

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

CITY OF MENASHA
Common Council
City Hall-140 Main St.-Council Chambers-3rd Floor
February 18, 2008

7:00 PM

AGENDA

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1. CALL TO ORDER

A. Call to Order

2. PLEDGE OF ALLEGIANCE

A. Pledge of Allegiance

3. ROLL CALL/EXCUSED ABSENCES

A. Roll Call

4. MINUTES TO APPROVE-MINUTES & COMMUNICATIONS TO RECEIVE

Minutes to approve:

A. Common Council, 2/4/08

[Attachments](#)

Minutes to receive:

B. Administration Committee, 2/4/08

[Attachments](#)

C. Board of Public Works, 2/4/08

[Attachments](#)

D. Board of Health, 12/12/07

[Attachments](#)

E. N-M Sewerage Commission, 1/22/08

[Attachments](#)

F. Plan Commission, 2/5/08

[Attachments](#)

G. Police Commission, 1/17/08

[Attachments](#)

H. Redevelopment Authority, 2/6/08

[Attachments](#)

I. Safety Committee, 12/5/07; City Hall/Library/Senior Center

[Attachments](#)

J. Safety Committee, 12/20/07; Police

[Attachments](#)

- K. Safety Committee, 12/18/07; Public Works and Parks [Attachments](#)
- L. Water & Light Commission, 1/30/08 [Attachments](#)

Communications:

- A. East Central Wisconsin Regional Planning Commission to CDD Keil, 1/25/08; City to receive free technical assistance [Attachments](#)
- B. PHD Nett, 2/14/08; Menasha Health Department-2006 Annual Report [Attachments](#)
- C. AP Beckendorf, 2/14/08; Wisconsin Historical Society Grant Award [Attachments](#)
- D. Comp Stoffel, 2/13/08; Payment of Property Taxes by Credit Card [Attachments](#)
- E. PWD Radtke, 2/11/08; Green Bay Press-Gazette article: *Road crews ration as salt supplies dwindle* [Attachments](#)
- F. Waverly Sanitary District Minutes, 1/8/08 [Attachments](#)
- G. Town of Menasha Utility District Commission Minutes; 1/7/08, 1/21/08 [Attachments](#)
- H. Customers First!, 2/2008; *The Wire* newsletter [Attachments](#)

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

Five (5) minute time limit for each person

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

6. APPOINTMENTS

- A. Mayor's reappointment to the Landmarks Commission
 1. Charlie Cross, 204 Main St., for the term of March 1, 2008 to March 1, 2011
 2. Gary Schmude, 7176 Manitowoc Rd., for the term of March 1, 2008 to March 1, 2011

7. CLAIMS AGAINST THE CITY

- A. None

8. REPORT OF DEPARTMENT HEADS/STAFF/CONSULTANTS

- A. None

9. REPORT OF COMMITTEES/BOARDS/COMMISSIONS

A. Plan Commission:

- 1. Plan Commission, 2/5/08; Recommends approval of the Badger Highways land swap as proposed [Attachments](#)

B. Administration Committee:

- 1. Recommendation of Redevelopment Authority for 81/87 Racine Street and 504 Broad Street for site marketing and landscaping
- 2. Recommendation of Redevelopment Authority to pursue Dept. of Commerce Planning Grant for the Gilbert Mill Site [Attachments](#)

- 3. Increase General Fund-Revenue Account-Sale of City Property (31100-48-04-319-000) by \$25,105 and General Fund-Expenditure Account-Health Department-Other Services-Building Rental (31100-53-09-102-296) by \$25,105. (3/4 vote required) (Ald. Wisneski) [Attachments](#)
- 4. Increase General Fund-Revenue Account-Sale of City Property (31100-48-04-319-000) by \$10,000 and General Fund-Expenditure Account-Transfer to Housing Rehabilitation Revolving Loan Fund (31100-59-04-203-251) by \$10,000. (3/4 vote required) (Ald. Wisneski)
- 5. Authorization to prepare Offer to Purchase for Badger Highways land swap [Attachments](#)
- 6. Accounts payable and payroll for 2/7/08 - 2/14/08 in the amount of \$ 3,457,140.49 [Attachments](#)
- C. Board of Public Works:
 - 1. None

10. ORDINANCES AND RESOLUTIONS

- A. R-2-08 - Resolution authorizing the issuance and sale of up to \$2,733,387 Sewerage System Revenue Bonds, Series 2008 and providing for other details and covenants with respect thereto (Clean Water Fund Project). [Attachments](#)

11. HELD OVER BUSINESS

- A. None

12. COUNCIL DIRECTIVES

- A. None

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

- A. Public comments on matters pertaining to the agenda

14. ADJOURNMENT

- A. Adjournment

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

CITY OF MENASHA
Common Council
City Hall-140 Main St.-Council Chambers-3rd Floor
February 4, 2008

MINUTES

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1. CALL TO ORDER

Meeting called to order by Mayor Laux at 7:16 p.m.

2. PLEDGE OF ALLEGIANCE

A. Pledge of Allegiance

Moment of Silence observed for the recent passing of George Mueller.

3. ROLL CALL/EXCUSED ABSENCES

A. Roll Call

PRESENT: Ald. Pack, Hendricks, Eckstein, Michalkiewicz, Chase, Merkes, Taylor, Wisneski
ALSO PRESENT: Mayor Laux, CA/HRD Brandt, Lt. Bouchard, FC Vander Wyst, DPW Radtke, CDD Keil, C/T Stoffel, PRD Tungate, PHD Nett, Clerk Galeazzi, and the Press.

4. MINUTES TO APPROVE-MINUTES & COMMUNICATIONS TO RECEIVE

Minutes to approve:

A. Common Council, 1/21/08

Moved by Alderman Michalkiewicz, seconded by Alderman Eckstein to Approve minutes

Motion Carried on voice vote

Results:

Minutes to receive:

B. Administration Committee, 1/21/08

C. Board of Public Works, 1/21/08

D. Housing Authority, 1/23/08

E. Public Library, 1/08; Service Responses with long range goals minutes

F. Public Library Board, 1/17/08

G. NM Fire Rescue, 1/22/08; Finance & Personnel Committee

H. NM Fire Rescue, 1/23/08; Joint Fire Commission

I. Parks and Recreation Board, 1/14/08

J. Plan Commission, 1/22/08

K. Water and Light Commission, 12/19/07; Closed Session

L. Water & Light Commission, 12/19/07

M. Water & Light Commission, 1/3/08; Special Meeting

Communications:

- A. Menasha Utilities, 12/07; Interim Steam Detail for the twelve months ending 12/31/07**
- B. Calumet County Planning and Zoning Committee, 1/08; Public Hearing Notice**
- C. NM Fire Rescue Newsletter, 1/08; *The Fifth Alarm***
- D. Distinguished Service Awards from Menasha School District, 2008; Photos of recipients**
- E. Richard Steffens Jr., 1/08; Thank you for plant at Richard Steffens Sr. funeral**
- F. Noelene Arnett (University of Phoenix Nursing Student), 1/23/08; Thank you to Menasha Health Department**

Moved by Alderman Michalkiewicz, seconded by Alderman Eckstein to Approve Minutes to Receive B-L and Communications A-F

Discussion: Ald. Hendricks - would appreciate receiving minutes from Water & Light Commission on a more timely bases.

Motion Carried on voice vote

Results:

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

Five (5) minute time limit for each person

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

None

6. APPOINTMENTS

- A. Mayor's Reappointment to Board of Appeals:**
 - 1. Christopher Klein, 730 Keyes St., for the term of Feb. 1, 2008 to Feb. 1, 2011**
 - 2. James Koslowski, 729 9th St., for the term of Feb. 1, 2008 to Feb. 1, 2011**

Moved by Alderman Pack, seconded by Alderman Taylor to Approve Mayor's Appointments to Board of Appeals

Motion Carried on voice vote

Results:

7. CLAIMS AGAINST THE CITY

- A. None**

8. REPORT OF DEPARTMENT HEADS/STAFF/CONSULTANTS

- A. None**

9. REPORT OF COMMITTEES/BOARDS/COMMISSIONS

- A. Plan Commission:**

- 1. 1/22/08; No Recommendations**

- B. Administration Committee:**

- 1. Consideration of Health Department lease proposals**

Moved by Alderman Wisneski, seconded by Alderman Merkes to Approve Health Dept. Lease for 316 Racine Street

Motion Passed

Results:

Roll Call:

AYES: Chase , Eckstein , Hendricks , Merkes , Michalkiewicz , Pack , Taylor , Wisneski (8)

2. Increase General Fund-Revenue Account -Sale of City Property (31100-48-04-319-000) by \$20,000 and General Fund-Expenditure Account-Transfer to Housing Rehabilitation Revolving Loan Fund (31100-59-04-203-251) by \$20,000. (3/4 vote necessary) (Ald. Merkes).

Moved by Alderman Merkes, seconded by Alderman Hendricks to Approve Increase

Discussion

Motion Failed

Results:

Roll Call:

AYES: Hendricks , Merkes (2)

NAYS: Chase , Eckstein , Michalkiewicz , Pack , Taylor , Wisneski (6)

3. Accounts payable and payroll for 1/23/08-1/31/08 in the amount of \$807,398.40

Moved by Alderman Wisneski, seconded by Alderman Chase to Approve Accounts Payable and Payroll

Motion Passed

Results:

Roll Call:

AYES: Chase , Eckstein , Hendricks , Merkes , Michalkiewicz , Pack , Taylor , Wisneski (8)

C. Board of Public Works:

1. Street Use Application - Community First Fox Cities Marathon; Sunday, September 21, 2008; 6:00 AM to 2:00 PM

Moved by Alderman Pack, seconded by Alderman Michalkiewicz to Approve Street Use Application

Motion Carried on voice vote

Results:

2. Change Order - CD Smith Construction, Inc.; Water Treatment Plant Modifications; Contract Unit No. M002-940266.02; ADD: \$9,753.00 (Change Order No. 13)

Moved by Alderman Pack, seconded by Alderman Michalkiewicz to Approve change order

Discussion

Motion Passed

Results:

Roll Call:

AYES: Chase , Eckstein , Hendricks , Merkes , Michalkiewicz , Pack , Taylor , Wisneski (8)

3. Payment - Dorner, Inc.; Nature's Way; Contract Unit No. 2006-08; \$9,123.99 (Payment No.7)

Moved by Alderman Pack, seconded by Alderman Eckstein to Approve payment

Motion Passed

Results:

Roll Call:

AYES: Chase . Eckstein . Hendricks . Merkes . Michalkiewicz . Pack . Taylor . Wisneski (8)

4. Recommendation to Delay Appleton Street Reconstruction From First Street to Third Street (2008 Budget)

Moved by Alderman Pack, seconded by Alderman Michalkiewicz to Approve recommendation

Motion Passed

Results:

Roll Call:

AYES: Chase , Eckstein , Hendricks , Merkes , Michalkiewicz , Pack , Taylor , Wisneski (8)

10. ORDINANCES AND RESOLUTIONS

A. None

11. HELD OVER BUSINESS

A. None

12. COUNCIL DIRECTIVES

A. None

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

A. Public comments on matters pertaining to the agenda

A. Stan Sevenich, 645 9th Street. Funding of facade restoration program, good idea, consider including in 2009 budget.

14. ADJOURNMENT

A. Adjournment

Moved by Alderman Taylor, seconded by Alderman Michalkiewicz to Move to adjourn at 7:31 p.m.

Motion Carried on voice vote

Results:

Respectfully submitted by Deborah A. Galeazzi, City Clerk

CITY OF MENASHA
Administration Committee
140 Main Street, 3rd Floor Council Chambers
February 4, 2008

MINUTES

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1. CALL TO ORDER

Meeting called to order by Chairman Wisneski at 6:30 p.m.

2. ROLL CALL/EXCUSED ABSENCES

A. Roll Call

PRESENT: Ald. Pack, Hendricks, Eckstein, Michalkiewicz, Chase, Merkes, Taylor, Wisneski
ALSO PRESENT: Mayor Laux, CA/HRD Brandt, FC VanderWyst, Lt. Bouchard, DPW Radtke, CDD Keil, Stoffel, PRD Tungate,
Clerk Galeazzi and the Press

3. MINUTES TO APPROVE-MINUTES & COMMUNICATIONS TO RECEIVE

Minutes to approve:

A. Administration Committee Minutes, 1/21/08

Moved by Alderman Eckstein, seconded by Alderman Pack to Approve Minutes

Motion: Carried on voice vote

Results:

4. DISCUSSION

A. Consideration of Department Lease Proposals

CDD Keil explained the differences between 130 Main Street and 216 Racine Street and what is included in the cost per footage. He also explained the costs that would need to be added in both buildings. For buildings were explored for possible sites. 130 Main and 216 Racine were considered for the Health Dept. needs. PLM explained the needs of the Health Department and how the buildings would fill the needs. Her preference is 216 Racine Street as it is a primary building and better equipped to store engines. A discussion ensued on using the funds budgeted for 2008 for the upkeep and maintenance of the Health Department.

B. Request to Amend General Fund-Revenue Account Sale of City Property (31100-48-04-319-000) by \$20,000 and General Fund-Expenditure Account-Transfer to Housing Rehabilitation Revolving Loan Fund (31100-59-04-203-251) by \$20,000 (4 vote necessary) (Ald. Merkes)

Ald. Merkes explained this request to put the amount of \$20,000 from the sale of 226 Main Street into the Landmarks Commission facade fund. The fund would be used to attract new business to downtown by offering a matching grant to help property owners refurbish the buildings. Past practice has been to offer matching grants up to \$2,500. There are two different programs offer through the Landmarks Commission; the matching grant program with low interest that is required to be repaid. CDD Keil explained the request to fund from a Block Grant from the State. The original guideline for receiving the funds were open to different improvements and the guidelines have changed and are more specific to a certain use.

C. Accounts payable and payroll for 1/23/08 - 1/31/08 in the amount of \$807,398.40

Ck. #15586-Elan Cardmember-\$6,068.58 - display racks for City Hall & PD
Ck. #15593-Home Depot-\$64.85 - material for remodeling Fire Station 35
Ck. #15604-Menards-\$548.96 - material for remodeling Fire Station 35
Ck. #15628-WE Engeries-\$471.95 - electrical costs for 2170 Plank Rd/Barker Farm Park
Ck. #15634-Sandra Wunderlich-\$281.00 - dance instructor for Youth Dance Program/P&R
Ck. #15677-Saturn of Appleton-\$16,279.00 - new vehicle for Police Investigators
Ck. #15692-Wis Retirement System-\$3,696.62 - omitted wages for 2 employees

5. ADJOURNMENT

A. Adjournment

Moved by Alderman Taylor, seconded by Alderman Michalkiewicz to Move to adjour at 7:13 p.m.

Motion Carried on voice vote

Results:

Respectfully submitted by Deborah A. Galeazzi, City Clerk

Draft

CITY OF MENASHA
Board of Public Works
Third Floor Council Chambers, 140 Main Street, Menasha
February 4, 2008

MINUTES

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1. CALL TO ORDER

Meeting called to order by Chairman Pack at 7:13 p.m.

2. ROLL CALL/EXCUSED ABSENCES

A. -

PRESENT: Ald. Pack, Hendricks, Eckstein, Michalkiewicz, Chase, Merkes, Taylor, Wisneski
ALSO PRESENT: Mayor Laux, CA/HRD Brandt, FC VanderWyst, Lt. Bouchard, DPW Radtke, CDD Keenan, Stoffel, PRD Tungate, Clerk Galeazzi, and the Press.

3. MINUTES TO APPROVE-MINUTES & COMMUNITY BOARD RECEIVED

A. January 21, 2008

Moved by Alderman Michalkiewicz, seconded by Alderman Eckstein to approve Minutes

Motion Carried on voice vote

Results:

4. DISCUSSION

A. Street Use Application - Community Box Cities Marathon - November 21, 2008; 6:00 AM to 2:00 PM

No Questions or Discussion.

B. Change Order - CD Smith Construction, Inc.; Sewer Treatment Plant Modifications; Contract Unit No. M002-02; ADD: \$9,753.00 (Change Order No. 1)

No Questions or Discussion.

C. Change Order - Dorner, Inc.; Nature's Way Contract Unit No. 2006-08; \$9,123.99 (Payment No. 7)

No Questions or Discussion.

D. Recommendation to Delay Apple Street Reconstruction From First Street to Third Street (2008 Budget)

No Questions or Discussion.

5. ADJOURNMENT

A. -

Moved by Alderman Taylor, seconded by Alderman Michalkiewicz to Move to adjourn at 7:16 p.m.

Motion Carried on voice vote

Results:

Draft



Board of Health Meeting
December 12, 2007
Minutes

1. Meeting called to order at 8:25 AM by Chairman C. Rusin.

Present: Candyce Rusin, Dorothy Jankowski, Lori Asmus, Susan Nett.

Excused: Dr. Teresa Shoberg

2. Motion to approve minutes from November 14, 2007 meeting made by D Jankowski and seconded by L. Asmus. Motion carried.

3. Report of Department Head

- A. Pandemic Flu Preparedness Committee met for a second time and continued exploring a continuity of operations plan for the city.
- B. The October 2007 Communicable Disease Report was distributed and discussed.
- C. The report card "Health of Wisconsin" July 2007 was distributed.
- D. Wisconsin Local Health Department survey 2005 was distributed and discussed. The per capita cost for expenditures remains one of the lowest in the areas. Board member C. Rusin pointed out that this continues to occur and includes the health services for the schools directly providing a savings to Menasha tax payers.
- E. S. Nett distributed a copy of a report on surveillance of sexually transmitted diseases for 2006. Board members were interested in comparing the statewide data to the local data and noted the increase in Chlamydia and gonorrhea. S. Nett reviewed for board members the educational program on STD prevention for all 9th graders presented by health department staff.
- F. S. Nett reviewed the status of the vacant full time PHN position. A temporary RN from a local temporary placement agency has been working in the department part time assisting staff in the school setting and limited public health. This temporary RN has been hired for the vacant full time PHN position effective 2-1-08.
- G. The health department has administered 186 flu shots to date Flu vaccine is available yet and will be offered to anyone wanting a flu shot into Jan. and Feb.

4. Action Items

- A. Motion by L. Asmus and seconded by D. Jankowski to hold until the next meeting discussion on the completed City of Menasha Needs Assessment recently finished by Aurora Health System. Motion carried.

- B. S. Nett discussed staff immunization clinic concerns. Staff would like to try doing a clinic 1 day a month with a morning session and a late afternoon session. Extra clinic times would need to be added in the fall when school immunizations are needed. Motion to do a 3 month trial of a day-long clinic made by D. Jankowski and seconded by L. Asmus. Motion carried. Staff concerns were also discussed by S. Nett of clinic participants who receive their immunizations here but may reside outside the Menasha school district. Board members discussed there may be parents who find it more convenient to get an appointment here because they may have children in daycare here or because of open enrollment in the schools have children who attend Menasha Schools. Motion to track participant data for 12 months made by L. Asmus and seconded by D. Jankowski. Motion carried.
 - C. There was a lab error on results from the last 60+ wellness screening and the lab didn't charge for those tests resulting in approximately \$600 of surplus funds. S. Nett discussed possible uses of the \$600. Board members were in agreement the monies should be used for a screening at no cost to seniors. Suggestions included macular degeneration screening and osteoporosis screening. Health department staff will pursue with community providers to see what could be arranged.
5. Held over Business
- A. S. Nett thanked board members who spoke at the council budget public hearing. The 2008 budget was passed without any changes.
6. Motion to adjourn at 9:20 AM made by L. Asmus and seconded by D. Jankowski. Motion carried.

NEENAH-MENASHA SEWERAGE COMMISSION

Regular Meeting

Tuesday January 22, 2008

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

Present: Commissioners R. Zielinski, G. Cowling, W. Helein, K. Bauer, W. Zelinski; Manager Much, Accountant Voigt.

Excused: Commissioners D. Youngquist, J. Jurgenson.

Also Present: Rob Franck, Paul Much (MCO), Mike Sams (Waverly S.D.), Mark Radtke, Taryn Nall (City Menasha), Carl Verhagen (McMahon Associates).

Motion made by Commissioner R. Zielinski, seconded by Commissioner W. Helein to approve the minutes of the Regular Meeting of December 18, 2007. Motion carried unanimously.

Correspondence

The following correspondence was discussed:

- A. December 18, 2007 letter from Kristin Sewall, Menasha Deputy City Clerk to Mr. Ray Zielinski.
RE: Reappointment of Ray Zielinski to 3-year term on the NMSC.
- B. January 17, 2008 letter from Neenah Mayor George Scherck to Mr. John Jurgenson.
RE: Reappointment of John Jurgenson to 3-year term on the NMSC.

Budget, Finance, Personnel

Accountant Voigt reported to the Commission that based on the recommendation from Attorney Gunz, the renewal of the insurance policy for Employee Benefit Coverage did not occur. It was felt this coverage was not needed by the NMSC at this time. By not renewing this coverage, the NMSC insurance costs will decrease \$192.

Accountant Voigt presented to the Commission the unaudited financial statements for December 2007. Accountant Voigt pointed out to the Commission the year-to-date Operations net income is approximately \$50,000 more than budget. The auditors are expected to be in next week to begin the audit of the 2007 financial records. After discussion, moved by Commissioner R. Zielinski, seconded by Commissioner K. Bauer to accept the unaudited financial statements for the month of December 2007 and place them on file. Motion carried unanimously.

Accountant Voigt presented MCO invoice #12323 in the amount of \$109,208.06 for the month of February 2008. Discussion followed; after discussion, motion made by Commissioner R. Zielinski, seconded by Commissioner G. Cowling to approve MCO invoice #12323 in the amount of \$109,208.06 for the month of February 2008 and to pay the invoice after February 1. Motion carried unanimously.

Accountant Voigt presented the Accountants Report for the month of December, 2007. The interest rates on the money-market accounts and with the State Pool have continued to decrease. MCO generated \$2,900 in additional income for the Commission; restricted cash balances totaled \$2,200,000 at the end of December. A bond interest and principal payment was made in December affecting the cash balances. Commissioner K. Bauer requested to have a copy of the rate history for the State Pool Investment Account. Motion made by Commissioner R. Zielinski, seconded by Commissioner G. Cowling to accept the Accountants Report for the month of December 2007. Motion carried unanimously.

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

#39169	WWTF Electrical Distribution - Bidding	\$3,750.00.
#39199	Sludge to Sludge Heat Exchanger - Design	\$ 47.00.

Motion made by Commissioner R. Zielinski, seconded by Commissioner K. Bauer to approve for payment invoices #39169 and #39199 to McMahon Associates. Motion carried unanimously.

Operations, Engineering, Planning

Manager Much presented and discussed the operating report for the month of December 2007. The plant is operating well; the gas engine is working. After discussion, motion made by Commissioner G. Cowling, seconded by Commissioner R. Zielinski to approve the operating report for the month of December 2007 and to place the report on file. Motion carried unanimously.

To accommodate those in attendance, Commission President W. Zelinski proceeded to agenda item 6.(D) – Primary Electric Underground Distribution Replacement.

Carl Verhagen addressed the Commission on the results of the bidding for the Electric Underground Distribution Replacement. Six bids were received; bids ranged from \$148,725 to \$247,500. The original estimate for the project was \$165,000. The low bid was from Elmstar Electric Corporation of Kaukauna. Inquiries were made to current clients of Elmstar Electric to verify their ability to perform and complete the job. Based on the contacts made, they checked out to be okay and it is recommended to award the contract to Elmstar Electric Corporation of Kaukauna. After discussion, motion made by Commissioner K. Bauer, seconded by Commissioner R. Zielinski to award the contract for the Electrical Distribution System Improvements to Elmstar Electric Corporation. Motion unanimously carried on a roll call vote. The work for this project is tentatively set to begin in late June or early July.

Commission President W. Zelinski returned to the Agenda as published.

Taryn Nall, representing the City of Menasha, addressed the Commission to update them on the status of the City of Menasha SSES program. Phase 2 of the program is nearly complete, phase 3 started 2-3 years ago. Since the last report to the Commission, work in the system has been refined. Sewers in the 8-inch to 15-inch size are being lined, contracts have been awarded in November for lining manholes. The City waited until there was commitment of State funding before continuing on the project. The lining project has resulted in very little pavement disruption

in the City streets. The project total is \$2.7M, clean water funding will be received. The sump pump program was City based and has 99% residence participation; the City is offering a funding program to assist homeowners. If the resident does not comply, there is a \$50 per month surcharge on their monthly utility bill. Manager Much said the City should be congratulated for their program; most communities won't enforce this type of program. The program is a very comprehensive, excellent program.

Manager Much updated the Commission on the Sludge-to-sludge heat exchanger pilot unit. The unit will be opened and the tubes will be inspected for clogging or sludge buildup.

Manager Much updated the Commission on activity with the Biosolids Management Plan. He talked with a representative with the Oshkosh WWTP; they have an agreement with Gizmo that they will be able to use the storage building for 15-years after contract termination. With previous problems encountered, they would be interested in looking at a regional building.

Old Business

Ordinance Contract incorporate revisions update. No new information to report.

Sewer ownership update. Mark Radtke reported the City is open to owning the interceptor sewers.

Other Business to Legally Come Before the Commission

Election of Officers. Motion made by Commissioner R. Zielinski, seconded by Commissioner G. Cowling to unanimously re-elect the current slate of officers. Motion carried unanimously on a roll call vote. The officers of the NMSC for the coming year are: President – William Zielinski, Vice President – Raymond Zielinski, Secretary – John Jurgenson, Treasurer – Kathy Bauer.

Vouchers

Motion made by Commissioner R. Zielinski, seconded by Commissioner G. Cowling, to approve Operating and Payroll Fund Vouchers #130108 thru #130154 in the amount of \$420,020.60 for the month of December 2007. Motion carried unanimously.

Motion made by Commissioner R. Zielinski, seconded by Commissioner K. Bauer to adjourn the meeting. All present voting aye; nays, none. Meeting adjourned at 8:56 a.m.

President

Secretary

THE NEXT REGULAR MEETING IS ON TUESDAY February 26th, 2008.

DRAFT

CITY OF MENASHA
Plan Commission
Council Chambers, 3rd Floor City Hall – 140 Main Street
February 5, 2008
DRAFT MINUTES

I. CALL TO ORDER

A. Call to Order

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

II. ROLL CALL/EXCUSED ABSENCES

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

PLAN COMMISSION MEMBERS EXCUSED: Commissioner Sanders

OTHERS PRESENT: AP Beckendorf, CDD Keil and Mike King of *The Post-Crescent*.

III. MINTUES TO APPROVE-MINUTES & COMMUNICATES TO RECEIVE

A. Minutes to approve:

Minutes of the January 21, 2008 Plan Commission Meeting

This item was held over pending changes.

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

Five (5) minute time limit for each person

A. No one spoke.

V. DISCUSSION

A. None.

VI. ACTION ITEMS

A. Badger Highways Land Swap

Commissioners discussed the following:

- Location of parcels to be exchanged.
- Access.
- Intended Use in the short and long-term.
- Relocation of the portion of the site currently occupied by Menasha Utilities.
- Type of fill (clean fill).
- Permitting.
- Economic benefit for the city.
- Annexation timeline and contract negotiations.
- Inclusion of a requirement in the contract which would require Badger Highways to submit a plan for the property for after they are finished using it.

Comm. Sturm made and Comm. Cruickshank seconded a motion to recommend approval of the Badger Highways land swap as proposed. The motion carried on a roll call vote of 6-0.

VII. ADJOURNMENT

A. DPW Radtke made a motion to adjourn at 4:15 p.m. Comm. Sturm seconded the motion. The motion carried.



MENASHA POLICE COMMISSION MEETING MINUTES

DATE: January 17, 2008

Commissioner Liebhauser called the regular monthly meeting to order at 5:00pm at the Menasha Safety Building, 430 First Street, Menasha.

Present: Barb Ballard, Larry Buck, Joe Cruickshank, Jim Liebhauser, Amy Ristow and Chief Stanke.

- I. Minutes of the last meeting: M/S/C Buck/Liebhauser to accept the 11/15/2007 Meeting Minutes.
- II. Police Report – Chief Stanke.
 1. Training Certificates:
 - Bob Stanke – County Village Municipal Insurance Corporation, (CVMIC), Mutual Aid Agreements, Kimberly; Pre-employment Seminar, Milwaukee.
 - Brett Halderson – CVMIC Mutual Aid Agreements, Kimberly.
 - Chuck Sahr – CVMIC Mutual Aid Agreements, Kimberly.
 - Larry Bonneville – CVMIC Mutual Aid Agreements, Kimberly.
 - Ron Bouchard – CVMIC Mutual Aid Agreements, Kimberly
 - Mike Brunn – CVMIC Mutual Aid Agreements, Kimberly.
 - Dave Jagla – Pre-employment Seminar, Milwaukee.
 - Mark Mauthe – Pre-employment Seminar, Milwaukee.
 - Jim Verkuilen – Pre-employment Seminar, Milwaukee.
 - Scott Stiles – Radar Operation Certification, FVTC.
 - Jeff Jorgenson – CVMIC Selection and Interviewing and Employee Performance Evaluations, New Berlin; Modifying Unacceptable Employee Behavior and Improving Employee Performance, Kimberly.
 2. Officer Joe Lingnofski will retire from the Menasha Police Force, his last scheduled work day being January 18, 2008 and his last day of employment being February 29, 2008.
 3. An offer of employment has been made to Tom Baron for the Code Enforcement Officer position.
 4. The Menasha Joint School District gave Officer Aaron Zemlock a letter of recognition and a Distinguished Service Award for his service as Police School Liaison Officer. He will be returning to regular patrol in June, 2008.
 5. The Menasha Police Department received a thank you letter from Kathleen Sendek of Neenah for helping her gain access to her vehicle when she locked the keys inside. Nancy Haas sent a letter thanking Officer Zach Albrecht for his assistance and compassion with the loss of her mother.
 6. Officer Jeff Jorgenson received a letter of appreciation from the Neenah-Menasha Boys and Girls Brigade for the assistance he provided in the Christmas Giving Program.
- III. Old Business: None.
- IV. New Business: None.
- V. Correspondence: None.
- VI. Next meeting: Thursday, March 20, 2008 at 5:00pm.
- VII. Adjournment: M/S/C Cruickshank/Ristow at 5:41pm.

Respectfully submitted,

Barb Ballard
Commissioner, Secretary

CITY OF MENASHA
Redevelopment Authority
Council Chambers, 3rd Floor City Hall – 140 Main Street
February 6, 2008
DRAFT MINUTES

I. CALL TO ORDER

- A. Chairman Kim Vanderhyden called the meeting to order at 6:35 p.m.

II. ROLL CALL/EXCUSED ABSENCES

- A. REDEVELOPMENT AUTHORITY MEMEBERS PRESENT: Commissioners Kennedy Vanderhyden, Stevens, Skalmoski, and Alderman Wisneski

REDEVELOPMENT AUTHORITY MEMBERS EXCUSED: Commissioner Henseler

OTHERS PRESENT: CDD Keil, CT Stoffel, Alderman Merkes, Alderman Hendricks, Jeff Harvey

III. MINTUES TO APPROVE-MINUTES & COMMUNICATES TO RECEIVE

A. **Minutes to approve:**

Motion by Comm. Kennedy, seconded by Ald. Wisneski to approve the minutes of the September 26, 2007 Redevelopment Authority meeting. The motion carried.

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

Five (5) minute time limit for each person

- A. Jeff Harvey, 514 Broad Street, commented on the proposed use of 81/87 Racine and 504 Broad Street. Concerns included placement of parking relative to residents, noise from snowplowing, traffic speeds on Broad Street, and desire to have property return to the tax roll.
- B. Eric Hendricks, 933 Seventh Street, expressed concerns about the compatibility of the use and development of 81/87 Racine Street and 504 Broad Street over the long term and stated that the land in question is a viable piece of commercial property.

V. DISCUSSION

A. **Acceptance of Donated Property**

CDD Keil stated that the city has been approached by an individual who wishes to remain anonymous regarding the donation of a commercial property to the city. CDD Keil inquired whether the Redevelopment Authority would be interested in accepting the donation and managing/selling the property.

Commissioners discussed:

- Property condition/environmental concerns
- Marketability of the property
- Property tax considerations
- Process for acquisition
- Common Council approval
- Reuse of proceeds from sale

The consensus of the commissioners is to accept donated properties if the property is suitable for reuse/redevelopment, does not have major environmental problems, and could be returned to the tax roll in a reasonable time period.

VI. ACTION ITEMS

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

CDD Keil presented the chronology of events concerning the acquisition of 81/87 Racine Street

and 504 Broad Street, and discussed subsequent actions of the Plan Commission and Common Council regarding the plan that is proposed for the site.

Commissioners discussed:

- Suitability of the site for commercial development relative to the size and shape of the parcels
- Site accessibility/traffic/safety issues relative to driveway access
- The relationship of the subject parcels to the remaining parcels north of 87 Racine Street
- The concern about accepting a use for the site that might impede a more significant/beneficial redevelopment option
- The need for parking in the area relative to the Broad Street parking lot and parking by post office employees
- The proposed purchase by Dr. Vern Larson and relationship to Northstar Asset Management

Motion by Comm. Kennedy, seconded by Comm. Stevens to recommend undertaking modest landscaping of the site including the establishment of lawn and tree planting, and to market the site with sufficient conditions to exclude undesirable uses. The motion carried.

B. Department of Commerce Planning Grant Application

CDD Keil reviewed the status of the former Gilbert Paper Company site with respect to the Department of Commerce Brownfields grant application and outlined the progress that has been made on the site redevelopment over the past year. The primary purpose of the proposed planning grant is to generate additional information to support the Brownfields Grant Application and to serve as a basis for applying for other grant funds.

Commissioners discussed:

- The relationship to past planning efforts
- The extent to which the plan prepared under the planning grant may improve funding prospects for the Brownfields Grant
- How ongoing site development efforts e.g. leasing of the warehouse space, office construction, demolition work may positively or negatively impact the Brownfields Grant
- The amount of shoreland area that will be dedicated to the city for park purposes
- The means of access to future public space
- The significance of the whitewater park concept to the overall site redevelopment

Motion by Comm. Kennedy, seconded by Comm. Skalmoski to recommend pursuit of the Wisconsin Department of Commerce Planning Grant for the Gilbert site. The motion carried.

VII. ADJOURNMENT

- A. Motion by Comm. Skalmoski, seconded by Comm. Kennedy to adjourn at 7:50 p.m. The motion carried

City Hall/Library/Senior Center Committee Meeting
12-5-2007
Minutes

Present: Tom Stoffel, Kristi Heim, Todd Drew, Jeff Brandt, Tasha Saecker, Peggy Murphy

Absent: Adam Alix, Sylvia Bull, Brian Tungate, Sue Nett

Meeting called to order at 1:15 PM

A. Motion to approve minutes made by Jeff Brandt and seconded by Todd Drew.
Motion carried.

B. Held over Business

1. Employee ID cards handed out to members' present, still finishing vendor/visitor and volunteer ID cards for each department. Jeff Brandt would like each employee to wear ID badge in view of public and arrangements will be made to provide each employee with lanyard, clip and magnet so employee ID can be worn on any type of clothing worn by the employee. Employees working with equipment where ID can pose a hazard will have ID in their pockets.
2. Emergency Operations and Evacuation Plan Update still in process of being revised.

C. New Business

1. Monthly safety topic on adjusting driving to weather conditions distributed.
2. There were no injuries to review.
3. Facility walk through inspection with Bruce Stenz from CVMIC scheduled for Tuesday, January 8th at 9:00am for City Hall and January 23rd in the AM for Public Works, Library and Police Departments

D. Training

1. Members present stated November training dates and topics over all went well, however, in the future, arrangements will be made for employees who were unable to attend. Tasha Saecker stated some library employees can not go to trainings during day time hours due to other work commitments and any employee can be ill the day of the scheduled training. Suggestions about DVD or power point presentation available on-line could be useful in the future.
2. Training Matrixes being updated with new computer program developed by Patrick James from City of Menasha Information Technology Department.

E. Meeting adjourned at 2:00 PM – Next meeting January 9th

Police Safety Committee Meeting Minutes
December 20, 2007

Present: Mike Brunn, Chuck Sahr, Mark Mauthe, Peggy Murphy

Absent: David Jagla, Aaron Zemlock, Sue Nett, Bev Sawyer

Meeting called to order at 2:35 PM

- A. Motion to approve minutes from October 18, 2007 meeting made by Mike Brunn and seconded by Chuck Sahr. Motion carried.
- B. Old Business
 - 1. Five ID vendor/visitor and five ID volunteer badges given to members' present along with sign in/out logs for each. Police staff have own ID badges that they wear on duty.
 - 2. Emergency Operations and Evacuation Plan in process of being revised.
- C. New Business
 - 1. Monthly safety topic on adjusting driving to weather conditions distributed by e-mail.
 - 2. There were no injuries to review. Mike Brunn wanted to make sure new employee injury form met all HIPPA standards. New form will be handed out at next meeting.
 - 3. Discussed if police staff wanted mobile unit or office site for hearing screenings. Mike Brunn stated it didn't matter but that mobile unit needed to be set up in a quiet area for the screening and dates and times need to work with different shifts for employees.
 - 4. Annual respiratory fit testing deemed unnecessary for SWAT team members at this time per Chuck Sahr and Mike Brunn
 - 5. Facility walk through inspections with Bruce Stenz from CVMIC scheduled for January 23rd in the am for the Police Department.
- D. Training
 - 1. Bloodborne pathogen review done individually on the internet using the CVMIC program.
- E. Meeting adjourned at 2:55 PM. Next meeting January 17, 2008



Public Works and Parks Safety Committee Meeting
December 18, 2007
Minutes

Meeting called to order at 9:05 AM.

Present: Jim Julius, Bob Huss, Brian Tungate, Jeff Nieland, Adam Alix, Corey Gordon, Ken Popelka, Peggy Murphy, Sue Nett.

Absent: Tim Jacobson, Mark Radtke, Jeff Brandt, Matt Schultz

A. Motion to approve minutes from November 27, 2007 meeting made by B. Huss and seconded by J. Nieland. Motion carried.

B. Old Business

1. Employee ID badges have been distributed to all departments. Volunteer/visitor/vendor badges distributed at meeting along with record keeping form when these badges are utilized.
2. No update to report on emergency operations and evacuation plan.
3. The subcommittee for the Badger Highway Quarry Safety concerns will be meeting this week per message from M. Radtke.
4. Reminder of the facility walk through inspection at the PWF on 1-23-07.
5. Confined Space rescue operations policy discussed. N-M Fire Rescue can not be listed as the rescue for private contractors doing business for the City of Menasha. They can be listed as the rescue for municipal workers, working in a confined space. Questions arose whether or not someone from N-M Fire needs to be on site when there is confined space entry at the Menasha Pool. Currently, N-M Fire is notified when an employee enters the confined space and N-M Fire has not been at the site.

C. New Business

1. The December Safety Topic was distributed. Topic this month was a review of safe winter driving habits.
2. There were no injuries to review.
3. S. Nett asked if there was a preference for the annual hearing screenings – mobile unit or screening with Affinity Occupational Health. The consensus was that the past hearing screenings done in the mobile unit were difficult due to noise in the background and distractions. S. Nett to research costs and options.
4. There was a concern regarding safety by the salt shed. There is no fencing around the salt shed and employees have found members of the public walking in the area when they are working using end loaders. This has occurred at night making visibility even more difficult. J. Nieland didn't feel the safety committee needed to address this issue right now as T. Jacobson and J. Brandt had discussed the fencing issue this past week.

D. Training

1. Nothing to report for this month

E. Meeting adjourned at 9:45 AM.

REGULAR MEETING OF THE WATER AND LIGHT COMMISSION

January 30, 2008

Draft

Commission Vice President Allwardt called the Regular Meeting of the Water and Light Commission to order at 7:35 A.M., with Commissioners Joe Laux and Carla Watson present on roll call. Also present were Doug Young, General Manager; Lonnie Pichler, Electric Distribution Supervisor; Dave Rodriguez, Customer and Utility Services Manager; Kristin Schalinski, Business Operations Accountant; Dick Sturm, Manager of Steam Production; Jerry Sturm, Water Plant Supervisor; John Teale, Technical Services Engineer; Chris Voigtlander, Energy Services Representative, and the Press.

Item II. People from the Gallery to be heard on any topic of public concern to the Utility. Joanne Roush, 409 Cleveland Street, Menasha, spoke regarding questions on the December income statement, coal costs in December, and the anticipated impact of operating revenues in January. She also commented on the lack of special meetings and progress reports to the Council, in addition to asking about updates to the strategic plan.

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

- A. Minutes of the Regular Meeting of December 19, 2007, and the Special Meeting of January 3, 2008.
- B. Minutes of the Closed Sessions of December 19, 2007, and January 3, 2008.
- C. Checks dated Dec. 27, 2007, and Jan. 3 - 31, 2008, which includes Net Payroll Voucher Checks, Void O & M Checks #33003, 33047, and 33135, and Operation and Maintenance Voucher Checks for a total of \$2,068,542.75, and Operation and Maintenance Vouchers and Rebates to be paid prior to the next Regular Meeting. Motion approved unanimously on roll call.
- D. Correspondence, as listed.
 - Copy of approved minutes from July 25, August 16-17, Sept. 28, Oct. 18, Nov. 1, and November 16, 2007, Executive Committee Meetings
 - Copy of minutes from November 9, 2007, and January 11, 2008, MEUW Board of Directors Meeting
 - Copy of letter dated December 11, 2007, to Gerald Sturm, Menasha Utilities, from Larry Landsness, WI DNR, re: Log Removal/Inactivation Credits
 - Copy of letter dated December 26, 2007, to General Manager Young, from Anne Vandervort, PSC of WI, re: Renewable Energy Riders
 - Copy of letter dated January 9, 2008, to Menasha Utilities, from Jennifer Wanke, LEAVEN, re: Energy Assistance for 2007
 - Copy of CRS Report for Congress Summary dated January 10, 2008, re: Railroad Access and Competition Issues
 - Copy of note received January 16 from Boys' & Girls' Brigade Christmas Giving Program, re: Thank You
 - Copy of email received January 22 to General Manager Young, from Mary Nebel, re: Correspondence for Commission packet
 - Copy of press release sent to News Record on January 25, 2008, re: Focus On Energy Programs

Comm. Fahrback arrived at 7:40 a.m.

General Manager commented on the report to Congress regarding competitive rail issues. This is the issue which has been taken on by both the State and Congress to address the anti-trust issue. The last piece included in correspondence is a press release regarding the Focus On Energy programs which will be discussed in more detail later in the meeting.

Item IV. December Interim Financial and Operations Statement – Business Operations
Schalinski stated these are interim financials only, and there are still work orders to be closed and adjustments to be reconciled. The auditors are scheduled to be here February 18 & 19.

Comm. Allwardt questioned the decrease in revenues on the consolidated water statement. Ms. Schalinski explained the new water rates went into effect on January 8, so those revenues were not reflected. That revenue increase will show in the month of February.

He also asked about the decrease in water sales for the month of December. Water Plant Supt. Sturm stated this was due to a decrease in sales to SCA and the Town of Menasha.

The next question concerned miscellaneous revenue on the steam detail. Ms. Schalinski stated this was revenue from the insurance settlement on generator #4; we were reimbursed both the capital portion and the business interruption.

There were several mill outages, boiler outages, and lower fuel costs that resulted in lower revenues. Manager of Steam Production Sturm added there was an increase in labor costs partly due to overtime incurred during the holiday outages in order to perform maintenance projects.

The new line item for other interest expense was for finance charges incurred with the DTE coal contract. Going forward into 2008 this item will be reflected on a monthly basis.

After discussion, the motion by Comm. Laux, seconded by Comm. Fahrback, was unanimous to accept the December Interim Financial and Operations Statement as presented.

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

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

General Manager Young reviewed the two purchase orders listed that were not annual purchase orders. The first was for Jordan Transformer, which was approximately \$7,000 more than approved at the December meeting. If the unit is rewound, this amount will be credited into the cost. The other purchase order is to American Exchanger for #4 generator air coolers and was included in the 2008 budget.

The motion by Comm. Watson, seconded by Comm. Laux, was unanimous on roll call to approve PO #6031 to Jordan Transformer in the amount of \$20,700.00, and PO #6050 to American Exchanger in the amount of \$57,990.00.

Item VII. Unfinished Business, Strategic Planning – General Manager Young stated a variety of projects listed on the strategic plan have been on hold primarily due to the #3 boiler grate system problems. Crews were able to start work on this issue, and a few of the items on the list have made some progress.

Mr. Sturm reported on the coal belt repair and the failing splices; another analysis is expected from Goodyear. In the interim, a “super screw splice” is being utilized to carry the belts until the root cause of the splice failure is found.

He also gave an update on the #3 grate rebuild which has become a major priority issue. A retrofit of all new parts would require approximately \$172,000 worth of parts and \$170,000 worth of labor. He is currently investigating another option which would be to work with the original manufacturer for repair and replacement of parts needed. The parts are long lead time items and there is an approximate 20 week lead time for delivery.

The Commission requested staff to review the entire budget impact before authorizing a purchase order for the parts; a special meeting could be scheduled if needed.

General Manager reported on the resignation of Steam System Maintenance Superintendent Steve Fields. Mr. Fields is a good employee, and is making a career move that will allow him to spend more time with his family. During the transition, a couple of the responsibilities relating to ordering of coal, coal receipts, and ash arrangements will be transferred to the operations area. The project management responsibilities may be moved to non-represented personnel during the short term. Mr. Sturm added his praise and respect for Mr. Fields and for his performance over the past three years.

Melissa Substation Transformer – Technical Services Engineer Teale reviewed the progress on the repair of the 39 year old transformer. It is possible a rewind could be required which would save approximately 50% over the cost of a new transformer and have a significantly shorter lead time. The transformer was shipped to Jordan Transformer where it is in the process of being disassembled and inspected. A written report is expected next week.

General Manager Young gave an update on system reliability. There are two bus ties that feed the Steam Plant, and without the Melissa Substation being in service, one of the bus ties has been compromised. Staff is working with ATC to modify this situation. All the 13.5 kV load has been moved to the Northside and Meadows Substations and there is adequate system capacity.

Staff is discussing the possibility of upgrading the Motor Operated Disconnect to a Circuit Switcher or Breaker at the substation. This would benefit both Menasha Utilities and ATC as the protective relaying could be upgraded and the grounding switch could be removed. Estimates for this upgrade would be brought back to the Commission.

Item VIII. New Business, Stanley C. Martenson Resolution of Appreciation – the motion by Comm. Laux, seconded by Comm. Watson, was unanimous to approve the following:

RESOLUTION OF APPRECIATION

WHEREAS, members of the Menasha Utilities Commission and Utility Management desire to record the recognition of Stanley C. Martenson as a former member of this Commission and for his contributions as Commission President;

WHEREAS, Stanley C. Martenson has, for twenty-five (25) years, faithfully carried out the duties and responsibilities as Commissioner and Commission President;

WHEREAS, while the void created by his leaving may be filled professionally, it will remain personally for many years to come.

RESOLVED that the members of the Menasha Utilities Commission and Utility Management give formal expression of their association with Commissioner Martenson, who was held in esteem and respected by his associates for the services he rendered while a member of said Commission, and do hereby note in the records such recognition.

RESOLVED FURTHER, by the Menasha Utilities Commission and Utility Management that a copy of this resolution be tendered to Stanley C. Martenson as recognition of his services and as a tribute to him.

Passed and approved this 30th day of January, 2008.

Web Site Records Policy – General Manager Young provided a draft document to be used as guidance for storing items on the Menasha Utilities web site. The document would also recognize some of the legal responsibilities.

Comm. Laux suggested the web site be expanded and the entire Commission packet be placed on the Utilities web site. Staff was asked to investigate the cost impact to expand the web site, store the files, and what the minimum requirements are to retain the files. The draft policy should also be reviewed by the City Attorney.

Water Plant Change Order #13 – Water Plant Superintendent Sturm reviewed the two items on the change order. The first item is to install concrete curbs around the pipe penetrations into the intermediate Wet Well, per DNR Directive. The intermediate wet well contains water that has passed through the filters on its way to the granular activated carbon contactors. This water is not of drinking quality, so any infiltration of foreign matter into this water could jeopardize the process. Adding the 6” high concrete curbs will prevent this from happening

The second item is to install filter backwash piping air relief piping, per C.B. #38. An air-binding problem in the filter backwash piping was discovered during start-up. The solution was the addition of three air supply and relief lines. Air entrainment in the backwash piping system resulted in flow surges during backwash. General Filter was contacted, and they will not grant approval to raise the elevation of the backwash pressure relief overflow. Therefore, it is necessary to add atmospheric air supply and air relief piping to the filter backwash supply piping. The change order will allow for installation of 4” schedule 80 PVC air supply piping at the highest elevation of the filter backwash supply line, and installation of 4” and 10” SCH 80PVC air relief vents.

General Manager Young added the Water Plant staff did an excellent job of bring the plant on line. McMahon Associates did a good job in terms of engineering, and CD Smith Construction is a good firm to work with. Staff has recently received a proposal from McMahon regarding the backflow prevention project, and the proposal will be reviewed.

The motion by Comm. Fahrback, seconded by Comm. Watson, was unanimous on roll call to approve Change Order #13, and to recommend the Board of Public Works also approve this change order and forward it to the Common Council.

Administrative Building Monitoring Well Request – Manager of Customer and Utility Services Rodriguez reviewed a request from Midwest Engineering Services to install a storage sampling
Water and Light Commission Meeting of January 30, 2008

well on utility property. The WI Department of Commerce has refused to close the Excel Properties site investigation until additional information is provided. The license agreement has been reviewed by the City Attorney and additions requested by staff have been included.

The motion by Comm. Laux, seconded by Comm. Watson, was unanimously approved to authorize appropriate signatures to the license agreement.

APPA Legislative Rally – General Manager Young stated the APPA Legislative Rally would be held February 25 – 27 in Washington, DC, if there was interest from any of the Commissioners to attend.

Item IX. Project Reports, Water Plant Project – Supt. Sturm reported the project is going very well. The new filters are in operation and start-up went very smooth. The next step is to get the granular activated carbon into the contactors, and that should happen the beginning of February. The SCADA control system is approximately 85% complete. One additional control panel will be constructed and installed to assist with more consistent control of chemicals. There is no cost estimate yet for the addition.

General Manager Young reported the Safe Drinking Water application has been submitted regarding the Third Street Water Main project. The scoring is relatively low, and additional engineering is required to be done and submitted before April. The Department of Public Works will be contacted to see if they can provide some assistance.

Mapping Project – Mr. Teale stated the electric portion is going well, and the water data base will be entered next. CableCad and the ESRI software are being updated at the same time. Dual systems will be operating for approximately another six months.

Item X. Staff Reports, General Manager – General Manager gave a short update on a Common Facilities Agreement with ATC that was received late yesterday. This will be placed in the next Commission packet.

Electric and Water Distribution/Safety Report – General Manager Young reviewed the Annual Safety Compliance Audit Summary included with this month's report.

Steam Utility – Mr. Sturm reported on a site visit from the Beltwall sales engineer, and the Beltservice representative; Beltservice is the parent company for Beltwall. A report has been filed, and recommendations are being implemented.

Comm. Allwardt questioned the current Sonoco outage for 216 hours. Mr. Sturm stated staff found out about the outage two days in advance, and it should come to conclusion tomorrow.

In response to Comm. Allwardt's question regarding January's performance, General Manager Young stated there has not been any generation on #3 this past week due to the boiler outage. Up to that point, Mr. Sturm said there were some favorable MISO market conditions. Pending the grate operation, the intention is to have the #3 turbine generator put into operation tomorrow morning.

Water Plant – Mr. Sturm added the filter system was installed to deal with the hypochlorite plugging issue appears to be working well. Badger Laboratories is doing the testing for the sewer user fee; it will probably be close to the five year average listed on the report.

Telecommunications & Substations – Mr. Teale indicated there may potentially be a new telecommunications installation downtown.

Business Operations, and Customer and Utility Services – there were no questions to the reports presented.

Energy Services Representative/Key Accounts – Energy Services Representative Voigtlander gave an update on the Focus On Energy Program in which we are participating as part of WPPI membership. This partnership will give access to additional rebate funds for business and residential customers. He also commented on a Shared Savings Program that is being developed by WPPI.

Item XI. People from the Gallery to be heard on any items discussed at this Meeting:

Joanne Roush, 409 Cleveland Street, Menasha, spoke regarding the packet of information at the Public Library and future financial challenges.

Item XII. The motion by Comm. Fahrbach, seconded by Comm. Watson, was unanimously approved at 9:30 a.m. to convene into Closed Session pursuant to Section 19.85 (1) (e) of the Wisconsin Statutes for the purpose of deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session. RE: Litigation and Contract Negotiations

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

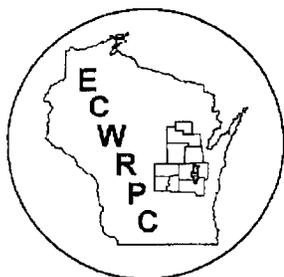
B. Return into Open Session

C. Actions, if any, needed as a result of the Closed Session Discussion

By: ROBERT H. FAHRBACH
Secretary

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

\\comm\minute Jan 30



EAST CENTRAL WISCONSIN REGIONAL PLANNING COMMISSION

132 Main Street Menasha Wisconsin 54952-3100 (920) 751-4770 Fax (920) 751-4771
 Website: www.eastcentralrpc.org Email: staff@eastcentralrpc.org

*An Economic Development District and Metropolitan Planning Organization
 Serving the East Central Wisconsin Region for over 30 years
 -A Recipient of the 2007 Foth Good Government Award-*



January 25, 2008

Mr. Greg Keil, Director of Community Development
 City of Menasha
 140 Main Street
 Menasha, WI 54952

Dear Mr. Keil:

Congratulations! The City of Menasha has been selected to receive free technical assistance from the Commission under its 2008 Work Program.

As you may recall, the Commission solicited project proposals in the latter part of 2007. These proposals were evaluated by staff and the Commission's Steering Committee based on a number of criteria and guidelines. Of the 30 projects that were submitted, 13 of them were selected under this program for some level of assistance in 2008. The complete listing of submitted and selected projects can be found on the Commission's website at www.eastcentralrpc.org.

Specifically, your request for continued assistance with the Gilbert Site Redevelopment project and associated Open Space planning will be addressed by the Commission throughout 2008. This project will be handled by Ed Kleckner, who will stay in contact with you about the project.

The Commission is please to provide this ongoing service as a benefit of the County's membership in our organization. We look forward to working with you!

Sincerely,

Eric W. Fowle, AICP
 Executive Director

c: ECWRPC Commissioners (Winnebago)
 Ed Kleckner

Menasha Health Department
Annual Report
2006

The mission of the Menasha Health Department is to promote public health, protect consumers, and encourage a high standard of environmental health in response to the needs of the community and school district. This report is a summary of public health/school health services provided in 2006.

Public Health

Public health services in 2006 consisted of communicable disease control, city-wide older adult health program, nursing assessment and guidance for residents of all ages, and information and referral to other agencies. The total number of client visits in 2006 was 7,063. Individuals and families receiving services continue to present with more complex needs requiring more time involvement. Changing demographics in city residents (increase in non-English speaking) also accounts for increased demand for public health nursing services.

The health department actively participates in the Fox Cities Healthcare Partnership. The major project of this group in 2006 was the continuation of the Walk to Win program with the inclusion of children. Schools were again targeted in 2006 to actively promote this program among their students.

The health department continues to participate in the regional public health preparedness consortia established in 2002. The purpose of the consortia is to have the capability to respond to a public health emergency either from an act of terrorism or a widespread communicable disease outbreak such as pandemic flu. The health department tested its capacity to do a mass clinic by giving employee flu shots in a mass clinic setting. The average through-put time was 5 minutes. Preparedness planning will continue into 2007 and the future.

The following communicable diseases were reported in:

		<u>2004</u>	<u>2005</u>	<u>2006</u>
Chlamydia	} Sexually	43	59	41
Gonorrhea	} Transmitted	20	15	4
Genital Herpes	} Diseases	7	6	9
(Primary Infection)				
Hepatitis C		8	6	6
Giardiasis		5	4	0
Campylobacter Enteritis		2	4	2
Salmonellosis		1	2	2
Hepatitis B		1	5	3
Blastomycosis		1	0	0
Lyme Disease		1	1	1
Non tuberculous Mycobacterial Disease		2	0	2
Streptococcus group B		2	0	1
E-Coli		1	0	0
Pertussis		17	2	0

	<u>2004</u>	<u>2005</u>	<u>2006</u>
Strep pneumoniae invasive disease	1	1	1
Cryptosporidiosis	0	0	1
Histoplasmosis	0	0	1
Dengue Fever	0	0	1
Legionellosis	0	0	1

The Menasha Health Department has 2 immunization clinics per month. Following is a summary of immunization information for:

	<u>2004</u>	<u>2005</u>	<u>2006</u>
Number of participants (Regular scheduled clinics)	361	364	375
Number of immunizations given	775	885	809
Number of Hepatitis A doses – Adult	6	4	9
Number of Hepatitis B doses - Adult	65	64	51
Number of Employee Flu Shots (includes city, utility and school district employees, and their spouses)	120	219	229
Number of Senior Citizen Flu Shots*	*	76	145

* Provided by Theda Care at Senior Center. Due to flu vaccine shortages, no public clinic was held in 2004 at the Menasha Senior Center, and in 2005, the public clinic was postponed until November.

Different types of screenings are provided throughout the year either through public health nursing services, the prevention program, or 60+ adult health services. The following screenings were provided:

	<u>2004</u>	<u>2005</u>	<u>2006</u>
Blood Pressure (public health)	324**	422	220
TB Skin Tests	9**	43	19
Urine Screening (High School Wrestlers)	30	22	25

** Data for 8 months

60+ Health Screenings

	<u>2004</u>	<u>2005</u>	<u>2006</u>
Skin Cancer	35	38	39
Blood Pressure	902	829	846
Urine	7	6	5
Colorectal	5	10	13

	<u>2004</u>	<u>2005</u>	<u>2006</u>
Osteoporosis**	19	13	0
Anemia**	6	0	0
Wellness Panel*	137	86	111
Hand Massage/Massage	26	16	29

* Coordinated with Theda Care Labs.

**Not offered in 2005, 2006 (Portable osteoporosis equipment not available)

Environmental Health

The environmental health program consists of an inspection program of eating, drinking, and retail food establishments, and investigations of complaints of human health hazards. The sanitarian is also in charge of the weights and measures program for the city.

		<u>2004</u>	<u>2005</u>	<u>2006</u>
Inspections:	Eating and Drinking Establishments	133	128	101
	Retail Food Establishments	87	37	48
	Vending Machines (Food)	39	28	24
	Temporary Food Stands	42	33	36
	Pools and Pool Sampling	7	8	10
	Mobile Home Park	1	1	1
	Weights/Measures	302	305	359
	Asbestos (Contract with DNR)	36	36	33
	Non-DNR Asbestos		7	9
	Tattoo Establishments	2	2	2
Human Hazard Investigations:	Air Quality	16	15	16
	Lead Hazards	20	27	18
	Radon Kits	14	118	21
	Housing	29	19	31
	Animal Issues/Animal Feces	22	58	89
	Sewage	9	7	9
	Solid Waste (Garbage)	51	39	58
	Other: Rodents, etc.	9	26	23

School Health

The Menasha School District contracts with the Menasha Health Department for school nursing services. In addition to vision, hearing, scoliosis, and dental screenings, the nurses provide individual health assessments including health counseling, monitor the health and coordination of health services for students with special health care needs, and provide classroom instruction on dental health, human growth and development including prevention of sexually transmitted diseases, and various other health related topics. Health department staff also provide CPR/FIRST AID certification that is now required for school employees. All school buildings are now equipped with AEDs (automatic external defibrillators). Each school has an identified emergency response team trained by health department staff. Emergency training drills are done three times during the school year in each school.

	<u>2004</u>	<u>2005</u>	<u>2006</u>
Number of individual contacts for assessment, health procedures, health teaching, etc.	7628*	8312	9971
Number of individual health conferences (IEP meetings, core team meetings, etc.)	67*	210	**
Vision screenings	1550	1622	1701
Number referred	61	96	92
Hearing screenings	1142	1570	1222
Number referred	68	71	59
Scoliosis screenings	259	299	223
Number referred	1	1	0
Dental screenings	1500	1522	1640
Number referred	213	208	296

*Jan. through Aug.

**Not available

The staffing pattern in the health department for 2006 consisted of a full-time director/PHN, a full-time sanitarian/sealer of weights and measures, 2 full-time public health nurses (PHN), 1 full-time public health aide, 2 part-time PHN, part-time dental hygienist, 4 part-time school health aides, and 2 limited part-time vision/hearing screeners.

The funding sources for the health department consist of grants, fees for service, license fees, school health contractual arrangements, donations, and city tax levy monies. Total expenditures for 2006 were \$560,901. The local tax levy provided \$156,436 with the remaining \$404,465 coming from all other sources of funding combined.



MEMORANDUM

To: Common Council
From: Jessica Beckendorf, AP
Date: February 14, 2008
RE: Wisconsin Historical Society Grant Award

In November of 2007, the Community Development Department submitted a grant application to the Wisconsin Historical Society on behalf of the Landmarks Commission and on February 6, 2008, Mayor Laux was informed of the grant award.

The grant award is \$18,000 and will be used to complete an intensive re-survey of historic properties in Menasha. The last survey was completed in 1986 and is in need of an update to help the Landmarks Commission and the city focus preservation efforts and fulfill established objectives. The resurvey will help to identify sites and potential districts that were previously unidentified or were identified in the original survey, but no longer meet the criteria necessary to be included as a historic site or in a district. This identification will also aid the city in reaching its preservation objectives by initiating dialogue with owners of historic properties and the public to educate them on preservation issues and to determine their interest in historic preservation.

Attached is a copy of the letter informing Mayor Laux of the grant award. To see the grant application, see the Landmarks Commission section of the Community Development Department website.



WISCONSIN
HISTORICAL
SOCIETY

Headquarters Building
816 State Street
Madison, WI 53706-1482
608-264-6400



February 6, 2008

Mayor Joseph Laux
140 Main St.
Menasha, WI 54952-3190

Dear Mayor Laux:

I am pleased to notify you that the Wisconsin Historical Society has awarded an \$18,000 historic preservation grant to the City of Menasha. These Certified Local Government subgrants are part of a federal program administered by the Wisconsin Historical Society. Only units of government, such as the City of Menasha, with approved historic preservation programs are eligible for these subgrants.

These funds will be used to conduct an intensive survey of historic properties in your community to support the city's continuing historic preservation efforts. The project will identify and document important properties that may benefit from economic and technical assistance provided through the Historical Society's historic preservation programs. This information will aid property owners, promote economic development and reinvestment, support historic tourism, and provide the city with information to assist in future planning for the preservation of these irreplaceable resources.

The Wisconsin Historical Society's historic preservation program helps preserve places of enduring value by administering the state and national register programs, helping property owners obtain federal and state historic preservation tax credits, and providing an array of technical assistance.

I would like to congratulate the City of Menasha for its fine work on behalf of historic preservation, and my staff looks forward to working with the city on this worthwhile project. To learn more about how the Wisconsin Historical Society can aid your constituents, visit the Wisconsin Historical Society's website at www.wisconsinhistory.org/hp/.

Sincerely,

Ellsworth Brown
Director



MEMORANDUM

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

FROM: City Comptroller/Treasurer Stoffel *tr*

DATE: 02/13/2008

SUBJECT: Payment of Property Taxes by Credit Card

At the Common Council meeting of December 17, 2007, the Council took action to enter into an agreement with Official Payments Corporation to provide for payment of property taxes using a credit card. The service went into effect on January 30, 2008.

If you go the City website, in the left hand column you will find a heading listed as "pay taxes online". Clicking on this item will bring you to a page that gives a short explanation of the process that lets you pay by telephone or links you to the Official Payments' website. At the website you follow the steps needed to make your payment. The City accepts payments from taxpayers using "American Express, Discover, Master Card and Visa" credit cards.

If you have any questions on how this payment process works, please contact me.

This is a printer friendly version of an article from the **Green Bay Press-Gazette**

[Back](#)

Road crews ration as salt supplies dwindle

Heavy snowfalls force municipalities to cut back

By **Mike Hoeft**

mhoeft@greenbaypressgazette.com February 11, 2008

Municipalities are being stingy with their salt consumption after a tough winter has reduced available supplies of road salt.

Heavy snowfall and dwindling supplies have forced Ashwaubenon to spread salt only on main roads and intersections near schools. Crews may not spread salt on secondary roads as they had in the past, the village announced.

Road crews will try to use more treated sand — which contains a small amount of salt — on rural roads.

"We're all in the same boat. If it continues the way it has, we may run short of salt. If the snow slows down, we should make it on what we have," said Brown County Highway Commissioner Brian Lamers.

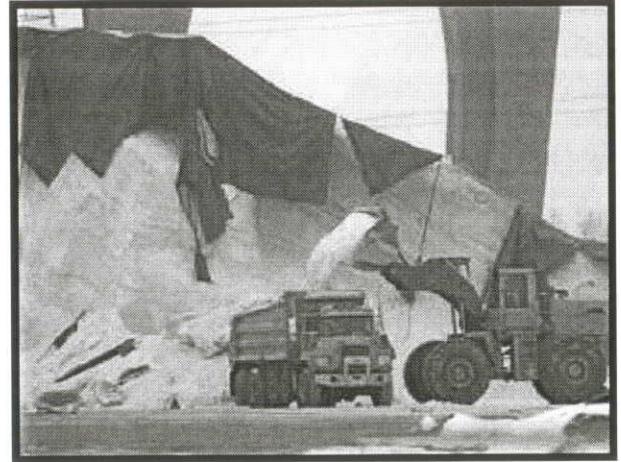
"We'll be cautious in our use of salt," he said. "We have to look at weather, traffic, temperatures. This winter has been abnormal."

Green Bay uses an average of 9,423 tons of salt and 2,254 tons of treated sand each year on its roads. The average cost for salt is about \$265,000 each year in Green Bay. Salt costs varied from a low of \$149,000 in 2006 to \$353,000 in 2000 in Green Bay.

The city started the season with 2,500 tons of salt leftover from last year, ordered 10,000 tons and has received 8,350 tons so far. Chris Pirlot, operations director for the department, estimated the city has used roughly 8,900 tons, putting salt costs at about \$343,965 this winter.

"We are searching for other locations to try to get salt in the event we need extra," Pirlot said. He said salt is available at higher prices from other distributors.

Local municipalities buy road salt from the Kansas-based North American Salt Co., which has facilities in Louisiana,



[buy photo](#) [zoom](#)

A truck is loaded with road salt Friday at Fox River dock in Green Bay. Evan Siegle/Press-Gazette

Advertisement

More on this topic

[Not enough salt to thaw frozen roads? Try beet juice](#)

More information on the web

[Use our wind chill calculator](#)

A look ahead

Today: A 30 percent chance of snow. Mostly cloudy, with a high near 9.

Tonight: A 40 percent chance of snow. Mostly cloudy, with a low around 3.

Tuesday: A slight chance of snow. Mostly cloudy, with a high near 18.

Tuesday night: Partly cloudy, with a low around 8.

Wednesday: Mostly sunny, with a high near 27.

— National Weather Service

Michigan, Utah, Kansas, Tennessee, and Canadian provinces of Ontario, Saskatchewan and Nova Scotia.

"We're waiting to hear from our purchasing department on alternatives," he said. The city paid \$29.91 a ton for salt delivered by freighter at the Green Bay port.

Salt now is going for \$50 to \$80 a ton in Milwaukee, Minnesota and Duluth, without including delivery costs, he said.

De Pere, meanwhile, has changed its policy because of the salt shortage. Crews now will salt only main roads. Salt/sand mixture will be used on side streets. The city also has discontinued the practice of providing residents with a bucket of salt for use on sidewalks and driveways, said City Administrator Larry Delo. De Pere recently received 250 tons of salt and has 300 tons in its sheds.

In Kewaunee County, snowplows were dispatched 42 times between Nov. 22 and Jan. 31.

That compares to three or four times for the entire season in recent years, said Jack Thompson, the county highway department's patrol superintendent.

"My concern is the more we're plowing snow now, the less money we'll have for blacktopping later. But, we have to keep commerce moving.

"It all has its price," Thompson said.

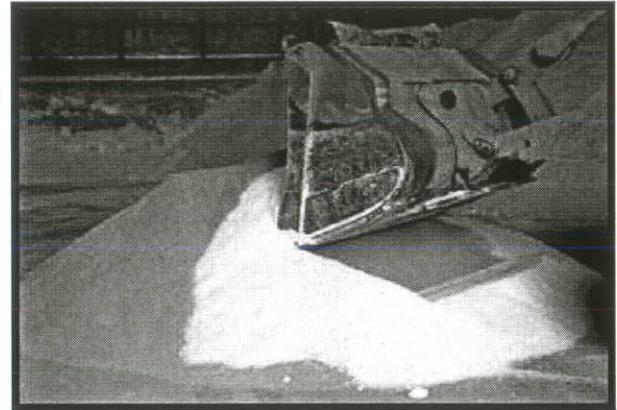
There was 6,500 tons of salt allocated for the county this winter. About 3,000 tons have been used up. The county has refilled its salt bins, but Thompson said the county will be cautious with use.

"There's still a lot left to winter," he said.



buy photo zoom

A truck leaves Friday with a load of road salt from Fox River dock in Green Bay. Evan Siegle/Press-Gazette



buy photo zoom

The Brown County Highway Department mixes salt with sand to keep up with demands. Corey Wilson/Press-Gazette

- PROPOSED MINUTES -

WAVERLY SANITARY DISTRICT

January 8, 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)	Operator Vick (DAV)
Commissioner Sambs (MLS)	Operator Krueger (RWK)
Commissioner Fulcer (LJF)	Operator VanZeeland (TGV)
Engincer Martenson (SCM)	Admin. Asst. Hallock (SAH)
Resident Jerry Lopas	

Approval/acceptance of the 12/11/07 Meeting Minutes was accomplished through LJF's motion and MLS's second. Motion carried 3-0.

Receipt acknowledgement/approval of the December 2007 Preliminary 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

COA's Rate Review – CMG to report status

SAH reported CMG has not received contact/information from the COA since WSD's 12/11/07 meeting.

OLD BUSINESS

- Water Sample Tests' Results

DAV reported all five tests taken on 12/5/07 were determined as safe by the State of Wisconsin. (Attachment #1, pp. 1-5)

- Force Main Connection – Monitoring station status report

--Menasha's Project Reimbursement – CMG to report status

SCM/DAV reported a 2.7 - 2.9% variance in comparison readings between LS #1 and the monitoring station since WSD's 12/11/07 meeting. The COM is hoping the fluctuations will average out over the year. As proposed, the COM has contracted with Badger Labs to sample one week per month at the temporary sampling station to compare these readings with LS #1's readings. The COM will monitor BODs until COM is certain nothing is coming from LS #4 (approximately one year). COM wants to be comfortable with NMSC's readings.

SCM stated CMG was anticipating an invoice from Menasha Utilities. DAV stated WSD will not be receiving the invoice CMG was anticipating.

WAVERLY SANITARY DISTRICT

January 8, 2008

Page 2

OLD BUSINESS - CONTINUED

- **Future Water Supply Connection (2nd) to Appleton – Status discussion**
SCM recently provided COA's engineer with the record drawing for the water main in future Midway Rd. SCM has not received contact from Attorney Ben Haupt (Warehouse Specialists) since WSD's 12/11/07 meeting.

GENERAL CONSTRUCTION STATUS (INDIVIDUAL PROJECTS)

- **Birling Court Extension (Andrysczyk) – Project status report**
-- Executed Waiver of Assessment – Receipt status
SCM reported the preliminary plan for the 150' water/sanitary sewer extension has been submitted for DNR approval. WSD (CMG) has been provided with the original Executed Waiver of Assessment.

- **Lake Park Condominiums – Project status report**
SCM has not received contact/information regarding this project since WSD's 12/11/07 Meeting.

- **Outagamie LLC Future Development – Project status report (18 acres)**
Location: North of Woodland Terrace and south of Manitowoc Rd.
SCM has not received contact/information regarding this project since WSD's 12/11/07 Meeting.

- **Crestwood Subdivision – Location: Southside of Midway Road – Off Cottonwood Drive – Between Eternal Love Lutheran Church and Barker Farm Estates**
SCM has not received contact/information regarding this project since WSD's 12/11/07 Meeting.

- **1st Addition – Lake Park Heights – Project status report**
SCM has not received contact/information regarding this project since WSD's 12/11/07 Meeting.

NEW BUSINESS

- **Establish the February Meeting Date – Tuesday, February 12, 2008 (8:30 a.m.) District Office**
Tuesday, February 12, 2008 at 8:30 a.m. was established as the February meeting date/time. The meeting will be held at the District's office.

OFFICE REPORT (Attachment #2, pp. 1- 6)

Due to CMG's absence, the Office Report was not reviewed.

WAVERLY SANITARY DISTRICT

January 8, 2008

Page 3

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

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

DAV reported new impellers were recently ordered/installed at LF #2. Since the new impellers were installed, LS #2 has functioned perfectly.

DAV reported TGV/RWK have been invited by Davies Water to tour a Waterous Hydrant plant located in Minneapolis on January 15 and 16, 2008 to observe how hydrants and valves are built.

OTHER BUSINESS TO LEGALLY COME BEFORE THE COMMISSION**Facility Door Security – Quote(s) discussion/selection/purchase authorization**

SAH reported the quote from Sage remains outstanding. This Agenda item will be discussed at WSD's 2/12/08 meeting.

Year 2008 Wage Increase – discussion/confirmation

LJF suggested the budgeted 2008 wage increase be utilized. The Commission agreed the 2008 wage increase will be discussed at a future special meeting and will be addressed again at the 2/12/08 meeting.

Since there wasn't any other business to legally come before the Commission, LJF moved/MLS seconded meeting adjournment. Motion carried 3-0.

Meeting adjourned at 8:45 a.m.

Submitted by Susan A. Hallock

**Town of Menasha
Utility District Commission Regular Meeting
Municipal Complex - Assembly Room - Monday, January 7, 2008**

Minutes

1. **CALL TO ORDER, PLEDGE OF ALLEGIANCE AND ROLL CALL**
In President Tews absence, Vice President Barbara Hanson called the meeting to order at 5:00 p.m., followed by the Pledge of Allegiance. Secretary Tweedie took roll call and also present were Commissioner McQuillan, Commissioner McNamee and Commissioner Youngquist. President Tews was excused.
Others present were Administrator Sturgell, Com. Dev. Dir. Dearborn, Secretary Tweedie, Engineer Werner, Accts. Mgr./Deputy Treas. Pagel, Water Supt. Roth, Dennis Gerhart, Barb Knaack, Melvin Schultz, Edward Ochs. Excused were Finance Dir. Piergrossi and Wastewater Supt. Laabs.
2. **AWARDS/PRESENTATIONS**
3. **PUBLIC FORUM**
4. **DISCUSSION ITEMS**
5. **OLD BUSINESS**
Vice President Hanson inquired as to the status of the August Winters invoice payment we are awaiting, and Administrator Sturgell stated we are still working on the matter.
6. **NEW BUSINESS**
 - a) **080107-1:UD Expenditures**
MOTION: McQuillan/McNamee to approve the expenditures as submitted. Motion carried.
7. **ORDINANCES/POLICIES/AGREEMENTS**
8. **APPROVAL OF MINUTES**
 - a) **Regular Meeting - December 17, 2007**
MOTION: Youngquist/McNamee to dispense with the reading of the above minutes and approve as submitted. Motion carried.
9. **CORRESPONDENCE**
10. **REPORTS**
 - a) **President Tews - Broadcasting of Utility Commission Meetings:** In President Tews absence, Vice President Hanson announced the Town would begin (with tonight's meeting) videotaping and broadcasting Utility Commission and Planning Commission meetings on Time Warner Cable's public access channel. Meetings can be viewed on Fridays at 8:30 pm. One week, the Utility Commission followed by the Town Board meeting, will be broadcast. On the alternate Fridays, the Planning Commission meetings will be shown.
11. **MOTIONS BY COMMISSIONERS**
12. **ADJOURNMENT**
At 5:05 p.m., MOTION: McQuillan/Youngquist to adjourn. Motion carried.

Respectfully submitted,

Karen J. Tweedie, Utility District Secretary

Town of Menasha
Utility District Commission Regular Meeting
Municipal Complex - Assembly Room - Monday, January 21, 2008

Minutes

1. CALL TO ORDER, PLEDGE OF ALLEGIANCE

President Arden Tews called the meeting to order at 5:00 p.m., followed by the Pledge of Allegiance. Present were Commissioners McQuillan, Hanson, McNamee and Youngquist. Also Present: Administrator Sturgell, Finance Dir. Piergrossi, Com. Dev. Dir. Dearborn, Engineer Werner, Accts. Mgr./Deputy Treas. Pagel, Wastewater Supt. Laabs, Water Supt. Roth, Deputy Clerk Look, Attorney Koehler, PC Reporter Mike King, Barb Knaack, Greg Ziegler, Jay Schroeder, Dennis Gerhart, and Willis Timm. Secretary Tweedie was excused.

2. AWARDS/PRESENTATIONS

3. PUBLIC FORUM

4. DISCUSSION ITEMS

5. OLD BUSINESS

6. NEW BUSINESS

a) 080121-1:UD Change Order No. 2 and Final for 2007 Sewer & Water Main Reconstruction on Geneva Rd., London St., Midway Rd., Stead Dr., Bonnie Dr., Bartlein Ct., Manitowoc Rd., Jennie St., Shady Lane, American Ct., and N. Lake St.

MOTION: McQuillan/Hanson. Motion carried.

b) 080121-2:UD Sale of Alaskan Acres Lift Station to Don Hietpas & Sons Construction Co.

MOTION: McNamee/Youngquist. Motion carried.

c) 080121-3:UD Expenditures

MOTION: Youngquist/McQuillan. Motion carried.

7. ORDINANCES/POLICIES/AGREEMENTS

a) 080121-UD:ORD Town of Menasha Municipal Code Chapter 28.31 Capital Cost, Replacement, Connection Fees and Impact Fees First Reading

MOTION: McQuillan/McNamee

Administrator Sturgell gave a Power Point presentation reviewing the current impact fee, areas affected by the impact fee and the status of the impact fee accounts for sewer and water. A copy of the detailed spreadsheet of the impact fee accounts is available by contacting the Clerk's office.

Admin. Sturgell's presentation included a recommendation to maintain the \$1,500 per acre impact fee and to change the revenue split from 75% sewer and 25% water to a 50/50 split between the two accounts. A deferral of payment of impact fees for existing residential homes was also recommended. Several scenarios were presented to explain how the deferral of payment would affect an existing home on a parcel located in the impact fee area of the Town.

Chairman Tews thanked Admin. Sturgell and Finance Dir. Piergrossi for their in depth research and effort in conducting the impact fee study. Chairman Tews emphasized that impact fees are not intended to make money but to defray the cost associated with the project.

Comm. McNamee also expressed appreciation for the clarity of the scenarios presented and asked about the fee for upgrading an existing agricultural structure. Admin. Sturgell explained this would not be subject to the impact fee.

Comm. McQuillan confirmed that this ordinance can be reviewed at a later date. She also verified there could be a permanent deferral for a parcel. Comm. Dev. Dir. Dearborn explained that a small parcel with a permanent deferral should not be an issue for a future developer.

Comm. Youngquist commended Admin. Sturgell for his work on the study and requested a listing of properties and the dollar amount of any benefits to those property owners before the second reading. Comm. Youngquist expressed concern about passing this ordinance while there is a lawsuit pending.

Attorney Koehler explained the pending lawsuit addresses the special assessment and not the impact fee. He also explained options are available, before the second reading, to remove the possibility of a permanent deferral.

Resident Jay Schroeder thanked Admin. Sturgell for his work on the study and expressed his opinion on listing individual names benefiting from the change to the ordinance. Mr. Schroeder asked how any shortage would be funded. It was explained a shortage would be absorbed by the Utility District.

Resident Barb Knaack thanked Admin. Sturgell and commented that she felt a mistake was made with the special assessment fee and the special assessment fee and impact fee were separate issues.

On the Motion, motion carried 4 - 1 with Comm. Youngquist voting no.

8. APPROVAL OF MINUTES

a) Regular Meeting - January 7, 2008

MOTION: Hanson/McQuillan to dispense with the reading of the above minutes and approve as submitted. Motion carried 4-1 with Pres. Tews abstaining due to his absence at the Jan. 7 meeting.

9. CORRESPONDENCE

a) Water Pumpage Report - December 2007

b) Water Main Breaks Report - December 2007

MOTION: Youngquist/McNamee to accept the correspondence as submitted. Motion carried.

10. REPORTS

11. MOTIONS BY COMMISSIONERS

12. ADJOURNMENT

At 5:54 p.m., MOTION: Hanson/McQuillan to adjourn. Motion carried.

Respectfully submitted,

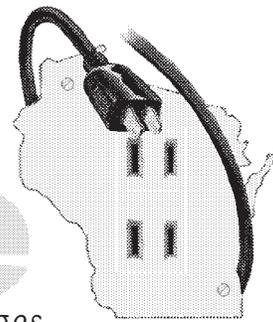
Annette Look, Deputy Clerk

A Coalition
to preserve
Wisconsin's
Reliable and
Affordable
Electricity

Customers First!

the Wire

Plugging you in to electric industry changes



608/286-0784 • P.O. Box 54 • Madison, WI 53701 • www.customersfirst.org • FEBRUARY 2008 • Vol. 13, No. 2

Energy bill has rail study

The 40-percent increase in Corporate Average Fuel Economy (CAFE) standards for automakers got most of the headlines, but inconspicuously tucked deep inside the federal energy bill signed into law by President Bush at the end of last year is a hard-won, Wisconsin-born victory for the beleaguered customers of monopoly rail carriers.

The new law (H.R. 6) contains language by Wisconsin Rep. Tammy Baldwin requiring a study of the nation's railroad infrastructure and whether it's up to the task of meeting the transportation needs of a burgeoning renewable fuels industry.

With support from Badger-CURE (Consumers United for Rail Equity) and the national CURE organization, Baldwin and her congressional staff fought hard for the initiative in Commerce Committee deliberations last July, facing fierce and organized opposition by the railroad lobby, and their defeat on the issue was the railroads' first legislative loss in decades.

Glenn English, CEO of the National Rural Electric Cooperative Association and national chairman of CURE, called the achievement a "targeted victory" and "part of a series of fast strikes in various committees to spotlight the railroad problem and the resulting impacts on energy reliability and prices." On a parallel track, Senator Byron Dorgan (D-ND) succeeded in keeping the study in the Senate version of the bill.

A Minnesota congressman's proposed study of the railroad system's adequacy to serve the needs of rural communities was approved last year in the House of Representatives as part of the Farm Bill but excluded from the Senate version in the wake of intensive railroad lobbying. Efforts to revive it in this year's conference committee negotiations are anticipated. 💡



Baldwin

Bad news in Baltimore

Maryland electricity customers are used to bad news about the high costs of their state's energy industry restructuring, and it just keeps on coming. Now Baltimore Gas and Electric (BGE) customers have been told they took on almost \$1.5 billion in additional costs in exchange for rate reductions worth about 20 percent that much. Meanwhile, state capitol observers say a plan to retreat from restructuring has new costs of its own.

A 1999 settlement that paved the way for restructuring required BGE customers to pay the \$1.5 billion to indemnify Constellation Energy Group, BGE's parent company, against "stranded costs," losses presumed to result from the inability to recover costs associated with

owning the BGE power plants in a deregulated environment without the guaranteed rate of return available to regulated utilities.

Last month, state regulators released a report contending that rate cuts given in exchange for the stranded cost indemnification only netted customers about \$316 million. Constellation Energy argues that the rate cuts have benefited customers by more than \$1 billion.

In any case, the value of the plants has increased, not decreased, with competition failing to take hold and electricity prices rising.

This is just one part of the complicated backdrop as Governor Martin O'Malley prepares to

Continued on page 3...

Duking it out

Hamilton County, Ohio—think Cincinnati—is pondering whether to join in a lawsuit against Duke Energy, which is alleged to have paid huge kickbacks to major industrial customers in exchange for their dropping objections to a big rate increase. As of mid-January, the county was setting up a hotline to take tips on Duke payouts.

The rate increase in question took effect in 2006 and boosted rates paid by residential customers 30 percent.

A federal antitrust suit filed in Ohio early last month relies on a series of e-mails on file with the Public Utilities Commission of Ohio. In those e-mails,

Duke employees acknowledged payments of about \$22 million annually to large corporate customers in exchange for them backing off opposition to the rate hike, according to a copy-

righted story January 18 in the *Cincinnati Enquirer*.

Duke officials maintain the arrangement constitutes a legally proper "side deal" with the big customers and that the rate increase and related deals were fully investigated by the commission and in a subsequent appeal before the state Supreme Court, according to the *Enquirer*.

Hamilton County plans a public hearing early this month to gather more information and move toward a decision whether to join the lawsuit.

The North Carolina-based utility is the power provider for about 680,000 retail customers in southern Ohio. 💡



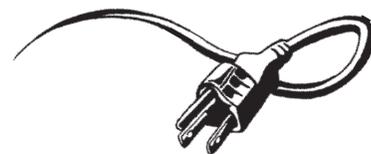
THE WIRE is a monthly publication of the *Customers First!* Coalition—a broad-based alliance of local governments, small businesses and farmers, environmental groups, labor and consumer groups, retirees and low-income families, municipal electric utilities, rural electric cooperatives, wholesale suppliers, 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



The volatility of fossil-fuel costs and the challenge of meeting our energy needs in a potentially carbon-constrained world places enormous importance on developing Wisconsin's renewable energy potential.

One cost-effective way of meeting the state's renewable energy goals is through the development of wind power. Wind power is necessary for compliance with the state's Energy Priorities Law and essential in meeting the goal that 10 percent of all electricity sales in Wisconsin be from renewable resources by 2015. Of the renewable resources available to Wisconsin utilities, wind is likely to contribute more than 90 percent of the energy needed to meet the 10-percent statewide target.

Wind is not only a crucial part our renewable energy mix, it is a homegrown resource that keeps dollars in the state. Investing in Wisconsin-based wind energy projects reduces the need to purchase coal or natural gas from out of state.

Despite the economic and environmental benefits, increasing wind energy in Wisconsin does have its challenges. In a few areas of the state, a handful of residents opposed to the building of wind turbines near their properties have convinced local officials to adopt restrictive siting ordinances that have essentially stopped the development of wind energy systems in their communities. RENEW Wisconsin, a network advocating clean energy strategies, figures that approximately 400 megawatts of planned wind developments are stalled across the state due to local regulatory restrictions and permitting procedures. These delays add to the costs of the project that will ultimately be passed on to the customer.



Bromley

The CFC supports a more sensible permitting process for wind development in Wisconsin. We join more than two-dozen organizations and businesses that represent residential and business energy customers, electric utilities, wind developers, environmentalists, and organized labor in calling for statewide uniform permitting standards to help guide local officials with their siting decisions. We also support allowing the Public Service Commission of Wisconsin, if needed, to review and approve wind proposals less than 100 MW—a role the Commission already serves for larger wind projects. A reformed permitting system will provide an appropriate balance between the state's energy priorities and the necessity to protect public health and safety. 💡

Energy saver tip

Sediment and mineral deposits collecting in the bottom of your water heater can impair its efficiency. You can help the appliance do its job more easily and with less expenditure of both money and energy by draining a couple of gallons of water from the bottom of the heater once or twice a year. 💡

Texas Toast?

Electric restructuring was supposed to mean more choices and lower prices for Texas customers. Instead it's brought—wait for it!—the biggest price increases of any state but three. Some say restructuring isn't to blame.

Statistics provided by the federal government show average electric rates in Texas climbed 56 percent between 2000 and last summer.

A minority of Texans—roughly one in four—live in areas served by electric cooperatives, municipal utilities, or investor-owned utilities that aren't part of the restructured service territories, and while costs have gone up everywhere, these people have tended to see smaller increases.

Defenders of restructuring argue, and not without some justification, that restructuring kicked in at about the same

time natural gas prices began their steep climb, so naturally it became more expensive to generate electricity.

But it's also true that like those in many other states, the Texas restructuring scheme required utilities to sell off their power plants and buy electricity on the wholesale market for resale to their customers. That adds another layer of transactions, amplifying whatever effect higher gas prices would have.

In a January story in the *Dallas Morning News*, the new chairman of the Texas Public Utilities Commission, who says his goal is to preserve retail competition, pointed out that customers could still find pricing plans that are cheaper than the existing rates prior to restructuring.

Information revealed by a two-part series last fall in the *Houston Chronicle* tends to bear out that contention, but it also showed that more than six in 10 residential customers have declined to switch providers. Many of those *have* taken advantage of a different service package but one third of residential customers served by a restructured utility have made no change at all.

The *Morning News* speculated that the fate of restructuring in Texas might be determined by the path rates are on when a new legislature convenes a year from now. 💡



Waste site's prospects dimming

Last month *The Wire* devoted considerable space to issues raised by talk of a resurgent U.S. nuclear power industry. But to the extent that resurgence depends on the availability of permanent storage space for radioactive waste, its prospects faded in recent weeks.

In the politically charged atmosphere surrounding almost any serious policy discussion of nuclear energy, the absolute need for careful, secure, and very long-term storage of spent power-plant fuel is one of the few items on which enthusiasts and opponents can find common ground. Even then, they will differ on how best to accomplish the objective.

But regardless what approach to waste storage one may prefer, developments in recent weeks appear to be narrowing the options, something not calculated to spur a nuclear renaissance.

A roughly 20-percent cut in the budget for a national repository at Yucca Mountain, Nevada, noted in *The Wire* last month, has since led the chief contractor for the project to announce more than 60 layoffs, more than half of them affecting workers at the site in the desert northwest of Las Vegas. Prior budget cuts prompted more than 80 layoffs in 2007.

In January the *Las Vegas Review-Journal* reported the Department of Energy (DOE) was "shutting down nearly all activity" at the site, adding, "Barriers may be placed at the mouth of the 25-foot diameter exploratory tunnel that represented more than a decade of activity" on the project.



By mid-month, a fence blocked the tunnel mouth, and the DOE's director of civilian radioactive waste management told a committee of the Nevada Legislature he envisioned at least 500 layoffs. Of the 65–70 people working directly on-site, he said, "basically all are going to be let go in the next 30 days," the *Review-Journal* reported.

Though it's impossible to conclude from this

that the facility simply won't be built—an outcome pledged repeatedly by Nevada elected officials of both parties—a few critical details can be known.

Among them:

- The DOE will fail to meet its self-imposed deadline of June 2008 to file a formal application with the Nuclear Regulatory Commission to complete development of the facility, and

- The newest target date for Yucca Mountain to begin accepting high-level waste from the nation's power plants—2017—will also fall by the wayside.

Under the federal Nuclear Waste Policy Act of 1982, Yucca Mountain was supposed to be receiving shipments for storage by the end of January 1998. Long before the current budget troubles began, many observers saw the revised 2017 target date as unrealistic and suggested 2020 might be a better bet.

With the license application seemingly sure to be postponed, and keeping in mind that the application will trigger a review period of at least three years (not counting litigation), 2020 might not be so realistic, either. 💡

Baltimore

Continued from front page...

move a major energy package through the Maryland Legislature.

O'Malley campaigned for and won the state's highest office by tapping into customer outrage over BGE rates climbing more than 70 percent at the beginning of 2006.

Now the governor confronts a multi-faceted dilemma: growing momentum for more environmental regulation of electricity-producing facilities and an aging infrastructure with a dubious capacity to support growth of electricity demand. State regulators say without action to reduce demand and expand capacity, blackouts will be a real worry within three years.

O'Malley is asking lawmakers to mandate a 15-percent reduction of electricity use below last year's levels by 2015, a 20-percent renewable portfolio standard to be met by 2020, and a \$100 million fund promoting environmentally friendly initiatives.

Customers would be rewarded with rebates for buying energy-efficient appliances, with funding to come from the sale of carbon-dioxide reduction credits in a multi-state auction. Those credits would be paid for by utilities, and the administration doesn't deny the cost would likely be passed back to retail customers. 💡

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



www.customersfirst.org



Quotable Quotes

“If all consumers don’t benefit from this, we will have wasted our time and failed our constituency.”

—Then-Texas State Senator David Sibley, commenting in 1999 on his state’s energy restructuring law and quoted in the *Houston Chronicle*, October 8, 2007

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.

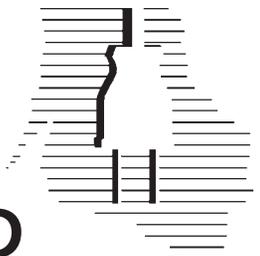
Customers First!
Plugging Wisconsin In

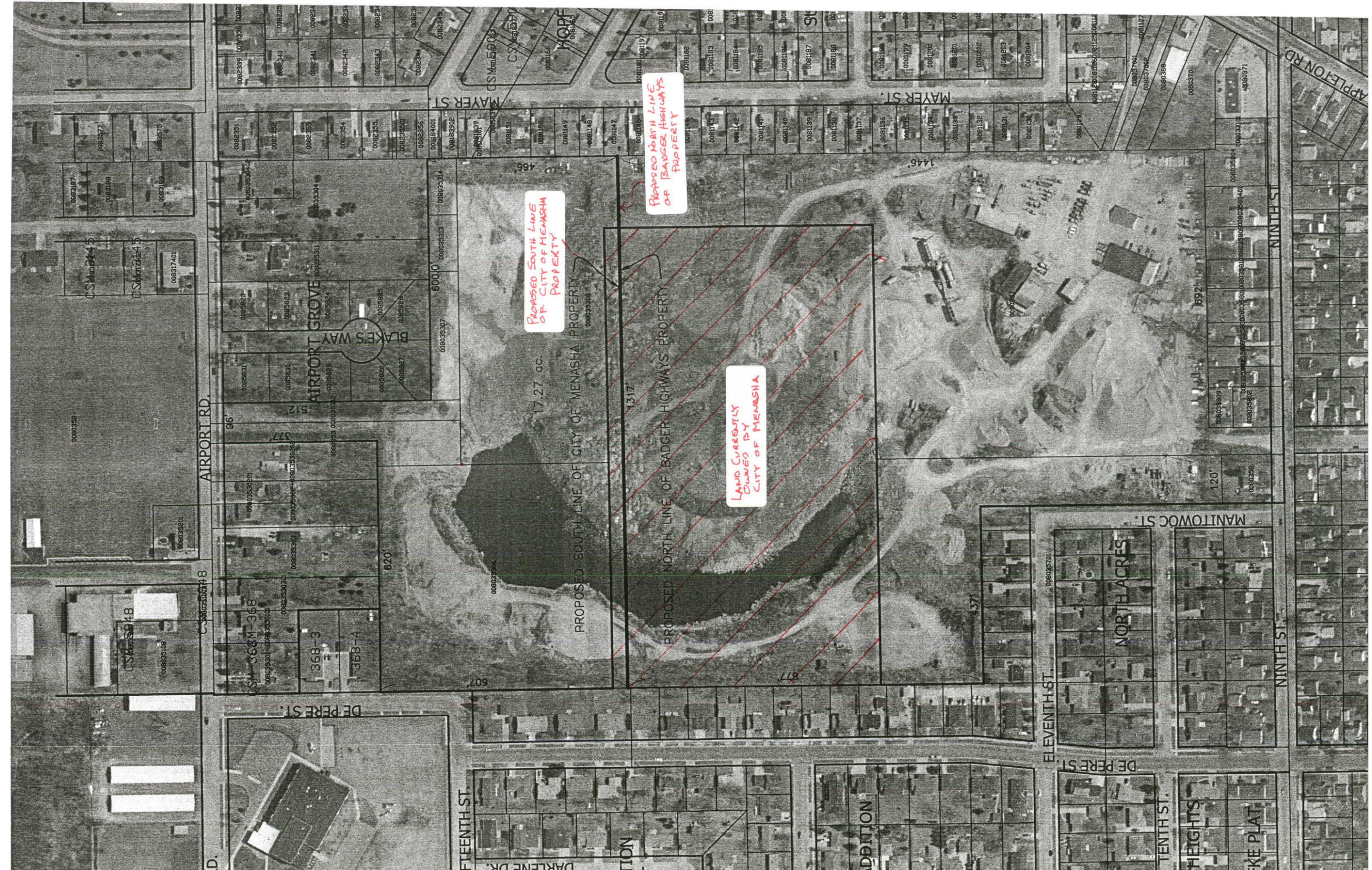


A Coalition
to preserve
Wisconsin’s
Reliable
and Affordable
Electricity

P.O. Box 54
Madison, WI 53701

Customers First!





PROPOSED SOUTH LINE OF CITY OF MENASHA PROPERTY

LAND CURRENTLY OWNED BY CITY OF MENASHA

PROPOSED NORTH LINE OF BADGER HIGHWAYS PROPERTY

17.27 ac.

PROPOSED SOUTH LINE OF CITY OF MENASHA PROPERTY

PROPOSED NORTH LINE OF BADGER HIGHWAYS PROPERTY

AIRPORT RD.

FIFTEENTH ST.

ADDITION

ELEVENTH ST.

DE PERE ST.

TENTH ST.

HEIGHTS

WAKE PLAT

NORTHACRES

MANTOWOC ST.

NINTH ST.

NINTH ST.

APPLETON RD.

SM 668 M-368

368-3

368-4

AIRPORT GROVE

BLAKES WAY

MAYER ST.

MAYER ST.

CSM 5048

CSM 2145

CSM 2145

D.

CHARLENE DR.

ADDITION

006035701

437

817

607

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MEMORANDUM

To: Administrative Committee/Common Council
From: Greg Keil, Community Development Director
Date: February 13, 2008
RE: Department of Commerce Planning Grant Application – Gilbert Mill Site

I am requesting authorization from the Common Council to apply for a Department of Commerce Planning Grant. Pursuit of the planning grant was endorsed by the Menasha Redevelopment Authority at its February 6, 2008 meeting. The rationale for preparing a plan for the site is outlined in the attached memo to the RDA dated January 22, 2008. If approved by the Common Council, I will engage in the full grant application process which requires development of a public participation plan, holding a public hearing, and adoption of a resolution by the Common Council that authorizes the preparation and filing of a grant application with the Department of Commerce.

The estimated cost of completing the required design, planning and engineering components of the plan is \$50,000.00. If necessary, the scope of work will be adjusted to bring the cost of the plan within that dollar amount. The Department of Commerce limits its planning grant awards to \$25,000.00. The sources of funds to match the \$25,000.00 DOC grant commitment are as follows:

\$ 6,000	– Winnebago County Per Capita Economic Development Grant Funds
\$ 13,000	– Community Development Outside Services 2007 Carryover
\$ 5,000	– Developer Contribution
<u>\$ 1,000</u>	– Community Foundation of the Fox Cities Opportunity Fund
\$25,000	Total

The completion of this plan will put the city in a much better position to compete successfully for a \$500,000 plus DOC Brownfields grant. We have been encouraged by DOC staff to undertake this planning. There remains approximately \$3 million in the Brownfields Grant program fund for this fiscal year and another \$7 million is to be appropriated in July. Here again, we've been encouraged by DOC staff to apply for these funds.

The award of the Brownfields Grant will enable the process of clearing the former Gilbert Paper Mill site to occur at a faster pace, dramatically improving the prospects for successfully marketing the site for redevelopment. Secondly, the donation of the approximately 2 acre shoreland area, as stipulated in the development agreement, can be advanced. This site donation can be used to leverage Stewardship Grants and other sources of funding to make the shoreline accessible by the public for recreational use.

I believe that the timing of the site development and present grant fund availability argue strongly for proceeding with the planning grant and ultimately with the Brownfields Grant application. If we do not proceed with these steps with some urgency, we may well lose the opportunity to bring substantial outside resources to redevelopment of the site.



MEMORANDUM

To: Redevelopment Authority
From: Greg Keil, CDD
Date: January 22, 2008
RE: Department of Commerce Planning Grant

In June of 2007 the City of Menasha made application to the Department of Commerce in the amount of \$875,000 for a Brownfields grant to assist with the demolition of the former Gilbert Paper Mill. The project was not selected for funding in that round of applications.

In a subsequent meeting between the developer, city staff and Department of Commerce (DOC) program administrators, various strategies were discussed to strengthen the application and improve the prospects for project selection.

The major concerns with the original grant proposals focused on five areas. These included:

- Need for signed agreements relative to project financing
- Need for specific plans for public shoreline use/development and public benefits discussion
- Need for elaboration on the economic benefits of implementing the project
- Need for elaboration on the on-site environmental conditions and improvements that will result from program implementation
- Need for elaboration on the innovativeness of the project

At the above-referenced meeting, DOC staff offered to consider a planning grant to aid with filling in the information gaps in the Brownfields Grant Application document. City staff has been working with the developer to determine the cost and scope of preparing a plan to meet this objective.

The following outlines the general scope and objectives of work to be prepared by a planning/engineering consultant.

- Site topographic survey, shoreline and canal profile
- Evaluation of existing buildings and water control structures
- Shoreline evaluation and improvement plan
- Stormwater analysis and management plan
- Riverfront park improvement plan and specifications

- Assessment of site conditions and other information required for WDNR Chapter 30 permits
- Conceptual design of whitewater course and related flow/hydraulic analysis
- Overall site improvement plans and renderings

Upon authorization by the Common Council, proposals will be requested from qualified firms. The estimated cost for completing the specified tasks is \$50,000.

The balance of the work necessary to fulfill DOC Planning Grant requirements, e.g. discussion of public benefits and economic impacts will be prepared by city staff and the site developer.

If authorized, planning/design proposals will be requested in February and the DOC Planning Grant will be submitted in March of 2008.

PLANNING GRANT
COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) PROGRAM
APPLICATION

I. Eligible Applicants/Grant Amount

- A. Local units of government may apply for funds to prepare a Plan for a specific project. The maximum grant amount is \$25,000.
- B. An eligible local government may submit an application for a Planning Grant at any time.
- C. The applicant must provide a cash match of at least 25 percent of the entire planning cost.
- D. The award of a Planning Grant does not commit the Department to provide funding for implementation of the Plan.
- E. The project being planned must meet one of three National Objectives for the CDBG program. They are: 1) Low and moderate-income benefit, 2) Slum and blight removal, 3) Urgent local Need. Most projects will meet either the low and moderate-income benefit or slum and blight removal Objectives.
- F. **Please note:** A Project Specific Plan is for a community and/or economic development project. For example, a plan to determine the feasibility, need, public interest, location, preliminary cost estimates including a conceptual design for a multi-use community center, fire station, senior center, or library would be considered Project Specific. A Project Specific Plan may also include a plan for the redevelopment of a blighted or contaminated site or to develop a plan for the reuse of a facility vacated as a result of a business shut down. A unit of government may apply for funds to develop an economic development strategy if it has suffered from a significant loss of jobs. The Plan must be oriented toward the creation of jobs for low-to moderate residents.

Not considered a Project Plan are specific architectural drawings for construction, engineering analysis or technical studies relating to the expansion or upgrading of water and sewer services, streets, and other similar municipal services/functions.

II. **Application Questions** (Please limit your answers to a total of three pages.) Make sure the attachments are labeled, identify the question being addressed, and are included at the back of the application.

- A. Identify the specific project that needs planning. Please include a map of your project area as Attachment 1.
- B. What is the public purpose of the project?
- C. Is the specific project an eligible CDBG activity?*

- Fire Station
- Downtown Public Improvements
- Telecommunication Infrastructure
- Slum and Blight Redevelopment
- Economic Development or recovery strategy
- Other _____

* Plans, not engineering studies, for water and sewer systems in areas lacking municipal services are eligible for consideration. Plans for intergovernmental cooperation in economic development planning or for providing municipal services are also eligible for consideration.

- D. What is the cost for the Plan on a dollar-per-hour basis? Include the proposal for services as Attachment 2.
- E. Demonstrate local support from citizens, economic development organizations or business groups. Include letters of support and funding commitments as Attachment 3.
- F. Demonstrate the capability of the local government or the proposed consultant to prepare the Plan. Include resumes or examples of similar work as Attachment 4.
- G. Describe the current status and why a Plan is necessary.
- H. Briefly identify the extent of poverty, unemployment, labor shortages, local tax rate or other economic factors in the specific project area. If you are applying for an economic development grant, please document job losses from information available from the State Department of Workforce Development at http://www.dwd.state.wi.us/lmi/cp_pdf/cp_mainx.htm.
- I. Identify the prospects for new investment and community and economic development in the project area.
- J. Will the project result in improvements to public health and safety? If yes, describe.
- K. Identify how the project will result in the preservation or expansion of the existing tax base.
- L. Identify how the project is consistent with other recently completed community or economic development projects such as Smart Growth Planning.
- M. Complete the Matching Funds Table on the next page.

III. **Submission of Applications**

Applications may be submitted **at any time**. Submit two (2) copies of your Application to:

Doug Thurlow
Wisconsin Department of Commerce
Division of Community Development
201 W. Washington Avenue
P. O. Box 7970
Madison, WI 53707

One (1) copy must contain the original signature of the chief elected official of the municipality.

IV. **Application Review Process**

The application review process will take approximately 60 days. **If the Department commits to participating in the project, the forms in Part II will need to be completed.** These forms are included in Part II and consists of documenting citizen participation and signed resolutions and assurances from the applicant, and a letter requesting exemption from the environmental review process. You may submit these forms with this application or after a Commitment Letter is issued.

For more information, contact:

Doug Thurlow, Grants Specialist
Bureau of Community Finance
Wisconsin Department of Commerce
P. O. Box 7970
Madison, WI 53707
Telephone: 608/266-7942
Fax: 608/266-8969
e-mail: dthurlow@commerce.state.wi.us

James Frymark, Director
Bureau of Community Finance
Wisconsin Department of Commerce
P. O. Box 7970
Madison, WI 53707
Telephone: 608/266-2742
Fax: 608/266-8969
e-mail: jfrymark@commerce.state.wi.us

MATCHING FUNDS TABLE

Please identify the source of match and when it will be available. At least 25% of the match must be from local sources.

Source	Amount	Date Available



MEMORANDUM

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

FROM: City Comptroller/Treasurer Stoffel *ts*

DATE: 02/12/2008

SUBJECT: Appropriation of 226 Main Street Sale Proceeds for Health Department Rental Cost

At the Common Council meeting of February 4, 2008, the Council took action to enter into a lease of the property at 316 Racine Street for use by the Menasha Health Department. This lease payment was not included in the budget adopted by the Common Council for 2008. In order to make the payment on that lease the Common Council should appropriate funds for that purpose.

The Health Department has dollars available in the 2008 budget for Electricity (\$2,100), Heat (\$3,400), Water (\$650) and Building Maintenance (\$2,625). These amounts will be somewhat reduced by the time the City vacates 226 Main Street, but otherwise could be applied against the cost. Averaging those amounts out is about \$731 per month being spent. If two and one-half months are used up, the amount remaining would be approximately \$6,950.

For 2008 the annual expense amounts would be \$21,883, rent; \$2,742, utilities; \$9,335, maintenance, taxes, insurance; \$3,920, network cabling; \$500, informational sign and \$750, door and partition installation. The first three items would be prorated for 9 ½ months, the last three items would be expensed in the current year. The amount of appropriation needed, after deducting the \$6,950 explained above, would then be \$25,105

The motion would be to increase General Fund-Revenue Account-Sale of City Property (31100-48-04-319-000) by \$25,105 and General Fund-Expenditure Account-Health Department-Other Services-Building Rental (31100-53-09-102-296) by \$25,105. This keeps the City budget in balance and would require a ¾ vote of approval.

If you have any questions on this appropriation, please contact me.



Memorandum

DATE: February 14, 2008
TO: Administration Committee, City of Menasha
FROM: Mark Radtke, Director of Public Works
RE: Badger Highways Land Swap

Badger Highways approached the City recently requesting consideration of swapping property at their quarry site located north of Ninth Street and west of Appleton Road. The City owns a 17 acre parcel at the quarry site that separates land owned by Badger Highways. In order to create a more efficient use of their land, Badger has asked the City to swap our acreage for an equal acreage on the north end of the quarry.

During our analysis of this request, we considered the following issues: future available fill space for City projects, access for City vehicles, potential for storage of Menasha Utilities poles, economic benefit for the City, safety related issues, site preparation costs, and neighborhood concerns.

As you can see on the reference drawing, the property to be transferred to the City is situated on the north end of the quarry site. Access would be available from Airport Road, although there will be some preparation effort by City DPW crews to construct a driveway entrance. There is sufficient space for storage of Utility poles in this area. I feel safety will be improved because we can construct a drive road leading to the lower level of the quarry, thus eliminating the hazard of dumping near an edge high above the quarry floor or water surface.

Perhaps the most significant and compelling reason to recommend this swap is the additional fill space available to the City in this section of the quarry. We allow contractors on City projects to dump excavated materials at this site, which is almost always much closer than any other available dump site for City projects. This end of the quarry has approximately twice the fill space that our current parcel has, and will result in cost savings of as much as \$7.50 per ton of excavated material on City projects compared to having no dump site available. That is a very significant cost savings for the City.

This quarry site is permitted for placement of clean fill by the DNR, and we do not anticipate any problems with the DNR with the land swap. We are currently regulated by our permit with the DNR for this site and I expect no changes with the permit conditions.

Regarding future economic benefit to the City, Badger Highways intends to develop their portion of the site upon complete filling of their proposed portion of the quarry. We have no commitment from Badger about the type of development other than a preliminary concept for a residential subdivision type use, but final development plans have not been made by Badger at this stage.

With the City acquiring additional property at this site, there is an opportunity to annex this land into the City. Badger has also indicated they would be willing to annex their portion of the quarry upon complete filling of that portion and prior to development of the filled site.

Taking all these factors into consideration, it is my recommendation the City approve the land swap in concept and authorize the City to prepare an Offer to Purchase to Badger Highways to effect this proposed land swap. This Offer to Purchase would need to be approved by the Common Council at a future Council meeting.

CITY OF MENASHA DISBURSEMENTS

Accounts Payable for 2/7/08-2/14/08 Checks # 15696-15853	\$3,297,645.74
Payroll Checks for 2/7/08-2/14/08 Checks # 36904-37137	<u>159,494.75</u>
Total	\$3,457,140.49

**Gaps in the sequence of accounts payable check numbers may be caused by: voiding checks at the start of a new check run to set up printing of the checks correctly, having a large number of invoices on a particular vendor which causes the payment to be printed on more than one accounts payable check , incorrect alphabetizing of a vendor causing the accounts payable check to appear out of sequence or software/printer problems which result in accounts payable checks being printed incorrectly and needing to be discarded.

Menasha Employees Credit Union-Employee Deductions

Menasha Employees Local 1035-Union Dues

Menasha Employees Local 1035B-Union Dues

Wisconsin Support Collections-Child/Spousal Support

United Way-Employee Donations

AMT-Garnishments

Date: Thursday, February 07, 2008
 Time: 09:26AM
 User: MGRIESBACH

CITY OF MENASHA
Check Register - w/Alternate Description

Page: 1 of 13
 Report: 03630Alt.rpt
 Company: 31100

Vendor ID / Name	Invoice Nbr	CpnyID	Acct	Subaccount	Amount	Invoice Description
01050 ACC PLANNED SERVICE INC	13038	31100	51	10-115-204	1,097.25	SEMI ANNUAL CONTRACT BILLING
	13038	31100	52	05-201-240	1,201.75	SEMI ANNUAL CONTRACT BILLING
	13038	31100	52	08-101-240	679.25	SEMI ANNUAL CONTRACT BILLING
	13038	31100	53	09-102-240	600.00	SEMI ANNUAL CONTRACT BILLING
	13038	31100	53	09-212-240	679.25	SEMI ANNUAL CONTRACT BILLING
	13038	31731	54	10-149-240	940.50	SEMI ANNUAL CONTRACT BILLING
	13038	31100	55	06-101-240	1,550.00	SEMI ANNUAL CONTRACT BILLING
	13038	31100	55	07-202-240	1,889.50	SEMI ANNUAL CONTRACT BILLING
Check Date	2/7/2008	Check Nbr	015696		Check Total:	8,637.50
01053 ACCENT BUSINESS SOLUTIONS INC	209859	31100	51	04-109-315	1,200.00	FINISHER/2ND FLR COPIER/STAPLG
	Check Date	2/7/2008	Check Nbr	015697		Check Total:
01054 ACCENT FLORAL & GIFTS LLC	12622	31100	55	04-221-316	40.00	MOTHER OF COREY HARRISON
	12696	31100	55	04-221-316	40.00	FORMER CITY ATTORNEY/STEFFENS
Check Date	2/7/2008	Check Nbr	015698		Check Total:	80.00
01075 ACCURATE SUSPENSION WAREHOUSE	8000642	31731	54	10-149-383	852.64	NUTS/BOLTS/SPRINGS/WASHERS
	80000521	31731	54	10-149-300	71.64	SHOP SUPPLIES
Check Date	2/7/2008	Check Nbr	015699		Check Total:	924.28
01263 AG-BAG FORAGE SOLUTIONS	2826	31266	54	10-308-300	147.39	TEMPERATURE PROBES
	Check Date	2/7/2008	Check Nbr	015700		Check Total:
01315 AIRGAS NORTH CENTRAL	105415976	31731	54	10-149-300	74.85	ACETYLENE CYL
	Check Date	2/7/2008	Check Nbr	015701		Check Total:
01450 ALLIED GLOVE & SAFETY PRODUCTS	1/717720	31731	54	10-149-300	176.58	WORK GLOVES
	Check Date	2/7/2008	Check Nbr	015702		Check Total:

Date: Thursday, February 07, 2008
 Time: 09:26AM
 User: MGRIESBACH

CITY OF MENASHA
Check Register - w/Alternate Description

Page: 2 of 13
 Report: 03630Alt.rpt
 Company: 31100

Vendor ID / Name	Invoice Nbr	CpnyID	Acct	Subaccount	Amount	Invoice Description
01755 APPLETON RADIATOR INC	7816	31201	54	10-301-300	130.00	REPAIR RADIATOR
	Check Date 2/7/2008	Check Nbr	015703		Check Total:	130.00
01775 CITY OF APPLETON	171807	31100	54	03-204-250	43,541.00	VALLEY TRANSIT 1ST QTR
	Check Date 2/7/2008	Check Nbr	015704		Check Total:	43,541.00
01790 ARING EQUIPMENT CO INC	361636	31731	54	10-149-383	66.58	BULBS
	361630	31731	54	10-149-383	61.12	BULBS
	Check Date 2/7/2008	Check Nbr	015705		Check Total:	127.70
02040 BADGER HIGHWAYS CO INC	139415	31100	54	10-121-300	191.84	COLD MIX
	Check Date 2/7/2008	Check Nbr	015706		Check Total:	191.84
02335 BECK ELECTRIC INC	E11	31100	13	04-106-000	72.54	BALLAST LAMPS
	Check Date 2/7/2008	Check Nbr	015707		Check Total:	72.54
02542 BLOCK IRON & SUPPLY COMPANY	162564	31731	54	10-149-240	137.40	DUMMY CYLINDERS/CITY GARAGE
	Check Date 2/7/2008	Check Nbr	015708		Check Total:	137.40
02717 JEFFREY BRANDT	013108	31100	51	02-103-331	30.30	MILEAGE
	013108	31100	51	02-105-331	40.40	MILEAGE
	Check Date 2/7/2008	Check Nbr	015709		Check Total:	70.70
02796 BUBRICK'S	93860	31100	52	08-101-310	45.99	BRACKET
	95396	31100	52	08-101-310	327.83	OFFICE SUPPLIES
	Check Date 2/7/2008	Check Nbr	015710		Check Total:	373.82
03051 CALUMET COUNTY CLERK COURTS	020608	31100	21	04-229-000	150.00	BOND
	Check Date 2/7/2008	Check Nbr	015711		Check Total:	150.00

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03585 COMMUNITY HOUSING COORDINATOR	100	31261	56	03-207-216	5,000.00	NATURES WAY/CDBG/HOME PROG
	99	31100	56	03-202-216	1,600.00	COMP HOUSING PLAN FEB 2008
	Check Date 2/7/2008	Check Nbr	015712		Check Total: 6,600.00	
03842 CULLIGAN WATERCARE SERVICES	123107	31100	51	10-115-201	17.85	COOLER RENTAL
	123107	31731	54	10-149-313	5.95	COOLER RENTAL
	Check Date 2/7/2008	Check Nbr	015713		Check Total: 23.80	
03846 CUMMINS NPOWER LLC	802-39631	31731	54	10-149-383	52.60	PRESSURE SENSOR
	Check Date 2/7/2008	Check Nbr	015714		Check Total: 52.60	
04135 DAVIS & KUELTHAU SC	288765	31100	51	02-105-211	541.50	PROFESSIONAL SERVICES
	Check Date 2/7/2008	Check Nbr	015715		Check Total: 541.50	
04139 VALERIE DAVIS	013108	31100	53	09-102-331	21.72	MILEAGE
	013108	31100	53	09-104-331	1.21	MILEAGE
	Check Date 2/7/2008	Check Nbr	015716		Check Total: 22.93	
04360 DORNER INC	2006-08	31485	21	04-205-000	7,217.74	NATURE'S WAY
	2006-08	31485	54	10-121-822	1,497.20	NATURE'S WAY
	2006-08	31485	54	10-134-822	409.05	NATURE'S WAY
	Check Date 2/7/2008	Check Nbr	015717		Check Total: 9,123.99	
06520 FOX STAMP SIGN & SPECIALTY	149450	31262	52	08-101-300	36.80	NOTARY STAMP
	Check Date 2/7/2008	Check Nbr	015718		Check Total: 36.80	
07057 GALLS INCORPORATED	5921903601013	31100	52	08-101-193	54.95	FLASHLIGHTS/DUTY BOOT SOCKS
	Check Date 2/7/2008	Check Nbr	015719		Check Total: 54.95	

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07130 GE CHEMICAL	3593	31731	54	10-149-300	63.94	HOSE/FOAM FILTER
	Check Date 2/7/2008	Check Nbr 015720			Check Total: 63.94	
07210 GERMANIA HALL	E05432	31827	53	09-212-300	1,505.68	CHRISTMAS BANQUET
	Check Date 2/7/2008	Check Nbr 015721			Check Total: 1,505.68	
07455 GREAT LAKES UNDERGROUND EQUIP	14279	31731	54	10-149-383	623.92	WATER PUMP DRIVE
	Check Date 2/7/2008	Check Nbr 015722			Check Total: 623.92	
07580 GUNDERSON UNIFORM & LINEN RENT	1238201	31100	51	10-115-201	24.53	MOP/MAT SERVICE
	1238201	31100	53	09-212-313	3.36	MOP/MAT SERVICE
	1238201	31100	55	07-202-313	3.36	MOP/MAT SERVICE
	Check Date 2/7/2008	Check Nbr 015723			Check Total: 31.25	
08235 HEARTLAND LABEL PRINTERS INC	66198-H	31100	51	04-109-214	1,460.00	WEB HOSTING AGREEMENT
	Check Date 2/7/2008	Check Nbr 015724			Check Total: 1,460.00	
08390 HEATHER HIGGINS	020508	31100	55	07-201-205	50.00	XC SKI INSTRUCTION
	Check Date 2/7/2008	Check Nbr 015725			Check Total: 50.00	
09128 INFRASTRUCTURE TECHNOLOGIES	PR-1450701D-01	31201	19	04-540-000	32,983.37	WW COLLECTION SYS REHAB IMPROV
	Check Date 2/7/2008	Check Nbr 015726			Check Total: 32,983.37	
09270 INTERNATIONAL TRANSLATORS	LC-2-17644	31100	53	09-102-215	35.00	INTERPRETING SPANISH
	Check Date 2/7/2008	Check Nbr 015727			Check Total: 35.00	
10083 MADELA JACOBS	013008	31100	21	04-269-000	38.00	TRIP CANCELLATION REFUND
	Check Date 2/7/2008	Check Nbr 015728			Check Total: 38.00	

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11030 KAEMPFER & ASSOCIATES INC	13658	31201	54	10-301-212	2,684.36	IND DISC REG PROGRAM
	13659	31201	54	10-301-212	477.69	IND DISC REG PROG
	13660	31201	54	10-301-212	1,292.75	IND DISC REG PROG
	13661	31201	54	10-301-212	3,065.81	IND DISC REG PROG
	13662	31201	19	04-540-000	3,482.57	WW COLL SYS REHAB IMPROV
Check Date	2/7/2008	Check Nbr	015729	Check Total:	11,003.18	

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11155 KITZ & PFEIL INC	122609-0009	31100	55	07-202-300	10.60	CLOCK FOR ICE RINK
	122614-0179	31100	55	07-202-315	7.18	SHEAR PIN TOOLS
	010214-0127	31100	52	08-101-295	7.74	WINDSHIELD WIPER FLUID
	010314-0017	31100	53	09-102-300	11.43	AA BATTERIES
	010314-0118	31731	54	10-149-383	29.36	THINNER/MASK TAPE/SAND PAPER
	010414-0102	31100	52	08-101-295	11.98	2 PUSH BROOMS
	010714-0008	31100	51	10-115-300	4.55	DRILL BITS
	010714-0008	31100	52	08-101-313	4.23	BULBS
	010714-0053	31100	51	10-115-300	5.84	DRILL BITS
	010814-0005	31207	55	07-205-240	2.70	MARINA AEROTERS
	010814-0138	31731	54	10-149-383	8.55	HARDWARE MISC
	010909-0003	31100	54	10-124-300	2.96	FENCE STAPLE/SALT SHED
	010914-0025	31201	54	10-301-315	25.63	RADIANT HEATER
	010914-0056	31100	55	07-202-300	65.82	PAINT FOR TENNIS BOARDS
	010914-0070	31100	52	08-101-240	27.88	SALLY PORT LT FIXTURE BALLAST
	010914-0112	31731	54	10-149-300	8.60	CORD
	010914-0112	31731	54	10-149-383	6.49	CORD
	011020-0007	31100	55	07-202-243	48.58	PAINT FOR TENNIS BOARDS
	011103-0018	31100	55	07-202-315	32.26	CHAIN SAW BLADES
	011114-0139	31731	54	10-149-310	6.28	HOOKS FOR OFFICE
	011109-0012	31100	55	07-202-240	6.28	PAINT EQUIPMENT
	011414-0024	31100	55	07-202-315	29.99	LADDER
	011514-0024	31100	55	07-202-243	30.03	SUPPLIES FOR DUG OUT BOXES
	011614-0009	31100	55	07-202-243	45.88	PAINT FOR DUG OUT BOXES
	011614-0046	31100	53	09-102-313	10.15	HOUSEKEEPING SUPPLIES
	011614-0070	31100	55	07-202-315	10.77	CHAIN FOR BROOM ON LAWNMOWER
	011614-0086	31100	53	09-212-313	8.98	TAPE FOR CHAIRS
	011714-0067	31100	51	10-115-300	6.57	SAW BLADES
	011814-0021	31100	51	10-115-300	16.27	TOOL BITS
	1116603028	31100	55	07-203-240	-12.00	INSTANT CREDIT ON FLUO BULBS
Check Date	2/7/2008	Check Nbr	015732	Check Total:	481.58	

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11222 RUTH KOERNER	013008	31100	21	04-269-000	38.00	TRIP CANCELLATION REFUND
	Check Date 2/7/2008	Check Nbr	015733		Check Total: 38.00	
11315 KRUEGER TRUE VALUE	868556	31100	52	05-201-240	73.38	RUG/PAD/STATION 35
	869517	31100	52	05-201-240	15.99	DRYWALL COMPOUND
	348783	31100	52	05-201-240	0.89	FINANCE CHARGE
	Check Date 2/7/2008	Check Nbr	015734		Check Total: 90.26	
12035 CHERYL LAABS	123107	31100	53	09-102-331	9.94	MILEAGE
	123107	31100	53	09-118-331	3.64	MILEAGE
	013108	31100	53	09-102-331	11.36	MILEAGE
	013108	31100	53	09-102-334	1.00	PARKING
	Check Date 2/7/2008	Check Nbr	015735		Check Total: 25.94	
12092 LAKE PARK VILLAS HOMEOWNERS	013108	31100	54	10-143-223	33.33	MENASHA UTILITIES
	013108	31482	55	07-202-223	72.19	MENASHA UTILITIES
	013108	31482	56	03-501-216	72.50	WISCO
	013108	31482	56	03-501-310	40.33	RON DUUCK EXPENSE REPORT
	013108	31482	56	03-501-513	454.72	INSURANCE
	Check Date 2/7/2008	Check Nbr	015736		Check Total: 673.07	
12250 LAWSON PRODUCTS INC	6411792	31731	54	10-149-300	617.50	CLAMPS/CABLES/DRILL BITS/STOCK
	Check Date 2/7/2008	Check Nbr	015737		Check Total: 617.50	
13043 MANAWA TELEPHONE CO	FEBRUARY	31100	51	04-109-221	39.95	INTERNET SERVICE
	Check Date 2/7/2008	Check Nbr	015738		Check Total: 39.95	
13270 MCNEILUS TRUCK & MFG COMPANY	630434	31731	54	10-149-383	221.91	VEHICLE PARTS
	Check Date 2/7/2008	Check Nbr	015739		Check Total: 221.91	

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13360 MENASHA ELECTRIC & WATER UTILI	012808	31100	12	04-399-000	6.53	RACINE & 9TH
	012808	31100	54	10-131-223	200.85	TRAFFIC LIGHTS
	012808	31201	54	10-301-223	67.72	LIFT STATIONS
	012808	31100	55	07-202-223	479.52	PARKS
	012808	31100	55	07-202-223	12.60	RACINE AT HWY 441
	012808	31100	55	07-202-225	68.95	PARKS
	Check Date 2/7/2008	Check Nbr	015740		Check Total:	836.17
13370 MENASHA EMPLOYEES CREDIT UNION		31100	21	04-299-020	1,801.00	
	Check Date 2/7/2008	Check Nbr	015741		Check Total:	1,801.00
13375 MENASHA EMPLOYEES LOCAL 1035		31100	21	04-299-031	225.00	
	Check Date 2/7/2008	Check Nbr	015742		Check Total:	225.00
13425 MENASHA POLICE DEPARTMENT	020608	31100	52	08-101-295	35.68	PETTY CASH VEHICLE
	020608	31100	52	08-101-300	40.54	PETTY CASH SUPPLIES
	020608	31100	52	08-101-333	11.66	PETTY CASH SCHOOL MEETINGS
	020608	31100	52	08-101-333	49.08	MEETINGS
	Check Date 2/7/2008	Check Nbr	015743		Check Total:	136.96
13685 MINNESOTA MUTUAL LIFE INSURANC	MARCH2008	31100	21	04-618-000	2,444.33	BASIC/EMPLR
	Check Date 2/7/2008	Check Nbr	015744		Check Total:	2,444.33
13755 MORTON SAFETY	253068	31100	55	07-202-315	134.74	LATEX GLOVES/EAR PLUGS
	Check Date 2/7/2008	Check Nbr	015745		Check Total:	134.74

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14010 N&M AUTO SUPPLY	202508	31201	54	10-301-300	21.48	V-BELT
	202202	31731	54	10-149-383	18.03	LMP BULB STOCK
	201750	31731	54	10-149-383	10.20	SOCKET STOCK
	201811	31731	54	10-149-383	17.24	FUEL FILTER STOCK
	202691	31731	54	10-149-300	4.89	EPOXY GEL SHOP SUPPLIES
	203025	31731	54	10-149-383	71.99	IGNITION COIL
	203013	31731	54	10-149-300	17.66	NAPA RUGLYDE/APPLICAT
	203013	31731	54	10-149-383	57.01	OIL COOL LINE
	202925	31731	54	10-149-383	19.52	FITTING
	202969	31731	54	10-149-383	53.63	SPARK PLUGS/PLUG WIRE SET
	202913	31731	54	10-149-383	9.76	FITTING/SHOP SUPPLIES
	202911	31731	54	10-149-383	25.45	LAMP/HOSE/SHOP SUPPLIES
	203104	31731	54	10-149-300	13.99	AIR BRAKE ANTIFREEZE/SHOP SUPP
	203550	31731	54	10-149-300	8.80	LOCK DEICER
	203727	31731	54	10-149-383	5.58	THERMOST/SEAL
	203200	31731	54	10-149-300	66.66	RETRACTABLE WORKLIGHT/HANDLE
	203798	31731	54	10-149-300	26.26	FILL/SHOP SUPPLIES
	204612	31731	54	10-149-383	-390.58	WARRANTY/CORE DEPOSITS
	204608	31731	54	10-149-383	-29.28	SERP BLT CREDIT
	203680	31731	54	10-149-383	-7.75	CORE DEPOSIT CREDIT
Check Date	2/7/2008	Check Nbr	015747	Check Total:	20.54	

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14215 NEENAH-MENASHA MUNICIPAL COURT	013108	31100	21	04-229-000	182.00	BOND
	013008	31100	21	04-229-000	126.00	BOND
	013008	31100	21	04-229-000	152.00	BOND
	013008	31100	21	04-229-000	182.00	BOND
	013008	31100	21	04-229-000	119.00	BOND
	013008	31100	21	04-229-000	182.00	BOND
	013008	31100	21	04-229-000	414.40	BOND
	013008	31100	21	04-229-000	119.00	BOND
	013008	31100	21	04-229-000	119.00	BOND
	020608	31100	21	04-229-000	427.00	BOND
	020608	31100	21	04-229-000	119.00	BOND
	020608	31100	21	04-229-000	93.80	BOND
	Check Date	2/7/2008	Check Nbr	015748		Check Total:
14220 NEENAH-MENASHA SEWERAGE COMM	2008-021	31201	54	10-302-250	15,217.00	FEB 2008 INT BOND ISSUES NMSC
	2008-015	31201	54	10-302-250	49,275.90	FEB 2008 WW TREATMENT
Check Date	2/7/2008	Check Nbr	015749		Check Total:	64,492.90
14363 NIELSON COMMUNICATIONS	APP08-22197	31731	54	10-149-242	612.17	CONNECTOR MOUNTING KIT/MISC
Check Date	2/7/2008	Check Nbr	015750		Check Total:	612.17
15080 OFFICEMAX CONTRACT INC	948855	31100	51	10-115-310	7.99	OFFICE SUPPLIES/2ND FLOOR
	948855	31100	54	10-111-310	64.25	OFFICE SUPPLIES/ENG
	802789	31100	51	02-105-310	7.65	PERSONNEL OFFICE SUPPLIES
	802789	31100	51	02-117-310	55.66	ELECTION OFFICE SUPPLIES
	802789	31100	51	04-101-310	16.98	COUNCIL OFFICE SUPPLIES
Check Date	2/7/2008	Check Nbr	015751		Check Total:	152.53
16248 MARY B PETERSON	013008	31100	21	04-229-000	16.00	OVERPAYMENT BOND
Check Date	2/7/2008	Check Nbr	015752		Check Total:	16.00

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16465 POSTAL ANNEX	125035	31100	52	08-101-311	8.25	POLICE POSTAGE
	125508	31100	52	08-101-311	7.09	POLICE POSTAGE
	125532	31100	52	08-101-311	7.15	POLICE POSTAGE
	125709	31100	52	08-101-311	7.09	POLICE POSTAGE
	125818	31100	52	08-101-311	7.09	POLICE POSTAGE
	125835	31100	52	08-101-311	7.09	POLICE POSTAGE
	126037	31100	52	08-101-311	7.09	POLICE POSTAGE
Check Date	2/7/2008	Check Nbr	015753		Check Total:	50.85
16806 PRN HEALTH SERVICES INC	044283	31100	53	09-102-215	1,237.50	SCHOOL NURSE
	Check Date	2/7/2008	Check Nbr	015754		Check Total:
18145 RED	0W34231B	31100	52	08-101-315	91.60	TIE CLASPS
	Check Date	2/7/2008	Check Nbr	015755		Check Total:
18160 REDI-WELDING CO	13643	31100	54	10-124-300	509.37	TUBING/CURB BUMPERS
	13643	31731	54	10-149-300	199.14	TUBING/CURB BUMPERS
	Check Date	2/7/2008	Check Nbr	015756		Check Total:
19136 SCHAEFFER MFG CO	UL2202BL	31731	54	10-149-300	346.90	SUPREME GEAR LUBE
	Check Date	2/7/2008	Check Nbr	015757		Check Total:
19232 LAUREN ELIZABETH SCHULTZ	013108	31822	55	04-107-316	250.00	HATTIE MINER SCHOLARSHIP
	Check Date	2/7/2008	Check Nbr	015758		Check Total:
19693 STEPP EQUIPMENT COMPANY	250897	31731	54	10-149-383	240.10	RUBBER PADS/WHEEL ASSY
	Check Date	2/7/2008	Check Nbr	015759		Check Total:
19711 STOPTECH LTD	29924	31100	52	08-101-295	401.80	STOP STICKS/POLICE
	Check Date	2/7/2008	Check Nbr	015760		Check Total:

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20075 TEL/COM	10066957	31100	51	04-109-221	8.95	JAMES
	10066957	31100	51	10-115-221	8.95	QUICK
	10066957	31100	55	06-101-221	8.95	POWELL
	10066885	31262	52	08-101-221	253.50	PAGERS/VCR PROGRAM
	Check Date 2/7/2008	Check Nbr	015761		Check Total:	280.35
21045 UNIFIRST CORPORATION	0970026014	31731	54	10-149-201	69.01	MAT/MOP/CLOTHING PROTECTION
		Check Date 2/7/2008	Check Nbr	015762	Check Total:	69.01
21100 UNITEL INC	29754	31100	51	04-109-315	20.00	TELEPHONE HEADSET ADAPTER
		Check Date 2/7/2008	Check Nbr	015763	Check Total:	20.00
21226 US OIL CO INC	M82534	31731	54	10-149-300	565.95	ANTIFREEZE FOR DIESEL
		Check Date 2/7/2008	Check Nbr	015764	Check Total:	565.95
23090 WATERBLAST EQUIPMENT LLC	9760	31731	54	10-149-242	50.00	PRESSURE WASHER PART/LABOR
		Check Date 2/7/2008	Check Nbr	015765	Check Total:	50.00
23152 WE ENERGIES	012108	31100	54	10-143-223	1,879.36	STREET LIGHTS
		Check Date 2/7/2008	Check Nbr	015766	Check Total:	1,879.36
23250 WINNEBAGO COUNTY CLERK OF COUR	013008	31100	21	04-229-000	535.00	BOND
	013008	31100	21	04-229-000	150.00	BOND
		Check Date 2/7/2008	Check Nbr	015767	Check Total:	685.00
23275 WINNEBAGO COUNTY TREASURER	JANUARY	31310	57	04-101-610	1,648.30	PRIN/WINN CO IND DEV PROJ
	JANUARY	31310	57	04-201-620	501.70	INT/WINN CO IND DEV PROJ
		Check Date 2/7/2008	Check Nbr	015768	Check Total:	2,150.00

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23305 WISCOLIFT INC	109633	31731	54	10-149-240	559.30	INSTALL BRAKE, LINING, DISC
	Check Date 2/7/2008	Check Nbr 015769			Check Total: 559.30	
23385 WISCONSIN DEPARTMENT OF REGULA	013108	31100	53	09-102-320	330.00	RENEWAL OF RN LICENSES
	Check Date 2/7/2008	Check Nbr 015771			Check Total: 330.00	
23389 WISCONSIN DEPARTMENT OF REVENU	020508	31100	55	07-203-320	10.00	SELLER'S PERMIT RENEWAL
	Check Date 2/7/2008	Check Nbr 015772			Check Total: 10.00	
23371 WISCONSIN DEPT OF JUSTICE-TIME	14891	31100	52	08-101-221	570.00	TIME SYSTEM QUARTERLY CHARGE
	Check Date 2/7/2008	Check Nbr 015770			Check Total: 570.00	
23439 WISCONSIN PUBLIC POWER INC	008761	31100	51	04-106-291	11.85	1099 ORDER
	Check Date 2/7/2008	Check Nbr 015773			Check Total: 11.85	
23455 WISCONSIN SUPPORT COLLECTIONS		31100	21	04-299-015	436.31	
		31100	21	04-299-016	138.40	
	Check Date 2/7/2008	Check Nbr 015774			Check Total: 574.71	
23578 WSCPM	020508	31100	51	01-102-320	60.00	2008 MEMBERSHIP
	Check Date 2/7/2008	Check Nbr 015775			Check Total: 60.00	
Grand Total:					206,725.05	

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01050 ACC PLANNED SERVICE INC	13078	31100	51	10-115-240	726.15	BATHROOM EXHAUST REPAIR
	13079	31100	52	05-201-240	214.51	FIXED ENTRANCE HEATER
	13079	31100	52	08-101-240	321.76	FIX DUCT WORK/FIX ENTR HEATER
	13077	31100	51	10-115-240	77.64	MATERIAL USED SERVICE WORK
	13077	31100	52	05-201-240	77.64	MATERIAL USED SERVICE WORK
	13077	31100	52	08-101-240	77.64	MATERIAL USED SERVICE WORK
	13046	31100	55	07-203-204	93.25	JEFFERSON POOL HOUSE HEAT CHK
Check Date	2/14/2008	Check Nbr	015776		Check Total:	1,588.59
01075 ACCURATE SUSPENSION WAREHOUSE	8000656	31731	54	10-149-383	420.82	TIMBREN SPRING KIT
	Check Date	2/14/2008	Check Nbr	015777		Check Total:
01675 AMT		31100	21	04-299-022	150.00	
	Check Date	2/14/2008	Check Nbr	015778		Check Total:
01745 APPLETON HYDRAULIC COMPONENTS	15640	31731	54	10-149-383	22.87	SEAL KIT
	Check Date	2/14/2008	Check Nbr	015779		Check Total:
01760 APPLETON SCHOOL DISTRICT	021208	31100	21	04-304-000	101,910.35	TAX COLLECTION PAYMENTS
	Check Date	2/14/2008	Check Nbr	015780		Check Total:
19120 AT&T	920R09453002	31100	51	10-115-221	76.30	MONTHLY CHARGE
	920R09453002	31201	54	10-301-221	202.60	MONTHLY CHARGE
	Check Date	2/14/2008	Check Nbr	015831		Check Total:
02335 BECK ELECTRIC INC	E18	31100	56	07-101-206	130.26	REPAIR HOME/TREE TRIM DAMAGE
	D378	31100	54	10-131-204	366.20	REIMBURSEABLE ACCIDENT REPAIR
	Check Date	2/14/2008	Check Nbr	015781		Check Total:

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02410 BERGSTROM	99901	31731	54	10-149-383	24.95	ELEMENT/STOCK
	99956	31731	54	10-149-383	25.87	VEHICLE REPAIR
	Check Date 2/14/2008	Check Nbr	015782		Check Total:	50.82
02730 BRAZEE ACE HARDWARE	80040	31731	54	10-149-313	8.48	GARAGE SUPPLIES/BLEACH/VAC BAG
	80053	31100	55	07-202-240	23.08	FURNACE FILTERS/ROPE FOR FLAGS
	80082	31100	51	10-115-300	23.74	KEY/DRILL BIT
	80136	31100	55	07-202-313	5.49	CLR CLEANER
	80099	31100	55	07-202-240	2.49	DE-ICER/FROZEN LOCKS
	80158	31100	55	07-202-315	21.77	CYLINDERS FOR PORTABLE TORCH
	Check Date 2/14/2008	Check Nbr	015783		Check Total:	85.05
02796 BUBRICK'S	97866	31100	52	08-101-300	53.40	MICRO CASSETTE
	Check Date 2/14/2008	Check Nbr	015784		Check Total:	53.40
03070 CALUMET COUNTY TREASURER	021208	31100	21	04-300-000	77,225.34	TAX COLLECTION PAYMENTS-CAL CO
	021208	31100	21	04-309-000	3,293.94	TAX COLLECTION PAYMENTS-STATE
	Check Date 2/14/2008	Check Nbr	015785		Check Total:	80,519.28
03247 CDW GOVERNMENT INC	JCC3370	31100	51	04-109-315	5,929.04	PC'S FOR POLICE (8)
	Check Date 2/14/2008	Check Nbr	015786		Check Total:	5,929.04
03655 CONGER INDUSTRIES INC	8838	31731	54	10-149-294	194.08	PM SERVICE
	Check Date 2/14/2008	Check Nbr	015787		Check Total:	194.08
03817 CROSS & OBERLIE	8-072	31207	55	07-205-291	290.00	MARINA PARKING PERMITS
	Check Date 2/14/2008	Check Nbr	015788		Check Total:	290.00
04080 DARBOY STONE & BRICK	69178-000	31100	55	07-202-204	99.00	REPAIR FIREPLACE AT HART PARK
	Check Date 2/14/2008	Check Nbr	015789		Check Total:	99.00

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04135 DAVIS & KUELTHAU SC	288353	31201	54	10-301-211	272.00	INSURANCE MATTER/NOV 2007
	Check Date 2/14/2008	Check Nbr	015790		Check Total:	272.00
04275 DIGICORPORATION	52001	31100	13	04-113-000	-137.80	
	52001	31100	51	04-106-291	183.90	FINANCE DEPT ENVELOPE STOCK
	52001	31100	56	03-202-291	81.90	COMMUNITY DEV ENVELOPE STOCK
	Check Date 2/14/2008	Check Nbr	015791		Check Total:	128.00
04450 DWD-UI	61820	31100	55	10-215-162	6,608.00	BRIDGES
	Check Date 2/14/2008	Check Nbr	015792		Check Total:	6,608.00
05019 EAGLE SIGN & DESIGN LLC	2207	31100	55	07-202-291	330.75	BOAT PERMITS
	Check Date 2/14/2008	Check Nbr	015793		Check Total:	330.75
05020 EAGLE SUPPLY & PLASTICS INC	2086364-IN	31100	51	10-115-240	75.00	CABINET DOOR TRACK/3RD FLOOR
	Check Date 2/14/2008	Check Nbr	015794		Check Total:	75.00
05070 CHRIS EDWARDS	020608	31100	46	04-175-000	45.00	FINAL INSTALLMENT PARK CANCEL
	Check Date 2/14/2008	Check Nbr	015795		Check Total:	45.00
06075 FASTENAL COMPANY	WINEE30528	31100	55	07-202-243	18.37	HOOKS FOR PLAYGROUND REPAIRS
	Check Date 2/14/2008	Check Nbr	015796		Check Total:	18.37
06260 FIVE OAKS PARK	021208	31100	46	04-157-000	20.00	REIMBURSE REFUSE COLLECTION
	Check Date 2/14/2008	Check Nbr	015797		Check Total:	20.00
06615 FOX VALLEY TECHNICAL COLLEGE	021208	31100	21	04-303-000	289,012.49	TAX COLLECTION PAYMENTS-W
	021208	31100	21	04-303-000	31,794.18	TAX COLLECTION PAYMENTS-C
	Check Date 2/14/2008	Check Nbr	015798		Check Total:	320,806.67

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06625 FOX VALLEY TRUCK	478413	31731	54	10-149-383	12.28	SWITCH
	Check Date 2/14/2008	Check Nbr	015799		Check Total: 12.28	
08537 HSBC BUSINESS SOLUTIONS	1296000022124	31100	51	04-109-310	4.99	HR100TMPLUS 2 COLOR PRINT
	1296000022126	31100	51	02-117-310	15.99	BRTH LABEL TAPE
	Check Date 2/14/2008	Check Nbr	015800		Check Total: 20.98	
09081 RAND IMAGINIT TECHNOLOGIES	IM1033831	31100	54	10-111-337	250.00	CONSULT/TRAINING CIVIL 3D 2008
	Check Date 2/14/2008	Check Nbr	015801		Check Total: 250.00	
09090 IN-RANGE LLC	12293	31100	52	08-101-300	1,457.00	DURA BLOCS
	Check Date 2/14/2008	Check Nbr	015802		Check Total: 1,457.00	
09105 INDEPENDENT INSPECTIONS LTD	300935	31100	52	03-301-216	7,096.31	PERMITS FOR JANUARY 2008
	Check Date 2/14/2008	Check Nbr	015803		Check Total: 7,096.31	
09290 INTERSTATE BATTERY OF GREEN BA	90042781	31731	54	10-149-383	213.85	STOCK
	Check Date 2/14/2008	Check Nbr	015804		Check Total: 213.85	
10335 JX ENTERPRISES INC	D280150121	31731	54	10-149-383	139.61	SWITCH-BATTERY DISC
	D280090097	31731	54	10-149-383	12.23	VENTED CAP
	D280250020	31731	54	10-149-383	161.51	POTENTIOMETER
	D280230134	31731	54	10-149-383	279.22	SWITCH-BATTERY DISC
	D280170056	31731	54	10-149-383	32.52	LAMP-WORK
	D280240007	31731	54	10-149-383	28.00	PLATE-MOUNTING
	D280240009	31731	54	10-149-383	237.36	DRAGLINK
	Check Date 2/14/2008	Check Nbr	015805		Check Total: 890.45	
11165 KJ WASTE SYSTEMS INC	020108	31266	54	10-307-216	1,437.00	CORRUGATE/CO-MINGLE/RENTAL
	Check Date 2/14/2008	Check Nbr	015806		Check Total: 1,437.00	

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12250 LAWSON PRODUCTS INC	6451311	31731	54	10-149-300	64.00	STOCK
Check Date	2/14/2008	Check Nbr	015807		Check Total:	64.00
12505 LOCAL GOVERNMENT PROPERTY	16570	31733	51	02-116-513	14,902.00	PREMIUM NOTICE
Check Date	2/14/2008	Check Nbr	015808		Check Total:	14,902.00
13045 MANDERFIELD BAKERY	283879	31827	53	09-212-300	30.00	CAKE/MAYOR'S VALENTINE PARTY
Check Date	2/14/2008	Check Nbr	015809		Check Total:	30.00
13097 MARSHALL & ILSLEY TRUST-MILW	5111607	31100	51	02-105-216	260.00	MONTHLY FEE TO 12/31/07
Check Date	2/14/2008	Check Nbr	015810		Check Total:	260.00
13149 MATTHEWS COMMERCIAL TIRE CTR	024107	31731	54	10-149-382	24.76	TIRE REPAIR
Check Date	2/14/2008	Check Nbr	015811		Check Total:	24.76
13150 MATTHEWS TIRE & AUTO SERVICE	326694	31731	54	10-149-382	204.34	TIRE SERVICE
Check Date	2/14/2008	Check Nbr	015812		Check Total:	204.34
	182376	31731	54	10-149-382	-21.00	CREDIT FOR OVER CHARGE
	182375	31731	54	10-149-382	42.72	WHEEL BALANCE/COMPUTER SPIN
Check Date	2/14/2008	Check Nbr	015813		Check Total:	21.72
13345 MENARDS-APPLETON EAST	34478	31100	51	10-115-240	83.06	3RD FLOOR CABINET MATERIALS
Check Date	2/14/2008	Check Nbr	015814		Check Total:	83.06
13360 MENASHA ELECTRIC & WATER UTILI	010808	31100	54	10-143-223	16,477.28	PUBLIC STREET LIGHTING JAN-FEB
Check Date	2/14/2008	Check Nbr	015815		Check Total:	16,477.28

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13370 MENASHA EMPLOYEES CREDIT UNION		31100	21	04-299-020	1,801.00	
		31100	21	04-299-020	18,865.00	
	Check Date 2/14/2008	Check Nbr	015816		Check Total: 20,666.00	
13375 MENASHA EMPLOYEES LOCAL 1035		31100	21	04-299-031	225.00	
	Check Date 2/14/2008	Check Nbr	015817		Check Total: 225.00	
13377 MENASHA EMPLOYEES LOCAL 1035B		31100	21	04-299-032	248.16	
	Check Date 2/14/2008	Check Nbr	015818		Check Total: 248.16	
13400 MENASHA JOINT SCHOOL DISTRICT	021208	31100	21	04-302-000	1,428,025.02	TAX COLLECTION PAYMENTS-WINN
	021208	31100	21	04-302-000	50,406.84	TAX COLLECTION PAYMENTS-C
	Check Date 2/14/2008	Check Nbr	015819		Check Total: 1,478,431.86	
13445 MENASHA PUBLIC WORKS FACILITY	021208	31100	52	08-101-240	15.72	MENARD'S/ADHESIVE
	021208	31731	54	10-149-383	8.00	PNEUNMATIC SALES
	021208	31731	54	10-149-383	10.00	PNEUNMATIC SALES
	021208	31731	54	10-149-383	22.00	APPLETON HYDRAULIC
	Check Date 2/14/2008	Check Nbr	015820		Check Total: 55.72	
14385 NOFFKE LUMBER INC	080120809163	31100	55	07-202-240	77.56	SHELF AT JEFFERSON PARK
	Check Date 2/14/2008	Check Nbr	015821		Check Total: 77.56	
15210 ORIENTAL TRADING CO INC	622163657-01	31100	55	07-201-300	14.85	PROGRAM SUPPLIES
	Check Date 2/14/2008	Check Nbr	015823		Check Total: 14.85	
16025 PACKER CITY INTERNATIONAL	3280160071	31731	54	10-149-383	20.89	AIRHOUSING
	3280170035	31731	54	10-149-383	142.72	LUBEFILTERS/CRIMP/LAMP
	3280300015	31731	54	10-149-383	-134.06	PIPE
	Check Date 2/14/2008	Check Nbr	015824		Check Total: 29.55	

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16095 PARTS ASSOCIATES INC	PAI0719699	31731	54	10-149-300	456.75	SANDPAPER ROLLS/TUBING/LUGS
	Check Date 2/14/2008	Check Nbr	015825		Check Total:	456.75
16268 PHILIPS MEDICAL SYSTEMS	9000880172	31100	51	10-115-300	280.00	UPGRADE AED
	9000880172	31825	53	09-212-300	280.00	UPGRADE AED
	9000880172	31731	54	10-149-300	280.00	UPGRADE AED
	9000880172	31100	55	06-101-315	280.00	UPGRADE AED
	9000880172	31100	55	07-203-310	280.00	UPGRADE AED
	Check Date 2/14/2008	Check Nbr	015826		Check Total:	1,400.00
16300 PIGGLY WIGGLY #24	2964	31827	53	09-212-300	45.11	PARTY SUPPLIES
	3616	31827	53	09-212-300	94.18	VALENTINE PARTY SUPPLIES
	Check Date 2/14/2008	Check Nbr	015827		Check Total:	139.29
16806 PRN HEALTH SERVICES INC	044536	31100	53	09-102-215	1,300.84	SCHOOL NURSE
	Check Date 2/14/2008	Check Nbr	015828		Check Total:	1,300.84
16815 PSS-CHICAGO	42275374	31100	53	09-102-300	46.34	NEEDLES/SYRINGE SUPPLIES
	Check Date 2/14/2008	Check Nbr	015829		Check Total:	46.34
18470 ROSS IMAGING INC	079855	31100	51	10-115-243	780.00	ANNUAL COPIER MAINTENANCE
	Check Date 2/14/2008	Check Nbr	015830		Check Total:	780.00
19280 OFFICE OF SECRETARY OF STATE	020708	31262	52	08-101-216	20.00	NOTARY FEE/BARB BIGALKE
	Check Date 2/14/2008	Check Nbr	015833		Check Total:	20.00
19356 SHERWIN-WILLIAMS CO	2037-9	31100	55	07-202-240	215.30	PARK ROOM FLOOR
	2090-8	31100	55	07-202-240	105.53	PARK ROOM WALLS
	Check Date 2/14/2008	Check Nbr	015834		Check Total:	320.83

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19465 SPEEDY CLEAN INC	8645	31201	54	10-301-212	420.00	LOCK & WATER ST/JET VAC SEWER
	Check Date 2/14/2008	Check Nbr	015835		Check Total:	420.00
19701 JUDITH F STILP	020708	31262	52	08-101-216	25.00	BOND FEE NOTARY/BARB BIGALKE
	Check Date 2/14/2008	Check Nbr	015836		Check Total:	25.00
19775 SUPERIOR CHEMICAL CORP	47444	31731	54	10-149-300	111.80	BREAKAWAY LUBRICANT/REMOVER
	47443	31100	13	04-106-000	305.50	NON TOXIC MELTER
	47445	31731	54	10-149-300	193.55	GEAR LUBE
	Check Date 2/14/2008	Check Nbr	015837		Check Total:	610.85
20115 TESCH CHEMICAL CO INC	TC110076	31100	55	07-202-313	38.15	FLOOR CLEANING EQUIPMENT
	Check Date 2/14/2008	Check Nbr	015838		Check Total:	38.15
20325 TRAFFIC & PARKING CONTROL CO	288055	31100	54	10-131-300	159.96	FLASHER
	Check Date 2/14/2008	Check Nbr	015839		Check Total:	159.96
21045 UNIFIRST CORPORATION	0970026385	31731	54	10-149-201	69.01	MAT/MOP/CLOTHING PROTECTION
	Check Date 2/14/2008	Check Nbr	015840		Check Total:	69.01
21095 UNITED WAY FOX CITIES		31100	21	04-299-021	95.75	
	Check Date 2/14/2008	Check Nbr	015841		Check Total:	95.75
21226 US OIL CO INC	M82553	31731	54	10-149-300	29.95	ANTIFREEZE FOR DIESEL
	668497	31100	13	04-103-000	21,808.44	NO LEAD GAS
	Check Date 2/14/2008	Check Nbr	015842		Check Total:	21,838.39
	L33122	31731	54	10-149-242	12.00	SPECTRO V100 WATER AF FUEL
	Check Date 2/14/2008	Check Nbr	015843		Check Total:	12.00

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15190 VEOLIA ENVIRONMENTAL SERVICES	B4182529	31100	12	04-399-000	81.23	BROAD ST RECYCLING
	Check Date 2/14/2008	Check Nbr	015822		Check Total:	81.23
19185 WAUSAU EQUIPMENT COMPANY INC	128798	31100	54	10-124-300	963.53	SPRINGS/BUSHINGS/GLIDE SHOES
	Check Date 2/14/2008	Check Nbr	015832		Check Total:	963.53
23130 WAVERLY SANITARY DISTRICT	012908	31100	55	07-202-225	40.29	BARKER FARM PARK PAVILION
	Check Date 2/14/2008	Check Nbr	015844		Check Total:	40.29
				021208	11,455.67	TAX COLLECTION PAYMENTS
	Check Date 2/14/2008	Check Nbr	015845		Check Total:	11,455.67
23152 WE ENERGIES	012908	31100	55	07-202-223	9.69	NORTH STREET
	012908	31100	55	07-202-223	8.76	NORTH STREET
	Check Date 2/14/2008	Check Nbr	015846		Check Total:	18.45
23215 WIL-KIL PEST CONTROL	1239747	31731	54	10-149-207	62.00	COMMERCIAL CONTRACT
	Check Date 2/14/2008	Check Nbr	015847		Check Total:	62.00
23270 WINNEBAGO CO REGISTER OF DEEDS	RD100928	31100	51	02-104-218	7.00	COPY/BADGER HWY
	RD100928	31263	56	03-207-218	65.00	MILNER/HOFF
	RD100970	31263	56	03-207-218	13.00	MARRACHE
	Check Date 2/14/2008	Check Nbr	015848		Check Total:	85.00

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23275 WINNEBAGO COUNTY TREASURER	LF113049	31100	54	10-304-250	8,005.43	LANDFILL FACILITY
	LF113049	31100	54	10-305-216	2,172.60	LANDFILL FACILITY
	LF113049	31266	54	10-307-216	1,558.28	LANDFILL FACILITY
	Check Date	2/14/2008	Check Nbr	015849	Check Total:	11,736.31
	021208	31100	21	04-301-000	942,064.49	TAX COLLECTION PAYMENTS-WINN
	021208	31100	21	04-309-000	31,324.35	TAX COLLECTION PAYMENTS-STATE
	Check Date	2/14/2008	Check Nbr	015850	Check Total:	973,388.84
23439 WISCONSIN PUBLIC POWER INC	008760	31100	51	02-105-310	100.72	W2 ORDER
	Check Date	2/14/2008	Check Nbr	015851	Check Total:	100.72
23455 WISCONSIN SUPPORT COLLECTIONS		31100	21	04-299-015	436.31	
		31100	21	04-299-016	138.40	
		31100	21	04-299-015	894.60	
	Check Date	2/14/2008	Check Nbr	015852	Check Total:	1,469.31
23523 WOODLAND MEADOWS	020708	31100	46	04-157-000	200.00	OVERPAYMENT ON SEMI-ANNUAL BIL
	Check Date	2/14/2008	Check Nbr	015853	Check Total:	200.00
Grand Total:					3,090,920.69	

RESOLUTION NO. R-2-08

RESOLUTION AUTHORIZING THE ISSUANCE AND
SALE OF UP TO \$2,733,387 SEWERAGE SYSTEM REVENUE BONDS, SERIES 2008,
AND PROVIDING FOR OTHER DETAILS AND
COVENANTS WITH RESPECT THERETO

Introduced by Mayor Laux:

WHEREAS, the City of Menasha, Calumet and Winnebago Counties, Wisconsin (the "Municipality") owns and operates a sewerage system (the "System") which is operated for a public purpose as a public utility by the Municipality; and

WHEREAS, pursuant to Resolution No. R-30-04 adopted on November 15, 2004 (the "2004 Resolution"), the Municipality has heretofore issued its Sewerage System Revenue Bonds, Series 2004, dated November 24, 2004 (the "2004 Bonds"), which are payable from the income and revenues of the System; and

WHEREAS, certain improvements to the System are necessary to meet the needs of the Municipality and the residents thereof, consisting of the construction of a project (the "Project") assigned Clean Water Fund Program Project No. 5101-03 by the Department of Natural Resources, and as described in the Department of Natural Resources approval letter for the plans and specifications of the Project, or portions thereof, issued under Section 281.41 of the Wisconsin Statutes, assigned No. S-2007-0541 and dated August 6, 2007 by the DNR; and

WHEREAS, under the provisions of Chapter 66 of the Wisconsin Statutes any municipality may, by action of its governing body, provide for purchasing, acquiring, constructing, extending, adding to, improving, operating and managing a public utility from the proceeds of bonds, which bonds are to be payable only from the revenues received from any source by such utility, including all rentals and fees; and

WHEREAS, the Municipality deems it to be necessary, desirable and in its best interest to authorize and sell sewerage system revenue bonds of the Municipality payable solely from the revenues of the System, pursuant to the provisions of Section 66.0621 of the Wisconsin Statutes, to pay the cost of the Project; and

WHEREAS, the 2004 Resolution permits the issuance of additional bonds on a parity with the 2004 Bonds upon certain conditions, and those conditions have been met or waived by the State of Wisconsin Clean Water Fund Program, the sole registered owner of all 2004 Bonds, a copy of which is attached hereto as Exhibit B; and

WHEREAS, other than the 2004 Bonds, no bonds or obligations payable from the revenues of the System are now outstanding.

NOW, THEREFORE, be it resolved by the Governing Body of the Municipality that:

Section 1. Definitions. The following terms shall have the following meanings in this Resolution unless the text expressly or by implication requires otherwise:

- (a) "Act" means Section 66.0621 of the Wisconsin Statutes;
- (b) "Bond Registrar" means the Municipal Treasurer which shall act as Paying Agent for the Bonds;
- (c) "Bonds" means the \$2,733,387 Sewerage System Revenue Bonds, Series 2008, of the Municipality dated their date of issuance, authorized to be issued by this Resolution;
- (d) "Bond Year" means the twelve-month period ending on each May 1;
- (e) "Current Expenses" means the reasonable and necessary costs of operating, maintaining, administering and repairing the System, including salaries, wages, costs of materials and supplies, insurance and audits, but shall exclude depreciation, debt service, tax equivalents and capital expenditures;
- (f) "Debt Service Fund" means the Debt Service Fund of the Municipality, which shall be the "special redemption fund" as such term is defined in the Act;
- (g) "Financial Assistance Agreement" means the Financial Assistance Agreement by and between the State of Wisconsin by the Department of Natural Resources and the Department of Administration and the Municipality pursuant to which the Bonds are to be issued and sold to the State, substantially in the form attached hereto and incorporated herein by this reference;
- (h) "Fiscal Year" means the twelve-month period ending on each December 31;
- (i) "Governing Body" means the Common Council, or such other body as may hereafter be the chief legislative body of the Municipality;
- (j) "Gross Earnings" means the gross earnings of the System, including earnings of the System derived from sewerage charges imposed by the Municipality, all payments to the Municipality under any wastewater treatment service agreements between the Municipality and any contract users of the System, and any other monies received from any source including all rentals and fees and any special assessments levied and collected in connection with the Project;
- (k) "Municipal Treasurer" means the Treasurer of the Municipality who shall act as Bond Registrar and Paying Agent;
- (l) "Municipality" means the City of Menasha, Calumet and Winnebago Counties, Wisconsin;
- (m) "Net Revenues" means the Gross Earnings of the System after deduction of Current Expenses;

(n) "Parity Bonds" means bonds payable from the revenues of the System other than the Bonds but issued on a parity and equality with the Bonds pursuant to the restrictive provisions of Section 11 of this Resolution;

(o) "Project" means the Project described in the preamble to this Resolution. All elements of the Project are to be owned and operated by the Municipality as part of the System as described in the preamble hereto;

(p) "Record Date" means the close of business on the fifteenth day of the calendar month next preceding any principal or interest payment date;

(q) "System" means the entire sewerage system of the Municipality specifically including that portion of the Project owned by the Municipality and including all property of every nature now or hereafter owned by the Municipality for the collection, transmission, treatment and disposal of domestic and industrial sewerage and waste, including all improvements and extensions thereto made by the Municipality while any of the Bonds and Parity Bonds remain outstanding, including all real and personal property of every nature comprising part of or used or useful in connection with such sewerage system and including all appurtenances, contracts, leases, franchises, and other intangibles;

(r) "2004 Bonds" means the Sewerage System Revenue Bonds, Series 2004, dated November 24, 2004; and

(s) "2004 Resolution" means the resolution adopted on November 15, 2004 authorizing the issuance of the 2004 Bonds.

Section 2. Authorization of the Bonds and the Financial Assistance Agreement. For the purpose of paying the cost of the Project (including legal, fiscal, engineering and other expenses), there shall be borrowed on the credit of the income and revenue of the System up to the sum of \$2,733,387; and fully registered revenue bonds of the Municipality are authorized to be issued in evidence thereof and sold to the State of Wisconsin Clean Water Fund Program in accordance with the terms and conditions of the Financial Assistance Agreement, which is incorporated herein by this reference and the Mayor and City Clerk of the Municipality are hereby authorized, by and on behalf of the Municipality, to execute the Financial Assistance Agreement.

Section 3. Terms of the Bonds. The Bonds shall be designated "Sewerage System Revenue Bonds, Series 2008" (the "Bonds"); shall be dated their date of issuance; shall be numbered one and upward; shall bear interest at the rate of 2.365% per annum; shall be issued in denominations of \$0.01 or any integral multiple thereof; and shall mature on the dates and in the amounts as set forth in Exhibit B of the Financial Assistance Agreement and in the Bond form attached hereto as Exhibit A as it is from time to time adjusted by the State of Wisconsin based upon the actual draws made by the Municipality. Interest on the Bonds shall be payable commencing on November 1, 2008 and semiannually thereafter on May 1 and November 1 of each year. The Bonds shall not be subject to redemption prior to maturity except as provided in the Financial Assistance Agreement.

The schedule of maturities of the Bonds is found to be such that the amount of annual debt service payments is reasonable in accordance with prudent municipal utility practices.

Section 4. Form, Execution, Registration and Payment of the Bonds. The Bonds shall be issued as registered obligations in substantially the form attached hereto as Exhibit A and incorporated herein by this reference.

The Bonds shall be executed in the name of the Municipality by the manual signatures of the Mayor and City Clerk, and shall be sealed with its official or corporate seal, if any.

The principal of, premium, if any, and interest on the Bonds shall be paid by the Municipal Treasurer, who is hereby appointed as the Municipality's Bond Registrar.

Both the principal of and interest on the Bonds shall be payable in lawful money of the United States of America by the Bond Registrar. Payment of principal of the final maturity on the Bond will be payable upon presentation and surrender of the Bond to the Bond Registrar. Payment of principal on the Bond (except the final maturity) and each installment of interest shall be made to the registered owner of each Bond who shall appear on the registration books of the Municipality, maintained by the Bond Registrar, on the Record Date and shall be paid by check or draft of the Municipality and mailed to such registered owner at his or its address as it appears on such registration books or at such other address may be furnished in writing by such registered owner to the Bond Registrar.

Section 5. Security for the Bonds. The Bonds, together with interest thereon, shall not constitute an indebtedness of the Municipality nor a charge against its general credit or taxing power. The Bonds, together with interest thereon, shall be payable only out of the Debt Service Fund hereinafter created and established, and shall be a valid claim of the registered owner or owners thereof only against such Debt Service Fund and the revenues of the System pledged to such fund, on a parity with the pledge granted to the owners of the 2004 Bonds. Sufficient revenues are hereby pledged to said Debt Service Fund, and shall be used for no other purpose than to pay the principal of, premium, if any, and interest on the 2004 Bonds and the Bonds as the same becomes due.

Section 6. Funds and Accounts. In accordance with the Act, for the purpose of the application and proper allocation of the revenues of the System, and to secure the payment of the principal of and interest on the 2004 Bonds, the Bonds and Parity Bonds, certain funds of the System which were created and established by the 2004 Resolution are hereby continued and shall be used solely for the following respective purposes:

- (a) Revenue Fund, into which shall be deposited as received the Gross Earnings of the System, which money shall then be divided among the Operation and Maintenance Fund, the Debt Service Fund and the Surplus Fund in the amounts and in the manner set forth in Section 7 hereof and used for the purposes described below.
- (b) Operation and Maintenance Fund, which shall be used for the payment of Current Expenses.

- (c) Debt Service Fund, which shall be used for the payment of the principal of, premium, if any, and interest on the 2004 Bonds, the Bonds and Parity Bonds as the same becomes due.
- (d) Surplus Fund, which shall first be used whenever necessary to pay principal of, premium, if any, or interest on the 2004 Bonds, the Bonds and Parity Bonds when the Debt Service Fund shall be insufficient for such purpose, and thereafter shall be disbursed as follows: (i) at any time, to remedy any deficiency in any of the Funds provided in this Section 6 hereof; and (ii) money thereafter remaining in the Surplus Fund at the end of any Fiscal Year may be transferred to any of the funds or accounts created herein or to reimburse the general fund of the Municipality for advances made by the Municipality to the System.

Section 7. Application of Revenues. After the delivery of the Bonds, the Gross Earnings of the System shall be deposited as collected in the Revenue Fund and shall be transferred monthly to the funds listed below in the following order of priority and in the manner set forth below:

- (a) to the Operation and Maintenance Fund, in an amount equal to the estimated Current Expenses for such month and for the following month (after giving effect to available amounts in said Fund from prior deposits);
- (b) to the Debt Service Fund, an amount equal to one-sixth (1/6) of the next installment of interest coming due on the 2004 Bonds, the Bonds and any Parity Bonds then outstanding and an amount equal to one-twelfth (1/12) of the installment of principal of the 2004 Bonds, the Bonds and any Parity Bonds coming due during such Bond Year (after giving effect to available amounts in said Fund from accrued interest, any premium or any other source); and
- (c) to the Surplus Fund, any amount remaining in the Revenue Fund after the monthly transfers required above have been completed.

Transfers from the Revenue Fund to the Operation and Maintenance Fund, the Debt Service Fund and the Surplus Fund shall be made monthly not later than the tenth day of each month, and such transfer shall be applicable to monies on deposit in the Revenue Fund as of the last day of the month preceding. Any other transfers and deposits to any fund required or permitted by subsection (a) through (c) of this Section, except transfers or deposits which are required to be made immediately or annually, shall be made on or before the tenth day of the month. Any transfer or deposit required to be made at the end of any Fiscal Year shall be made within sixty (60) days after the close of such Fiscal Year. If the tenth day of any month shall fall on a day other than a business day, such transfer or deposit shall be made on the next succeeding business day.

It is the express intent and determination of the Governing Body that the amounts transferred from the Revenue Fund and deposited in the Debt Service Fund shall be sufficient in any event to pay the interest on the 2004 Bonds, the Bonds and any Parity Bonds as the same accrues and the principal thereof as the same matures.

Section 8. Deposits and Investments. The Debt Service Fund shall be kept apart from monies in the other funds and accounts of the Municipality and the same shall be used for no purpose other than the prompt payment of principal of and interest on the 2004 Bonds, the Bonds and any Parity Bonds as the same becomes due and payable. All monies therein shall be deposited in special and segregated accounts in a public depository selected under Chapter 34 of the Wisconsin Statutes and may be temporarily invested until needed in legal investments subject to the provisions of Wisconsin Statutes Section 66.0603(1m). The other funds herein created (except the Sewerage System CWFP Project Fund) may be combined in a single account in a public depository selected in the manner set forth above and may be temporarily invested until needed in legal investments subject to the provisions of Section 66.0603(1m) of the Wisconsin Statutes.

Section 9. Service to the Municipality. The reasonable cost and value of services rendered to the Municipality by the System by furnishing sewerage services for public purposes shall be charged against the Municipality and shall be paid in monthly installments as the service accrues, out of the current revenues of the Municipality collected or in the process of collection, exclusive of the revenues derived from the System; that is to say, out of the tax levy of the Municipality made by it to raise money to meet its necessary current expenses. The reasonable cost and value of such service to the Municipality in each year shall be equal to an amount which, together with other revenues of the System, will produce in each Bond Year Net Revenues equivalent to not less than the annual principal and interest requirements on the 2004 Bonds, the Bonds, any Parity Bonds and any other obligations payable from the revenues of the System then outstanding, times the greater of (i) 110% or (ii) the highest debt service coverage ratio required with respect to any obligations payable from revenues of the System then outstanding. However, such payment out of the tax levy shall be subject to (a) approval of the Public Service Commission, or successors to its function, if applicable, (b) yearly appropriations therefor, and (c) applicable levy limitations, if any; and neither this Resolution nor such payment shall be construed as constituting an obligation of the Municipality to make any such appropriation over and above the reasonable cost and value of the services rendered to the Municipality and its inhabitants or to make any subsequent payment over and above such reasonable cost and value.

Section 10. Operation of System; Municipality Covenants. It is covenanted and agreed by the Municipality with the owner or owners of the Bonds, and each of them, that the Municipality will perform all of the obligations of the Municipality as set forth in the Financial Assistance Agreement.

Section 11. Additional Bonds. The Bonds are issued on a parity with the 2004 Bonds as to the pledge of revenues of the System. No bonds or obligations payable out of the revenues of the System may be issued in such manner as to enjoy priority over the Bonds. Additional obligations may be issued if the lien and pledge is junior and subordinate to that of the Bonds. Parity Bonds may be issued only under the following circumstances:

(a) Additional Parity Bonds may be issued for the purpose of completing the Project and for the purpose of financing costs of the Project which are ineligible for payment under the State of Wisconsin Clean Water Fund Program. However, such additional Parity Bonds shall be in an aggregate amount not to exceed 20% of the face amount of the Bonds; or

(b) Additional Parity Bonds may also be issued if all of the following conditions are met:

(1) The Net Revenues of the System for the Fiscal Year immediately preceding the issuance of such additional bonds must have been in an amount at least equal to the maximum annual interest and principal requirements on all bonds outstanding payable from the revenues of the System, and on the bonds then to be issued, times the greater of (i) 1.10 or (ii) the highest debt service coverage ratio to be required with respect to the Additional Parity Bonds to be issued or any other obligations payable from the revenues of the System then outstanding. Should an increase in permanent rates and charges, including those made to the Municipality, be properly ordered and made effective during the Fiscal Year immediately prior to the issuance of such additional bonds or during that part of the Fiscal Year of issuance prior to such issuance, then Net Revenues for purposes of such computation shall include such additional revenues as an independent certified public accountant, consulting professional engineer or the Wisconsin Public Service Commission may certify would have accrued during the prior Fiscal Year had the new rates been in effect during that entire immediately prior Fiscal Year.

(2) The payments required to be made into the funds enumerated in Section 6 of this Resolution must have been made in full.

(3) The additional bonds must have principal maturing on May 1 of each year and interest falling due on May 1 and November 1 of each year.

(4) The proceeds of the additional bonds must be used only for the purpose of providing extensions or improvements to the System, or to refund obligations issued for such purpose.

Section 12. Sale of Bonds. The sale of the Bonds to the State of Wisconsin Clean Water Fund Program for the purchase price of up to \$2,733,387 and at par, is ratified and confirmed; and the officers of the Municipality are authorized and directed to do any and all acts, including executing the Financial Assistance Agreement and the Bonds as hereinabove provided, necessary to conclude delivery of the Bonds to said purchaser, as soon after adoption of this Resolution as is convenient. The purchase price for the Bonds shall be paid upon requisition therefor as provided in the Financial Assistance Agreement, and the officers of the Municipality are authorized to prepare and submit to the State requisitions and disbursement requests in anticipation of the execution of the Financial Assistance Agreement and the issuance of the Bonds.

Section 13. Application of Bond Proceeds. The proceeds of the sale of the Bonds shall be deposited by the Municipality into a special fund designated as "Sewerage System CWFPP Project Fund." The Sewerage System CWFPP Project Fund shall be used solely for the purpose of paying the costs of the Project as more fully described in the preamble hereof and in the Financial Assistance Agreement. Moneys in the Sewerage System CWFPP Project Fund shall be disbursed within three (3) business days of their receipt from the State of Wisconsin and shall not be invested in any interest-bearing account.

Section 14. Amendment to Resolution. After the issuance of any of the Bonds, no change or alteration of any kind in the provisions of this Resolution may be made until all of the Bonds have been paid in full as to both principal and interest, or discharged as herein provided, except: (a) the Municipality may, from time to time, amend this Resolution without the consent of any of the owners of the Bonds, but only to cure any ambiguity, administrative conflict, formal defect, or omission or procedural inconsistency of this Resolution; and (b) this Resolution may be amended, in any respect, with a written consent of the owners of not less than two-thirds (2/3) of the principal amount of the Bonds then outstanding, exclusive of Bonds held by the Municipality; provided, however, that no amendment shall permit any change in the pledge of revenues derived from the System or the maturity of any Bond issued hereunder, or a reduction in the rate of interest on any Bond, or in the amount of the principal obligation thereof, or in the amount of the redemption premium payable in the case of redemption thereof, or change the terms upon which the Bonds may be redeemed or make any other modification in the terms of the payment of such principal or interest without the written consent of the owner of each such Bond to which the change is applicable.

Section 15. Defeasance. When all Bonds have been discharged, all pledges, covenants and other rights granted to the owners thereof by this Resolution shall cease. The Municipality may discharge all Bonds due on any date by irrevocably depositing in escrow with a suitable bank or trust company a sum of cash and/or bonds or securities issued or guaranteed as to principal and interest of the U.S. Government, or of a commission, board or other instrumentality of the U.S. Government, maturing on the dates and bearing interest at the rates required to provide funds sufficient to pay when due the interest to accrue on each of said Bonds to its maturity or, at the Municipality's option, if said Bond is prepayable to any prior date upon which it may be called for redemption, and to pay and redeem the principal amount of each such Bond at maturity, or at the Municipality's option, if said Bond is prepayable, at its earliest redemption date, with the premium required for such redemption, if any, provided that notice of the redemption of all prepayable Bonds on such date has been duly given or provided for.

Section 16. Rebate Fund. Unless the Bonds are exempt from the rebate requirements of the Internal Revenue Code of 1986, as amended (the "Code"), the Municipality shall establish and maintain, so long as the Bonds and any Parity Bonds are outstanding, a separate account to be known as the "Rebate Fund." The sole purpose of the Rebate Fund is to provide for the payment of any rebate liability with respect to the Bonds under the relevant provisions of the Code and the Treasury Regulations promulgated thereunder (the "Regulations"). The Rebate Fund shall be maintained by the Municipality until all required rebate payments with respect to the Bonds have been made in accordance with the relevant provisions of the Code and the Regulations.

The Municipality hereby covenants and agrees that it shall pay to the United States from the Rebate Fund, at the times and in the amounts and manner required by the Code and the Regulations, the portion of the "rebate amount" (as defined in Section 1.148-3(b) of the Regulations) that is due as of each "computation date" (within the meaning of Section 1.148-3(e) of the Regulations). As of the date of this Resolution, the provisions of the Regulations specifying the required amounts of rebate installment payments and the time and manner of such payments are contained in Sections 1.148-3(f) and (g) of the Regulations, respectively. Amounts held in the Rebate Fund and the investment income therefrom are not pledged as security for the Bonds or any Parity Bonds and may only be used for the payment of any rebate liability with respect to the Bonds.

The Municipality may engage the services of accountants, attorneys or other consultants necessary to assist it in determining the rebate payments, if any, owed to the United States with respect to the Bonds. The Municipality shall maintain or cause to be maintained records of determinations of rebate liability with respect to the Bonds for each computation date until six (6) years after the retirement of the last of the Bonds. The Municipality shall make such records available to the State of Wisconsin upon reasonable request therefor.

Section 17. Resolution a Contract. The provisions of this Resolution shall constitute a contract between the Municipality and the owner or owners of the Bonds, and after issuance of any of the Bonds no change or alteration of any kind in the provisions of this Resolution may be made, except as provided in Section 14, until all of the Bonds have been paid in full as to both principal and interest. The owner or owners of any of the Bonds shall have the right in addition to all other rights, by mandamus or other suit or action in any court of competent jurisdiction, to enforce such owner's or owners' rights against the Municipality, the Governing Body thereof, and any and all officers and agents thereof including, but without limitation, the right to require the Municipality, its Governing Body and any other authorized body, to fix and collect rates and charges fully adequate to carry out all of the provisions and agreements contained in this Resolution.

Section 18. Continuing Disclosure. The officers of the Municipality are hereby authorized and directed, if requested by the State of Wisconsin, to provide to the State of Wisconsin Clean Water Fund Program and to such other persons or entities as directed by the State of Wisconsin such ongoing disclosure regarding the Municipality's financial condition and other matters, at such times and in such manner as the Clean Water Fund Program may require, in order that securities issued by the Municipality and the State of Wisconsin satisfy rules and regulations promulgated by the Securities and Exchange Commission under the Securities Exchange Act of 1934, as amended and as it may be amended from time to time, imposed on brokers and dealers of municipal securities before the brokers and dealers may buy, sell, or recommend the purchase of such securities.

Section 19. Conflicting Resolutions. All ordinances, resolutions (other than the 2004 Resolution), or orders, or parts thereof heretofore enacted, adopted or entered, in conflict with the provisions of this Resolution, are hereby repealed and this Resolution shall be in effect from and after its passage. In case of any conflict between this Resolution and the 2004 Resolution, the 2004 Resolution shall control as long as any 2004 Bonds are outstanding.

Passed: February 18, 2008

Approved: February 18, 2008

Joseph F. Laux
Mayor

Attest:

Deborah A. Galeazzi
City Clerk

EXHIBIT A

(Form of Municipal Obligation)

REGISTERED
NO. ____

UNITED STATES OF AMERICA
STATE OF WISCONSIN
CALUMET AND WINNEBAGO COUNTIES
CITY OF MENASHA

REGISTERED
\$ _____

SEWERAGE SYSTEM REVENUE BOND, SERIES 2008

Final
Maturity Date

May 1, 2027

Date of
Original Issue

_____, 20__

REGISTERED OWNER: STATE OF WISCONSIN CLEAN WATER FUND PROGRAM

FOR VALUE RECEIVED the City of Menasha, Calumet and Winnebago Counties, Wisconsin (the "Municipality") hereby acknowledges itself to owe and promises to pay to the registered owner shown above, or registered assigns, solely from the fund hereinafter specified, the principal sum of an amount not to exceed _____ DOLLARS (\$ _____) (but only so much as shall have been drawn hereunder, as provided below) on May 1 of each year commencing May 1, 2009 until the final maturity date written above, together with interest thereon (but only on amounts as shall have been drawn hereunder, as provided below) from the dates the amounts are drawn hereunder or the most recent payment date to which interest has been paid, at the rate of 2.365% per annum, calculated on the basis of a 360-day year made up of twelve 30-day months, such interest being payable on the first days of May and November of each year, with the first interest being payable on November 1, 2008.

The principal amount evidenced by this Bond may be drawn upon by the Municipality in accordance with the Financial Assistance Agreement entered by and between the Municipality and the State of Wisconsin by the Department of Natural Resources and the Department of Administration including capitalized interest transferred (if any). The principal amounts so drawn shall be repaid in installments on May 1 of each year commencing on May 1, 2009 in an amount equal to an amount which when amortized over the remaining term of this Bond plus current payments of interest (but only on amounts drawn hereunder) at Two and 365/1000ths percent (2.365%) per annum shall result in equal annual payments of the total of principal and the semiannual payments of interest. The State of Wisconsin Department of Administration shall record such draws and corresponding principal repayment schedule on a cumulative basis in the format shown on the attached Schedule A.

Both principal and interest hereon are hereby made payable to the registered owner in lawful money of the United States of America. On the final maturity date, principal of this Bond shall be payable only upon presentation and surrender of this Bond at the office of the Municipal Treasurer. Principal hereof (except the final maturity) and interest hereon shall be payable by electronic transfer or by check or draft dated on or before the applicable payment date and mailed from the office of the Municipal Treasurer to the person in whose name this Bond is registered at the close of business on the fifteenth day of the calendar month next preceding such interest payment date.

The Bonds shall not be redeemable prior to their maturity, except with the consent of the registered owner.

This Bond is transferable only upon the books of the Municipality kept for that purpose at the office of the Municipal Treasurer, by the registered owner in person or its duly authorized attorney, upon surrender of this Bond, together with a written instrument of transfer (which may be endorsed hereon) satisfactory to the Municipal Treasurer, duly executed by the registered owner or its duly authorized attorney. Thereupon a replacement Bond shall be issued to the transferee in exchange therefor. The Municipality may deem and treat the person in whose name this Bond is registered as the absolute owner hereof for the purpose of receiving payment of or on account of the principal or interest hereof and for all other purposes. This Bond is issuable solely as a negotiable, fully-registered bond, without coupons, and in denominations of \$0.01 or any integral multiple thereof.

This Bond is issued for the purpose of providing for the payment of the cost of constructing improvements to the Sewerage System of the Municipality, pursuant to Article XI, Section 3, of the Wisconsin Constitution, Section 66.0621, Wisconsin Statutes, and a resolution adopted February 18, 2008, and entitled: "Resolution Authorizing the Issuance and Sale of Up to \$2,733,387 Sewerage System Revenue Bonds, Series 2008, and Providing for Other Details and Covenants With Respect Thereto" and is payable only from the income and revenues derived from the operation of the Sewerage System of the Municipality (the "Utility"). The Bonds are issued on a parity with the Municipality's Sewerage System Revenue Bonds, Series 2004, dated November 24, 2004 as to the pledge of income and revenues of the Utility. This Bond does not constitute an indebtedness of said Municipality within the meaning of any constitutional or statutory debt limitation or provision.

It is hereby certified, recited and declared that all acts, conditions and things required to exist, happen, and be performed precedent to and in the issuance of this Bond have existed, have happened and have been performed in due time, form and manner as required by law; and that sufficient of the income and revenue to be received by said Municipality from the operation of its Utility has been pledged to and will be set aside into a special fund for the payment of the principal of and interest on this Bond.

IN WITNESS WHEREOF, the Municipality has caused this Bond to be signed by the signatures of its Mayor and City Clerk, and its corporate seal to be impressed hereon, all as of the date of original issue specified above.

CITY OF MENASHA,
WISCONSIN

(SEAL)

By: _____
Joseph F. Laux
Mayor

By: _____
Deborah A. Galeazzi
City Clerk

COPY

(Form of Assignment)

FOR VALUE RECEIVED the undersigned hereby sells, assigns and transfers unto

(Please print or typewrite name and address, including zip code, of Assignee)

Please insert Social Security or other identifying number of Assignee

the within Bond and all rights thereunder, hereby irrevocably constituting and appointing

Attorney to transfer said Bond on the books kept for the registration thereof with full power of substitution in the premises.

COPY

Dated: _____

NOTICE: The signature of this assignment must correspond with the name as it appears upon the face of the within Bond in every particular, without alteration or enlargement or any change whatever.

Signature(s) guaranteed by

SCHEDULE A

\$2,733,387

CITY OF MENASHA, WISCONSIN
SEWERAGE SYSTEM REVENUE BONDS, SERIES 2008

<u>Amount of Disbursement</u>	<u>Date of Disbursement</u>	<u>Series of Bonds</u>	<u>Principal Repaid</u>	<u>Principal Balance</u>
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____

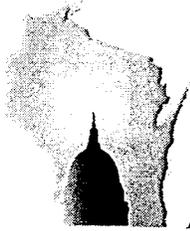
COPY

SCHEDULE A (continued)

PRINCIPAL REPAYMENT SCHEDULE

<u>Date</u>	<u>Principal Amount</u>
May 1, 2009	\$115,619.38
May 1, 2010	118,353.78
May 1, 2011	121,152.85
May 1, 2012	124,018.11
May 1, 2013	126,951.14
May 1, 2014	129,953.53
May 1, 2015	133,026.93
May 1, 2016	136,173.02
May 1, 2017	139,393.51
May 1, 2018	142,690.17
May 1, 2019	146,064.79
May 1, 2020	149,519.23
May 1, 2021	153,055.36
May 1, 2022	156,675.11
May 1, 2023	160,380.48
May 1, 2024	164,173.48
May 1, 2025	168,056.18
May 1, 2026	172,030.71
May 1, 2027	176,099.24

COPY



WISCONSIN DEPARTMENT OF
ADMINISTRATION

EXHIBIT B

JIM DOYLE
GOVERNOR

MICHAEL L. MORGAN
SECRETARY

DOA-Capital Finance Office, 10th Flr
Environmental Improvement Fund
P. O. Box 7864
Madison, WI 53707-7864
Fax 608.266.7645 TTY 608.267.9629
www.doa.state.wi.us/capitalfinance

City of Menasha Sewerage System Revenue Bonds, Series 2004
Consent to Issue Parity Bonds

WHEREAS, pursuant to a resolution adopted on November 15, 2004 (the "2004 Resolution"), the City of Menasha (the "City") sold \$1,076,907 Sewerage System Revenue Bonds, Series 2004, dated November 24, 2004 (the "2004 Bonds") to the State of Wisconsin Clean Water Fund Program (the "State"); and

WHEREAS, the City now proposes, pursuant to a resolution to be adopted on or about February 18, 2008, to issue an amount not to exceed \$2,733,387 of its Sewerage System Revenue Bonds, Series 2008 (the "2008 Bonds") on a parity with the 2004 Bonds and sell the 2008 Bonds to the State; and

WHEREAS, Section 11(b) of the 2004 Resolution contains certain requirements for issuing additional parity bonds including a minimum requirement for the level of Net Revenues and using the most recently completed fiscal year numbers for calculating Net Revenues; and

WHEREAS, the City's financial statements for calendar 2007 will not be available prior to the issuance of the 2008 Bonds; and

WHEREAS, the City's engineer has calculated that the City's new sewer rates that were made effective on October 2, 2006 would generate \$1,868,742 when applied to the actual wastewater volumes in calendar 2006; and

WHEREAS, the City's audited financial statements for calendar 2006 included in the sewer utility's operation & maintenance expense \$75,442.42 of engineering costs and \$86,784.81 of televising costs for the sewer rehabilitation project to be funded by the 2008 Bonds that the City could have treated as capital costs rather than operating expenses; and

WHEREAS, if said engineering costs and televising costs are excluded from 2006 operating expenses, the City meets the debt coverage requirements for issuing the 2008 Bonds on a parity basis with the 2004 Bonds using 2006 Net Revenues.

NOW, THEREFORE, the State, as sole registered owner of all of the 2004 Bonds, consents to the issuance of the 2008 Bonds on a parity basis with the 2004 Bonds.

The above consent shall not prejudice any rights or remedies whatever that the State may have with respect to the issuance of any additional bonds.

Dated as of January 25, 2008

State of Wisconsin Clean Water Fund Program

By: 
Michael D. Wolff
Finance Programs Administrator

ACCEPTED by:
City of Menasha, Wisconsin

By: _____
Joseph F. Laux
Mayor

Attest: _____
Deborah A. Galeazzi
City Clerk