

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

-----AMENDED-----

CITY OF MENASHA
Administration Committee
140 Main Street, 3rd Floor Council Chambers
January 7, 2008

5:30 PM

AGENDA

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

1. CALL TO ORDER

A. Call to Order

2. ROLL CALL/EXCUSED ABSENCES

A. Roll Call

3. MINUTES TO APPROVE-MINUTES & COMMUNICATIONS TO RECEIVE

Minutes to approve:

A. Administration Committee Minutes, 12/17/07

[Attachments](#)

4. DISCUSSION

A. Presentation to Stan Martenson - 25 years on Menasha Utilities Commission

B. Lt. Col Brendan Smith, Volk Field - Urban Close Air Support

[Attachments](#)

C. Grant Agreements between Winnebago County and City of Menasha for the term January 1, 2008 to December 31, 2008 for 1) Senior Center Supervisor; 2) Senior Center Activity Coordinator; 3) Older Adult Health Screening Program, and authorize signature.

[Attachments](#)

D. Acceptance of Grant from Wisconsin Dept. of Transportation

[Attachments](#)

E. Renewal of Impound Agreement Between the City of Menasha and the Fox Valley Humane Association for the term January 1, 2008 to December 31, 2008, and authorize signature

[Attachments](#)

F. Proposal to extend contract for Information Technology Services for 2008 with Larry Schmitz of Schenck Technology Solutions, and authorize signature (Recommendation of IT Steering Committee)

[Attachments](#)

G. Purchase Video Recording Equipment for \$16,345 (Recommendation of IT Steering Committee)

[Attachments](#)

H. Confidential Assistance Program for Employee Assistance Program for 2008 in the amount of \$2,790.00

[Attachments](#)

I. O-01-08 An Ordinance Amending Title 13 By Making Certain Changes in the

District (1370 Oneida St)

[Attachments](#)

J. Accounts payable and payroll for 12/6/07-12/13/07, Check #14992 & 15065 to Carew Concrete and Check #14999 & 15082 to Gerdau Ameristeel

[Attachments](#)

K. Accounts payable and payroll for 12/14/07 - 1/3/08 in the amount of \$966,474.00

[Attachments](#)

5. ADJOURNMENT

A. Adjournment

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

CITY OF MENASHA
Administration Committee
140 Main Street, 3rd Floor Council Chambers
December 17, 2007
MINUTES

1. CALL TO ORDER

A. Meeting called to order by Chairman Wisneski at 6:15 p.m.

2. ROLL CALL/EXCUSED ABSENCES

A. PRESENT: Ald. Merkes, Taylor, Wisneski, Pack, Hendricks, Eckstein (6:17p.m), Michalkiewicz, Chase
ALSO PRESENT: Mayor Laux, CA/HRD Brandt, PC Stanke, CDD Keil, C/T Stoffel, Clerk Galeazzi

3. MINUTES TO APPROVE-MINUTES & COMMUNICATIONS TO RECEIVE

Minutes to approve:

A. Administration Committee Minutes, 12/3/07
Moved by Ald. Pack, seconded by Ald. Michalkiewicz, to approve
Motion carried on voice vote

4. DISCUSSION

A. Electronic Transaction Processing Agreement between City of Menasha and Official Payments Corp., and authorize signatures.

CA/HRD Brandt explained he reviewed the agreement and the terms are not negotiable.
C/T Stoffel explained this agreement will give citizens an option to pay taxes and other City fees by a credit/debit card. It is something that has been asked for by residents. This is a two-year agreement and the citizen is responsible for the fees associated with the transaction. There are no fees charged to the City. This is the same company used by other neighboring municipalities. There will be information on the City's website with instructions.

B. Approval of Poll Worker Appointments for the City of Menasha for the 2008-2009 election years, pursuant to Wis. State Statutes 7.30

Clerk Galeazzi explained a poll worker who is also an elected official will not be working at the polling place when their name is on the ballot.

C. O-40-07 - An Ordinance Relating to Prohibited Parking (Water, High and Kaukauna Streets)

The Parking Committee has recommended having the overnight parking on parts of Water, High and Kaukauna Streets expire at 5AM for the business that opens at 5AM. There is concern by the Public Works Dept. during winter months for snow plowing.

Unanimous consent to hear from Bruce Heisel, owner of The Hungry Bull. Mr. Heisel explained his customers need to park on the street as he has limited parking for his business. He currently opens his business at 5AM, but he is also considering being open late three nights a week. He questioned if the parking times will be posted.

D. O-41-07 an Ordinance Relating to Code Enforcement
No Questions or Discussion.

E. Accounts payable and payroll for 12/6/07 - 12/13/07 in the amount of \$425,751.84

Ck. #14992 & 15065-Carew Concrete-work done on Barker Farm Park sign and Ck. #14999 & 15082-Gerdau Ameristeel-work done on Barker Farm Park sign.

Discussion ensued on if these are double billings for the same work completed. Will need to check with DPW Radtke and PRD Tungate.

Ck. #15120-ThedaCare Laboratories-\$611.50 – charges for Health Clinic.

5. ADJOURNMENT

A. Moved by Ald. Michalkiewicz, seconded by Ald. Chase to adjourn at 6:40 p.m.
Motion carried on voice vote.

Respectfully submitted by Deborah A. Galeazzi, City Clerk

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

From: Brian Tungate

Sent: Wednesday, December 19, 2007 11:10 AM

To: Kristin Sewall

Cc: Debbie Galeazzi

Subject: FW: Description of Barker Park Sign Invoices

Please place this as an attachment under the Separated Check item for the Council. Thanks

The following is a description of the invoices that Ald. Wisneski had questions on.

Carew Concrete- 3 separate visits to the site

\$86 invoice was for pouring the underground footing for the sign base

\$434.99 invoice was for pouring the base above the underground footing to support the sign

\$394.00 invoice was for pouring the two columns above the base to secure the ends of the sign

The two invoices from Gerdau Ameristeel for 36.50 each were not duplicates. They were for steel rebar inside the concrete columns to supply support for the sign.

Grand total for all these invoices is \$987.99. The sign preferred by the Park Board required a substantial amount of concrete support to ensure it will stay in place. The account number for these invoices was incorrectly noted. Funds were donated by Nancy Barker for the sign project. It is our intent to change the account number for these invoices to the Park/Recreation Donation Fund 31826-5507-202-300. The last step of this project will be to attach decorative stone to the concrete. We will again use donated funds when this occurs, This is likely to occur this spring. Please let me know if you have any further questions.

CITY OF MENASHA DISBURSEMENTS

Accounts Payable for 12/14/07-1/3/08	\$ 683,658.67
Checks # 15133-15362	
#14992,14999,15065,15082	2048.69
 Payroll Checks for 12/14/07-1/3/08	<u>280,766.64</u>
Checks # 36068-36462	
 Total	 \$ 966,474.00

**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.

Menasha Employees Credit Union-Employee Deductions

Menasha Employees Local 1035-Union Dues

Menasha Employees Local 1035B-Union Dues

Wisconsin Support Collections-Child/Spousal Support

United Way-Employee Donations

AMT-Garnishments

Date: Friday, December 14, 2007
Time: 10:11AM
User: MGRIESBACH

CITY OF MENASHA
Check Register - w/Alternate Description

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

Vendor ID / Name	Invoice Nbr	CpnyID	Acct	Subaccount	Amount	Invoice Description
13435 MENASHA POSTMASTER	121407	31100	51	04-106-311	2,600.00	POSTAGE FOR TAXBILLS
	<u>Check Date</u> 12/14/2007	<u>Check Nbr</u>	<u>015133</u>		<u>Check Total:</u>	2,600.00
				Grand Total:	2,600.00	

Date: Thursday, December 20, 2007
 Time: 12:34PM
 User: MGRIESBACH

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Vendor ID / Name	Invoice Nbr	CpnyID	Acct	Subaccount	Amount	Invoice Description
01075 ACCURATE SUSPENSION WAREHOUSE	70020740	31731	54	10-149-383	306.59	BRAKE PADS/ROTOR
	Check Date 12/20/2007	Check Nbr	015134		Check Total:	306.59
01675 AMT		31100	21	04-299-022	150.00	
	Check Date 12/20/2007	Check Nbr	015135		Check Total:	150.00
19120 AT&T	920r09453012	31100	51	10-115-221	76.30	MONTHLY CHARGES
	920r09453012	31201	54	10-301-221	202.60	MONTHLY CHARGES
	Check Date 12/20/2007	Check Nbr	015183		Check Total:	278.90
02050 BADGER LAB & ENGINEERING INC	INV000032134	31201	54	10-301-212	897.00	DURA FIBRE WASTEWATERS
	INV000032133	31201	54	10-301-212	897.00	MONDI PACKAGING WASTEWATERS
	Check Date 12/20/2007	Check Nbr	015136		Check Total:	1,794.00
02335 BECK ELECTRIC INC	D367	31100	54	10-124-244	340.89	BRINE TANK PUMP
	Check Date 12/20/2007	Check Nbr	015137		Check Total:	340.89
02760 BROOKS TRACTOR	D84999	31201	54	10-301-300	1,079.28	ENGINE OVERHAUL/SCREW
	Check Date 12/20/2007	Check Nbr	015138		Check Total:	1,079.28
02796 BUBRICK'S	82314	31731	54	10-149-310	5.98	DESK CALENDAR
	Check Date 12/20/2007	Check Nbr	015139		Check Total:	5.98
02815 SYLVIA BULL	121707	31100	53	09-212-291	65.06	PAPER FOR JANUARY 2008 NEWSLET
	Check Date 12/20/2007	Check Nbr	015140		Check Total:	65.06
03275 CENTRAL AUDIO-VISUAL EQUIPMENT	07-10396	31100	52	08-109-300	118.93	BATTERIES
	Check Date 12/20/2007	Check Nbr	015141		Check Total:	118.93

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Vendor ID / Name	Invoice Nbr	CpnyID	Acct	Subaccount	Amount	Invoice Description
03585 COMMUNITY HOUSING COORDINATOR	97	31100	56	03-202-216	1,600.00	COMPREHENSIVE HOUSING PLAN DEC
	Check Date 12/20/2007	Check Nbr	015143		Check Total: 1,600.00	
03667 CONNECTING CULTURES INTERPRETG	2216	31100	53	09-103-215	43.25	INTERPRETATION THAO
	Check Date 12/20/2007	Check Nbr	015144		Check Total: 43.25	
03842 CULLIGAN WATERCARE SERVICES	113007	31100	51	10-115-201	17.85	COOLER RENTAL
	113007	31731	54	10-149-313	5.95	COOLER RENTAL
	Check Date 12/20/2007	Check Nbr	015145		Check Total: 23.80	
04005 D&M INTERIORS	025571	31100	52	05-201-240	5,099.70	CARPET/NM FIRE STATION 35
	Check Date 12/20/2007	Check Nbr	015146		Check Total: 5,099.70	
04135 DAVIS & KUELTHAU SC	287042	31100	51	02-103-211	109.44	PROFESSIONAL SERVICES
	287042	31100	51	02-105-211	8,438.69	PROFESSIONAL SERVICES
	Check Date 12/20/2007	Check Nbr	015147		Check Total: 8,548.13	
04136 DAVIS & STANTON	14361	31100	52	08-101-315	27.00	UNIFORM COMMENDATION BARS
	Check Date 12/20/2007	Check Nbr	015148		Check Total: 27.00	
05270 EZ GLIDE	0104313-IN	31100	54	10-124-244	197.00	REINSTALL SALT SHED DOOR CABLE
	Check Date 12/20/2007	Check Nbr	015149		Check Total: 197.00	
06115 FERRELLGAS	1018841617	31266	54	10-307-300	88.76	LIQUEFIED PETROLUEM GAS
	1018886102	31731	54	10-149-300	80.12	LIQUEFIED PETROLEUM GAS
	Check Date 12/20/2007	Check Nbr	015150		Check Total: 168.88	

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Vendor ID / Name	Invoice Nbr	CpnyID	Acct	Subaccount	Amount	Invoice Description
06680 FRONTLINE UNIFORM	1946	31100	52	08-109-300	59.95	AUXILIARY UNIFORMS
	1925	31100	52	08-109-300	10.00	AUXILIARY UNIFORMS
	1947	31100	52	08-109-300	20.00	AUXILIARY UNIFORMS
	1913	31100	52	08-109-300	47.00	AUXILIARY UNIFORMS
	1884	31100	52	08-109-300	49.80	AUXILIARY UNIFORMS
Check Date	12/20/2007	Check Nbr	015151		Check Total:	186.75
08537 HSBC BUSINESS SOLUTIONS	1296000012951	31100	51	04-109-315	199.99	FAX MACHINE REPLACEMENT/FLR 2
	Check Date	12/20/2007	Check Nbr	015152	Check Total:	199.99

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Vendor ID / Name	Invoice Nbr	CpnyID	Acct	Subaccount	Amount	Invoice Description
11155 KITZ & PFEIL INC	102209-0003	31731	54	10-149-383	8.90	PAINT
	102314-0042	31100	55	07-202-300	6.72	FLAG TAPE
	102314-0063	31731	54	10-149-383	26.52	PVP CAP/HARDWARE MISC
	102414-0100	31100	51	10-115-300	20.75	WIRE/FLASHLIGHT PACK
	102414-0126	31100	55	07-202-315	7.44	BARKER SIGN
	102914-0006	31731	54	10-149-383	29.61	CHAIN
	102914-0097	31100	55	07-202-315	14.79	BLADES/SCRAPERS
	102914-0140	31100	55	07-202-313	11.68	CLEANER
	103109-0013	31100	52	08-101-313	5.44	LYSOL/HARWARE MISC
	103109-0013	31100	53	09-102-300	10.79	BATTERY
	103114-0073	31100	51	10-115-300	8.08	PUTTY KNIFE/WELD COMPOUND
	103114-0105	31100	55	07-202-240	23.94	ANTIFREEZE
	110114-0039	31100	55	07-202-300	3.41	EPOXY
	110214-0083	31100	55	07-202-240	17.09	FURNACE FILTERS/PRIMER/SEALER
	110509-0007	31731	54	10-149-300	7.98	ANTIFREEZE
	110614-0134	31100	55	07-202-315	21.59	MECHANICS WIRE
	110714-0003	31100	52	08-101-240	15.29	BLADE DISPENSER
	110714-0123	31100	53	07-401-240	8.09	VANDALISM REPAIR RESTHAVEN
	110814-0031	31100	53	07-401-240	3.24	RESTHAVEN BUILDING
	110914-0142	31731	54	10-149-240	7.00	POLY COUPLER/HOSE MENDER
	111314-0005	31100	54	10-124-300	12.11	ELBOWS/U-BOLTS
	111314-0080	31100	54	10-124-300	10.85	ELBOWS/COUPLING FOR BRINE TANK
	111314-0114	31731	54	10-149-240	4.94	HOSE MENDER
	111314-0150	31100	53	07-401-240	11.68	VANDALISM/RESTHAVEN
	111414-0204	31100	51	04-109-315	14.72	COUPLERS
	111514-0075	31100	53	07-401-240	2.51	DOOR SHIMS/RESTHAVEN
	111514-0115	31100	54	10-124-300	8.38	U BOLTS FOR BRINE TANKS
	111614-0028	31100	55	07-203-240	17.94	MINI FLUO BULB
	111614-0128	31100	55	07-202-300	5.39	SNAP BLADE/ADAPTERS
	111914-0039	31100	55	07-202-315	9.89	DRILL BITS
	111914-0041	31100	53	07-401-240	2.71	DOOR/RESTHAVEN
	111914-0059	31100	51	10-115-300	2.77	CABLE TIES/CLAMP CONNECTOR
	111914-0064	31100	52	08-101-240	23.36	CAULK/ADHESIVE

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Vendor ID / Name	Invoice Nbr	CpnyID	Acct	Subaccount	Amount	Invoice Description
	111914-0161	31100	55	07-202-240	20.98	VANDALISM/HART PARK
	112014-0027	31100	52	08-101-240	20.11	STAIN KILLER/ROLL COVERS/LINER
	Check Date 12/20/2007	Check Nbr 015155			Check Total: 426.69	
11175 LORETTA KJEMHUS	121307	31100	53	09-102-331	28.18	MILEAGE
	Check Date 12/20/2007	Check Nbr 015156			Check Total: 28.18	
11295 KRAUSE & METZ	121707	31482	56	03-501-211	1,936.00	SERVICES/TRANSFER RETURNS
	Check Date 12/20/2007	Check Nbr 015157			Check Total: 1,936.00	
12203 BOB LARSON	121407	31827	53	09-212-205	45.00	ENTERTAINMENT FOR PARTY
	Check Date 12/20/2007	Check Nbr 015158			Check Total: 45.00	
12270 LEAGUE OF WISCONSIN MUNICIPAL	121407	31100	51	04-101-320	3,693.48	2008 LEAGUE DUES
	Check Date 12/20/2007	Check Nbr 015159			Check Total: 3,693.48	
12450 LINCOLN CONTRACTORS SUPPLY INC	10405910	31731	54	10-149-383	370.45	PLATE/MOUNT
	Check Date 12/20/2007	Check Nbr 015160			Check Total: 370.45	
13149 MATTHEWS COMMERCIAL TIRE CTR	023340	31731	54	10-149-382	91.07	TIRE REPAIR
	Check Date 12/20/2007	Check Nbr 015161			Check Total: 91.07	
13345 MENARDS-APPLETON EAST	18923	31100	55	07-202-300	89.96	LIGHTS
	18999	31100	55	07-202-300	47.97	HOLIDAY LIGHTS
	18418	31100	52	05-201-240	42.70	FAUCET/NMFD
	Check Date 12/20/2007	Check Nbr 015162			Check Total: 180.63	

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Vendor ID / Name	Invoice Nbr	CpnyID	Acct	Subaccount	Amount	Invoice Description
13360 MENASHA ELECTRIC & WATER UTILI	120407	31100	12	04-399-000	993.59	FIRE
	120407	31100	12	04-399-000	164.23	FIRE
	120407	31100	52	08-101-223	1,372.11	POLICE
	120407	31100	52	08-101-225	226.80	POLICE
	120407	31100	54	10-131-223	476.31	TRAFFIC LIGHTS
	120407	31100	54	10-131-225	26.65	TRAFFIC LIGHTS
	120407	31731	54	10-149-223	1,154.32	PUBLIC WORKS FACILITY
	120407	31731	54	10-149-225	245.47	PUBLIC WORKS FACILITY
	120407	31201	54	10-301-223	21.61	LIFT STATIONS
	120407	31266	54	10-308-223	8.48	RECYCLING
	120407	31100	55	06-101-223	2,710.66	LIBRARY
	120407	31100	55	06-101-225	398.14	LIBRARY
	120407	31100	55	07-202-223	1,366.81	PARKS
	120407	31100	55	07-203-223	136.80	SWIMMING POOL
	120407	31100	55	07-203-225	277.92	SWIMMING POOL
	120407	31100	55	10-215-223	279.69	LIFT BRIDGES
	112107	31100	12	04-399-000	5.55	901 AIRPORT
	112107	31100	54	10-131-223	16.65	
	Check Date 12/20/2007 Check Nbr 015163 Check Total:					9,881.79
13370 MENASHA EMPLOYEES CREDIT UNION		31100	21	04-299-020	1,774.00	
		31100	21	04-299-020	18,787.00	
Check Date 12/20/2007 Check Nbr 015164 Check Total:					20,561.00	
13375 MENASHA EMPLOYEES LOCAL 1035		31100	21	04-299-031	200.00	
Check Date 12/20/2007 Check Nbr 015165 Check Total:					200.00	
13377 MENASHA EMPLOYEES LOCAL 1035B		31100	21	04-299-032	249.16	
Check Date 12/20/2007 Check Nbr 015166 Check Total:					249.16	

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Vendor ID / Name	Invoice Nbr	CpnyID	Acct	Subaccount	Amount	Invoice Description
13430 TOWN OF MENASHA POLICE DEPT	121307	31100	21	04-229-000	252.40	BOND
	Check Date 12/20/2007	Check Nbr	015167		Check Total:	252.40
13720 MODERN BUSINESS MACHINES	26142462	31100	51	10-115-243	338.10	COPIER CONTRACTS FOR 2008
	26142462	31100	51	10-115-243	338.10	COPIER CONTRACTS FOR 2008
	26142462	31100	52	08-101-243	338.10	COPIER CONTRACTS FOR 2008
	26142382	31100	51	10-115-243	171.40	
	Check Date 12/20/2007	Check Nbr	015168		Check Total:	1,185.70
13755 MORTON SAFETY	240663	31100	55	07-201-300	5.84	FIRST AID SUPPLIES
	Check Date 12/20/2007	Check Nbr	015169		Check Total:	5.84
13785 MOTION INDUSTRIES INC	WI25-425995	31731	54	10-149-383	205.91	FREIGHT/HOSE
	Check Date 12/20/2007	Check Nbr	015170		Check Total:	205.91
14215 NEENAH-MENASHA MUNICIPAL COURT	121307	31100	21	04-229-000	434.00	NICOLE M KOEHNKE
	121307	31100	21	04-229-000	119.00	BOND
	121307	31100	21	04-229-000	119.00	BOND
	121307	31100	21	04-229-000	119.00	BOND
	121307	31100	21	04-229-000	119.00	BOND
	121307	31100	21	04-229-000	182.00	BOND
	121307	31100	21	04-229-000	119.00	BOND
	121307	31100	21	04-229-000	182.00	BOND
	121307	31100	21	04-229-000	119.00	BOND
	121307	31100	21	04-229-000	699.00	BOND
	121307	31100	21	04-229-000	308.00	BOND
	121307	31100	21	04-229-000	275.80	BOND
	121307	31100	21	04-229-000	434.00	BOND
	121307	31100	21	04-229-000	119.00	BOND
	121307	31100	21	04-229-000	119.00	BOND
	Check Date 12/20/2007	Check Nbr	015172		Check Total:	3,466.80

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Vendor ID / Name	Invoice Nbr	CpnyID	Acct	Subaccount	Amount	Invoice Description
03405 ONE COMMUNICATIONS	120207	31100	12	04-399-000	11.20	BUILDING INSPECTION
	120207	31100	12	04-399-000	422.64	UTILITIES
	120207	31207	12	04-399-000	21.38	MARINA
	120207	31100	51	01-102-221	10.37	MAYOR
	120207	31100	51	02-103-221	7.99	ATTORNEY
	120207	31100	51	02-104-221	15.99	CLERK
	120207	31100	51	02-105-221	15.64	PERSONNEL
	120207	31100	51	04-106-221	44.76	FINANCE
	120207	31100	51	04-107-221	5.19	ASSESSOR
	120207	31100	51	04-109-221	22.80	IT
	120207	31100	51	10-115-221	61.94	CITY HALL
	120207	31100	52	05-701-221	62.22	EOC
	120207	31100	52	08-101-221	345.90	POLICE
	120207	31100	53	09-102-221	85.13	HEALTH
	120207	31100	53	09-212-221	28.97	SENIOR
	120207	31100	54	10-111-221	58.37	ENGINEERING
	120207	31100	54	10-131-221	5.19	SIGN
	120207	31731	54	10-149-221	42.67	GARAGE
	120207	31100	55	06-101-221	185.16	LIBRARY
	120207	31100	55	07-201-221	17.04	RECREATION
120207	31100	55	07-202-221	83.48	PARKS	
120207	31100	55	07-203-221	33.88	POOL	
120207	31100	55	10-215-221	34.40	BRIDGE	
120207	31100	56	03-202-221	24.77	COM DEV	
<hr/>					Check Total:	1,647.08
15280 OUTAGAMIE COUNTY CLERK OF COUR	121307	31100	21	04-229-000	250.00	BOND
<hr/>					Check Total:	250.00

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16025 PACKER CITY INTERNATIONAL	1273310146	31731	54	10-149-383	84.28	VALVE
	3273250058	31731	54	10-149-383	3.87	LUBEFILT
	Check Date 12/20/2007	Check Nbr	015175		Check Total:	88.15
16320 PITNEY BOWES	4842044-DC07	31100	51	10-115-243	375.00	POSTAGE METER RENTAL
		Check Date 12/20/2007	Check Nbr	015176	Check Total:	375.00
16789 PREMIER ELECTION SOLUTIONS INC	4-ASW00525	31100	51	02-117-315	50.00	CARRY CASE
		Check Date 12/20/2007	Check Nbr	015177	Check Total:	50.00
16806 PRN HEALTH SERVICES INC	042523	31100	53	09-102-215	1,260.00	SCHOOL NURSE
		Check Date 12/20/2007	Check Nbr	015178	Check Total:	1,260.00
16864 PROFESSIONAL PROCESS SERVICE	5205	31100	51	02-103-211	53.00	SUBPEONA SERVICE
		Check Date 12/20/2007	Check Nbr	015179	Check Total:	53.00
18145 RED	00W33809	31100	52	08-101-193	82.50	COLDGEAR CLOTHING
	00W34231	31100	52	08-109-300	462.94	CLOTHING
		Check Date 12/20/2007	Check Nbr	015180	Check Total:	545.44
18160 REDI-WELDING CO	13617	31731	54	10-149-300	580.25	METAL & PROCESSING/REC TUBING
		Check Date 12/20/2007	Check Nbr	015181	Check Total:	580.25
18225 RELIABLE CUSTOM TRAILERS LLC	113007	31100	55	07-202-315	43.50	BREAKING KIT/TRAILER
		Check Date 12/20/2007	Check Nbr	015182	Check Total:	43.50
19145 HENRY SCHEIN	6766123-01	31100	12	04-399-000	3,297.65	ANITSEPTIC HAND GEL
		Check Date 12/20/2007	Check Nbr	015184	Check Total:	3,297.65

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19230 SCHROTH WHOLESALE SUPPLY CO	245508	31100	55	07-202-300	34.75	CHRISTMAS DECORATIONS
	Check Date 12/20/2007	Check Nbr	015185		Check Total:	34.75
19775 SUPERIOR CHEMICAL CORP	42263	31731	54	10-149-300	204.25	SILCONE LUBE
	Check Date 12/20/2007	Check Nbr	015186		Check Total:	204.25
20145 THEDACARE	9779972	31100	52	08-101-215	110.40	VENIPUNCTURE
	Check Date 12/20/2007	Check Nbr	015187		Check Total:	110.40
20400 TRIUMPH ELECTRIC INC	9156	31100	52	05-201-240	764.50	LIGHTS/FIRE STATION
	Check Date 12/20/2007	Check Nbr	015188		Check Total:	764.50
21045 UNIFIRST CORPORATION	0970023412	31731	54	10-149-201	69.01	MAT/MOP/COVERALL PROTECTION
	Check Date 12/20/2007	Check Nbr	015189		Check Total:	69.01
21050 UNIFORM SHOPPE	165426	31100	52	08-109-300	138.00	AUXILIARY WHISTLES/CHAINS
	Check Date 12/20/2007	Check Nbr	015190		Check Total:	138.00
21095 UNITED WAY FOX CITIES		31100	21	04-299-021	99.50	
	Check Date 12/20/2007	Check Nbr	015191		Check Total:	99.50
22120 VALLEY POPCORN CO INC	75732	31827	53	09-212-300	25.00	LOANER KETTLE
	Check Date 12/20/2007	Check Nbr	015192		Check Total:	25.00
15190 VEOLIA ENVIRONMENTAL SERVICES	B4179535	31100	12	04-399-000	102.33	BROAD ST RECYCLING
	Check Date 12/20/2007	Check Nbr	015173		Check Total:	102.33

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22430 VISION INSURANCE PLAN OF AMERI	54863	31100	21	04-619-005	1,087.40	EMPLOYEES
	54863	31100	21	04-619-005	-9.40	EMPLOYEES
Check Date	12/20/2007	Check Nbr	015193		Check Total:	1,078.00
23065 WASC	121807	31827	53	09-212-300	50.00	ACCREDITATION MANUAL MATERIALS
	Check Date	12/20/2007	Check Nbr	015194		Check Total:
23117 WAUSAU SIGNATURE AGENCY	40329	31733	51	02-116-518	571.00	RENEWAL CRIME INSURANCE
	Check Date	12/20/2007	Check Nbr	015195		Check Total:
23130 WAVERLY SANITARY DISTRICT	121107	31201	54	10-301-822	22,317.20	WASTEWATER METERING STATION
	112807	31100	55	07-202-225	43.71	BARKER FARM PAVILION
	112807	31100	55	07-202-225	0.99	LATE PAYMENT PENALTY
Check Date	12/20/2007	Check Nbr	015196		Check Total:	22,361.90

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23152 WE ENERGIES	120507	31100	53	09-102-224	249.94	226 MAIN ST
	120407	31100	55	07-202-224	314.06	2170 PLANK RD
	120407	31100	55	07-202-224	0.07	LATE CHARGE
	120307	31100	55	07-202-223	34.29	MENASHA CONSERVANCY
	120307	31100	55	07-202-223	0.35	LATE CHARGE
	112607	31100	55	07-202-223	7.77	NORTH ST
	112607	31100	55	07-202-223	9.83	NORTH ST
	122007	31100	12	04-399-000	767.68	N-M FIRE RESCUE
	122007	31100	51	10-115-224	2,526.47	CITY HALL
	122007	31100	52	08-101-224	1,060.13	POLICE
	122007	31100	53	09-212-224	214.17	SENIOR CENTER
	122007	31731	54	10-149-224	443.50	GARAGE
	122007	31100	55	06-101-224	1,550.77	LIBRARY
	122007	31100	55	07-202-224	947.54	PARKS
	122007	31100	55	07-203-224	107.43	POOL
122007	31207	55	07-205-224	59.44	MARINA	
Check Date	12/20/2007	Check Nbr	015197		Check Total:	8,293.44
23250 WINNEBAGO COUNTY CLERK OF COUR	121307	31100	21	04-229-000	150.00	BOND
	Check Date	12/20/2007	Check Nbr	015198		Check Total:
23275 WINNEBAGO COUNTY TREASURER		31484	56	03-501-802	2,778.05	DELINQUENT TAXES/87 RACINE
	Check Date	12/20/2007	Check Nbr	015199		Check Total:
23455 WISCONSIN SUPPORT COLLECTIONS		31100	21	04-299-015	436.31	
		31100	21	04-299-016	138.40	
		31100	21	04-299-015	894.60	
Check Date	12/20/2007	Check Nbr	015200		Check Total:	1,469.31
Grand Total:					109,503.74	

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01130 ADT SECURITY SERVICES	60211591	31100	55	06-101-240	98.00	REPAIRS & MAINTENANCE
	61855055	31100	55	06-101-240	253.00	REPAIRS & MAINTENANCE
	62495726	31100	55	06-101-240	1,329.92	REPAIRS & MAINTENANCE
Check Date	12/21/2007	Check Nbr	015201		Check Total:	1,680.92
01160 ALLIANCE ENTERTAINMENT CORP	PJB29097617	31100	55	06-101-314	973.48	LIBRARY MATERIALS
	PJB29007198	31100	55	06-101-314	337.36	LIBRARY MATERIALS
	PJB29047206	31100	55	06-101-314	118.66	LIBRARY MATERIALS
	PJB29137109	31100	55	06-101-314	18.90	LIBRARY MATERIALS
	PJB29301725	31100	55	06-101-314	373.40	LIBRARY MATERIALS
Check Date	12/21/2007	Check Nbr	015202		Check Total:	1,821.80
01729 APPLE BOOKS	82381	31100	55	06-101-314	169.23	LIBRARY MATERIALS
Check Date	12/21/2007	Check Nbr	015203		Check Total:	169.23
19120 AT&T	608T661150011	31100	55	06-101-314	41.21	LIBRARY MATERIALS
Check Date	12/21/2007	Check Nbr	015236		Check Total:	41.21

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02115 BAKER & TAYLOR INC	H13757540	31100	55	06-101-314	14.39	LIBRARY MATERIALS
	H14057340	31100	55	06-101-314	46.06	LIBRARY MATERIALS
	H14057341	31100	55	06-101-314	115.80	LIBRARY MATERIALS
	H14784860	31100	55	06-101-314	120.87	LIBRARY MATERIALS
	H14989870	31100	55	06-101-314	533.04	LIBRARY MATERIALS
	H14989880	31100	55	06-101-314	47.49	LIBRARY MATERIALS
	H15554600	31100	55	06-101-314	103.59	LIBRARY MATERIALS
	H15554601	31100	55	06-101-314	40.30	LIBRARY MATERIALS
	H15609040	31100	55	06-101-314	14.39	LIBRARY MATERIALS
	H15805911	31100	55	06-101-314	17.96	LIBRARY MATERIALS
	H16553840	31100	55	06-101-314	41.68	LIBRARY MATERIALS
	H16553841	31100	55	06-101-314	86.31	LIBRARY MATERIALS
	H16553842	31100	55	06-101-314	107.95	LIBRARY MATERIALS
	H16655970	31100	55	06-101-314	21.59	LIBRARY MATERIALS
	500835448	31100	55	06-101-314	87.86	LIBRARY MATERIALS
	A5008390356	31100	55	06-101-314	76.93	LIBRARY MATERIALS
	2019723987	31100	55	06-101-314	211.25	LIBRARY MATERIALS
	2019728298	31100	55	06-101-314	331.42	LIBRARY MATERIALS
	2019747978	31100	55	06-101-314	954.19	LIBRARY MATERIALS
	2019770615	31100	55	06-101-314	233.65	LIBRARY MATERIALS
	2019772584	31100	55	06-101-314	276.81	LIBRARY MATERIALS
	2019781104	31100	55	06-101-314	889.06	LIBRARY MATERIALS
	2019803744	31100	55	06-101-314	237.74	LIBRARY MATERIALS
	2019813726	31100	55	06-101-314	465.39	LIBRARY MATERIALS
	2019821181	31100	55	06-101-314	623.15	LIBRARY MATERIALS
	2019840474	31100	55	06-101-314	120.72	LIBRARY MATERIALS
	2019864505	31100	55	06-101-314	889.46	LIBRARY MATERIALS
	H15805910	31100	55	06-101-314	21.59	LIBRARY MATERIALS
Check Date	12/21/2007	Check Nbr	015206		Check Total:	6,730.64
02220 BATTERIES PLUS-502	502220100	31100	55	06-101-240	79.96	REPAIRS & MAINTENANCE
	Check Date	12/21/2007	Check Nbr	015207		Check Total:

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02628 JOSEPH BONGERS	12202007	31100	55	06-101-316	29.75	PROGRAM SUPPLIES
	12192007	31100	55	06-101-331	109.13	MILEAGE REIMBURSEMENT
	Check Date 12/21/2007	Check Nbr	015208		Check Total:	138.88
02635 BOOK WHOLESALERS INC	M117058A	31100	55	06-101-314	40.03	LIBRARY MATERIALS
	M120037A	31100	55	06-101-314	47.90	LIBRARY MATERIALS
	M120151A	31100	55	06-101-314	49.07	LIBRARY MATERIALS
	M121652A	31100	55	06-101-314	86.51	LIBRARY MATERIALS
	M124272A	31100	55	06-101-314	51.62	LIBRARY MATERIALS
	M125066A	31100	55	06-101-314	60.16	LIBRARY MATERIALS
	M127717A	31100	55	06-101-314	39.70	LIBRARY MATERIALS
	M128828A	31100	55	06-101-314	15.19	LIBRARY MATERIALS
	M129642A	31100	55	06-101-314	305.53	LIBRARY MATERIALS
	M133699A	31100	55	06-101-314	970.54	LIBRARY MATERIALS
	Check Date 12/21/2007	Check Nbr	015209		Check Total:	1,666.25
03115 CAPSTONE PRESS	CI10065055	31100	55	06-101-314	207.18	LIBRARY MATERIALS
	Check Date 12/21/2007	Check Nbr	015210		Check Total:	207.18
03265 CENTER POINT LARGE PRINT	674237	31100	55	06-101-314	38.94	LIBRARY MATERIALS
	679639	31100	55	06-101-314	38.94	LIBRARY MATERIALS
	Check Date 12/21/2007	Check Nbr	015211		Check Total:	77.88
03375 CHILD'S WORLD	NA92104	31100	55	06-101-314	598.80	LIBRARY MATERIALS
	Check Date 12/21/2007	Check Nbr	015212		Check Total:	598.80
05188 ENERGY CONTROL & DESIGN INC	0052861IN	31100	55	06-101-240	320.64	REPAIRS & MAINTENANCE
	Check Date 12/21/2007	Check Nbr	015213		Check Total:	320.64

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05261 THE EXCLUSIVE COMPANY	12202007	31100	55	06-101-314	741.98	LIBRARY MATERIALS
	Check Date 12/21/2007	Check Nbr	015214		Check Total:	741.98
07044 GALE	RM855641	31100	55	06-101-314	-13.58	CREDIT
	15420026	31100	55	06-101-314	33.95	LIBRARY MATERIALS
	15420466	31100	55	06-101-314	102.24	LIBRARY MATERIALS
	15424390	31100	55	06-101-314	25.56	LIBRARY MATERIALS
	15442802	31100	55	06-101-314	54.32	LIBRARY MATERIALS
	15444255	31100	55	06-101-314	104.15	LIBRARY MATERIALS
	15445623	31100	55	06-101-314	27.16	LIBRARY MATERIALS
	15448069	31100	55	06-101-314	25.56	LIBRARY MATERIALS
	15452943	31100	55	06-101-314	38.93	LIBRARY MATERIALS
	15454457	31100	55	06-101-314	399.50	LIBRARY MATERIALS
	15455538	31100	55	06-101-314	350.42	LIBRARY MATERIALS
	15458098	31100	55	06-101-314	22.37	LIBRARY MATERIALS
	15471087	31100	55	06-101-314	21.67	LIBRARY MATERIALS
	Check Date 12/21/2007	Check Nbr	015216		Check Total:	1,192.25
08109 ANN HARDGINSKI	12202007	31100	55	06-101-300	188.88	DEPARTMENT SUPPLIES
	12212007	31100	55	06-101-316	114.94	PROGRAM SUPPLIES
	12192007	31100	55	06-101-331	5.82	MILEAGE REIMBURSEMENT
	Check Date 12/21/2007	Check Nbr	015217		Check Total:	309.64
08395 HIGHSMITH COMPANY INC	1225726001	31100	55	06-101-300	654.95	DEPARTMENT SUPPLIES
	1249469001	31100	55	06-101-316	88.88	PROGRAM SUPPLIES
	Check Date 12/21/2007	Check Nbr	015218		Check Total:	743.83
09135 INGRAM LIBRARY SERVICES	32632192	31100	55	06-101-314	133.70	LIBRARY MATERIALS
	32856802	31100	55	06-101-314	151.96	LIBRARY MATERIALS
	Check Date 12/21/2007	Check Nbr	015219		Check Total:	285.66

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11155 KITZ & PFEIL INC	1116140031	31100	55	06-101-240	5.05	REPAIRS & MAINTENANCE
	1106140105	31100	55	06-101-313	12.92	HOUSEKEEPING SUPPLIES
	Check Date 12/21/2007	Check Nbr	015220		Check Total:	17.97
12285 LEARNING SHOP	1011046353 DUP	31100	55	06-101-314	341.71	LIBRARY MATERIALS
	1011046353	31100	55	06-101-316	44.95	PROGRAM SUPPLIES
	Check Date 12/21/2007	Check Nbr	015221		Check Total:	386.66
12510 MARGE LOCH-WOUTERS	12192007	31100	55	06-101-331	98.46	MILEAGE REIMBURSEMENT
	Check Date 12/21/2007	Check Nbr	015222		Check Total:	98.46
13045 MANDERFIELD BAKERY	272196	31100	55	06-101-316	20.15	PROGRAM SUPPLIES
	277026	31100	55	06-101-316	28.40	PROGRAM SUPPLIES
	276781	31100	55	06-101-316	12.20	PROGRAM SUPPLIES
	Check Date 12/21/2007	Check Nbr	015223		Check Total:	60.75
13073 MARIS ASSOCIATES	5679	31100	55	06-101-314	992.90	LIBRARY MATERIALS
	Check Date 12/21/2007	Check Nbr	015224		Check Total:	992.90
13100 MARSHALL CAVENDISH CORP	R777267	31100	55	06-101-314	382.54	LIBRARY MATERIALS
	Check Date 12/21/2007	Check Nbr	015225		Check Total:	382.54
13345 MENARDS-APPLETON EAST	17419	31100	55	06-101-313	11.96	HOUSEKEEPING SUPPLIES
	Check Date 12/21/2007	Check Nbr	015226		Check Total:	11.96

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13610 MIDWEST TAPE	1518586	31100	55	06-101-314	137.91	LIBRARY MATERIALS
	1523042	31100	55	06-101-314	141.90	LIBRARY MATERIALS
	1527529	31100	55	06-101-314	16.99	LIBRARY MATERIALS
	1531971	31100	55	06-101-314	91.96	LIBRARY MATERIALS
	1536585	31100	55	06-101-314	19.99	LIBRARY MATERIALS
Check Date	12/21/2007	Check Nbr	015227		Check Total:	408.75
13675 MINITEX-CPP	47393	31100	55	06-101-300	128.00	DEPARTMENT SUPPLIES
	Check Date	12/21/2007	Check Nbr	015228		Check Total:
13720 MODERN BUSINESS MACHINES	26142384	31100	55	06-101-243	335.81	COPIER CONTRACT
	Check Date	12/21/2007	Check Nbr	015229		Check Total:
14060 NATIONAL ELEVATOR INSPECTION S	368153	31100	55	06-101-240	75.00	REPAIRS & MAINTENANCE
	Check Date	12/21/2007	Check Nbr	015230		Check Total:
15090 OGDEN PLUMBING & HEATING INC	53419	31100	55	06-101-240	189.00	REPAIRS & MAINTENANCE
	Check Date	12/21/2007	Check Nbr	015231		Check Total:
15210 ORIENTAL TRADING CO INC	62161450701	31100	55	06-101-316	160.46	PROGRAM SUPPLIES
	Check Date	12/21/2007	Check Nbr	015232		Check Total:

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18094 RANDOM HOUSE INC	1083987489	31100	55	06-101-314	18.00	LIBRARY MATERIALS
	1083969513	31100	55	06-101-314	438.40	LIBRARY MATERIALS
	1083969514	31100	55	06-101-314	24.00	LIBRARY MATERIALS
	1084003921	31100	55	06-101-314	64.00	LIBRARY MATERIALS
	1084012139	31100	55	06-101-314	56.00	LIBRARY MATERIALS
	1084012140	31100	55	06-101-314	30.40	LIBRARY MATERIALS
	1084072249	31100	55	06-101-314	1,977.60	LIBRARY MATERIALS
	1084059594	31100	55	06-101-314	36.00	LIBRARY MATERIALS
	1084088188	31100	55	06-101-314	112.00	LIBRARY MATERIALS
1084088189	31100	55	06-101-314	40.00	LIBRARY MATERIALS	
Check Date	12/21/2007	Check Nbr	015233	Check Total:	2,796.40	
18460 ROSEN PUBLISHING GROUP	434208	31100	55	06-101-314	503.65	LIBRARY MATERIALS
	Check Date	12/21/2007	Check Nbr	015234	Check Total:	503.65
18480 ROURKE PUBLISHING GROUP	INV054159	31100	55	06-101-314	388.90	LIBRARY MATERIALS
	Check Date	12/21/2007	Check Nbr	015235	Check Total:	388.90
19140 SCHARPF'S OFFICE PRODUCTS INC	379373	31100	55	06-101-310	102.54	OFFICE SUPPLIES
	Check Date	12/21/2007	Check Nbr	015237	Check Total:	102.54
19290 KRIS SEEFELDT	12202007	31100	55	06-101-331	24.49	MILEAGE REIMBURSEMENT
	Check Date	12/21/2007	Check Nbr	015238	Check Total:	24.49
19385 SHOWCASES	238005	31100	55	06-101-300	75.60	DEPARTMENT SUPPLIES
	Check Date	12/21/2007	Check Nbr	015239	Check Total:	75.60
20070 TECC SECURITY SYSTEMS INC	17649	31100	55	06-101-240	185.00	REPAIRS & MAINTENANCE
	Check Date	12/21/2007	Check Nbr	015240	Check Total:	185.00

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21054 UNIQUE MANAGEMENT SERVICES INC	168926	31100	46	04-171-000	304.30	COLLECTION AGENCY FEE
	<u>Check Date</u> 12/21/2007	<u>Check Nbr</u>	<u>015241</u>		<u>Check Total:</u>	304.30
23215 WIL-KIL PEST CONTROL	15261708	31100	55	06-101-240	325.92	REPAIRS & MAINTENANCE
	<u>Check Date</u> 12/21/2007	<u>Check Nbr</u>	<u>015242</u>		<u>Check Total:</u>	325.92
23229 JULIE WING	12202007	31100	55	06-101-310	26.84	OFFICE SUPPLIES
	<u>Check Date</u> 12/21/2007	<u>Check Nbr</u>	<u>015243</u>		<u>Check Total:</u>	26.84
23293 WINNEFOX LIBRARY SYSTEM	2822	31100	55	06-101-314	22.75	LIBRARY MATERIALS
	<u>Check Date</u> 12/21/2007	<u>Check Nbr</u>	<u>015244</u>		<u>Check Total:</u>	22.75
23358 WISCONSIN DEPARTMENT OF COMM	159360	31100	55	06-101-240	35.00	REPAIRS & MAINTENANCE
	<u>Check Date</u> 12/21/2007	<u>Check Nbr</u>	<u>015245</u>		<u>Check Total:</u>	35.00
23389 WISCONSIN DEPARTMENT OF REVENUE	12202007	31100	55	06-101-320	10.00	LICENSE
	<u>Check Date</u> 12/21/2007	<u>Check Nbr</u>	<u>015246</u>		<u>Check Total:</u>	10.00
Grand Total:					24,856.40	

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01210 AFFINITY OCCUPATIONAL HEALTH	215526	31100	51	02-105-215	121.50	PRE PLACEMENT EXAM
	215618	31100	51	02-105-215	20.00	ALCOHOL TEST
	Check Date 12/27/2007	Check Nbr	015247		Check Total:	141.50
01315 AIRGAS NORTH CENTRAL	105282332	31100	55	07-202-204	25.20	ACETYLENE/ARGON/OXYGEN CYL
	105243690	31731	54	10-149-300	43.47	OXYGEN CYLINDERS
	105282333	31731	54	10-149-242	51.30	ACETYLENE/ARGON CYLINDERS
	Check Date 12/27/2007	Check Nbr	015248		Check Total:	119.97
01465 ALL-SPORT TROPHY	38877	31100	55	04-221-310	93.90	ISLE OF VALOR MEMORIAL
	Check Date 12/27/2007	Check Nbr	015249		Check Total:	93.90
01850 ASSESSMENT TECHNOLOGIES LLC	1605	31100	51	04-109-214	357.50	CUSTOM PROGRAMMING
	Check Date 12/27/2007	Check Nbr	015251		Check Total:	357.50
01842 ASSOCIATED APPRAISAL	5705	31100	51	04-107-219	4,708.33	SERVICES DECEMBER
	5705	31100	51	04-107-310	159.61	POSTAGE/SUPPLIES/ENV/PHONE/FAX
	Check Date 12/27/2007	Check Nbr	015250		Check Total:	4,867.94
01876 ATLANTIC TACTICAL	SI-250072	31100	52	08-101-193	56.95	TROUSERS
	Check Date 12/27/2007	Check Nbr	015252		Check Total:	56.95
02335 BECK ELECTRIC INC	D365	31100	52	08-101-240	409.91	COMPUTER CORDS IN VEHICLES
	Check Date 12/27/2007	Check Nbr	015253		Check Total:	409.91
03225 CB SUPPLY COMPANY INC	0134731-IN	31731	54	10-149-383	13.96	OIL SEAL
	Check Date 12/27/2007	Check Nbr	015254		Check Total:	13.96

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03435 CINTAS FIRE PROTECTION	0F37004804	31100	52	05-201-240	64.40	BACK UP FUEL SOURCE/BOILER
	0F37004804	31100	52	08-101-240	96.60	BACK UP FUEL SOURCE/BOILER
	Check Date 12/27/2007	Check Nbr	015255		Check Total:	161.00
03667 CONNECTING CULTURES INTERPRETG	2232	31100	53	09-103-215	7.50	TRANSLATION/J YANG
		Check Date 12/27/2007	Check Nbr	015256	Check Total:	7.50
03817 CROSS & OBERLIE	7-1742	31100	54	10-202-291	2,109.40	PARKING PERMITS
		Check Date 12/27/2007	Check Nbr	015257	Check Total:	2,109.40
04275 DIGICORPORATION	51543	31266	54	10-307-216	445.73	REFUSE COLLECTION GUIDE
		Check Date 12/27/2007	Check Nbr	015258	Check Total:	445.73
05200 ENTERPRISE SYSTEMS GROUP	S028417-IN	31100	52	08-101-300	402.50	POLICE DVD OWI VIEWER
		Check Date 12/27/2007	Check Nbr	015259	Check Total:	402.50
05240 EVANS TITLE COMPANIES INC	650105551	31261	56	03-207-216	75.00	WILLIAMS CLOSING
	650105552	31261	56	03-207-216	75.00	PROCESS CLOSING
		Check Date 12/27/2007	Check Nbr	015260	Check Total:	150.00
06365 FORCE AMERICA INC	02081007	31731	54	10-149-383	47.71	SWITCH ROCKER
		Check Date 12/27/2007	Check Nbr	015261	Check Total:	47.71
06565 FOX VALLEY HUMANE ASSOCIATION	121507	31100	53	08-115-250	1,499.83	25 ANIMALS/NOVEMBER 2007
		Check Date 12/27/2007	Check Nbr	015262	Check Total:	1,499.83
06615 FOX VALLEY TECHNICAL COLLEGE	EC46267	31100	52	08-101-337	215.00	RADAR OPERATIONS/S STILES
		Check Date 12/27/2007	Check Nbr	015263	Check Total:	215.00

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07057 GALLS INCORPORATED	5916847800010	31100	52	08-101-193	128.83	BOOTS/SOCKS
	Check Date 12/27/2007	Check Nbr	015264		Check Total:	128.83
07580 GUNDERSON UNIFORM & LINEN RENT	1231941	31100	52	08-101-313	30.97	TOWEL/MAT SERVICE
	1231942	31100	51	10-115-201	24.53	MOP/MAT SERVICE
	1231942	31100	53	09-212-313	8.46	MOP/MAT SERVICE
	1231942	31100	55	07-202-313	3.36	MOP/MAT SERVICE
	Check Date 12/27/2007	Check Nbr	015265		Check Total:	67.32
09270 INTERNATIONAL TRANSLATORS	LC-2-17035	31100	53	09-102-215	70.00	INTERPRETING SPANISH
	LC-2-16889	31100	53	09-102-215	52.50	INTERPRETING SPANISH
	Check Date 12/27/2007	Check Nbr	015266		Check Total:	122.50
09290 INTERSTATE BATTERY OF GREEN BA	020974	31100	52	08-101-242	109.78	2 BATTERIES/POLICE
	90041834	31731	54	10-149-383	303.80	BATTERY SERVICE
	Check Date 12/27/2007	Check Nbr	015267		Check Total:	413.58
10230 JOHN'S SAW SERVICE	8122	31731	54	10-149-383	23.96	AIR FILTERS
	Check Date 12/27/2007	Check Nbr	015268		Check Total:	23.96
10242 DANA JOHNSON	122107	31100	21	04-229-000	20.00	OVERPAY PARKING TICKET 0004368
	Check Date 12/27/2007	Check Nbr	015269		Check Total:	20.00
11365 KUNDINGER FLUID POWER INC	P-65227-1	31731	54	10-149-383	86.10	SUPPLIES
	Check Date 12/27/2007	Check Nbr	015270		Check Total:	86.10
13120 MARTENSON & EISELE INC	42513	31100	54	10-134-212	2,707.25	STORM WATER UTILITY
	Check Date 12/27/2007	Check Nbr	015271		Check Total:	2,707.25

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13149 MATTHEWS COMMERCIAL TIRE CTR	023534	31731	54	10-149-382	713.76	TIRE SERVICE
	Check Date 12/27/2007	Check Nbr 015272			Check Total: 713.76	
13150 MATTHEWS TIRE & AUTO SERVICE	324540	31731	54	10-149-382	266.80	TIRES
	Check Date 12/27/2007	Check Nbr 015273			Check Total: 266.80	
13345 MENARDS-APPLETON EAST	22934	31100	55	07-202-244	1,053.50	RIVER ROCK/BARKER FARM PARK
	Check Date 12/27/2007	Check Nbr 015274			Check Total: 1,053.50	
13360 MENASHA ELECTRIC & WATER UTILI	121907	31100	12	04-399-000	18.96	TRAFFIC LIGHTS
	121907	31100	51	04-109-214	763.00	DARK FIBER
	121907	31100	51	10-115-223	1,411.88	CITY BUILDINGS
	121907	31100	51	10-115-225	218.21	CITY BUILDINGS
	121907	31100	53	09-102-214	112.50	HEALTH DEPT
	121907	31100	53	09-102-223	127.98	HEALTH DEPT
	121907	31100	53	09-102-225	35.72	HEALTH DEPT
	121907	31100	53	09-212-223	287.92	SENIOR CENTER
	121907	31100	53	09-212-225	64.93	SENIOR CENTER
	121907	31100	54	10-131-223	330.27	TRAFFIC LIGHTS
	121907	31201	54	10-301-223	27.53	LIFT STATION
	121907	31100	55	04-221-223	8.48	CURTIS REED SQUARE
	121907	31100	55	07-202-223	500.56	PARKS
	121907	31100	55	07-202-225	227.29	PARKS
	121907	31207	55	07-205-223	428.11	MARINA
	121907	31207	55	07-205-225	16.54	MARINA
	121907	31100	55	10-215-223	119.56	LIFT BRIDGES
	121907	31100	55	10-215-225	17.14	LIFT BRIDGES
	112907	31100	55	07-202-223	8.48	572 RIVERWAY
	Check Date 12/27/2007	Check Nbr 015275			Check Total: 4,725.06	

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13370 MENASHA EMPLOYEES CREDIT UNION		31100	21	04-299-020	1,784.00	
	Check Date 12/27/2007	Check Nbr	015276		Check Total:	1,784.00
13375 MENASHA EMPLOYEES LOCAL 1035		31100	21	04-299-031	200.00	
	Check Date 12/27/2007	Check Nbr	015277		Check Total:	200.00
13400 MENASHA JOINT SCHOOL DISTRICT	121707	31100	41	04-103-000	6,170.61	DEEMBER MOBILE HOME TAX
	Check Date 12/27/2007	Check Nbr	015278		Check Total:	6,170.61
13755 MORTON SAFETY	239634	31100	12	04-399-000	98.00	KLEENEX
	Check Date 12/27/2007	Check Nbr	015279		Check Total:	98.00
14155 NAUT'S LANDING	163	31100	55	07-201-338	109.83	PARK BOARD
	Check Date 12/27/2007	Check Nbr	015280		Check Total:	109.83
14205 CITY OF NEENAH TREASURER	122707	31100	52	05-201-250	234,311.00	N-M FIRE RESCUE SERVICES
	Check Date 12/27/2007	Check Nbr	015281		Check Total:	234,311.00
15080 OFFICEMAX CONTRACT INC	830709	31100	51	04-106-310	115.98	PAPER
	Check Date 12/27/2007	Check Nbr	015282		Check Total:	115.98
16025 PACKER CITY INTERNATIONAL	3273330071	31731	54	10-149-383	26.19	ARM
	3273380022	31731	54	10-149-383	192.02	STOCK SUPPLIES
	3273380064	31731	54	10-149-383	120.20	TENSIONER BELT
	Check Date 12/27/2007	Check Nbr	015283		Check Total:	338.41
16095 PARTS ASSOCIATES INC	PAI0707603	31731	54	10-149-300	271.11	PARTS
	Check Date 12/27/2007	Check Nbr	015284		Check Total:	271.11

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16300 PIGGLY WIGGLY #24	2348	31100	55	07-201-300	18.41	HAYRIDE SUPPLIES
	Check Date 12/27/2007	Check Nbr	015285		Check Total: 18.41	
16806 PRN HEALTH SERVICES INC	042763	31100	53	09-102-215	1,012.50	SCHOOL NURSE
	Check Date 12/27/2007	Check Nbr	015286		Check Total: 1,012.50	
19005 S&R COMPOST SERVICES INC	017435	31266	54	10-308-216	9,127.30	MACHINE HOURS/MOBILIZATION
	Check Date 12/27/2007	Check Nbr	015287		Check Total: 9,127.30	
19080 SAM'S CLUB	120807	31100	55	07-201-300	209.13	HAYRIDE SUPPLIES
	Check Date 12/27/2007	Check Nbr	015288		Check Total: 209.13	
19350 SHERWIN INDUSTRIES INC	SS026711	31100	54	10-124-300	681.81	MARKER GUIDES
	Check Date 12/27/2007	Check Nbr	015289		Check Total: 681.81	
19370 DR TERESA SHOBERG	122607	31100	53	09-102-215	150.00	CITY PHYSICIAN-JANUARY 2008
	Check Date 12/27/2007	Check Nbr	015290		Check Total: 150.00	
19380 SHOPKO STORES INC	51698	31100	55	07-201-300	22.49	MEMORY CARD
	Check Date 12/27/2007	Check Nbr	015291		Check Total: 22.49	
19412 LINDSAY SKOG	122007	31100	46	04-175-000	45.00	PARK CANCELLATION
	Check Date 12/27/2007	Check Nbr	015292		Check Total: 45.00	
19689 STEINERT PRINTING COMPANY	0065887-IN	31100	51	02-117-291	230.01	VOTER NUMBER PADS
	Check Date 12/27/2007	Check Nbr	015293		Check Total: 230.01	
20285 TOTER INC	KB215191	31100	54	10-304-315	5,740.35	GARBAGE BINS/LIDS
	Check Date 12/27/2007	Check Nbr	015294		Check Total: 5,740.35	

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20400 TRIUMPH ELECTRIC INC	9191	31100	52	05-201-240	455.15	INSTALL RECEPTACLES STATION 36
	Check Date 12/27/2007	Check Nbr	015295		Check Total:	455.15
21045 UNIFIRST CORPORATION	0970023778	31731	54	10-149-201	69.01	MAT/MOP/CLOTHING PROTECTION
	Check Date 12/27/2007	Check Nbr	015296		Check Total:	69.01
21054 UNIQUE MANAGEMENT SERVICES INC	168115	31100	46	04-171-000	322.20	PLACEMENTS
	Check Date 12/27/2007	Check Nbr	015297		Check Total:	322.20
21162 UNIVERSITY OF WISCONSIN-EXTENS	1037311	31100	54	10-131-332	45.00	WORK ZONE SAFETY/J CARD
	1037314	31100	54	10-131-332	45.00	WORK ZONE SAFETY/C BALCK
	1037315	31100	54	10-131-332	45.00	WORK ZONE SAFETY/T MACDONALD
	1037316	31100	54	10-131-332	45.00	WORK ZONE SAFETY/A LUKASAVAGE
	Check Date 12/27/2007	Check Nbr	015298		Check Total:	180.00
21200 UR WASHINSTUFF INC	10002	31100	52	08-101-295	-85.80	VEHICLE WASHES
	10003	31100	52	08-101-295	51.39	CAR WASHES-9
	Check Date 12/27/2007	Check Nbr	015299		Check Total:	-34.41
22120 VALLEY POPCORN CO INC	76276	31100	55	07-201-300	37.00	POPCORN
	Check Date 12/27/2007	Check Nbr	015300		Check Total:	37.00
23160 WERNER ELECTRIC SUPPLY CO	S2334328.001	31100	13	04-106-000	113.76	BULBS
	Check Date 12/27/2007	Check Nbr	015301		Check Total:	113.76
23165 WEST PAYMENT CENTER	814947082	31100	51	02-103-322	96.41	INFORMATION CHARGES
	Check Date 12/27/2007	Check Nbr	015302		Check Total:	96.41

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23215 WIL-KIL PEST CONTROL	12273208	31100	51	10-115-201	192.06	ANNUAL PREBILL	
	12273208	31100	52	08-101-240	343.38	ANNUAL PREBILL	
	12273208	31100	55	07-202-240	155.20	ANNUAL PREBILL	
Check Date		12/27/2007	Check Nbr		015303	Check Total:	690.64
23247 WINNEBAGO COUNTY CIRCUIT COURT	121307	31100	21	04-229-000	150.00	BOND	
	121307	31100	21	04-229-000	-150.00	WRONG VENDOR	
Check Date		12/27/2007	Check Nbr		015304	Check Total:	0.00
23450 WISCONSIN STATE LAB OF HYGIENE	3608828	31100	52	05-201-240	52.00	ASBESTOS TESTING	
Check Date		12/27/2007	Check Nbr		015305	Check Total:	52.00
23455 WISCONSIN SUPPORT COLLECTIONS		31100	21	04-299-015	436.31		
		31100	21	04-299-016	138.40		
Check Date		12/27/2007	Check Nbr		015306	Check Total:	574.71
26350 ZEP MANUFACTURING CO	30323754	31731	54	10-149-300	87.22	CLEANING PRODUCTS	
Check Date		12/27/2007	Check Nbr		015307	Check Total:	87.22
Grand Total:					284,708.59		

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05100 ELAN CARDMEMBER SERVICE		31100	13	04-106-000	139.86	HOME DEPOT/HOUSEKEEPING SUPPL
		31100	21	04-269-000	80.00	FOX CITIES PAC
		31100	21	04-269-000	40.00	FOX CITIES PAC
		31100	51	10-115-313	7.56	LABSAFE
		31100	52	08-101-216	-24.95	10/11 CHARGE
		31100	52	08-101-240	-159.64	HOME DEPOT
		31100	52	08-101-240	260.99	HOME DEPOT
		31100	52	08-101-295	185.31	SCREEN PROTECTORS/SQUAD LAPTOP
		31100	52	08-101-300	583.69	ARMOR HOLDINGS
		31100	52	08-101-300	64.73	ULINE SHIP SUPPLIES
		31262	52	08-101-300	57.59	GREAT GRANT/PRINTER INK
		31100	52	08-101-312	55.11	CDW GOV/DISKS & MOUSE
		31100	52	08-101-315	52.23	WALMART
		31100	52	08-101-333	267.00	HOWARD JOHNSON/MADISON
		31100	52	08-101-337	-350.00	CENTER FOR PROBLEM-ORI/MADISON
		31100	52	08-101-338	5.54	NOODLES & CO
		31100	52	08-101-338	6.42	BURGER KING
		31100	52	08-101-338	8.01	OCB
		31100	52	08-101-338	13.06	RED ROBIN
		31100	52	08-101-338	4.60	WENDYS
		31100	55	06-101-300	31.44	SHOPKO
		31100	55	06-101-300	57.63	SHOPKO
		31100	55	06-101-300	6.76	OFFICE DEPOT
		31100	55	06-101-300	26.50	PRINTER RIBBONS
		31100	55	06-101-310	119.64	DISPLAYS TO GO
		31100	55	06-101-310	35.98	OFFICE DEPOT
		31100	55	06-101-310	17.99	OFFICE DEPOT
		31100	55	06-101-314	16.01	BARNES & NOBLE
		31100	55	06-101-314	17.92	BORDERS
		31100	55	06-101-314	425.79	SCHOLASTIC BOOK FAIRS
		31100	55	06-101-316	268.32	SCHOLASTIC BOOK FAIRS
		31100	56	03-202-214	19.95	REMOTE ACCESS FOR GOVERN TECH

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	Check Date	12/28/2007	Check Nbr	015308	Check Total:	2,341.04
				Grand Total:	2,341.04	

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01053 ACCENT BUSINESS SOLUTIONS INC	208857	31100	51	10-115-243	411.95	MAINTENANCE CONTRACT
	Check Date 1/3/2008	Check Nbr	015309		Check Total: 411.95	
01180 AEROLOC	574	31100	52	05-201-240	750.00	ASBESTOS TILE REMOVAL
	Check Date 1/3/2008	Check Nbr	015310		Check Total: 750.00	
01315 AIRGAS NORTH CENTRAL	105312249	31731	54	10-149-300	20.68	NOZZLE
	105304595	31100	55	07-202-209	45.00	ANNUAL MAINTENANCE
	105304592	31100	55	07-202-209	48.50	ANNUAL MAINTENANCE
	105304593	31100	55	07-203-204	48.50	EXTINGUISHER MAINTENANCE
	105304594	31100	55	07-202-209	45.00	ANNUAL MAINTENANCE
	105304597	31100	53	07-401-240	63.45	ANNUAL MAINTENANCE
	105304596	31100	55	07-202-209	68.42	ANNUAL MAINTENANCE
	105304598	31100	55	07-202-209	48.50	TEST EXTINGUISHER
	105304599	31100	55	07-202-209	48.50	ANNUAL MAINTENANCE
	105312250	31207	55	07-205-240	63.96	ANNUAL MAINTENANCE
	105304601	31100	55	07-202-209	48.50	ANNUAL MAINTENANCE
	105304600	31100	55	07-202-209	45.00	ANNUAL MAINTENANCE
	105300807	31731	54	10-149-300	85.85	SHIELDS
	Check Date 1/3/2008	Check Nbr	015312		Check Total: 679.86	
01558 AMERICAN DENTAL ASSOCIATION	DSM0252742	31100	53	09-108-310	26.95	ADA CLAIM FORM BOND
	Check Date 1/3/2008	Check Nbr	015313		Check Total: 26.95	
01675 AMT		31100	21	04-299-022	150.00	
	Check Date 1/3/2008	Check Nbr	015314		Check Total: 150.00	
02335 BECK ELECTRIC INC	D385	31100	51	10-115-240	2,523.68	GENERATOR TRANSFORMER SWITCH
	Check Date 1/3/2008	Check Nbr	015315		Check Total: 2,523.68	

Date: Thursday, January 03, 2008
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Vendor ID / Name	Invoice Nbr	CpnyID	Acct	Subaccount	Amount	Invoice Description
02630 LARRY BONNEVILLE	122107	31100	52	08-101-191	950.00	TUITION REIMBURSEMENT
	Check Date 1/3/2008	Check Nbr	015316		Check Total:	950.00
02717 JEFFREY BRANDT	122607	31100	51	02-103-331	21.34	MILEAGE
	122607	31100	51	02-105-331	81.48	MILEAGE
	Check Date 1/3/2008	Check Nbr	015317		Check Total:	102.82
02796 BUBRICK'S	86182	31100	52	08-101-310	149.27	OFFICE SUPPLIES
	Check Date 1/3/2008	Check Nbr	015318		Check Total:	149.27
03032 THE CAD ZONE INC	23667	31100	52	08-101-315	472.00	QUICK SCENE DIAGRAM PROGRAM
	Check Date 1/3/2008	Check Nbr	015319		Check Total:	472.00
03225 CB SUPPLY COMPANY INC	0134809-IN	31100	54	10-131-300	10.10	V-BELT
	Check Date 1/3/2008	Check Nbr	015320		Check Total:	10.10
04093 DASH MEDICAL GLOVES INC	INV327915	31100	53	09-118-300	215.40	VINYL GLOVES
	Check Date 1/3/2008	Check Nbr	015321		Check Total:	215.40
04125 DAVIES WATER #1476	0019539	31100	54	10-131-300	90.40	PVC SWR SS STRP
	0018703	31100	54	10-134-300	680.00	GRATES
	Check Date 1/3/2008	Check Nbr	015322		Check Total:	770.40
17128 DENISE QUICK	122107	31100	51	10-115-331	24.74	MILEAGE
	Check Date 1/3/2008	Check Nbr	015345		Check Total:	24.74
04275 DIGICORPORATION	51668	31100	13	04-113-000	-6.58	CITY ATTORNEY
	51668	31100	51	02-103-291	50.58	CITY ATTORNEY
	Check Date 1/3/2008	Check Nbr	015323		Check Total:	44.00

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Vendor ID / Name	Invoice Nbr	CpnyID	Acct	Subaccount	Amount	Invoice Description
05240 EVANS TITLE COMPANIES INC	925-650109731	31261	56	03-207-216	80.00	BETHANY PARKER CLOSING
	925-650109382	31261	56	03-207-216	80.00	JILL M ROSS CLOSING
	Check Date 1/3/2008	Check Nbr	015324		Check Total:	160.00
07055 GALL'S INC	5916847800028	31100	52	08-101-193	49.13	SWEATER
		Check Date 1/3/2008	Check Nbr	015325	Check Total:	49.13
07250 GMN CONSULTING LLC	3264	31100	51	04-109-214	806.40	IT VACATION COVERAGE
		Check Date 1/3/2008	Check Nbr	015326	Check Total:	806.40
07547 GARY GRIMM & ASSOCIATES	120707	31100	53	09-212-322	29.95	A NEW DAY BOOK RENEWAL
		Check Date 1/3/2008	Check Nbr	015327	Check Total:	29.95
11042 PAM KAUL	010208	31201	54	10-301-212	675.00	REIMBURSE SUMP PUMP/PIT
		Check Date 1/3/2008	Check Nbr	015329	Check Total:	675.00
12092 LAKE PARK VILLAS HOMEOWNERS	123007	31100	54	10-143-223	34.74	
	123007	31482	55	07-202-223	263.12	
	123007	31482	56	03-501-211	991.80	
	123007	31482	56	03-501-216	150.00	
	123007	31482	56	03-501-513	454.14	
		Check Date 1/3/2008	Check Nbr	015330	Check Total:	1,893.80
09010 LOGIN/IACP NET	9063	31100	52	08-101-221	800.00	ANNUAL FEE
		Check Date 1/3/2008	Check Nbr	015328	Check Total:	800.00
13030 MAGIC CARPET JANITORIAL	49	31100	52	05-201-240	200.00	TILE FLOOR/NMFD
		Check Date 1/3/2008	Check Nbr	015331	Check Total:	200.00

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Vendor ID / Name	Invoice Nbr	CpnyID	Acct	Subaccount	Amount	Invoice Description
13043 MANAWA TELEPHONE CO	010108	31100	51	04-109-221	39.95	JANUARY 2008
	Check Date 1/3/2008	Check Nbr 015332			Check Total: 39.95	
13149 MATTHEWS COMMERCIAL TIRE CTR	023614	31731	54	10-149-382	713.76	TIRE SERVICE
	023605	31731	54	10-149-382	31.00	FLAT REPAIR
	Check Date 1/3/2008	Check Nbr 015333			Check Total: 744.76	
13150 MATTHEWS TIRE & AUTO SERVICE	325084	31731	54	10-149-382	335.76	TIRES
	Check Date 1/3/2008	Check Nbr 015334			Check Total: 335.76	
13345 MENARDS-APPLETON EAST	23681	31100	55	07-202-300	27.08	CHRISTMAS LIGHTS
	Check Date 1/3/2008	Check Nbr 015335			Check Total: 27.08	
13360 MENASHA ELECTRIC & WATER UTILI	120807	31100	54	10-143-223	15,362.02	STREET LIGHTING
	122007	31100	12	04-399-000	6.70	RACINE/9TH
	122007	31100	54	10-131-223	205.07	TRAFFIC LIGHTS
	122007	31201	54	10-301-223	49.47	LIFT STATIONS
	122007	31100	55	07-202-223	496.72	PARKS
	122007	31100	55	07-202-223	13.66	PARKS
	122007	31100	55	07-202-225	157.55	PARKS
	Check Date 1/3/2008	Check Nbr 015336			Check Total: 16,291.19	
13370 MENASHA EMPLOYEES CREDIT UNION		31100	21	04-299-020	1,784.00	
		31100	21	04-299-020	18,832.00	
	Check Date 1/3/2008	Check Nbr 015337			Check Total: 20,616.00	
13375 MENASHA EMPLOYEES LOCAL 1035		31100	21	04-299-031	225.00	
	Check Date 1/3/2008	Check Nbr 015338			Check Total: 225.00	

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Vendor ID / Name	Invoice Nbr	CpnyID	Acct	Subaccount	Amount	Invoice Description
13377 MENASHA EMPLOYEES LOCAL 1035B		31100	21	04-299-032	265.20	
	Check Date 1/3/2008	Check Nbr	015339		Check Total:	265.20
14010 N&M AUTO SUPPLY	198566	31731	54	10-149-383	135.92	VELOCITY DRIVE AXLE/DEPOSIT
	198529	31731	54	10-149-383	9.45	AIR FILTER
	197588	31731	54	10-149-383	24.00	FUEL FILTER STOCK
	197991	31731	54	10-149-383	31.99	BAT CHGR
	197906	31731	54	10-149-383	31.69	SERP BLT
	197533	31731	54	10-149-383	31.11	SERP BLT
	Check Date 1/3/2008	Check Nbr	015340		Check Total:	264.16
14220 NEENAH-MENASHA SEWERAGE COMM	2007-215	31201	54	10-301-211	307.50	FOX RIVER CLEANUP REIMBURSE
	2007-217	31201	54	10-301-211	1,543.50	FOX RIVER CLEANUP REIMBURSE
	2008-002	31201	54	10-302-250	44,072.18	WASTEWATER TREATMENT BILL
	2008-008	31201	54	10-302-250	14,061.00	JAN BOND ISSUE/DEBT CHARGES
	Check Date 1/3/2008	Check Nbr	015341		Check Total:	59,984.18
14270 NETWORK HEALTH PLAN	00357325	31100	21	04-619-003	111,271.67	EMPLOYEES
	00357325	31100	21	04-650-000	9,547.29	RETIREEES/COBRA
	Check Date 1/3/2008	Check Nbr	015342		Check Total:	120,818.96
16025 PACKER CITY INTERNATIONAL	3273400009	31731	54	10-149-383	6.74	LAMP
	3273390022	31731	54	10-149-383	47.06	RADIO
	Check Date 1/3/2008	Check Nbr	015343		Check Total:	53.80
16806 PRN HEALTH SERVICES INC	042864	31100	53	09-102-215	1,302.34	SCHOOL NURSE
	Check Date 1/3/2008	Check Nbr	015344		Check Total:	1,302.34
19067 SAGEM MORPHO INC	614412	31100	52	08-101-241	346.50	MAINTENANCE
	Check Date 1/3/2008	Check Nbr	015346		Check Total:	346.50

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Vendor ID / Name	Invoice Nbr	CpnyID	Acct	Subaccount	Amount	Invoice Description
19185 SCHMIDT ENGINEERING & EQUIPMEN	127678	31100	54	10-124-300	955.97	HOLE SHOCK
	Check Date 1/3/2008	Check Nbr 015347			Check Total: 955.97	
19380 SHOPKO STORES INC	51704	31827	53	09-212-300	16.77	CHRISTMAS BANQUET SUPPLIES
	Check Date 1/3/2008	Check Nbr 015348			Check Total: 16.77	
19713 SCOTT STILES	121307	31100	52	08-101-338	25.11	MEAL REIMBURSEMENT
	Check Date 1/3/2008	Check Nbr 015349			Check Total: 25.11	
20045 BARB TAYLOR	121207	31100	53	09-212-331	19.40	MILEAGE REIMBURSE
	Check Date 1/3/2008	Check Nbr 015350			Check Total: 19.40	
20075 TEL/COM	10066497	31100	51	04-109-221	8.95	IS
	10066497	31100	51	10-115-221	8.95	CITY HALL
	10066497	31100	55	06-101-221	8.95	LIBRARY
	10066418	31262	52	08-101-221	253.50	VICTIM CRISIS
	Check Date 1/3/2008	Check Nbr 015351			Check Total: 280.35	
21045 UNIFIRST CORPORATION	0970024161	31731	54	10-149-201	69.01	MAT/MOP/CLOTHING PROTECTION
	Check Date 1/3/2008	Check Nbr 015352			Check Total: 69.01	
21095 UNITED WAY FOX CITIES		31100	21	04-299-021	92.75	
	Check Date 1/3/2008	Check Nbr 015353			Check Total: 92.75	

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Vendor ID / Name	Invoice Nbr	CpnyID	Acct	Subaccount	Amount	Invoice Description
21205 US CELLULAR	200267787-046	31100	51	01-102-221	40.91	LAUX
	200267787-046	31100	51	02-103-221	39.35	BRANDT
	200267787-046	31100	51	04-106-221	10.44	STOFFEL
	200267787-046	31100	51	04-109-221	227.92	JAMES/LACEY
	200267787-046	31100	51	10-115-221	39.35	ALIX
	200267787-046	31100	52	08-101-221	527.26	POLICE
	200267787-046	31100	53	09-103-221	47.16	DREW
	200267787-046	31100	53	09-119-221	122.66	NETT/HEALTH
	200267787-046	31100	54	10-111-221	139.00	RADTKE/DPW
	200267787-046	31731	54	10-149-221	67.09	JACOBSON/NIELAND
	200267787-046	31201	54	10-301-221	10.58	CONFINED SPACE
	200267787-046	31100	55	07-201-221	55.80	TUNGATE
	200267787-046	31100	55	07-202-221	141.80	HUSS/PARK
	200267787-046	31100	56	03-202-221	66.86	KEIL/BECKENDORF
Check Date	1/3/2008	Check Nbr	015354	Check Total:	1,536.18	
23152 WE ENERGIES	122007	31100	54	10-143-223	1,864.02	STREET LIGHTS
	Check Date	1/3/2008	Check Nbr	015355	Check Total:	1,864.02
23250 WINNEBAGO COUNTY CLERK OF COUR	010208	31100	21	04-229-000	150.00	BOND
	010208	31100	21	04-229-000	150.00	CHRIS KONETZKE
	010208	31100	21	04-229-000	150.00	CHRISTOPHER SALAZAR
	010208	31100	21	04-229-000	150.00	JASON S JOHNSON
Check Date	1/3/2008	Check Nbr	015356	Check Total:	600.00	
23275 WINNEBAGO COUNTY TREASURER	DECEMBER	31310	57	04-101-610	1,645.56	IND DEV PROJ/PRINCIPAL
	DECEMBER	31310	57	04-201-620	504.44	IND DEV PROJ/INTEREST
Check Date	1/3/2008	Check Nbr	015357	Check Total:	2,150.00	
23310 WISCONSIN ALLIANCE OF CITIES	010108	31100	51	01-102-320	3,161.00	2008 MEMBERSHIP DUES
Check Date	1/3/2008	Check Nbr	015358	Check Total:	3,161.00	

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Vendor ID / Name	Invoice Nbr	CpnyID	Acct	Subaccount	Amount	Invoice Description
23330 WISCONSIN CHIEFS OF POLICE	010108	31100	52	08-101-320	100.00	MEMBERSHIP DUES
	Check Date 1/3/2008	Check Nbr 015359			Check Total: 100.00	
23389 WISCONSIN DEPARTMENT OF REVENUE	010108	31100	51	04-107-250	6,664.12	2007 ASSESS FEE MANUFACTURING
	Check Date 1/3/2008	Check Nbr 015360			Check Total: 6,664.12	
23395 WISCONSIN DEPARTMENT OF TRANSP	L49274	31100	54	10-111-212	3,245.96	STATE PROJECT COSTS
	L49275	31100	54	10-111-212	3,303.17	STATE PROJECT COSTS
	L49276	31100	54	10-121-822	851.04	NINTH/APPLETON RD/STATE PROJ
	Check Date 1/3/2008	Check Nbr 015361			Check Total: 7,400.17	
23455 WISCONSIN SUPPORT COLLECTIONS		31100	21	04-299-015	436.31	
		31100	21	04-299-016	138.40	
		31100	21	04-299-015	894.60	
	Check Date 1/3/2008	Check Nbr 015362			Check Total: 1,469.31	
Grand Total:					259,614.49	

Proposed Close Air Support Operations in Cities
Underlying the Volk Field Airspace Complex

- Volk Field has identified training shortfalls based on the statements of personnel returning from Operations Enduring and Iraqi Freedom
 - The Airspace Complex managed by the Volk Field Combat Readiness Training Center is adequate for most types of training except for that within large urban areas
 - Tactical Air Force operations in both Afghanistan and Iraq focus on supporting ground combat troops through Close Air Support (CAS) and Time Sensitive Targeting (TST), which routinely occur in urban areas
 - Urban Environments under the low altitude portions of the Volk Field Airspace complex are not large or dense enough to provide adequate venues to support the realistic training required to prepare troops for this demanding mission
- The Wisconsin Air National Guard would like to begin limited CAS and TST operations in your city, which underlies existing military Special Use Airspace
 - Operations would consist of Joint Terminal Attack Controllers (JTACS) on the ground working within the confines of the towns and talking to aircraft orbiting overhead; end results are dry attacks against select “targets” in these areas
 - Actual Impact:
 - Expected use: 10-15 days per year, 3-4 hrs per day
 - 1-2 military vehicles per period of use
 - Participants must comply with all local, state, & fed laws
 - Aircraft will remain above 18,000’ in existing military airspace with a very limited noise impact
- Conduct of Urban CAS operations in areas currently used requires the following pre-coordination:
 - Letter sent to local & regional Law Enforcement agencies detailing operational dates/times
 - JTACs carry a letter explaining what they are doing; letter includes local Volk Field POC information
 - News releases are sent for larger exercises (Northern Lightning, CASEX’s, etc.)

Concerns:

- Will activities in areas that don’t traditionally see military on the ground be an issue?
(Equal potential for a positive message)
- What coordination or mitigation is required?
- Other concerns or issues?

Contact Info: LTC Tim Donovan, 608-242-3050 or tim.donovan@wi.ngb.army.mil

An aerial photograph of an airport terminal and taxiway. The terminal is a long, rectangular building with a series of gates. A taxiway runs alongside the terminal, with several aircraft parked in a row. The surrounding area includes parking lots, roads, and some buildings. The text is overlaid on the image.

Urban CAS Airspace CONOPs

The Requirement

The Proposal

Mitigation / Coordination

Issues / Concerns

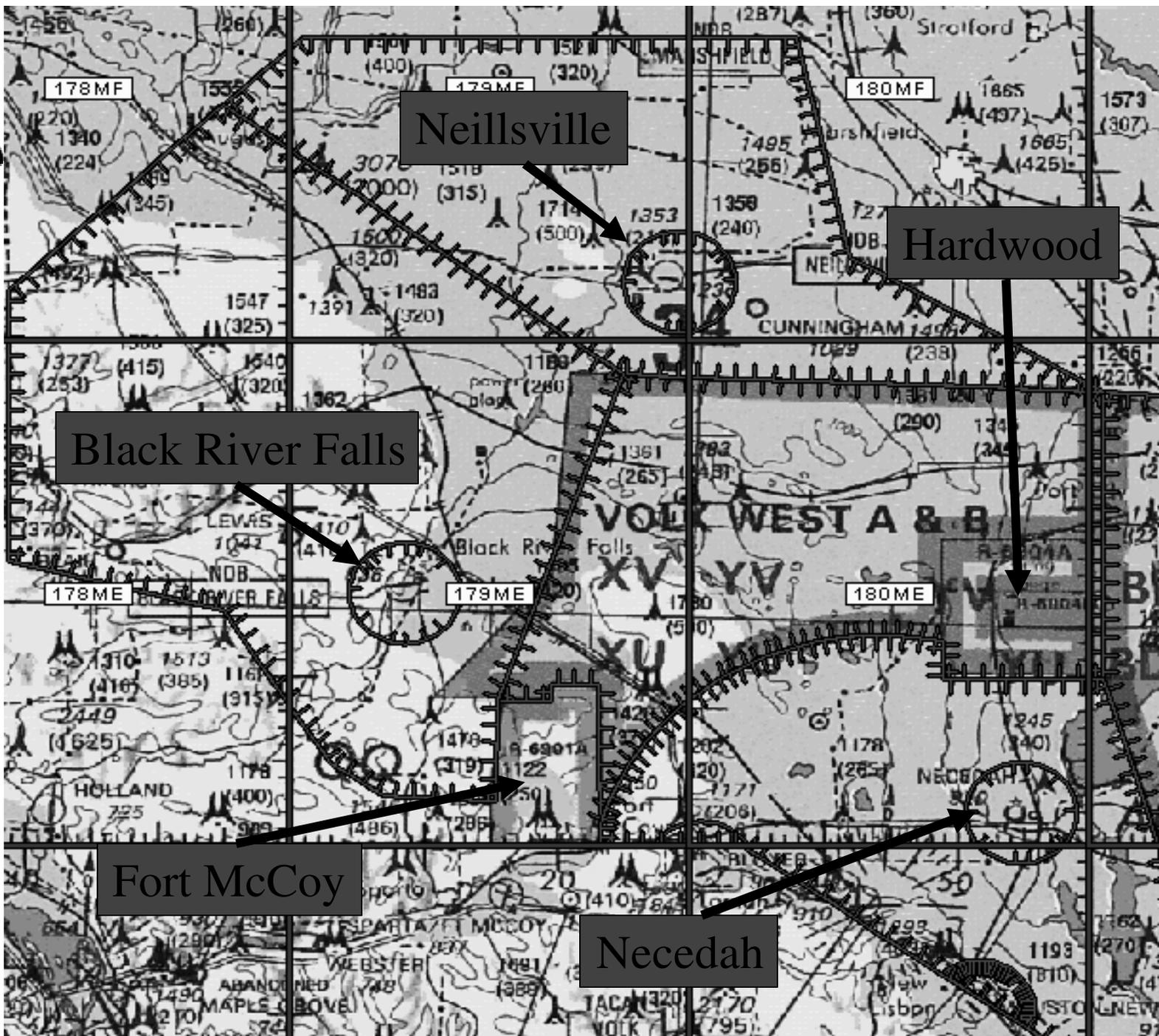


The Requirement (1 of 2)

- High density urban Close Air Support (CAS) training continues to be a critical requirement for Iraq and Afghanistan deployment preparation
- Realistic urban densities can't be achieved on local ranges (Hardwood or Fort McCoy)
- Current solution has been to conduct CAS operations in towns underlying the western portion of the Volk Field Airspace Complex (VFAC) with an emphasis in and around Black River Falls, Necedah, and Neillsville



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The Requirement (2 of 2)

- Operations consist of Joint Terminal Attack Controllers (JTACS) on the ground working within the confines of the towns and talking to aircraft orbiting overhead; end results are dry attacks against select “targets” in these areas
- Current solution doesn’t provide a level of urban density required for “graduate level” events
- Continuous use of operational areas has led to noise complaints with a few being chronic
- Local units are becoming too familiar with these areas, reducing training benefits even further

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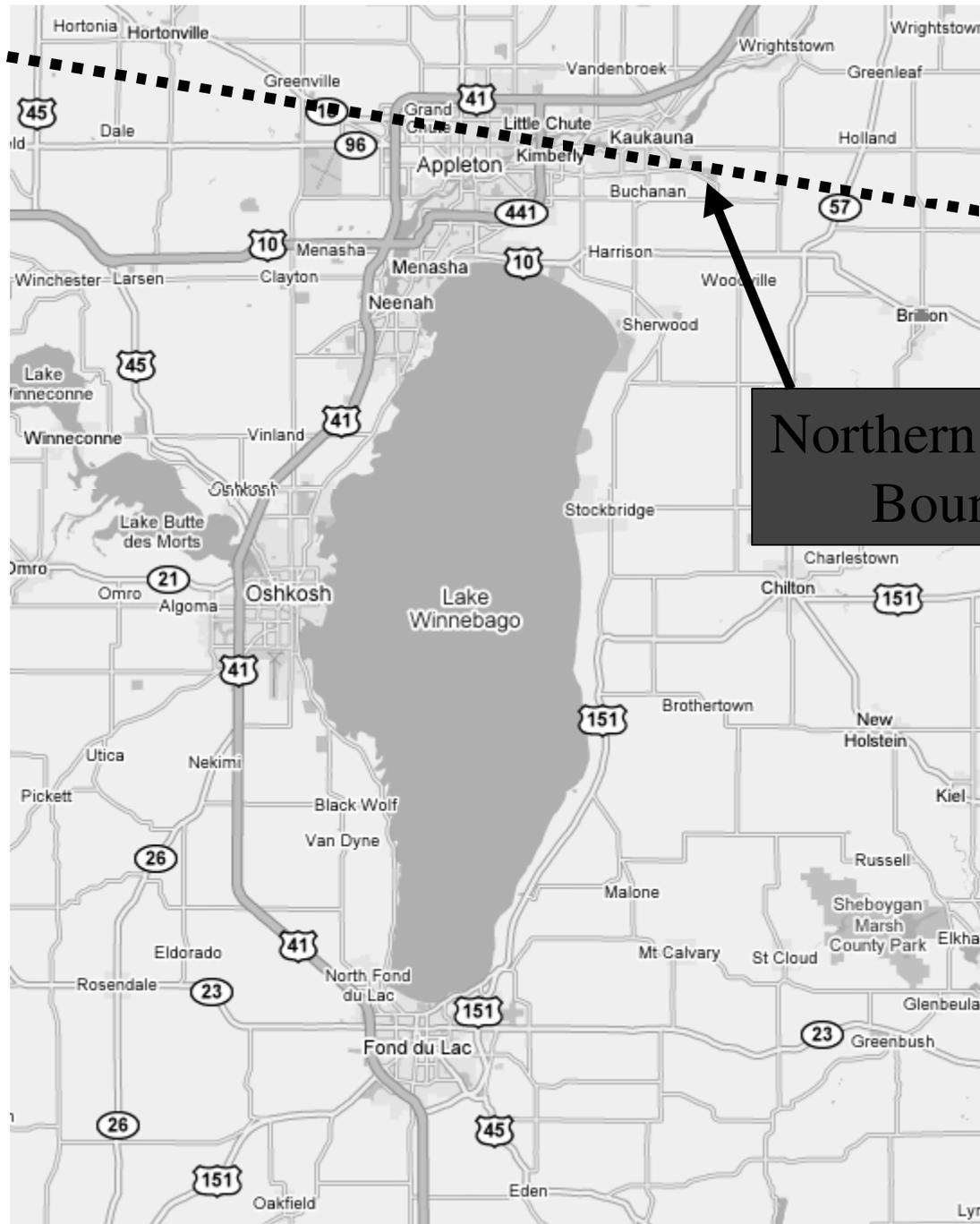
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The Proposal

- Coordinate to allow Urban CAS training in a more dense urban environments underlying existing medium altitude airspace (Air Traffic Controlled Assigned Airspace--ATCAAs)
 - ATCAAs are 18,000'MSL and above
 - Targeting Pods and Joint Direct Attack Munition (JDAM) procedures allow effective training to take place even at this altitude
 - Actual Impact:
 - Expected use: 10-15 days per year, 3-4 hrs per day
 - 1-2 HMVEE's per period of use
 - Participants must comply with all local, state, & fed laws



Northern Airspace
Boundary



Mitigation / Coordination

- JTAC activities on the ground can raise questions in the towns utilized for this training
- Conduct of Urban CAS operations in current areas requires the following pre-coordination:
 - Letter sent to local and regional Law Enforcement agencies detailing the dates / times of operations
 - JTACs carry a letter explaining what they are doing; letter includes local Volk Field POC information
 - News releases sent for larger exercises (Northern Lightning, CASEX's, etc.)



Concerns

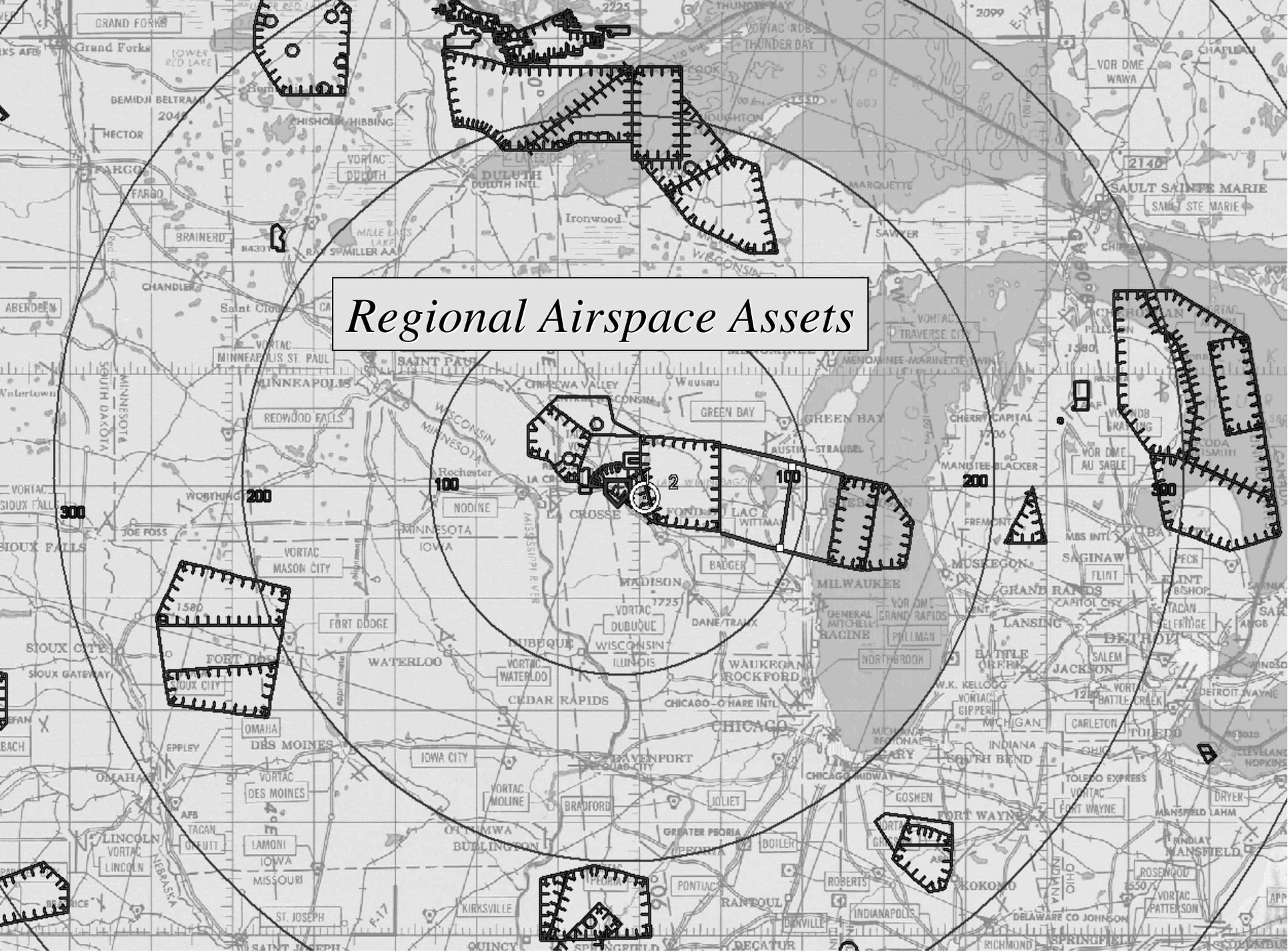
- Will activities in areas that don't traditionally see military on the ground be an issue? (equal potential for a positive message)
- What coordination or mitigation is required?
 - Contact Police Chief?
 - Press Release prior to use?
- Other concerns or issues?

Questions?



Training America's Finest

Regional Airspace Assets



GRANT AGREEMENT

Between

WINNEBAGO COUNTY

and

CITY OF MENASHA

for

Menasha Senior Center Supervisor

This GRANT AGREEMENT is made and entered into this 1st day of January, 2008 by and between WINNEBAGO COUNTY, hereinafter referred to as "**COUNTY**," and CITY OF MENASHA, 140 MAIN STREET, MENASHA, WI 54952, Menasha Senior Center Supervisor hereinafter referred to as "**GRANTEE**", for the period from **January 1, 2008 through December 31, 2008**.

WITNESSETH:

WHEREAS, the **COUNTY** has applied for financial assistance to the Wisconsin Bureau of Aging and Disability Resources; and

WHEREAS, the **COUNTY** has provided monies for development of programs to older adults; and

WHEREAS, Winnebago County desires to provide financial assistance to **GRANTEE** in carrying out a service to older adults in Winnebago County;

NOW, THEREFORE, in consideration of the mutual promises and covenants of the parties hereto, it is agreed as follows:

SECTION I: RESPONSIBILITIES OF GRANTEE

- A. **GRANTEE** agrees to use monies provided through this GRANT AGREEMENT to undertake the aforementioned service program to older adults identified by name and generally as described in the Winnebago County's Plan for Services to the Elderly 2007-2008, which is hereby incorporated by reference into this GRANT AGREEMENT.
- B. **GRANTEE** agrees to obtain prior approval from the COUNTY if funds covered under this GRANT AGREEMENT are to be used for purposes other than those described in Section III of the aforementioned Plan and Budget.
- C. **GRANTEE** shall adhere to Assurances of Compliance with Federal and State Regulations as described in Section IV of the aforementioned Plan and Budget.

SECTION II: BUDGET & PAYMENT PROCEDURES

- A. **COUNTY** agrees to provide the **GRANTEE** with funding as follows:

\$15,120.00 Total

- B. **GRANTEE** agrees to provide at least the minimum matching share as follows:

\$0.00 In Kind Match and/or Cash Match

The term "In-Kind Match" shall have a meaning as defined in the Wisconsin Aging Network Policies and Procedures Manual. Cash and In-Kind Match shall be applied toward the cost of Older Adult program(s) funded through this GRANT AGREEMENT. Insufficient match by **GRANTEE** may reduce the Federal and/or State funded amount.

- C. **GRANTEE** agrees to provide to **COUNTY** monthly fiscal reports **within ten (10) working days** of the end of each calendar month and to complete other reports as requested by **COUNTY**. **COUNTY** shall reimburse **GRANTEE** within ten (10) days of the report due date with payment based upon actual expenses reported by **GRANTEE**. **GRANTEE** agrees to submit a final year-end report, if applicable, by February 18, 2008.
- D. **GRANTEE** may in no case obligate Federal, State, or County monies provided through this grant agreement beyond December 31, 2008. Obligated funds not actually expended by **GRANTEE** must be returned to the **COUNTY** within thirty (30) days.
- E. **GRANTEE** shall in accordance with the Department of Treasury Internal Revenue Service Tax Equity and Fiscal Responsibility Act of 1982 submit to the **COUNTY** the **GRANTEE'S** Taxpayer Identification Number and Certification by completing and signing the Form W-9 attached hereto. **COUNTY** will comply with the reporting provisions assigned by federal and state tax laws.

SECTION III: AUDIT AND RECORD DISCLOSURES

- A. **GRANTEE** shall maintain financial and accounting records, supporting documents, reports, and other materials pertinent to this GRANT AGREEMENT in accordance with the Wisconsin Department of Health & Family Services Allowable Cost Policies Manual and shall retain such records and supporting documentation for a period of at least three years from the date of termination of this GRANT AGREEMENT.
- B. **GRANTEE** shall, upon request, allow representatives of the Federal Administration of Aging, Bay Area Agency on Aging, State of Wisconsin and/or **COUNTY** to have access to such records as may be necessary to confirm compliance with the specifications of this GRANT AGREEMENT.
- C. **GRANTEE** shall submit to **COUNTY** a certified annual financial and compliance audit report completed in accordance with the Department of Health & Family Services GRANTEE Agency Audit Guide and (for governmental agencies) the Federal Government Office of Management and Budget OMB Circular A-128 or (for non-governmental agencies) the Federal Government Office of Management and Budget OMB Circular A-133, if required by amount of funding.

- D. **GRANTEE** shall submit to **COUNTY** complete copies of all management and internal control reports/letters prepared by the auditor. Copies of **GRANTEE'S** response to the reports/letters shall be submitted to **COUNTY**. These documents shall be submitted to the **COUNTY** within 30 days of receipt and/or completion by **GRANTEE**.
- E. In the event that the **COUNTY** determines that amounts are owed to it by the **GRANTEE** subsequent to receiving the audit report, **COUNTY** is hereby authorized to deduct such sums from any funds approved for payment by **COUNTY** to **GRANTEE**.

SECTION IV: HOLD HARMLESS

- A. **GRANTEE** agrees that it will at all times during the existence of this GRANT AGREEMENT indemnify and hold harmless **COUNTY** against any and all losses, damages and costs or expenses which **COUNTY** may sustain, incur or be required to pay as a result of **GRANTEE'S** acts or omissions in relationship to this GRANT AGREEMENT or in relationship to providing care or services pursuant to this GRANT AGREEMENT.
- B. In no event shall the making of any payment required by this agreement constitute or be construed as a waiver by the **COUNTY** of any breach of the covenants of this agreement or a waiver of any default of the **GRANTEE** and the making of any such payment by the **COUNTY** while any such default or breach shall exist shall in no way impair or prejudice the right of the **COUNTY** with respect to recovery of damages or other remedy as a result of such breach or default.
- C. **GRANTEE is Independent Contractor - GRANTEE** shall be treated as an independent contractor and its employee(s) shall not be considered to be an employee(s) of the **COUNTY**, Winnebago County, or its Human Services Department. **COUNTY** will not pay or withhold federal, state, or local income tax or other payroll tax of any kind on behalf of **GRANTEE** or its employees. **GRANTEE** is not eligible for, nor entitled to, and shall not participate in any of **COUNTY'S** pension, health, or other benefit plans. **GRANTEE** is responsible for the payment of all required payroll taxes, whether federal, state, or local in nature, including, but not limited to income taxes, Social Security taxes, Federal Unemployment Compensation taxes, and any other fees, charges, licenses, or payments required by law. **GRANTEE** shall indemnify **COUNTY** and hold it harmless against any fines, damages, assessments, or attorney fees in the event that the **GRANTEE**, Grantee's employees or their agents challenge this clause in a court of law and/or before any administrative agency or arbitrator for any reason.

SECTION V: AFFIRMATIVE ACTION/CIVIL RIGHTS COMPLIANCE

- A. **GRANTEE** employs fewer than twenty-five (25) employees or has a total grant dollar amount of \$25,000 or less throughout this period and shall submit a Civil Rights Compliance Plan when **GRANTEE** exceeds twenty-five (25) employees or \$25,000.
- B. In connection with the performance of work or the rendering of any services under this GRANT AGREEMENT, the **GRANTEE** agrees not to discriminate against any properly qualified employee, applicant for employment, or client because of any status protected pursuant to s.111.321, Wisconsin Statutes, or developmental disability as defined in s. 51.05 (5), Wisconsin Statutes. This provision shall include, but not be limited to, the following: employment, upgrading, demotion or transfer; recruitment or recruitment advertising; layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship.

1. **GRANTEE** agrees to post the Equal Opportunity Policy, the name of the Equal Opportunity Coordinator and the discrimination complaint process in conspicuous places available to applicants and clients of services, and applicants for employment and employees. The complaint process will be made available in languages and formats understandable to applicants, clients, and employees.
2. The **GRANTEE** agrees that through its normal selection of staff, it shall make an effort to employ staff with special language skills or find persons who are available within a reasonable time and who can communicate with non-English speaking clients; train staff in human relations techniques and sensitivity to cultural patterns; and making the programs and facilities accessible, as appropriate, through outstations, authorized representatives adjusted work hours, ramps, doorways, elevators, or ground floor rooms.

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- A. Failure to comply with any part of this GRANT AGREEMENT may be considered cause for revision or termination.
- B. **GRANTEE** shall return any grant funds to **COUNTY** not used for the intended purpose stated in this GRANT AGREEMENT.
- C. Revision of this GRANT AGREEMENT must be agreed to by **COUNTY** and **GRANTEE** by an addendum signed by the authorized representatives of both parties.
- D. **GRANTEE** shall notify **COUNTY** whenever it is unable to provide the required quality or quantity of services. Upon such notification, **COUNTY** and **GRANTEE** shall determine whether such inability will require a revision or cancellation of this GRANT AGREEMENT.
- E. If **COUNTY** finds it necessary to terminate the GRANT AGREEMENT prior to the GRANT AGREEMENT expiration date for reasons other than non-performance by the **GRANTEE**, actual cost incurred by the **GRANTEE** may be reimbursed for an amount determined by mutual agreement of both parties.
- F. This GRANT AGREEMENT can be terminated by 30-day written notice by either party.

SECTION VII: CONDITIONS OF THE PARTIES OBLIGATIONS

- A. This GRANT AGREEMENT is contingent upon authorization of Wisconsin and United States laws and any material amendment or repeal of the same affecting relevant funding or authority of the **COUNTY** shall serve to terminate this GRANT AGREEMENT, except as further agreed to by the parties hereto.
- B. Nothing contained in this GRANT AGREEMENT shall be construed to supersede the lawful powers or duties of either party.
- C. It is understood and agreed that the entire GRANT AGREEMENT between the parties is contained herein, and that this GRANT AGREEMENT supersedes all oral agreements and negotiations between the parties relating to the subject matter thereof.

D. **GRANTEE** shall comply with Wisconsin Administrative Code Chapters DHFS 12 and 13 and any related statutes in relationship to all persons employed or contracted with by **GRANTEE** to provide any services pursuant to this GRANT AGREEMENT and shall provide **COUNTY** with appropriate proof as to said compliance.

SECTION VIII: GRANTEE'S LEGAL STATUS

GRANTEE warrants that it has complied with all necessary requirements to do business in the State of Wisconsin, and that the persons executing this agreement on its behalf are authorized to do so. **GRANTEE** shall notify **COUNTY** immediately, in writing, of any change in address or **GRANTEE'S** legal status.

SECTION IX: AUTHORIZATION

COUNTY enters into this GRANT AGREEMENT pursuant to and by authority of the Winnebago County Commission on Aging and Winnebago County Board of Supervisors. **GRANTEE** enters into this GRANT AGREEMENT pursuant to and by authority of its Board of Directors, City Council, or other governing body, which has legal authority to enter into contractual agreements.

GRANTEE

WINNEBAGO COUNTY by its DEPARTMENT OF HUMAN SERVICES (COUNTY)

Signed by:

Signed by:

_____ **Winnebago County Executive** **Date**

Date

Signed by:

Approved as to form

_____ **Winnebago County Clerk** **Date**

JSB 12/20/07

Jeffrey S. Brandt, City Attorney

GRANT AGREEMENT

Between

WINNEBAGO COUNTY

and

CITY OF MENASHA

for

Menasha Senior Center Activity Coordinator

This GRANT AGREEMENT is made and entered into this 1st day of January, 2008 by and between WINNEBAGO COUNTY, hereinafter referred to as "**COUNTY**," and CITY OF MENASHA, 140 MAIN STREET, MENASHA, WI 54952, Menasha Senior Center Activity Coordinator hereinafter referred to as "**GRANTEE**", for the period from **January 1, 2008 through December 31, 2008**.

WITNESSETH:

WHEREAS, the **COUNTY** has applied for financial assistance to the Wisconsin Bureau of Aging and Disability Resources; and

WHEREAS, the **COUNTY** has provided monies for development of programs to older adults; and

WHEREAS, Winnebago County desires to provide financial assistance to **GRANTEE** in carrying out a service to older adults in Winnebago County;

NOW, THEREFORE, in consideration of the mutual promises and covenants of the parties hereto, it is agreed as follows:

SECTION I: RESPONSIBILITIES OF GRANTEE

- A. **GRANTEE** agrees to use monies provided through this GRANT AGREEMENT to undertake the aforementioned service program to older adults identified by name and generally as described in the Winnebago County's Plan for Services to the Elderly 2007-2008, which is hereby incorporated by reference into this GRANT AGREEMENT.
- B. **GRANTEE** agrees to obtain prior approval from the COUNTY if funds covered under this GRANT AGREEMENT are to be used for purposes other than those described in Section III of the aforementioned Plan and Budget.
- C. **GRANTEE** shall adhere to Assurances of Compliance with Federal and State Regulations as described in Section IV of the aforementioned Plan and Budget.

SECTION II: BUDGET & PAYMENT PROCEDURES

- A. **COUNTY** agrees to provide the **GRANTEE** with funding as follows:

\$9,921.00 Total

- B. **GRANTEE** agrees to provide at least the minimum matching share as follows:

\$0.00 In Kind Match and/or Cash Match

The term "In-Kind Match" shall have a meaning as defined in the Wisconsin Aging Network Policies and Procedures Manual. Cash and In-Kind Match shall be applied toward the cost of Older Adult program(s) funded through this GRANT AGREEMENT. Insufficient match by **GRANTEE** may reduce the Federal and/or State funded amount.

- C. **GRANTEE** agrees to provide to **COUNTY** monthly fiscal reports **within ten (10) working days** of the end of each calendar month and to complete other reports as requested by **COUNTY**. **COUNTY** shall reimburse **GRANTEE** within ten (10) days of the report due date with payment based upon actual expenses reported by **GRANTEE**. **GRANTEE** agrees to submit a final year-end report, if applicable, by February 18, 2008.
- D. **GRANTEE** may in no case obligate Federal, State, or County monies provided through this grant agreement beyond December 31, 2008. Obligated funds not actually expended by **GRANTEE** must be returned to the **COUNTY** within thirty (30) days.
- E. **GRANTEE** shall in accordance with the Department of Treasury Internal Revenue Service Tax Equity and Fiscal Responsibility Act of 1982 submit to the **COUNTY** the **GRANTEE'S** Taxpayer Identification Number and Certification by completing and signing the Form W-9 attached hereto. **COUNTY** will comply with the reporting provisions assigned by federal and state tax laws.

SECTION III: AUDIT AND RECORD DISCLOSURES

- A. **GRANTEE** shall maintain financial and accounting records, supporting documents, reports, and other materials pertinent to this GRANT AGREEMENT in accordance with the Wisconsin Department of Health & Family Services Allowable Cost Policies Manual and shall retain such records and supporting documentation for a period of at least three years from the date of termination of this GRANT AGREEMENT.
- B. **GRANTEE** shall, upon request, allow representatives of the Federal Administration of Aging, Bay Area Agency on Aging, State of Wisconsin and/or **COUNTY** to have access to such records as may be necessary to confirm compliance with the specifications of this GRANT AGREEMENT.
- C. **GRANTEE** shall submit to **COUNTY** a certified annual financial and compliance audit report completed in accordance with the Department of Health & Family Services GRANTEE Agency Audit Guide and (for governmental agencies) the Federal Government Office of Management and Budget OMB Circular A-128 or (for non-governmental agencies) the Federal Government Office of Management and Budget OMB Circular A-133, if required by amount of funding.

- D. **GRANTEE** shall submit to **COUNTY** complete copies of all management and internal control reports/letters prepared by the auditor. Copies of **GRANTEE'S** response to the reports/letters shall be submitted to **COUNTY**. These documents shall be submitted to the **COUNTY** within 30 days of receipt and/or completion by **GRANTEE**.
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- A. **GRANTEE** agrees that it will at all times during the existence of this GRANT AGREEMENT indemnify and hold harmless **COUNTY** against any and all losses, damages and costs or expenses which **COUNTY** may sustain, incur or be required to pay as a result of **GRANTEE'S** acts or omissions in relationship to this GRANT AGREEMENT or in relationship to providing care or services pursuant to this GRANT AGREEMENT.
- B. In no event shall the making of any payment required by this agreement constitute or be construed as a waiver by the **COUNTY** of any breach of the covenants of this agreement or a waiver of any default of the **GRANTEE** and the making of any such payment by the **COUNTY** while any such default or breach shall exist shall in no way impair or prejudice the right of the **COUNTY** with respect to recovery of damages or other remedy as a result of such breach or default.
- C. **GRANTEE is Independent Contractor** - **GRANTEE** shall be treated as an independent contractor and its employee(s) shall not be considered to be an employee(s) of the **COUNTY**, Winnebago County, or its Human Services Department. **COUNTY** will not pay or withhold federal, state, or local income tax or other payroll tax of any kind on behalf of **GRANTEE** or its employees. **GRANTEE** is not eligible for, nor entitled to, and shall not participate in any of **COUNTY'S** pension, health, or other benefit plans. **GRANTEE** is responsible for the payment of all required payroll taxes, whether federal, state, or local in nature, including, but not limited to income taxes, Social Security taxes, Federal Unemployment Compensation taxes, and any other fees, charges, licenses, or payments required by law. **GRANTEE** shall indemnify **COUNTY** and hold it harmless against any fines, damages, assessments, or attorney fees in the event that the **GRANTEE**, Grantee's employees or their agents challenge this clause in a court of law and/or before any administrative agency or arbitrator for any reason.

SECTION V: AFFIRMATIVE ACTION/CIVIL RIGHTS COMPLIANCE

- A. **GRANTEE** employs fewer than twenty-five (25) employees or has a total grant dollar amount of \$25,000 or less throughout this period and shall submit a Civil Rights Compliance Plan when **GRANTEE** exceeds twenty-five (25) employees or \$25,000.
- B. In connection with the performance of work or the rendering of any services under this GRANT AGREEMENT, the **GRANTEE** agrees not to discriminate against any properly qualified employee, applicant for employment, or client because of any status protected pursuant to s.111.321, Wisconsin Statutes, or developmental disability as defined in s. 51.05 (5), Wisconsin Statutes. This provision shall include, but not be limited to, the following: employment, upgrading, demotion or transfer; recruitment or recruitment advertising; layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship.

1. **GRANTEE** agrees to post the Equal Opportunity Policy, the name of the Equal Opportunity Coordinator and the discrimination complaint process in conspicuous places available to applicants and clients of services, and applicants for employment and employees. The complaint process will be made available in languages and formats understandable to applicants, clients, and employees.
2. The **GRANTEE** agrees that through its normal selection of staff, it shall make an effort to employ staff with special language skills or find persons who are available within a reasonable time and who can communicate with non-English speaking clients; train staff in human relations techniques and sensitivity to cultural patterns; and making the programs and facilities accessible, as appropriate, through outstations, authorized representatives adjusted work hours, ramps, doorways, elevators, or ground floor rooms.

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- B. **GRANTEE** shall return any grant funds to **COUNTY** not used for the intended purpose stated in this GRANT AGREEMENT.
- C. Revision of this GRANT AGREEMENT must be agreed to by **COUNTY** and **GRANTEE** by an addendum signed by the authorized representatives of both parties.
- D. **GRANTEE** shall notify **COUNTY** whenever it is unable to provide the required quality or quantity of services. Upon such notification, **COUNTY** and **GRANTEE** shall determine whether such inability will require a revision or cancellation of this GRANT AGREEMENT.
- E. If **COUNTY** finds it necessary to terminate the GRANT AGREEMENT prior to the GRANT AGREEMENT expiration date for reasons other than non-performance by the **GRANTEE**, actual cost incurred by the **GRANTEE** may be reimbursed for an amount determined by mutual agreement of both parties.
- F. This GRANT AGREEMENT can be terminated by 30-day written notice by either party.

SECTION VII: CONDITIONS OF THE PARTIES OBLIGATIONS

- A. This GRANT AGREEMENT is contingent upon authorization of Wisconsin and United States laws and any material amendment or repeal of the same affecting relevant funding or authority of the **COUNTY** shall serve to terminate this GRANT AGREEMENT, except as further agreed to by the parties hereto.
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- C. It is understood and agreed that the entire GRANT AGREEMENT between the parties is contained herein, and that this GRANT AGREEMENT supersedes all oral agreements and negotiations between the parties relating to the subject matter thereof.

D. **GRANTEE** shall comply with Wisconsin Administrative Code Chapters DHFS 12 and 13 and any related statutes in relationship to all persons employed or contracted with by **GRANTEE** to provide any services pursuant to this GRANT AGREEMENT and shall provide **COUNTY** with appropriate proof as to said compliance.

SECTION VIII: GRANTEE'S LEGAL STATUS

GRANTEE warrants that it has complied with all necessary requirements to do business in the State of Wisconsin, and that the persons executing this agreement on its behalf are authorized to do so. **GRANTEE** shall notify **COUNTY** immediately, in writing, of any change in address or **GRANTEE'S** legal status.

SECTION IX: AUTHORIZATION

COUNTY enters into this GRANT AGREEMENT pursuant to and by authority of the Winnebago County Commission on Aging and Winnebago County Board of Supervisors. **GRANTEE** enters into this GRANT AGREEMENT pursuant to and by authority of its Board of Directors, City Council, or other governing body, which has legal authority to enter into contractual agreements.

GRANTEE

**WINNEBAGO COUNTY by its DEPARTMENT
OF HUMAN SERVICES (COUNTY)**

Signed by:

Signed by:

Winnebago County Executive

Date

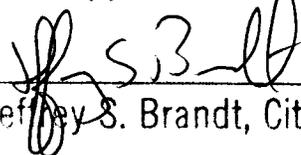
Date

Signed by:

Winnebago County Clerk

Date

Approved as to form

 12/20/07

Jeffrey S. Brandt, City Attorney

GRANT AGREEMENT

Between

WINNEBAGO COUNTY

and

CITY OF MENASHA

for

Older Adult Health Screening Program

This GRANT AGREEMENT is made and entered into this 1st day of January, 2008 by and between WINNEBAGO COUNTY, hereinafter referred to as "**COUNTY**," and CITY OF MENASHA, 140 MAIN STREET, MENASHA, WI 54952, Older Adult Health Screening Program hereinafter referred to as "**GRANTEE**", for the period from **January 1, 2008 through December 31, 2008**.

WITNESSETH:

WHEREAS, the **COUNTY** has applied for financial assistance to the Wisconsin Bureau of Aging and Disability Resources; and

WHEREAS, the **COUNTY** has provided monies for development of programs to older adults; and

WHEREAS, Winnebago County desires to provide financial assistance to **GRANTEE** in carrying out a service to older adults in Winnebago County;

NOW, THEREFORE, in consideration of the mutual promises and covenants of the parties hereto, it is agreed as follows:

SECTION I: RESPONSIBILITIES OF GRANTEE

- A. **GRANTEE** agrees to use monies provided through this GRANT AGREEMENT to undertake the aforementioned service program to older adults identified by name and generally as described in the Winnebago County's Plan for Services to the Elderly 2007-2008, which is hereby incorporated by reference into this GRANT AGREEMENT.
- B. **GRANTEE** agrees to obtain prior approval from the COUNTY if funds covered under this GRANT AGREEMENT are to be used for purposes other than those described in Section III of the aforementioned Plan and Budget.
- C. **GRANTEE** shall adhere to Assurances of Compliance with Federal and State Regulations as described in Section IV of the aforementioned Plan and Budget.

SECTION II: BUDGET & PAYMENT PROCEDURES

- A. **COUNTY** agrees to provide the **GRANTEE** with funding as follows:

\$23,551.00 Total

- B. **GRANTEE** agrees to provide at least the minimum matching share as follows:

\$0.00 In Kind Match and/or Cash Match

The term "In-Kind Match" shall have a meaning as defined in the Wisconsin Aging Network Policies and Procedures Manual. Cash and In-Kind Match shall be applied toward the cost of Older Adult program(s) funded through this GRANT AGREEMENT. Insufficient match by **GRANTEE** may reduce the Federal and/or State funded amount.

- C. **GRANTEE** agrees to provide to **COUNTY** monthly fiscal reports **within ten (10) working days** of the end of each calendar month and to complete other reports as requested by **COUNTY**. **COUNTY** shall reimburse **GRANTEE** within ten (10) days of the report due date with payment based upon actual expenses reported by **GRANTEE**. **GRANTEE** agrees to submit a final year-end report, if applicable, by February 18, 2009.
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- E. **GRANTEE** shall in accordance with the Department of Treasury Internal Revenue Service Tax Equity and Fiscal Responsibility Act of 1982 submit to the **COUNTY** the **GRANTEE'S** Taxpayer Identification Number and Certification by completing and signing the Form W-9 attached hereto. **COUNTY** will comply with the reporting provisions assigned by federal and state tax laws.

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- B. **GRANTEE** shall, upon request, allow representatives of the Federal Administration of Aging, Bay Area Agency on Aging, State of Wisconsin and/or **COUNTY** to have access to such records as may be necessary to confirm compliance with the specifications of this GRANT AGREEMENT.
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GRANTEE

**WINNEBAGO COUNTY by its DEPARTMENT
OF HUMAN SERVICES (COUNTY)**

Signed by:

Signed by:

Winnebago County Executive

Date

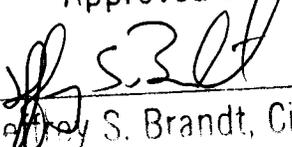
Date

Signed by:

Winnebago County Clerk

Date

Approved as to form


12/20/07
Jeffrey S. Brandt, City Attorney

From: Robert Stanke
Sent: Monday, December 31, 2007 2:34 PM
To: Debbie Galeazzi
Subject: council letter.doc
For council meeting

To: Members of the Common Council

From: Lt. Tim Styka

Date: December 28, 2007

RE: You Drink, You Drive, You Lose Grant, August/September 2007

Over the past year the Police Department has been working with other police agencies and the Wisconsin Department of Transportation during various traffic safety projects. All of these campaigns combine media advertisements and a commitment by the police agency to emphasize traffic enforcement during each project. While some police agencies may receive a grant to pay for the additional traffic enforcement, other agencies do not. However, all police departments are encouraged to participate.

One of the programs that we participated in as an unfunded agency was called "You Drink, You Drive, You Lose". Our participation was done completely on officers' regular work schedules, therefore this did not cost the City any overtime. During the two week program, our officers made 138 traffic stops issuing 113 citations and 74 warnings. Because of our participation, we were entered into a drawing and received one of twelve equipment grants from DOT for \$4000. The grants do have specific parameters for what can be purchased with the money. Attached is the confirmation letter from DOT. We have decided to utilize these funds in two areas:

1. Update the crash diagram software in Badger Tracs (the automated crash and citation program used by our department) by purchasing 11 Quick Scene software licenses for \$462. The software that came with the original program for creating crash diagrams is time consuming and difficult to use. Quick Scene usually costs \$299 per license. Through a special program we are able to purchase all of the licenses needed for the \$462 price. This is an inexpensive solution which allows officers to create crash diagrams in a fraction of the time of the old program.
2. Retrofit four of the existing older in squad video camera units with new microphone systems for \$3460. The old systems do have remote audio recording ability; however the units had a long wire antenna, limited range, required batteries and had poor recording quality. The updated microphones are kept inside the patrol vehicle in a charger. The range and features have been field tested by us in one of the newer squads and have found to be superior to the older units.

We are excited to have been able to participate in these traffic safety programs. We understand that many of the concerns brought to your attention by citizens are traffic related. Our participation in these programs affords us specific opportunities to focus our efforts on traffic safety. In addition, we are pleased that the Department and the City has benefited by being awarded a grant which allows for \$4000 in equipment, which may not have been funded otherwise. We are requesting your approval for the acceptance of this grant. Thank you for your continued support and I will continue to look for similar opportunities in the future to further our traffic safety mission for our community.

From: Robert Stanke
Sent: Monday, December 31, 2007 2:33 PM
To: Debbie Galeazzi
Subject: Approval Letter.doc
For Council meeting

November 30, 2007

Chief Robert Stanke
Menasha Police Department
430 First Street
Menasha, WI 54952

RE: Menasha Police Department - Non-funded "DDOLUA" Equipment Project FFY 2008
Highway Safety Project # 0938-41-17

Dear Chief Stanke:

I'm pleased to inform you that your Highway Safety Project, # 0938-41-17, entitled "Menasha Police Department - Non-funded "DDOLUA" Equipment Project FFY 2008", is approved based upon its potential for improving traffic safety in Wisconsin.

Funds: Highway Safety Funds are approved in the maximum amount of \$4,000.00 for reimbursement, only if funds are available.

Reimbursement:

- Reimbursement will be based upon the documented expenditures that do not exceed each approved budget item.
- BOTS must receive all reimbursement claims and deliverables in compliance with the Highway Safety Project Agreement.
- — Claims will not be reimbursed when there are delinquent deliverables.

Dates: The approved project period begins December 1, 2007, and ends September 30, 2008, and only those costs incurred during this period are eligible for reimbursement.

Amendment: If you need to change any of the terms of the approved agreement, please contact your Regional Program Manager, Patti Nelles. She will assist you in preparing any required documentation.

A copy of this agreement is enclosed for your records. My staff and I appreciate your continued efforts to improve traffic safety in Wisconsin and look forward to working with you.

Sincerely,

Major Daniel W. Lonsdorf, Director
Bureau of Transportation Safety

Enc.

cc: Janet Nodorft
Patti Nelles
Tim Styka (Project Reporting Forms will be sent via email)
Bill Tedlie

**Impound Agreement Between the City of Menasha and the
Fox Valley Humane Association, Ltd.**

This contract, made this 10th day of December, 2007 by and between the **City of Menasha**, hereinafter called the Municipality, and the Fox Valley Humane Association, Ltd., hereinafter called the Association, is as follows:

1. Definitions: In this contract when the terms “animal” or “stray animal” are used the terms shall refer only to dogs and cats unless otherwise specified on a case by case basis and agreed by both parties. This agreement shall include domestic animals such as dogs and cats but shall not include wildlife
2. Term: This contract shall begin on January 1, 2008 and have a term of one year. This contract shall be automatically renewed for subsequent one-year periods unless either party notifies the other of its intent to terminate. Said notice shall be in writing at least 30 days prior to the beginning of the automatic renewal date.
3. Services: The Association shall provide the following:
 - a. The Association will accept and maintain all stray animals which are delivered to the Association by the agents of the Municipality or picked up by the Association at the request of the Municipality as required under this contract or strays that are identified as being found in the municipality and brought to the Association.
 - b. Each month, the Association shall provide the Contracting Municipality or County with a detailed statement of the charges and applied credits, to include the disposition, for each animal. Within thirty (30) days of receiving the statement, the Contracting Municipality or County will make payment to the Association or if the Contracting Municipality or County disputes any charges, the Contracting Municipality or County will provide written notice to the Association.
 - c. The Association shall maintain complete records of all stray animals that are received and are attributed to the Municipality. These reports shall be provided to the Municipality on a monthly basis. Said reports shall be maintained for a period of one year. The Association shall maintain all records at the Association’s office and shall provide them to the Municipality upon request by the Municipality.

- d. The Association shall cooperate with the Municipality's Health Department by following procedures required with respect to stray animals that have bitten a member of the public. Said animals will be quarantined for ten days in accordance with the State Rabies Control Program, Wisconsin State Statutes Section 95.21(5)(b). The Municipality will be financially responsible for the normal cost of testing suspect animals for rabies if ordered by the victim's physician. The Municipality shall pay the Association the sum of \$231.75 for the care of quarantined animals including admittance, three veterinarian checks, euthanasia if required and 10 days' boarding fees.

- e. If the Municipality delivers an injured or ill animal to the Association or authorizes the Association to pick it up, the Municipality will pay up to \$154.50 for services required for that animal. Any additional services or treatments which are authorized by the Association shall be the Association's financial responsibility.

- f. The Association shall provide assistance at the scene of capture including assisting the Contracting Municipality or County in capturing vicious or dangerous animals that have been running at large. The Association will charge its actual expense for employee time at the rate it is required to pay those employees for this service. The Association shall provide a pager to be used as the preferred contact method upon request by the Contracting Municipality. Once a pager number has been provided, it shall not be subject to public disclosure and shall only be given to on duty police officers and emergency medical personnel.

- g. In the event that the owner claims an animal from the Association, the Association shall collect from the owner the full cost of the contract attributable to that animal prior to the release of the animal. The Municipality will not be billed for claimed animals. The Association shall require a dog or cat license, proof that the animals are currently immunized against rabies, or presentation of a pre-paid receipt from a veterinary clinic before release of the animal.

- h. The Association shall be available when a Court order for the destruction of an animal is required. An on-site fee of \$30.90 and a euthanasia fee will be charged.

4. Payment: For the first year of the contract the total contract cost shall be the number of animals picked up from the Municipality in 2006 times \$85.49 for the regular care of animals received under paragraph 3(c). Totaling **\$15,423.20**. Payments will be made to the Association monthly at the rate of 1/12th of this amount plus other contract charges as billed. Other contract prices as defined herein shall apply per animal received or serviced under the contract. In the event that the Association wishes to increase the amount due per animal or other contract charges, it shall prepare financial supporting information for the increase and submit it to a designated official of the Municipality to confirm the accuracy of the increase at least 60 days before the beginning of the new contract year. The new fee will not take effect until the new contract year and will be held in suspension during a reasonable period of time for the review to take place if requested. The current fee may be adjusted for dogs/puppies and cats/kittens as follows:
- a. \$85.49 per animal regardless of the time held by the Association.
 - b. Kitten and puppy litters will be billed at a special rate. A litter will include one mother and her babies who were born together and are no more than six months of age. The charge for a litter will be \$85.49 for the mother and \$5.00 for each newborn.
 - c. \$41.20 per trip for transportation of the first animal that the Association picks up. The cost to transport additional animals will be \$10.00 for the second through the eighth animal per trip. If there are more than eight animals for a trip a new transportation charge will be made for each eight or portion of eight animals transported.
 - d. Animals that are seized by law enforcement authorities and turned over to the Association for care and holding pending resolution of a court case will be billed at a special rate. The rate will be the standard per animal charge for the first seven days and an additional \$7.00 per day per animal thereafter plus the cost of any veterinary care or medication required.

- e. The fees for the renewal of the contract shall increase by three percent (3%) per year unless the Association's costs increase more than that amount. In the event that the Association wishes to increase the amount due for any contract charges by more than 3% for any year after the first renewal year of the contract it shall prepare financial supporting information for the increase and submit it to a designated representative of the Contracting Municipality or County to confirm the accuracy of the increase at least 60 days before the beginning of the new contract year. The new fee will not take effect until the new contract year and will be held in suspension for a reasonable period of time for a review of the Association's information to take place if requested. The Contracting Municipality or County will cooperate with all other municipalities in Outagamie County or Winnebago County to limit the need for providing this information to a designated county representative on behalf of the contracting Municipality and the other municipalities contracting with the Association. Increases will be based upon increases in costs from the base year of 2004.
5. **Credits:** The Municipality will be credited per animal with the proportionate amount of license fees, credits will be given to the municipality monthly, if any, received by the Association for animals with addresses within the Municipality determined by dividing the number of animals received under this contract by the total number of animals received by the Association in the year prior to the commencement of this contract.
6. **Traps:** The Municipality shall be responsible for the purchase, maintenance, and use of live traps and other equipment used for animal control purposes.
7. **Insurance:** At all times during the terms of this contract, the Association shall carry general liability and property damage insurance with a company authorized to do business in the State of Wisconsin, insuring the Association and the Municipality was an insured therein against any and all losses and claims arising out of the operation of the Association's business or any act of omission of the Association, its agents, servants, employees or invitees. A certificate of insurance shall be filed with the Municipality at the time of the execution of this agreement.

8. Indemnification Clause: In consideration of the terms and conditions herein, the Association agrees to indemnify, defend and save harmless the Municipality, its employees, elected and appointed officials, agents and volunteers from against all claims, suits, damages, costs, losses and expenses in any manner resulting from, arising out of, or connected with the impoundment of stray animals. Said indemnification applies to any and all action of the employees, agents or representatives of the Association only. The Association agrees to defend any and all actions wherein the Municipality is named a party defendant.

IN WITNESS WHEREOF the Municipality and the Association have duly executed this agreement on the day and year written.

FOX VALLEY HUMANE ASSOCIATION, LTD.

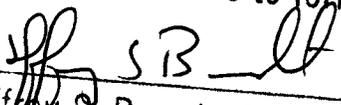
BY: _____

BY: _____

CITY OF MENASHA

BY: _____

BY: _____

Approved as to form
 S B  1-3-08

Jeffrey S. Brandt, City Attorney



December 5, 2007

Mr. Tom Stoffel
Controller
City of Menasha
140 Main Street
Menasha WI 54952-3190

Subject: Proposal to extend contract for Information Technology Services for 2008

Dear Mr. Stoffel:

It is our understanding that the City of Menasha would like to consider utilizing the services of Mr. Larry Schmitz, CCP, CMC of our Schenck Technology Solutions group to provide information technology consulting services to the City for the year 2008.

These services would be provided to the City by Mr. Schmitz on an "as needed" basis under your direction and subject to your approval. These services would be billed to the City on a monthly basis. Charges for these services will be billed at \$205.00 per hour plus out-of-pocket expenses.

Invoices for our services will be submitted on a monthly basis and are subject to a 1% per month service fee if not paid by the 25th of the following month.

Other terms of this engagement would be as outlined below.

Confidentiality

In the course of performing the services outlined above, under the City's direction, Schenck personnel may be exposed to, or have access to, materials or information the City considers confidential. Accordingly, we would be pleased to have those employees assigned to participate in providing services to the City sign confidentiality agreements drafted by the City.

Independence

There have been new independence guidelines issued by the Governmental Accounting Standards Board (GASB) that apply to firms that provide both attest functions and consulting services to their clients. These new guidelines have no impact on how Schenck delivers these services to our clients since we have always had an internal policy that governed our service delivery that ensured our audit independence.

However, to provide further assurance to the City of Menasha and to delineate certain types of services we are precluded from offering, we have described the new GASB guidelines and our compliance below.

The new guidelines require the following for Schenck SC in its performance of technology consulting for the City of Menasha:

1. Schenck may not operate any of the computer applications at the City. We cannot initiate transactions, or execute application programs, especially those of a financial nature. We believe we are in compliance with these requirements.
2. Schenck may not perform management duties for the City. We will continue to take our daily directions from Thomas Stoffel. The guidelines require that the day-to-day management of the City's IT operations be performed by someone of sufficient authority and responsibility to manage the IT environment. As Controller, we believe Tom meets these criteria. Also, for strategic management we will continue to look to the IS Steering Committee, the Mayor and the Council for our direction.
3. Schenck SC personnel may not initiate contracts, sign or approve purchase orders, fire and hire personnel, or in any other way approve or initiate financial obligations for the City of Menasha. We believe that we are not currently performing any of the above.

Ownership of system & materials: The City of Menasha is considered the sole owner of all materials and programs developed in conjunction with these services. The City of Menasha has exclusive rights of ownership of any resulting system or products, and is responsible for disclosure of information to any other interested parties.

System suitability: The City of Menasha is responsible for the final selection and functionality of any hardware or software selected by the City based on recommendations provided by Schenck SC. Schenck SC cannot guarantee the suitability of any systems as they relate to the City's requirements.

Termination of services: The City of Menasha may terminate this agreement at any time by informing Schenck SC in writing delivered to our Appleton Office to Mr. Larry Schmitz's attention. The City of Menasha agrees to pay all fees incurred up to 5:00 p.m. on the date the letter is received by Schenck SC.

Equipment failure & software defects: There is potential that equipment failure and operating software defects may cause hardware problems or loss of data. Schenck SC is not responsible for any hardware problems or loss of data that may arise from equipment problems or misuses

of the computer system. In addition, we are not responsible for any defects in the operating system software and upgrades or costs related to fixing those defects including the cost of researching the problem, cost of updates, installing the update and repairing any damage done by the defects.

Employment of our staff: Because our employees are highly qualified, many clients would like to employ our staff on a permanent basis. Because of the extensive training and knowledge our staff has developed, their separation would be a tremendous resource loss to our firm. As part of this engagement, we discourage any offers of employment from you to our employees without prior written approval of the partner in charge of this engagement whether that offer was a result of an ad for employment in a newspaper, recruiter or directly from your company. If you hire any Schenck SC employee who participates in this engagement for any position during the engagement, or within one year after the end of the engagement, we will invoice you for a placement fee of 30% of the employee's current compensation. The placement fee would be due and payable on the starting date of the person as your employee.

This proposal represents the entire agreement between Schenck SC and the City of Menasha. No other agreement, whether written or verbal, is considered binding upon either party.

Summary

In summary, we are pleased about the prospect of being able to continue to provide these consulting services to the City of Menasha. We look forward to meeting with you to discuss the details of this proposal. If you have any questions, please call Larry Schmitz at 731-8111, X1125.

Sincerely,



Larry Schmitz
Project Manager
Schenck Technology Solutions

ENGAGEMENT ACCEPTED BY CITY OF MENASHA:

Signature and Title

Date



MEMORANDUM

TO: Mayor Laux, Council President Michalkiewicz and the members of the City of Menasha Common Council

FROM: City Comptroller/Treasurer Stoffel *tes*

DATE: 01/03/2008

SUBJECT: Purchase of Video Recording Equipment

At the last Information Technology Steering Committee meeting on December 19, 2007, the most recent quote for video recording equipment from Camera Corner was discussed. The quote (copy attached) was based on a December 5th site visit to City Hall. The quote is for \$16,345 for the base setup and an additional \$3,079 for optional equipment. The amount included in the 2008 Common Council budget is \$15,000 for the equipment and \$5,000 for recording costs. It has been determined that it would cost \$25 per hour for recording of meetings and \$25 per hour for editing when the City has its own equipment. Currently the City pays \$150 per hour for recording and equipment rental and \$25 per hour for editing.

The IT Steering Committee also discussed where the video monitor control panel could be permanently installed at City Hall. Currently the control panel is on wheels and rolled in and out as needed.

Because the quote has exceeded the budgeted amount, and because it is City policy, IT Manager Lacey is going to be soliciting a second quote for the equipment. If it comes in below the budgeted figure, that equipment will be installed. Exactly where the permanent control panel will be installed is still in the discussion phase.

The action taken at the Information Technology Steering Committee meeting of 12/19/2007 is as follows: Motion by ITMgr Lacey, seconded by PWD Radtke, to recognize that the \$16,345 price is a realistic quote for our facility, the optional equipment will not be purchased at this time but may be in the future and that there is a need for additional funds to purchase this equipment. Motion carried. The minutes of this meeting have not been approved by the Information Technology Steering Committee.

City Centre
529 North Monroe
(920) 435-5353



P.O. Box 248
Green Bay, WI 54305-0248
Fax (920) 435-3619

Dec 5, 2007

Mr Jeff Brandt jbrandt@ci.menasha.wi.us
Mr Jeff Lacey 920 967-3637 jlacey@ci.menasha.wi.us
City of Menasha
140 Main Street
Menasha, WI

Jeff:

Thank you for your continued interest in a video production system for the council chambers. Based on our meeting I am please to submit the following revised proposal:

3	Sony 70 (Vaddio) 999-2704-000 Wall view ptz camera Wall or ceiling mount	1390.00	4170.00
1	Vaddio 999-5200-000 6 input production controller/switcher		4990.00
1	Vaddio 999-5500-004 quad 4" monitors		990.00
1	Vaddio 999-5500-002 dual 6.4" monitors		1490.00
1	JVC SR-MV45US DVD/S-VHS recorder. Allows you to record a DVD or VHS tape or both at the same time		490.00
1	Extron 60-476-01 VCS-500 scan converter, allows a computer feed to be part of the video production		970.00
1	Custom cable feed for scan converter		150.00
1	Middle Atlantic RK-14 table top equipment rack		150.00
1	Middle Atlantic RC-3 shelf		55.00
2	ETA PD-8 rack mount power strip	70.00	140.00
1	Misc. cables for installation including audio interface to Senheiser Mic System		350.00
1	Installation labor		2400.00
	Total		16,345.00

Optional Item

1	Winsted Video production Console, demo unit Normal price \$1400.00		750.00
1	Labor to transfer audio system into console rack Estimate 5 hours		350.00

City Centre
529 North Monroe
(920) 435-5353



P.O. Box 248
Green Bay, WI 54305-0248
Fax (920) 435-3619

Optional ceiling mounted LCD projector

1	Panasonic PTF100U XGA 3200 ANSI lumens With auto changing filter and dust free housing		1590.00
1	Peerless PRS-298 ceiling mount		149.00
1	Peerless CMJ455 tile support plate		75.00
1	Kramer VP300N 1 x 3 XGA DA		145.00
1	Custom set of install cables, XGA and Video routed to the projector		300.00
1	Custom input plate for XGA and Video at desk location to be determined		120.00
1	Installation labor for projector system		700.00
	Total		3079.00

Items to be provided by City of Menasha:

1. Suitable desk or table in the back room on which to place the equipment.
 - a. OR select the Winsted console quoted above
2. Any 110v AC power as required for AV systems
 - a. Power at the back room location for the video production desk. This appears to exist now
 - b. Power at ceiling projector location if that option is selected. A whip drop from the ceiling to a duplex outlet in the CMJ-455 will be required.

Thank you for this opportunity to be of service. Please call me with any questions at 920 438 0312.

Cordially,

EARL K NEVILLE
President



MEMO

TO: Common Council
Mayor Laux

FROM: Jeff Brandt JSB

SUBJECT: CAP Invoice

DATE: January 3, 2008

I have received the attached invoice from Confidential Assistance Program for our Employee Assistance Program for 2008. We have used this company since Andy Anderson passed away in 2004. An informal survey reflects satisfaction with their services. The billing amount has been unchanged since 2005. To extend an RFP would not be cost effective given these rates. I recommend we continue using CAP for this service.

Please contact me or Sue Nett for any questions.

INVOICE

PERSONAL AND CONFIDENTIAL

City of Menasha
Ms. Sue Nett
226 Main Street
Menasha, WI 54952

Invoice #
2008-07

Invoice Date
December 28, 2007

Purchase Order

Description

Annual EAP Billing
Full and Part Time Employees
January – December 2008

Fee Amount

Price

\$2,790.00

Total Amount

\$2,790.00

Payment is due upon receipt of invoice.

To ensure prompt and accurate credit to your account, please:

- **indicate invoice no. 2008-07 on the check.**
- enclose a copy of the invoice with your payment.
- remit both invoice and check to the address below.

Confidential Assistance Program – 515 Washburn Avenue, Suite 203, Oshkosh, WI 54904

Thank You For Allowing Us To Serve You!

ORDINANCE O-01-08

AN ORDINANCE AMENDING TITLE 13 BY MAKING CERTAIN CHANGES IN THE DISTRICT (1370 Oneida Street)

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

SECTION 1: The Zoning Ordinance Title 13 and the Zoning District made a part thereof is hereby amended by changing parcel #6-1603, 1370 Oneida Street, from I-1 Industrial to C-1 General Commercial, described as follows:

Lot One (1) of Certified Survey Map No. 2758, filed in the office of the Register of Deeds for Winnebago County, Wisconsin in Volume 1 of Certified Survey Maps on Page 2758, as Document No. 845480, being part of the Northeast ¼ of the Northeast ¼ of Section Twelve (12), Township Twenty (20) North, Range Seventeen (17) East, City of Menasha, Winnebago County, Wisconsin.

SECTION TWO: All Ordinances and parts of Ordinances in conflict with this Ordinance are hereby repealed.

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

Passed and approved this _____ day of January, 2008.

Joseph F. Laux, Mayor

ATTEST:

Deborah A. Galeazzi, City Clerk

ORDINANCE O-01-08

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Passed and approved this _____ day of January, 2008.

Joseph F. Laux, Mayor

ATTEST:

Deborah A. Galeazzi, City Clerk