

CITY OF MENASHA  
ADMINISTRATION COMMITTEE  
Third Floor Council Chambers  
140 Main Street, Menasha  
September 29, 2008  
MINUTES

A. CALL TO ORDER

Meeting called to order by Vice-Chairman Taylor at 6:00 p.m.

B. ROLL CALL/EXCUSED ABSENCES

PRESENT: Ald. Michalkiewicz, Benner, Pamenter, Taylor, Pack, Hendricks, Zelinski

EXCUSED: Ald. Wisneski

ALSO PRESENT: Mayor Merkes, CA/HRD Brandt, DPW Radtke, CDD Keil, C/T Stoffel  
PHD Nett, Lt. Bouchard, Office Jorgenson, Officer Scheppf, Jean Redlin,  
Ken Zastrow, Clerk Galeazzi, and the Press

C. MINUTES TO APPROVE

1. Administration Committee, 9/15/08

Moved by Ald. Michalkiewicz, seconded by Ald. Hendricks to approve minutes.

Motion carried on voice vote.

D. ACTION ITEMS

1. Due Process Hearing – Jean Redlin, d/b/a Redliner, 977 Plank Road

CA/HRD Brandt handed out a copy of the police incident report and a copy of the Judgement of Conviction issued for a bartender at Redliner for serving alcoholic beverages to an underage person. Two bartenders, employed by the Redliner were issued citations. One was found guilty, one not. City ordinance requires 80 demerit points be assessed for this type of incident if the party is found guilty. CA/HRD Brandt explained the demerit point system that was originally adopted in 1989.

Jean Redlin, 2340 Stroebe Island, Neenah, liquor license holder, spoke to the Committee. Ms. Redlin explained she has spoken to the bartenders involved and was told the minor involved was in the bar with an of age person that purchased the alcohol. Neither bartender served the minor. She requests that the demerit points be reduced to 40 for having a minor on the premises.

CA/HRD Brandt explained to the Committee that if they reduce the demerit points to 40 they would not be following the ordinance as the bartender was found guilty of serving an underage person, not for having a minor on the premise.

Ken Zastrow, Manager of the Redliner, spoke to the Committee. Mr. Zastrow said the bartender plead guilty, but didn't think anything would come of it. He stresses with the employees to following the rules and ordinances of the City.

Discussion ensued.

Moved by Ald. Michalkiewicz, seconded by Ald. Pack to assess 80 demerit points to Jean Redlin, d/b/a The Redliner.

Moved by Ald. Hendricks, seconded by Ald. Pamenter to reduce the 80 points to 50 points for having a minor on the premises.

Discussion.

Ald. Pamenter withdrew his second.

Motion to assess 80 points carried on roll call 6-1. Ald. Hendricks – no.

2. Approval of DNR Asbestos Compliance Inspection Contract Agreement through June 30, 2009, and authorize signature.

PHD Nett explained this is an annual renewal. The dollar amount is less than previous years as extra funding is needed for upgrading the data base. There is a chance the funds will be increased, but there is no guarantee.

Moved by Ald. Michalkiewicz, seconded by Ald. Hendricks to recommend approval to the Common Council

Motion carried on voice vote

3. Approval of creation of K-9 Unit for Police Dept.

Lt. Bouchard referred to a memo from PC Stanke. A group of City residents have raised the amount required to financially support a K-9 Unit for the Police Department. The Council needs to approve and endorse the program. The citizens are ready to present the funds to the Council.

Officers Jorgenson and Scheppf spoke on the fundraiser that were held to raise the amount needed. The annual cost for the program would be around \$3,000. This amount would cover the cost of food for the dog and minor veterinarian charges. They are checking with a local veterinarian clinic for donations.

Committee members and Mayor Merkes thanked the officers and the citizens for stepping forward and helping with the program.

Moved by Ald. Benner, seconded by Ald. Pack to recommend approval to the Common Council

Motion carried on voice vote

4. O-18-08 – An Ordinance Relating to Architectural Design in Existing Campus Developments.

CDD Keil explained the request for change is from the owners of two buildings in the Kenwood Drive complex. The owner wants to build a third building with the same design theme as the current buildings. The City has changed the façade materials requirements since the construction of the first two buildings. Amending this section of the Code would allow the Plan Commission the flexibility to allow for such cases.

Moved by Ald. Michalkiewicz, seconded by Ald. Pack to recommend approval to the Common Council.

Motion carried on voice vote.

## E. ADJOURNMENT

Moved by Ald. Michalkiewicz, seconded by Ald. Hendricks to adjourn at 7:01 p.m.

Motion carried on voice vote.

Respectfully submitted by Deborah A. Galeazzi, City Clerk