility for pick up and drop off. Will we be setting a precedent throughout the city if we make an exception?

JoAnn stated they have a shared drive which makes is more difficult.

CA Brandt stated she knew about the shared driveway when she bought the house or started her Day Care. Bad situation for Risk Management; safety issue. CA Brandt suggested the street be changed to one way in the other direction.

Forrest Weber stated now is the opportunity to justify changing one way direction of Broad Street or make it a two-way street.

PWD Radtke agreed with PC Stanke that it shouldn't be a Bus Loading Zone. He would agree to a temporary 15 minute parking area.

Paul Mennen stated JoAnn's home is a pick up site for special needs children.

CA Brandt stated other cities have one way streets, what solutions have they come up with. He said he would not sanction any bus loading on the north side of the street.

Ald. Wisneski made a motion to recommend approval of a temporary 15-minute parking zone for a 120 day period covering one parking stall east of no parking area.

Motion seconded by PC Stanke.

Motion carried by voice vote (4-1).

III. Concern Regarding Visibility Near Driveway of The Regency House on Tayco and Main Streets

Mayor emailed PWD Radtke with a Regency House resident's complaint regarding lack of visibility coming out of driveway. Agenda was sent to The Regency House; no one appeared at the meeting.

There was much discussion – problem potentially with every corner in the City. In the past we were asked to maximize the parking stalls in that area. Ald. Wisneski and PC Stanke drove through the area this morning and didn't experience any problem.

After discussion, PWD Radtke stated there was no support for changes. No action taken.

IV. Parking Concerns in the Area of Koslo Park Ball Field

It was observed that people are parking on street even if space is available in the parking lot.

PWD Radtke stated he didn't have a problem with painting yellow on corner of Ida and Geneva Streets.

Discussed, no action taken.

V. Update on 90-Day Trial Period for Parking Restrictions on High, Water and Kaukauna Streets

Neighborhood Block Captain Mathew Rowe stated he was working with Nancy Barker before she was voted out as Alderman. He feels that Kaukauna Street got slipped in with High & Water Street because he didn't think they were notified. Mathew stated they have to juggle cars in winter and its

worse in summer when boats are out of storage etc., more vehicles around. The problem stems from an unruly bar down there that is not controlling their patrons.

PWD Radtke stated the situation at the bar is well documented.

CA Brandt suggested Mathew contact Alderman Merkes since this item is on the Common Council agenda for tonight to make it a permanent ordinance. Also, suggested that Mathew come to the meeting. CA Brandt stated Kaukauna Street was put in because of neighborhood requests.

Ald. Wisneski will request a public hearing.

PC Stanke would like to see it extended into summer to see if the improvement they experienced during winter, continues throughout summer. PC Stanke stated residents by bar had legitimate complaints. If parking allowed on Kaukauna Street, the issues will just move down the street.

VI. Discussion Regarding Overnight/Monthly Parking Permit Policy for All City Parking Lots (PWD Radtke; Held Over from March 23, 2005 Meeting)

Currently \$11 per month for parking in the Chute and Broad Streets parking lots and lot behind the Marina.

CA Brandt asked when the last time the fee was raised?

PC Stanke stated it was raised from \$10 to \$11 in 1996.

CDD Keil suggested it be raised to \$20 and asked how many permits are issued per month?

PC Stanke stated there are 25 – 30 parking permits issued per month.

CA Brandt suggested we increase it to \$20.

PC Stanke made a motion to increase the parking permit fee over the next four years as follows: \$15 in 2005; \$20 in 2006; \$25 in 2007 and \$30 in 2008.

Motion seconded by CDD Keil.

Motion carried by voice vote. (all)

A motion was made by Ald. Wisneski, seconded by CDD Keil to adjourn.

The motion carried by voice vote and the meeting was adjourned at 10:05 AM.

Respectfully submitted,

Carol Morgan
CSII

V. Recommendations to Award:

- B. Miron Construction Co.; Contract Unit No. 2005-3 Elevated Walkway Construction (Larsen Engineering); Base Bid Plus Alternate Bid "C"; \$242,400.00

DPW Radtke explained that Larsen Engineering is the project manager for this project. They have been handling the bid process. Their recommendation is to award the contract to Miron Construction.

VI. Preliminary Resolution R-34-05 Declaring Intent to Exercise Special Assessment Powers Under Section 66.0703, Wisconsin Statutes (Asphalt Sidewalk on South Side of Midway Road West of Kenwood Drive)

CA/HRD Brandt explained the previous resolution passed was for asphalt sidewalk on the North Side of Midway Road, East of Midway Place. Because the property owners are being assessed for that section of asphalt walk, the Board felt we should be consistent and assess the owners for the section of asphalt walk on the south side of Midway Road as well. There will be a public hearing for this before the next Council Meeting.

VII. Resolution R-33-05 Pertaining to Sewer Service Charges and Surcharges

DPW Radtke explained the change in rates from the N-M Sewerage Commission and is recommending revising the rates for BOD and suspended solids surcharges only.

VIII. Recommendation to Reduce Number of Street Lights along Plank Road and Manitowoc Street (Expiration of Six Month Trial Period)

DPW Radtke explained eleven street lights were removed along Plank Road in Dec. 2004 for a six month trial. The street lights on Plank Road are closer together than other street lights in the City. He has heard from three residents objecting to the reduction of street lights.

Council asked to hear from anyone in the gallery;

A) Ryan Grohman, (owner of Redliner) 977 Plank Road. Keeping more street lights would keep crime down. More people would use trail if there were more street lights in that area.

B) Tim Jacobson, Public Works Supervisor. He talked to crews from Utilities. They indicated its easier to remove complete street light unit from the pole during a trial period.

IX. Parking Committee Recommendations:

- A. Increase the Monthly Parking Permit Fee as Follows: \$15 in 2005; \$20 in 2006; \$25 in 2007 and \$30 in 2008
- B. Prohibit Parking from 2:00 AM to 6:00 AM in Marina Place Parking Ramp (Upper Level) and Marina Place Lower Level Surface Parking Lot
- C. Restrict Parking to Two Hour Limit from 9:00 AM – 5:00 PM Monday through Friday in Marina Place Parking Ramp (Upper Level) and Marina Place Lower Level Surface Parking Lot
- D. Repeal Municipal Code Section 10-1-26 (FF)
- E. Prohibit Parking on South Side of Broad Street from Barlow Street West to Handicap Stall
- F. Prohibit Overnight Parking in the Designated stalls in the Cul de Sac Area on the West End of Broad Street

CA/HRD Brandt explained the police policy on allowing overnight parking on the street. Board directed CA/HRD Brandt to prepare ordinances that would cover these recommendations.

X. Adjournment

Moved by Ald. Weber, seconded by Ald. Wisneski to adjourn at 7:50 p.m.

Motion carried.

Deborah A. Galeazzi

Deborah A. Galeazzi
City Clerk

IX. REPORT OF COMMITTEES/BOARDS/COMMISSIONS, Cont.

C. Board of Public Works, 8/15/05:

6. Parking Committee Recommendations:

- A. Increase the Monthly Parking Permit Fee as Follows: \$15 in 2005; \$20 in 2006; \$25 in 2007 and \$30 in 2008
- B. Prohibit Parking from 2:00 AM to 6:00 AM in Marina Place Parking Ramp (Upper Level) and Marina Place Lower Level Surface Parking Lot
- C. Restrict Parking to Two Hour Limit from 9:00 AM – 5:00 PM Monday through Friday in Marina Place Parking Ramp (Upper Level) and Marina Place Lower Level Surface Parking Lot
- D. Repeal Municipal Code Section 10-1-26 (FF)
- E. Prohibit Parking on South Side of Broad Street from Barlow Street West to Handicap Stall
- F. Prohibit Overnight Parking in the Designated stalls in the Cul de Sac Area on the West End of Broad Street

Acted on in Board of Public Works – CA/HRD Brandt will prepare changes in ordinances for Council approval.

X. ORDINANCES AND RESOLUTIONS

- A. O-16-05 – An Ordinance Relating to Polling Places
No Action
- B. R-34-05 – Preliminary Resolution Declaring Intent to Exercise Special Assessment Powers Under Section 66.0703, Wisconsin Statutes (Asphalt Sidewalk on South Side of Midway Road West of Kenwood Drive)

Moved by Ald. Michalkiewicz, seconded by Ald. Wisneski to approve R-34-05.

Motion carried on roll call 7-1.

Ald. Mulvey - no

- C. R-33-05 – A Resolution Pertaining to Sewer Service Charges and Surcharges.

Moved by Ald. Michalkiewicz, seconded by Ald. Wisneski to approve R-33-05.

Motion carried on roll call 8-0.

XI. HELD OVER BUSINESS

XII. COUNCIL DIRECTIVES

- A. Clerk Galeazzi – Update on Website progress. Outlined in memo of 8/11/05.
- B. CDD Keil – 1) Report on building code issues to be resolved at 48 Tayco St. Outlined in AP Beckendorf's memo of 8/11/05; 2) Report on Shoppes at Waverly. Outlined in memo of 8/11/05; 3) Update on Tailwaggers Doggy Daycare. Mayor Laux reported Ald. Mulvey's request has been forwarded to the owners of Tailwaggers Doggy Daycare. They should be replying to her; 4) Update on Curtis Reed Square. Outlined in memo of 8/11/05.
- C. PRD Tungate – 1) City signs at Calder stadium. Outlined in memo of 8/11/05; 2) Parking at Manitowoc St. boat landing. CA/HRD Brandt explain the State law on restricting use of the waterway and access to boat landings. He also explained the boat launch permit people purchase are actually boat trailer parking permits. The Council requested CA/HRD Brandt to reach the law on restricting use of City owned boat landings and what other municipalities are doing.
- D. Park Supt. Huss – 1) Trees along Hwy 114. Outlined in memo of 8/11/05; 2) List of trees planted this year. Outlined in memo of 8/11/05.
Ald. Merkes requested a list of the trees to be planted in fall.
- E. DPW Radtke – Update on Public Works Facility. Outlined in memo of 8/11/05
- F. Assessor Heiden – Update on citywide revaluation. Assessor Heiden and Lee DeGroot of Accurate Appraisal explained the citywide revaluation process and reported on the results of the open book that was held on Aug 8-11. The assessment roll can be viewed in the Assessor's office. They answered questions from Council members.
- G. Comp. Stoffel – Report on TIF's. Outlined in memo of 8/8/05.

ORDINANCE O - 19 - 05

AN ORDINANCE RELATING TO PUBLIC PARKING AREAS

Introduced by Alderman Wisneski

The Common Council of the City of Menasha does ordain as follows:

SECTION 1: Sec. 10 – 1 – 30 (a) is repealed and recreated to read as follows:

PUBLIC PARKING LOTS. The following City-owned or leased parking lots shall be designated:

- (1) Broad Street Lot
- (2) Chute Street Lot (Lots 34, 35, 36, 37 and W ½ of 38 of Block 7 of the original Plat)
- (3) Water Street Lot (Lots 3, 4 and 5 of Block 3 of the Original Plat)
- (4) Library Lot
- (5) Marina Place Parking Ramp (Upper Level)
- (6) Marina Place Lower Level Surface Lot

SECTION 2: Sec. 10 – 1 – 30 (e) is repealed and recreated to read as follows:

PERMIT PARKING. Overnight parking shall be by permit issued by the Police Department in the Broad Street Lot, the Chute Street Lot, and the Water Street Lot. There shall be no overnight parking in the Library Lot, the Marina Place Parking Ramp (upper level) and the Marina Place Lower Level Surface Parking Lot. The Director of Public Works and the Chief of Police may designate specific areas of these lots for permit parking.

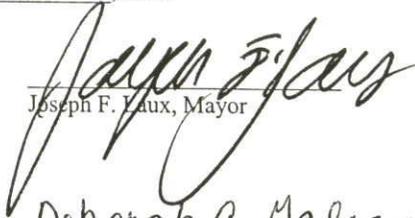
SECTION 3: Sec. 10 - 1 - 30 (f) is repealed and recreated to read as follows:

PERMIT FEES AND CONDITIONS.

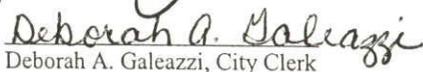
- (1) The permit fee shall be set and may be adjusted from time to time by the Common Council upon the recommendation of the ad-hoc Parking Committee.
- (2) Vehicles shall be moved every 24 hours.
- (3) There shall be no parking of trailers, recreational vehicles, converted buses, or commercial vehicles in any of these lots.

SECTION 4: This ordinance shall become effective upon its passage and publication as provided by law.

Passed and approved this 6 th day of September, 2005.


Joseph F. Laux, Mayor

ATTEST:


Deborah A. Galeazzi, City Clerk



Memorandum

DATE: May 30, 2007

TO: Menasha Common Council

FROM: Mark Radtke, Director of Public Works

RE: Council Directives – Vision Control Problem at City Square

Alderman Merkes requested a report on the vision control area status at the intersection of Milwaukee Street and Main Street, as it relates to the location and height of the stone retaining wall and imbedded plantings. Section 13-1-53 of the Menasha Municipal Code governs vision clearance at intersections.

The vision control area is defined as the minimum sight triangle for the appropriate intersection/driveway set of conditions, as established by the current effective AASHTO sign distance references. In said vision control area, fences, walls, signs, or other structures shall not exceed three (3) feet in height and shall be two-thirds (2/3) open to vision equally distributed throughout the vision control area. In the vision control area, trees and shrubs shall be maintained to provide unobstructed vision from two and one-half (2-1/2) feet above the centerline of the abutting pavement to ten (10) feet above the said centerline elevation.

The retaining wall does not exceed three feet in height, but also is not 2/3 open to vision, and, therefore, is not in compliance with the code. The shrubs within the retaining wall/planter exceed the 2-1/2 feet threshold so they also are not in compliance with the code. A lower growing shrub, such as a spreading juniper (Blue Rug Juniper, e.g.) would be a better suited shrub, but would probably still exceed the 2-1/2 foot height above pavement threshold. The section of wall within the vision control area extends from the intersection west to the stairway.

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MEMORANDUM

To: Mayor Laux and the Common Council

From: PRD Tungate

Date: May 31, 2007

RE: VHS Virus – Potential DNR Grants

At the request of Alderman Taylor, I was asked to look into any possible DNR grants that could be used to help keep our boat launching sites clean and weed free. I contacted Rob McLennan at the Oshkosh WDNR Service Center to find out what might be available.

I was told that there are no grants for the picking up of dead plants and fish. Special receptacles for the disposal of bait and plants are eligible for funding through the Aquatic Invasive Species program. At this point, we do not feel there is a strong need to pursue acquiring any type of special receptacle, but we will monitor the situation and pursue a remedy should the need arise.