

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
Third Floor Council Chambers
140 Main Street, Menasha
Monday November 3, 2008
6:00 PM**

- A. CALL TO ORDER
- B. PLEDGE OF ALLEGIANCE
- C. ROLL CALL/EXCUSED ABSENCES
- D. PUBLIC HEARING
- E. PUBLIC COMMENTS ON ANY MATTER OF CONCERN TO THE CITY
(five (5) minute time limit for each person)
- F. REPORT OF DEPARTMENT HEADS/STAFF/CONSULTANTS
 - 1. Mayor Merkes – Report on City of Menasha Budget Schedule
 - 2. Clerk Galeazzi – the following minutes and communications have been received and placed on file:

Minutes to receive:

- a. Administration Committee, 10/20/08
- b. Board of Public Works, 10/20/08
- c. Library Board, 10/16/08
- d. Library Board of Trustees Investment Committee, 10/27/08
- e. Parks and Recreation Board, 9/9/08, 10/13/08
- f. IT Steering Committee, 10/15/08
- g. NM Sewerage Commisison, 9/23/08

Communications:

- h. Menasha Joint School District Japanese Staff Thank You note, 10/20/08
- i. Paul Konetzke, Menasha Resident, 10/20/08; Rain Gardens
- j. Sandra Dabill Taylor, 10/20/08, Public Comments for Proposed Ordinance O-19-08
- k. Waverly Sanitary District minutes of 9/9/08
- l. CA/HRD Brandt, 10/16/08; Sliders Bar & Grill reserve liquor license grant request
- m. Wi DNR, 10/22/08; Public notice of air pollution permit application, SCA Tissue
- n. Customers First!, 10/08; *The Wire* newsletter

G. CONSENT AGENDA

(Prior to voting on the Consent Agenda, any alderman may request the removal of any item from the Consent Agenda to be placed under Item H below. The procedure to follow for the Consent Agenda is: (a) removal of items from Consent Agenda, if necessary; then (b) motion to approve the items from Consent Agenda.)

Minutes to approve:

1. Common Council, 10/20/08

Administration Committee, 10/20/08 – Recommends Approval of:

2. Request to rescind Real Estate Property Taxes by Housing Partnership of the Fox Cities for 236 and 244 Kaukauna Street
3. Authorization to make application to FEMA for reimbursement of storm related expenditures

Board of Public Works, 10/20/08 – Recommends Approval of:

4. Change Order-J&E Construction; Lake Park Villas Stormwater Pond, Contract Unit No. 2007-03; ADD: \$13,026.96 (Change Order No. 1)
5. Payment-J&E Construction; Lake Park Villas Stormwater Pond, Contract Unit No. 2007-03 \$13,026.96 (Payment No. 2 and Final)
6. Revised Joint Stormwater Feasibility Agreement between City of Menasha and Town of Menasha

IT Steering Committee, 10/15/08 – Recommends Approval of:

7. Common Sense Solutions proposal to provide Information Technology Consulting Services for 2008, and authorize signature

H. ITEMS REMOVED FROM CONSENT AGENDA

I. ORDINANCES AND RESOLUTIONS

J. ACTION ITEMS

- a. Accounts Payable and Payroll for 10/22/08-10/30/08 in the amount of \$1,608,445.76.

K. APPOINTMENTS

L. CLAIMS AGAINST THE CITY

- a. A motion is in order for the Common Council to issue a formal notice of disallowance for the Claim of Aspen Mau Adventures, LLC and that they be advised of their statutory rights pursuant to Wis. Stats. 893.80.

M. HELD OVER BUSINESS

N. PUBLIC COMMENTS ON ANY MATTER LISTED ON THE AGENDA

(five (5) minute time limit for each person)

O. ADJOURNMENT

General (Presidential) Election – Tuesday November 4, 2008

MEETING NOTICE

Monday, November 17, 2008 - Council Chambers

Common Council – 6:00 p.m.

Administration Committee (time to be determined)

Board of Public Works (time to be determined)

**CITY OF MENASHA
ADMINISTRATION COMMITTEE
Third Floor Council Chambers
140 Main Street, Menasha
October 20, 2008
MINUTES**

DRAFT

A. CALL TO ORDER

Meeting called to order by Chairman Wisneski at 6:58 p.m.

B. ROLL CALL/EXCUSED ABSENCES

PRESENT: Ald. Pamerter, Taylor, Wisneski, Pack, Hendricks, Zelinski, Michalkiewicz,
Benner

ALSO PRESENT: Mayor Merkes, Neenah CA Jim Godlewski, PC Stanke, DPW Radtke
CDD Keil, C/T Stoffel, Clerk Galeazzi, and the Press.

C. MINUTES TO APPROVE

1. Administration Committee, 10/6/08

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

D. ACTION ITEMS

1. Request to rescind Real Estate Property Taxes by Housing Partnership of the Fox
Cities for 236 and 244 Kaukauna Street (Held 10/6/08)

C/T Stoffel explained Associated Appraisers, the City's Assessor, granted a tax-exempt
status to the properties but did not change their status before the 2008 tax bills went out
in December 2007.

CA Godlewski explained the City could reject their request, however the property owner
did file the proper paperwork.

Moved by Ald. Michalkiewicz, seconded by Ald. Pack to recommend to Common Council
to approve
Motion carried on voice vote

2. Authorization to make application to FEMA for reimbursement of storm related
expenditures.

C/T Stoffel explained applying to FEMA would allow the City to get reimbursed for the cost
incurred for sandbagging that was done by Public Works crews during the flooding in June 2008.

Moved by Ald. Pack, seconded by Ald. Pamerter to recommend to Common Council
to approve
Motion carried on voice vote

E. ADJOURNMENT

Moved by Ald. Taylor, seconded by Ald. Michalkiewicz to adjourn at 7:05 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
140 Main Street, Menasha
MINUTES

A. CALL TO ORDER

Meeting called to order by Chairman Pack at 7:08 p.m.

B. ROLL CALL/EXCUSED ABSENCES

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

ALSO PRESENT: Mayor Merkes, Neenah CA Jim Godlewski, PC Stanke, DPW Radtke CDD Keil, C/T Stoffel, Clerk Galeazzi, and the Press.

C. MINUTES TO APPROVE

1. October 6, 2008

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

D. ACTION ITEMS

1. Change Order-J&E Construction; Lake Park Villas Stormwater Pond; Contract Unit No. 2007-03; ADD: \$13,026.96 (Change Order No. 1)

DPW Radtke explained this is for the excavation of the stormwater pond and the hauling and seeding of extra topsoil. The original estimate was not calculated correctly. They needed to expand the area where they were hauling the extra fill.

Moved by Ald. Wisneski, seconded by Ald. Michalkiewicz to recommend to Common Council
for approval
Motion carried on voice vote

2. Payment-J&E Construction; Lake Park Village Stormwater Pond; Contract Unit No. 2007-03; \$13,026.96 (Payment No. 2 and Final)

No Discussion or Questions

Moved by Ald. Wisneski, seconded by Ald. Michalkiewicz to recommend to Common Council
for approval.
Motion carried on voice vote

3. Joint Stormwater Feasibility Agreement, Town of Menasha and City of Menasha

The Committee was presented a revised agreement. The Town of Menasha's Attorney made a few revisions. CA Godlewski reviewed the document and said the general substance of the agreement is not changing. The revisions made were more for clarification.

Moved by Ald. Wisneski, seconded by Ald. Pamenter to recommend revised agreement to Common Council for approval.
Motion carried on voice vote

4. ADJOURNMENT

Moved by Ald. Pamerter, seconded by Ald. Wisneski to adjourn at 7:23 p.m.
Motion carried on voice vote.

Respectfully submitted by
Deborah A. Galeazzi

DRAFT

DRAFT
MINUTES OF REGULAR MEETING
ELISHA D. SMITH PUBLIC LIBRARY TRUSTEES
October 16, 2008

Call to order at 4:30 p.m. by President Fuchs

Present: Derouin, Eisen, Enos, Fuchs, Nebel, Stanke, Werley, Wicihowski

Also present; Director Saecker, K. Seefeldt (Administrative Assistant), Kelly Randerson (Community Foundation Accountant/Donor Relations Officer), Terri Towle (Community Foundation VP Finance & Administration)

Public Comment

Eisen praised Director Saecker for assuming the position of President of the Fox Cities Book Festival. He also shared recent local newspaper articles featuring our library. Fuchs shared a congratulatory letter he received from Elizabeth Burmaster, State Superintendent of Schools, regarding our achievement as Library of the Year.

Authorization of Bills

1. Motion to authorize payment of the October list of bills from the 2008 budget by Enos, seconded by Eisen and carried unanimously.

Eisen requested that a draft list of bills be sent via e-mail to Board members the day prior to the monthly Board meeting. Werley inquired if payments from the City's salaries, wages, and utility accounts could be included in the agenda's Consent Business rather than appearing on the list of bills. Director Saecker stated that we are following the state's recommended procedures for approval of these expenditures.

Consent Business

2. Approve minutes from the Library Board meeting of September 18, 2008.

Motion

Motion to approve the minutes from the Library Board meeting of September 18, 2008 by Eisen seconded by Nebel, and carried unanimously.

Director's Report/Information Items

3. Community Foundation. Terri Towle and Kelly Randerson from the Community Foundation for the Fox Valley were introduced. Terri Towle gave a brief history of the Community Foundation and summarized important changes to the Foundation's investment program that are now taking place. Spend-down fund assets, such as our Memorial Fund, will now be pooled in one of three portfolios: short-term, intermediate-term, and long-term. These portfolios will be professionally managed and are designed to meet the expected timeframe for making grants from the spend-down fund. A new investment strategy designed to manage risk while providing stability and growth for the fund assets in their endowment portfolio is being implemented. Colonial Consulting of New York will act as the Foundation's investment advisor. Colonials' Brian Crawford has been invited to speak about this investment strategy on Wednesday, November 12 at 10:30 a.m. at the Foundation's office. Board members were invited to attend. Towle and

Randerson addressed their grant application process and answered additional questions from the Board.

Wicihowski left the meeting at 5:18 p.m.

Towle and Randerson left the meeting at 5:21 p.m.

4. Statistics. Monthly statistics continue to be amazing. Lending was up 37.1% overall from last year. We anticipate that the new self-check machines will alleviate this additional workload for staff.
5. HAPLR. Hennen's American Public Library Ratings were released for 2008. This set of ratings is based on federal data from 2005. Menasha rated the highest in the Fox Valley.
6. Children's Services Changes. Marge Loch-Wouters' resignation will be effective in mid-November. Her long-time assistant, Kathy Beson, will be our interim Children's Department Head after Marge leaves. Werley expressed a desire to have the position open to all candidates. Taking into consideration anticipated budget cuts for 2009, Director Saecker stated that she intended to move capable staff into the key positions that would be opening up as a result of Marge's departure. She asked Board members to wait until she had final budget figures for 2009 from the Mayor before a final decision is made on filling the position of Children's Department Head.
7. Marketing the Library. In an effort to help Board members understand our process of public relations, Marge Loch-Wouters prepared a report on how her department promotes library programs and events. Director Saecker noted that everything we do here is promotional in nature: customer service, information we offer, and our collections.
8. Food For Fines. We will once again be joining Neenah Public Library in offering Food for Fines November 1-9. All food items are donated to the Neenah-Menasha Chapter of the American Red Cross.
9. Sculpture Installation. Drew Schmidt, an art student from UW-Green Bay and a native of Menasha, will display his senior sculpting project adjacent to our building on Racine Street for one month.
10. Staff Evaluations. Staff evaluations will be conducted during October and November. The Personnel Committee will be working on the Director's evaluation, which is scheduled to be completed by the Board in December. Director Saecker was asked to briefly review changes that were made in personnel policies and procedures in the past year as a means of updating new board members.

Discussion/Action Items

11. Self-Check Machines. Director Saecker informed the Board that 3M has now offered a lower quote of \$29,000 for two self-check machines. While that price is still slightly higher than that offered by LAT, she recommended that the Board selected 3M's offer due to the fact that all of our equipment is 3M and machine compatibility with our existing system should not be an issue.

Motion

Motion to approve the purchase of two self-check machines from 3M for not more than \$30,000 by Werley, seconded by Enos and carried unanimously.

12. Investment Committee. Discussion pertaining to our investments ensued. Enos stated that she felt the Community Foundation made a wise choice to initiate changes in its investment program and that it would be reasonable to keep our investments with them for now. Nebel stated that he favored changing our investment strategies. He advocated for working directly with local investors and noted that he explored that possibility with local investment firms who may agree to manage our funds without assessing management fees. Nebel was reminded that our bylaws

prohibit individual board members from acting on behalf of the library without the expressed consent of the full board. Eisen stated that it is the responsibility of our Investment Committee to monitor our investment strategies and to make recommendations for changes in our investment plan to the full board. Fuchs asked if there were any restrictions in our agreement with Community Foundation that would prohibit us from moving our funds to another investment firm. Director Saecker will follow up on this with staff from Community Foundation.

Motion

Motion to instruct the Investment Committee to monitor the investment transition at Community Foundation, to keep up-to-date with changes and to provide monthly reports to the Board by Eisen, seconded by Werley and carried unanimously.

13. Library Policy Regarding Aide III Positions Working 20 Hours or More. Director Saecker recommended an addition to existing personnel policies Chapter VII, Section D, Part 2 which would state that part-time regular hourly employees, including temporary employees, aides, custodial and assistants, working a minimum of 1040 hours (or 20 hours per week) would be eligible for leaves and fringe benefits as defined under the appropriate headings. Employees working fewer than 1040 hours would not be eligible for paid leaves or health insurance. She also noted that the term "Clerk" should be updated to "Librarian Assistant" within that section. Werley stated that temporary hourly employees should not be eligible for these benefits.

Motion

Motion to approve changes to personnel policies Chapter VII, Section D, Part 2 as presented, striking "temporary employees," by Werley, seconded by Derouin, and carried unanimously.

Stanke left the meeting at 6:05 p.m.

14. Trustee Essentials #3. Werley summarized chapter 3 "Bylaws – Organizing the Board for Effective Action." Enos volunteered to review chapter 4 "Effective Board Meetings and Trustee Participation" at the November meeting.

Adjournment

Motion to adjourn the meeting at 6:12 p.m. by Werley, seconded by Nebel, and carried unanimously.

Future meeting dates

The next regular board meeting will be held in the Gegan Room on Thursday, November 20, 2008 at 4:30 p.m.

Respectfully submitted,
Paul Eisen, Secretary
Kris Seefeldt, Recording Secretary

DRAFT
Minutes

Menasha Public Library Board of Trustees
Investment Committee
(Fuchs, Enos)

Administrative Office Meeting Room, Menasha Public Library
Monday, October 27 at 1:00 pm

Present: Jill Enos, Tasha Saecker, Keith Fuchs

Also Present: John Nebel

1. Call to Order: Meeting called to order by Keith Fuchs at 1:04 p.m.
2. Discussion of Endowment Investments with Possible Changes

A fairly lengthy discussion ensued regarding how to effectively use the Library Endowment Funds. Presently the Community Foundation, who oversees our investments, has taken a relatively conservative approach with these investments. Unfortunately, given the present economic debacle in our country, our endowment has experienced a steady decrease in the fund. As we look to decide what steps, if any, that we should take at this time with the endowment fund, we must first ask the question, "What is or should be the purpose of the endowment fund and where would we like this endowment fund to be in ten (10) years?"

In reviewing our relationship with the Community Foundation, the committee felt that we probably have not made effective use of the benefits that the Community Foundation could provide us in regard to the Endowment Fund. There is a concern regarding these untapped benefits, as well as the significant fees that we have paid to the Community Foundation for overseeing this fund. We should, however, be somewhat cautious as to how we proceed since we have recently learned that the Community Foundation is taking some steps that we hope will decrease fees and better serve the Menasha Library and the fund.

If, however, the Board believes there is a valid purpose for us to grow the endowment fund and we would, therefore, wish to see significant growth occurring with this fund over the next ten years, then we must determine what steps must be taken to move us in that direction. We would need to address the following questions:

- Given the present status of our economy, is it a good time to even address this issue?

- Given that we have recently been named Library of the Year, does this provide us with a short window of opportunity for growing our endowment fund?
- Should we simply remain with the Community Foundation or should we be investigating other options/companies for managing our endowment fund?

3. Motion of Recommendation to Library Board

The Investment Committee requested that Director Saecker create an agenda item for the November Board meeting so that the Board can discuss how they would like to proceed with this issue.

4. Adjourn: The meeting adjourned at 1:56 p.m.

**CITY OF MENASHA
IT STEERING COMMITTEE
Gegan Room, Menasha Public Library
140 Main Street, Menasha**

Wednesday October 15, 2008

8:15 AM

MINUTES

A. CALL TO ORDER

Meeting called to order at 8:25 AM by CHAIRMAN Wisneski.

B. ROLL CALL/EXCUSED ABSENCES

Present: CHAIRMAN Wisneski, AP Beckendorf, HR Specialist Taubel, ITMgr Lacey and PC Stanke

Excused: COMP Stoffel and PWS Jacobson

Also Present: ITSupv James

C. MINUTES TO APPROVE

1. September 17, 2008

Motion by AP Beckendorf, seconded by PC Stanke to approve the minutes of the September 17, 2008 IT Steering Committee meeting. Motion carried.

D. PUBLIC COMMENTS ON ANY MATTER OF CONCERN TO THIS AGENDA.

(five (5) minute time limit for each person)

NONE

E. REPORT OF DEPARTMENT HEADS/STAFF/CONSULTANTS

1. Committee monthly update on status of projects/operations/costs

ITMgr Lacey informed the Committee that the fuel/fleet software will cost \$31,000 which is not yet reflected in the September budget numbers. There will also be some cost for temporary staff to transfer data to the new software.

The IT department is now looking into the possibility of cross training with Menasha Utilities staff to provide future vacation relief and also to be ready in case of a pandemic flu outbreak.

ITSupv James reported that the MAC process is moving forward; many minutes and packets have already been uploaded to the new system through the joint efforts of Peggy De Leeuw and Sue Wisneski. An instruction booklet has been created and passed out to all first line users and ADOBE ACROBAT 9 installed on all computers that need it to make MAC use easier.

F. ACTION ITEMS

1. Committee discussion and recommendation on entering into an agreement with Common Sense Solutions LLC for consulting services for 2008
 - a. Certificate of Insurance
 - b. Agreement

ITMgr Lacey explained that Schenck Technology no longer offers the type of service the City has received in the past. Mr. Schmitz has submitted an engagement letter to provide continuing service for the balance of 2008. Motion by PC Stanke, seconded by ITMgr Lacey to recommend retaining the services of Common Sense Solutions LLC for the remainder of 2008 to the Menasha Common Council. Motion carried.

2. Committee discussion on developing a New Resident Information packet

CHAIRMAN Wisneski noted that the party requesting that this item be placed on the IT Steering Committee agenda was absent for the second consecutive meeting. The Committee feels it is the responsibility of the party making this request to develop the idea and only to approach the Information Technology Steering Committee if coordination or implementation requires work to be done on the City's web site. It is not the responsibility of the IT Department to become the project leader and take the idea from development to final implementation. CHAIRMAN Wisneski will also send an email to the party that had originally requested this item be placed on the IT Steering Committee agenda informing them of the Committee's position.

3. Committee discussion on next IT Steering Committee Meeting date – November 19th, third Wednesday

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

G. ADJOURNMENT

Motion by PC Stanke, seconded by AP Beckendorf to adjourn. Motion carried. Meeting adjourned at 9:15 AM.

Respectfully submitted,

Sue Wisneski
Committee Secretary

NEENAH-MENASHA SEWERAGE COMMISSION

Regular Meeting

Tuesday September 23, 2008

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

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

Excused: Commissioner W. Helein.

Also Present: Chad Olsen, Jeff Kellner (McMahon); Mike Sambs (Waverly); Jim Peichl (MCO).

President W. Zelinski opened the Public Hearing to receive comments on the proposed 2009 NMSC Budget.

Hearing no questions or comments on the proposed 2009 NMSC Budget, moved by Commissioner R. Zielinski, seconded by Commissioner J. Jurgenson to adjourn the Public Hearing and reconvene into Regular Open Session. Motion carried unanimously. Public Hearing adjourned at 8:05 am.

Motion made by Commissioner R. Zielinski, seconded by Commissioner K. Bauer to approve the minutes of the Regular Meeting of August 26, 2008. Motion carried unanimously.

Motion made by Commissioner R. Zielinski, seconded by Commissioner K. Bauer to approve the minutes of the Closed Session of August 26, 2008. Motion carried unanimously.

Correspondence

The following correspondence was discussed:

- A. August 26, 2008 notice of public hearing.
RE: NMSC notice of public hearing on proposed 2009 Budget.

Budget, Finance, Personnel

Accountant Voigt presented to the Commission the unaudited financial statements for August 2008. It was reported the year to date operating income is higher than budget; the September and October operating income is under budget projections. After discussion, moved by Commissioner R. Zielinski, seconded by Commissioner K. Bauer to accept the unaudited financial statements for the month of August 2008 and place them on file. Motion carried unanimously.

Manager Much presented the Proposed 2009 NMSC Budget to the Commission. Motion made by Commissioner D. Youngquist, seconded by Commissioner R. Zielinski to approve the Proposed 2009 NMSC Budget. Motion carried unanimously.

Accountant Voigt presented MCO invoice #12925 in the amount of \$114,569.83 for the month of October 2008. After discussion, motion made by Commissioner D. Youngquist, seconded by Commissioner K. Bauer to approve MCO invoice #12925 in the amount of \$114,569.83 for the month of October 2008 and to pay the invoice after October 1. Motion carried unanimously.

Accountant Voigt presented the Accountants Report for the month of August 2008. It was questioned if account balances exceeded insurance limits and what type of investments are used in the State Pool and if any audit is received from this fund. Accountant Voigt responded some of the account balances do exceed insurance limits. An audit was recently received on the State Pool program. MCO generated \$2,582 in additional income for the Commission; restricted cash balances totaled \$2,673,000 at the end of August. Motion made by Commissioner D. Youngquist, seconded by Commissioner R. Zielinski to accept the Accountants Report for the month of August 2008. Motion carried unanimously.

Accountant Voigt presented Certificate for Payment #3 from Elmstar Electric in the amount of \$8,320.00 for work associated with the Primary Electric Underground Distribution Replacement. After discussion, motion made by Commissioner D. Youngquist, seconded by Commissioner R. Zielinski to approve for payment Certificate for Payment #3 from Elmstar Electric in the amount of \$8,320.00. Motion carried unanimously.

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

#42639	Sludge to Sludge Heat Exchanger - Design	\$ 97.00.
#42640	Biosolids Management Plan	\$1,250.00.

Motion made by Commissioner D. Youngquist, seconded by Commissioner R. Zielinski to approve for payment invoices #42639 and #42640 to McMahon Associates. Motion carried unanimously.

Operations, Engineering, Planning

Manager Much presented and discussed the operating report for the month of August 2008. The plant is running well; the second final clarifier under rebuild should be completed in two weeks. After discussion, motion made by Commissioner R. Zielinski, seconded by Commissioner K. Bauer to approve the operating report for the month of August 2008 and to place the report on file. Motion carried unanimously.

Manager Much presented a written request from Martenson & Eisele on behalf of Waverly Sanitary District to have the Waverly Sanitary District replace the sampling equipment located at Lift Station #1. The request is due to issues with accuracy of the sampling station. Menasha would like the equipment replaced. Manager Much reported the equipment currently in the

station is okay, but he is okay with the change if Waverly S.D. wants to replace it at their expense. After discussion, motion made by Commissioner D. Youngquist, seconded by Commissioner K. Bauer to approve the request to replace the sampling equipment at Lift Station #1 at the expense of Waverly Sanitary District. Motion carried unanimously.

Manager Much reported he will be requesting a meeting with Sonoco staff to discuss providing safe access to the metering station and to move the sampler out of the current building it is in due to the conditions inside the building.

Chad Olsen reported the grease accumulating in the sludge-to-sludge heat exchanger line is a petroleum based product.

Chad Olsen presented a report of comparison between a micro turbine installation and a genset installation. Estimated installed costs for 4 micro turbines is \$1,248,375. The life expectancy of these units is unknown; the life of the core in the micro turbine is 5 years. The current cost to replace each core is \$43,000. The estimated installed price for a 335KW genset is \$1,455,000. Focus on Energy grants may be available; Chad will check further into the availability for a grant for the project study. Other set-ups of micro turbine equipment should be checked out for comparison with our situation. It was the consensus of the Commission to continue looking at micro turbines as an option for using methane gas generated at the NMSC. Chad will put together a grant application for submittal. Chad will also set up tours of facilities with 30 KW and 65 KW micro turbines. After discussion, motion made by Commissioner D. Youngquist, seconded by Commissioner K. Bauer to proceed with the micro turbine project consisting of the grant application and preliminary engineering study. Motion carried unanimously.

Jeff Kellner updated the Commission on the Underground Electric Distribution Replacement. By the end of this week the installation should be completed. Restoration work will need to be completed. Jeff Kellner presented a change order in the amount of \$962.55 for extra time spent digging due to rubble and unknown underground piping. After discussion, motion made by Commissioner D. Youngquist, seconded by Commissioner R. Zielinski to approve change order #1 in the amount of \$962.55 for extra time spent digging due to underground obstructions. Motion carried unanimously.

Manager Much reported there is no new information on the Biosolids plan from last month.

Old Business

Sewer ownership update. No new information to report.

Amend NMSC Pretreatment Program update. Manager Much and Attorney Gunz met with Neenah staff; they are okay with the NMSC doing the program. Manager Much reported that Attorney Gunz is reviewing if the NMSC needs to pass a resolution to add the oil and grease conditions to the pretreatment program. Manger Much and Attorney Gunz will be meeting with Menasha next week; the Town of Menasha still needs to be contacted.

Vouchers

Motion made by Commissioner J. Jurgenson, seconded by Commissioner R. Zielinski, to approve Operating and Payroll Fund Vouchers #130513 thru #130576 in the amount of \$458,338.35 for the month of August 2008. 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 9:15 a.m.

President

Secretary

THE NEXT REGULAR MEETING IS ON TUESDAY October 28th, 2008

DRAFT

CITY OF MENASHA
Park Board
Council Chambers, City Hall – 140 Main Street
September 9, 2008

1. CALL TO ORDER

- A. Meeting called to order by Chr. Dick Sturm at 6:00 p.m.

2. ROLL CALL/EXCUSED ABSENCES

- A. MEMBERS PRESENT: Chr. Dick Sturm, Ald. Michael Taylor, George Korth, Mary Francis, Tom Konezke, Nancy Barker
MEMBERS EXCUSED: Ron Suttner, Ald. Taylor (left meeting at 7:15 PM to attend an American Legion Meeting)
OTHERS PRESENT: PRD Tungate, PS Huss

3. MINTUES TO APPROVE-MINUTES

- A. **Minutes to Approve:**
Moved by G. Korth, seconded by T. Konezke to approve the minutes of the August 11, 2008 meeting. Motion carried 6-0.

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

Five (5) minute time limit for each person

- A. **E-mail from Ed Updike – Menasha Dock Association**
They no longer will be using the Memorial Building. Key has been turned in.
- B. Ald. M. Taylor commented positively on several maintenance items that have been done at Jefferson Park.
- C. M. Francis asked about the Pleasants Park tennis court project.
- D. T. Konezke asked about the Fall program flyer and if any changes were made.
- E. N. Barker commented on the need for an Isle of Valor sign and other possible improvements to the Memorial Building interior.
- F. G. Korth liked the new port-a-potty slab at Jefferson park, Marina Harborhouse needs staining.

5. REPORT OF DEPARTMENT HEADS/STAFF/CONSULTANTS

- A. **E-mail from Army Corps of Engineers Regarding the Army Reserve Building**
PRD Tungate made brief comments on an e-mail from the Corps of Engineering regarding the Army Reserve building. The sense is that it could be 1-2 years before the Federal Government decides to dispose of this facility.
- B. **Update on Solar Site Assessment at Swimming Pool**
Green Sky Energetics continues its site assessment of the swimming pool. The hope is that a report will be completed by next months meeting.
- C. **Park Project Update**
PS Huss reported that the crew has been busy with festival set up, Clovis Park and Smith Park play equipment. A busy fall is planned. Barker Farm Park trail paving and pool basin painting top the list.
- D. **New East Side Park Update**
PRD Tungate continues to maintain contact with the landowners interested in eventually selling their land for what will be proposed to be a joint community park. Not much to report. A resolution in support of a joint park concept will be drafted in the near future which will be considered by all interested communities. Board members would like to see this project move

ahead.

E. Fox Jazz Fest Update and Parking Concerns

Parking problems during the Fox Jazz Fest was discussed. The Board was adamant that too many cars were on the grass during the event. G. Korth presented a count of cars on the grass during Saturday (15-28 cars) and Sunday (35-50 cars). This issue has already and will continue to be addressed with event organizers prior to next year's event.

6. DISCUSSION ITEMS

A. Future of Well at Hart Park

The future of the Hart Park well was discussed. PS Huss reported over \$2,000 in damages from 2001 to the present. The Board questioned how much the public actually uses the well. Some means of gathering this information was suggested. This issue will be placed on next months agenda.

B. Skatepark Update – Skatepark Attendants

Adam and Alex Barnett, Skatepark Attendants, talked with the Board about the Skateboard Park. It has been a relatively quiet season at the park. Not many calls for police service. Recently, vandalism has been down. Recent non-city run event at the park was very well attended. The Attendants suggested a few maintenance items that need attention.

C. Pet Excrement Bag Station in Jefferson Park

The Board supported the idea of two pet excrement bag stations at Jefferson Park. Department staff will order this equipment like the ones on the Trestle Trail.

7. ACTION ITEMS

A. None

8. ADJOURNMENT

A. Moved by T. Konetzke, seconded by N. Barker to adjourn at 7:35 p.m. Motion carried 5-0.

CITY OF MENASHA
Park Board
Council Chambers, City Hall – 140 Main Street
October 13, 2008
DRAFT MINUTES

A. CALL TO ORDER

Meeting called to order by Chr. Dick Sturm at 7:50 PM following the workshop presented by Green Sky Energetics regarding the potential for adding a solar water heating system at the pool.

B. ROLL CALL/EXCUSED ABSENCES

MEMBERS PRESENT: Chr. Dick Sturm, Ron Suttner, Mary Francis, George Korth, Tom Konetzke, Nancy Barker, Ald. Michael Taylor

MEMBERS EXCUSED: None

OTHERS PRESENT: PRD Tungate, PS Huss, Ald. Kevin Benner

C. MINTUES TO APPROVE-MINUTES

1. Minutes to Approve:

Moved by G. Korth, seconded by T. Konetzke to approve the minutes of the September 9, 2008 meeting. Under Roll Call/Excused Absences section, Ald. M. Taylor requested that the minutes be revised to state that he left the meeting at 7:15 PM to attend an American Legion meeting. Motion to approve the minutes with this revision carried 7-0.

D. REPORT OF DEPARTMENT HEADS/STAFF/CONSULTANTS

1. Park Project Update

Some paving near the Jefferson Park boat landing trailer parking lot will begin the week of October 20. Some welding has been done to the Jefferson Park shorewall. Ald. Taylor commented that a section in front of the pavilion is sticking out and needs repair. Painting of the pool tank has begun. The Park crew did the sand blasting as a cost savings measure. Barker Farm Park access trail is nearly complete. Isle of Valor signage was also discussed. The Board was in favor of a small brown and white sign showing the location of the Isle of Valor Memorial.

E. DISCUSSION ITEMS

1. Options for Hart Park Well

Options for the Hart Park well were discussed. The well has been closed for approximately 2 months due to vandalism issues. No one has called to complain about the well being down. Discussion ensued on whether or not the well could be used by the Park Department as a non-portable water source to flood the ice rink and for watering plants in the summer. Board members questioned whether there would be sufficient flow volume or velocity. The cost of converting the well for this purpose was also questioned. Item will be taken up again next month.

2. Update on Fee in Lieu of Parkland Ordinance Revision

PRD Tungate will contact CA Brandt about moving ahead with changes to the fee in lieu of parkland ordinance. Mayor Merkes is also aware of the Board's desire to see this ordinance changed as quickly as possible.

3. Vehicles Parked on Grass

PRD Tungate read an e-mail from a Fox Cities Marathon official regarding two Saturn cars being parked on the grass in Jefferson Park. The official has assured the Department that this will not happen again next year.

4. 2009 Budget Update

PRD Tungate reported that the Mayor has reviewed the budget. Mayor Merkes may need to cut some budgets, but has not made any significant cuts to the Parks and Recreation budgets at this time.

5. Late Night Seasonal Laborer

PS Huss reported on the success of the late night seasonal caretaker position. He thought the position was beneficial and should be continued.

F. ACTION ITEMS

1. **Recommendation for the Hart Park Well**

No action was taken. Action on this item was held.

2. **Partial Lot on Province Terrace**

Moved by T. Konetzke, seconded by R. Suttner recommending that the city retain a small piece of greenspace near the water retention pond along Province Terrace. The site will likely be maintained with stormwater utility funds. Members thought the site could be used as a small wayside type greenspace near the trail along Province Terrace.

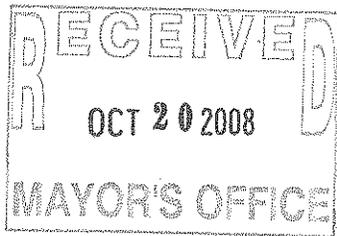
G. PUBLIC COMMENTS ON ANY MATTER OF CONCERN TO THE CITY

Five (5) minute time limit for each person

1. Ald. M. Taylor – stumps near the entrance to Jefferson Park along Broad Street, East Shelter still in need of electrical circuit upgrades.
2. N. Barker – Calder sign needs some landscape maintenance, same with Memorial Building interior ceiling inside the Historical Society.
3. T. Konetzke – should not cut the grass near the Province Terrace greenspace.
4. G. Korth – inquired about a no right turn sign on Third Street near the Reserve building.
5. Chr. D. Sturm – commented on the “Goth” letter to the editor in *The Post Crescent*.

H. ADJOURNMENT

Moved by T. Konetzke, seconded by N. Barker to adjourn at 9:47 PM. Motion carried 7-0.



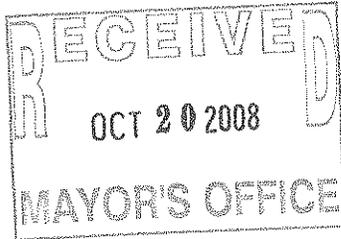
MENASHA BLUEJAYS

Mayor Merkes,

*Thank you very much for welcoming
the Japanese guests! Thank you also
for your time and gifts.*

*Your hospitality and support mean
a lot to our relationship with Maebashi
and Japanese education at Menasha.*

MJSD Japanese staff



October 20, 2008
Paul Konezke
713 Lincoln St.
Menasha, WI 54952

Menasha Common Council members:

Should the topic of raingardens arise again, I thought you should be aware of the information I've enclosed.

I understand that a Stormwater Commission would prefer to levy a standard assessment for each residence and would not be interested in tailoring those assessments to individual situations. And I also understand that it might seem more effective to plan million dollar (?) detention ponds than to think about a thousand individual backyard projects. Nonetheless, if reducing runoff from roofs into storm drains is your objective, raingardens and other forms of dry-wells clearly would help you achieve that goal.

Again, I would ask, how does Menasha encourage the installation of raingardens, or other forms of dry-wells?

Thanks for the work you all do on these multitudes of issues, great and small.

Paul Konezke

did you know?

Free pesticide booklet

Nobody likes pests, and everyone likes a freebie, so this deal from the Environmental Protection Agency is a win-win situation. It's a free booklet on how to use both organic and chemical solutions to get rid of pests in your house or garden. Visit www.epa.gov/oppfead1/Publications/Cit_Guide/citguide.pdf to download your copy of the 54-page *Citizen's Guide to Pest Control and Pesticide Safety*.

Rain gardens to the rescue

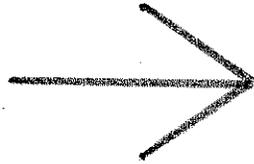
Did you know that 50 percent of the rain water that falls in cities flows into storm sewers? The pollutants that wash away with each downpour end up in nearby waterways and can cause real problems for wildlife and even people. Rain gardens can be a big help. A two-year study at the University of Connecticut found that rain gardens trap and retain up to 99 percent of common pollutants, such as nitrates, ammonias and phosphorus. That means cleaner rivers and streams for everyone. To learn how to plant a rain garden, check out www.nemo.uconn.edu/tools/publications.htm or contact your local extension agency.

Biodegradable pots

Every year millions of plastic nursery containers go to the landfill. The Horticultural Research Institute and the United States Department of Agriculture's Agricultural Research Service are working to slow the growing pile of plastic by developing biodegradable nursery pots. Initially, the research will focus on developing a compound made from feathers, a waste byproduct from the poultry industry. In the next three years, developers hope to have a pot that'll hold up long enough to get a plant grown and sold, but that will break down easily in the landfill or compost pile.

Arbor Day Foundation changes zones

The National Arbor Day Foundation (NADF) has updated its hardiness zone map. Starting with the USDA zone map as a base, researchers examined 15 years of temperature information from the National Oceanic and Atmospheric Administration's 5,000 climatic data centers across the country. When everything was tabulated, the NADF decided to make some changes. Many areas of the country have moved up a full zone because of temperature changes over this time period. Check out www.arborday.org/trees for the new zones.





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Reason for Being

NEMO (**Nonpoint Education for Municipal Officials**) was created in the early 1990's to provide information, education and assistance to local land use boards and commissions on how they can accommodate growth while protecting their natural resources and community character. The program was built upon the basic belief that the future of our communities and environment depend on land use, and, since land use is decided primarily at the local level, education of local land use officials is the most effective, and most cost-effective, way to bring about positive change.

NEMO was unique and innovative in several ways: in its use of geographic information system and remote sensing technology as **educational tools**; in its **promotion of land use planning** rather than mechanical devices as the primary weapon against water pollution, and; in its steadfast **focus on local land use decision makers** as the primary target audience. More than a decade later, these concepts are not nearly so radical, and communities across the state are changing the way they plan, regulate and build their landscapes—assisted by the information and education of the NEMO Program.

- **Natural Resource Protection is the Goal:** (Even we feel that no further elaboration is needed on this point.)
- **Land Use is the Issue:** We believe that better land use decisions are the key to protecting the natural resources, community character, and long-term economic health of our communities.
- **Local Officials are the Target Audience:** Because land use is the issue, the people making land use decisions are our key target audience. In the United States, this means local officials serving on land use boards at the county and municipal levels. (Quick - name 5 groups or organizations devoted to assisting these critical decision makers! Can't do it, can you? Chalk up yet another good reason for NEMO...)
- **Education is the Method:** Given that the local land use decision making process is complex, political, and widely varying, state and federal regulation can only go so far in dictating better land use policies and practices. We believe that education—particularly research-based, non-advocacy professional outreach education—is the best way to foster better land use decisions.

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Impervious Surfaces

Everything you ever wanted to know about impervious surfaces.

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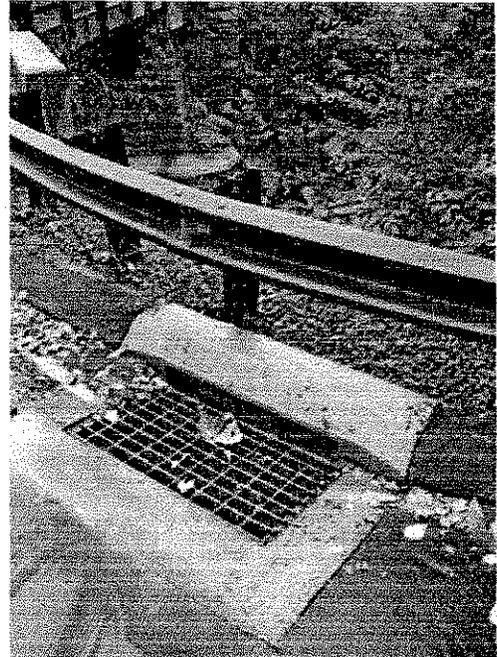
[Links](#)

[Literature](#)

Impervious Surfaces

Impervious surfaces like asphalt, cement and roofing prevent infiltration of rainfall into the soil, disrupting the water cycle and affecting both the quantity and quality of our water resources. In recent years, research has shown the amount of impervious surface in a watershed to be a reliable indicator of the impacts of development on water resources.

NEMO has long been associated with the topic of impervious surfaces, but until now we've never collected all our stuff in one place. Well, here it is—along with some of other people's stuff, too. The [Planning & Design](#) section mostly links to existing resources from NEMO and other shops. The [Estimating & Mapping](#) section contains summaries of the many methods that we've used here at UConn to keep track of impervious surface, with frequent links to the [Literature](#) section for those who want more detailed information. And, for those in Connecticut, the [Data & Maps](#) section will eventually become a one-stop shopping center for impervious-meisters. Keep checking back, because we intend to improve and expand this site as new information and studies become available.



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Last Updated: Friday, 27 January 2006, 15:50 GMT

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Rain gardens 'cut city pollution'

By Mark Kinver
BBC News science and nature reporter

"Rain gardens" can dramatically cut the amount of pollution in urban storm water, according to a study by US researchers.

Most of the rain that falls on cities lands on impervious surfaces, such as roads, where it absorbs pollutants before it finally drains away.

The team says a shallow depression in a garden containing bark mulch and shrubs can remove up to 99% of toxins.

The findings appear in the journal *Environmental Science and Technology*.

Researchers from the University of Connecticut found that the gardens significantly reduced the concentration of fertilisers, oil and particulates reaching storm drains.

Growing problem

Rain gardens, the researchers say, can also help reduce localised flooding by absorbing rain water from heavy downpours, reducing the risk of drains becoming overloaded.

For the study, two rain gardens were planted and frequently monitored over a two-year period to see how effectively they absorbed a range of pollutants.

One of the authors of the study, Michael Dietz, explained why they carried out the research.

"The concept of rain gardens has been around for 10 or 15



Researchers say 'rain gardens' can trap pollutants in runoff water

SEE ALSO

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Most popular now, in detail

years but there has not been a lot of research.

"A lot of places are hesitant to use something that has not been verified, so we felt it was an important step to bridge that gap," he told the BBC News website.

The US Environmental Protection Agency estimates that built-up urban areas generate nine times the amount of runoff water than woodlands of a similar size.

“ Any tool we have that can help reduce the impacts of urbanisation is beneficial for everyone ”

Dr Michael Dietz, report author

As the percentage of the world's population living in cities continues to grow, the problems of flooding and pollution are set to increase.

Dr Dietz hopes their findings will encourage town planners across the globe to consider using rain gardens.

"This is one tool that can be used to mitigate the impact of runoff water in urban areas. It definitely has worldwide benefits because it is not a local phenomenon; it is going on all over the world," he said.

"Any tool we have that can help reduce the impacts of urbanisation is beneficial for everyone."

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FEATURES, VIEWS, ANALYSIS



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Fax 920-967-5273

October 20, 2008

To: Common Council
c/o Debbie Galeazzi, City Clerk
City Of Menasha

Re: Public Comment
PUBLIC HEARING
Proposed Ordinance 0-19-08
Relating To The Creation Of A Storm Water Utility

Dear Debbie:

I am unable to attend the Public Hearing on the above referenced ordinance. If possible, I would like to include the following comments into the Public Hearing. Thank you.

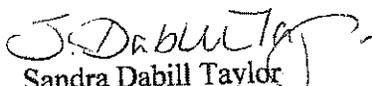
With all due respect to the current Director of Public Works, it is my opinion that one person should not have the sole responsibility and authority to impose fees onto rate-payers without the oversight of a committee or commission.

Therefore, I would ask that a Storm Water Utility Commission be established to provide the checks and balances necessary to ensure accountability, honesty and public access to the management and administration of this Storm Water Utility.

Confidence in the current Director should not cloud a decision that will impact rate-payers and future Councils for generations to come.

Furthermore, while I understand the difficulties municipalities face in meeting an unfunded mandate, and I understand the temptation to transfer items that are typically included in the tax levy into this fee in order to in order to bypass the 2% cap, and I also understand that the current formula actually penalizes municipalities for holding down or reducing taxes, I caution the Council to be frugal in their decision, such that rate-payers are not so burdened with increased taxes and fees - especially in these tough economic times - that they are unable to meet their other financial obligations.

Thank you.


Sandra Dabill Taylor
545 Broad Street
Menasha, WI 54952
(920)725-5380

- PROPOSED MINUTES -**WAVERLY SANITARY DISTRICT**

September 9, 2008

District Office - N8722 County Rd. LP

The meeting was called to order at 8:30 a.m. by President Helein.

Present: President Helein (WCH)	System Operator Krueger (RWK)
Commissioner Fulcer (LJF)	System Operator Van Zeeland (TGV)
Commissioner Sambs (MLS)	Office Mgr. Girdley (CMG)
Engineer Martenson (SCM)	Admin. Asst. Hallock (SAH)
Resident Jerry Lopas	

CMG/RWK stated the quote from Badger Highways for FL #6 valve repair blacktop restoration was \$846 not \$346 as stated in the 8/13/08 meeting minutes. Approval/acceptance of the 8/13/08 Meeting Minutes with the amended quote was accomplished through LJF's motion and MLS' second. Motion carried 3-0.

Receipt acknowledgement and approval of the August 2008 Financial/Budget Comparison Reports was accomplished through MLS' motion and LJF's second. Motion carried 3-0.

Invoices were approved for payment and checks were signed prior to the meeting.

COMMUNITIES/CUSTOMERS/SERVICE CONCERNS**Appleton's Rate Review – CMG to report status**

CMG stated WSD has not received contact/information from the COA since WSD's 8/13/08 meeting. CMG placed a call to Lisa Maertz at the COA to request an approximate time frame but has not received contact from Lisa/ COA. WSD has a 90-day time frame from COA's rate effective date to apply to the PSC for a PWAC (Purchase Water Adjustment Clause) based on the COA's rate increase date to WSD.

OLD BUSINESS**- Water Sample Tests' Results**

RWK reported all five tests taken on 8/19/08 were determined as safe by the State of Wisconsin. (Attachment #1, pp. 1-5)

- Force Main Connection – Meter station's current monitoring data discussion

- Menasha's written assurance of sampling suspension – Receipt status

- Lift station #1 sampling station replacement – NMSC approval status

SCM reported the flow data between LS#1 and COM's flow meter continues to indicate a 3-5% variance. The letter from Radtke assuring WSD that COM will suspend sampling if new sampling equipment (refrigeration unit) is installed at LS #1 remains outstanding. However, Radtke did confirm by e-mail that he will provide written assurance to WSD. Mulcahy/Shaw Water, Inc. provided a quote of \$5445 to provide the equipment and execute the startup. A local plumber will be hired for the installation.

WAVERLY SANITARY DISTRICT

September 9, 2008

Page 2

OLD BUSINESS - CONTINUED

- **Force Main Connection – Meter station’s monitoring data discussion – Continued**
 - **Menasha’s written assurance of sampling suspension – Receipt status**
 - **Lift station #1 sampling station replacement – NMSC approval status**SCM will issue a letter in WSD’s behalf to Randy Much at NMSC requesting NMSC approval for LS #1 sampling station replacement. SCM will also provide the equipment information and related drawings. The Commission agreed to SCM’s procedure as stated above. When NMSC approval is received, CMG will submit the purchase order to Mulcahy/Shaw. COM indicated sampling may only be required annually after the equipment installation is complete and readings are deemed satisfactory by the involved parties.

- **Future Water Supply Connection (2nd) to Appleton – Future station’s site acquisition status**

CMG reported a letter was issued on 8/14/08 to Kaster/Mahn outlining the proposed terms for WSD’s property purchase utilizing the information provided by SCM at WSD’s 8/13/08 meeting. Neither CMG/SCM have received contact from Kaster/Mahn in response to WSD’s 8/14/08 correspondence.

GENERAL CONSTRUCTION STATUS (INDIVIDUAL PROJECTS)

- **Birling Court Extension (Andrysczyk) – Project status report**

SCM/WSD have not received contact/information regarding this project since WSD’s 8/13/08 Meeting. SCM anticipates this project will move forward when the housing market improves.

- **Lake Park Condominiums – Project status report**

SCM reported Kaster/Mahn are attempting to purchase the Peter Rennis corner property before progressing with this project.

- **Outagamie LLC Future Development – Project status report (18 acres)**

**Location: North of Woodland Terrace and south of
Manitowoc Rd.**

SCM/WSD have not received contact/information regarding this project since WSD’s 8/13/08 Meeting.

MLS stated Ament’s house will be utilized for a “controlled burn” after DNR approval is received.

- **Crestwood Subdivision – Location: Southside of Midway Road – Off Cottonwood Drive –
Between Eternal Love Lutheran Church and Barker
Farm Estates**

SCM/WSD have not received contact/information regarding this project since WSD’s 8/13/08 Meeting.

WAVERLY SANITARY DISTRICT

September 9, 2008

Page 3

GENERAL CONSTRUCTION STATUS (INDIVIDUAL PROJECTS) – CONTINUED

- **1st Addition – Lake Park Heights – Project status report**
 SCM/WSD have not received contact/information regarding this project since WSD’s 8/13/08 Meeting. SCM projects an approximate one-year time frame before development occurs. This project is waiting for COM development funding.

NEW BUSINESS

- **Establish the October Meeting Date – Tuesday, October 14, 2008 (8:30 a.m.) District Office**
 Tuesday, October 14, 2008 at 8:30 a.m. was established as the October meeting date/time. The meeting will be held at the District’s office.

OFFICE REPORT (Attachment #2, pp. 1-10)

CMG briefly reviewed the Office Report for those in attendance. All items reviewed are included in the attached Office Report.

CMG reported Mancoske’s connection fees were paid and permit was issued 9/4/08. TOH’s connection fee was paid 9/5/08. Hietpas will be doing Mancoske’s connection through Oakwood Estates.

FIELD REPORT (Attachment #3A, pp. 1-5 & Attachment #3B)

A Field Report was not submitted for meeting minutes’ attachment.

RWK reported during the last month Speedy Clean jetted the sanitary sewers throughout the District without incident. Field personnel continue to conduct normal daily business.

OTHER BUSINESS TO LEGALLY COME BEFORE THE COMMISSION

District’s Clear Water Inspection Procedure – Additional discussion on possible amendments to current procedure (Tabled at 8/13/08 mtg.)

CMG reported JoAnn Ashauer from Darboy provided Darboy’s Ordinance, Resolution and Real Estate Inquiry Form to WSD just prior to WSD’s 9/9/08 Meeting. CMG briefly reviewed the information received and provided copies to the Commission/WSD personnel. Darboy’s Real Estate Inquiry Form includes the Clear Water Inspection section. Darboy’s inspection fee is \$40, and the inspection is done with the final reading when properties are sold.

Note: Darboy mirrored Combined Locks’ procedure/policy – effective 7/1/07.

LJF motioned/MLS seconded this Agenda item be tabled until the 10/14/08 meeting to allow time for the Commission/WSD personnel to review Darboy’s information. Motion carried 3-0.

Since there wasn’t any other business to legally come before the Commission, LJF motioned/MLS seconded meeting adjournment.

Meeting adjourned at 8:55 a.m.

Submitted by Susan A. Hallock



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

MEMO

TO: Tom Stoffel
FROM: Jeff Brandt JSB
SUBJECT: Sliders Bar & Grill
DATE: October 16, 2008

I have received a request from The Bar on Lake Park, LLC for a grant of \$8000 as a result of their Reserve Liquor license. I have reviewed the request and find that all is in order. Please process a check for \$8000 to the Bar on Lake Park, LLC.

Public Notice of an Air Pollution Permit Application Review

Facility Description.

SCA Tissue North America LLC, 190 3rd Street, Menasha, Winnebago County, Wisconsin, FID 471035510, submitted to the Department of Natural Resources (DNR) a permit application, including plans and specifications for modification and operation of pulping, deinking and bleaching.

Air Pollution Construction and Operation Permits 08-DCF-218 and 471035510-P03.

Application Review.

DNR has made a preliminary determination that the application meets state and federal air pollution control requirements and that the permit should be approved. You can review the permit application, the DNR's analysis and draft permit prepared by the DNR at the Department of Natural Resources Bureau of Air Management Headquarters, Seventh Floor, 101 South Webster Street, Madison, Wisconsin, 53703; Northeast Region Air Program, Oshkosh Service Center, 625 E. County Road Y, Suite 700, Oshkosh, WI 54901-9731, tel. 920-424-3050; and at the Elisha D. Smith Public Library, 440 First St., Menasha, WI 54952-3191, or contact Don C. Faith III at 608-267-3135 or by e-mail at Don.FaithIII@wisconsin.gov. This information is also available for downloading from the Internet at <http://dnr.wi.gov/air/permits/permitsearch.html>.

This type of proposal normally does not have the potential to cause significant adverse environmental effects and the DNR has not prepared an Environmental Assessment of the proposal. This preliminary determination does not constitute approval from the Air Management Program or any other DNR sections which may also require a review of the project.

Public Comments.

Interested persons wishing to comment on the application or DNR's review of it or wishing to request a public hearing should do so by November 21, 2008 or within 30 days of publication of this notice, whichever is later, and send comments or requests to:

Wisconsin Department of Natural Resources, Bureau of Air Management, 101 S. Webster Street, Box 7921, Madison, WI 53707-7921. Attn.: Don C. Faith III.

If a hearing is requested, the requester shall indicate their interest in the permit and the reasons why a hearing is warranted. Information on the public commenting and hearing process is available at <http://dnr.wi.gov/air/permits/streamlining/publiccomment.html>

Reasonable accommodation, including the provision of informational material in an alternative format, will be provided for qualified individuals with disabilities upon request.

STATE OF WISCONSIN
DEPARTMENT OF NATURAL RESOURCES
For the Secretary

By 
Andrew Stewart
Chief, Permits and Stationary Source
Modeling Section

RECEIVED

OCT 22 2008

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BY 

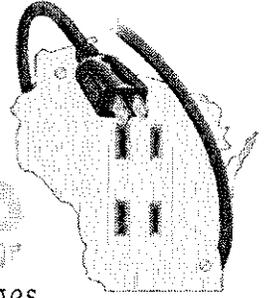
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the Wire

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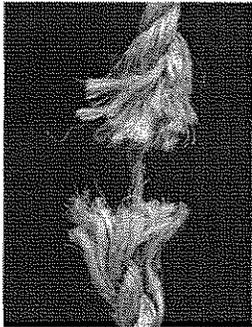
608/286-0784 • P.O. Box 54 • Madison, WI 53701 • www.customersfirst.org • OCTOBER 2008 • Vol. 13, No. 10

Five years after, a stronger grid?

This summer—August 14 to be exact—marked five full years since massive power outages blacked out 50 million electric customers in the eastern U.S. and Canada, bringing demands for tough measures to improve utility maintenance practices.

So, how's that been going?

On August 11 the *Detroit Free Press* headlined, "State says lessons didn't stick for utilities after outages in 2003."



On the 12th, *USA Today* proclaimed, "U.S. power grid in better shape five years after blackout," but it seemed less confident a day later, headlining an Associated Press story with the question, "Five years after a giant blackout, are we better off?"

Meanwhile, the *Kansas City Star*, hundreds of miles beyond the westernmost reach of the '03 episode, headed a rewrite of the same Associated Press (AP) story with the disquieting, "U.S. on verge of grand-scale blackout."

In Michigan, where six million went dark in 2003, two big investor-owned utilities have failed to meet reliability standards set by state regulators, the *Free Press* reported, noting that tree-maintenance problems similar to those that triggered the '03 blackout apparently were involved in storm outages this June that left 720,000 customers powerless.

USA Today cited several authorities saying higher maintenance standards and better grid-monitoring make a repeat of the '03 episode unlikely but identified insufficient generation and transmission capacity as looming threats.

The next day's AP story said the causes of

the 2003 blackout are largely resolved, but "larger, systemic issues could soon lead to even bigger and more damaging outages."

Even with projected 29-percent growth in electricity usage from 2006 to 2030, it's increasingly difficult to win support for new power plants and transmission lines, the story noted. American Electric Power CEO Michael Morris was quoted saying bigger blackouts and electricity rationing could result, telling the AP, "It would ruin the economy."

Three weeks after the anniversary date, another disquieting report on utility maintenance appeared, this time in California.

Raising questions about public safety as well as electric reliability, the California Public

Utilities Commission released results of a 10-month investigation finding San Diego Gas and Electric and Cox Communications failed to maintain safe and reliable equipment.

Equipment failures attributed to too much equipment loaded on aging power poles helped cause three wildfires last October, resulting in two fatalities, the loss of 1,300 homes, and the scorching of more than 200,000 acres.

Facing multiple lawsuits, the two companies disputed the findings. Releasing their report in September, state officials accused San Diego Gas and Electric of failing to properly inspect and maintain power lines and then obstructing the investigation into what caused the wildfires, according to the *San Diego Union Tribune*. 

Another one bites the dust

Last month *The Wire* took note of Michigan lawmakers groping for a solution to problems brought on by their state's 1990s venture into electric restructuring. They didn't grope for long. By mid-September a new plan was approved and the governor pledged to sign it into law.

The result can probably be best described as making the best of a bad situation, since the climb-down from Michigan's 1999 restructuring law will involve residential electricity rates going up 8 to 12 percent and utilities passing along costs for new power plants before they're actually built.

Those two components of the legislation trace their roots to the contention by utilities, heard now for several years, that uncertainty about keeping their customer base made them unwilling to risk capital on new infrastructure, in turn raising the specter of capacity shortages in the years to come.

Also attributable to those worries are newfound freedom for utilities to pass cost overruns on to customers and a guarantee that the state's two biggest utilities, Detroit Edison and Consumers Energy, which serves most of the remainder of the lower peninsula, will see no more than 10 percent of their customer base subject to switching among competitive providers.

Presumably that last part can be accomplished without excessive disruption. In February, Michigan's Public Service Commission announced a 33-percent decline in customers participating in competitive markets compared with a year earlier and noted that the decrease for 2007 was at a lower rate than for the preceding two years.

Last month's legislation will also introduce a new monthly fee to support energy conservation programs and a requirement that 10 percent of the state's electric generation be obtained from renewable sources by 2015.

It leaves Michigan as one of 20 states still attempting to maintain some level of competition in retail electricity markets. 

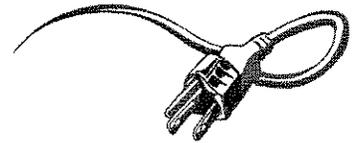
THE WIRE is a monthly publication of the *Customers First!* Coalition—a broad-based alliance of local governments, small businesses and farmers, environmental groups, labor and consumer groups, retirees and low-income families, municipal electric utilities, rural electric cooperatives, wholesale suppliers, and an investor-owned utility. *Customers First!* is a coalition dedicated to preserving Wisconsin's reliable and affordable electricity.

If you have questions or comments about THE WIRE or the *Customers First!* Coalition, please call 608/286-0784.



KEEPING CURRENT

With CFC Executive Director Matt Bromley



Prospects are dimming for major energy legislation to get through Congress this year. Blame good old politics and the collapse of the financial and mortgage markets for much of the impasse. When President Bush asked Congress to approve a \$700 billion bailout of the financial sector, it pretty much relegated other issues, including energy, to the back burner. As one member of Congress said, "The financial crisis has taken the energy out of the energy issue."

Also, as the fall elections inch closer, congressional leaders try to cast their party in a favorable light and are therefore less likely to compromise on issues that could help their colleagues in the other party. The heightened partisan tension makes it tough for both sides to compromise and advance bipartisan legislation. During this political "silly season," as some have called it, energy issues like a national renewable portfolio standard, offshore drilling, energy industry subsidies, expansion of nuclear power, and renewable energy tax credits are used more for political gamesmanship than for shaping a comprehensive national energy strategy.

Some members of Congress have tried to steer a path through the political fog and advance a "compromise" energy bill. A group of senators from both parties, dubbed the "Gang of 20," have been working behind the scenes to craft a bipartisan package that deals with many of the hot potato energy-related issues. But even this group temporarily suspended its work, admitting that the heat of election season was not a good time to unveil potentially contentious proposals before members of Congress and the American public.

As of this writing, advocates of renewable energy are holding out hope that Congress will at least extend the renewable energy tax credits that are set to expire at the end of the year. The tax credits could be part of continuing appropriation bills that Congress must pass now in order to keep the federal government operating into 2009. But at least for now, it looks like most of the major energy-related issues, not to mention climate change, will be left for a new Congress and a new president to tackle. 💡



Bromley

Rocky Mountain sigh

This summer, state regulators granted Utah's largest electric utility a rate increase about one-fifth the size it was seeking. Last month, Rocky Mountain Power responded by saying it would cut back customer service and limit overtime for workers restoring power in outages. After meetings with elected officials in mid-September, those cutbacks were quickly rescinded.

But what first looked like a plain case of jawboning may develop into something else. According to reports in Salt Lake City's *Deseret Morning News*, officials are listening to arguments by the utility that regulators, intent on holding down rates, may be denying recovery of legitimate costs.

A Utah Senate leader said he's only heard one side so far and noted, "I don't have any

opinions or any conclusions yet, but I've certainly got a whole lot of questions."

Rocky Mountain Power argues that its cost of meeting increased demand from new customers is exceeding the revenue it receives from them. 💡

Energy saver tip

A proper heating system inspection should include these basics: 1) confirming proper pilot light and burner function; 2) adequate lubrication of blowers, pumps, and motors; 3) a clear chimney—no bird's nests, insulation, or other obstructions; 4) a sound vent pipe with no corrosion or other defects that might allow a dangerous carbon monoxide leak. 💡

Transmission boosts efficiency, ATC says

Upgrades to Wisconsin's transmission system since 2001 have cost \$1.7 billion but they've brought efficiency improvements sufficient to avoid the need for a modest-sized new power plant, according to the Waukesha-based American Transmission Company.

The company (ATC) says its expenditures over the past seven years can be credited for energy savings equivalent to the production from a 125-megawatt generating plant.

Study to target:

What's wrong with Pennsylvania?

Ten years in, Pennsylvania's electric choice program continues to falter and an interest group wants a study to find out why before rate hikes kick in at the end of 2010.

Citizen Power, a Pittsburgh-based nonprofit with an energy agenda focused primarily on environmental perspectives, says it has been a foe of electric restructuring since it was first proposed. Last month Executive Director David Hughes said an independent study will show whether his organization has it right.

It is certainly beyond doubt that participation in the Pennsylvania choice program, which was notably vigorous in its early years, plunged in the current decade and has dwindled steadily. Last month, Citizen Power pointed out that there has never been a study to determine why the program isn't working.

One possible explanation is the combined pressures of mandated rate caps and rising fuel prices making it uneconomical for competitive suppliers to enter or stay in the Pennsylvania market, a competition-killer in other states that have tried similar arrangements.

The real trouble starts when those rate caps expire and there are few or no competitors around to act as a brake on price increases, the situation many Pennsylvanians fear less than two years down the road.

Hughes, on the other hand, says rate reductions, not increases, should be on the way. He contends there is 60 percent excess generating capacity in Pennsylvania and advocates a return to traditional, cost-of-service regulation. 💡

CEO Jose Delgado said the company's reliability and efficiency improvements to the transmission system "may be one of the largest energy savings programs in the upper Midwest."

Flora Flygt, ATC's director of transmission planning, said the savings result directly from reduced line losses, which she said were relatively low at about 2.2 percent of the power moving through the system.

Four new 345-kilovolt lines the company

anticipates building in the next five years will further reduce line loss, ATC said. Two 50-mile projects, between Weston and Shawano and between Oconto Falls and New London, are expected in service next spring.

—CEO Jose Delgado

A 35-mile line between Beloit and Rockdale in Dane County is expected in service early in 2010. A Dane County line between West Middleton and Rockdale, planned for completion in 2013, awaits regulatory approval. 💡

"...may be one of the largest energy savings programs in the upper Midwest."

Enron pays off

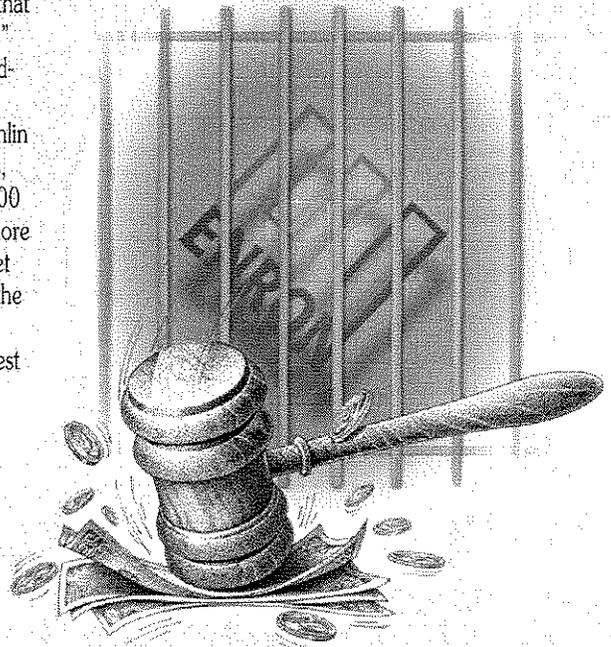
Not everyone who crossed paths with the former "energy giant" Enron got wiped out. Those who were owed after the fall did manage to recover more than \$7 billion—a modest share of the actual losses. Still, it caught our eye the other day when we saw the lawyers representing bilked Enron investors will collect \$688 million in legal fees.

Early last month *Bloomberg.com* noted, unsurprisingly, that the sum is the largest fee amount ever in a U.S. securities fraud case.

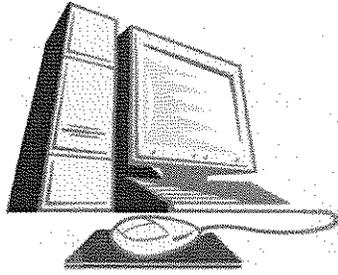
Federal Judge Melinda Harmon in Houston ruled in September that the fee was "fair and reasonable" and said the court "finds no wind-fall" in the amount awarded to attorneys with the firm of Coughlin Stoa Geller Rudman & Robbins, who billed for more than 280,000 hours and reportedly paid out more than \$45 million in out-of-pocket expenses for the litigation over the past seven years.

Enron was the world's largest energy-trading company with a supposed market value of \$68 billion before the discovery of accounting fraud showed that to be fictitious, leading to bankruptcy and the loss of 5,000 jobs and \$1 billion or more in retirement funds.

Investors sued to recover more than \$40 billion in losses. With approval of the legal fees and settlement distribution plan, payment of the recovered funds is expected to begin before the end of this year, according to *Bloomberg*. 💡



Be sure
to check out the
Customers First!
web site at



www.customersfirst.org



Quotable Quotes

"The quid pro quo was we pay the utilities their \$12 billion in stranded costs and we get rate reductions. We paid the \$12 billion but any rate reductions were infinitesimal and temporary. Now we are faced with unregulated monopolies that will be able to charge whatever they want when the caps come off."

—Citizen Power Executive Director David Hughes, calling for a state-funded study of why electric restructuring hasn't worked in Pennsylvania, in a news release September 18, 2008

Help us share our messages with others. If you know of businesses or organizations that would like to learn more about protecting Wisconsin's reliable and affordable electricity, please feel free to copy and share with them all or part of this newsletter, or you can call 608/286-0784 to arrange an informational meeting.

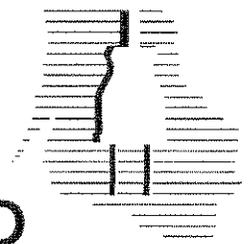
Customers First!
Plugging Wisconsin In



A Coalition
to preserve
Wisconsin's
Reliable
and Affordable
Electricity

P.O. Box 54
Madison, WI 53701

Customers First!



**CITY OF MENASHA
COMMON COUNCIL
Third Floor Council Chambers
140 Main Street, Menasha
October 20, 2008
MINUTES**

DRAFT

A. CALL TO ORDER

Meeting called to order by Mayor Merkes at 6:00 p.m.

B. PLEDGE OF ALLEGIANCE

C. ROLL CALL/EXCUSED ABSENCES

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

ALSO PRESENT: Mayor Merkes, Neenah CA Jim Godlewski, PC Stanke, DPW Radtke
CDD Keil, C/T Stoffel, Clerk Galeazzi, and the Press.

DEPT HEADS EXCUSED: PHD Nett, PRD Tungate

D. PUBLIC HEARING

1. Proposed Ordinance O-19-08 Relating to the Creation of a Stormwater Utility.

Stan Sevenich, 645 9th Street. Create a Stormwater Utility Commission. One person should not have all authority.

Larry Reddin, 393 Willow Lane. Oppose to Stormwater Utility. Postpone until next year.

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

(five (5) minute time limit for each person)

No one spoke

F. REPORT OF DEPARTMENT HEADS/STAFF/CONSULTANTS

1. Presentation by Chief Stanke on behalf of the Department of Transportation to Officer Martin Schramper a Certificate of Appreciation in recognition of his assistance and participation on the Badger TraCS project.

PC Stanke explained the Badger TraCS project and Officer Schramper's role in implementing the program. PC Stanke presented the Certification of Appreciation to Officer Schramper.

2. Presentation by Chief Stanke on behalf of the Department of Transportation to Court Liaison Bev Sawyer and Lt. Chuck Sahr on behalf of the Menasha Police Department for their participation in the development and implementation of the E-Citation project in the State of Wisconsin.

PC Stanke explained the E-Citation project. He also explained Ms. Sawyer and Lt. Sahr's roles in implementing and managing the program. PC Stanke presented awards to Ms. Sawyer and Lt. Sahr. PC Stanke also recognized Officer Schramper's volunteer services in developing the program.

3. Report on site plan compliance inspections, Jill Harp, Community Development Department

Jill Harp, CCD Intern, gave a brief history of herself and her duties in the Community Development Department. She handed out a Compliance Inspection Log on properties she has been working on since June 2008. She also gave an explanation on the status of the properties.

DRAFT

4. Clerk Galeazzi – the following minutes and communications have been received and placed on file:

Minutes to receive:

- a. Administration Committee, 10/6/08
- b. Board of Public Works, 10/6/08
- c. Police Commission, 9/18/08
- d. IT Steering Committee, 9/17/08
- e. NM Sewerage Commission, 8/26/08; Closed Session
- f. Landmarks Commission, 9/10/08, 10/8/08
- g. Parks and Recreation Board, 9/9/08
- h. Water and Light Commission, 10/1/08, 10/1/08, 10/7/08; Closed Session
- i. Water and Light Commission, 10/1/08, 10/7/08, 10/10/08; Special Meetings
- j. Water and Light Commission, 9/24/08

Communications:

- k. State of Wisconsin Circuit Court, 10/08; Notice of Foreclosure Sale
- l. Dept. of the Army Corps of Engineers, 9/24/08; outflows from Lake Winnebago into the lower Fox River.
- m. Dept. of Natural Resources, 9/29/08; Renewal of air pollution permit, 204 Madison St.
- n. Time Warner Cable, 10/3/08; News Release- WLUK pulls signal from TWC lineup
- o. WI Dept. of Administration, 10/10/08; Final Estimate of January 1, 2008 population, Winnebago and Calumet Counties
- p. UW-Extension, 10/08; Webinar Series- Focus on Sustainability
- q. Ald. Wisneski's Newsletter, 10/08; Wisneski's Words
- r. Town of Menasha Utility District Minutes, 8/25/08, 9/22/08
- s. PWD Radtke to WI DNR, 10/9/08; Bypass of sanitary sewage, April and June 2008
- t. WI DNR, 9/25/08; Enforcement Conference

Ald Taylor-Minutes G (Parks and Recreation), explained why he left the meeting early.

G. CONSENT AGENDA

(Prior to voting on the Consent Agenda, any alderman may request the removal of any item from the Consent Agenda to be placed under Item H below. The procedure to follow for the Consent Agenda is: (a) removal of items from Consent Agenda, if necessary; then (b) motion to approve the items from Consent Agenda.)

Minutes to approve:

1. Common Council, 10/6/08

Administration Committee, 10/6/08 – Recommends Approval of:

2. Authorization of additional commitment of \$30,000 for continued Davis & Kuelthau representation regarding the issue of Fox River PCB contamination

Board of Public Works, 10/6/08 – Recommends Approval of:

3. Change Order – DeGroot, Inc., City of Menasha Wastewater Collection System Rehabilitation Improvements Project – Phase 3; Contract No. E145-07-01C; ADD: \$2,438.00 (Change order No. 3)
4. Payment – Badger Highways Co., Inc.; New Street Construction/Street Reconstruction; Contract Unit No. 2008-01; \$166,493.57 (Payment No. 4)
5. Payment – Infrastructure Technologies, Inc.; City of Menasha Wastewater Collection System Rehabilitation Improvements Project – Phase 3; Contract No. E145-07-01A; Sanitary Manhole Lining; \$39,097.98 (Payment No. 7)
6. Stormwater Utility billing through Menasha Utilities

Landmarks Committee, 9/10/08 – Recommends Approval of:

- 7 The contract with Heritage Research, Ltd. for professional services related to production of an historic re-survey of the City of Menasha

Moved by Ald. Hendricks, seconded by Ald. Wisneski to approve Items 1-6.
Motion carried on roll call 8-0.

H. ITEMS REMOVED FROM CONSENT AGENDA

I. ORDINANCES AND RESOLUTIONS

- O-19-08 An Ordinance Relating to the Creation of a Storm Water Utility (Ald. Wisneski)
(Recommendation of Board of Public Works/Public Hearing on Oct 20, 2008)

Moved by Ald. Wisneski, seconded by Ald. Michalkiewicz to adopt O-19-08

Moved by Ald. Zelinski, seconded by Ald. Taylor to amend Ordinance O-19-08 for Single-Family To Four-Family Dwellings stormwater utility billing be sent to the occupant/tenant.

Discussion

Motion to amend carried on roll call 6-2. Ald. Michalkiewicz, Benner – no

Moved by Ald. Taylor to create a Stormwater Utility Commission

Motion withdrawn by Ald. Taylor.

Motion to adopt O-19-08 carried on roll call 8-0.

J. ACTION ITEMS

- Liquor License: Reserve "Class B" Application, Lake Park Swim and Fitness, Megan Collins, agent, for the premises at 730 Lake Park Road, Menasha for the 2008-2009 licensing year.

Moved by Ald. Taylor, seconded by Ald. Pack to approve

Discussion

Motion carried on roll call 8-0.

- Accounts Payable and Payroll for 10/9/08-10/16/08 in the amount of \$500,155.82

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

Discussion

Motion carried on roll call 8-0

K. APPOINTMENTS

L. CLAIMS AGAINST THE CITY

M. HELD OVER BUSINESS

N. PUBLIC COMMENTS ON ANY MATTER LISTED ON THE AGENDA
(five (5) minute time limit for each person)

Stan Sevenich, 645 9th Street. Stormwater Utility Commission would provide checks & balances of Stormwater Utility.

Larry Reddin, 393 Willow Lane. Would like cost of Stormwater Utility.

Dan Zelinski, 647 Paris Street. Dan the Plumber is not the same as Joe the Plumber.

DRAFT

O. ADJOURNMENT

Moved by Ald. Michalkiewicz, seconded by Ald. Benner to adjourn at 6:53 p.m.
Motion carried on voice vote

Respectfully submitted by
Deborah A. Galeazzi, City Clerk

DRAFT



MEMORANDUM

TO: Mayor Merkes, Council President Hendricks and the members of
the City of Menasha Common Council

FROM: City Comptroller/Treasurer Stoffel *Tis*

DATE: 09/18/2008

SUBJECT: Request to rescind Real Estate Property Taxes

I have been informed by Associated Appraisal that two properties which had property taxes levied against them for 2008 should have been listed as exempt from property tax on the property tax roll. The two properties are owned by the Housing Partnership of the Fox Cities and are located at 236 and 244 Kaukauna Street. I have attached copies of the property tax bills for your information.

The City can take action under the following state statute to rescind the property taxes because the real estate should have been listed as exempt.

1) **Grounds.** After the tax roll has been delivered to the treasurer of the taxation district under s. 74.03, the governing body of the taxation district may refund or rescind in whole or in part any general property tax shown in the tax roll, including agreed-upon interest, if:

74.33(1)(c) 
(c) The property is exempt by law from taxation, except as provided under sub. (2).

Under State statute the governing body of the taxation district can rescind the property taxes if it chooses, but there is no obligation on the part of the municipality to do so. If the property taxes were to be rescinded, it would amount to \$3,487.44.

CITY TREASURER
CITY OF MENASHA
140 MAIN STREET
MENASHA WI 54952

STATE OF WISCONSIN REAL PROPERTY TAX BILL FOR 2007

City of Menasha County of Winnebago

PROPERTY ID/PROPERTY ADDRESS 2-00032-00 236 KAUKAUNA ST

HOUSING PARTNERSHIP OF TH
PO BOX 5101
APPLETON WI 54912

Assessed Value Land	Ass'd Value Improvements	Total Assessed Value	Ave. Assmt. Ratio	Net Assessed Value Rate (Does NOT reflect Lottery/Gaming Credit)	
28,600	87,500	116,100	.9765	.0233565	
Est. Fair Mkt Land	Est. Fair Mkt. Improvements	Total Est. Fair Mkt.	A Star in This Box Means Unpaid Prior Year Taxes	School taxes reduced by school levy tax credit	
29,300	89,600	118,900	<input type="checkbox"/>	174.96	
Tax Jurisdiction	2006 Est. State Aids Allocated Tax Dist.	2007 Est. State Aids Allocated Tax Dist.	2006 Net Tax	2007 Net Tax	% Tax Change
STATE OF WISCONSIN			20.26	19.95	-1.5
COUNTY OF WINNEBAGO	446348	436986	616.20	639.71	3.8
CITY OF MENASHA	3999409	4052222	1,090.28	1,061.03	-2.7
MENASHA SCH. DISTRICT	15441409	16394144	860.38	794.75	-7.6
VOC. SCHOOL DIST	327348	332257	192.95	196.26	1.7
UTILITY DISTRICT					
TOTAL	20214514	21215609	2,780.07	2,711.70	-2.5
		Lottery/Gaming Credit			
		Net Property Tax	2,780.07	2,711.70	-2.5

Make Check Payable to: City of Menasha	Full Payment Due On or Before January 31, 2008	Net Property Tax	2,711.70
	2,737.70	REFUSE/GAR	26.00
1 st Installment due - January 31 2008	703.94		
2 nd Installment due - March 31 2008	677.92		
3 rd Installment due - May 31 2008	677.92		
4 th Installment due - July 31 2008	677.92		
		SPECL TOTL	26.00

ORIGINAL PLAT OF MENASHA LOT 10
& N 50' OF LOT 11 ALSO PART OF
LOT 35 DESC IN V862 P551 & V86
3 P555 R.O.D. OF BLOCK 6

IMPORTANT: Correspondence should refer to Property ID - See reverse side for Important Information. Be sure this description covers your property. This description is for property tax bill only and may not be a full legal description.

TOTAL DUE	FOR FULL PAYMENT
	Pay by January 31, 2008
\$ 2,737.70	
<p><small>Warning: If not paid by due dates, installment option is lost and total tax is delinquent subject to interest and if applicable, penalty. (*See reverse side).</small></p>	

CITY TREASURER
 CITY OF MENASHA
 140 MAIN STREET
 MENASHA WI 54952

STATE OF WISCONSIN REAL PROPERTY TAX BILL FOR 2007

City of Menasha County of Winnebago

PROPERTY ID/PROPERTY ADDRESS 2-00035-00 244 KAUKAUNA ST

HOUSING PARTNERSHIP OF TH
 PO BOX 5101
 APPLETON WI 54912

Assessed Value Land	Ass'd Value Improvements	Total Assessed Value	Ave. Assmt. Ratio	Net Assessed Value Rate (Does NOT reflect Lottery/Gaming Credit)	
27,400	4,700	32,100	.9765	.0233565	
Est. Fair Mkt Land	Est. Fair Mkt. Improvements	Total Est. Fair Mkt.	A Star in This Box Means Unpaid Prior Year Taxes	School taxes reduced by school levy tax credit	
28,100	4,800	32,900	<input type="checkbox"/>	48.37	
Tax Jurisdiction	2006 Est. State Aids Allocated Tax Dist.	2007 Est. State Aids Allocated Tax Dist.	2006 Net Tax	2007 Net Tax	% Tax Change
STATE OF WISCONSIN			5.60	5.51	-1.6
COUNTY OF WINNEBAGO	446348	436986	170.37	176.87	3.8
CITY OF MENASHA	3999409	4052222	301.45	293.36	-2.7
MENASHA SCH. DISTRICT	15441409	16394144	237.88	219.74	-7.6
VOC. SCHOOL DIST	327348	332257	53.35	54.26	1.7
UTILITY DISTRICT					
TOTAL	20214514	21215609	768.65	749.74	-2.5
		Lottery/Gaming Credit			
		Net Property Tax	768.65	749.74	-2.5

Make Check Payable to: City of Menasha	Full Payment Due On or Before January 31, 2008	Net Property Tax
	749.74	749.74
1 st Installment due - January 31 2008	187.45	
2 nd Installment due - March 31 2008	187.43	
3 rd Installment due - May 31 2008	187.43	
4 th Installment due - July 31 2008	187.43	

ORIGINAL PLAT OF MENASHA LOTS 1
 2 & 36 ALSO PART OF LOT 35 DESC
 V1023 P339, R.O.D. OF BLOCK 6

IMPORTANT: Correspondence should refer to Property ID - See reverse side for Important Information. Be sure this description covers your property. This description is for property tax bill only and may not be a full legal description.

TOTAL DUE	FOR FULL PAYMENT Pay by January 31, 2008
\$ 749.74	
Warning: If not paid by due dates, installment option is lost and total tax is delinquent subject to interest and if applicable, penalty. (*See reverse side).	

Exempt Information

Parcel #2-00032-00 236 Kaukauna St
#2-00035-00 244 Kaukauna St

Ownership Information:

Housing Partnership of The Fox Cities
PO Box 5101
Appleton, WI 54912

Reason for Exemption

In accordance with Wisconsin Statutes the above stated properties have been granted exemption based on the evidence submitted on the prescribed Property Tax Exemption Request Form. These properties will be monitored to ensure the use of the property remains consistent with the exemption request.

70.11 Property exempted from taxation. The property described in this section is exempted from general property taxes if the property is exempt under sub. (1), (2), (18), (21), (27) or (30); if it was exempt for the previous year and its use, occupancy or ownership did not change in a way that makes it taxable; if the property was taxable for the previous year, the use, occupancy or ownership of the property changed in a way that makes it exempt and its owner, on or before March 1, files with the assessor of the taxation district where the property is located a form that the department of revenue prescribes or if the property did not exist in the previous year and its owner, on or before March 1, files with the assessor of the taxation district where the property is located a form that the department of revenue prescribes. Leasing a part of the property described in this section does not render it taxable if the lessor uses all of the leasehold income for maintenance of the leased property or construction debt retirement of the leased property, or both, and, except for residential housing, if the lessee would be exempt from taxation under this chapter if it owned the property. Any lessor who claims that leased property is exempt from taxation under this chapter shall, upon request by the tax assessor, provide records relating to the lessor's use of the income from the leased property.

09/25/2008 THU 13:37 FAX 920 967 5271 City of Menasha 1st flr

FROM : HOUSING PARTNERSHIP

FAX NO. : 9207317087

Aug. 19 2008 10:56AM P3



City Assessor's Office
 211 Walnut St., P.O. Box 426, Neenah, WI 54957-0426
 Phone: 920-886-6115 Fax: 920-886-6250
 website/email: www.ci.neenah.wi.us

April 2, 2007

Housing Partnership
 Lisa Schneider
 P.O. Box 5101
 Appleton, WI 54912

Re: Exemption Request Letter of March 1, 2007

Dear Ms. Schneider:

The City of Neenah Assessors Office has reviewed the information, which was received as of March 1, 2007. The detail filed, covered all the required points of the State of Wisconsin Property Tax Exemption Request form. It is clear that the facility serves a helpful purpose in regards to affordable housing. Therefore, the City of Neenah Assessor's Office grants the exemption of the real estate for the following properties:

414 Lincoln Street	Parcel ID 05-0146-00-00
500 Lincoln Street	05-0148-00-00
325 Center Street	03-0268-00-00
149 Fifth Street	05-0438-00-00
320 Third Street	03-0389-00-00

The new 2007 assessment shall be handled as exempt and values set to zero. Keep in mind that, every two years (even years) a form will be mailed by the Assessors Office requesting information on the property status and value estimates.

Should you have any additional questions or concerns please contact the City of Neenah Assessor's Office at (920) 886-6118.

Sincerely,

Sam Brelster
 Property Appraiser
 City of Neenah

Date: 09/30/2008

FEDERAL EMERGENCY MANAGEMENT AGENCY
Project Completion and Certification Report (P.4)

Disaster #: 1768

IA ID: 139-50825-00 Applicant: MENASHA, (CITY OF)

PW#	VSN	PKG#	INF	Cat	Work Done By	Projected Compl. Date	Approved PW Amt.	% Compl. at Insp.	Actual Date Completed	Amt. Claimed by Applicant	Comments
167	0	62	N	B		12/14/2008	\$6,121.96	100%		\$	

SITE NUMBER: 1 FACILITY NAME: EMERGENCY PROTECTION

LOCATION EMERGENCY PROTECTIVE MEASURES

SCOPE OF WORK WORK COMPLETED.

FROM JUNE 5 2008 TO JULY 25 2008 THE APPLICANT USED 44.25 FORCE ACCOUNT OVERTIME LABOR HOURS AND EQUIPMENT TO PREVENT DAMAGES AND PROTECT PROPERTY ALSO 80 HRS OF CALL TIME WAS PAID IN ACCORDANCE WITH THE EMPLOYEE PAY AGREEMENT WITH THE CITY OF MENASHA (SEE ATTACHMENT B)

DUE TO THE OVER SATURATED GROUND, THE CITY'S SANITARY SEWER LINES TOOK ON EXCESSIVE WATER AND BEGAN TO FLOOD IN ORDER TO REDUCE THE RISK OF SEWAGE FLOODING HOME OWNER'S BASEMENTS, PUMPS WERE PLACED AT LIFT STATIONS AND KEY INTERSECTING SITES TO ASSIST THE SANITARY SYSTEM. PUMPS WERE STARTED AT 9:30PM ON 6/12/08 AND RAN CONTINUOUS UNTIL 9:00PM ON 6/13/08. DURING THIS TIME PERIOD 3,415,000 GALLONS WERE BYPASSED FROM SANITARY SEWERS TO STORM SEWERS.

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ATTACHMENTS:

- A: DAILY TIME SHEETS
- B: PAY POLICY

THIS PW IS FUNDED AT 90% FEDERAL COST SHARE

Total for 1 PW \$6,121.96

Subgrantee Admin. \$0.00

Grand Total: \$6,121.96

\$

** Sign and return last page **

ASSURANCES – CONSTRUCTION

As the duly authorized representative of the applicant, I certify that the applicant:

1. Has the legal authority to apply for federal assistance, and the institutional, managerial and financial capability (including funds sufficient to pay the non-federal share of project costs) to ensure proper planning, management and completion of the project described in this application.
2. Will give the awarding agency, the Comptroller General of the United States, and if appropriate, the State, through any authorized representative, access to and the right to examine all records, books, papers, or documents related to the assistance; and will establish a proper accounting system in accordance with generally accepted accounting standards or agency directives.
3. Will comply with the requirements of the assistance awarding agency with regard to the drafting, review, and approval of construction plans and specifications.
4. Will provide and maintain competent and adequate engineering supervision at the construction site to ensure that the complete work conforms with the approved plans and specifications and will furnish progress reports and such other information as may be required by the assistance awarding agency or State.
5. Will initiate and complete the work within the applicable time frame after receipt of approval of the awarding agency.
6. Will establish safeguards to prohibit employees from using their positions for a purpose that constitutes or presents the appearance of personal or organizational conflict of interest, or personal gain.
7. Will comply with the Intergovernmental Personnel Act of 1970 [42 U.S.C. (4728-4763)] relating to prescribed standards for merit systems for programs funded under one of the nineteen statutes or regulations specified in Appendix A or OPM's Standards for a Merit System of Personnel Administration (5 CFR 900, Subpart F).
8. Will comply with the Lead-Based Paint Poisoning Prevention Act [42 U.S.C. (4801 et seq.)] which prohibits the use of lead based paint in construction or rehabilitation or residence structures.

11. Will comply with the provisions of the Hatch Act [5 U.S.C. (1501-1508 and 7324-7328)] which limit the political activities of employees whose principal employment activities are funded in whole or in part with federal funds.
12. Will comply, as applicable, with the provisions of the Davis-Bacon Act [40 U.S.C. (276a to 276a-7)], the Copeland Act [40 U.S.C. (276c) and 18 U.S.C. (874)], the Contract Work Hours and Safety Standards Act [40 U.S.C. (327-333)] regarding labor standards for federally assisted construction subagreements.
13. Will comply with the Flood Insurance purchase requirements of Section 102(a) of the Flood Disaster Protection Act of 1973 (P.L. 93-234) which requires recipients in a special flood hazard area to participate in the program and to purchase flood insurance if the total cost of insurable construction and acquisition is \$10,000 or more.
14. Will comply with environmental standards which may be prescribed pursuant to the following:
 - (a) Institution of environmental quality control measures under the National Environmental Policy Act of 1969 (P.L. 91-190) and Executive Order (EO) 11514;
 - (b) Notification of violating facilities pursuant to EO 11738;
 - (c) Protection of wetlands pursuant to EO 11990;
 - (d) Evaluation of flood hazards in floodplains in accordance with EO 11988;
 - (e) Assurance of project consistency with the approved State management program developed under the Coastal Zone Management Act of 1972 [16 U.S.C. (1451 et seq.)];
 - (f) Conformity of federal actions to state (Clean Air) Implementation Plans under Section 176(c) of the Clean Air Act of 1955, as amended [42 U.S.C. (7401 et seq.)];
 - (g) Protection of underground sources of drinking water under the Safe Drinking Water Act of 1974, as amended, (P.L. 93-523); and
 - (h) Protection of endangered species under the Endangered Species Act of 1973, as amended, (P.L. 93-250).
15. Will comply with the Wild and Scenic Rivers Act of 1968 [16 U.S.C. (1271 et seq.)] related to protecting components or potential components of the national wild and scenic rivers system.

If the subgrantee receives total direct and indirect federal assistance of \$500,000 or more per year, the subgrantee agrees to obtain a financial and compliance audit made in accordance with OMB Circular A-133. The audit shall cover either the entire organization or all federal funds of the organization. The audit must determine whether the subgrantee spent federal assistance funds in accordance with applicable laws and regulations.

Audits shall usually be made annually, but not less frequently than every two years.

The audit shall be made by an independent auditor. An independent auditor is a state or local government auditor or a public accountant who meets the independence standards specified in the General Accounting Office's *Standards for Audit of Governmental Organizations, Programs, Activities, and Functions*.

The audit report shall state that the audit was performed in accordance with the provisions of OMB Circular A-133.

The reporting requirements for audit reports shall be in accordance with the American Institute of Certified Public Accountant's (AICPA) audit guide, "Audits of State and Local Governmental Units" issued in 1986. The federal government has approved the use of the audit guide.

In addition to the audit report, the subgrantee shall provide comments on the findings and recommendations in the report, including a plan for corrective action taken or planned and comments on the status of corrective action taken on prior findings. If corrective action is not necessary a statement describing the reason it is not should accompany the audit report.

The subgrantee agrees that the grantor, the Legislative Auditor, the State Auditor and any independent auditor designated by the grantor shall have such access to subgrantee's records and financial statements as may be necessary for the grantor to comply with the Single Audit Act the OMB Circular A-133.

Grantees of federal financial assistance from subgrantees are also required to comply with the Single Audit Act and the OMB Circular A-133.

The subgrantee agrees to retain documentation to support the schedule of federal assistance.

Required audit reports must be filed with the State Legislative Audit Bureau and with the Department of Military Affairs, Wisconsin Emergency Management Division within six months of the subgrantee's fiscal year end. If a federal cognizant audit agency has been assigned for the subgrantee, copies of the required audit reports will be filed with that agency also.

STATE ASSURANCES OF DISASTER APPLICATION SUBGRANTEES

In accordance with the State Department of Military Affairs, Wisconsin Emergency Management Division State Administrative Plan, as a subgrantee I agree to the following:

1. Subgrantee's Duties

The subgrantee shall perform the tasks specified in the State Administrative Plan and shall complete the tasks therein during the period specified in the Federal-State Agreement dated June 17, 2008.

2. Terms for Reimbursement

- a. The Department of Military Affairs, Wisconsin Emergency Management Division, shall reimburse the subgrantee their eligible costs incurred by the subgrantee in accordance with their Disaster Application for Federal Assistance for Subgrantees. This reimbursement will be made from funds made available through the Federal Emergency Management Agency (P.L. 93-288 as amended by P.L. 100-707) and the State Legislature. The subgrantee shall be reimbursed only for those costs specified in the approved Disaster Application for Federal Public Assistance for Subgrantees and supplements thereto.
- b. The Department of Military Affairs, Wisconsin Emergency Management Division, shall reimburse the federal and state shares to the subgrantee in accordance with the requirements specified in the Federal/State Agreement.
- c. All claims for reimbursement shall be supported by written documentation including receipts, invoices.
- d. Reimbursement for costs will not be paid on any encumbrance made by the subgrantee prior to the dates as specified in an approved grant.

3. Records and Documentation

- a. The subgrantee shall be responsible for keeping records that fully disclose the amount and disposition of funds and the total costs of each project for which the funds are provided. The accounting procedures utilized by the subgrantee shall provide for the accurate and timely recording of the receipt of funds and expenditures.
- b. The books, records, documents and accounting procedures and practices of the subgrantee relevant to this agreement are subject to examination by the Department of Military Affairs, Wisconsin Emergency Management

DATE: 09/30/2008

FEDERAL EMERGENCY MANAGEMENT AGENCY
PROJECT APPLICATION SUMMARY (P.2)
DISASTER #: 1768

PACKAGE NO: 62

P.A. ID: 139-50825-00 APPLICANT: MENASHA, (CITY OF)

PW#	VSN	CAT	INF	COST SHR	PROJECTED COMPL DATE	APPROVED PW AMOUNT
867	0	B	N	N	12/14/2008	\$6,121.96

Site Number: 1

DAMAGED FACILITY: EMERGENCY PROTECTION

FACILITY LOCATION: EMERGENCY PROTECTIVE MEASURES

WORK COMPLETED:

SCOPE OF WORK: FROM JUNE 5 2008 TO JULY 25 2008 THE APPLICANT USED 44.25 FORCE ACCOUNT OVERTIME LABOR HOURS AND EQUIPMENT TO PREVENT DAMAGES AND PROTECT PROPERTY ALSO 80 HRS OF CALL TIME WAS PAID IN ACCORDANCE WITH THE EMPLOYEE PAY AGREEMENT WITH THE CITY OF MENASHA (SEE ATTACHMENT B)

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ATTACHMENTS:

- A; DAILY TIME SHEETS
- B; PAY POLICY

THIS PW IS FUNDED AT 90% FEDERAL COST SHARE

1 PW	\$ AMOUNT ELIGIBLE	\$ FEDERAL SHARE
PWs:	\$6,121.96	\$5,509.76
SUBGRANTEE ADMIN EXP:	\$0.00	\$0.00
TOTAL:	\$6,121.96	\$5,509.76

PROJECT WORKSHEET REPORT

DECLARATION NO. FEMA-WI - DR1768

PREPARED DATE 09/15/2008

FIPS NO. 139-50825-00

REPORT DATE 09/30/2008 14:30

APPLICANT NAME MENASHA, (CITY OF)

INF TYPE INF
 NON-INF
 REC

SUBDIVISION

FEMA PW # 867 VSN 0 REF# COMB01

CATEGORY B. Protective Measures COUNTY WINNEBAGO FUNDING OPTION COST SHARE 0.9

PROJECT NO. 299 PROJECT TITLE EMERGENCY PROTECTIVE MEASURES

PROJECTED CMLPTN DT 12/14/2008 ACTUAL CMLPTN DT WORK COMPLETE AS OF 06/19/2008 : 100 %

ELIGIBILITY Yes AMOUNT ELIG \$6,121.96 FEDERAL SHARE \$5,509.76 PRIORITY Normal

BEGIN DESIGN DT BEGIN CONSTR DT

END DESIGN DT END CONSTR DT

PREPARER DAVIS, MARVIN

ROLE PO DATA SOURCE

STATE

DATE OBLGTD 09/30/2008 PACKAGE DATE 09/30/2008

PACKAGE ID 62

PW REVIEWER DATA

	REVIEWER NAME	DATE
INITIAL REVIEW	NERLAND,NORMAN	09/25/2008
FINAL REVIEW	RICHARDSON,LINDA	09/30/2008

MT PROP Yes No

VALIDATED Yes No

PNP QUESTIONS Yes No

STATE RVWD Yes No

ATTACH Yes No

Does the Scope of Work change the pre-disaster conditions at the site? Yes No Unsure

Special Considerations issues included? Yes No Unsure

Is there insurance coverage on this facility? Yes No Unsure

Hazard Mitigation proposal included? Yes No Unsure

PROJECT WORKSHEET REPORT

DECLARATION NO. FEMA-WI - DR1768

PREPARED DATE 09/15/2008

FIPS NO. 139-50825-00

REPORT DATE 09/30/2008 14:30

APPLICANT NAME MENASHA, (CITY OF)

INF TYPE INF
 NON-INF
 REC

SUBDIVISION

FEMA PW # 867 VSN 0 REF# COMB01

SITE NUMBER 1 - SCOPE OF WORK

WORK COMPLETED:

FROM JUNE 5 2008 TO JULY 25 2008 THE APPLICANT USED 44.25 FORCE ACCOUNT OVERTIME LABOR HOURS AND EQUIPMENT TO PREVENT DAMAGES AND PROTECT PROPERTY ALSO 80 HRS OF CALL TIME WAS PAID IN ACCORDANCE WITH THE EMPLOYEE PAY AGREEMENT WITH THE CITY OF MENASHA (SEE ATTACHMENT B)

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COST ESTIMATE

ITEM	VSN	CODE	MATERIAL AND/OR DESCRIPTION	UOM	QTY	UNIT PRICE	COST
1	0	0000	WORK COMPLETE	LS	1	\$0.00	\$0.00
2	0	9010	LABORER CALL TIME	HR	1	\$1,679.56	\$1,679.56
3	0	9011	LABORER OVERTIME	HR	1	\$1,808.02	\$1,808.02

PROJECT WORKSHEET REPORT

DECLARATION NO. FEMA-WI - DR1768

FIPS NO. 139-50825-00

APPLICANT NAME MENASHA, (CITY OF)

SUBDIVISION

FEMA PW # 867 VSN 0 REF# COMB01

PREPARED DATE 09/15/2008

REPORT DATE 09/30/2008 14:30

INF TYPE INF
 NON-INF
 REC

ENVIRONMENTAL - All Environmental Review is complete. Project must be implemented in accordance with conditions list below.

Laws/EOs	Status
Coastal Barriers Resources Act (CBRA)	Gen Revw/NA
Clean Water Act (CWA)	Gen Revw/NA
Coastal Zone Management Act (CZMA)	Gen Revw/NA
Endangered Species Act (ESA)	Gen Revw/NA
Fish and Wildlife Coordination Act (FWCA)	Gen Revw/NA
National Historic Preservation Act (NHPA)	Gen Revw/NA
Clean Air Act (CAA)	Gen Revw/NA
E.O. 11988: Floodplains	Gen Revw/NA
E.O. 11990: Wetlands	Gen Revw/NA
E.O. 12898: Environmental Justice for Low Income and Minority Populations	Gen Revw/NA

NEPA Level of Review - NEPA review is complete. The project is Statutorily Excluded. - DSABROWS

PROJECT WORKSHEET REPORT

ECLARATION NO. FEMA-WI - DR1768

PREPARED DATE 09/15/2008

FIPS NO. 139-50825-00

REPORT DATE 09/30/2008 14:30

APPLICANT NAME MENASHA, (CITY OF)

INF TYPE INF

SUBDIVISION

NON-INF

REC

FEMA PW # 867 VSN 0 REF# COMB01

GENERAL COMMENTS

09/25/2008 APPLICANT MUST ADHERE TO ALL LOCAL, STATE AND FEDERAL REGULATIONS AND PERMITTING REQUIREMENTS AS THEY MAY APPLY TO THIS PROJECT OR RELATED ASPECTS OF THE WORK INVOLVED WITH THIS PROJECT. FAILURE TO DO SO MAY BE CAUSE TO JEOPARDIZE FEMA FUNDING FOR THIS PROJECT

09/25/2008 THIS PW IS FUNDED AT 90% FEDERAL COST SHARE

09/25/2008 COST SHARE CHANGED FROM 75 TO 90.

09/25/2008 - BASED ON INFORMATION PROVIDED BY THE APPLICANT, THE SCOPE OF WORK FOR THIS PROJECT QUALIFIES AS A STATUTORY EXCLUSION (STATEX) UNDER 44 CFR PART 10.8(C).

- * IS NOT LOCATED IN OR WILL NOT ADVERSELY AFFECT A FLOODPLAIN OR WETLAND (E.O. 11988, E.O. 11990),
 - * WILL NOT ADVERSELY AFFECT A HISTORIC PROPERTY AND NO FURTHER SECTION 106 REVIEW IS REQUIRED (NHPA) PER THE FEMA-SHPO CONSULTATION PROTOCOL AGREEMENT FOR 1648-DR-MN,
 - * WILL NOT AFFECT ENDANGERED SPECIES OR THEIR CRITICAL HABITAT (ESA AND FWCA) AND FURTHER SECTION 7 CONSULTATION IS NOT REQUIRED PER THE FEMA-FWS PROTOCOL AGREEMENT FOR 1648-DR-MN,
 - * DOES NOT ADVERSELY AFFECT THE WATERS OF THE US (CWA), PER FEMA-USACE PROTOCOL AGREEMENT FOR 1648-DR-MN,
- AND
- * PROJECT EMISSIONS DURING CONSTRUCTION ARE TEMPORARY IN NATURE AND WILL NOT ADVERSELY AFFECT AIR QUALITY (CAA).

ANY CHANGES TO THE APPROVED SCOPE OF WORK WILL REQUIRE RESUBMISSION FOR REEVALUATION FOR COMPLIANCE WITH THE NATIONAL ENVIRONMENTAL POLICY ACT. NON-COMPLIANCE WITH THIS REQUIREMENT MAY JEOPARDIZE THE RECEIPT OF FEDERAL FUNDING. THE APPLICANT IS REQUIRED TO OBTAIN AND COMPLY WITH ALL LOCAL STATE AND FEDERAL PERMITS. D.SABROWSKY/ENV.SPEC.

PW REQUIRED REVIEWS

REVIEW	REVIEW STATUS	RECOMMENDATION	ASSIGNED REVIEWER	REVIEWER	DATE SUBMITTED	DATE REVIEWED
Initial	Complete	Eligible		nnerland	09/25/2008	09/25/2008
Environmental	Complete	Eligible	DAVID SABROWSKY	dsabrows	09/25/2008	09/25/2008
STATE	Complete	Eligible	DAVID LAWALL	dlawall1	09/25/2008	09/26/2008
Final	Complete	Eligible		lrichard	09/26/2008	09/30/2008

DMA FORM 1017
 STATE OF WISCONSIN
 FEDERAL PUBLIC ASSISTANCE FOR SUBGRANTEES

DEPARTMENT OF MILITARY AFFAIRS
 Division of Emergency Management
 PO Box 7865
 Madison, WI 53708-3232
 (608) 242-3232

Disaster Declaration # 1768

Declaration Date: June 27, 2008

CFDA# 97.036

Disaster Application # FEMA - 1768 - DR - 139-50825-00

Subgrantee: Menasha, City of		County: Winnebago	
Package: 62	Supplement: N	Tax ID: 70-251	90/10
Street: 140 Main St		City: Menasha	Zip Code: 54952

* To the best of my knowledge and belief, data in this application is true and correct, the documentation has been duly authorized by the governing body of the applicant, and the applicant will comply with the attached assurances if the assistance is provided.

SIGN HERE

SIGN HERE

 (Printed name and title) X _____
 (Subgrantee's Signature) (Date)

Project Worksheet Totals

Total Project Amounts

Total Federal Share

Number of Projects
 Number of Large Projects
 Number of Small Projects
 Number of Improved Proj
 Number of Alternate Proj

Large	\$0.00	Large	\$0.00
Small	\$6,121.96	Small	\$5,509.76
Improved		Improved	
Alternate		Alternate	

DISASTER APPLICATION BREAKDOWN

Maximum allowable Admin Costs (1.5% of project total) \$91.83 (paid when documentation is received)
 Federal Share \$5,509.76
 State Share \$306.10
 Local Share \$306.10

For WEM use only:
 \$ _____
 90/10

Final Project Payment (not including Admin Costs currently being requested) \$5,815.86

Your Disaster Applicant for Disaster Assistance has been: [XX] Awarded [] Rejected [] Withdrawn

David W. Smith

 Governor's Authorized Representative
 State Coordinating Officer
 Deputy State Coordinating Officer

Oct 2, 2008

 Date

SHIPPED OCT - 3 2008

Request for Administrative Costs

Disaster Application # FEMA - 1768 - DR - 139-50825-00

Subgrantee: Menasha, City of

County: Winnebago

Package: 62

Supplement: N

Tax ID: 70-251

Street: 140 Main St

City: Menasha

Zip Code: 54952

Maximum allowable Admin (1.5% of project total): \$91.83

Total previously approved/requested Admin*: \$0.00

*Previously approved admin amount has already been approved, and does not require additional backup documentation.

These are costs associated with administering the project and are not already included on the project worksheets. These costs would include such things as participating in the Preliminary damage assessment, attending the applicants briefing and gather data for project worksheets.

Travel	\$	Telephone	\$
Office Supplies	\$	Other:	\$
Personnel, Wages, etc (regular and ot)	\$	Other:	\$
Utility, Maintenance	\$	Other:	\$
Mail	\$	Other:	\$
		Total additional Admin being requested:	\$

****Attach all backup documentation for the above amounts.**** (Back up documentation could include receipts, payroll, spreadsheets or bills) WEM will not approve these amounts without backup documentation. Payments for these Admin costs cannot be made without backup documentation. Backup documentation is due 1 year from the date of declaration. Documentation received beyond that date may not be eligible for payment.

The applicant will not be requesting any admin funding from the state.

To the best of my knowledge and belief, data in this application is true and correct, the documentation has been duly authorized by the governing body of the applicant, and the applicant will comply with the attached assurances if the assistance is provided.

SIGN HERE

SIGN HERE

 (Printed name and title)

X

 (Subgrantee's Signature)

 (Date)

Date: 09/30/2008

FEDERAL EMERGENCY MANAGEMENT AGENCY
Project Completion and Certification Report (P.4)

Disaster #: 1768

A. ID: 139-50825-00 Applicant: MENASHA, (CITY OF)

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SITE NUMBER : 1 FACILITY NAME : EMERGENCY PROTECTION
 LOCATION EMERGENCY PROTECTIVE MEASURES
 SCOPE OF WORK WORK COMPLETED

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Project Completion and Certification Report (P-4)
Disaster #: 1768

A. ID: 139-50825-00 Applicant: MENASHA, (CITY OF)

CERTIFICATION

HEREBY CERTIFY THAT TO THE BEST OF MY KNOWLEDGE AND BELIEF
ALL WORK AND COSTS CLAIMED ARE ELIGIBLE IN ACCORDANCE WITH THE
GRANT CONDITIONS, ALL WORK CLAIMED HAS BEEN COMPLETED, AND ALL
COSTS CLAIMED HAVE BEEN PAID IN FULL.

I CERTIFY THAT ALL FUNDS WERE EXPENDED IN
ACCORDANCE WITH THE PROVISIONS OF THE FEMA-STATE
AGREEMENT AND I RECOMMEND AN APPROVED
AMOUNT OF \$ _____

SIGNED: _____ DATE: _____
APPLICANT'S AUTHORIZED REPRESENTATIVE

GOVERNOR'S AUTHORIZED REPRESENTATIVE

SIGN AND RETURN THIS PAGE!!

For WEM use only

Applicant name: Menasha, City of	Tax ID: 70-251
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Max Admin: \$91.83	Appl Admin: \$0.00
State: \$306.10	90/10
	Supp. N Pkg: 62

** Sign and return last page **

ASSURANCES – CONSTRUCTION

As the duly authorized representative of the applicant, I certify that the applicant:

1. Has the legal authority to apply for federal assistance, and the institutional, managerial and financial capability (including funds sufficient to pay the non-federal share of project costs) to ensure proper planning, management and completion of the project described in this application.
2. Will give the awarding agency, the Comptroller General of the United States, and if appropriate, the State, through any authorized representative, access to and the right to examine all records, books, papers, or documents related to the assistance; and will establish a proper accounting system in accordance with generally accepted accounting standards or agency directives.
3. Will comply with the requirements of the assistance awarding agency with regard to the drafting, review, and approval of construction plans and specifications.
4. Will provide and maintain competent and adequate engineering supervision at the construction site to ensure that the complete work conforms with the approved plans and specifications and will furnish progress reports and such other information as may be required by the assistance awarding agency or State.
5. Will initiate and complete the work within the applicable time frame after receipt of approval of the awarding agency.
6. Will establish safeguards to prohibit employees from using their positions for a purpose that constitutes or presents the appearance of personal or organizational conflict of interest, or personal gain.
7. Will comply with the Intergovernmental Personnel Act of 1970 [42 U.S.C. (4728-4763)] relating to prescribed standards for merit systems for programs funded under one of the nineteen statutes or regulations specified in Appendix A or OPM's Standards for a Merit System of Personnel Administration (5 CFR 900, Subpart F).
8. Will comply with the Lead-Based Paint Poisoning Prevention Act [42 U.S.C. (4801 et seq.)] which prohibits the use of lead based paint in construction or rehabilitation or residence structures.

9. Will comply with all federal statutes relating to non-discrimination. These include but are not limited to:
- (a) Title VI of the Civil Rights Act of 1964 (P.L. 88-352) which prohibits discrimination on the basis of race, color, or national origin;
 - (b) Title IX of the Education Amendments of 1972, as amended [20 U.S.C. (1681-1683, and 1685-1686)] which prohibits discrimination on the basis of sex;
 - (c) Section 504 of the Rehabilitation Act of 1973, as amended [29 U.S.C. (794)] which prohibits discrimination on the basis of handicaps;
 - (d) The Age Discrimination Act of 1975 as amended [42 U.S.C. (6101-6107)] which prohibits discrimination on the basis of age;
 - (e) The Drug Abuse Office and Treatment Act of 1972 (P.L. 93-255), as amended, relating to non-discrimination on the basis of drug abuse;
 - (f) The Comprehensive Alcohol Abuse and Alcoholism Prevention, Treatment and Rehabilitation Act of 1970 (P.L. 91-616), as amended, relating to non-discrimination on the basis of alcohol abuse or alcoholism;
 - (g) 523 and 527 of the Public Health Service Act of 1912 (42 U.S.C. 290 dd-3 and 290 ee-3), as amended relating to confidentiality of alcohol and drug abuse patient records;
 - (h) Title VIII of the Civil Rights Act of 1968 [42 U.S.C. (3601 et seq.)], as amended relating to non-discrimination in the sale, rental or financing or housing;
 - (i) Any other non-discrimination provisions in the specific statute(s) under which application for federal assistance is being made, and
 - (j) The requirements on any other non-discrimination Statute(s) which may apply to the application.
10. Will comply, or has already complied, with the requirements of Titles II and III of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 (P.L. 91-646) which provides for fair and equitable treatment of persons displaced or whose property is acquired as a result of federal and federally assisted programs. These requirements apply to all interests in real property acquired for project purposes regardless of federal participation in purchases.

11. Will comply with the provisions of the Hatch Act [5 U.S.C. (1501-1508 and 7324-7328)] which limit the political activities of employees whose principal employment activities are funded in whole or in part with federal funds.
12. Will comply, as applicable, with the provisions of the Davis-Bacon Act [40 U.S.C. (276a to 276a-7)], the Copeland Act [40 U.S.C. (276c) and 18 U.S.C. (874)], the Contract Work Hours and Safety Standards Act [40 U.S.C. (327-333)] regarding labor standards for federally assisted construction subagreements.
13. Will comply with the Flood Insurance purchase requirements of Section 102(a) of the Flood Disaster Protection Act of 1973 (P.L. 93-234) which requires recipients in a special flood hazard area to participate in the program and to purchase flood insurance if the total cost of insurable construction and acquisition is \$10,000 or more.
14. Will comply with environmental standards which may be prescribed pursuant to the following:
 - (a) Institution of environmental quality control measures under the National Environmental Policy Act of 1969 (P.L. 91-190) and Executive Order (EO) 11514;
 - (b) Notification of violating facilities pursuant to EO 11738;
 - (c) Protection of wetlands pursuant to EO 11990;
 - (d) Evaluation of flood hazards in floodplains in accordance with EO 11988;
 - (e) Assurance of project consistency with the approved State management program developed under the Coastal Zone Management Act of 1972 [16 U.S.C. (1451 et seq.)];
 - (f) Conformity of federal actions to state (Clean Air) Implementation Plans under Section 176(c) of the Clean Air Act of 1955, as amended [42 U.S.C. (7401 et seq.)];
 - (g) Protection of underground sources of drinking water under the Safe Drinking Water Act of 1974, as amended, (P.L. 93-523); and
 - (h) Protection of endangered species under the Endangered Species Act of 1973, as amended, (P.L. 93-250).
15. Will comply with the Wild and Scenic Rivers Act of 1968 [16 U.S.C. (1271 et seq.)] related to protecting components or potential components of the national wild and scenic rivers system.

16. Will assist the awarding agency in assuring compliance with Section 106 of the National Historic Preservation Act of 1966, as amended [16 U.S.C. (470)], EO 11593 (identification and preservation of historic properties), and the Archaeological and Historic Preservation Act of 1974 [16 U.S.C. (469a-1 et seq.)].
17. In accordance with the provisions of Section 319 of P.L. 101-121, and implementing regulations at 44 CFR Part 18, the subgrantee shall submit to the Department of Military Affairs, Wisconsin Emergency Management Division, a "Certification Regarding Lobbying" and "Disclosure of Lobbying Activities" (Form SF-LLL) for Public Assistance awards of \$100,000 or more. The subgrantee shall require that the language of this certification be included in all award documents for all subawards of \$100,000 or more at all tiers (including subcontracts, subgrants, and contracts under grants) and that all subgrantees shall certify and disclose accordingly, "Certifications Regarding Lobbying" and Forms SF-LLL must be submitted to the Department of Military Affairs, Wisconsin Emergency Management Division with the subgrantee's request for final reimbursement.
18. Will comply with the required financial and compliance audits in accordance with the Single Audit Act of 1996, as listed below.

FEDERAL AUDIT REQUIREMENTS

For subgrantees who are state (includes Indian tribes) or local governments:

If the subgrantee receives total direct and indirect federal assistance of:

** \$500,000 or more per fiscal year, the subgrantee agrees to obtain a financial and compliance audit made in accordance with the Single Audit Act of 1996 (P.L. 104-156) and the federal Office of Management and Budget (OMB) Circular A-133. The law and circular provide that the audit shall cover the entire operations of the subgrantee government, it may cover departments, agencies or establishments that received, expended, or otherwise administered federal financial assistance during the year.

Audits shall be made annually unless the state or local government has, by January 1, 1987, a constitutional or statutory requirement for less frequent audits. For those governments, the cognizant agency shall permit biennial audits, covering both years, if the government so requests. It shall also honor requests for biennial audits by governments that have an administrative policy calling for audits less frequent than annual, but only for fiscal years beginning before January 1, 1987.

For subgrantees who are institutions of higher education, hospitals, or other nonprofit organizations:

If the subgrantee receives total direct and indirect federal assistance of \$500,000 or more per year, the subgrantee agrees to obtain a financial and compliance audit made in accordance with OMB Circular A-133. The audit shall cover either the entire organization or all federal funds of the organization. The audit must determine whether the subgrantee spent federal assistance funds in accordance with applicable laws and regulations.

Audits shall usually be made annually, but not less frequently than every two years.

The audit shall be made by an independent auditor. An independent auditor is a state or local government auditor or a public accountant who meets the independence standards specified in the General Accounting Office's Standards for Audit of Governmental Organizations, Programs, Activities, and Functions.

The audit report shall state that the audit was performed in accordance with the provisions of OMB Circular A-133.

The reporting requirements for audit reports shall be in accordance with the American Institute of Certified Public Accountant's (AICPA) audit guide, "Audits of State and Local Governmental Units" issued in 1986. The federal government has approved the use of the audit guide.

In addition to the audit report, the subgrantee shall provide comments on the findings and recommendations in the report, including a plan for corrective action taken or planned and comments on the status of corrective action taken on prior findings. If corrective action is not necessary a statement describing the reason it is not should accompany the audit report.

The subgrantee agrees that the grantor, the Legislative Auditor, the State Auditor and any independent auditor designated by the grantor shall have such access to subgrantee's records and financial statements as may be necessary for the grantor to comply with the Single Audit Act the OMB Circular A-133.

Grantees of federal financial assistance from subgrantees are also required to comply with the Single Audit Act and the OMB Circular A-133.

The subgrantee agrees to retain documentation to support the schedule of federal assistance.

Required audit reports must be filed with the State Legislative Audit Bureau and with the Department of Military Affairs, Wisconsin Emergency Management Division within six months of the subgrantee's fiscal year end. If a federal cognizant audit agency has been assigned for the subgrantee, copies of the required audit reports will be filed with that agency also.

The Department of Military Affairs' audit report should be addressed to:

Wisconsin Department of Military Affairs
Emergency Management Division
2400 Wright Street, Room 213
P.O. Box 7865
Madison, WI 53707-7865

19. Will comply with all applicable requirements of all other federal laws, Executive Orders, regulations and policies governing this program.

STATE ASSURANCES OF DISASTER APPLICATION SUBGRANTEES

In accordance with the State Department of Military Affairs, Wisconsin Emergency Management Division State Administrative Plan, as a subgrantee I agree to the following:

1. Subgrantee's Duties

The subgrantee shall perform the tasks specified in the State Administrative Plan and shall complete the tasks therein during the period specified in the Federal-State Agreement dated June 17, 2008.

2. Terms for Reimbursement

- a. The Department of Military Affairs, Wisconsin Emergency Management Division, shall reimburse the subgrantee their eligible costs incurred by the subgrantee in accordance with their Disaster Application for Federal Assistance for Subgrantees. This reimbursement will be made from funds made available through the Federal Emergency Management Agency (P.L. 93-288 as amended by P.L. 100-707) and the State Legislature. The subgrantee shall be reimbursed only for those costs specified in the approved Disaster Application for Federal Public Assistance for Subgrantees and supplements thereto.
- b. The Department of Military Affairs, Wisconsin Emergency Management Division, shall reimburse the federal and state shares to the subgrantee in accordance with the requirements specified in the Federal/State Agreement.
- c. All claims for reimbursement shall be supported by written documentation including receipts, invoices.
- d. Reimbursement for costs will not be paid on any encumbrance made by the subgrantee prior to the dates as specified in an approved grant.

3. Records and Documentation

- a. The subgrantee shall be responsible for keeping records that fully disclose the amount and disposition of funds and the total costs of each project for which the funds are provided. The accounting procedures utilized by the subgrantee shall provide for the accurate and timely recording of the receipt of funds and expenditures.
- b. The books, records, documents and accounting procedures and practices of the subgrantee relevant to this agreement are subject to examination by the Department of Military Affairs, Wisconsin Emergency Management

Division by either the legislative auditor or state auditor as appropriate, and by the federal government.

- c. The subgrantee shall provide written quarterly progress reports on a form prescribed by the Department of Military Affairs, Wisconsin Emergency Management Division.

4. Miscellaneous

- a. When the Department of Military Affairs, Wisconsin Emergency Management Division, finds that there has been a failure to comply with the provisions of this agreement or with the provision of the Disaster Application for Federal Assistance for Subgrantees, or that the purposes for the funds have not been, or will not be fulfilled, notwithstanding any other provisions of this agreement to the contrary, The Department of Military Affairs, Wisconsin Emergency Management Division may take such action as it deems necessary and appropriate to protect the interest of the federal government and the State of Wisconsin, including the refusal to disburse additional funds and requiring the repayment of any funds already disbursed.
- b. The subgrantee agrees to indemnify and save and hold the Department of Military Affairs, Wisconsin Emergency Management Division, its agents and employees harmless from all claims or causes of action arising from the performance of this grant by the subgrantee or subgrantee's agent or employees.
- c. The Department of Military Affairs' authorized agent for the purposes of this contract is Jeff Whittow, Fiscal Services Specialist, Wisconsin Emergency Management Division.

Signature of Authorized Certifying Official _____ Title _____

Applicant Organization _____ Date _____

DATE: 09/30/2008

FEDERAL EMERGENCY MANAGEMENT AGENCY
PROJECT APPLICATION SUMMARY (P.2)
DISASTER #: 1768

PACKAGE NO: 62

P.A. ID: 139-50825-00 APPLICANT: MENASHA, (CITY OF)

PW#	VSN	CAT	INF	COST SHR	PROJECTED COMPL DATE	APPROVED PW AMOUNT
867	0	B	N	N	12/14/2008	\$6,121.96

Site Number: 1

DAMAGED FACILITY: EMERGENCY PROTECTION
 FACILITY LOCATION: EMERGENCY PROTECTIVE MEASURES
 WORK COMPLETED:

SCOPE OF WORK: FROM JUNE 5 2008 TO JULY 25 2008 THE APPLICANT USED 44.25 FORCE ACCOUNT OVERTIME LABOR HOURS AND EQUIPMENT TO PREVENT DAMAGES AND PROTECT PROPERTY ALSO 80 HRS OF CALL TIME WAS PAID IN ACCORDANCE WITH THE EMPLOYEE PAY AGREEMENT WITH THE CITY OF MENASHA (SEE ATTACHMENT B)

DUE TO THE OVER SATURATED GROUND, THE CITY'S SANITARY SEWER LINES TOOK ON EXCESSIVE WATER AND BEGAN TO FLOOD. IN ORDER TO REDUCE THE RISK OF SEWAGE FLOODING HOME OWNER'S BASEMENTS, PUMPS WERE PLACED AT LIFT STATIONS AND KEY INTERSECTING SITES TO ASSIST THE SANITARY SYSTEM. PUMPS WERE STARTED AT 9:30PM ON 6/12/08 AND RAN CONTINUOUS UNTIL 9:00PM ON 6/13/08. DURING THIS TIME PERIOD 3,415,000 GALLONS WERE BYPASSED FROM SANITARY SEWERS TO STORM SEWERS.

SAND BAGGING WAS REQUIRED ON 6/13/08 AT THE BANKS OF THE FOX RIVER, STARTING AT 94 FOX STREET TO 116 FOX STREET TO PROTECT THE HOMES AND BASEMENTS OF THESE RIVER FRONT HOMES. A PUMP WAS ALSO REQUIRED AT THIS SITE DUE TO BACK FLOODING OF THE STORM SEWER LINE THAT EXITS INTO THE FOX RIVER. SANDBAGGING AND A PUMP WERE MAINTAINED AT THIS SITE FROM 9:00AM ON 6/13/08 THROUGH 6:00AM ON 6/16/08.

THROUGHOUT THE TIME PERIOD OF 6/7/08 THROUGH 6/13/08, CREWS WERE REQUIRED TO CLEAR TREE LIMBS AND DEBRIS FROM CITY ROADWAYS THAT ACCUMULATED DUE TO HIGH WINDS AND HEAVY RAINS. DURING THIS TIME TO REDUCE THE THREAT OF POTENTIAL FLOODING, STORM SEWER CATCH BASINS WERE CLEARED

ATTACHMENTS:

- A; DAILY TIME SHEETS
- B; PAY POLICY

THIS PW IS FUNDED AT 90% FEDERAL COST SHARE

1 PW	\$ AMOUNT ELIGIBLE	\$ FEDERAL SHARE
PWs:	\$6,121.96	\$5,509.76
SUBGRANTEE ADMIN EXP:	\$0.00	\$0.00
TOTAL:	\$6,121.96	\$5,509.76

DATE: 09/30/2008

FEDERAL EMERGENCY MANAGEMENT AGENCY
PROJECT APPLICATION SUMMARY (P.2)
DISASTER #: 1768

PACKAGE NO: 62

GRAND TOTAL: 1 PW

	\$ AMOUNT ELIGIBLE	\$ FEDERAL SHARE	
PWs:	\$6,121.96	\$5,509.76	
SUBGRANTEE ADMIN EXP:	\$0.00	\$0.00	GRANTEE
TOTAL:	\$6,121.96	\$5,509.76	ADMIN EXP: \$0.00

APPROVED BY: LAWRENCE FISHER
DEPUTY PUBLIC ASSISTANCE OFFICER

DATE: 09/30/2008

PROJECT WORKSHEET REPORT

DECLARATION NO. FEMA-WI - DR1768

PREPARED DATE 09/15/2008

FIPS NO. 139-50825-00

REPORT DATE 09/30/2008 14:30

APPLICANT NAME MENASHA, (CITY OF)

INF TYPE INF
 NON-INF
 REC

SUBDIVISION

FEMA PW # 867 VSN 0 REF# COMB01

CATEGORY B. Protective Measures

COUNTY WINNEBAGO

FUNDING OPTION

COST SHARE 0.9

STD PROJECT NO. 299

PROJECT TITLE EMERGENCY PROTECTIVE MEASURES

PROJECTED CMPLTN DT 12/14/2008

ACTUAL CMPLTN DT

WORK COMPLETE AS OF 06/19/2008 : 100 %

ELIGIBILITY Yes

AMOUNT ELIG \$6,121.96

FEDERAL SHARE

\$5,509.76 PRIORITY Normal

BEGIN DESIGN DT

BEGIN CONSTR DT

PW REVIEWER DATA

END DESIGN DT

END CONSTR DT

	REVIEWER NAME	DATE
INITIAL REVIEW	NERLAND,NORMAN	09/25/2008
FINAL REVIEW	RICHARDSON,LINDA	09/30/2008

PREPARER DAVIS, MARVIN

ROLE PO

DATA SOURCE

STATE

DATE OBLGTD 09/30/2008

PACKAGE DATE 09/30/2008

MT PROP Yes No

VALIDATED Yes No

PNP QUESTIONS Yes No

STATE RVWD Yes No

PACKAGE ID 62

ATTACH Yes No

Does the Scope of Work change the pre-disaster conditions at the site?

Yes No Unsure

Special Considerations issues included?

Yes No Unsure

Is there insurance coverage on this facility?

Yes No Unsure

Hazard Mitigation proposal included?

Yes No Unsure

PROJECT WORKSHEET REPORT

DECLARATION NO. FEMA-WI - DR1768
FIPS NO. 139-50825-00
APPLICANT NAME MENASHA, (CITY OF)
SUBDIVISION
FEMA PW # 867 VSN 0 REF# COMB01

PREPARED DATE 09/15/2008
REPORT DATE 09/30/2008 14:30
INF TYPE INF
 NON-INF
 REC

SITE NUMBER 1 of 1

FACILITY NAME EMERGENCY PROTECTION
ADDRESS
CITY

Latitude 44.20201
Longitude -88.45229

STATE WI ZIP

Was this site previously damaged? Yes No Unsure

SITE NUMBER 1 - LOCATION
EMERGENCY PROTECTIVE MEASURES

SITE NUMBER 1 - DAMAGE DIMENSIONS AND DESCRIPTION

SEVERE STORMS AND HEAVY RAINS THROUGHOUT WINNIBAGO COUNTY BEGINNING June 5, 2008 THROUGH July 25, 2008 CAUSED SEVERE FLOODING.

THE CITY OF MENASHA IN ORDER TO PROTECT IMPROVED PROPERTY FROM SEWER WASTEWATER OVERFLOW ALSO TO KEEP THE FOX RIVER FROM FLOODING HOME THE APPLICANT USED FORCE ACCOUNT LABOR AND EQUIPMENT ALONG FOX RIVER BY SANDBAGGING.

PROJECT WORKSHEET REPORT

DECLARATION NO. FEMA-WI - DR1768
 FIPS NO. 139-50825-00
 APPLICANT NAME MENASHA, (CITY OF)

PREPARED DATE 09/15/2008
 REPORT DATE 09/30/2008 14:30

INF TYPE INF
 NON-INF
 REC

SUBDIVISION
 FEMA PW # 867 VSN 0 REF# COMB01

SITE NUMBER 1 - SCOPE OF WORK

WORK COMPLETED:

FROM JUNE 5 2008 TO JULY 25 2008 THE APPLICANT USED 44.25 FORCE ACCOUNT OVERTIME LABOR HOURS AND EQUIPMENT TO PREVENT DAMAGES AND PROTECT PROPERTY ALSO 80 HRS OF CALL TIME WAS PAID IN ACCORDANCE WITH THE EMPLOYEE PAY AGREEMENT WITH THE CITY OF MENASHA (SEE ATTACHMENT B)

DUE TO THE OVER SATURATED GROUND, THE CITY'S SANITARY SEWER LINES TOOK ON EXCESSIVE WATER AND BEGAN TO FLOOD. IN ORDER TO REDUCE THE RISK OF SEWAGE FLOODING HOME OWNER'S BASEMENTS, PUMPS WERE PLACED AT LIFT STATIONS AND KEY INTERSECTING SITES TO ASSIST THE SANITARY SYSTEM. PUMPS WERE STARTED AT 9:30PM ON 6/12/08 AND RAN CONTINUOUS UNTIL 9:00PM ON 6/13/08. DURING THIS TIME PERIOD 3,415,000 GALLONS WERE BYPASSED FROM SANITARY SEWERS TO STORM SEWERS.

SAND BAGGING WAS REQUIRED ON 6/13/08 AT THE BANKS OF THE FOX RIVER, STARTING AT 94 FOX STREET TO 116 FOX STREET TO PROTECT THE HOMES AND BASEMENTS OF THESE RIVER FRONT HOMES. A PUMP WAS ALSO REQUIRED AT THIS SITE DUE TO BACK FLOODING OF THE STORM SEWER LINE THAT EXITS INTO THE FOX RIVER. SANDBAGGING AND A PUMP WERE MAINTAINED AT THIS SITE FROM 9:00AM ON 6/13/08 THROUGH 6:00AM ON 6/16/08.

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ATTACHMENTS:

- A; DAILY TIME SHEETS
- B; PAY POLICY

THIS PW IS FUNDED AT 90% FEDERAL COST SHARE

COST ESTIMATE

ITEM	VSN	CODE	MATERIAL AND/OR DESCRIPTION	UOM	QTY	UNIT PRICE	COST
1	0	0000	WORK COMPLETE	LS	1	\$0.00	\$0.00
2	0	9010	LABORER CALL TIME	HR	1	\$1,679.56	\$1,679.56
3	0	9011	LABORER OVERTIME	HR	1	\$1,808.02	\$1,808.02

PROJECT WORKSHEET REPORT

DECLARATION NO. FEMA-WI - DR1768
 FIPS NO. 139-50825-00
 APPLICANT NAME MENASHA, (CITY OF)
 SUBDIVISION
 FEMA PW # 857 VSN 0 REF# COMB01

PREPARED DATE 09/15/2008
 REPORT DATE 09/30/2008 14:30
 INF TYPE INF
 NON-INF
 REC

COST ESTIMATE

ITEM	VSN	CODE	MATERIAL AND/OR DESCRIPTION	UOM	QTY	UNIT PRICE	COST
4	0	9008	EQUIPMENT	LS	1	\$2,634.38	\$2,634.38
Eligible Amounts:							
Total (this version)							\$6,121.96
Total Oblig To Date							\$6,121.96
Unobligated + Obligated							\$6,121.96
Federal Share for Obligated and Unobligated							\$5,509.76

SPECIAL CONSIDERATIONS

- 1 Does the damaged facility or item of work have insurance coverage and/or is it an insurable risk (e.g., buildings, equipment, vehicles, etc.)? Yes No Unsure
- 2 Is the damaged facility located within a floodplain or coastal high hazard area and/or does it have an impact on a floodplain or wetland? Yes No Unsure
- 3 Is the damaged facility or item of work located within or adjacent to a Coastal Barrier Resource System Unit or an Otherwise Protected Area? Yes No Unsure
- 4 Will the proposed facility repairs/reconstruction change the pre-disaster conditions (e.g., footprint, material, location, capacity, use or function)? Yes No Unsure
- 5 Does the applicant have a hazard mitigation proposal or would the applicant like technical assistance for a hazard mitigation proposal? Yes No Unsure
- 6 Is the damaged facility on the National Register of Historic Places or the state historic listing? Is it older than 50 years? Are there more, similar buildings near the site? Yes No Unsure
- 7 Are there any pristine or undisturbed areas on, or near, the project site? Are there large tracts of forestland? Yes No Unsure
- 8 Are there any hazardous materials at or adjacent to the damaged facility and/or item of work? Yes No Unsure
- 9 Are there any other environmental or controversial issues associated with the damaged facility and/or item of work? Yes No Unsure

PROJECT WORKSHEET REPORT

DECLARATION NO. FEMA-WI - DR1768

FIPS NO. 139-50825-00

APPLICANT NAME MENASHA, (CITY OF)

SUBDIVISION

FEMA PW # 867 VSN 0 REF# COMB01

PREPARED DATE 09/15/2008

REPORT DATE 09/30/2008 14:30

INF TYPE INF
 NON-INF
 REC

ENVIRONMENTAL - All Environmental Review is complete. Project must be implemented in accordance with conditions list below.

Laws/EOs	Status
Coastal Barriers Resources Act (CBRA)	Gen Revw/NA
Clean Water Act (CWA)	Gen Revw/NA
Coastal Zone Management Act (CZMA)	Gen Revw/NA
Endangered Species Act (ESA)	Gen Revw/NA
Fish and Wildlife Coordination Act (FWCA)	Gen Revw/NA
National Historic Preservation Act (NHPA)	Gen Revw/NA
Clean Air Act (CAA)	Gen Revw/NA
E.O. 11988: Floodplains	Gen Revw/NA
E.O. 11990: Wetlands	Gen Revw/NA
E.O. 12898: Environmental Justice for Low Income and Minority Populations	Gen Revw/NA

NEPA Level of Review - NEPA review is complete. The project is Statutorily Excluded. - DSABROWS

PROJECT WORKSHEET REPORT

DECLARATION NO. FEMA-WI - DR1768

PREPARED DATE 09/15/2008

FIPS NO. 139-50825-00

REPORT DATE 09/30/2008 14:30

APPLICANT NAME MENASHA, (CITY OF)

INF TYPE INF

SUBDIVISION

NON-INF

REC

FEMA PW # 867 VSN 0 REF# COMB01

Standard Conditions

1. Any change to the approved scope of work will require re-evaluation for compliance with NEPA and other Laws and Executive Orders.
2. This review does not address all federal, state and local requirements. Acceptance of federal funding requires recipient to comply with all federal, state and local laws. Failure to obtain all appropriate federal, state and local environmental permits and clearances may jeopardize federal funding.
3. If ground disturbing activities occur during construction, applicant will monitor ground disturbance and if any potential archeological resources are discovered, will immediately cease construction in that area and notify the State and FEMA.

CHANGE ORDER

DATE: October 6, 2008 CHANGE ORDER NO: One (1)
CONTRACTOR: J&E Construction Company, Inc.
CONTRACT NO.: 2007-03
PROJECT: Lake Park Villas Stormwater Pond

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

Extra Seeding – 23,922 SY @ \$0.22 Per SY	\$ 5,262.84
Strip Top Soil – 21 Hours @ \$150.00 Per Hour	\$ 3,150.00
Original Contract Item Changes (See attached)	<u>\$ 4,614.12</u>
	\$13,026.96

The changes result in the following adjustments:

	CONTRACT - TOTAL	TIME
Prior to this Change Order	\$ 145,291.30	_____ Days
Adjustments per this Change Order	\$ 13,026.96	_____ Days
Current Contract Status	\$ 158,318.26	_____ Days

Directed/Authorized
City of Menasha Dept. of Public Works

Accepted

BY: _____

BY: _____

DATE: _____

DATE: _____

CERTIFICATE OF PAYMENT

DATE: October 6, 2008

PAYMENT REQUEST: Two & Final

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. One	AMOUNT: \$13,026.96	
PREVIOUS CHANGE ORDER(S): -		
TOTAL CONTRACT AMOUNT (INCLUDING CHANGE ORDERS)		\$ 158,318.26
TOTAL EARNED TO DATE (SUMMARY ATTACHED)		\$ 158,318.26
LESS RETAINAGE		\$ 0
AMOUNT DUE		\$ 158,318.26
PREVIOUS PAYMENTS		\$ 145,291.30
AMOUNT DUE THIS PAYMENT		\$ 13,026.96

ESTIMATE PERIOD: FROM: December 30, 2007 to October 6, 2008

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>
_____	\$ _____	_____
_____	\$ _____	_____
_____	\$ _____	_____
_____	\$ _____	_____

INTERMUNICIPAL AGREEMENT

JOINT STORMWATER FEASIBILITY AGREEMENT

Town of Menasha and City of Menasha

This Agreement is being entered into between the City of Menasha, a Wisconsin Municipal Corporation located in Winnebago County and Calumet County, State of Wisconsin, and the Town of Menasha, a Wisconsin Municipal Corporation located in Winnebago County, State of Wisconsin;

1. The City of Menasha and the Town of Menasha desire to work to jointly construct, if feasible, a storm water management pond on the site shown on figure 1 attached.
2. The City of Menasha and Town of Menasha agree that the pond will directly benefit the Town and City, as well as the Wisconsin Department of Transportation and Winnebago County. The City and Town recognize that they are each mandated to achieve a 40% reduction in total suspended solids in storm water by 2013.
3. The Town of Menasha shall be the lead agency in the preparation of a request for qualifications for an engineering study to determine whether this project is feasible. Feasibility shall be determined by preparation of preliminary engineering, practicable alternatives analysis, construction, operation and maintenance cost estimates for the pond. This engineering study shall also include a property appraisal, to be obtained by a qualified real estate appraiser selected by the engineering firm for determining the estimated cost of land acquisition.
4. The Town of Menasha shall be the paying party for all contract work. The Town of Menasha shall provide a tabulation of all costs to the City of Menasha. Said billing shall be paid in full within thirty days of receipt of billing.
5. The costs for preparing the feasibility study and appraisal of the land will be prorated on the basis of the estimated pound (weight) reduction in total suspended solids as determined by the feasibility study that will benefit each municipality upon the pond becoming operational.
6. Any grants or funds obtained or provided to the Town of Menasha or City of Menasha shall be prorated on the basis of the estimated pound (weight) reduction in total suspended solids as determined by the feasibility study that will benefit each municipality upon the pond becoming operational.
7. This agreement shall remain in effect unless (i) the parties mutually agree to terminate the agreement, or (ii) either party concludes that the project is not feasible after completion and review of the feasibility study. Project costs incurred to date at the time of any termination shall be shared and paid based on the percentages in paragraph 5.
8. The Town of Menasha and the City of Menasha shall approve the selected engineering proposal prior to entering into agreement with the selected engineering firm. The Town

of Menasha and the City of Menasha shall approve the purchase agreement for land selected prior to entering into agreement with the seller(s) for purchase of the land. The Town of Menasha and the City of Menasha shall approve the bid and construction contract for construction of the pond prior to entering into agreement with the contractor for construction of the pond.

Dated this _____ of _____, 2008.

TOWN OF MENASHA

By: _____
Arden Tews, Town Chairman

Karen Backman, Town Clerk

APPROVED AS TO FORM:

Herring & Clark Law Firm
Town of Menasha Attorney

Dated this _____ of _____, 2008.

CITY OF MENASHA

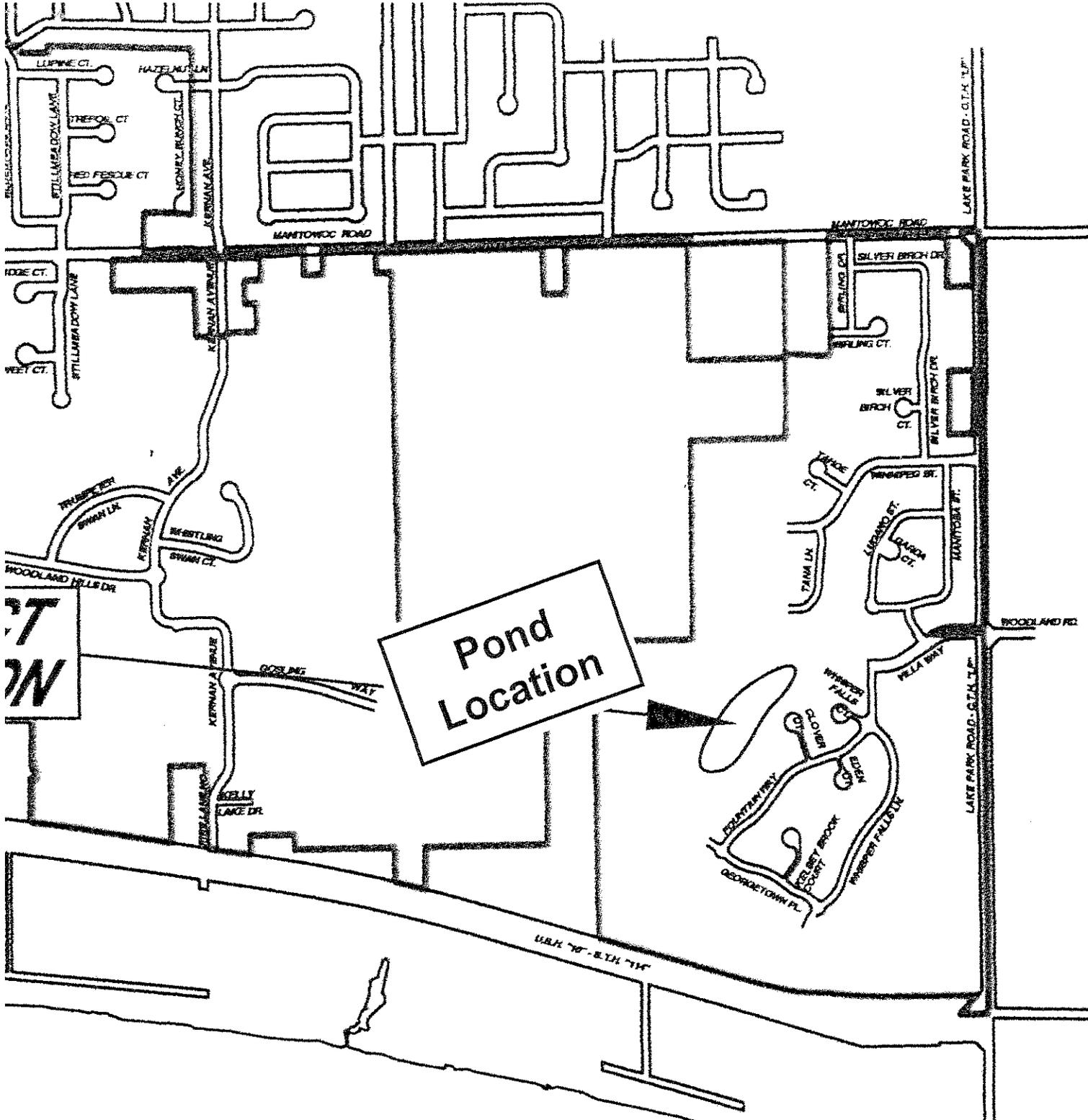
By: _____
Donald Merkes, Mayor

Deborah A. Galeazzi, City Clerk

APPROVED AS TO FORM:

Jeffrey S. Brandt
City of Menasha Attorney

Thomas R. Stoffel, Director of Finance



Pond Location

POINTS OF INTEREST

- ☆ CITY OFFICE BUILDING
- ▼ POLICE DEPARTMENT
- △ FIRE STATIONS
- ↑ LIBRARY
- △ PUBLIC AND PRIVATE SCHOOLS
- 🌳 PARKS
- ⚡ PUBLIC UTILITIES
- ★ ARMY RESERVE CENTER
- ◇ U.S. POST OFFICE
- ⊞ SERVICE CENTER BUILDING

***STREET MAP
CITY OF
MENASHA***

Common Sense Solutions LLC
P.O. Box 311
Menasha, WI 54952-0311

September 17, 2008

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

Subject: Proposal to Provide Information Technology Consulting Services for 2008

Dear Mr. Stoffel:

It is our understanding that the City of Menasha (hereinafter referred to as the "City") would like to continue to utilize the services of Mr. Larry Schmitz, CCP, CMC, of Common Sense Solutions LLC (hereinafter referred to as "Common Sense Solutions"), to provide information technology consulting services to the City for the year 2008.

These services would be provided to the City by Common Sense Solutions 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 \$200.00 per hour plus out-of-pocket expenses.

Invoices for Common Sense Solutions 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, we may be exposed to, or have access to, materials or information the City considers confidential. Accordingly, we would be pleased to sign a confidentiality agreement drafted by the City.

Ownership of system & materials: 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/Final Decisions: 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 us. We cannot guarantee the suitability of any systems as they relate to the City's requirements. Common Sense Solutions will use its experience and best efforts to provide the City with recommendations and advice. However, the final decision, and the impact of such decision, to act on those recommendations will rest solely with the City.

Termination of services: Either party may terminate this agreement at any time by delivering written notice to the other party's business address. If the City terminates this agreement, they agree to pay for all services performed up to the time Common Sense Solutions receives written notice of the termination.

Disputes

Any controversy or claim arising out of or relating to this contract, or breach thereof, shall be settled by binding arbitration administered by the American Arbitration Association under its Commercial Arbitration Rules, and judgement on the award rendered by the arbitrator may be entered in any court with jurisdiction.

This proposal represents the entire agreement between Common Sense Solutions LLC 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. If you have any questions, please call Larry Schmitz at 731-9058.

Sincerely,



Larry Schmitz
Common Sense Solutions LLC

ENGAGEMENT ACCEPTED BY CITY OF MENASHA:

Signature and Title/date

Approved as to form



10/15/08
Jeff S. Brandt, City Attorney

ACORD CERTIFICATE OF LIABILITY INSURANCE		DATE 10/6/2008
PRODUCER TECHINSURANCE 1301 Central Expy South, Suite 115 Allen, TX, 75013 (800) 668-7020	THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW.	
INSURED Common Sense Solutions LLC PO Box 311 Menasha, WI 54952	INSURERS AFFORDING COVERAGE	
	INSURER A: Philadelphia Indemnity Ins. Co.	
	INSURER B:	
	INSURER C:	
	INSURER D:	
	INSURER E:	

COVERAGES

THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. AGGREGATE LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	POLICY NUMBER	POLICY EFFECTIVE DATE (MM/DD/YY)	POLICY EXPIRATION DATE (MM/DD/YY)	LIMITS								
	GENERAL LIABILITY <input type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS MADE <input type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC				EACH OCCURRENCE \$ DAMAGE TO RENTED PREMISES (Ea occurrence) \$ MED EXP (Any one person) \$ PERSONAL & ADV INJURY \$ GENERAL AGGREGATE \$ PRODUCTS - COMP/OP AGG \$								
	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS <input type="checkbox"/> NON-OWNED AUTOS				COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$								
	GARAGE LIABILITY <input type="checkbox"/> ANY AUTO				AUTO ONLY - EA ACCIDENT \$ OTHER THAN AUTO ONLY: EA ACC AGG \$								
	EXCESS LIABILITY <input type="checkbox"/> OCCUR <input type="checkbox"/> CLAIMS MADE <input type="checkbox"/> DEDUCTIBLE RETENTION \$				EACH OCCURRENCE \$ AGGREGATE \$ \$ \$								
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY				<table border="1" style="width:100%; border-collapse: collapse;"> <tr> <td style="width: 50%; text-align: center;">INC STATU-TORY LIMITS</td> <td style="width: 50%; text-align: center;">OTH-ER</td> </tr> <tr> <td>E.L. EACH ACCIDENT</td> <td>\$</td> </tr> <tr> <td>E.L. DISEASE - EA EMPLOYEE</td> <td>\$</td> </tr> <tr> <td>E.L. DISEASE - POLICY LIMIT</td> <td>\$</td> </tr> </table>	INC STATU-TORY LIMITS	OTH-ER	E.L. EACH ACCIDENT	\$	E.L. DISEASE - EA EMPLOYEE	\$	E.L. DISEASE - POLICY LIMIT	\$
INC STATU-TORY LIMITS	OTH-ER												
E.L. EACH ACCIDENT	\$												
E.L. DISEASE - EA EMPLOYEE	\$												
E.L. DISEASE - POLICY LIMIT	\$												
A	OTHER PROFESSIONAL LIABILITY (Errors & Omissions) FIDELITY BOND (Third Party Employee Dishonesty) EMPLOYMENT PRACTICES LIABILITY	TBA 84 CRL 1793	10/6/2008	10/6/2009	CLAIMS-MADE OCCURRENCE AGGREGATE \$1,000,000 \$1,000,000 EACH OCCURRENCE EACH OCCURRENCE								

DESCRIPTION OF OPERATIONS/LOCATIONS/VEHICLES/EXCLUSIONS ADDED BY ENDORSEMENT/SPECIAL PROVISIONS

CERTIFICATE HOLDER	ADDITIONAL INSURED; INSURER LETTER:	CANCELLATION
		SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, THE ISSUING INSURER WILL ENDEAVOR TO MAIL <u>30</u> DAYS WRITTEN NOTICE TO THE CERTIFICATE HOLDER NAMED TO THE LEFT, BUT FAILURE TO DO SO SHALL IMPOSE NO OBLIGATION OR LIABILITY OF ANY KIND UPON THE INSURER, ITS AGENTS OR REPRESENTATIVES. AUTHORIZED REPRESENTATIVE

CITY OF MENASHA DISBURSEMENTS

Accounts Payable for 10/22/08-10/29/08 Checks # 18894-19079	\$ 1,462,169.33
Payroll Checks for 10/23/08-10/30/08 Checks # 41604-41832	<u>146,276.43</u>
Total	\$ 1,608,445.76

**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

CITY OF MENASHA

Check Register - w/Alternate Description

Vendor ID / Name	Invoice Nbr	CpnyID	Acct	Subaccount	Amount	Invoice Description	
01160 ALLIANCE ENTERTAINMENT CORP	PJB32754319	31100	55	06-101-314	975.64	LIBRARY MATERIALS	
	PJB32913381	31100	55	06-101-314	33.22	LIBRARY MATERIALS	
	PJB32626404	31100	55	06-101-314	95.63	LIBRARY MATERIALS	
	PJB32738676	31100	55	06-101-314	183.79	LIBRARY MATERIALS	
	PJB32804934	31100	55	06-101-314	49.93	LIBRARY MATERIALS	
	PJB32929594	31100	55	06-101-314	136.40	LIBRARY MATERIALS	
Check Date 10/22/2008 Check Nbr 018894					1,474.61	Check Total:	
01869 AT&T ADVERTISING & PUBLISHING	10162008	31100	55	06-101-221	145.20	YELLOW PAGE ADVERTISING	
	Check Date 10/22/2008 Check Nbr 018895					145.20	Check Total:
	02115 BAKER & TAYLOR INC	5009410040	31100	55	06-101-314	27.32	LIBRARY MATERIALS
		5009457604	31100	55	06-101-314	121.27	LIBRARY MATERIALS
		2021942881	31100	55	06-101-314	338.86	LIBRARY MATERIALS
		2021952283	31100	55	06-101-314	654.48	LIBRARY MATERIALS
2012983384		31100	55	06-101-314	396.21	LIBRARY MATERIALS	
2022000834		31100	55	06-101-314	340.06	LIBRARY MATERIALS	
2022002056	31100	55	06-101-314	347.90	LIBRARY MATERIALS		
2022031450	31100	55	06-101-314	259.16	LIBRARY MATERIALS		
2022060723	31100	55	06-101-314	341.07	LIBRARY MATERIALS		
2022061180	31100	55	06-101-314	536.10	LIBRARY MATERIALS		
2022076619	31100	55	06-101-314	343.05	LIBRARY MATERIALS		
2022088993	31100	55	06-101-314	537.16	LIBRARY MATERIALS		
2022101888	31100	55	06-101-314	325.97	LIBRARY MATERIALS		
2022109599	31100	55	06-101-314	1,002.81	LIBRARY MATERIALS		
2022125263	31100	55	06-101-314	313.79	LIBRARY MATERIALS		
H45204700	31100	55	06-101-314	82.65	LIBRARY MATERIALS		
H45204701	31100	55	06-101-314	104.36	LIBRARY MATERIALS		
H45204702	31100	55	06-101-314	86.38	LIBRARY MATERIALS		
H45370950	31100	55	06-101-314	21.59	LIBRARY MATERIALS		
H45891510	31100	55	06-101-314	277.59	LIBRARY MATERIALS		
H45891511	31100	55	06-101-314	48.94	LIBRARY MATERIALS		

CITY OF MENASHA
Check Register - w/Alternate Description

Vendor ID / Name	Invoice Nbr	CpnyID	Acct	Subaccount	Amount	Invoice Description	
02628 JOSEPH BONGERS	H46261070	31100	55	06-101-314	17.96	LIBRARY MATERIALS	
	H46745060	31100	55	06-101-314	180.65	LIBRARY MATERIALS	
	H46745061	31100	55	06-101-314	103.63	LIBRARY MATERIALS	
	H46745062	31100	55	06-101-314	43.19	LIBRARY MATERIALS	
	H47131440	31100	55	06-101-314	21.56	LIBRARY MATERIALS	
	H47457390	31100	55	06-101-314	166.96	LIBRARY MATERIALS	
	H47457391	31100	55	06-101-314	57.55	LIBRARY MATERIALS	
	H47621640	31100	55	06-101-314	40.30	LIBRARY MATERIALS	
	H48178880	31100	55	06-101-314	227.36	LIBRARY MATERIALS	
	Check Date 10/22/2008 Check Nbr 018898					Check Total: 7,365.88	
02635 BOOK WHOLESALERS INC	10162008	31100	55	06-101-331	174.33	MILEAGE REIMBURSEMENT	
	Check Date 10/22/2008 Check Nbr 018899					Check Total: 174.33	
	M103482B	31100	55	06-101-314	64.35	LIBRARY MATERIALS	
	M104419B	31100	55	06-101-314	64.35	LIBRARY MATERIALS	
	M296631A	31100	55	06-101-314	61.53	LIBRARY MATERIALS	
	M299815A	31100	55	06-101-314	50.01	LIBRARY MATERIALS	
	M104764B	31100	55	06-101-314	10.97	LIBRARY MATERIALS	
	M105137B	31100	55	06-101-314	68.64	LIBRARY MATERIALS	
	M105886B	31100	55	06-101-314	51.48	LIBRARY MATERIALS	
	M106660B	31100	55	06-101-314	2,024.90	LIBRARY MATERIALS	
02715 CATHERINE BRANDT	M108796B	31100	55	06-101-314	46.55	LIBRARY MATERIALS	
	M11200B	31100	55	06-101-314	38.61	LIBRARY MATERIALS	
	M112942B	31100	55	06-101-314	32.05	LIBRARY MATERIALS	
	M11199B	31100	55	06-101-314	16.18	LIBRARY MATERIALS	
	M116908B	31100	55	06-101-314	49.60	LIBRARY MATERIALS	
	M120049B	31100	55	06-101-314	62.15	LIBRARY MATERIALS	
	Check Date 10/22/2008 Check Nbr 018901					Check Total: 2,641.37	
	10162008	31100	55	06-101-310	23.98	OFFICE SUPPLIES	
	Check Date 10/22/2008 Check Nbr 018902					Check Total: 23.98	

CITY OF MENASHA
Check Register - w/Alternate Description

Vendor ID / Name	Invoice Nbr	CpnyID	Acct	Subaccount	Amount	Invoice Description
03247 CDW GOVERNMENT INC	1RS4722	31100	55	06-101-310	280.18	OFFICE SUPPLIES
	LXL9273	31100	55	06-101-310	246.18	OFFICE SUPPLIES
	LZN9990	31100	55	06-101-310	131.89	OFFICE SUPPLIES
	Check Date	Check Nbr	018903		658.25	Check Total:
03265 CENTER POINT LARGE PRINT	732409	31100	55	06-101-314	38.94	LIBRARY MATERIALS
	Check Date	10/22/2008	Check Nbr	018904	38.94	Check Total:
03565 COMMUNICATION SUPPORT INC	22509	31100	55	06-101-240	132.79	REPAIR & MAINTENANCE
	Check Date	10/22/2008	Check Nbr	018905	132.79	Check Total:
04046 DE DALUM	10162008	31100	55	06-101-337	175.00	REGISTRATION FEE
	Check Date	10/22/2008	Check Nbr	018906	175.00	Check Total:
05111 ELISHA D SMITH PUBLIC LIBRARY	10162008	31100	55	06-101-316	55.00	PROGRAM SUPPLIES
	Check Date	10/22/2008	Check Nbr	018907	55.00	Check Total:
06705 FUNTIME ENTERPRISES	9983	31100	55	06-101-316	21.00	PROGRAM SUPPLIES
	Check Date	10/22/2008	Check Nbr	018908	21.00	Check Total:
07044 GALE	15952473	31100	55	06-101-314	23.96	LIBRARY MATERIALS
	15951024	31100	55	06-101-314	38.93	LIBRARY MATERIALS
	15960159	31100	55	06-101-314	24.76	LIBRARY MATERIALS
	15961175	31100	55	06-101-314	55.92	LIBRARY MATERIALS
	Check Date	10/22/2008	Check Nbr	018909	143.57	Check Total:
08087 KATHY HANNAH	10162008	31100	55	06-101-316	20.97	PROGRAM SUPPLIES
	Check Date	10/22/2008	Check Nbr	018910	20.97	Check Total:

CITY OF MENASHA
Check Register - w/Alternate Description

Vendor ID / Name	Invoice Nbr	CpnyID	Acct	Subaccount	Amount	Invoice Description
09135 INGRAM LIBRARY SERVICES	38545813	31100	55	06-101-314	65.65	LIBRARY MATERIALS
	38545814	31100	55	06-101-314	81.50	LIBRARY MATERIALS
	38545815	31100	55	06-101-314	16.10	LIBRARY MATERIALS
	38545816	31100	55	06-101-314	62.74	LIBRARY MATERIALS
	38545817	31100	55	06-101-314	32.82	LIBRARY MATERIALS
	Check Date 10/22/2008	Check Nbr 018911			Check Total: 258.81	
11205 KOBUSSEN BUSES LTD	049680	31100	55	06-101-331	584.20	TRAVEL EXPENSE/MILEAGE
	Check Date 10/22/2008	Check Nbr 018912			Check Total: 584.20	
13100 MARSHALL CAVENDISH CORP	R799755	31100	55	06-101-314	176.29	LIBRARY MATERIALS
	Check Date 10/22/2008	Check Nbr 018913			Check Total: 176.29	
	1701450	31100	55	06-101-314	99.08	LIBRARY MATERIALS
	1705603	31100	55	06-101-314	22.04	LIBRARY MATERIALS
	1722217	31100	55	06-101-314	33.58	LIBRARY MATERIALS
13610 MIDWEST TAPE	1701068	31100	55	06-101-314	214.90	LIBRARY MATERIALS
	1705871	31100	55	06-101-314	70.97	LIBRARY MATERIALS
	1711434	31100	55	06-101-314	112.95	LIBRARY MATERIALS
	1716591	31100	55	06-101-314	91.94	LIBRARY MATERIALS
	1721812	31100	55	06-101-314	85.96	LIBRARY MATERIALS
13675 MINITEX	1721813	31100	55	06-101-314	117.93	LIBRARY MATERIALS
	1721814	31100	55	06-101-314	29.98	LIBRARY MATERIALS
	Check Date 10/22/2008	Check Nbr 018914			Check Total: 879.33	
13720 MODERN BUSINESS MACHINES	55896	31100	55	06-101-300	482.00	DEPARTMENT SUPPLIES
	Check Date 10/22/2008	Check Nbr 018915			Check Total: 482.00	
13720 MODERN BUSINESS MACHINES	26167158	31100	55	06-101-243	253.92	SERVICE CONTRACT
	Check Date 10/22/2008	Check Nbr 018916			Check Total: 253.92	

CITY OF MENASHA
Check Register - w/Alternate Description

Vendor ID / Name	Invoice Nbr	CpnyID	Acct	Subaccount	Amount	Invoice Description
15045 OFFICE DEPOT CREDIT PLAN	4422276730010	31100	55	06-101-310	349.90	OFFICE SUPPLIES
	10/22/2008	Check Nbr	018917		349.90	Check Total:
16127 CASSANDRA PAYNE	10162008	31100	55	06-101-320	16.00	MEMBERSHIP DUES
	10/22/2008	Check Nbr	018918		16.00	Check Total:
17050 QUALITY BOOKS INC	123067	31100	55	06-101-314	99.20	LIBRARY MATERIALS
	123169	31100	55	06-101-314	45.15	LIBRARY MATERIALS
	123341	31100	55	06-101-314	106.81	LIBRARY MATERIALS
	123397	31100	55	06-101-314	79.80	LIBRARY MATERIALS
	123398	31100	55	06-101-314	19.95	LIBRARY MATERIALS
	10/22/2008	Check Nbr	018919		350.91	Check Total:
18094 RANDOM HOUSE INC	1085258945	31100	55	06-101-314	103.20	LIBRARY MATERIALS
	1085301856	31100	55	06-101-314	72.00	LIBRARY MATERIALS
	1085301857	31100	55	06-101-314	72.00	LIBRARY MATERIALS
	1085301858	31100	55	06-101-314	100.00	LIBRARY MATERIALS
	1085341119	31100	55	06-101-314	56.00	LIBRARY MATERIALS
	1085338637	31100	55	06-101-314	64.00	LIBRARY MATERIALS
	1085311213	31100	55	06-101-314	144.00	LIBRARY MATERIALS
	1085311214	31100	55	06-101-314	72.00	LIBRARY MATERIALS
	1085415283	31100	55	06-101-314	128.00	LIBRARY MATERIALS
	1085415284	31100	55	06-101-314	56.00	LIBRARY MATERIALS
10/22/2008	Check Nbr	018920		1,011.20	Check Total:	
18115 RECORDED BOOKS INC	4208146	31100	55	06-101-314	6,745.28	LIBRARY MATERIALS
	4206888	31100	55	06-101-314	2,812.82	LIBRARY MATERIALS
	10/22/2008	Check Nbr	018921		9,558.10	Check Total:

CITY OF MENASHA

Check Register - w/Alternate Description

Vendor ID / Name	Invoice Nbr	CpnyID	Acct	Subaccount	Amount	Invoice Description
18220 RELIABLE OFFICE SUPPLIES	XFN80100	31100	55	06-101-310	21.45	OFFICE SUPPLIES
	Check Date: 10/22/2008	Check Nbr: 018922	Check Total: 21.45			
19140 SCHARFF'S OFFICE PRODUCTS INC	388656	31100	55	06-101-310	63.62	OFFICE SUPPLIES
	Check Date: 10/22/2008	Check Nbr: 018923	Check Total: 63.62			
19200 SCHOLASTIC LIBRARY PUBLISHING	11271491	31100	55	06-101-314	144.30	LIBRARY MATERIALS
	Check Date: 10/22/2008	Check Nbr: 018924	Check Total: 144.30			
21053 UNIQUE BOOKS INC	344452.3	31100	55	06-101-314	150.07	LIBRARY MATERIALS
	Check Date: 10/22/2008	Check Nbr: 018925	Check Total: 150.07			
21054 UNIQUE MANAGEMENT SERVICES INC	177580	31100	46	04-171-000	205.85	COLLECTION AGENCY FEES
	Check Date: 10/22/2008	Check Nbr: 018926	Check Total: 205.85			
23095 WATSON LABEL PRODUCTS	73937	31100	55	06-101-300	2,336.10	DEPARTMENT SUPPLIES
	Check Date: 10/22/2008	Check Nbr: 018927	Check Total: 2,336.10			
23293 WINNEFOX LIBRARY SYSTEM	3171	31100	55	06-101-314	35.00	LIBRARY MATERIALS
	Check Date: 10/22/2008	Check Nbr: 018928	Check Total: 35.00			
Grand Total:					29,947.94	

CITY OF MENASHA
Check Register - w/Alternate Description

Vendor ID / Name	Invoice Nbr	CpnyID	Acct	Subaccount	Amount	Invoice Description
01050 ACC PLANNED SERVICE INC	14377	31100	55	06-101-240	194.30	REFRIGERANT OIL
	14376	31100	51	10-115-240	37.48	VARIABLE PTICH SHEAV/BELT
	Check Date 10/23/2008	Check Nbr 018929			Check Total: 231.78	
01075 ACCURATE SUSPENSION WAREHOUSE	8016776	31731	54	10-149-383	34.35	BOLT BUSHING ASSY
	8016776	31100	54	10-304-315	185.90	SWIVEL CASTER RUBBER
	Check Date 10/23/2008	Check Nbr 018930			Check Total: 220.25	
01123 ADAMSON INDUSTRIES CORP	81815	31824	52	08-101-300	220.90	HIDE-A-LED-RED/BLUE
	Check Date 10/23/2008	Check Nbr 018931			Check Total: 220.90	
01315 AIRGAS NORTH CENTRAL	105515381	31731	54	10-149-242	68.10	ACETYLENE/ARGON/OXYGEN CYL
	105515380	31100	55	07-202-204	28.80	ACETYLENE/ARGON/OXYGEN CYL
	Check Date 10/23/2008	Check Nbr 018932			Check Total: 96.90	
01430 LW ALLEN INC	083843	31201	54	10-301-212	2,000.00	INSPECT LIFT STATIONS
	Check Date 10/23/2008	Check Nbr 018933			Check Total: 2,000.00	
01675 AMT		31100	21	04-299-022	150.00	
	Check Date 10/23/2008	Check Nbr 018934			Check Total: 150.00	
01745 APPLETON HYDRAULIC COMPONENTS	16752	31731	54	10-149-383	26.50	BULK SEALS
	Check Date 10/23/2008	Check Nbr 018935			Check Total: 26.50	
01775 CITY OF APPLETON	178474	31100	54	03-204-250	43,542.00	VALLEY TRANSIT OCT-DEC
	Check Date 10/23/2008	Check Nbr 018936			Check Total: 43,542.00	
01842 ASSOCIATED APPRAISAL	6673	31100	51	04-107-219	4,708.33	PROFESSIONAL SERVICES SEPT
	6673	31100	51	04-107-310	2.68	POSTAGE/SUPPLIES/ENV/FAX
	Check Date 10/23/2008	Check Nbr 018937			Check Total: 4,711.01	

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19120 AT&T	920R09453010	31100	51	10-115-221	83.10	MONTHLY SERVICE
	920R09453010	31201	54	10-301-221	221.70	MONTHLY SERVICE
	Check Date 10/23/2008	Check Nbr 018984			Check Total: 304.80	
02040 BADGER HIGHWAYS CO INC	142789	31100	54	10-122-300	305.27	HOTMIX ASPHALT SURFACE COURSE
	142832	31100	54	10-122-300	2,639.14	HOTMIX ASPHALT SURFACE COURSE
	2008-01(4)	31490	21	04-205-000	32,163.29	NEW STREET CONSTRUCTION
	2008-01(4)	31100	54	10-121-822	81,840.52	NEW STREET CONSTRUCTION
	2008-01(4)	31490	54	10-121-822	45,884.26	NEW STREET CONSTRUCTION
	2008-01(4)	31100	54	10-134-822	6,605.50	NEW STREET CONSTRUCTION
Check Date 10/23/2008	Check Nbr 018938			Check Total: 169,437.98		
02195 BAR ON LAKE PARK LLC	101608	31100	44	04-101-000	8,000.00	RESERVE LIQUOR LICENSE REFUND
	Check Date 10/23/2008	Check Nbr 018939			Check Total: 8,000.00	
02223 BATTERY HUB	1105	31100	54	10-304-300	23.52	CAMERA BATTERIES
	Check Date 10/23/2008	Check Nbr 018940			Check Total: 23.52	
02335 BECK ELECTRIC INC	E254	31100	55	07-202-240	266.30	VARIOUS PARKS LIGHTS
	Check Date 10/23/2008	Check Nbr 018941			Check Total: 266.30	
02636 BOWSKI CONSTRUCTION &	102208	31263	56	03-207-701	1,444.00	CDBG HOME REHAB/420 RACINE
	Check Date 10/23/2008	Check Nbr 018942			Check Total: 1,444.00	
	102208	31263	56	03-207-701	2,047.00	CDBG REHAB/929 MARQUETTE
Check Date 10/23/2008	Check Nbr 018943			Check Total: 2,047.00		
02636 BOWSKI CONSTRUCTION &	102208	31263	56	03-207-701	3,013.00	CDBG REHAB/328 SECOND
	Check Date 10/23/2008	Check Nbr 018944			Check Total: 3,013.00	

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03247 CDW GOVERNMENT INC	LVK9481	31100	51	04-109-315	6,255.68	PC'S FINANCE/HR FOR HTE
	LVK2229	31100	52	08-101-312	33.40	CD'S
	Check Date	10/23/2008	Check Nbr	018946	Check Total:	6,289.08
03655 CONGER TOYOTALIFT	00013214	31731	54	10-149-294	122.85	BRAKE REPAIR
	10/23/2008	Check Nbr	018947	Check Total:	122.85	
03842 CULLIGAN WATERCARE SERVICES	093008	31100	51	10-115-201	17.85	COOLER RENTAL
	093008	31731	54	10-149-313	5.95	COOLER RENTAL
	Check Date	10/23/2008	Check Nbr	018948	Check Total:	23.80
04225 DHFS	101608	31100	53	09-103-320	150.00	CERTIFICATION RENEWAL/T DREW
	10/23/2008	Check Nbr	018949	Check Total:	150.00	
06075 FASTENAL COMPANY	WNEE38393	31100	55	07-202-315	51.47	CABLETIE TO SECURE FENCING
	10/23/2008	Check Nbr	018950	Check Total:	51.47	
07210 GERMANIA HALL	1465	31100	55	04-221-202	1,071.68	DINNER
	10/23/2008	Check Nbr	018951	Check Total:	1,071.68	
07580 GUNDERSON UNIFORM & LINEN RENT	1276971	31100	52	08-101-313	31.70	TOWEL/MAT SERVICE
	10/23/2008	Check Nbr	018952	Check Total:	31.70	
08235 HEARTLAND LABEL PRINTERS INC	82659-H	31100	51	04-109-214	25.00	ADDL DISK SPACE FOR WEB SERVER
	10/23/2008	Check Nbr	018953	Check Total:	25.00	
08537 HSBC BUSINESS SOLUTIONS	1296000029745	31100	51	04-106-310	61.90	EZD VIEW BINDERS
	10/23/2008	Check Nbr	018954	Check Total:	61.90	

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09128 INFRASTRUCTURE TECHNOLOGIES	PR-1450701D-07	31201	19	04-540-000	39,097.98	WW COLLECTION SYS REHAB IMP-3
	Check Date	Check Nbr	018955		Check Total:	39,097.98
10311 ROXANNE JONES	102008	31100	46	04-177-000	48.00	CLASS REFUND/CANCELLED
	Check Date	Check Nbr	018956		Check Total:	48.00
11165 KJ WASTE SYSTEMS INC	100108	31266	54	10-307-216	1,213.00	CORRUGATE/CO-MING/CONT RENTAL
	Check Date	Check Nbr	018957		Check Total:	1,213.00
12110 LAMERS BUS LINES INC	101308	31100	21	04-269-000	700.00	DOOR COUNTY TRIP 10/01/08
	Check Date	Check Nbr	018958		Check Total:	700.00
12175 JERRY LARIDAEN	101408	31827	53	09-212-205	75.00	CHRISTMAS ENTERTAINMENT
	Check Date	Check Nbr	018959		Check Total:	75.00
12205 LARSON ENGINEERING INC	0011254	31100	55	07-202-805	658.75	ENG SERVICES/PLEASANT TENNIS
	Check Date	Check Nbr	018960		Check Total:	658.75
12435 RACHAEL LIENHARD	102208	31100	46	04-177-000	96.00	CLASS REFUND/CANCELLED
	Check Date	Check Nbr	018961		Check Total:	96.00
13045 MANDERFIELD BAKERY	295969	31827	53	09-212-300	16.80	OCT PARTY
	Check Date	Check Nbr	018962		Check Total:	16.80
13149 MATTHEWS COMMERCIAL TIRE CTR	027263	31731	54	10-149-382	143.10	TIRE SERVICE
	Check Date	Check Nbr	018963		Check Total:	143.10

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13290 MDF	INV13025	31100	55	07-202-240	178.00	VANDALISM REPAIR/KOSLO
	RTN00317	31100	55	07-202-240	-150.00	SS BOWL SAND STRAINER
	INV13085	31100	55	07-202-240	60.00	DRINKING FOUNTAIN REPAIR
	Check Date 10/23/2008	Check Nbr 018964			Check Total: 88.00	
13370 MENASHA EMPLOYEES CREDIT UNION		31100	21	04-299-020	1,857.00	
		31100	21	04-299-020	16,720.00	
	Check Date 10/23/2008	Check Nbr 018965			Check Total: 18,577.00	
13375 MENASHA EMPLOYEES LOCAL 1035		31100	21	04-299-031	300.00	
	Check Date 10/23/2008	Check Nbr 018966			Check Total: 300.00	
13377 MENASHA EMPLOYEES LOCAL 1035B		31100	21	04-299-032	248.16	
		31100	21	04-299-032	248.16	
	Check Date 10/23/2008	Check Nbr 018967			Check Total: 248.16	
13400 MENASHA JOINT SCHOOL DISTRICT	101508	31100	41	04-103-000	5,916.77	OCTOBER MOBILE HOME
	101508	31100	41	04-103-000	-56.31	JULY-SEPT ERROR
	Check Date 10/23/2008	Check Nbr 018968			Check Total: 5,860.46	
13720 MODERN BUSINESS MACHINES	26167661	31100	52	08-101-241	215.48	COPIER SERVICE
	Check Date 10/23/2008	Check Nbr 018969			Check Total: 215.48	
13725 MODERN SHEET METAL INC &	102208	31263	56	03-207-701	2,398.00	CDBG REHAB/818 MARQUETTE
	Check Date 10/23/2008	Check Nbr 018970			Check Total: 2,398.00	
13755 MORTON SAFETY	332355	31100	55	07-202-313	27.25	LATEX GLOVES
	Check Date 10/23/2008	Check Nbr 018971			Check Total: 27.25	
13785 MOTION INDUSTRIES INC	W02-433631	31731	54	10-149-383	1,467.35	SUCTION HOSE/LEAF MACHINES
	Check Date 10/23/2008	Check Nbr 018972			Check Total: 1,467.35	

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14085 NATIONAL PEN COMPANY	104919673	31827	53	09-212-300	219.55	CALENDARS/SENIOR CENTER
	10/23/2008	Check Nbr	018973		219.55	Check Total:
14205 CITY OF NEENAH TREASURER	102208	31100	48	04-597-000	8,241.16	TRANSFER DONATED FUNDS VCR
	10/23/2008	Check Nbr	018974		8,241.16	Check Total:
14270 NETWORK HEALTH PLAN	00380612	31100	21	04-619-003	113,547.65	EMPLOYEES
	00380612	31100	21	04-650-000	4,853.30	RETIRES/COBRA
	10/23/2008	Check Nbr	018975		118,400.95	Check Total:
15245 OTTER CREEK/WREATH FACTORY	102008	31100	55	07-202-805	1,705.40	PLANT MATERIALS/LANDSCAPE
	10/23/2008	Check Nbr	018977		1,705.40	Check Total:
16025 PACKER CITY INTERNATIONAL	3282680109	31731	54	10-149-383	11.19	LUBEFILT
	3282700064	31731	54	10-149-383	77.58	STROBE STOCK
	10/23/2008	Check Nbr	018978		88.77	Check Total:
16235 PERSONNEL EVALUATION INC	87345	31100	52	08-101-216	140.00	JV PEP BILLING
	10/23/2008	Check Nbr	018979		140.00	Check Total:
16275 PICK N SAVE/NOW COMDATA	002214	31827	53	09-212-300	69.42	OCT-DEC PARTY SUPPLIES
	10/23/2008	Check Nbr	018980		69.42	Check Total:
16300 PIGGLY WIGGLY/NOW FRESH BRANDS	2489	31827	53	09-212-300	36.50	OCT-DEC PARTY SUPPLIES
	3760	31827	53	09-212-300	38.18	OCT PARTY SUPPLIES
	3157	31827	53	09-212-300	35.20	OCT PARTY SUPPLIES
10/23/2008	Check Nbr	018981		110.88	Check Total:	
16200 REINDERS INC	1224639-00	31731	54	10-149-383	250.72	CASTER WHEEL/FORK/LATCH
	10/23/2008	Check Nbr	018982		250.72	Check Total:

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18430 ROLAND MACHINERY EXCHANGE	21045215	31731	54	10-149-383	47.97	AMP BREAKER
	Check Date	10/23/2008	Check Nbr	018983	Check Total:	47.97
19155 PAUL SCHEPPF	101308	31824	52	08-101-300	225.75	K9 UNIT EQUIPMENT
	Check Date	10/23/2008	Check Nbr	018985	Check Total:	225.75
19355 SHERWIN-WILLIAMS CO	0406-8	31100	55	07-202-240	135.75	PAINT TAYCO FOUNTAIN COVER
	1286-3	31100	54	10-131-300	-21.55	RETURN PAINT FOR SIGN SHOP
	Check Date	10/23/2008	Check Nbr	018986	Check Total:	114.20
19380 SHOPKO STORES INC	53649	31827	53	09-212-300	8.99	LOST AND FOUND BOX
	Check Date	10/23/2008	Check Nbr	018987	Check Total:	8.99
19384 SHOWCASE CONCRETE INC	1072	31100	55	07-202-244	1,975.00	PAVEMENT REPAIR
	1073	31100	55	07-202-244	600.00	PAVEMENT SEALING
	Check Date	10/23/2008	Check Nbr	018988	Check Total:	2,575.00
19711 STOPTECH LTD	32026	31824	52	08-101-300	432.75	SUV KIT
	Check Date	10/23/2008	Check Nbr	018989	Check Total:	432.75
19735 STUMPFF CREATIVE LANDSCAPES	092408	31100	56	07-101-300	175.00	TREE/536 RIVERWAY
	Check Date	10/23/2008	Check Nbr	018990	Check Total:	175.00
19765 SUNGARD PUBLIC SECTOR INC	884984	31100	51	04-109-243	23,944.00	SERVICE PROVIDER AGREEMENT
	885016	31100	51	04-109-243	2,086.00	MAINTENANCE SEPT 1/30 2008
	885180	31100	51	04-109-243	2,086.00	MAINTENANCE OCT 1-31 2008
Check Date	10/23/2008	Check Nbr	018991	Check Total:	28,076.00	
19784 SURVEY SUPPLY SHOP INC	960	31100	54	10-111-300	379.60	LATH
	Check Date	10/23/2008	Check Nbr	018992	Check Total:	379.60

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19788 SWINKLES INC	16570	31100	55	07-202-300	85.60	SEED/KOSLO PARK
	Check Date: 10/23/2008	Check Nbr: 018993			Check Total: 85.60	
20115 TESCH CHEMICAL CO INC	TC111278	31100	13	04-106-000	60.33	LIME-OFF/FLOOR PAD
	Check Date: 10/23/2008	Check Nbr: 018994			Check Total: 60.33	
20217 AYSE TIMMERMAN	101408	31827	53	09-212-205	25.00	ENTERTAINMENT FOR HOLIDAY TEA
	Check Date: 10/23/2008	Check Nbr: 018995			Check Total: 25.00	
21045 UNIFIRST CORPORATION	0970038583	31731	54	10-149-201	95.91	MAT/MOP/CLOTHING PROTECTION
	Check Date: 10/23/2008	Check Nbr: 018996			Check Total: 95.91	
21060 UNITED PAPER CORPORATION	64734	31100	13	04-106-000	3,077.75	TOWELS/TISSUE/HAND SOAP
	Check Date: 10/23/2008	Check Nbr: 018997			Check Total: 3,077.75	
21095 UNITED WAY FOX CITIES		31100	21	04-299-021	85.75	
	Check Date: 10/23/2008	Check Nbr: 018998			Check Total: 85.75	
21230 US PETROLEUM EQUIPMENT	168252	31731	54	10-149-243	145.50	SEMI ANNUAL PM
	Check Date: 10/23/2008	Check Nbr: 018999			Check Total: 145.50	
15190 VEOLIA ES SOLID WASTE MIDWEST	B4207277	31100	12	04-399-000	77.28	BROAD ST LOT
	Check Date: 10/23/2008	Check Nbr: 018976			Check Total: 77.28	
23080 WATCH GUARD	STDINV0001330	31824	52	08-101-295	5,525.00	K9/VEHICLE EQUIPMENT
	Check Date: 10/23/2008	Check Nbr: 019000			Check Total: 5,525.00	
03225 WC INDUSTRIAL SUPPLY COMPANY	0002411-IN	31731	54	10-149-383	9.99	V-BELT
	Check Date: 10/23/2008	Check Nbr: 018945			Check Total: 9.99	

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23152 WE ENERGIES	102208	31100	12	04-399-000	62.91	N-M FIRE	
	102208	31100	51	10-115-224	61.40	CITY HALL	
	102208	31100	52	08-101-224	86.87	POLICE	
	102208	31100	53	09-212-224	16.72	SENIOR CENTER	
	102208	31731	54	10-149-224	52.86	GARAGE	
	102208	31100	55	06-101-224	51.78	LIBRARY	
	102208	31100	55	07-202-224	125.16	PARKS	
	102208	31100	55	07-203-224	760.74	POOL	
	102208	31100	55	07-205-224	34.53	MARINA	
	100508	31207	55	07-205-224	11.94	2170 PLANK RD	
	100208	31100	55	07-202-223	35.45	CONSERVANCY/HWY 10&114	
	Check Date	10/23/2008	Check Nbr	019001		Check Total:	1,300.36
	23215 WIL-KIL PEST CONTROL	1366972	31100	55	10-215-216	25.00	RAT/MOUSE/SPIDERS
Check Date		10/23/2008	Check Nbr	019002	Check Total:	25.00	
23221 JULIE WILLS		101608	31100	46	04-177-000	20.00	PROGRAM REFUND
	Check Date	10/23/2008	Check Nbr	019003	Check Total:	20.00	
	23270 WINNEBAGO COUNTY REGISTER OF	102208	31263	56	03-207-216	13.00	RECORDING FEES/929 MARQUETTE
Check Date		10/23/2008	Check Nbr	019004	Check Total:	13.00	
23275 WINNEBAGO COUNTY TREASURER		102208	31263	56	03-207-216	13.00	RECORDING FEES/328 SECOND ST
	Check Date	10/23/2008	Check Nbr	019005	Check Total:	13.00	
	23275 WINNEBAGO COUNTY TREASURER	LF113970	31100	54	10-304-250	8,481.70	LANDFILL FACILITY
LF113970		31100	54	10-305-216	2,896.81	LANDFILL FACILITY	
LF113970		31266	54	10-307-216	1,603.08	LANDFILL FACILITY	
Check Date	10/23/2008	Check Nbr	019006		Check Total:	12,981.59	

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23412 WISCONSIN ENVIRON IMPROVE FUND	8735	31201	12	04-306-000	138,945.92	LOAN PAYMENT
	8735	31201	57	04-201-620	22,945.82	LOAN PAYMENT
	Check Date 10/23/2008	Check Nbr 019007			Check Total: 161,891.74	
23455 WISCONSIN SUPPORT COLLECTIONS		31100	21	04-299-015	536.31	
		31100	21	04-299-016	138.40	
	Check Date 10/23/2008	Check Nbr 019008			Check Total: 1,386.63	
Grand Total:					662,875.29	

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01075 ACCURATE SUSPENSION WAREHOUSE	8016995	31731	54	10-149-383	37.55	GOODYEAR POLY V BELT
	10/29/2008	Check Nbr	019009		37.55	Check Total:
01450 ALLIED GLOVE & SAFETY PRODUCTS	1755600	31731	54	10-149-300	119.55	LEATHER DRIVER GLOVES
	10/29/2008	Check Nbr	019010		119.55	Check Total:
01770 APPLETON TROPHY & ENGRAVING	23585	31100	55	07-201-300	22.50	PLAQUES
	10/29/2008	Check Nbr	019011		22.50	Check Total:
01786 ARCHITECTURAL RENOVATORS LLC	102908	31203	56	03-207-701	7,500.00	FACASE IMP GRANT/177 MAIN
	10/29/2008	Check Nbr	019012		7,500.00	Check Total:
02040 BADGER HIGHWAYS CO INC	142982	31100	54	10-122-300	997.15	HOTMIX ASPHALT MIX
	142950	31100	54	10-134-300	21.07	HOTMIX ASPHALT SURFACE COURSE
	142904	31100	54	10-122-300	1,506.75	HOTMIX ASPHALT SURFACE COURSE
	10/29/2008	Check Nbr	019013		2,524.97	Check Total:
02050 BADGER LAB & ENGINEERING INC	INV000035097	31201	54	10-301-212	280.00	MENASHA UTILITIES WW SAMPLING
	10/29/2008	Check Nbr	019014		280.00	Check Total:
02410 BERGSTROM	227117-1	31731	54	10-149-383	7.34	GRILLE
	10/29/2008	Check Nbr	019015		7.34	Check Total:
03050 CALUMET COUNTY CLERK	102908	31100	21	04-229-000	197.00	DOG LICENSES 4682-4730
	10/29/2008	Check Nbr	019016		197.00	Check Total:
03247 CDW GOVERNMENT INC	LXB1604	31100	51	04-109-315	1,845.04	SOFTWARE FOR MINUTES/AGENDAS
	LZG3703	31100	51	04-109-315	19.77	MEDIA FOR MAC PROCESS
	10/29/2008	Check Nbr	019017		1,864.81	Check Total:

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03585 COMMUNITY HOUSING COORDINATOR	110	31100	56	03-202-216	1,600.00	HOUSING PLAN OCTOBER 2008
	Check Date	10/29/2008	Check Nbr	019018	Check Total:	1,600.00
03643 CONCRETE CUTTERS INC	10181	31100	55	07-202-315	700.00	CURB CUT
	Check Date	10/29/2008	Check Nbr	019019	Check Total:	700.00
03750 CREATIVE BRICK AND CONCRETE	280987	31207	55	07-205-300	134.85	RIVERWALK PAVERS
	Check Date	10/29/2008	Check Nbr	019020	Check Total:	134.85
04275 DIGICORPORATION	54749	31100	13	04-113-000	-29.90	ADJUSTMENT
	Check Date	10/29/2008	Check Nbr	019021	Check Total:	52.00
04418 DUMKE & ASSOC AND	103008	31100	53	09-102-296	2,977.75	316 RACINE/NOVEMBER 2008
	Check Date	10/29/2008	Check Nbr	019022	Check Total:	2,977.75

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05100 ELAN CARDMEMBER SERVICE	101508	31100	21	04-229-000	142.82	CUSTOMER DISPUTE
	101508	31100	21	04-229-000	-9.85	CUSTOMER DISPUTE
	101508	31100	21	04-269-000	245.15	MICHELIS BAR AND GRILL
	101508	31100	21	04-269-000	27.03	TOMS DRIVE IN
	101508	31100	21	04-269-000	500.00	PELLETIERS RESTAURANT
	101508	31100	21	04-269-000	132.00	WILSONS/EPHRAIM
	101508	31100	51	01-102-332	200.00	LEAGUE OF WMS MUNI
	101508	31100	51	02-103-315	21.04	TONER/SR CENTER
	101508	31100	51	04-106-310	9.10	REV CREDIT
	101508	31100	51	04-109-243	948.00	MAINTENANCE SPAM BLOCKER
	101508	31100	51	04-109-315	91.71	MEMORY CARDS FOR CAMERAS
	101508	31100	51	10-115-240	14.44	VW GRAINGER
	101508	31100	51	10-115-310	65.99	TONER/CITY HALL
	101508	31100	51	10-115-310	48.42	TONER/CITY HALL
	101508	31824	52	08-101-295	1,555.47	K9/FLEET FARM
	101508	31824	52	08-101-295	28.59	K9/FLEET FARM
	101508	31100	52	08-101-300	217.40	ULINE SUPPLIES
	101508	31100	52	08-101-310	166.50	TONER/POLICE
	101508	31100	52	08-101-310	65.29	TONER/POLICE
	101508	31100	52	08-101-337	795.00	UNIV WI PYLE CTR/MADISON
	101508	31100	52	08-101-338	2.20	KWIK TRIP/OMRO
	101508	31100	52	08-101-338	20.00	CHULA VISTA/WMS DELLS
	101508	31100	52	08-101-338	12.77	CULVERS/WMS DELLS
	101508	31100	52	08-101-338	35.82	MOOSEJAW PIZZA/WMS DELLS
	101508	31100	52	08-101-338	30.46	CHULA VISTA/WMS DELLS
	101508	31100	52	08-101-338	8.70	COUSINS SUB/GREEN BAY
	101508	31100	52	08-101-338	13.82	CULVERS/FRANKLIN
101508	31100	53	09-102-310	27.36	TONER/HEALTH	
101508	31100	53	09-118-300	296.45	APHA EDONOR-EDUES-EPUB	
101508	31827	53	09-212-300	332.91	EVERYTHING FURNITURE	
101508	31827	53	09-212-300	-54.91	EVERYTHING FURNITURE	
101508	31100	53	09-212-315	65.00	CAMERA/SR CENTER	
101508	31731	54	10-149-310	125.29	TONER/PWF	

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06115 FERRELLGAS	101508	31731	54	10-149-383	307.28	PEC MANUFACTURING
	101508	31731	54	10-149-383	138.59	PTO SHAFT
	101508	31201	54	10-301-311	12.60	USPS
	101508	31266	54	10-308-300	33.71	MILLER/ST NAZIANZ
	101508	31100	55	06-101-332	510.00	WI LIBRARY ASSN
	101508	31100	55	06-101-332	140.00	WIS LIBRARY ASSN
	101508	31100	55	06-101-333	578.00	WI LIBRARY ASSN
	101508	31100	55	06-101-333	49.00	WIS LIBRARY ASSN
	Check Date	10/29/2008	Check Nbr	019023	Check Total:	7,949.15
06565 FOX VALLEY HUMANE ASSOCIATION	1023811620	31266	54	10-307-216	54.18	LIQUEFIED PETROLEUM GAS
	Check Date	10/29/2008	Check Nbr	019024	Check Total:	54.18
07057 GALLS INCORPORATED	101508	31100	53	08-115-250	1,625.60	21 ANIMALS/SEPT 2008
	5959459100014	31824	52	08-101-295	34.00	K9/DOME LIGHT
	5959216900011	31824	52	08-101-295	1,936.20	K-9/LED LIGHTS/SENSOR/SIREN
	Check Date	10/29/2008	Check Nbr	019026	Check Total:	1,970.20
07400 GRAY'S INC	26614	31100	54	10-124-315	2,655.00	SCHMIDT BLADES
	Check Date	10/29/2008	Check Nbr	019027	Check Total:	2,655.00
08505 HORST DISTRIBUTING INC	501070	31100	54	10-111-300	1,018.50	PAINT
	Check Date	10/29/2008	Check Nbr	019028	Check Total:	1,018.50
09290 INTERSTATE BATTERY OF GREEN BA	90048902	31731	54	10-149-383	377.80	2 MTP-65/REBUILD 18/31-LHD
	Check Date	10/29/2008	Check Nbr	019029	Check Total:	377.80
10240 JOHN'S REPAIR & TOWING LLC	19792	31100	52	08-101-295	115.90	TOWING TO IMPOUND
	Check Date	10/29/2008	Check Nbr	019030	Check Total:	115.90

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11030 KAEMPFER & ASSOCIATES INC	14186	31201	54	10-301-212	633.76	IND DISC REG PROG/WAVERLY
	14187	31201	54	10-301-212	89.16	IND DISC REG PROG PERMIT PREP
	14188	31201	54	10-301-212	1,481.89	IND DISC REG PROG/SEWER MONITR
	14189	31201	19	04-540-000	3,374.88	WW COLLECTION SYS REHAB IMP
Check Date 10/29/2008					5,579.69	Check Total:

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11155 KITZ & PFEIL INC	082703-0002	31731	54	10-149-383	17.90	ELASTOSTART ASSEMBLY
	092209-0015	31100	55	07-202-300	24.25	TAPE MEASURE/ROLLER COVERS/TRL
	092214-0002	31100	52	08-101-295	2.06	SQUAD ELECT CONNECTORS
	092214-0074	31266	54	10-307-300	20.51	INSTALLER BIT/APPLIANCE TRAILR
	092214-0099	31100	51	10-115-300	8.76	TOILET SUPPLIES
	092314-0015	31100	55	07-202-240	15.29	VINYL REPAIR KIT
	092414-0038	31100	55	07-202-240	2.42	KOSLO VANDALISM REPAIR
	092414-0075	31100	55	07-202-243	5.83	PLAYGROUND REPAIR
	092609-0023	31100	55	10-215-300	7.90	PAINT THINNER
	092909-0001	31731	54	10-149-300	2.96	REPAIR LOGO MATT
	092914-0096	31100	52	05-201-240	12.58	CAULK
	093014-0081	31100	53	09-212-240	22.40	THERMOP PLUG/BATTERY
	100114-0075	31100	51	10-115-300	24.12	CAULK
	100114-0075	31100	52	05-201-240	12.58	TAPE
	100309-0002	31100	54	10-131-300	7.91	UTIL KNIFE
	100309-0013	31100	55	07-202-240	4.17	HARDWARE REPAIRS
	100309-0025	31100	55	07-202-240	23.61	TOILET REPAIR
	100309-0038	31731	54	10-149-300	16.19	SHOP SUPPLIES
	100414-0239	31824	52	08-101-295	9.00	KEYS
	100414-0240	31824	52	08-101-295	2.32	KEY RINGS
	100614-0131	31100	54	10-202-300	11.87	MARINA PL PARKING LOT
	100714-0009	31100	54	10-134-300	8.08	STORM DRAIN TAPE
	100714-0016	31100	54	10-202-300	59.71	PARKING RAMP REPAIR
	100714-0186	31731	54	10-149-383	5.39	BALL VALVE
	100814-0060	31100	54	10-111-300	7.98	BATTERIES
	100814-0104	31731	54	10-149-383	13.49	OUTLET
	101003-0023	31731	54	10-149-383	65.85	IGNITION MOD REPLACEMENT
101014-0093	31100	51	10-115-300	10.01	BITS & CORNER IRONS	
101309-0004	31100	55	07-202-315	67.65	TOOLS/SUPPLIES	
101314-0001	31100	55	07-202-315	26.96	TOOLS	
101314-0061	31100	55	07-202-240	3.41	TOILET REPAIR	
101414-0048	31731	54	10-149-300	16.81	SHOP SUPPLIES	
101414-0227	31100	51	10-115-240	22.49	TOILET SEAT	

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11235 KONE INC	101614-0038	31100	55	07-202-315	31.62	TOOLS
	101714-0021	31100	55	07-202-240	0.71	JEFFERSON BATHROOM
	102014-0137	31100	55	07-202-315	11.76	SCREW BITS
	Check Date 10/29/2008	Check Nbr 019034			Check Total:	606.55
12020 LA FORCE	150064507	31100	55	06-101-240	336.33	MAINTENANCE AGREEMENT
	515495R1	31100	55	07-202-240	17.88	REPAIRS AT HART PARK
	512358R1	31100	55	07-202-240	285.60	VANDALISM REPAIR AT JEFFERSON
	Check Date 10/29/2008	Check Nbr 019036			Check Total:	283.48
12250 LAWSON PRODUCTS INC	7336027	31731	54	10-149-300	122.21	LOCK NUTS
	515495R1	31100	55	07-202-240	17.88	REPAIRS AT HART PARK
	512358R1	31100	55	07-202-240	285.60	VANDALISM REPAIR AT JEFFERSON
	Check Date 10/29/2008	Check Nbr 019037			Check Total:	122.21
12315 LEE RECREATION LLC	7915	31100	55	07-202-240	136.05	SWING CONNECTORS
	515495R1	31100	55	07-202-240	17.88	REPAIRS AT HART PARK
	512358R1	31100	55	07-202-240	285.60	VANDALISM REPAIR AT JEFFERSON
	Check Date 10/29/2008	Check Nbr 019038			Check Total:	136.05
12375 LEVENHAGEN CORPORATION	67212	31207	55	07-205-381	4,039.86	LEAD FREE GAS
	0033825-IN	31100	13	04-103-000	21,490.93	LEAD FREE GAS
	515495R1	31100	55	07-202-240	17.88	REPAIRS AT HART PARK
	Check Date 10/29/2008	Check Nbr 019039			Check Total:	25,530.79
12573 LEAH LUTZ	102308	31100	55	07-201-300	38.16	REIMBURSE EXERCISE CD EQUIP
	297974	31100	55	07-201-300	44.20	GYMNASTICS SHOW
	297974	31100	55	07-201-300	44.20	GRUNSKI RUNSKI
	Check Date 10/29/2008	Check Nbr 019040			Check Total:	38.16
13045 MANDERFIELD BAKERY	297974	31100	55	07-201-300	44.20	GYMNASTICS SHOW
	297974	31100	55	07-201-300	44.20	GRUNSKI RUNSKI
	515495R1	31100	55	07-202-240	17.88	REPAIRS AT HART PARK
	Check Date 10/29/2008	Check Nbr 019041			Check Total:	88.40

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13149 MATTHEWS COMMERCIAL TIRE CTR	027344	31731	54	10-149-382	250.80	TIRE SERVICE
	027343	31731	54	10-149-382	882.40	TIRE SERVICE
	027378	31731	54	10-149-382	41.70	TIRE SERVICE
	027373	31731	54	10-149-382	81.48	TIRE SERVICE
	027358	31731	54	10-149-382	33.60	TIRE SERVICE
	027359	31731	54	10-149-382	85.00	RADIAL CASING
	Check Date 10/29/2008 Check Nbr 019042					1,374.98
13360 MENASHA ELECTRIC & WATER UTIL	003114	31201	54	10-301-225	860.11	SEWER CLEANING/SEPT 2008
	101608	31100	12	04-399-000	14.58	TRAFFIC LIGHTS
	101608	31100	51	04-109-214	763.00	DARK FIBER CONNECTION
	101608	31100	51	10-115-223	1,606.77	CITY BUILDINGS
	101608	31100	51	10-115-225	296.28	CITY BUILDINGS
	101608	31100	53	09-212-223	325.65	SENIOR CENTER
	101608	31100	53	09-212-225	84.51	SENIOR CENTER
	101608	31100	54	10-131-223	286.94	TRAFFIC LIGHTS
	101608	31201	54	10-301-223	25.30	LIFT STATION
	101608	31100	55	04-221-223	8.48	CURTIS REED SQUARE
	101608	31100	55	07-202-223	1,499.74	PARKS
	101608	31100	55	07-202-225	1,002.56	PARKS
	101608	31207	55	07-205-223	1,327.64	MARINA
	101608	31207	55	07-205-225	26.54	MARINA
	101608	31100	55	10-215-223	122.59	LIFT BRIDGES
	101608	31100	55	10-215-225	42.51	LIFT BRIDGES
090208	31100	54	10-143-223	156.78	LAKE PARK LITES	
003074	31201	54	10-301-225	889.68	SEWER CLEANING	
003097	31201	54	10-301-225	834.49	SEWER CLEANING	
Check Date 10/29/2008 Check Nbr 019043					10,174.15	Check Total:
13370 MENASHA EMPLOYEES CREDIT UNION		31100	21	04-299-020	1,857.00	
	Check Date 10/29/2008 Check Nbr 019044					1,857.00

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13375 MENASHA EMPLOYEES LOCAL 1035	Check Date	10/29/2008	Check Nbr	019045	298.00	
					298.00	
	Check Date	10/29/2008	Check Nbr	019045		
					298.00	
13560 MID-AMERICAN RESEARCH CHEMICAL	Check Date	0371275-IN	31731	10-149-300	80.57	GLASS CLEANER
	Check Date	0371277-IN	31100	07-401-300	100.36	SPRAY FOR BEE PROBLEMS/RESTHAV
	Check Date	0371276-IN	31731	10-149-300	90.57	SILICONE SPRAY
	Check Total:				271.50	
13790 MOTOROLA	Check Date	41124025	31824	08-101-315	2,062.71	MOBILE RADIO
	Check Date	10/29/2008	Check Nbr	019047	2,062.71	
					2,062.71	
	Check Total:				2,062.71	
14205 CITY OF NEENAH TREASURER	Check Date	103008	31100	05-201-250	234,310.00	N-M FIRE RESCUE/NOV 2008
	Check Date	10/29/2008	Check Nbr	019048	234,310.00	
					234,310.00	
	Check Total:				234,310.00	
15048 OFFICE DEPOT	Check Date	402404517	31100	10-115-310	7.68	2ND FLOOR COLOR PAPER
	Check Date	402404517	31100	10-111-310	3.13	OFFICE SUPPLIES/DPW
	Check Date	402404517	31100	07-201-310	48.94	OFFICE SUPPLIES/P & R
	Check Date	402404517	31100	03-202-310	126.59	OFFICE SUPPLIES/COMM DEV
Check Total:				186.34		
16025 PACKER CITY INTERNATIONAL	Check Date	3282770004	31731	10-149-383	90.05	AIR FILTER STOCK
	Check Date	3282760052	31731	10-149-383	78.03	AIR FILTER/STOCK
	Check Date	3282810012	31731	10-149-383	223.60	STOCK
	Check Total:				391.68	
16055 LINDA PALMBACH	Check Date	102708	31100	09-102-331	17.32	MILEAGE
	Check Date	10/29/2008	Check Nbr	019051	17.32	
					17.32	
	Check Total:				17.32	
16095 PARTS ASSOCIATES INC	Check Date	PAI0794233	31731	10-149-300	106.58	DRILL BITS
	Check Date	10/29/2008	Check Nbr	019052	106.58	
					106.58	
	Check Total:				106.58	

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16273 ROGER PICARD	101608	31100	52	08-101-338	9.26	MEALS
	Check Date 10/29/2008	Check Nbr 019053			Check Total: 9.26	
16853 PROCON DATA SYSTEMS INC	6915	31100	55	07-201-300	25.00	SIGNS
	Check Date 10/29/2008	Check Nbr 019054			Check Total: 25.00	
18160 REDI-WELDING CO	13778	31731	54	10-149-300	35.00	TUBING
	Check Date 10/29/2008	Check Nbr 019055			Check Total: 35.00	
18400 ROAD EQUIPMENT	490983	31731	54	10-149-383	763.60	HARDWARE KIT/RELINED SHOE
	Check Date 10/29/2008	Check Nbr 019056			Check Total: 763.60	
19065 SAGE SECURITY SOLUTIONS	215125	31100	55	07-202-315	275.50	LOCKS/VARIOUS ELECTRIC PANELS
	Check Date 10/29/2008	Check Nbr 019057			Check Total: 275.50	
19370 DR TERESA SHOBERG	103008	31100	53	09-102-215	150.00	CITY PHYSICIAN/NOV 2008
	Check Date 10/29/2008	Check Nbr 019058			Check Total: 150.00	
19457 SOUTHWEST PUBLIC SAFETY	145812	31824	52	08-101-300	38.83	K-9/PELICAN CASE
	Check Date 10/29/2008	Check Nbr 019059			Check Total: 38.83	
19585 SPORTS GRAPHICS	1480B	31100	52	08-109-300	104.25	15 CAPS/HATS
	1494B	31100	55	07-201-300	590.20	FLAG FOOTBALL SHIRTS
	Check Date 10/29/2008	Check Nbr 019060			Check Total: 694.45	
19765 SUNGARD PUBLIC SECTOR INC	885407	31100	51	04-109-243	2,066.00	CONTRACT MAINTENANCE NOV 08
	Check Date 10/29/2008	Check Nbr 019061			Check Total: 2,066.00	

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19775 SUPERIOR CHEMICAL CORP	73298	31731	54	10-149-300	317.55	GREASE
	Check Date 10/29/2008	Check Nbr 019062	Check Total: 317.55			
19785 SARA L SWENSON	101608	31100	52	08-101-338	8.43	MEAL
	Check Date 10/29/2008	Check Nbr 019063	Check Total: 8.43			
20045 BARB TAYLOR	102008	31100	53	09-212-331	39.20	MILEAGE
	Check Date 10/29/2008	Check Nbr 019064	Check Total: 39.20			
20246 TMEEC COMPANY INC	010326771	31100	55	07-203-822	149.30	POOL PREP WORK
	Check Date 10/29/2008	Check Nbr 019065	Check Total: 149.30			
20290 TOUGH SOLUTIONS	SW100208B	31824	52	08-101-295	452.50	K9 UNIT/FILLER PLATES
	Check Date 10/29/2008	Check Nbr 019066	Check Total: 452.50			
21045 UNIFIRST CORPORATION	0970038885	31731	54	10-149-201	75.51	MAT/MOP/CLOTHING SERVICE
	Check Date 10/29/2008	Check Nbr 019067	Check Total: 75.51			
21085 UNITED TRANSLATORS INC	08001228	31100	53	09-102-215	50.00	TELEPHONE INTERPRETING
	Check Date 10/29/2008	Check Nbr 019068	Check Total: 50.00			

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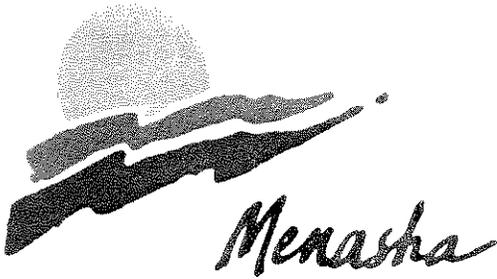
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21205 US CELLULAR	200267787-056	31100	51	01-102-221	40.30	MERKES
	200267787-056	31100	51	02-103-221	64.68	BRANDT
	200267787-056	31100	51	02-117-221	3.70	ELECTION
	200267787-056	31100	51	04-106-221	3.95	STOFFEL
	200267787-056	31100	51	04-109-221	107.44	JAMES/LACEY
	200267787-056	31100	51	10-115-221	36.79	ALIX
	200267787-056	31100	52	08-101-221	399.86	STANKE/POLICE
	200267787-056	31100	53	09-103-221	32.68	DREW
	200267787-056	31100	53	09-119-221	38.40	NETT/HEALTH
	200267787-056	31100	54	10-111-221	82.00	RADTKE/DPW
	200267787-056	31100	54	10-131-221	4.70	CARD
	200267787-056	31731	54	10-149-221	79.68	JACOBSON/PWF
	200267787-056	31201	54	10-301-221	3.70	CONFINED SPACE
	200267787-056	31201	54	10-301-221	7.15	SEWER TRUCK
	200267787-056	31100	55	06-101-221	14.15	POWELL
	200267787-056	31100	55	07-201-221	36.15	TUNGATE/REC
200267787-056	31100	55	07-202-221	103.29	HUSS/PARK	
200267787-056	31100	55	07-203-221	7.40	POOL	
200267787-056	31100	56	03-202-221	15.55	KEIL/BECKENDORF	
	10/29/2008	019069			1,081.60	Check Total:
22040 VALLEY DIESEL INJECTION INC	35902	31731	54	10-149-383	12.30	O RING/WASHER
	10/29/2008	019070			12.30	Check Total:
22360 VIERBICHER	1	31489	56	03-202-216	3,850.00	SHORELINE/PARK CONCEPT PLAN
	10/29/2008	019071			3,850.00	Check Total:
23165 WEST PAYMENT CENTER	816853414	31100	51	02-103-322	100.27	INFORMATION CHARGES
	10/29/2008	019072			100.27	Check Total:

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23270 WINNEBAGO COUNTY REGISTER OF	102708	31263	56	03-207-216	13.00	CDBG REHAB PROGRAM/420 RACINE
	Check Date	10/29/2008	Check Nbr	019073	Check Total:	13.00
	Check Date	10/29/2008	Check Nbr	019074	Check Total:	13.00
23275 WINNEBAGO COUNTY TREASURER	OCTOBER	31310	57	04-101-610	431,682.24	INDUSTRIAL DEV PROJ/PRINCIPAL
	OCTOBER	31310	57	04-201-620	8,633.64	INDUSTRIAL DEV PROJ/INTEREST
	Check Date	10/29/2008	Check Nbr	019075	Check Total:	440,315.88
23455 WISCONSIN SUPPORT COLLECTIONS		31100	21	04-299-015	536.31	
		31100	21	04-299-016	138.40	
	Check Date	10/29/2008	Check Nbr	019076	Check Total:	674.71
23545 WORLDWIDE INFORMATION INC	INV0171173	31100	52	08-101-216	114.00	NAME SEARCHES
	Check Date	10/29/2008	Check Nbr	019077	Check Total:	114.00
	26200 ZARNOTH BRUSH WORKS INC	119547	31100	54	10-123-315	438.00
Check Date		10/29/2008	Check Nbr	019078	Check Total:	438.00
26300 AARON ZEMLOCK		101508	31100	52	08-101-295	20.00
	101508	31100	52	08-101-338	6.64	MEALS
	Check Date	10/29/2008	Check Nbr	019079	Check Total:	26.64

Grand Total: 769,346.10



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

MEMO

TO: Common Council
FROM: Jeff Brandt JSB
SUBJECT: Aspen Maui Adventures, LLC
DATE: October 16, 2008

A claim will be addressed at the November 3, 2008 Common council meeting.

Mark Radtke has investigated the claim of Aspen Maui Adventures, LLC regarding damage to the building at 180 Main Street. A video of the storm pipe reveals some debris in the storm sewer, but not anything that would have caused a backup into the building. There has been no negligence demonstrated of the City of Menasha. Mark and I recommend you issue a formal denial of this claim.

NOTICE OF CLAIM AGAINST THE CITY OF MENASHA

NAME ASPEN MAUI ADVENTURES LLC TELEPHONE NO. 725 4096

ADDRESS 1992 SUSAN AVE (street)
NEENAH, WI 54956 (city, state, zip code)

CIRCUMSTANCES OF CLAIM: On the reverse side, describe the circumstances of your claim (attach additional sheets if necessary). For auto/property damages attach a copy of police report, if any; and a diagram of the accident scene including north, south, east or west. For personal injury indicate the nature of the injury; if medical attention was given, the name of the physician/immediate care/hospital. List the names and addresses of any witnesses to the incident/accident. The more specific the information, the easier the processing will be.

Incident/Accident Information:

Date See Letter of Aug. 8, 2008 Place 180 MAIN
Time _____ MENASHA, WI

(Circumstances of claim and witnesses on reverse)

Signed: Aspen Maui Adventures LLC
Joseph A Demcak, Member

Date: 10-3-08

CLAIM FORM

You are not required to make a claim at this time. As long as you have cc
Claim with the City of Menasha, you may file a claim against the City of M
applicable statute of limitations. **In order for the City of Menasha to**
claim at this time, you must complete and sign the form below
supporting the amount of the claim. For claims involving auto/truck/propert

The undersigned hereby makes a claim against the City of Menash
described above. The claim is for relief in the form of money dan
below, and non-monetary relief as follows: \$15540.00

Jeff - I have
^{enclosed}
a video of the storm
sewer - pipe had some
debris in it, but in my
opinion, would not have
caused back-up into Joe's
building - recommend
denial.
Mark

Auto/truck: \$ _____
Property: \$ _____

Personal Injury: \$ _____
Other (specify): \$ 5,540.00

Signed: Aspen Maui Adventures, LLC
Joseph A Demcak, Member

Date: 10-3-08

Address: 1992 SUSAN (street)
NEENAH, WI 54956 (city, state, zip code)

Circumstances of claim (attach additional sheets if necessary):

See Attached letter - We repaired only the
breach and resealed the wall inside as per Proposal
by D+R Masonry.

See also proposal by Mason Doctor, LLC -
KMS Construction to repair entire wall
inside + out.

* We may have additional leakage under the
concrete into the storm water system that
may have to be repaired as several storms
occurred after our repair, thus we may have
to amend claim

DRAIN WAS RETELEVISIONED 9/25-9-26 BY CITY - NO
RESULTS REPORTED TO ME AS OF THIS DATE

Witnesses (names and addresses): Mark Radtke, City of Menasha
Ellen Marshall - accent Floral

SURIZ DRY BASEMENT, ABT, M+M MASONRY,
DEARTAGO MASONRY

D+R MASONRY, MASON DOCTOR

Procedure for filing claims:

1. In most instances, a Notice of Claim must be filed within 120 days from the date of the incident or will be barred by the Statute of Limitations.
2. In order for the City to make a determination regarding your claim, a Claim stating the damages sought must be completed, dated, signed and submitted to the City Clerk or City Attorney's office. This is the bottom portion of the form entitled "Claim Form" Until this portion is completed and submitted to the City, no action will be taken. Mail or submit claims to: City Clerk, City of Menasha, 140 Main Street, Menasha, WI 54952.
3. The City Risk Manager and/or CVMIC (the City's liability insurance carrier) will then determine if your claim should be paid, compromised or disallowed. You will be notified by letter should the City determine to pay or compromise your claim. If your claim is determined to be disallowed, the matter will go before the Common Council for formal disallowance;
4. This procedure is established by State Statutes to provide a mechanism for persons to recover damages in the event a municipality is responsible for an incident. This procedure is also designed to protect the municipality and its taxpayers from having to pay out inappropriate and/or nuisance claims.

August 8, 2008

**Mr. Mark Radtke
Director of Public Works
City of Menasha
140 Main
Menasha, Wi 54952**

Dear Mark:

Enclosed is our claim in the amount of \$5540.00 covering the damage to the rear of our building at 180 Main. The total amount spent was \$6040.00 however \$500.00 was for tuck pointing the building at the same time.

This damage occurred in early spring around the same time that the sewer main was also replaced behind our property. I had not gone down stairs for several months and when I noted the crew working outside, I checked the basement and noted the blowout of the wall. We reviewed this damage several days later together.

Although the wall was also bowed out to the south as well, we felt it would hold up if we had the repair completed and the source stopped.

On several occasions after we again had heavy rains we had some penetration under the wall into our building. I have applied several coats of drylock and so far it appears to hold it out.

Today you advised me that you have found several large rocks in the storm water drain in the area directly behind our rear entrance.

Back in 2001 both you and Gregg along with several street department people looked at the problem we were having with sinkholes occurring about ten feet to the rear of our building. I kept filling these in and in 2002 decided to concrete this area. We placed 6 inches of concrete behind our building and Mike McClone did the same behind his building as well. This apparently was a temporary stopgap measure and this spring with the heavy rains we got heavy penetration and blew out the ~~four~~ ^{EIGHT} foot section of the wall.

It would not surprise me that this problem dates back to when the Broad Street parking lot was redone a number of years before this.

In any event this is our claim, we have already submitted this to our insurance carrier who has rejected the claim as per the attached letter.

Further down towards Club Liquor and the Wreath shop they have had as much as two feet of water standing after these rains

Yours truly

**ASPEN MAUI ADVENTURES, LLC.
1992 Susan Ave. Neenah, Wi 54956**

By: Joseph A. Nemecek, Member

PROPOSAL

Page # 1 of 2 pages

D & R MASONRY
303 CLARK ST.
BEAR CREEK, WI 54922

Proposal Submitted To: <u>ASPEN MAUI ADVENTURES, LLC</u>	Job Name <u>ASPEN MAUI ADVENTURES, LLC</u>	Job #
Address <u>1992 SUSAN</u>	Job Location <u>NEENAH, WI 54956</u>	Date of Plans <u>6-25-08</u>
Phone #	Fax #	Architect

We hereby submit specifications and estimates for:

- 1.) Call diggers Hot Line.
- 2.) Cut and REMOVE ONE SQUARE OF CONCRETE and dispose of.
- 3.) EXCAVATE.
- 4.) REMOVE loose rubble and old water heater.
- 5.) Cut concrete out next to wall and dispose of.
- 6.) Install 4" perforated tile and sump pump pit.
- 7.) Install 3/4" clear stone over tile.
- 8.) Install vapor barrier over stone.
- 9.) Replace cement over tile.
- 10.) Install sump pump and PVC to down spout.
- 11.) Plaster coat wall with type S mortar with water proof additive and block in where needed.
- 12.) Back fill and compact.
- 13.) Replace exterior concrete with 1/2" rebar.

We propose hereby to furnish material and labor — complete in accordance with the above specifications for the sum of:

\$ _____ Dollars

with payments to be made as follows: _____

Any alteration or deviation from above specifications involving extra costs will be executed only upon written order, and will become an extra charge over and above the estimate. All agreements contingent upon strikes, accidents, or delays beyond our control.

Respectfully
submitted

Donald Stief

Note — this proposal may be withdrawn by us if not accepted within _____ day

Acceptance of Proposal

The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payments will be made as outlined above.

X Signature

[Signature]

X Date of Acceptance

6/25/08

Signature

PROPOSAL

D & R MASONRY
303 CLARK ST.
BEAR CREEK, WI 54922

538-3197

Proposal Submitted To:		Job Name	Job #
Address		Job Location	
		Date	Date of Plans
Phone #	Fax #	Architect	

We hereby submit specifications and estimates for:

14.) Replace bad brick and tuck point back wall approximately 10' x 30'

15.) Clean up.

PAID
\$3,020.00
6-25-08
pd \$3020 7/10/08

We propose hereby to furnish material and labor — complete in accordance with the above specifications for the sum of:

6,040.00

Dollars

with payments to be made as follows: 1/2 to start - \$3,020.00. Balance of \$3,020.00 due on day of completion.

any alteration or deviation from above specifications involving extra costs will be recuted only upon written order, and will become an extra charge over and above the estimate. All agreements contingent upon strikes, accidents, or delays beyond our control.

Respectfully submitted

Donald Steff

Note — this proposal may be withdrawn by us if not accepted within _____ days.

Acceptance of Proposal

The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payments will be made as outlined above.

Signature *Joseph A. Mennel*

Date of Acceptance 6/25/08

Signature _____



Grinnell Mutual Reinsurance Company
Grinnell Select Insurance Company
4215 Highway 146
PO Box 790
Grinnell, IA 50112-0790
Phone 800-362-2041 or 641-269-8000

June 12, 2008

7500-0400383 A

ASPEN-MAUI ADVENTURES LLC
1992 SUSAN AVE
NEENAH.WI 54956

Our Claim No: WI00017377
Our Insured: ASPEN-MAUI ADVENTURES LLC
Our Policy No: 0000079336
Loss Date: 06/05/2008

Dear Joe:

You have claimed coverage under the above policy issued by Grinnell Mutual Reinsurance Company for damage to your basement wall.

Your Businessowners policy BP 00 03 (07 02) reads in part:

BUSINESSOWNERS COVERAGE FORM

SECTION 1 – PROPERTY

A. Coverage

We will pay for direct physical loss of or damage to Covered Property at the premises described in the Declarations caused by or resulting from any Covered Cause of Loss.

B. Exclusions

1. We will not pay for loss or damage caused directly or indirectly by any of the following. Such loss or damage is excluded regardless of any other cause or event that contributes concurrently or in any sequence to the loss. These exclusions apply whether or not the loss event results in widespread damage or affects a substantial area.

g. Water

- (1) Flood, surface water, waves, tides, tidal waves, overflow of any body of water, or their spray, all whether driven by wind or not.

- (2) Mudslide or mudflow.
- (3) Water that backs up or overflows from a sewer, drain or sump; or
- (4) Water under the ground surface pressing on, or flowing or seeping through:
 - (a) Foundations, walls, floors or paved surfaces;
 - (b) Basements, whether paved or not; or
 - (c) Doors, windows, or other openings.

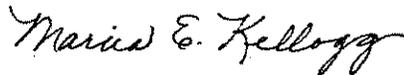
But if Water, as described in Paragraphs (1) through (4), results in a fire, explosion or sprinkler leakage, we will pay for the loss or damage caused by that fire, explosion or sprinkler leakage.

Your basement wall loss was caused by water under the ground surface pressing on the cement wall. Per the above exclusion there is no coverage for your loss.

By advising you of these reasons for denial, we do not intend to waive the right to rely on other reasons that may become apparent at a later date. If you believe there are facts we have not considered that would allow us to provide coverage, please contact me immediately.

I regret that we are not able to be of more assistance to you.

Sincerely,



Marcia E. Kellogg
Claims Adjuster
Phone: (800) 362-2041, Ext. 8815
Fax: (800) 892-2306
Email: mkellogg@gmrc.com

cc: ISC INC

Certificate of Mailing