

It is expected that a quorum of the Personnel Committee, Board of Public Works, Plan Commission and Administration Committee will be attending this meeting; (Although it is not expected that any official action of any of those bodies will be taken).

CITY OF MENASHA
Common Council
City Hall-140 Main St.-Council Chambers-3rd Floor
January 7, 2008

7:00 PM

AGENDA

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6:50 PM: Rezoning of 1370 Oneida Street from I-1 Industrial to C-1 General Commercial.

6:55 PM - Special Use Permit Application of Van Zeeland Oil (parcel #6-1603)(1370 Oneida St.).

1. CALL TO ORDER

A. Call to Order

2. PLEDGE OF ALLEGIANCE

A. Pledge of Allegiance

B. Moment of Silence - Former City Attorney Richard Steffens

3. ROLL CALL/EXCUSED ABSENCES

A. Roll Call

4. MINUTES TO APPROVE-MINUTES & COMMUNICATIONS TO RECEIVE

Minutes to approve:

A. Common Council, 12/17/07

[Attachments](#)

Minutes to receive:

B. Administration Committee, 12/17/07

[Attachments](#)

C. Board of Public Works, 12/17/07

[Attachments](#)

D. Board of Health, 11/14/07

[Attachments](#)

E. N-M Sewerage Commission, 11/27/07

[Attachments](#)

F. Parking Committee, 12/5/07

[Attachments](#)

G. City Hall Safety Committee, 11/7/07

[Attachments](#)

- H. Water and Light Commission, Special Meeting; 11/20/07, 11/27/07, 12/6/07 [Attachments](#)
- I. Water and Light Commission, Closed Session; 11/27/07 [Attachments](#)
- J. IT Steering Committee, 11/28/07 [Attachments](#)
- K. Plan Commission, 12/18/07 [Attachments](#)
- L. Public Works & Parks Safety Committee, 11/27/07 [Attachments](#)
- M. Water and Light Commission, 11/28/07 [Attachments](#)

Communications:

- A. PC Stanke, 12/13/07; Letter to Mike Austin pertaining to exploratory K-9 program donation [Attachments](#)
- B. PC Stanke to Elizabeth Fritsch, 12/21/07; Thank you for donation/participation letter [Attachments](#)
- C. Public Service Commission of Wisconsin, 12/17/07; Notice of investigation [Attachments](#)
- D. NM Sewerage Commission letter, 12/18/07; Final payment to contracting users from agreement with Sonoco/US Mills [Attachments](#)
- E. MU GM Young, 12/28/07; Menasha Utilities Steam financials through 11/30/07 [Attachments](#)
- F. Wisconsin Environmental Health Assoc to San. Drew, 12/13/07; Certificate of Appreciation [Attachments](#)

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

Five (5) minute time limit for each person

- A. Public comments on any matter of concern to the City

6. APPOINTMENTS

- A. None

7. CLAIMS AGAINST THE CITY

- A. None

8. REPORT OF DEPARTMENT HEADS/STAFF/CONSULTANTS

- A. None

9. REPORT OF COMMITTEES/BOARDS/COMMISSIONS

A. Plan Commission:

- 1. 12/18/07; Recommends approval to return the plan for 81-87 Racine and 504 Broad to the Common Council as previously presented with the recommendation that the parking area be constructed as public parking [Attachments](#)
- 2. 12/18/07; Recommends approval of the rezoning of 1370 Oneida Street from I-1 Industrial to C-1 General Commercial [Attachments](#)

3. 12/18/07; Recommends approval of the Special Use Permit for 1370 Oneida Street, Van Zeeland Oil, subject to property rezoning and with the condition that no additional drainage is generated to the west. [Attachments](#)

B. Administration Committee:

1. 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](#)
2. Acceptance of Grant from Wisconsin Dept. of Transportation [Attachments](#)
3. 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](#)
4. 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](#)
5. Purchase Video Recording Equipment for \$16,345 (Recommendation of IT Steering Committee) [Attachments](#)
6. Confidential Assistance Program for Employee Assistance Program for 2008 in the amount of \$2,790.00 [Attachments](#)
7. Accounts payable and payroll for 12/14/07 - 1/3/08 in the amount of \$966,474.00 [Attachments](#)

C. Board of Public Works:

1. Street Use Application - Team Hailey 5K Run/Walk for a Cure; Saturday, April 26, 2008; 8:00 AM-10:30 AM; Team Hailey [Attachments](#)
2. Payment - J&E Construction Company, Inc; Contract Unit No. 2007-03; \$148,905.42 (Payment No. 1) [Attachments](#)
3. Authorization to Execute Winnebago County Recycling Agreement Extension [Attachments](#)

10. ORDINANCES AND RESOLUTIONS

- A. O-41-07 - Ordinance relating to Code Enforcement [Attachments](#)
- B. O-01-08 An Ordinance Amending Title 13 By Making Certain Changes in the District (1370 Oneida St) [Attachments](#)

11. HELD OVER BUSINESS

- A. Approval of accounts payable (held 12/17/07): Check #14992 & #15065 to Carew Concrete and Check #14999 & #15082 to Gerdau Ameristeel [Attachments](#)

12. COUNCIL DIRECTIVES

- A. Lt. Bouchard & Officer Jorgenson - Park Eviction Program (Ald. Wisneski)

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

- A. Public comments on matters pertaining to the agenda

14. ADJOURNMENT

- A. Adjournment

Administration Committee: To be determined
Board of Public Works: To be determined
Common Council: 7:00 PM

"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
Common Council
City Hall-140 Main St.-Council Chambers-3rd Floor
December 17, 2007
MINUTES

1. CALL TO ORDER

A. Meeting called to order by Mayor Laux at 7:00 p.m.

2. PLEDGE OF ALLEGIANCE

A. Pledge of Allegiance

Moment of Silence for upcoming Holidays and 150th Anniversary of Trinity Lutheran Church, Menasha.

3. ROLL CALL/EXCUSED ABSENCES

A. PRESENT: Ald. Merkes, Taylor, Wisneski, Pack, Hendricks, Eckstein, Michalkiewicz, Chase
ALSO PRESENT: Mayor Laux, CA/HRD Brandt, PC Stanke, CDD Keil, C/T Stoffel, PRD
Tungate, Officer Jeff Jorgenson, Clerk Galeazzi.
DEPT. HEADS EXCUSED: DPW Radtke, PHD Nett

4. MINUTES TO APPROVE-MINUTES & COMMUNICATIONS TO RECEIVE

Minutes to approve:

A. Joint Common Council and Menasha Utilities Commission, 12/3/07

B. Common Council, 12/3/07

Moved by Ald. Michalkiewicz, seconded by Ald. Eckstein to approve minutes.
Motion carried on voice vote

Minutes to receive:

C. Administration Committee, 12/3/07

D. Board of Public Works, 12/3/07

E. Public Library, 11/26/07; Policies & Personnel Committee

F. Park and Recreations Board; 10/8/07, 11/12/07

G. Parking Committee, 12/5/07

H. N-M Sewerage Commission, 11/27/07

Communications:

A. Police Officer Jorgenson, 12/6/07; Community Survey Results

B. Public Service Commission of Wisconsin, 12/7/07; Notice of Arbitration (AT&T and TDS)

C. Time Warner Cable, 12/10/07; FCC Regulatory fee decrease

D. MU GM Young, 12/4/07; Menasha Utilities Steam financials through 10/31/07

E. Menasha Utilities, 12/07; Water Treatment Plant Modifications monthly construction report

F. PC Stanke, 12/11/07; WI Dept. of Corrections 2007 annual inspection

G. PC Stanke, 12/8/07; Wisconsin Taxpayer (article references Calumet County)

Moved by Ald. Michalkiewicz, seconded by Ald. Eckstein to approve Minutes to Receive C-H and Communications A-G.

Discussion: Ald. Wisneski-Comm. A, commend Office Jorgenson for survey; Comm. F, congratulate PC Stanke on annual inspection.

Unanimous consent to hear from Office Jorgenson

Office Jorgenson explained the survey that was completed with the help of two interns. The survey information is broken down by district.

Ald. Merkes-Comm. B, how Notice of Arbitration pertains to City. CA/HRD Brandt explained it is a Public Hearing Notice for residents that have either AT&T or TDS as a telephone provider.

Motion carried on voice vote.

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

Five (5) minute time limit for each person

A. Public comments on any matter of concern to the City

1. James Taylor, 340 Broad Street. Invite people to attend the Community Forward sponsored New Year's Eve Celebration in the Curtis Reed Square.

6. APPOINTMENTS

A. Mayor's reappointment to Neenah-Menasha Sewerage Commission:

1. Ray Zielinski, 602 School Ct., Menasha for the term of Jan 2008-Jan 2011

Moved by Ald. Pack, seconded by Ald. Wisneski to approve reappointment

Motion carried on roll call 8-0.

7. CLAIMS AGAINST THE CITY

A. None

8. REPORT OF DEPARTMENT HEADS/STAFF/CONSULTANTS

A. None

9. REPORT OF COMMITTEES/BOARDS/COMMISSIONS

A. Plan Commission:

1. None

B. Administration Committee:

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

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

Motion carried on roll call 8-0.

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

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

Motion carried on roll call 8-0.

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

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

Discussion

Moved by Ald. Wisneski, seconded by Ald. Pack to hold checks #14992, 15065, 14999, 15082

Motion to approve remaining check carried on roll call 8-0.

C. Board of Public Works:

1. Change Order - CD Smith Construction, Inc.; Water Treatment Plant Modifications; Contract Unit No. M002-940266.02; ADD: \$19,373.00 (Change Order No. 12) (Held 12/3/07)

Moved by Ald. Pack, seconded by Ald. Taylor to approve
Motion carried on roll call 8-0.

2. Parking Committee Recommendation to Increase the Daily Parking Fee from \$1 to \$2

Moved by Ald. Pack, seconded by Ald. Wisneski to approve
Motion carried on roll call 6-2.
Ald. Wisneski, Pack, Hendricks, Eckstein, Michalkiewicz, Chase – yes
Ald. Merkes, Taylor – no

10. ORDINANCES AND RESOLUTIONS

- A. O-40-07 - Ordinance relating to prohibited parking (Water, High and Kaukauna Streets)

Moved by Ald. Wisneski, seconded by Ald. Eckstein to suspend the rules and take up O-40-07.
Motion carried on roll call 7-1. Ald. Hendricks – no.

Moved by Ald. Wisneski, seconded by Ald. Pack to adopt O-40-07
Discussion
Motion carried on roll call 7-1. Ald. Hendricks – no.

- B. O-41-07 - Ordinance relating to Code Enforcement
No Action

11. HELD OVER BUSINESS

- A. Athletica Fitness - motion not to participate in auction

Moved by Ald. Merkes, seconded by Ald. Eckstein not to participate in auction.
Motion carried on roll call 8-0.

12. COUNCIL DIRECTIVES

- A. None

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

- A. None

14. ADJOURNMENT

- A. Moved by Ald. Pack, seconded by Ald. Eckstein to adjourn at 7:19 p.m.
Motion carried on voice vote.

Respectfully submitted by Deborah A. Galeazzi, City Clerk

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

CITY OF MENASHA
Board of Public Works
Third Floor Council Chambers
December 17, 2007
MINUES

1. CALL TO ORDER

A. Meeting called to order by Chairman Pack at 6:45 p.m.

2. ROLL CALL/EXCUSED ABSENCES

A. PRESENT: Ald. Merkes, Taylor, Wisneski, Pack, Hendricks, Eckstein, Michalkiewicz, Chase
ALSO PRESENT: Mayor Laux, CA/HRD Brandt, CDD Keil, C/T Stoffel, Clerk Galeazzi

3. MINUTES TO APPROVE-MINUTES & COMMUNICATIONS TO RECEIVE

A. December 3, 2007

Moved by Ald. Michalkiewicz, seconded by Ald. Eckstein to approve
Motion carried on voice vote

4. DISCUSSION

A. Change Order - CD Smith Construction, Inc.; Water Treatment Plant Modifications; Contract Unit No. M002-940266.02; ADD: \$19,373.00 (Change Order No. 12) (Held 12/3/07)

Donald Voogt, McMahon Associates answered questions on the change order.
Some of the cost increases had to do with changes in specifications after the original bids were approved. Also needed to replace 16" valves with 12" valves for congested piping area.

B. Parking Committee Recommendation to Increase the Daily Parking Fee from \$1 to \$2

PC Stanke explained parking passes can be purchased at the Police Department.

5. ADJOURNMENT

A. Moved by Ald. Taylor, seconded by Ald. Wisneski to adjourn at 6:57 p.m.
Motion carried on voice vote.

Respectfully submitted by Deborah A. Galeazzi, City Clerk

CITY OF MENASHA
Board of Health
Health Department Conference Room
November 14, 2007

MINUTES

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1. CALL TO ORDER

Meeting called to order at 8:18 AM by Chairman C. Rusin. Present: Dr. Teresa Shoberg, Candyce Rusin, Dorothy Jankowski, Lori Asmus, and Susan Nett.

2. MINUTES TO APPROVE-MINUTES & COMMUNICATIONS TO RECEIVE

Minutes to approve:

A. October 10th, 2007 BOH Meeting

Moved by Dr. Teresa Shoberg, seconded by Dorothy Jankowski to Approve Minutes from October 10, 2007 BOH Meeting

Motion Passed

Results:

3. REPORT OF DEPARTMENT HEADS/STAFF/CONSULTANTS

A. September 2007 Communicable Disease Report

September 2007 Communicable Disease Report distributed and discussed.

B. City of Menasha needs assessments (Cooperative effort with Aurora Health System)

Board members were given a copy of the City of Menasha Needs Assessment recently completed by Aurora Health. Board members were asked to review the document. Discussion on community needs to be held at next BOH meeting.

C. Update - Health Department Staffing

Board members were updated on the current staffing of nurses in the health department since the resignation of the recently hired fulltime PHN. A temporary nurse has been working 24 hours per week through a temporary health staffing company. S. Nett and Personnel Director J. Brandt are in the process of hiring a full time nurse.

D. 2008 Consolidation Contract Grant Update.

Board members were updated on the 2008 Consolidated Grant Contract process. All of the proposed objectives for the varied programs have been accepted by the state. The contract should be coming soon.

E. School Preparedness Committee

The School Preparedness Committee is meeting monthly. The health department has a member on the committee.

F. Flu Shot Clinic - Report

The employee flu shots were given in a mass clinic setting at the Menasha Senior Center. 131 flu shots were given. Through-put time from start to finish was 5 minutes (same as last year).

G. Pandemic Flu Preparedness Committee

The city Pandemic Flu Preparedness Committee will meet at the end of the month. Current community members include representatives from N-M Sewerage Treatment Plant, Morton Pharmacy, Laemmerich Funeral Home, Menasha Schools, and Menasha Utilities.

H. Emergency Preparedness Funding

The Emergency Preparedness funding for 2008 has been removed from the consolidated grant contracting process. It will now be on a cost reimbursement basis with no carry over of funds. Board members may have to decide how they want to spend excess funds so as to utilize all of the allotted monies to the city.

4. ACTION ITEMS

A. Personal Protective Equipment Policy

Moved by Dr. Teresa Shoberg, seconded by Lori Asmus to Approve Personal Protective Equipment Policy

This policy is part of the pandemic flu preparedness and is intended to be for all city staff.

Motion Passed

Results:

5. HELD OVER BUSINESS

A. 2008 Health Department Budget

The budget review session with the common council was reviewed. The only item that was removed was the \$2000 budgeted for a full time PHN to take master degree classes. Since that PHN resigned there was not a need to keep the money in the budget.

6. ADJOURNMENT

A.

Moved by Dorothy Jankowski, seconded by Lori Asmus to Move to adjourn

Meeting adjourned at 9:20 AM.

Motion Passed

Results:

NEENAH-MENASHA SEWERAGE COMMISSION

Regular Meeting

Tuesday November 27, 2007

Meeting called to order by Commission President W. Zelinski at 8:00 a.m.

Present: Commissioners R. Zielinski, J. Jurgenson, G. Cowling, W. Helein, K. Bauer, D. Youngquist, W. Zelinski; Manager Much, Attorney Gunz, Accountant Voigt.

Also Present: Tom Vik (McMahon Associates); Mike Sambs (Waverly S.D.).

Motion made by Commissioner R. Zielinski, seconded by Commissioner D. Youngquist to approve the minutes of the Regular Meeting of October 23, 2007. Motion carried unanimously.

Correspondence

The following correspondence was discussed:

- A. November 19, 2007 letter from McMahon Associates to Oshkosh Daily Northwestern.
RE: Advertisement for bids on Electrical Distribution System Improvements.

Budget, Finance, Personnel

Accountant Voigt presented to the Commission the unaudited financial statements for October 2007. Accountant Voigt pointed out to the Commission the year-to-date Operations net income is approximately \$42,000 more than budget. The November billings to users was about what the budget amount is and the December billings to users was less than the budget amount. It is anticipated the Operations net income should be fairly close to expenses. After discussion, moved by Commissioner J. Jurgenson, seconded by Commissioner R. Zielinski to accept the unaudited financial statements for the month of October 2007 and place them on file. Motion carried unanimously.

Accountant Voigt presented MCO invoice #12163 in the amount of \$102,288.42 for the month of December 2007. Motion made by Commissioner D. Youngquist, seconded by Commissioner J. Jurgenson to approve MCO invoice #12163 in the amount of \$102,288.42 for the month of December 2007 and to pay the invoice after December 1. Motion carried unanimously.

Accountant Voigt presented the Accountants Report for the month of October, 2007. The interest rates on the money-market accounts have decreased about a quarter percent. MCO generated \$2,550 in additional income for the Commission; restricted cash balances totaled \$2,794,000 at the end of October. A bond interest and principal payment will be made on December 3rd. The total payment will be about \$667,000. Motion made by Commissioner D. Youngquist, seconded by Commissioner W. Helein to accept the Accountants Report for the month of October 2007. Motion carried unanimously.

Accountant Voigt presented the Snow Plowing and Removal Contract for 2007 – 2008. This is a renewal agreement with AMTRUCK (dba Levenhagen Corp). All hourly rates are increased \$10 per hour. After discussion, motion made by Commissioner J. Jurgenson, seconded by

Commissioner G. Cowling to approve the Snow Plowing and Removal Contract with AMTRUCK. Motion carried unanimously.

Accountant Voigt presented a three year quote for auditing services with Schenck for audit years 2007, 2008, and 2009. After discussion, motion made by Commissioner R. Zielinski, seconded by Commissioner J. Jurgenson to approve the three year auditing agreement with Schenck. Voting aye: Commissioners W. Helein, R. Zielinski, K. Bauer, G. Cowling, J. Jurgenson. Abstaining: Commissioner D. Youngquist. Motion carried.

Accountant Voigt reported our insurance agent was not able to obtain all the quotes for renewal of the NMSC property and liability insurance coverage in time for today's meeting. This will be put on the agenda for next month. Commission President W. Zelinski asked when the NMSC policies expire, it was reported all the Commission insurance policies expire on December 31st.

Manager Much presented the request for contract increase for MCO for 2008. The CPI has increased 3.5%; the terms of the contract between the NMSC and MCO allow for contract increases to be the amount of the CPI. MCO is requesting the contract to be increased by the amount of the CPI. MCO is also projecting a 10%-11% increase in the health insurance amount and liability insurance amount; the exact amount won't be known until later in December. The health insurance and liability insurance costs are a direct pass-through from MCO to the NMSC. Discussion followed; it was requested to wait approving the contract increase until a final amount is known for the health insurance and liability insurance costs. After discussion, motion made by Commissioner J. Jurgenson, seconded by Commissioner G. Cowling to approve the contract increase with MCO. Voting aye: Commissioners W. Helein, G. Cowling, J. Jurgenson, D. Youngquist. Voting nay: Commissioners R. Zielinski, K. Bauer. Motion carried.

Accountant Voigt presented the following invoices from McMahon Associates for payment:

#38168	Underground Distribution – Site Plan Sheet	\$ 710.25.
#38400	Biosolids Management Plan	\$4,125.00.
#38399	Sludge to Sludge Heat Exchanger - Design	\$ 141.00.
#38502	Underground Distribution – Final Design	\$3,500.00.
#38503	Underground Distribution – Preliminary Design	\$ 819.00.

Motion made by Commissioner D. Youngquist, seconded by Commissioner R. Zielinski to approve for payment invoices #38168, #38400, #38399, #38502 and #38503 to McMahon Associates. Motion carried unanimously.

Accountant Voigt reminded the Commission of the bond principal and interest payment that will be made on Monday December 3rd.

Operations, Engineering, Planning

Manager Much presented and discussed the operating report for the month of October 2007. The plant is running well. The clarifier rebuild project is done, the methane gas torch replacement is completed, the heat exchanger pilot unit is running, and the methane engine is running okay. After discussion, motion made by Commissioner J. Jurgenson,

seconded by Commissioner D. Youngquist to approve the operating report for the month of October 2007 and to place the report on file. Motion carried unanimously.

Manager Much updated the Commission on the Sludge-to-sludge heat exchanger pilot unit. The unit is operating; we now need to monitor its operation. The unit will run for a couple of months to see if we have any heat transfer problems or problems with the piping plugging. The pilot unit is about 25% of the full scale unit.

Manager Much updated the Commissioners on the status of the electric underground distribution replacement. The bidding for this project will be on January 10th, 2008. The results from the bidding will be presented at the January meeting.

Tom Vik (McMahon Associates) distributed a summary status report for the Biosolids Management Study. The full report that was included in the packets mailed to the Commissioners was a preliminary report; Tom Vik referenced the 2-page summary status report when discussing the Biosolids Management Study with the Commission. Currently the Commission produces 16,540 wet tons of biosolids per year; the 20-year projection is 19,931 wet tons per year. Current disposal costs with Gizmo Farms are \$261,000 per year. Tom Vik discussed options available for disposal of the biosolids after the contract with Gizmo Farms expires. Options discussed with the Commission were: construct an on-site storage building; construct an off-site storage building; contract for hauling, storage and spreading with another firm; landfill; sludge drying using either natural gas, methane gas, or steam; use of an emerging technology such as Minergy or a slurry carb. The Commission questioned if it would be possible to purchase the current storage building and land from Gizmo Farms. Randy Much and Tom Vik would check with Bob and Jim Potratz to see if this would be an option. The options to continue hauling, storing and spreading the biosolids similar to how it is currently being handled with Gizmo Farms but with the Commission building either an on-site or an off-site storage building are likely not viable options. The use of the landfill for disposal of biosolids would be an easy solution but an expensive option that is not popular with the DNR. Sludge Drying options are viable alternatives but these options are not inexpensive with costs possibly being about \$86 per ton. The emerging technologies options have not responded to requests and are expecting them to be expensive solutions. The current recommendations are to: pursue private contract hauling with either Veolia or Tracy & Sons; continue to evaluate drying options with an option to locate the drying facility at the Menasha Utility Steam Plant site; pursue the Minergy option. Manager Much indicated he would contact Gizmo Farms to discuss the option of purchasing the building we are currently using for sludge storage.

Manager Much presented a sewer extension request from OMNI Associates for the Dixie Road Utility Extension located in the City of Neenah. Commission R. Zielinski questioned the impact on the communities for approving the sewer extension requests received. Manager Much responded that the only concern of the Commission is if the treatment plant has capacity to accept the flow and loadings to be generated; at this point the Commission is able to handle the flow and loadings. After discussion, motion made by Commissioner G. Cowling, seconded by Commissioner J. Jurgenson to approve the sewer extension request for the Dixie Road Utility Extension located in the City of Neenah. Motion carried unanimously.

Old Business

Ordinance Contract incorporate revisions update. No additional information was received from Attorney Gunz.

Sewer ownership update. It is expected that Attorney Gunz will bring information to the next meeting for transferring ownership of the Interceptors located in the City of Neenah.

Vouchers

Commissioner D. Youngquist requested to have a summary of the project costs for the different ongoing projects similar to what is provided for the engineering costs. Motion made by Commissioner D. Youngquist, seconded by Commissioner K. Bauer, to approve Operating and Payroll Fund Vouchers #129997 thru #130056 in the amount of \$362,859.44 for the month of October 2007. Motion carried unanimously.

Motion made by Commissioner R. Zielinski, seconded by Commissioner J. Jurgenson to adjourn the meeting. All present voting aye; nays, none. Meeting adjourned at 9:13 a.m.

President

Secretary

THE NEXT REGULAR MEETING IS ON TUESDAY December 18th, 2007.

CITY OF MENASHA
Parking Committee
Third Floor Council Chambers, City Hall – 140 Main Street
December 5, 2007

DRAFT MINUTES

I. CALL TO ORDER

A. Meeting called to order by PWD Radtke at 11:04 a.m.

II. ROLL CALL/EXCUSED ABSENCES

A. MEMBERS PRESENT: Ald. Wisneski; PWD Radtke; CA Brandt; CDD Keil; PC Stanke
MEMBERS ABSENT: None
OTHERS PRESENT: William Becher, 15 Center St; Brenda and Bruce Heisel, The Hungry Bull; Carol Schmidt, Public Works and Engineering Department

III. MINTUES TO APPROVE-MINUTES & COMMUNICATIONS TO RECEIVE

A. **Minutes to approve:**
Motion by Ald. Wisneski, seconded by CDD Keil to approve the minutes of the May 10, 2007 meeting. Motion carried.

VI. DISCUSSION ITEMS

A. **Request for Parking Consideration Along East Side of Center Street**

Bill Becher is requesting the same consideration as last year, that he be allowed a handicap stall for the winter, to be used for overnight parking when he is staying overnight at the Center Street location.

Much discussion ensued regarding City parking policies, snow clearing and street sweeping operations, and uniform treatment to all residents.

Motion by CA Brandt, seconded by Ald. Wisneski to recommend to Council, an exemption for overnight parking on both sides of Center Street. Roll call vote: CA Brandt yes; PWD Radtke no; CDD Keil no; Ald. Wisneski no; PC Stanke no. Motion failed on roll call vote.

CA Brandt feels it is wrong to create special rules for certain people. Mr. Becher has several options: call the police department, park in Gunderson's lot, buy a permit or use the Marina handicap stall.

PC Stanke stated anyone with a handicap permit can park in any handicap stall. Mr. Becher will be able to park overnight in the existing handicap stall, which should eliminate his concern.

B. **Overnight Parking Concern in Tayco/Kaukauna Street Area**

Bruce and Brenda Heisel presented their views regarding their customers and employees getting tickets when parked in front of their business at 5:00 am. The sign the City has posted there says No Parking from 11:00 pm to 5:00 am. His understanding from the changes that were made two years ago are that they are allowed to park there before 6:00 am because his business opens at 5:00 am and his customers have no where else to park.

CA Brandt stated the sign and ordinance should be consistent. Much discussion ensued regarding the ordinance and possible changes to it.

Motion by CA Brandt, to amend the overnight parking ordinance to read no parking from 11:00 pm to 6:00 am to 11:00 pm to 5:00 am. Motion died for lack of a second.

Motion by PC Stanke, seconded by Ald. Wisneski to recommend to Council that overnight parking be prohibited from 2:00 am to 5:00 am in areas where parking is currently regulated from

11:00 pm to 5:00 am. Roll call vote: CA Brandt yes; PWD Radtke no; CDD Keil yes; Ald. Wisneski yes; PC Stanke yes. Motion carried on roll call vote 4-1.

CA Brandt stated he will create an ordinance with Ald. Wisneski. The Council can call for a public hearing if it wishes.

D. **Request to Increase Daily Parking Fee**

PWD Radtke stated this request is being made because the cost for a monthly parking permit has increased to the point where it would be cheaper to purchase daily parking permits for the month.

Motion by Ald. Wisneski, seconded by PC Stanke to increase the daily parking fee from \$1 to \$2. Motion carried on voice vote 5-0.

VIII. ADJOURNMENT

- A. Motion by Ald. Wisneski, seconded by CA Brandt to adjourn at 12:14 p.m. Motion carried 5-0.

Respectfully submitted by Carol A. Schmidt, Public Works and Engineering Department



City Hall Safety Committee Meeting
11-7-07
Minutes

Present: Adam Alix, Tom Stoffel, Sylvia Bull, Kristi Heim, Jeff Brandt, Tasha Saecker, S. Nett

Absent: Todd Drew, Brian Tungate, Peggy Murphy

Meeting called to order at 1:30 PM.

- A. Motion to approve minutes made by T. Saecker and seconded by K. Heim. Motion carried.
- B. Held over Business
 - 1. Emergency Operations and Evacuation Plan Update – There is nothing new to report. S. Nett in process of revising.
 - 2. Employee ID cards – ID cards will not be completed until ID policy approved by the Personnel Committee for the city and the Common Council.
 - 3. Work – Related Injury Report form reviewed. Committee recommended there be a place on the form for routing of copy of the completed form to supervisor, department head, personnel department and employee. It was also recommended that there be a training session in the early part of 2008 on correct use of the form.
- C. New Business
 - 1. S. Nett distributed a draft employee ID policy for review. The committee discussed some changes in wording and then recommended revisions be made and policy sent to personnel Committee and Common Council for approval.
 - 2. Monthly safety topic on choosing personal protective equipment distributed.
 - 3. There were no injuries to review.
- D. Training
 - 1. Reminder given for training times on Nov. 14 and 15. Topics are harassment and MSDS sheets.
 - 2. P. Murphy is working on updating the training matrixes.
- E. Meeting adjourned at 2:25 PM.

SPECIAL MEETING OF THE WATER AND LIGHT COMMISSION

November 20, 2007

Draft

Commission President Martenson called the Regular Meeting of the Water and Light Commission to order at 7:30 A.M., with Commissioners Mark Allwardt, Joe Laux, and Carla Watson present on roll call. Also present were Doug Young, General Manager; Melanie Krause, Manager of Business Operations; Steve Grenell, Project Engineer; and the Press.

In the absence of Commission Secretary Bob Fahrback, Comm. President Martenson appointed Comm. Watson as Secretary for this meeting.

Item II. People from the Gallery to be heard on any topic of public concern to the Utility.

Mary Nebel, 713 First Street, asked about the purpose of staff traveling to the Goodyear plant. Comm. Martenson explained there were problems with the belts for the coal delivery system.

Joanne Roush, 409 Cleveland Street, spoke about a request to have staff and/or Commissioners attending the Council meetings. Comm. Martenson stated the position of the Utility Commission staff has significant responsibilities to complete relative to the steam project and many others. When there is a significant item of concern to the Common Council or Commission, or a milestone that's been achieved, we feel it is important to be there to report on those items.

Ms. Nebel asked if biweekly or monthly attendance at the Council meetings could be requested. Comm. Martenson replied that a specific schedule to attend Council meetings has not been discussed, the Commission and staff is more concerned about meeting milestones and getting items completed. December 3 has been scheduled as a time to report on the strategic plan and modeling that staff is working on. Future dates for the Commission to report to the Council will be scheduled on an as needed basis.

Ms. Nebel inquired whether the December 3 meeting will be held in open or closed session. Comm. Martenson said it was his opinion that the majority of the meeting would be in open session and he did not know if there would also be a closed session.

Item III. Motion made by Comm. Watson, seconded by Comm. Allwardt, was unanimous on roll call to approve the following:

A. Minutes of the Special Meeting of October 23, 2007

Item IV. Unfinished Business

A. Strategic Planning – Manager of Business Operations Krause reported the template was put together to mirror how the budget was set-up and to include Comm. Martenson's recommendations made at the last meeting. Staff is still working on the detail behind each individual item.

Comm. Martenson requested another category be created and titled manager's project leader priority, and he asked to have an individual printout by project leader. This should assist in

determining what each manager should be spending their top priority time on. He added that staff is making good progress, and the addition of the percent column helps a lot.

Item V. New Business

A. Steam report for October – Manager of Business Operations Krause gave an update on the status of the steam numbers and electric generation for the month. A graph was added to depict the actual costs for #5 generation. The net result most months, when #5 has been running consistently, has earned us more than the purchased power bill.

General Manager Young stated one of the tasks will be to verify all generation metering is correct. The losses in the system are very low.

Item VI. The motion by Comm. Allwardt, seconded by Comm. Watson, was unanimously approved on roll call at 8:05 a.m. to convene into Closed Session pursuant to Section 19.85 (1) (e) of the Wisconsin Statutes for the purpose of deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session. RE: Litigation and Contract Negotiations

By: CARLA R WATSON
Acting Secretary

NOTE: THESE MINUTES ARE NOT TO BE CONSIDERED OFFICIAL UNTIL ACTED UPON AT THE NEXT REGULAR MEETING, THEREFORE, ARE SUBJECT TO REVISION.

SPECIAL MEETING OF THE WATER AND LIGHT COMMISSION

November 27, 2007

Draft

Commission Secretary Fahrbach called the Special Meeting of the Water and Light Commission to order at 7:30 A.M., with Commissioners Joe Laux and Carla Watson present on roll call. Also present were Doug Young, General Manager; Melanie Krause, Manager of Business Operations; Steve Grenell, Project Engineer; Dick Sturm, Manager of Steam Production; Steven Fields, Steam System Maintenance Superintendent; and the Press.

Item II. No one from the Gallery was heard on any topic of public concern to the Utility.

Item III. Unfinished Business, Strategic Planning – A discussion was held regarding the plan to be presented to the Common Council at the December 3 joint meeting. Comm. Fahrbach requested clarification/narrative of the priority codes and priorities to be included with the report.

Mike King, Post Crescent, arrived at 7:40 am.

A discussion was held on how the evolving strategic plan document is to be used by the Commission. Good progress has been made on it, and it is a good overall summary. A current date will be added to the top of all the pages, and when progress has been made on an item, the percent completion column will be highlighted.

Comm. Watson stated she will be out of state and will not be able to attend the December 3 meeting.

Comm. Fahrbach asked who would be making the presentation at the joint meeting and what materials may be needed. After discussion, it was decided Comm. Vice President Allwardt would make the presentation at the joint Council meeting, and it would not be necessary for staff to attend.

Item IV. The motion by Comm. Watson, seconded by Comm. Laux, was unanimously approved on roll call at 8:00 a.m. to convene into Closed Session pursuant to Section 19.85 (1) (e) of the Wisconsin Statutes for the purpose of deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session. RE: Litigation and Contract Negotiations

And pursuant to Sec. 19.85 (1) (f) of the Wisconsin Statutes for the purpose of considering financial, medical, social or personal histories or disciplinary data of specific persons, preliminary consideration of specific personnel problems or the investigation of charges against specific persons except where par. (b) applies which, if discussed in public would be likely to have a substantial adverse effect upon the reputation of any person referred to in such histories or data, or involved in such problems or investigations. RE: Personnel Issues

By: ROBERT H. FAHRBACH
Secretary

NOTE: THESE MINUTES ARE NOT TO BE CONSIDERED OFFICIAL UNTIL ACTED UPON AT THE NEXT REGULAR MEETING, THEREFORE, ARE SUBJECT TO REVISION.

SPECIAL MEETING OF THE WATER AND LIGHT COMMISSION

December 6, 2007

Draft

Commission Vice President Allwardt called the Special Meeting of the Water and Light Commission to order at 11:00 A.M., with Commissioners Bob Fahrbach and Joe Laux present on roll call. Also present were Melanie Krause, Manager of Business Operations; and the Press.

Item II. People from the Gallery to be heard on any topic of public concern to the Utility:

Mary Nebel, 713 First Street, thanked Commissioners Allwardt and Fahrbach for attending the joint Common Council/Utility Commission meeting held on December 3. She requested clarification on the vendor associated with the noise issue at the Steam Plant. Commission Vice President Allwardt responded there is no responsible party nor is there any litigation. It was Ms. Nebel's opinion that the issue ended up being noisier than anticipated when the steam plant construction was completed. The cost estimates for this project need to be clarified.

Ms. Nebel asked about the hiring of another staff member and the increase in the anticipated salary. Manager of Business Operations Krause stated the change includes the benefits for that employee.

Comm. Fahrbach added that staff is working with the vendor to deal with the noise issue and the vendor did not anticipate the cost to relocate the fans inside, and staff is obtaining estimates from other vendors to see if there could be a cost savings.

Joanne Roush, 409 Cleveland Street, commented on the Council's recommendation for appointing a new Commissioner. She asked that the Commission look more broadly into the community for a recommendation to the Council.

Steve Grenell, Project Engineer; Dick Sturm, Manager of Steam Production; and Steven Fields, Steam System Maintenance Superintendent arrived at 11:10 am.

Item III. Unfinished Business, Council Update – Commissioner Laux asked that minutes from previous meetings be approved more frequently, and draft minutes be sent to the Council as soon as possible in an effort to communicate more information to the Council on a timely basis.

At the joint meeting, the Council asked about the timeline for the noise issue. Manager of Steam Production Sturm reported the silencer was delivered and installed yesterday on the ash blower. There is a noticeable difference lowering the noise on that piece of equipment.

Strategic Planning – Comm. Vice President Allwardt asked for additions to the noise issue project. Menasha Utilities' cost and the cost for an outside vendor should be added along with when the work was started or would be started, and the expected completion date. He also asked to have a column added to the plan to indicate whether the project is included in the Sargent and Lundy report.

Comm. Fahrbach asked to have changes highlighted on the next report.

Mr. Sturm reported the heat recovery project is very close to being sent to vendors for RFPs. Projects and their return on investment will be brought back to the Commission for approval. Mr. Sturm also reported he has been in contact with the baghouse supplier regarding the cost moving to a fiberglass bag. The cost has increased and staff is checking with other suppliers for competitive pricing.

New Business, Steam Report for November – Mrs. Krause stated the steam purchases and kW revenues for the month were close to October, and expenses were similar to October. The average price is less in the MISO market than on the Poyry report.

Other – Comm. Vice President Allwardt discussed potential future meeting dates. It was decided the next Special Commission meetings will be on December 12 and January 3 at 7:30 am. The Regular Commission meeting will be on December 19 at 7:30 am. There will be no meeting during the week of December 24.

Item IV. The motion by Comm. Fahrback, seconded by Comm. Laux, was unanimously approved on roll call at 11:45 a.m. to convene into Closed Session pursuant to Section 19.85 (1) (e) of the Wisconsin Statutes for the purpose of deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session. RE: Litigation and Contract Negotiations

And pursuant to Sec. 19.85 (1) (f) of the Wisconsin Statutes for the purpose of considering financial, medical, social or personal histories or disciplinary data of specific persons, preliminary consideration of specific personnel problems or the investigation of charges against specific persons except where par. (b) applies which, if discussed in public would be likely to have a substantial adverse effect upon the reputation of any person referred to in such histories or data, or involved in such problems or investigations. RE: Personnel Issues

By: ROBERT H. FAHRBACH
Secretary

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CLOSED SESSION OF THE WATER AND LIGHT COMMISSION

November 27, 2007

Draft

Commission Secretary Fahrbach called the Closed Session to order at 9:20 a.m., upon the unanimously approved motion by Comm. Watson, and seconded by Comm. Laux, pursuant to Section 19.85 (1) (f) of the Wisconsin Statutes for the purpose of considering financial, medical, social or personal histories or disciplinary data of specific persons, preliminary consideration of specific personnel problems or the investigation of charges against specific persons except where par. (b) applies which, if discussed in public would be likely to have a substantial adverse effect upon the reputation of any person referred to in such histories or data, or involved in such problems or investigations. RE: Personnel Issues

Commissioners Laux and Watson were present on roll call by Commission Secretary Fahrbach. Also present was General Manager Young.

The purpose of the Closed Session was to discuss compensation of management personnel.

There being no further business, the motion by Comm. Watson, seconded by Comm. Laux, was unanimously approved to adjourn at 9:40 a.m.

BY: ROBERT H. FAHRBACH
Secretary

NOTE: THESE MINUTES ARE NOT TO BE CONSIDERED OFFICIAL UNTIL
ACTED UPON AT THE NEXT REGULAR MEETING, THEREFORE,
ARE SUBJECT TO REVISION.

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**City of Menasha
Information Technology Steering Committee
Gegan Room
Menasha Public Library
Wednesday November 28, 2007
9:30 A.M.
Minutes**

I. Call to Order

Meeting called to order at 9:30 AM by CHAIRMAN Wisneski.

Present: CHAIRMAN Wisneski, AP Beckendorf, CLERK Galeazzi, COMP Stoffel, ITMgr Lacey, PL Brunn and PWD Radtke (9:55)

Also Present: MAYOR Laux, CA/PD Brandt, ITSupv James, LD Saecker and P&RD Tungate

II. Minutes to Approve-Minutes and Communications to Receive - Approval of Minutes of October 24, 2007 IT Steering Committee meeting.

Motion by ITMgr Lacey, seconded by CLERK Galeazzi to approve the minutes of the October 24, 2007 IT Steering Committee meeting. Motion carried.

Minutes to Approve-Minutes and Communications to Receive – Email from Sue Wisneski on website content – October 24 and October 29, 2007

Motion by COMP Stoffel, seconded by PL Brunn to receive the email from Sue Wisneski on website content – October 24 and October 29, 2007. Motion carried.

III. Report of Department Head/Staff/Consultants – Committee monthly update on status of projects/operations/costs

ITMgr Lacey distributed the monthly bar graph and Help Desk reports to all members present. He explained the high usage for the CLERK due to the implementation of the NOVUS AGENDA software. The Committee members also discussed the status of the ID badges.

IV. Action Items – Committee discussion on content and design of City website

AP Beckendorf opened the discussion by volunteering to help update the City's website home page. She suggested that a committee be formed to look at the current design and come up with something more eye appealing. CA/PD Brandt spoke in opposition to this idea because he does not see it as being effective in getting changes made. The question was raised as to whom has the authority to require departments to keep their information on the website current. MAYOR Laux has talked with the Parks and Recreation and Community Development Departments since the last meeting and informed them to get their websites updated. He also offered many suggestions on how this should be accomplished. ITSupv James stated he had met with P&RD Tungate to discuss those changes suggested, but our current software will not support all the suggestions made. ITMgr Lacey advocated that the City increase its bandwidth and take the hosting of the site in-house. He also pointed out that the pages are the responsibility of the Department Heads and they should take ownership; it is now a part of their job. CHAIRMAN Wisneski said she would take ownership of the home page because it really does not belong to any one department. MAYOR Laux also asked COMP Stoffel to look into getting the City the ability to receive payments on line by credit and debit cards. Because there does not seem to be a lot of movement by departments to update information, MAYOR Laux appointed ITSupv James as the City's webmaster. He will be responsible for seeing that departments keep their sites current.

Action Items – Committee update and discussion of NOVUS AGENDA software

MAYOR Laux started the discussion off by requesting that the Committee view the Public Library's website. LD Saecker explained how the site works, how the search function works and how she prepares her agenda. This site is managed by Winnefox Library System and uses LINUX as its operating system. ITMgr Lacey does not have any in depth training in this operating system and would have to have a new website designed by an outside consultant. It was suggested that the staff at Winnefox Library System might be available to help with a project such as this. No funds were included in the 2008 IT Budget to hire on outside consultants for this project.

The Committee next discussed the security of the software because it should not be possible to change a document once it has been approved. This is not the case with the Library or the NOVUS AGENDA software. CA/PD Brandt expressed his displeasure with the NOVUS AGENDA software and would like to return to the "old" way of creating agendas and minutes. MAYOR Laux would like to explore other ways of getting the minutes and agendas created and made available to the public. ITSupv James explained a problem with NOVUS

AGENDA agendas not converting to a template for NOVUS AGENDA minutes. Staff is to review the strengths and weaknesses of the Winnefox system and report back at a future meeting.

Action Items – Committee discussion on Common Council action to purchase video recording equipment

Committee CHAIRMAN Wisneski had another appointment and requested that this topic be held until the next InformationTechnology Steering Committee meeting.

Action Items – Committee discussion and recommendation on next IT Steering Committee meeting date – December 19th, third Wednesday

After discussion, by consensus of the members present, the next Information Technology Steering Committee meeting will be held on Wednesday, December 19, 2007 at 8:15 AM in the Gegan Room of the Menasha Public Library.

V. Adjournment

Motion by AP Beckendorf, seconded by PWD Radtke to adjourn. Motion carried. Meeting adjourned at 11:40 AM.

Respectfully submitted,

Thomas Stoffel
Committee Secretary

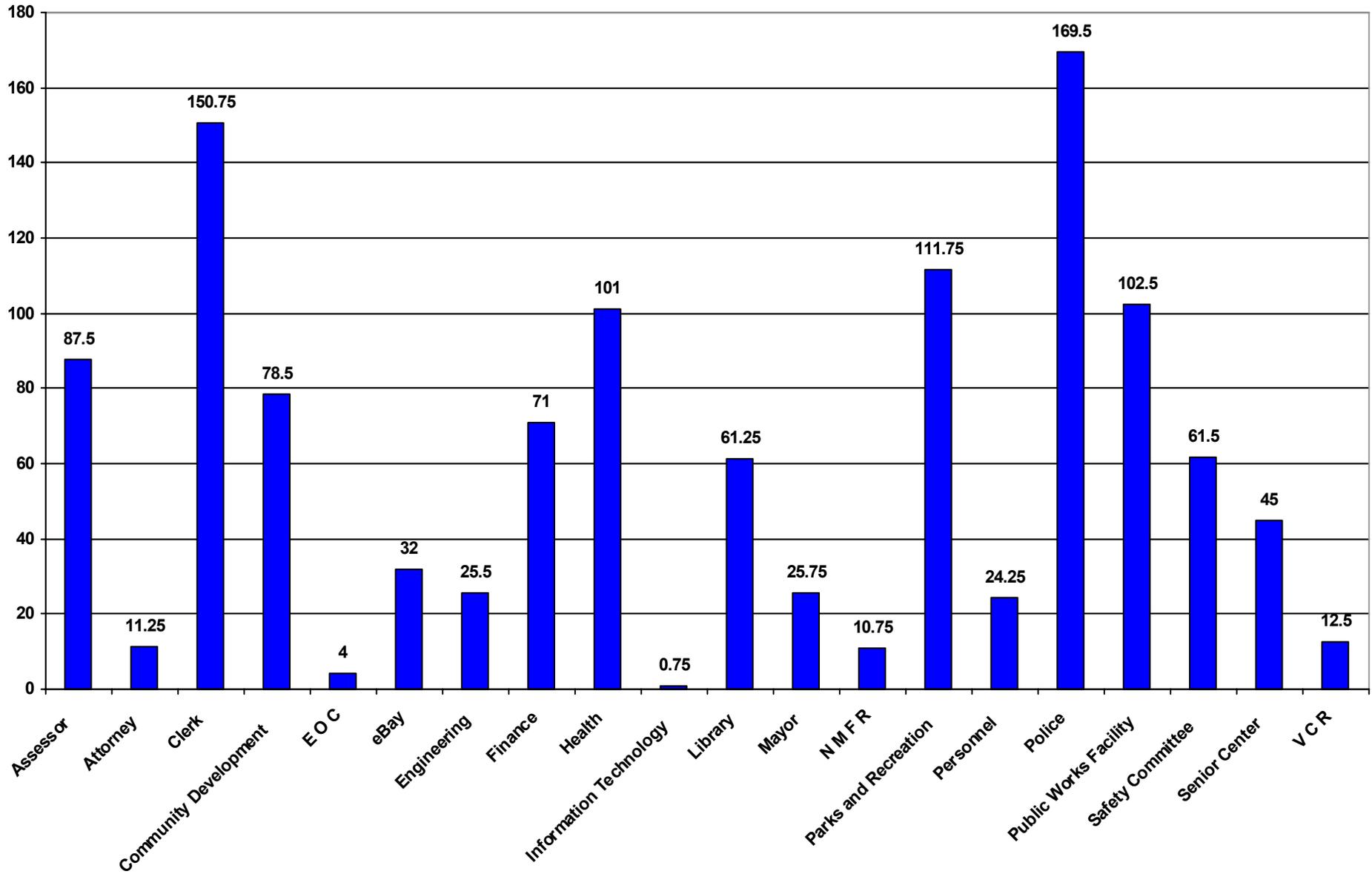
	Budget \$	YTD \$	% used YTD
Total Budget	\$326,117	\$226,868	69.57%

January 2007 through October 2007

**I.T. Department
Projects
October 24, 2007 through November 27, 2007**

- Novus Agenda training and troubleshooting.
- Continue monitoring virus activity and block SPAM e-mail.
- Monitor and administrate City Network.
- Monitor and administrate City phone system.
- Project planning for 2008
- Work with Assessor Consultants on Assessor database.
- Assist with City Web site modifications and update FAQ section.
- Worked with One Communications on issue of phone line echo and issues resulting from One Communications upgrading their circuits.
- Setup cordless phone for greater efficiency at the City Garage.
- Worked with ADT on issue of outgoing phone line for alarm notification.
- Listed and sold City truck on e-bay.
- Updated the CAD client at the Police Department.
- Ordered USB sticks for use by City Employees.
- Wrote cease and desist letter to the Post Crescent to stop sales calls to City numbers.
- Compiled Bloodborne Pathogen Training video for Health Department to DVD
- Created ELP training DVD from video footage.
- Coordinated City Employee ID creation for the Safety Committee.
- Research and analyze different options for replacement of City Finance/HR software.
- Created the database for tracking Training tracking for the safety committee.

Year to Date Hours by Department



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

CITY OF MENASHA
Plan Commission
Council Chambers, 3rd Floor City Hall – 140 Main Street
December 18, 2007
DRAFT MINUTES

I. CALL TO ORDER

A. Call to Order

Mayor Laux called the meeting to order at 3:30 p.m.

B. 3:30 PM – Public Hearing – Special Use Permit – 1370 Oneida Street – Van Zeeland Oil

Mayor Laux opened the public hearing by inviting members of the gallery to speak. No one spoke on this item.

C. 3:35 PM – Public Hearing – Rezoning – 1370 Oneida Street – I-1 Industrial to C-1 Commercial

Mayor Laux opened the public hearing by inviting members of the gallery to speak. No one spoke on this item.

II. ROLL CALL/EXCUSED ABSENCES

A. PLAN COMMISSION MEMBERS PRESENT: Mayor Laux, DPW Radtke, Ald. Merkes, and Commissioners Sturm, Schmidt and Cruickshank.

PLAN COMMISSION MEMBERS EXCUSED: Commissioner Sanders.

OTHERS PRESENT: AP Beckendorf, CDD Keil, Lonnie Pichler, Christine Symchych, Todd Van Zeeland, Joe Nemecek, and Michael King of *The Post-Crescent*.

III. MINTUES TO APPROVE-MINUTES & COMMUNICATES TO RECEIVE

A. Minutes to approve:

DPW Radtke made and Comm. Sturm seconded a motion to approve the November 20, 2007 Plan Commission meeting minutes. The motion carried.

IV. PUBLIC COMMENTS ON ANY MATTER OF CONCERN TO THE CITY

Five (5) minute time limit for each person

A. No one spoke.

V. DISCUSSION

A. Comprehensive Plan Update – Timeline, Public Participation

CDD Keil explained that the city is part of a contractual agreement the Calumet County has with the state. Staff is asking the Plan Commission to review chapters as they are distributed and accept them with changes.

Christine Symchych, of Foth and Van Dyke, described the timeline, discussed the maps and explained the summary memo.

• Commissioners discussed the following:

- The addition of the New Holstein airport under section 2.6.
- Identify how the Friendship trail will make the connection to Manitowoc (section 2.6)
- Reference and describe the dial-a-ride service under the transit section and find out if a map of dial-a-ride services exists.
- Work with Mark Radtke on the functional classification section (2.3)
- Renumbering the transportation section.
- Adding information regarding passenger rail.
- Public involvement. Ms. Symchych explained that so far, there have been 22 public meeting held.
- Possibility of a future citizen survey.

B. Community Survey Discussion – Example of Survey Results

DPW Radtke made and Comm. Sturm seconded a motion to not conduct a community survey to be included in this Comprehensive Plan. The motion carried.

VI. ACTION ITEMS

A. Rezoning – 1370 Oneida Street – I-1 Industrial to C-1 General Commercial

AP Beckendorf explained that the rezoning would be consistent with surrounding development and with the city's proposed preferred land use plan.

DPW Radtke made and Ald. Merkes seconded a motion to recommend approval of the rezoning of 1370 Oneida Street from I-1 Industrial to C-1 General Commercial. The motion carried.

B. Special Use Permit – 1370 Oneida Street – Van Zeeland Oil

- Commissioners discussed the following:
 - Drainage.
 - Landscaping.
 - Property rezoning.

DPW Radtke made and Ald. Merkes seconded a motion to recommend approval of the special use permit subject to property rezoning and with the condition that no additional drainage is generated to the west. The motion carried.

C. Acceptance of Chapters 1 and 3 (Issues and Opportunities and Transportation) of the Menasha Comprehensive Plan

This item was held over.

D. Council Resolution R-19-07 Concerning the Future of Properties at 504 Broad and 81 and 87 Racine Street

CDD Keil described the circumstances leading to the resolution and introduced Terry Bomier, a commercial real estate broker. Mr. Bomier described his findings which were distributed to the Plan Commission in an Opinion of Value.

- Commissioners discussed the following:
 - Different versions of the plan.
 - Number of parking stalls.
 - Whether the parking should be public or private.
 - Consistency with past council direction regarding greenspace and parking.
 - Consistency with Schreiber-Anderson plan which designated the properties as greenspace and gateway.
 - The marketability of the properties.
 - Possible constraints on the use of the properties because of the Declaration of Necessity.
 - The prevalence of empty commercial spaces and the implications of adding more.
 - The creation of greenspace and parking lot would not preclude future development.
 - The costs involved with building the park and parking lot.
 - Retaining control of the properties for long-term flexibility.

Comm. Cruickshank made and Comm. Sturm seconded a motion to return the plan to the Common Council as previously presented with the recommendation that the parking area be constructed as public parking. The motion carried on a roll call vote of 5-1 (Ald. Merkes – no).

VII. ADJOURNMENT

- A. Comm. Schmidt made a motion to adjourn at 5:32 p.m. Comm. Cruickshank seconded the motion. The motion carried.

**Public Works and Parks Safety Committee Meeting
November 27, 2007
Minutes**

Meeting called to order at 9:05 AM

Present: Jim Julius, Bob Huss, Jeff Nieland, Mark Radtke, Adam Alix, Cory Gordon,
Ken Popelka, Brian Tungate, Sue Nett, Peggy Murphy, Jeff Brandt

Absent: Tim Jacobson, Matt Schultz

A. Motion to approve minutes from October 23, 2007 meeting made by M. Radtke and seconded by B. Huss. Motion Carried.

B. Old Business

1. The City Council has approved the ID policy. Employees will be receiving ID badges in the next few weeks. Employees in PW and Parks will carry the ID badges on themselves, rather than on a lanyard or clip.
2. No update to report on the revision of the Emergency Operations and Evacuation Plan.
3. Work Zone Safety and Flagger handbooks given to J. Nieland for distribution in the PW facility.

C. New Business

1. The November safety topic on choosing the appropriate personal protective equipment based on the task being completed was distributed.
2. There were no injuries to review.
3. Badger Highway Quarry safety concerns discussed. Bruce Stenz from CVMIC has recommended that someone from DPW take pictures of the quarry area that belongs to the city and where city employees dump loads. He also recommended taking pictures of existing posted warning signs, posted dumping rules, gates etc on the quarry property. Someone from PW should then draft a summary of what and how dumping is currently done at that location; and then develop an internal recommendation of what would be best practices and/or safety procedures when performing activities in the quarry area. The committee decided to have a sub-committee evaluate the situation and bring back a recommendation. M. Radtke to chair the sub-committee. B. Huss volunteered to assist with this.
4. Facility Walk Through inspection that was cancelled on Nov. 20th has been rescheduled to Jan. 23rd at 8:30 AM.
5. Concern with confined space rescue operations and who is responsible for what when a vendor is contracted to do a project that involves confined space. This was referred to the December Department Head mtg. for discussion.
6. Rider safety on the leaf machine was discussed.

D. Training

1. The training sessions on Nov. 14 and 15 were reviewed. Committee members had not received any negative feedback. The committee overall felt that having a lecture session followed by a hands on session was a valuable learning tool. Since back injuries are the leading time off injury, it was suggested there be another body mechanics practice (hands-on) session in the spring.

E. Meeting adjourned at 10:03 AM.

REGULAR MEETING OF THE WATER AND LIGHT COMMISSION

November 28, 2007

Draft

Commission Vice President Allwardt called the Regular Meeting of the Water and Light Commission to order at 7:30 A.M., with Commissioners Bob Fahrback, Joe Laux, and Carla Watson present on roll call. Also present were Doug Young, General Manager; Steve Grenell, Project Engineer; Lonnie Pichler, Electric Distribution Supervisor; Dave Rodriguez, Customer and Utility Services Manager; Kristin Schalinski, Business Operations Accountant; Dick Sturm, Manager of Steam Production; Jerry Sturm, Water Plant Supervisor; John Teale, Technical Services Engineer; and the Press.

Item II. People from the Gallery to be heard on any topic of public concern to the Utility.

Mary Nebel, 713 First Street, wished Comm. President Martenson well and stated he was an asset to the Commission. Ms. Nebel asked about the status of the air permit for the steam plant. General Manager Young stated the air permit has been applied for prior to this project and is pending final approval from the DNR.

Manager of Business Operations Krause arrived at 7:35 am.

Joanne Roush, 409 Cleveland Street, shared Ms. Nebel's comments concerning Comm. President Martenson. She expressed her concerns regarding the lack of follow-up on unanswered questions, the financial models developed by Sargent & Lundy compared to models developed by the utility, the lag time in approving minutes, the recommendations contained in the Sargent & Lundy report compared to the strategic plan, best guess costs in the strategic plan, and suggested investing in a project management software package.

Item III. Motion made by Comm. Laux, seconded by Comm. Fahrback, was unanimous on roll call to approve the following:

- A. Minutes of the Regular Meeting of October 24, and the Special Meetings of November 6 and 13, 2007.
- B. Minutes of the Closed Sessions of October 24, 2007.
- C. Checks dated November 1 – 28, 2007, which includes Net Payroll Voucher Checks, Void O & M Checks #32635, 32646, and 32676, and Operation and Maintenance Voucher Checks for a total of \$1,277,337.74, and Operation and Maintenance Vouchers and Rebates to be paid prior to the next Regular Meeting. Motion approved unanimously on roll call.
- D. Correspondence, as listed.
Copy of Minutes from September 21, 2007, MEUW Board of Directors Meeting
Copy of Certificate of Substantial Completion, re: Water Treatment Modifications Canal Circulation System
Copy of Memorandum dated October 29, 2007, to WPPI Member Managers, from Tammy Freeman, re: Bill Comparison Summary

General Manager Young commented on two items listed in correspondence. The first is the Certificate of Substantial Completion for the Water Treatment Modifications Canal Circulation System, and the second item was the bill comparison between state utilities. WE Energies has filed for two electric rate increases.

Item IV. October Financial and Operations Statement – Comm. Fahrback questioned the decrease in residential sales and small commercial industrial sales although the income had increased. Manager of Business Operations Krause stated part of that consumption was for the month of August when there were warmer temperatures.

Comm. Allwardt asked about the distribution expenses being lower than expected. Mrs. Krause explained all labor is budgeted in the income statement, whereas when a project is in progress it goes directly to the project.

Comm. Laux expressed concern about the cost of the lawsuit and how to account for this to allow more cash for steam projects. After discussion, it was decided this issue will be discussed further at the next steam meeting.

After discussion, the Commission accepted the October Financial and Operations Statement as presented.

Item V. Claims Against The Utility – there were no claims discussed at this meeting.

Item VI. Purchase Orders over \$10,000.00 issued since the last Commission meeting were presented for informational purposes.

Item VII. Unfinished Business – there was no unfinished business discussed at this meeting.

Item VIII. New Business, 2008 Commission Meeting Calendar – A draft schedule for 2008 was presented for discussion. It was the consensus to change December 26, 2007 Regular Meeting to December 19, 2007, and the November 26, 2008 Regular Meeting to November 19, 2008.

Mike King, Post Crescent, departed at 7:55 am.

CVMIC Renewal – Mrs. Krause reported on the renewal of liability coverage for 2009 and 2010. Currently we have the \$25,000 deductible, and it is staff's recommendation to continue coverage as it is. A discussion ensued regarding the deductible options.

The motion by Comm. Laux was seconded by Comm. Fahrback to retain the current coverage. The vote was 3 – 1 on roll call with Comm. Watson voting no.

Sharon C. Waters Resolution of Appreciation – the motion by Comm. Laux, seconded by Comm. Watson, was unanimous to approve the following:

RESOLUTION OF APPRECIATION

WHEREAS, Sharon C. Waters was employed at Menasha Utilities from July 9, 1992, through January 3, 2008, and

WHEREAS, Sharon C. Waters dedicated 15½ years of her life to the Menasha Utilities, serving as Accounts/Account Clerk;

WHEREAS, Sharon C. Waters's positive attributes were the dedication she gave to her work, her determination and team spirit, the knowledge of her job, and the respect, courtesy, and cooperative attitude she portrayed towards her co-workers;

NOW THEREFORE BE IT RESOLVED by the Menasha Utilities Commission and the General Manager to extend to Sharon C. Waters our Sincere Appreciation and Thanks for her dedication and service to the Community.

RESOLVED FURTHER, by the Menasha Utilities Commission and the General Manager that a copy of this resolution be tendered to her as a record of this Appreciation and Thanks.

Passed and approved this 28th day of November, 2008.

Water Plant Change Order #12 – Water Plant Superintendent Sturm reviewed the two larger items included on the change order. One item was for filter sand as the first vendor did not meet the specifications. The change order includes the difference in cost for the change in vendor. Another item was to replace 16 inch valves that were ordered in error with 12 inch valves. The total amount for all change orders has been minimal to date.

The motion by Comm. Fahrbach, seconded by Comm. Watson, was unanimous on roll call to approve Change Order #12, and to forward the Change Order to the Department of Public Works.

Item IX. Project Reports, Water Plant Project/Monitoring Wells – Project Engineer Grenell reported Omni has completed the installation of the additional well and all the reporting has been completed and filed with the DNR. This will be monitored for one year.

Comm. Allwardt asked about the plumbing deficiencies in the old plant. Supt. Sturm stated the backflow prevention in the old plant is not up to standards and that area of the plumbing will need to be upgraded in order to meet DNR certification. General Manager Young said a scope had been put together for the project and no progress has been made yet on this project until the status of the contingency fund can be reviewed. This project will be handled with a change order and it is not expected to delay the plant start-up.

Comm. Allwardt stated he would like to see a change notice or purchase order for this project, and a plan for resolving this issue at the December meeting.

Mrs. Krause gave an update on the Trust Fund Loan Program information available through the State pool. This was discussed at the last meeting as a means of financing the entire Three Street water main project in 2008. These loans are considered a general obligation debt of the municipality. An application could be filed with the Safe Drinking Water Fund, but even if approved, those funds would not be available until the end of 2008 or beginning of 2009. Mayor

Laux stated he would check with the state to see if the project could be delayed for one more year.

Energy Services Representative Voigtlander arrived at 8:10 am.

Mapping Project – Technical Services Engineer Teale reported both systems are being utilized until the updates are completed. The Engineering Technician will be attending software training next week in Minneapolis.

Item X. Staff Reports, General Manager – General Manager Young noted the Arrowhead-Weston transmission line is in the final stages.

Electric and Water Distribution/Safety Report – Comm. Allwardt asked for additional detail on OSHA incidents to be provided.

Steam Utility – Manager of Steam Production Sturm added they are in the midst of an outage today for one of the largest customer's paper machines that is expected to last 28 hours. He also reviewed the outages anticipated for the month of December. Maintenance of the boilers may be scheduled over the holidays.

Water Plant – Supt. Sturm stated his report was changed to include a five year average on the distribution flow information. Chemical costs have increased this year compared to other years to handle taste and odor issues.

Telecommunications and Substations – Mr. Teale reported a customer may be interested in internet service.

Business Operations, Customer and Utility Services, and Energy Services Representative/Key Accounts – there were no additional questions to the reports presented.

Item XI. No one from the Gallery was heard on any items discussed at this Meeting.

Item XII. The motion by Comm. Laux, seconded by Comm. Fahrback, was unanimously approved on roll call to adjourn at 8:43 a.m.

By: ROBERT H. FAHRBACH
Secretary

NOTE: THESE MINUTES ARE NOT TO BE CONSIDERED OFFICIAL UNTIL ACTED UPON AT THE NEXT REGULAR MEETING, THEREFORE, ARE SUBJECT TO REVISION.

\\comm\minute Nov 28.doc



December 13, 2007

Mr. Michael Austin
141 River Street
Menasha, WI
54952

Dear Mr. Austin,

I am in receipt of your donation to the proposed K-9 program the Menasha Police Department is exploring. Financial assistance such as yours is vital to the successful implementation of this program.

It is our hope that we will further solidify financial planning in January of 2008 and be able to move forward with the project. Your check will be the first one received and helps us to kick off our fund raising efforts. I am forwarding the check to our Comptroller who will be holding the funds until needed.

Thank you again and we will keep you informed as to the progress of our efforts.

Bob Stanke
Chief of Police

Cc: Mayor and Common Council
File



To: Council
Fr: Mayor

December 21, 2007

Elizabeth Fritsch
324 Lopas Street
Menasha, WI
54952

Dear Mrs. Fritsch,

Thank you for your kind words concerning the Menasha Police Department and the officers of this department, it is most appreciated. I also thank you for your participation in the Citizens Academy and of course for the most generous donation you made to the honor guard unit. Support such as yours goes a long way in making the officers feel that their actions are appreciated.

I will also pass a copy of your letter along to the auxiliary unit as I know they also will appreciate your comments.

Again, thank you for your thoughts, your participation and your donation.

Sincerely,

Bob Stanke
Chief of Police

C: File
Lt. Bonneville
Officer Kawar
Mayor Laux

12/14/07

Dear Chief Stanke,

I was a member of the Citizens Academy this fall and just wanted to let you know how impressed I was with your officers. Every officer that participated in the academy was dedicated, articulate and very professional. It was obvious that they had spent a great deal of time and effort to make it a success, which I'm sure was not easy with their regular work duties and family obligations. Not only was it informative, but it was lots of fun.

I also wanted to thank you for the Auxiliary Police. I know that not all police departments have this program but I'm very glad that Menasha does. Both my sons are members and it's been a great learning experience for them as well as a chance for them to give back to the community.

I know that the hiring procedures used by the Menasha Police Department are expensive and very lengthy, but from what I've seen they are well worth it. Your officers are a very impressive group. Thank you for the opportunity to participate in the Citizens Academy.

Sincerely,

Elizabeth Fritsch

Enclosed is a donation to the Honor Guard.

DATE MAILED
DEC 14 2007

DEC 17, 2007

BEFORE THE

dg

PUBLIC SERVICE COMMISSION OF WISCONSIN

Petitions to Waive the IntraLATA Equal Access Scripting
Requirements of Wis. Admin. Code § PSC 165.043(4)(d)

5-TI-1743

NOTICE OF INVESTIGATION

Comments Due:

Friday, December 28, 2007 – Noon

This docket uses the Electronic
Regulatory Filing (ERF) system

Address Comments To:

Gary A. Evenson, Administrator
Telecommunications Division
Public Service Commission
P.O. Box 7854
Madison, WI 53707-7854

THIS IS AN INVESTIGATION of petitions¹ filed by Wisconsin Bell, Inc., d/b/a AT&T Wisconsin (AT&T), on October 5, 2007, and by Verizon North Inc. (Verizon), on November 15, 2007, for a permanent waiver of the obligations of Wis. Admin. Code § PSC 165.043(4)(d), which requires local exchange carriers (1) to inform new customers of their right to select an intrastate, intraLATA toll provider of their choice and (2) to provide to new and existing customers, upon customer request, the names, addresses and telephone numbers of other providers from which customers may obtain long distance service.² Verizon also seeks relief from related requirements imposed on it in docket 2180-TI-109 to inform customers of intraLATA provider choices.³

Wis. Admin. Code § PSC 165.043(4)(d) reads as follows:

Applicants shall be informed by the utility providing local exchange service of the names, addresses and telephone numbers of carriers from which they can purchase toll service, provided such carriers have provided the information to the utility. This information shall also be provided to existing customers upon request.

Both applicants note that this request is made as a follow up to an August 31, 2007, Federal Communications Commission (FCC) order that concluded that the equal access scripting

¹ The petitions can be viewed on the Commission website at: <http://psc.wi.gov>. Use the Electronic Regulatory Filing (ERF) system link to find information on docket 5-TI-1743.

² These obligations are referred to herein and in the petitions as "scripting" requirements.

³ The Commission's December 12, 2002, Order in docket 2180-TI-109 states "Verizon North Inc., may promote or market to new or existing local exchange customers the intraLATA toll service provided by itself or its affiliate, provided that Verizon also informs such customers of their right to select the intraLATA carrier of their choice."

requirements for interLATA long distance service were no longer necessary in today's competitive market. The FCC granted requests at the federal level to forebear from application of the federal interLATA equal access script requirements to AT&T and Verizon.⁴ AT&T and Verizon argue that maintaining the existing requirements for intraLATA scripting may actually lead to more confusion in today's competitive environment despite the intention in 1984, when the rule was drafted, of informing customers of long distance options. Verizon suggests that consumers have a wide variety of options today for getting long distance service and that stand-alone subscription to a long distance provider has largely given way to competitive service bundles that include local and long distance calling.⁵ AT&T cites the FCC conclusion that "rather than being necessary for the protection of consumers, the current equal access scripting requirement could 'hinder consumers' awareness of competitive alternatives."⁶

Wis. Admin. Code § PSC 165.01(3) reads in part:

Nothing herein shall preclude special and individual consideration being given to exceptional or unusual situations and upon due investigation of the facts and circumstances therein involved, the adoption of requirements as to individual utilities of services which shall be lesser, greater or different than those provided in these rules and regulations.

The Commission will investigate the petitions in light of this rule, Wis. Stat. § 196.02(7), and other pertinent provisions of Wis. Stat. ch. 196, to determine if different requirements for AT&T and Verizon are needed and reasonable relative to intraLATA scripting obligations.

NOTICE IS GIVEN that the Commission considers it necessary, in order to carry out its duties, to investigate all books, accounts, practices, and activities of the petitioners. The expenses incurred or to be incurred by the Commission which are reasonably attributable to such an investigation will be assessed against and collected equally from the petitioners in accordance with the provisions of Wis. Stat. § 196.85 and Wis. Admin. Code ch. PSC 5.

The Commission requests comments on the above issues.⁷ Party comments must be filed using the Electronic Regulatory Filing (ERF) system. ERF can be accessed through the Public Service Commission's website at <http://psc.wi.gov>. Members of the public may file comments using the ERF system; by filing an original, in person, at the Public Service Commission, 610 North Whitney Way, P.O. Box 7854, Madison, Wisconsin 53707-7854; or, by mail, using the address listed above.

⁴ Petition of AT&T Inc. for Forbearance Under 47 U.S.C. § 160 (c) with Regard to Certain Dominant Carrier Regulation for In-Region, Interexchange Services, Report and Order and Memorandum Opinion and Order, WC Dockets Nos. 02-112, 00-175, 06-120, at ¶ 117 (August 31, 2007).

⁵ Verizon's November 15, 2007, Petition at page 4.

⁶ AT&T's October 5, 2007, Petition at page 3.

⁷ AT&T and Verizon have noted their positions in their petitions and need not file further comments.

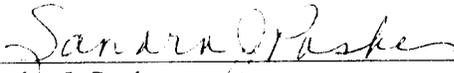
Docket 5-TI-1743

The Commission does not discriminate on the basis of disability in the provision of programs, services, or employment. Any person with a disability who needs accommodations to participate in this proceeding or who needs to obtain this document in a different format should contact the docket coordinator listed below.

Questions regarding this matter may be directed to the docket coordinator, Gary A. Evenson, at (608) 266-6744.

Dated at Madison, Wisconsin, December 14, 2007

By the Commission:



Sandra J. Paske
Secretary to the Commission

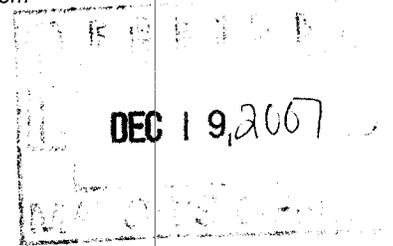
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NEENAH-MENASHA SEWERAGE COMMISSION 101 Garfield Avenue • Menasha, Wisconsin 54952-3397
(920) 751-4760 • Fax (920) 751-4767 • e-mail info@nmscwtp.com

To: Council
Fr: Mayor

December 18, 2007



Mayor Joe Laux
City of Menasha

Mayor George Scherck
City of Neenah

Mr. William Helein, President
Waverly Sanitary District

Mr. Jeffrey Sturgell, Town Administrator
Town of Menasha

Mr. Steve Spanbauer, Chairman
Town of Neenah

RE: Final Payment to contracting users from agreement with Sonoco/US Mills

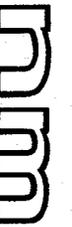
Dear Contracting User,

Enclosed with this letter is the final check returning funds to your community related to an agreement between the NMSC and Sonoco/US Mills. You may vaguely remember that back in 2000 we went through a small plant expansion to increase our loading capacity. Sonoco/US Mills had an agreement with the Commission that dealt with the original plant expansion in 1985; this agreement did not require Sonoco/US Mills to participate in the costs of any future expansion which included the expansion in 2000. During the expansion in 2000, the five contracting municipal users fully covered the costs of principal and interest payments for this expansion in a bond anticipation note. The NMSC eventually negotiated a successor agreement with Sonoco/US Mills in which they agreed to fully participate in the costs associated with the 2000 expansion. Terms of this agreement allowed them to repay their portion of these costs over a four year period. In either late 2004 or early 2005 refunds were issued to the municipal contracting users for the first year of this agreement. In December 2006 checks were issued for the return of funds for the second and third years of this agreement. Enclosed with this letter is your check for the final year of this agreement between the NMSC and Sonoco/US Mills.

If you have any questions regarding this issue, please feel free to contact either Randy Much or myself.

Sincerely,
Neenah-Menasha Sewerage Commission

Roger Voigt
Accountant



PROSPERA CREDIT UNION
79-79422/59

CHECK
NUMBER

130150
130150

DATE

12/19/2007

AMOUNT

\$ 14,183.50

NEENAH-MENASHA SEWERAGE COMMISSION

101 Garfield Avenue • Menasha, Wisconsin 54952 • (920) 751-4780

PAY • FOURTEEN THOUSAND ONE HUNDRED EIGHTY-THREE AND 50 / 100 *

TO THE
ORDER
OF

CITY OF MENASHA
140 MAIN STREET
MENASHA, WI 54952-3190

COMMISSIONER

John J. Spivey
John J. Spivey
COMMISSIONER

⑈ 130150 ⑈ ⑆ 275979429⑆ ⑈ 00046573 ⑈ 2⑈

C29122-4

Date	Invoice Number	Invoice Description	Invoice Amount	Discount Taken	Amount Paid
12/17/07	121707	return Sonoco prior debt repayment	\$14,183.50	\$0.00	\$14,183.50

Vendor: MEN05 Check #: 130150 Check Date: 12/19/07 \$14,183.50 \$0.00 \$14,183.50
 CITY OF MENASHA

Menasha Utilities
Steam Detail
For the Eleven Months Ending November 30, 2007

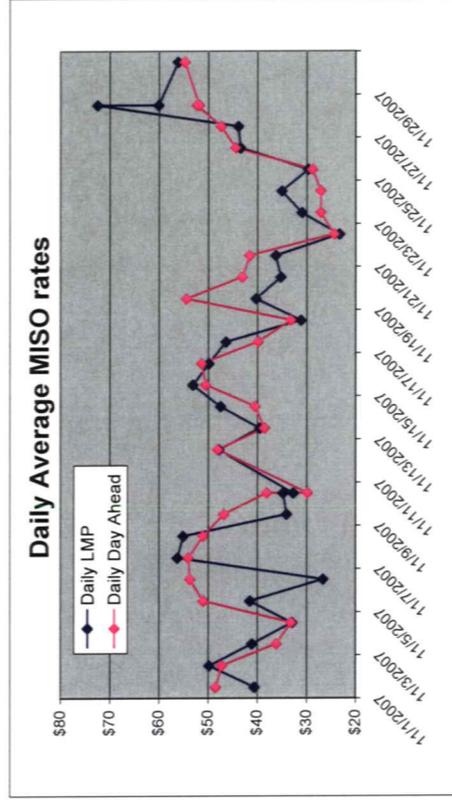
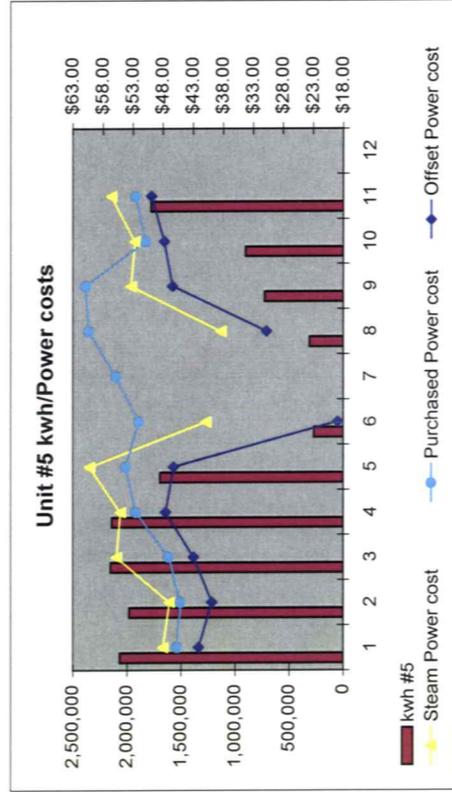
	Current Month		Actual	Year-to-Date		Annual Poyry Report
	Poyry Report	Variance		Poyry Report	Variance	
Operating Revenues						
Steam Sales - Sonoco	\$650,047.79	(\$76,209.21)	\$6,697,373.69	\$7,411,280.00	(\$713,906.31)	\$8,197,483.00
Steam Sales - Alcan	34,764.24	(28,218.76)	300,774.19	473,708.00	(172,933.81)	538,789.00
Steam Sales - Whiting	33,625.59	(29,357.41)	62,983.00	473,708.00	(97,610.01)	538,788.00
Electric Sales	100,469.76	(120,549.24)	745,632.02	2,100,123.00	(1,354,490.98)	2,328,510.00
MISO Sales	163,799.27	(58,038.73)	1,833,161.76	3,025,752.00	(1,192,590.24)	3,254,985.00
Capacity Payment	13,334.00	13,334.00	136,620.00	136,620.00	136,620.00	
Forfeited Discounts-Late Charges			14,923.98		14,923.98	
Total Operating Revenues	996,040.65	(299,039.35)	10,104,583.63	13,484,571.00	(3,379,987.37)	14,858,555.00
Operation and Maintenance Expenses						
Steam Power Generation						
Labor	145,123.65	48,232.15	1,223,145.19	1,065,806.50	157,338.69	1,162,698.00
Coal	439,240.23	(118,680.77)	5,608,479.15	6,772,450.00	(1,163,970.85)	7,362,731.00
Ash Disposal	11,947.49	5,647.49	98,572.93	68,200.00	30,372.93	74,718.00
Other Fuel Expenses	16,138.80	16,138.80	60,073.47		60,073.47	
Steam Expenses	2,309.05	(6,324.28)	58,180.44	94,966.63	(36,786.19)	103,600.00
City Water and Sewer	15,124.78	(1,450.14)	152,981.70	182,324.12	(29,342.42)	198,899.00
Electric Expenses	622.12	(1,536.21)	9,095.68	23,741.63	(14,645.95)	25,900.00
Miscellaneous Steam Power Expenses	4,043.94	1,453.94	53,378.55	28,490.00	24,888.55	31,080.00
Auxiliary Power	75,465.24	14,043.16	772,091.64	675,642.88	96,448.76	737,065.00
Maintenance of Structures	79.00	(1,216.00)	1,050.11	14,245.00	(13,194.89)	15,540.00
Maintenance of Boiler Plant	54,678.92	37,412.25	134,266.64	189,933.37	(55,666.73)	207,200.00
Maintenance of Electric Plant	1,345.55	(2,971.12)	20,688.71	47,483.37	(26,794.66)	51,800.00
Maintenance of Miscellaneous Steam Plant	2,160.64	2,160.64	7,676.23		7,676.23	
Total Steam Power Generation	768,279.41	(7,090.09)	8,199,680.44	9,163,283.50	(963,603.06)	9,971,231.00
Distribution Expenses						
Chemical Expense	13,122.36	1,553.69	146,031.01	127,255.37	18,775.64	138,824.00
Steam Line Expense	50.50	50.50	6,483.60		6,483.60	
Customer Installation	984.25	984.25	5,481.22		5,481.22	
Maintenance of Mains			9,052.04		9,052.04	
Maintenance of Services	386.04	386.04	3,669.98		3,669.98	
Total Distribution Expenses	14,543.15	2,974.48	170,717.85	127,255.37	43,462.48	138,824.00
Administrative and General Expenses						
Administrative and General Salaries	5,391.94	(1,551.23)	46,493.64	76,374.87	(29,881.23)	83,318.00
Office Supplies and Expenses	170.43	(284.49)	2,218.74	5,004.12	(2,785.38)	5,459.00
Outside Services Employed	28,063.67	25,820.67	126,441.27	21,149.00	105,292.27	22,993.00
Property Insurance	3,341.93	3.18	36,726.25	36,726.25	34.92	40,065.00
Injuries and Damages	2,632.33	(1,052.00)	35,887.83	40,527.63	(4,639.80)	44,212.00
Employee Pensions and Benefits	30,932.15	(3,980.78)	318,123.59	384,042.23	(65,918.64)	418,955.00
Miscellaneous General Expenses	663.86	(128.81)	7,307.02	19,607.37	(12,300.35)	20,473.00
Vehicle Clearing	265.22	265.22	3,709.46		3,709.46	
Power Operated Clearing	726.81	726.81	9,187.17		9,187.17	
Rents	50.00		550.00		550.00	
Maintenance of General Plant			198.67		198.67	
Total Administrative and General Expenses	72,238.34	19,818.57	586,878.56	583,981.47	2,897.09	636,075.00
Total Operation and Maintenance Expenses	855,060.90	15,702.96	8,957,276.85	9,874,520.34	(917,243.49)	10,746,130.00
Other Operating Expenses						
GE Water Treatment Lease Expense	29,166.03	0.03	320,826.33	320,826.00	0.33	349,992.00

Menasha Utilities
Steam Detail
For the Eleven Months Ending November 30, 2007

	Current Month		Actual	Year-to-Date		Annual
	Poyry Report	Variance		Poyry Report	Variance	
Taxes	\$10,027.55	\$6,901.08	\$93,530.82	\$75,911.88	\$17,618.94	\$82,813.00
Total Other Operating Expenses	39,193.58	3,126.50	414,357.15	396,737.88	17,619.27	432,805.00
Total Operating Expenses	894,254.48	875,425.02	9,371,634.00	10,271,258.22	(899,624.22)	11,178,935.00
Net Operating Income (Loss)	101,786.17	419,654.98	732,949.63	3,213,312.78	(2,480,363.15)	3,679,620.00
Other Income	6,935.25	9,073.00	93,267.25	99,803.00	(6,535.75)	108,876.00
Interest and Dividend Income						
Total Other Income	6,935.25	(2,137.75)	93,267.25	99,803.00	(6,535.75)	108,876.00
Income Before Interest Charges	108,721.42	428,727.98	826,216.88	3,313,115.78	(2,486,898.90)	3,788,496.00
Interest Charges						
Interest on Long-Term Debt	100,517.50	90,814.42	1,160,317.54	998,958.62	161,358.92	1,089,773.00
Interest on Debt to Municipality	79,848.67	56,166.67	756,469.37	617,833.37	138,636.00	674,000.00
Total Interest Charges	180,366.17	146,981.09	1,916,786.91	1,616,791.99	299,994.92	1,763,773.00
Net Income (Loss)	(71,644.75)	281,746.89	(1,090,570.03)	1,696,323.79	(2,786,893.82)	2,024,723.00

STEAM DISTRIBUTION FOR NOVEMBER 2007

	Monthly Total	Poyry Report	YTD	Poyry YTD
Total Steam purchased				
Sonoco	66,740	74,564	687,615	760,912
Alcan	3,718	6,736	33,307	50,663
Whiting	3,596	6,736	39,713	50,663
Steam Total	74,054	88,037	760,635	862,239
Total Generation kwh	On-Peak	Off-Peak	Monthly Total	Poyry Report
	0	0		
MISO Market				
Unit #3	1,947,504	1,708,459	3,655,963	23,347,813
Unit #4	88,077	30,426	118,502	11,345,580
Real-Time - MISO				
Average MISO Price	449,678	206,277	655,955	44,683,000
	48.84	33.01	42.74	40.79
Day-Ahead - MISO				
Average MISO Price	1,585,903	1,532,607	3,118,510	23,001,552
	50.84	31.99	41.47	43.46
Behind the Meter				
Unit #5	671,248	1,104,630	1,775,878	25,859,000
Average Price			52.43	58.50
MW Total	2,706,829	2,843,515	5,550,343	70,542,000





Wisconsin Environmental Health Association

December 13, 2007

Todd Drew, BS, RS
Environmental Health Sanitarian
City of Menasha Health Department
226 Main St
Menasha, WI 54952

*Congratulations
Todd!
- Mayor
Common Council*

Dear Mr. Drew:

On behalf of the NEHA Region 4 planning committee, I would like to thank you for your presentation at the NEHA Region 4 Conference: *Providing More for Region 4* held in La Crosse, Wisconsin from September 25-27, 2007. I heard many positive remarks from attendees, about how they enjoyed the quality and variety of speakers and topics this year. I have enclosed a summary of the evaluation forms for your information.

Thank you again for your time and making this such a successful event!

Sincerely,

Chuck Warzecha
Past President
Wisconsin Environmental Health Association

enc: NEHA Region 4 2007 Conference Evaluation Summary

Iowa, Minnesota, Nebraska, North Dakota, South Dakota, & Wisconsin



Takes pleasure in presenting this

Certificate of Appreciation

to

Mr. Todd Drew, BS, RS

for your contribution and support of the 2007 NEHA Region IV Conference.

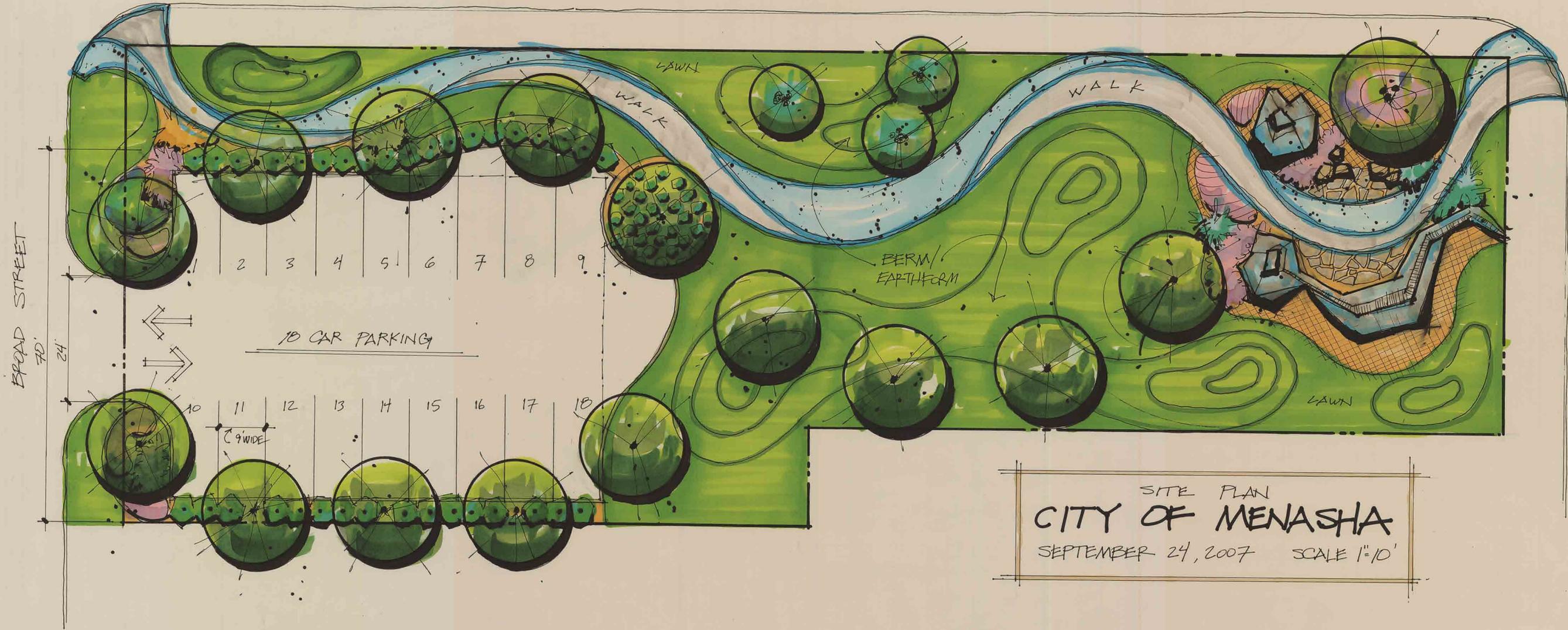
Providing continuing education to the Environmental Health Professionals of Iowa, Minnesota, Nebraska, North Dakota, South Dakota and Wisconsin.

Awarded: September 27, 2007

Charles Warzecha
NEHA President

Bette J. Packer, RFEHS
NEHA Region IV Vice President

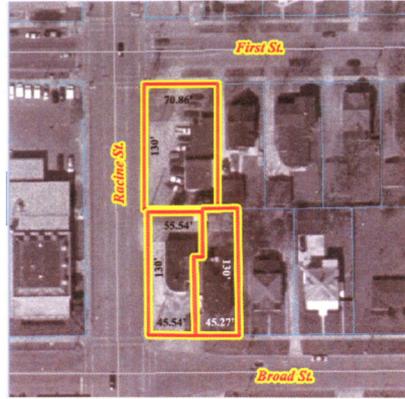
RACINE STREET



FIRST STREET

SITE PLAN
CITY OF MENASHA
SEPTEMBER 24, 2007 SCALE 1"=10'

“OPINION OF VALUE”



Racine St. and Broad St.

DEFINITION OF “OPINION OF VALUE”

This “Opinion of Value” is my professional opinion of the marketplace based on my experience over the past 24 years. The following information was used in forming my “Opinion of Value”:

- Knowledge of the Marketplace
- Information Received from tax information from City of Menasha
- Comparable sales in the area

PURPOSE OF “OPINION OF VALUE”

The purpose of the “Opinion of Value” is to provide a valuation of the property in its current “AS IS” condition based on my knowledge of the marketplace.

DESCRIPTION OF PROPERTY

Vacant Land

Parcel #'s: 710006000

710006100

710006200

Menasha, WI 54952

“OPINION OF VALUE” with a marketing time of between 12 and 18 months is

\$75,000 to \$120,000

If this property is to be listed for sale I would suggest an asking price of **\$120,000**.

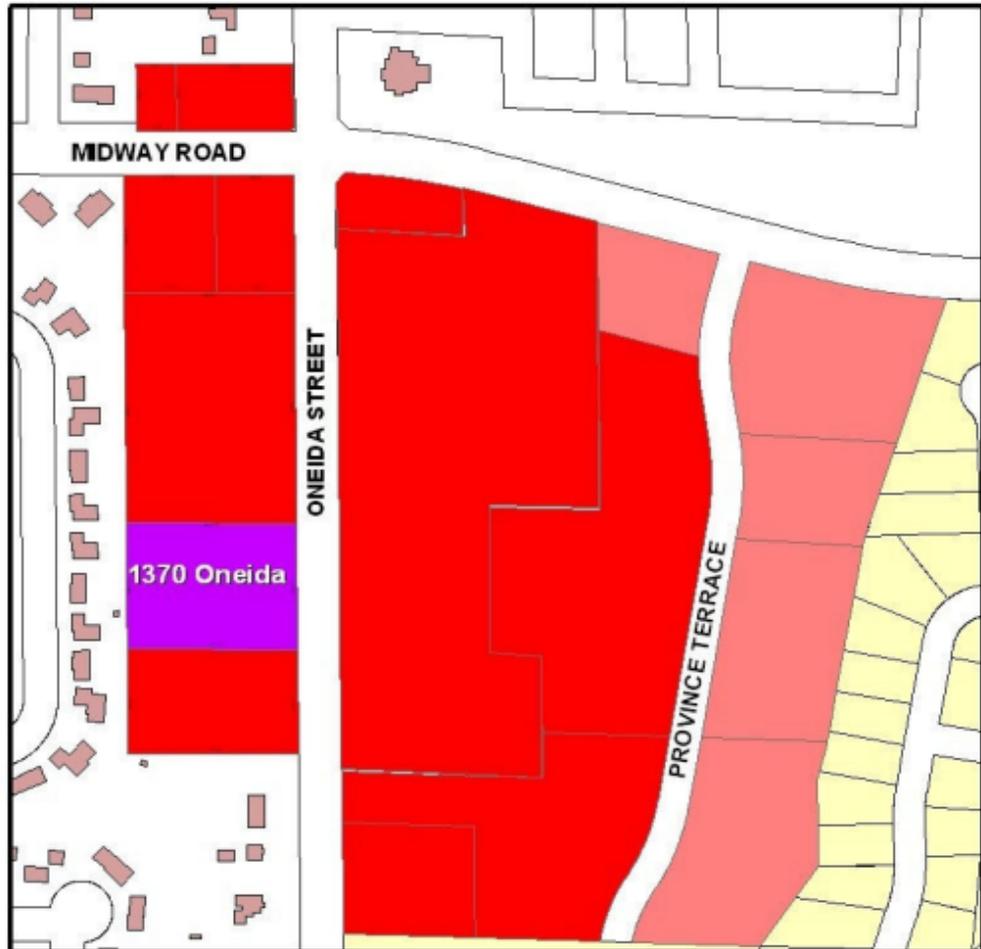
The three vacant parcels could be developed but this is unlikely because of the shallow depth.

The lots vary in depth from 70’ to 90’ and approximately 260’ wide along Racine St. for a total of 21,017 square feet. I believe these lots by themselves are limited for development or sale unless additional assemblage to the North and East is attainable. Therefore, I believe the City’s comprehensive plan for a landscaped pedestrian/parking lot area is appropriate.

DISCLAIMER

This Opinion of Value does not take into account any environmental issues that may affect the property, i.e. asbestos, underground storage tanks, etc. If environmental issues exist, the Value stated above may be affected.

Bomier Properties, Inc. appreciates the opportunity to submit this “Opinion of Value”. If we can be of any further service marketing these parcels, please don’t hesitate to call.

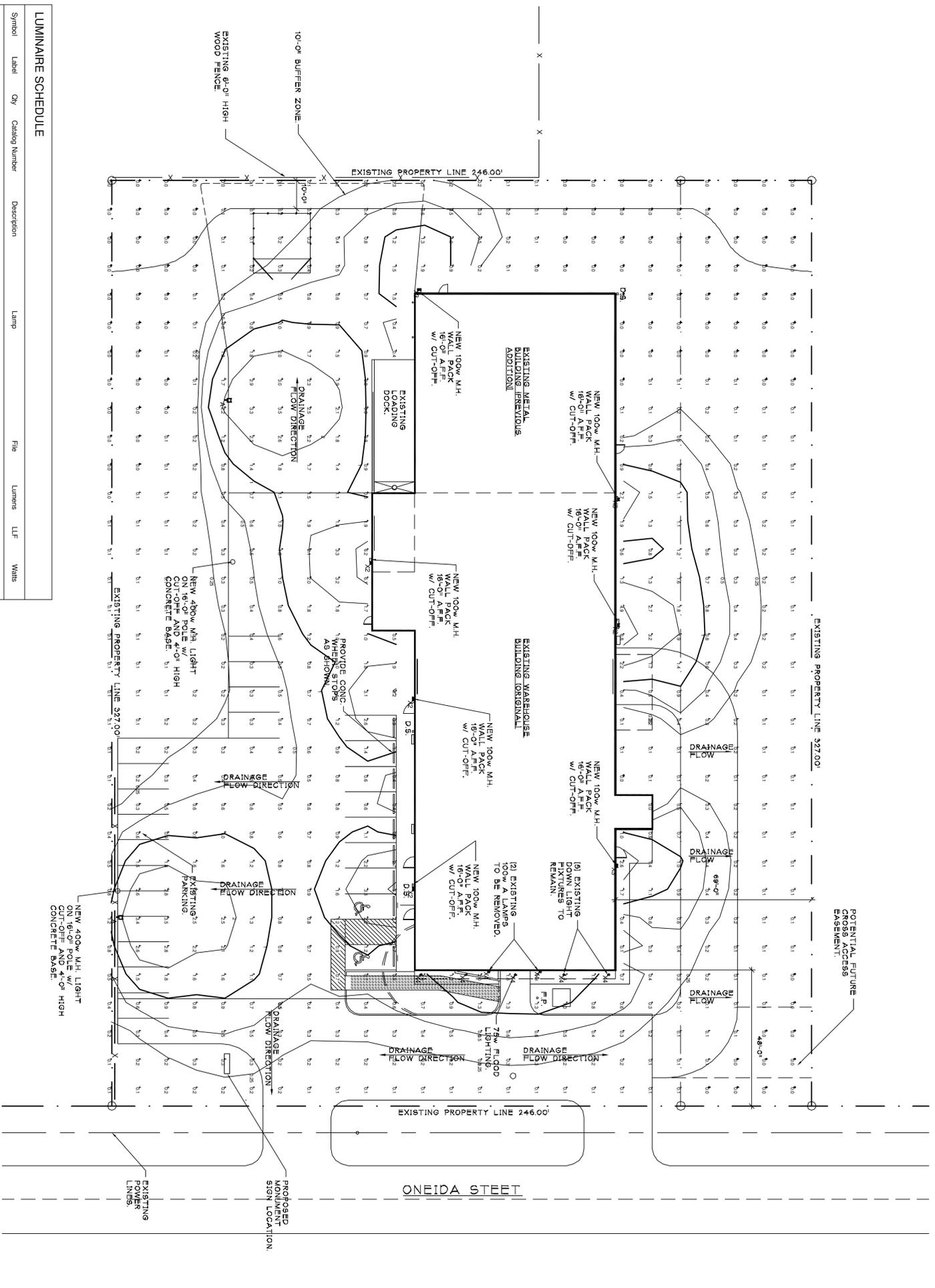


**Proposed Rezoning - 1370 Oneida Street
I-1 Industrial to C-1 General Commercial**

Existing Zoning

- I-1 Industrial
- C-3 Business and Office
- C-1 General Commercial





LUMINAIRE SCHEDULE

Symbol	Label	Qty	Catalog Number	Description	Lamp	File	Lumens	LLF	Watts
○	X4	2		100W INC WALL MOUNTED UNIT	ONE 100-WATT INSIDE FROSTED INCANDESCENT VERTICAL BASE-UP	94101702IES	1750	0.95	100
□	X2	4		150W HPS WALLPACK	GENERAL PURPOSE BUILDING MOUNTED LUMINAIRE, 150W HPS W/ CLEAR LAMP.	LH10373ies	15800	0.81	189
□	X3	3		100W MH WALLPACK	GENERAL PURPOSE BUILDING MOUNTED LUMINAIRE, 100W MH W/ CLEAR LAMP.	LH10413ies	8500	0.72	140
○	X4	5		75 INC DOWN LIGHT	6" OPEN DOWNLIGHT WITH WHITE REFLECTOR	009462710IES	900	0.95	75
□	A	2		K40 400M SRASC OPTICS CLEAR FLAT GLASS.	AREA LIGHT WITH HIGH PERFORMANCE SRASC OPTICS CLEAR FLAT GLASS.	189477ies	32000	0.72	462

NORTH
LIGHTING & DRAINAGE PLAN
 1" = 20'-0"

<p style="font-size: 24pt; margin: 0;">SP</p> <p style="font-size: 36pt; margin: 0;">2.0</p>	<p>PROPOSED BUILDING RENOVATION FOR,</p> <p style="font-size: 24pt; margin: 0;">VANZEELAND CAR CARE CENTER</p> <p>MENASHA, WISCONSIN</p>	<p style="font-size: 8pt; margin: 0;"> ACS Architectural & Construction Services, Inc. </p> <p style="font-size: 8pt; margin: 0;"> N9652 HIGHLINE ROAD KAUKAUNA, WI 54130 TELE: 920-766-7936 FAX: 920-766-7979 </p>
DATE: 2-14-08 JOB: 06-02 D. BY: LES REV:		

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.

SECTION VI: GRANT AGREEMENT REVISIONS AND/OR TERMINATIONS

- 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:

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- 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.
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- 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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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.

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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

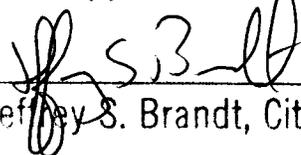
Date

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:

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- 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.
- 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.

SECTION VI: GRANT AGREEMENT REVISIONS AND/OR TERMINATIONS

- 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

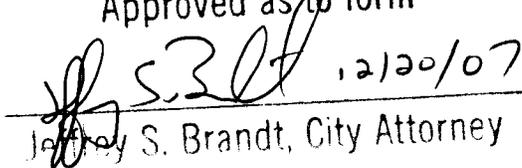
Date

Signed by:

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.

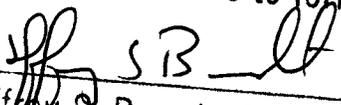
BY: _____

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!

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
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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 PETROLUUM 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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	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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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:
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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Vendor ID / Name	Invoice Nbr	CpnyID	Acct	Subaccount	Amount	Invoice Description
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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Vendor ID / Name	Invoice Nbr	CpnyID	Acct	Subaccount	Amount	Invoice Description
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:	50.00
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:	571.00
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:	79.96

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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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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	

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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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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

Date: Thursday, January 03, 2008
 Time: 10:14AM
 User: MGRIESBACH

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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	

Date: Thursday, January 03, 2008
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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	



STREET USE APPLICATION

Sponsored by: Team Hailey
 Responsible Person: Margaret (Pea) Meltz
 Address: 1500 Alean Dr.
Menasha, WI 54952
 Phone: 954-5355

Street Use Date: 4/26/08
 Start Time: 8:00 A
 End Time: ? 10:00 - 10:30 A
 Number of Units: ESTIM. 200

Street Route: (Attach Map) _____
 Description of Use 5K Run/Walk

LIABILITY INSURANCE HAS BEEN SECURED IN THE AMOUNT OF \$ 1,000,000 WITH ea. occurrence
THE CITY OF MENASHA NAMED AS ADDITIONAL INSURED.
 Insurance Company Star Insurance Policy No. _____
 (Attached is a copy of the insurance certificate). National Casualty Co., Nationwide Life Ins.

NOTE TO EVENTS PLANNING TO USE CITY PARKS AND/OR GREENSPACE: Any multi-day event or event which plans to sell beer and/or wine to the public must appear before the Parks and Recreation Board.

DATE: 12/12/07 APPLICANT'S SIGNATURE: Pea (Margaret) Meltz

 TO BE COMPLETED BY CITY STAFF

SCHEDULED PARK & RECREATION BOARD REVIEW DATE: _____
 * NOT REQUIRED: APPROVED: _____ DENIED: _____

* COPY MIKE KADING - TOWN OF MENASHA

SCHEDULED COMMON COUNCIL REVIEW DATE: 11/7/08
 APPROVED: _____ DENIED: _____

APPROVAL:
 Police Dept. _____ Fire Dept. _____ Public Works Dept. _____ City Attorney _____



HOPE FOR HAILEY

In 2005, Hailey Jaye Meltz was born into our family – a beautiful and healthy baby girl – filling our lives with the normal love, joy, hopes, and dreams you have for a new child. Little did we know the struggles that would lie ahead!

In June of 2006, after battling months of weight loss, vomiting, multiple procedures, and diagnostic testing, Hailey, then just 20 MONTHS old, was diagnosed with the unthinkable – an inoperable and incurable brain tumor. Needless to say, that day has changed our lives forever.....

Hailey's tumor is called a Pediatric Low Grade Astrocytoma (PLGA) and is the most common type of childhood brain tumor. Brain tumors are the number one cause of cancer death in children, and the number two overall cause of childhood death. Currently, there is no cure for this tumor and the treatments that do exist are outdated, toxic, and ultimately torturous to the thousands of children affected. These treatments – chemotherapy, radiation, and surgery -often result in additional critical complications and permanent adverse physical and intellectual side effects, and may even cause death themselves. Sadly, funding and research for better treatments and an eventual cure lag dramatically behind other cancers. In fact, until now, PLGA was considered an “orphan disease” with little scientific progress in treatment options over the past 20 YEARS! And the most disturbing fact is that researchers are poised to make progress towards finding kinder, gentler treatments and a 100% cure for PLGA, IF THE FUNDS EXIST TO DO SO!

So our family has chosen to fight, and to attempt to change the outlook for Hailey and the many like her around the world! We've united with an organization called the Fight PLGA Foundation (a non-profit 501c3 made up of family and friends of children with PLGA's). Through their amazing efforts, some progress has been made in recruiting the most brilliant minds and institutions in the world to focus on this issue and to fund research and clinical trials to rapidly advance promising treatment alternatives. With more funds, we will make faster advancements and breakthroughs in the search for better therapies and a cure. 100% of our family's fundraising profits will be funneled directly to the Fight PLGA Foundation. By increasing awareness of this disease, raising money to fund revolutionary research projects, and creating a cohesive, interactive team of experts, Fight PLGA is on the path to achieve our desired result. The bottom line, however, is this effort will NOT succeed without additional funding and support. The race against the clock has begun, and time is something these forgotten children and their families cannot afford.

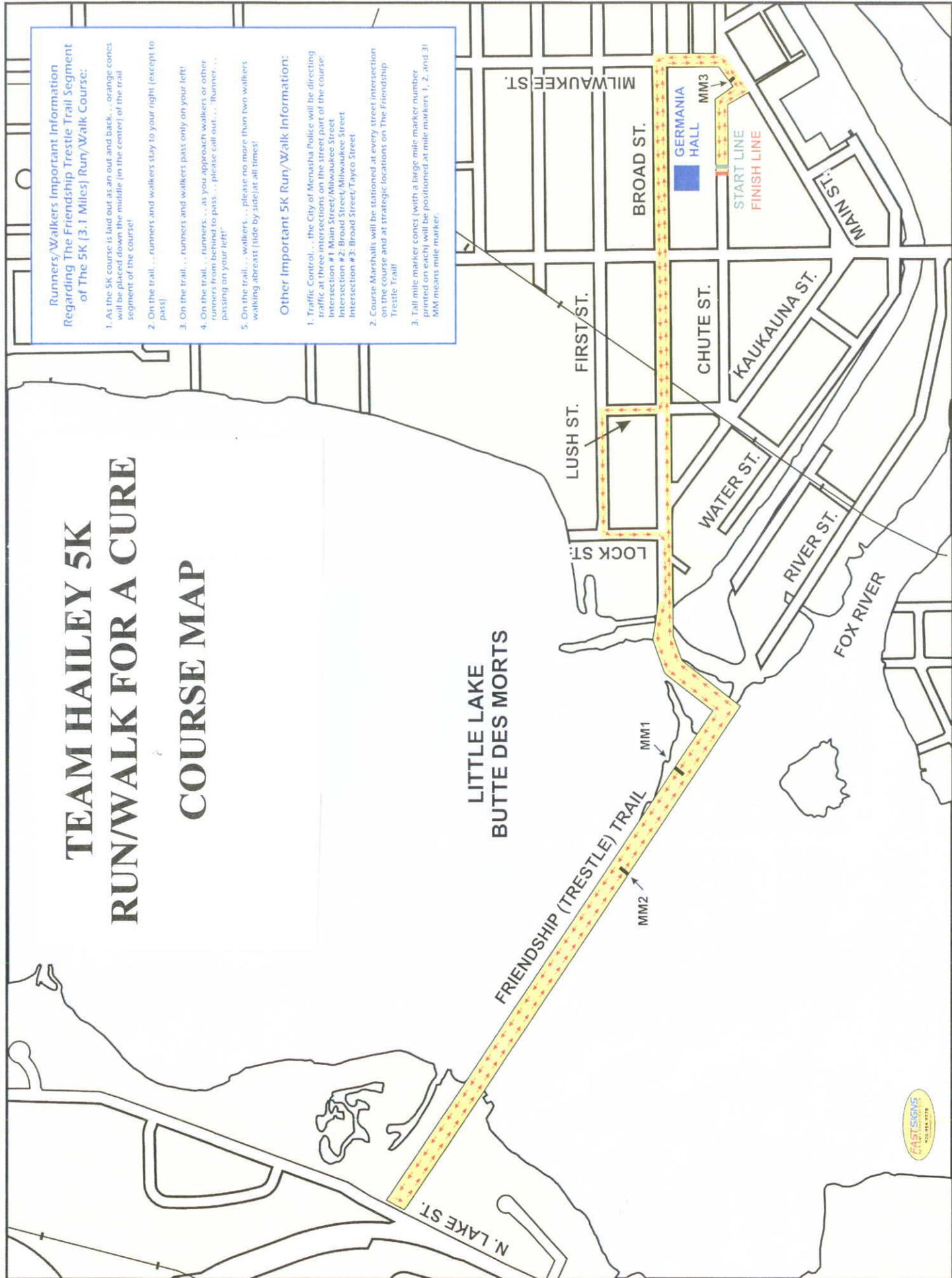
We ask you to please consider contributing to our efforts. Every additional supporter we bring aboard gives our children a better chance to get back to focusing on fighting for their dreams, NOT their LIVES.

FOR MORE INFO ON OUR STORY, PLEASE GO TO OUR WEBSITE: www.teamhailey.org

TEAM HAILEY 5K RUN/WALK FOR A CURE COURSE MAP

LITTLE LAKE
BUTTE DES MORTS

FRIENDSHIP (TRESTLE) TRAIL



Runners/Walkers Important Information Regarding The Friendship Trestle Trail Segment of The 5K (3.1 Miles) Run/Walk Course:

1. As the 5K course is laid out as an out-and-back... orange cones will be placed down the middle (in the center) of the trail segment of the course!
2. On the trail... runners and walkers stay to your right (except to pass)
3. On the trail... runners and walkers pass only on your left!
4. On the trail... runners... as you approach walkers or other runners from behind to pass... please call out... "Runner... passing on your left!"
5. On the trail... walkers... please no more than two walkers walking abreast (side by side) at all times!

Other Important 5K Run/Walk Information:

1. Traffic Control... the City of Menasha Police will be directing traffic at three intersections on the street part of the course: Intersection #1: Main Street/Milwaukee Street Intersection #2: Broad Street/Milwaukee Street Intersection #3: Broad Street/Tayco Street
2. Course Marshalls will be stationed at every street intersection on the course and at strategic locations on The Friendship Trestle Trail
3. Tall mile marker cones (with a large mile marker number printed on each) will be positioned at mile markers 1, 2, and 3! (MM means mile marker.)



CERTIFICATE OF PAYMENT

DATE: December 30, 2007

PAYMENT REQUEST: One

CONTRACTOR: J&E Construction Company, Inc..

ADDRESS: 400 N. Military Rd., PO Box 97, Stockbridge, WI 53088

CONTRACT UNIT NUMBER: 2007-03

PROJECT DESCRIPTION: Lake Park Villas Stormwater Pond

ORIGINAL CONTRACT AMOUNT	\$ 145,291.30
CHANGE ORDER NO. AMOUNT:	
PREVIOUS CHANGE ORDER(S): -	
TOTAL CONTRACT AMOUNT (INCLUDING CHANGE ORDERS)	\$ 145,291.30
TOTAL EARNED TO DATE (SUMMARY ATTACHED)	\$ 149,905.42
LESS RETAINAGE (5%)	\$ 1,000.00
AMOUNT DUE	\$ 148,905.42
PREVIOUS PAYMENTS	\$ 0
AMOUNT DUE THIS PAYMENT	\$ 148,905.42

ESTIMATE PERIOD: FROM: October 22, 2007 to December 30, 2007

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

DATE: _____ BY: _____

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

RECOMMENDED FOR PAYMENT:

DIRECTOR OF PUBLIC WORKS: _____ DATE: _____

APPROVED FOR PAYMENT: COUNCIL APPROVAL DATE: _____

FINANCE DEPARTMENT

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

CITY OF MENASHA

City of Menasha Contract Unit No. 2007-03

Lake Park Villas Stormwater Pond

DATE: Dec. 31, 2007

Payment No. One (1)

J&E Construction

ITEM	QUANTITY	DESCRIPTION	BASE BID		QUANTITY	YTD
			Unit Price	TOTAL		
1	1	Lump Sum Stormwater Pond Construction	\$ 110,475.00	\$ 110,475.00	1	\$110,475.00
2	1	Outlet Structure/Ea.	\$ 5,845.00	\$ 5,845.00	1	\$5,845.00
3	60	42" Storm Sewer (RCP)/L.F.	\$ 81.54	\$ 4,892.40	53	\$4,321.62
4	1	42" Endwall Section/Ea.	\$ 2,368.00	\$ 2,368.00	1	\$2,368.00
5	1	Anti-Seep Collar/Ea.	\$ 1,187.00	\$ 1,187.00	1	\$1,187.00
6	2,100	Silt Fence for 3 Topsoil Piles (Includes Fill Site)/L.F.	\$ 1.30	\$ 2,730.00	2048	\$2,662.40
7	1	Construct Temporary Berm/Ea.	\$ 1,800.00	\$ 1,800.00	0	\$0.00
8	2	Construct Temporary Drainage Swale/Ea.	\$ 1,900.00	\$ 3,800.00	2	\$3,800.00
9	267	Rip Rap with Fabric/S.Y.	\$ 21.70	\$ 5,793.90	592	\$12,846.40
10	1	Spillway/Ea.	\$ 1,200.00	\$ 1,200.00	1	\$1,200.00
11	1	Tracking Pad/Ea.	\$ 700.00	\$ 700.00	1	\$700.00
12	1	Construction Mobilization/Demobilization; Traffic Control; Erosion Control; Project Coordination; all incidental work; and all other Project Work Area Restoration and Clean-up to an equal and/or better preconstruction condition, as required and related to the overall Project/Lump Sum	\$ 4,500.00	\$ 4,500.00	1	\$4,500.00
TOTAL BASE BID (ITEMS 1-12)			\$	145,291.30		\$149,905.42
ALTERNATE BID ITEM						
	10,000.0	Clay Liner/S.Y.	\$ 1.75	\$ 17,500.00	0	\$0.00
TOTAL CONTRACT BID (ITEMS 1-12)			\$	145,291.30		\$149,905.42

LANDFILL/ADMINISTRATION
(920) 232-1800
FOX CITIES
(920) 727-2884
FAX (920) 424-1189

100 W. COUNTY RD. Y
OSHKOSH. WI 54901



Winnebago County

Solid Waste Management Board

The Wave of the Future

TRANSFER STATION
(920) 232-1850
FOX CITIES
(920) 727-2896
FAX (920) 424-4955

LANDFILL GAS FACILITY
(920) 232-1810
LANDFILL GAS FAX
(920) 424-7761

DATE: December 21, 2007

TO: Contracted Responsible Units

FROM: Winnebago County Solid Waste Management Board

RE: County/Municipal Recycling Agreement Extension

Per our discussion at the November 1, 2007 Single Stream Recycling Informational Meeting, attached are two copies of the one (1) year extension to our 1993 County/Municipal Recycling Agreement. This document will serve to retain the procedural aspects of the current dual stream recycling program through December 31, 2008. This will allow us time to develop a new County/Municipal Recycling Agreement that will address single stream recycling.

Please sign and date both copies of the Extension document at your earliest convenience and return them to:

Jennifer Semrau
Winnebago County Recycling
105 W County Road Y
Oshkosh, WI 54901

The Winnebago County Solid Waste Management Board (WCSWMB) will execute the Extension document and return a copy to you for your file. Please feel free to contact Jennifer Semrau at (920) 232-1853 if you have any questions. Thanks for your continued support of the WCSWMB recycling program.

EXTENSION
OF
1993 COUNTY/MUNICIPAL RECYCLING AGREEMENT

THIS EXTENSION to the County/Municipal Recycling Agreement described below, is made effective January 1, 2008.

WHEREAS, Winnebago County (the "County") and the ~~Town/Village/City~~ (strike two) of menasha (insert in name of municipality) (the "Signing Municipality") entered into that certain County/Municipal Recycling Agreement on the 7 day of January, 1993 (the "Agreement"); and

WHEREAS, the County, by virtue of that certain Assignment of 1993 County/Municipal Agreements executed December 13, 2007, has assigned all of its right title and interest in and to the Agreement to the Winnebago County Solid Waste Management Board (the "Solid Waste Board"); and

WHEREAS, the Solid Waste Board and the Signing Municipality are collectively called "the Parties" herein; and

WHEREAS, it now appears desirable to extend such Agreement and to update references to various sections of the Wisconsin Statutes; and

WHEREAS, the Agreement in **ARTICLE III TERM AND RENEWAL, Section C. Renewal** stated, "Renewal of this Agreement shall be by mutual written consent of each party after December 31, 2007."

NOW, THEREFORE, in consideration of the above premises and the mutual covenants of the Parties, the Signing Municipality and the Solid Waste Board, as assignee of the County, do agree as set forth below:

1. The Agreement is extended for one (1) year through December 31, 2008 while the Solid Waste Board concludes evaluation, approval attainment and implementation of a single stream recycling processing system.

2. Many of the statutory provisions referred to in the Agreement have been renumbered since the execution of the Agreement. The following statutory references in the 1993 Agreement are updated to their corresponding sections of the Wisconsin Statutes 2005-2006 and amended to read as follows:

<u>Page of Agreement</u>	<u>1993 Reference</u>	<u>Renumbered Reference</u>
1	§ 66.30	§ 66.0301
2	§ 59.07 (135)	§ 59.70 (2)
7	§ 159.09	§ 287.09
10 and 11	§ 159.07 (3) and (4)	§ 287.07 (3) and (4)
11	§ 159.05 (12)	§ 287.05 (12)
11	Chapter 159	Chapter 287

3. All other terms and conditions of the Agreement remain in full force and effect.

IN WITNESS WHEREOF, the Solid Waste Board and the Signing Municipality have executed this Extension as of January 1, 2008.

**WINNEBAGO COUNTY SOLID WASTE
MANAGEMENT BOARD**

Date: _____

By: _____
Patrick O'Brien, Chairman

Date: _____

By: _____
John M. Rabe, Director of Solid Waste

TOWN/VILLAGE/CITY OF _____

Date: _____

By: _____

(Print Name)

Town Chairman/Village President/Mayor

Date: _____

By: _____

(Print Name)

Town/Village/City Clerk

ORDINANCE O - 41 - 07

AN ORDINANCE RELATING TO CODE ENFORCEMENT

Introduced by Alderman Wisneski

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

SECTION 1: Sec. 1 – 2 – 3 (e) is created to read as follows:

(e) The code enforcement officer may issue citations authorized under this chapter as well as any other part of the City of Menasha Code.

SECTION 2: Sec. 1-2-3 (e) and (f) are renumbered (f) and (g).

SECTION 3: This ordinance shall become effective upon its passage and publication as provided by law.

Passed and approved this _____ day of _____ 2008.

Joseph F. Laux, Mayor

ATTEST:

Deborah A. Galeazzi, City Clerk

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

Kristin Sewall

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

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

From: Brian Tungate
Sent: Tuesday, December 18, 2007 11:56 AM
To: Sue Wisneski Home E-mail
Cc: Thomas Stoffel; Robert Huss
Subject: FW: Description of Barker Park Sign Invoices

Tom: Thanks for looking this over.

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

From: Brian Tungate
Sent: Tuesday, December 18, 2007 10:51 AM
To: Thomas Stoffel
Subject: Description of Barker Park Sign Invoices

Tom:
Please review the following information before I forward it to Ald. Wisneski. 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.