

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

AMENDED

**CITY OF MENASHA**  
**Common Council**  
**City Hall-140 Main St.-Council Chambers-3rd Floor**  
July 7, 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, 6/16/08

[Attachments](#)

**Minutes to receive:**

B. Administration Committee, 6/19/08

[Attachments](#)

C. Board of Public Works, 6/16/08

[Attachments](#)

D. Board of Health, 5/14/08

[Attachments](#)

E. IT Steering Committee, 5/21/08

[Attachments](#)

F. Library Board, 6/19/08

[Attachments](#)

G. NM Fire Rescue, Finance & Personnel Committee, 6/24/08

[Attachments](#)

H. Parks and Recreation Board; 5/12/08, 6/9/08

[Attachments](#)

I. Plan Commission; 5/27/08, 6/17/08

- J. Safety Committee, 5/7/08; City Hall  [Attachments](#)
- K. Safety Committee, 5/27/08; Public Works and Parks  [Attachments](#)

**Communications:**

- A. Comp. Stoffel, 7/3/08; Instructions for preparation of year 2009 Operations/Capital Budget  [Attachments](#)
- B. CA/HRD Brandt to Brenda Jorgensen, 7/1/08; Letter regarding Claim against the City of Menasha  [Attachments](#)
- C. CA/HRD Brandt to Charles Meyers, 7/1/08; Letter regarding Claim against the City of Menasha  [Attachments](#)
- D. CA/HRD Brandt, 7/2/08; Green River Ordinance (door-to-door solicitation)  [Attachments](#)
- E. Carol Wirth, RBC to Comp. Stoffel, 6/30/08; Important announcement regarding the Milwaukee Public Finance Office  [Attachments](#)
- F. Chief Stanke, 6/18/08; Polaris Ranger, donated through U.S. Tobacco Grant  [Attachments](#)
- G. Michael Austin, 7/1/08; Letter pertaining to the rezoning of his property at 121 River St.  [Attachments](#)
- H. Menasha Utilities, 6/08; Steam Detail for the five months ending May 31, 2008  [Attachments](#)
- I. Mayor Merkes, 6/23/08; email from Deputy Clerk Sewall detailing cost difference of color paper versus white paper for Council packets  [Attachments](#)
- J. Park Supt Huss, 6/26/08; Vandalism in the park system  [Attachments](#)
- K. PWD Radtke, 7/2/08; Railroad crossing quiet zones  [Attachments](#)
- L. Town of Menasha Board of Supervisors; 5/5/08, 5/19/08  [Attachments](#)
- M. Engineering Supvr. Montour, 6/9/08; Town of Menasha Utility District Watermain Reconstruction  [Attachments](#)
- N. Time Warner Cable to Clerk Galeazzi, 6/12/08; TWX and TWC separation  [Attachments](#)
- O. Chris Donner (The Vault Lounge), 6/30/08; Letter surrendering liquor license  [Attachments](#)
- P. Waverly Sanitary District, 5/13/08  [Attachments](#)
- Q. DPW Radtke to Wis. DOT, 6/26/08; Letter of support for HSIP Application  [Attachments](#)

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

**Five (5) minute time limit for each person**

- A. PUBLIC HEARING: Special use permit application of Consolidated Construction Managers, LLC for improvement to a nonconforming property in the I-1 district - 330 Milwaukee Street.  [Attachments](#)

B. PUBLIC HEARING: Rezoning of 121 River Street from R-1 Single Family Residential to R-2 Two Family Residential.  [Attachments](#)

C. Public comments on any matter of concern to the city

## 6. APPOINTMENTS

A. Accept resignation letter for Joseph Cruickshank from the Police Commission  [Attachments](#)

B. Mayor's appointment to the Police Commission:  
1. Ronald Duuck, 825 Kelsey Brook Court, for the term of July 7, 2008 to May 1, 2012  [Attachments](#)

C. Mayor's reappointment to the Housing Authority  
1. Michael Sheleski, 1400 Maria Ln., for the term of July 21, 2008 to July 21, 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. 6/17/08; Recommends approval of the rezoning of 121 River St. from R-1 Single Family Residential to R-2 Two-Family Residential  [Attachments](#)

2. 6/17/08; Recommends approval of the special use permit for 330 Milwaukee St. for improvement to a nonconforming property in the I-1 district with the following conditions: 1) The special use permit shall apply to the use of the property as a pottery manufacturing facility only. 2) The light pole on the east side of the property shall remain out of service until photometrics are submitted for review and approval. 3) Upon parking lot paving or reconstruction, the full transitional area will be brought into compliance  [Attachments](#)

### B. Administration Committee:

1. License: Class "B" Application for Oscar Sandoval and Antonio Sandoval, d/b/a El Jaripeo #2 for the premises at 14 Tayco Street for the 2008-2009 licensing year.  [Attachments](#)

2. Accounts payable and payroll for 6/19/08-7/3/08 in the amount of \$1,158,305.20  [Attachments](#)

### C. Board of Public Works:

1. Street Use Application - Race the Lake; Sunday, August 17, 2008; 7:30 AM - 8:30 AM (Midwest Sports Events and Wisconsin Bureau of Tourism)  [Attachments](#)

2. Street Use Application - National Night Out; Tuesday, August 5, 2008; 4:00 PM - 8:00 PM (Trinity Lutheran Church)  [Attachments](#)

3. Street Use Application - 38th Otto Grunski Family Festival; Saturday, July 26, 2008; 7:00 AM - 5:00 PM (Community Forward, Inc.)  [Attachments](#)

4. Change Order - Badger Highways Co., Inc.; Contract Unit 2008-01; Elimination of 8' Wide Asphalt Trail; DEDUCT: \$6,441.93 (Change Order No. 1)  [Attachments](#)

5. Payment - Badger Highways Co., Inc.; New Street Construction/Street Reconstruction; Contract No. 2008-01; \$18,732.38 (Payment No. 1)  [Attachments](#)

- 6. **Payment - Insituform Technologies, USA, Inc.; City of Menasha Wastewater Collection System Rehabilitation Improvements Project - Phase 3; Contract No. E145-07-01A; Sanitary Sewer Lining; \$171,410.40 (Payment No. 2)**  [Attachments](#)
- 7. **Payment - Insituform Technologies, USA, Inc.; City of Menasha Wastewater Collection System Rehabilitation Improvements Project - Phase 3; Contract No. E145-07-01A; Sanitary Sewer Lining; \$252,779.80 (Payment No. 3)**  [Attachments](#)
- 8. **Recommendation to Award - Valley Sealcoat; Contract Unit No. PRD 2008-02; Pleasants Park Tennis Courts Armor Crack Repair and Color Coating; \$49,225.00**  [Attachments](#)

## 10. ORDINANCES AND RESOLUTIONS

- A. **O-9-08 - An Ordinance Relating to City Government and Elections**  [Attachments](#)
- B. **O-10-08 An Ordinance Relating to Dogs in Parks**  [Attachments](#)
- C. **O-11-08- An Ordinance Amending Title 13 by Making Certain Changes in the District (121 River Street)**  [Attachments](#)
- D. **R-13-08- Resolution Acknowledging Review of City of Menasha 2007 Compliance Maintenance Annual Report Under Wisconsin Administrative Code NR 208 (Ald. Hendricks)**  [Attachments](#)

## 11. COUNCIL DIRECTIVES

- A. **Comp. Stoffel- Report on projected 1) State levy limit increase %. 2) Available tax stabilization fund, if any. 3) Past 5 year history on average money applied to levy from general fund. 4) Current projection for steam utility debt. 5) Current projection for Lake Park Villas debt. 6) Impact of spending decisions on #1-5. 7) Effect on levy if Common Council closes any TID. (Ald. Pack)**
- B. **MU GM Young - Udate on Menasha Utilities**

## 12. 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 matter pertaining to the agenda**

## 13. ADJOURNMENT

- A. **Adjournment**

MEETING NOTICE: July 21, 2008  
 Common Council- 7:00 p.m.  
 Administration Committee - To be determined  
 Board of Public Works- To be determined

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**  
June 16, 2008

**MINUTES**

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**1. CALL TO ORDER**

Meeting called to order by Mayor Merkes at 7:41 p.m.

**2. PLEDGE OF ALLEGIANCE**

**A. [Pledge of Allegiance](#)**

**3. ROLL CALL/EXCUSED ABSENCES**

**A. [Roll call](#)**

PRESENT: Ald. Michalkiewicz, Benner, Pamenter, Taylor, Wisneski, Pack, Hendricks, Zelinski  
ALSO PRESENT: Mayor Merkes, CA/HRD Brandt, PC Stanke, DPW Radtke, CDD Keil, C/T Stoffel, PRD  
Tungate, Clerk Galeazzi, and the Press.  
DEPT. HEAD EXCUSED: PHD Nett

**4. MINUTES TO APPROVE-MINUTES & COMMUNICATIONS TO RECEIVE**

**Minutes to approve:**

**A. [Common Council, 6/2/08](#)**

Moved by Alderman Pack, seconded by Alderman Hendricks to approve minutes

Motion Carried on voice vote

Results:

**Minutes to receive:**

**B. [Administration Committee, 6/2/08](#)**

**C. [Board of Public Works, 6/2/08](#)**

**D. [Housing Authority, 4/30/08](#)**

**E. [NM Sewerage Commission, 5/27/08](#)**

**F. [Parks and Recreation Board, 5/12/08](#)**

**G. [Sustainability Board, 5/12/08](#)**

**H. [Water & Light Commission, 5/28/08](#)**

**Communications:**

**A. [AT & T to Clerk Galeazzi, 6/2/08; Letter regarding Video Competition Act](#)**

- B. [Public Works Facility, 6/4/08; May 2008 disposal violations](#)
- C. [Larry Baier, 1016 Lugano St., 6/5/08; email questions and responses](#)
- D. [PRD Tungate to Kirk Gallant, 6/3/08; Assistant Manager position at Menasha pool](#)
- E. [PW Supt. Jacobson, 6/12/08; 2008 Screener Purchase](#)
- F. [City of Menasha Proclamation, 6/16/08; Congratulations to Valley VNA on 100th Anniversary](#)
- G. [Customers First!, 6/08; The Wire newsletter](#)

Moved by Alderman Pack, seconded by Alderman Wisneski to approve Minutes to Receive B-E, G-H and Communications A-G

Discussion: Mayor Merkes explained Minutes to Receive F (Parks and Recreation) were the wrong minutes and will be resubmitted for the next meeting.

Ald. Wisneski-Plan Commission minutes were included but not listed. Minutes will be resubmitted for the next meeting.

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](#)

Dan Scharenbrock, 1012 Lugano Street. Lugano/Tana trail; residents presented many reasons not to have walkway, remove trail from project.

Larry Briar, 1016 Lugano Street. Lugano/Tana trail; residents signed petition not to have walkway, proposed bridge could cause flooding problems.

Mary Nebel, 713 First Street. 81/87 Racine and 504 Broad; request RFP from different real estate agents and market analysis.

## 6. APPOINTMENTS

#### A. [Mayor's reappointment to Board of Review](#)

##### [1. Ray Zielinski, 602 School Ct., for the term of July 1, 2008-July 1, 2013](#)

Moved by Alderman Pack, seconded by Alderman Wisneski to approve reappointment

Motion Carried on voice vote  
Results:

#### B. [Mayor's Appointments to the Library Board:](#)

##### [1. John Nebel, 339 Broad St., for the term of July 1, 2008-July 1, 2011](#)

##### [2. Liz Derouin, 875 Plank Rd., for the term of July 1, 2008-July 1, 2011](#)

Moved by Alderman Hendricks, seconded by Alderman Wisneski to approve appointments 1 & 2

Discussion.

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. [No Recommendations](#)

### B. Administration Committee:

#### 1. [License: Class A Renewal Application for Gurpal Wisconsin Station LLC/Bulk Petroleum, Buddi Sagar Subedi, Agend for the premises at 209 Racine Street for the July 1, 2008-June 30, 2009 licensing year.](#)

Moved by Alderman Wisneski, seconded by Alderman Pack to approve license

Discussion

Roll Call:

AYES: Benner , Hendricks , Michalkiewicz , Pack , Pamerter , Taylor , Wisneski (7)  
NAYS: Zelinski (1)

#### 2. [Petition of Stephanie A. Hendricks to house 2 more dogs than allowed by City Code.](#)

Moved by Alderman Wisneski, seconded by Alderman Pack to approve petition

Roll Call:

AYES: Benner , Michalkiewicz , Pack , Pamerter , Taylor , Wisneski , Zelinski (7)  
ABSTAIN:Hendricks (1)

#### 3. [Motion to clear and landscape 81-87 Racine St. including: removal of five pine trees, split rail fence, gravel base and concrete lamp bases, add topsoil and seed. \(Ald. Taylor\)](#)

Moved by Ald. Wisneski, seconded by Ald. Taylor to clear and landscape 81-87 Racine and 504 Broad.

Moved by Ald. Taylor, seconded by Ald. Zelinski to amend to have done within 30 days.

Carried on roll call 5-3. Ald. Pamerter, Taylor, Wisneski, Zelinski, Benner - yes.

Ald. Pack, Hendricks, Michalkiewicz - no.

Motion as amended carried on roll call 7-1. Ald. Pack - no.

#### 4. [Accounts payable for the period of 6/5/08-6/12/08 in the amount of \\$1,532,707.36](#)

Moved by Alderman Wisneski, seconded by Alderman Pack to approve accounts payable and payroll

Roll Call:

AYES: Benner , Hendricks , Michalkiewicz , Pack , Pamerter , Taylor , Wisneski , (8)  
Zelinski

### C. Board of Public Works:

#### 1. [Change Order - DeGroot, Inc.; City of Menasha Wastewater Collection System Rehabilitation Improvements Project - Phase 3; Contract No. E145-07-01C Sanitary Sewer Replacement; 60-Day Time Extension \(Change Order No. 1\)](#)

Moved by Alderman Pack, seconded by Alderman Hendricks to approve change order

Motion Carried on voice vote

Results:

**2. [Payment - National Power Rodding Corporation; City of Menasha Wastewater Collection System Rehabilitation Improvements Project - Phase 3; Contract No. E145-07-01B Sanitary Sewer Rehabilitation; \\$29,789.43 \(Payment No. 1\)](#)**

Moved by Alderman Pack, seconded by Alderman Wisneski to approve payment

Roll Call:

AYES: Benner , Hendricks , Michalkiewicz , Pack , Pamentor , Taylor , Wisneski , (8)  
Zelinski

**3. [Payment - Infrastructure Technologies; City of Menasha Wastewater Collection System Rehabilitation Improvements Project - Phase 3, Contract No. E145-07-01D Sanitary Manhole Lining; \\$19,350.57 \(Payment No. 3\)](#)**

Moved by Alderman Pack, seconded by Alderman Wisneski to approve payment

Roll Call:

AYES: Benner , Hendricks , Michalkiewicz , Pack , Pamentor , Taylor , Wisneski , (8)  
Zelinski

**10. ORDINANCES AND RESOLUTIONS**

**A. [O-9-08 An Ordinance Relating to City Government and Elections](#)**

No Action

**11. HELD OVER BUSINESS**

**A. [License: Renewal liquor and malt beverage applications on file for the licensing year July 1, 2008-June 30, 2009 \(The Vault, Korona Klub, Menasha Grill\)](#)**

Moved by Alderman Wisneski, seconded by Alderman Pack to approve license for Korona Klub and Menasha Grill

Roll Call:

AYES: Benner , Hendricks , Michalkiewicz , Pack , Pamentor , Taylor , Wisneski , (8)  
Zelinski

**B. [Request for change order to eliminate pedestrian trail connecting Tana Lane and Lugano Street; Contract Unit No. 2008-01](#)**

Moved by Alderman Pack, seconded by Alderman Benner to approve request for change order

Discussion

Roll Call:

AYES: Benner , Hendricks , Michalkiewicz , Pack , Pamentor , Taylor , Wisneski (7)  
NAYS: Zelinski (1)

**C. [Motion to remove from the table-Request to Change Lugano/Tana Trail from 8' Wide Asphalt Trail to 5' Wide Concrete Walk \(Ald. Benner\).](#)**

No Action

**12. COUNCIL DIRECTIVES**

**A. [CDD Keil-Building at 336 Chute St. - history/status/ordinance violation \(Ald. Hendricks\)](#)**

CDD Keil reported the property is currently owned by WBL Investment Group from Fond du Lac. It was previously owned by the former owners of Germania Hall. A plan to remodel the building was presented to the Plan Commission, but later withdrawn. The original plan was for office space on the first floor and apartments on the second floor. There are no plans at this time to move forward on the remodeling. Most of the property is being maintained. Some of the debris is left from the previous owners.

**B. [PRD Tungate-Report of vandalism in our parks. \(Ald. Taylor\)](#)**

PRD Tungate referred to his memo dated 6/12/08. Jefferson Park was the target of significant damage recently. A list of incidents and estimated repair costs will be provided to the Council at a future meeting. Ald. Taylor asked for Council input on ways to help protect our parks. May ask community to volunteer to help.

**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](#)**

Larry Briar, 1016 Lugano Street. Thanked council for removing trail from project.  
Tim Poklinkoski, 1017 Tana Lane. Thanked council for removing trail from project.

**14. ADJOURNMENT**

**A. [Adjournment](#)**

Moved by Alderman Pack, seconded by Alderman Wisneski to adjourn at 8:10 p.m.

Motion Carried on voice vote

Results:

*Deborah A. Galeazzi*

Respectfully submitted by Deborah A. Galeazzi, City Clerk

**CITY OF MENASHA**  
**Administration Committee**  
**140 Main Street, 3rd Floor Council Chambers**  
June 16, 2008

**MINUTES**

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**1. CALL TO ORDER**

Meeting called to order by Chairman Wisneski at 6:38 p.m.

**2. ROLL CALL/EXCUSED ABSENCES**

**A. [Roll Call](#)**

PRESENT: Ald. Michalkiewicz, Benner, Pamentor, Taylor, Wisneski, Pack, Hendricks, Zelinski  
ALSO PRESENT: Mayor Merkes, CA/HRD Brandt, PC Stanke, DPW Radtke, CDD Keil, C/T Stoffel, PRD  
Tungate, Clerk Galeazzi, and the Press.

**3. MINUTES TO APPROVE-MINUTES & COMMUNICATIONS TO RECEIVE**

**Minutes to approve:**

**A. [Administration Committee Minutes, 6/2/08](#)**

Moved by Alderman Pack, seconded by Alderman Michalkiewicz to approve minutes

Motion Carried on voice vote

Results:

**4. DISCUSSION**

**A. [Police Award Pin Recognition: Chuck Sahr and Larry Bonneville, Education Pins \(Masters Degrees\). Matt Albrecht and Paul Scheppf, Field Training Officer Certification.](#)**

PC Stanke presented Police Award Pin Recognition to the following police officers for the recent accomplishments. Officer Matt Albrecht and Officer Paul Scheppf - Field Training Officer Certification; Lt. Larry Bonneville-Education Pin for Master Degree in Business Administration; Lt. Chuck Sahr-Education Pin for Master Degree in Criminal Justice

**B. [License: Class A Renewal Application for Gurpal Wisconsin Station LLC/Bulk Petroleum, Buddi Sagar Subedi, Agent for the premises at 209 Racine Street for the July 1, 2008-June 30, 2009 licensing year.](#)**

Discussion ensued on the condition of the property, Community Enforcement Officer has been dealing with issues. CA/HRD Brandt explained the Council's role on approving renewal liquor license applications and new liquor license applications. The renewal application was submitted late as there was a potential sale the did not happen.

**C. [Petition of Stephanie A. Hendricks to house 2 more dogs than allowed by City Code.](#)**

CA/HRD Brandt explained as required by ordinance, Ms. Hendricks has obtained the signatures of the neighbors to allow for more than four pets per household. The Council has approved similar request in the past. Ald. Hendricks gave a brief background on the foster care program that he and his wife are a part of. He will be abstaining on voting on this issue.

**D. Motion to clear and landscape 81-87 Racine Street including: removal of five pine trees, split rail fence, gravel base and concrete lamp bases, add topsoil and seed (Ald. Taylor)**

Discussion ensued on what would need to be done to make the property marketable. The plan would cover all 3 parcels.

Friendly amendment by Ald. Wisneski to include 504 Broad Street as part of the plan.

Mayor Merkes explained budgeted funds will be used to clean up and landscapate the parcels. Ald. Wisneski and Michalkiewicz recommended leaving the trees as part of the landscape.

**E. O-9-08 An Ordinance Relating to City Government and Elections**

CA/HRD Brandt explained this ordinance is a cleanup of the City Code to be in line with the current practice.

**F. Accounts payable and payroll for 6/5/08 - 6/12/08 in the amount of \$1,532,707.36**

Ck. #17208-Security Fence & Supply-\$1,151.07-poles for fences and traffic signs.

Ck. #17248-Great Lakes TV Seal Inc-\$1,752.95-cost for looking for connections in sewer system.

Ck. #17147-Beck Electric-\$1,123.18-heavy duty pressure washer.

Ck. #17197-Ogden Plumbing-\$5,209.63-replace water heater at Public Safety Building

Ck. #17225-Wiseguys Pizzeria-\$8,000-Reserve License Grant (CA/HRD Brandt explained the procedure for receiving the reserve license grant)

**5. ADJOURNMENT**

**A. Adjournment**

Moved by Alderman Pack, seconded by Alderman Taylor to adjourn at 7:30 p.m.

Motion Carried on voice vote

Results:

*Deborah A. Galeazzi*

Respectfully submitted by Deborah A. Galeazzi, City Clerk

**CITY OF MENASHA**  
**Board of Public Works**  
**Third Floor Council Chambers, 140 Main Street, Menasha**  
June 16, 2008

**MINUTES**

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**1. CALL TO ORDER**

Meeting called to order by Chairman Pack at 7:31 p.m.

**2. ROLL CALL/EXCUSED ABSENCES**

**A. -**

PRESENT: Ald. Michalkiewicz, Benner, Pamentor, Taylor, Wisneski, Pack, Hendricks, Zelinski  
ALSO PRESENT: Mayor Merkes, CA/HRD Brandt, PC Stanke, DPW Radtke, CDD Keil, C/T Stoffel, PRD  
Tungate, Clerk Galeazzi, and the Press.

**3. MINUTES TO APPROVE-MINUTES & COMMUNICATIONS TO RECEIVE**

**A. [June 2, 2008](#)**

Moved by Alderman Wisneski, seconded by Alderman Michalkiewicz to approve minutes

Motion Carried on voice vote

Results:

**4. DISCUSSION**

**A. [Change Order - DeGroot, Inc.; City of Menasha Wastewater Collection System Rehabilitation Improvements Project - Phase 3; Contract No. E145-07-01C Sanitary Sewer Replacement; 60-Day Time Extension \(Change Order No. 1\)](#)**

No Questions or Discussion

**B. [Payment - National Power Rodding Corporation; City of Menasha Wastewater Collection System Rehabilitation Improvements Project - Phase 3; Contract No. E145-07-01B Sanitary Sewer Rehabilitation; \\$29,789.43 \(Payment No. 1\)](#)**

No Questions or Discussion

**C. [Payment - Infrastructure Technologies; City of Menasha Wastewater Collection System Rehabilitation Improvements Project - Phase 3, Contract No. E145-07-01D Sanitary Manhole Lining; \\$19,350.57 \(Payment No. 3\)](#)**

No Questions or Discussion

**5. ADJOURNMENT**

**A. -**

Moved by Alderman Michalkiewicz, seconded by Alderman Hendricks to adjourn at 7:35 p.m.

Motion Carried on voice vote

Results:

*Deborah A. Galeazzi*

Respectfully submitted by Deborah A. Galeazzi, City Clerk

DRAFT

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**CITY OF MENASHA**  
**Board of Health**  
**Menasha Health Department**  
May 14, 2008

**MINUTES**

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**1. CALL TO ORDER**

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

**2. MINUTES TO APPROVE-MINUTES & COMMUNICATIONS TO RECEIVE**

**Minutes to approve:**

**A. [Minutes to Approve 4-9-2008](#)**

Moved by Dr. Teresa Shoberg, seconded by Lori Asmus to approve minutes

Motion      Passed

Results:

**3. REPORT OF DEPARTMENT HEADS/STAFF/CONSULTANTS**

**A. [April 2008 Communicable Disease Report](#)**

S. Nett gave a report on the communicable disease numbers for the month of April. Statistics on Lymes Disease cases in the state for the past 5 years was also distributed and discussed.

**B. [Update on School Based Clinics](#)**

The health department conducted school based immunization clinics in all of the elementary and secondary buildings. Total number of Tdap given was 117 doses and total number of varicella given was 52 doses. Another reminder about the new immunization law will be sent to parents along with a copy of the clinic schedule at the health department for the summer months.

**C. [Update on Preparedness Carry-Over Funds](#)**

The preparedness carry over funds which must be spent this year as mandated by the state will be used to purchase a multifunctional copier/printer/scanner/fax machine for the health department. The new copier has the capability to make booklets etc. for distribution of educational materials.

**D. [Update on Special Populations Project](#)**

The special needs project continues. Grant dollars are still available and the committee recommended the remaining grant monies be used to purchase weather radios for the assisted living facilities in Winnebago County. One of the committee members will be checking on numbers of assisted living facilities to see if there is enough funding to do this.

**E. [Senior Center Healthy Living Project](#)**

The 60+ Health Screening program is piloting a new program at the senior center titled "Healthy Steps to Healthy Living". This will be a 3 part program over the course of 10 weeks. One part is nutrition based and will cover such topics as how to shop and eat healthy on a limited budget etc. The next part will be activity based such as walking outside. The third part is a yoga session. Cost of the program will be \$20 and each participant will receive a pedometer. Along the way, there will be fun activities and door prizes. The program hasn't even been actively marketed yet and there are already two people registered.

**F. [Measles/Rubella State of WI Update](#)**

S. Nett updated board members on the measles/rubella cases in the state. The numbers remain at 2 rubella and 5 measles, all in the southern part of the state. There have been no new cases reported in the last 10 days.

**G. [Prenatal Care Coordination](#)**

S. Nett reported that just prior to the move into the new location, she had a discussion with the state on billing medicaid for prenatal care coordination. The health department can get reimbursement for working with medicaid prenatal clients. The billing for this program will be developed in the next few months. Currently, the health department has no clients meeting the eligibility for this program.

**4. ACTION ITEMS**

**A. [TB Dispensary Site Application](#)**

Moved by Dr. Teresa Shoberg, seconded by Lori Asmus to move to submit application to become TB Dispensary Site

S. Nett explained that the state TB program is accepting applications for local health departments to become TB Dispensary sites. TB services for active TB cases would be reimbursable under this program.

Motion Passed  
Results:

**5. HELD OVER BUSINESS**

**A. [None](#)**

**6. ADJOURNMENT**

**A. -**

Moved by Lori Asmus, seconded by Dr. Teresa Shoberg to move to adjourn at 9:40 AM

Motion Passed  
Results:

**CITY OF MENASHA**  
**IT Steering Committee**  
**Gegan Room Menasha Public Library**  
May 21, 2008

**MINUTES**

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## 1. CALL TO ORDER

Meeting called to order at 8:15 AM by CHAIRMAN Wisneski.

Present: CHAIRMAN Wisneski, AP Beckendorf, COMP Stoffel, HR Specialist Taubel, IT Mgr Lacey, PC Stanke and PWS Jacobson

Also Present: MAYOR Merkes, HR Admin Asst. Clausing, IT Supv James, PL Brunn and Mr. Larry Schmitz of Schenck Technology Solutions.

## 2. MINUTES TO APPROVE-MINUTES & COMMUNICATIONS TO RECEIVE

### Minutes to approve:

#### A. [Approval of Minutes of April 16, 2008 IT Steering Committee meeting.](#)

Moved by PC Stanke, seconded by ITMgr Lacey to approve the minutes of the April 16, 2008 IT Steering Committee meeting.

Motion Carried on voice vote

Results:

## 3. REPORT OF DEPARTMENT HEADS/STAFF/CONSULTANTS

#### A. [Committee monthly update on status of projects/operations/costs](#)

ITMgr Lacey distributed his monthly summary of activities and budget status. He then went on to explain the major accomplishments of the month: setting up a Storage Area Network so the Police and Engineering departments could store media files. This SAN can only have data removed by the IT Department so in the event that the data is taken to court, the Police can testify that it has not been altered from what was recorded; Finance staff are being trained in how to post items to eBay; the backup server has been implemented; and a printer care/toner supply service has been reviewed. ITMgr Lacey also reviewed the status of the 2008 budget and informed the Committee that implementation of the City Public Works Facility Fleet and Fuel software would be the next project worked on. A plan for Disaster Recovery is also under consideration but will be brought forward when the City is closer to preparing budget requests for 2009.

## 4. ACTION ITEMS

**A. Committee update and discussion on NOVUS AGENDA software**

ITSupv James explained to the Committee that NOVUS AGENDA had just done an upgrade to the code and this results in the ability to search on items in the agenda, not just agenda topics. However, there are some concerns with recognizing that the "Mouse over" on an item does not change from a straight line which confuses users who are trying to bring up only the agenda. ITSupv James has written out on the website how this works for the users. There is also a problem with getting the minutes of committee meetings available to users and ITSupv James is also concerned about the length of time between implementation of new upgrades. ITSupv James informed the Committee that the City of La Crosse is looking at using NOVUS AGENDA also and their IT Department is able to make changes to the program in-house and they would be willing to share those changes with the City of Menasha if they would help us. The Committee was also told that not all old committee minutes have been caught up yet but departments are working on them.

**B. Committee discussion and recommendation on changes to City Code, Chapter 4, Section 3-4-1, Disposal of Lost, Abandoned and Surplus Property**

Mr. Schmitz opened the discussion with two changes he would propose: 1) to have a listing of non-profits that would be interested in taking surplus items from the City when available and then a random selection of those non-profits, asking if they are interested in the item when it becomes available. The non-profit would have to prove their tax exempt status before they could be included on the list of possible recipients. This kind of distribution could happen once or twice a year; 2) change the wording from "other than" to "including" of labor costs in the determination of when an item can be discarded. There was general discussion on the pros and cons of these suggestions and CHAIRMAN Wisneski said she will work on the ordinance and bring it back for review at the next Committee meeting.

**C. Committee discussion and recommendation on printer maintenance and toner replacement contract with Modern Business Machines.**

ITMgr Lacey and ITSupv James have been working with Modern Business Machines on an agreement to provide the City with toner, preventive maintenance and on-call repairs to the HP Printers the City owns. IT Department staff estimates they saved \$5,000 last year by consolidating toner purchases and this agreement should save a little more in expense but also provide on-going maintenance which will free up time for the IT Department staff to work on other projects. Committee members felt this was a good idea, but were concerned that no other quotes had been submitted. It was explained that this was a new service area for Modern Business Machines and that the City was not aware of any other business that offered this service. ITMgr Lacey suggested that we enter into only a one year contract and then reevaluate it next year. There is also a clause in the agreement where the City could discontinue the contract if the service is not satisfactory. It was suggested that a letter explaining what service the City was interested in be sent out to other HP dealers for a response. If they reply they do not provide that type of service, that should satisfy the requirement for getting other quotes. Mr. Schmitz was concerned about the inventory of toner on hand and if Modern Business Machines would purchase that from the City. MAYOR Merkes noted that the agreement sounds like it would be a time saver and the money for maintenance is already budgeted so the agreement would be a wash financially. The agreement would cover 45 to 50 HP printers in the City and the City has the right to determine which printers would be covered.

Moved by AP Beckendorf, seconded by PC Stanke to move to have the IT Department send out a letter to HP vendors explaining the service requested and determine if the Modern Business

Machines agreement is best for the City. If it is, then the agreement can be placed on the Agenda for the second Common Council meeting in June.

Motion Carried on voice vote  
Results:

**D. Committee discussion and recommendation on setting a policy for responding to user-set priorities for "Help Requests"**

ITSupv James explained to the Committee that between his pager and his cell phone he receives email notification twice on computer issues. There are areas of the state that are dead zones for the cell phone and the pager is the only device that will receive messages in real time. PC Stanke suggested that keeping the pager would work best for the Police Department which operates on a 24/7 schedule. There was further discussion if it was critical for a page to be responded to immediately or if most problems could be handled once ITSupv James was back into an area where his cell phone could receive the message.

Moved by AP Beckendorf, seconded by PC Stanke to move to discontinue use of the pager and save the City approximately \$150 per year.

Motion Carried on voice vote  
Results:

**E. Committee discussion on setting a policy concerning computer usage by individuals that are not City employees**

ITMgr Lacey explained that there have been instances of users at the Senior Center going to inappropriate sites. He would like to implement the policy which the Library currently has for this type of computer user. Upon questioning, there was a sign in sheet at the Senior Center but that has not been enforced. Mr. Schmitz suggested that a policy statement be prepared and that 25 distinct user passwords be set up. Then anyone wishing to use the Senior Center computers would have to sign the policy statement and would be issued a unique password. This would allow for tracking of where they go on the internet and if they violate the policy statement they have signed, they can be excluded from the Senior Center user group. ITMgr Lacey will discuss this idea with Senior Center staff and see that it gets implemented.

**F. Committee discussion and recommendation on next IT Steering Committee meeting date - June 18th, third Wednesday**

After discussion, by consensus of the members present, the next Information Technology Steering Committee meeting will be held on Wednesday, June 18, at 8:15 AM in the Gegan Room of the Menasha Public Library.

## **5. ADJOURNMENT**

**A.**

Moved by ITMgr Lacey, seconded by PC Stanke to adjourn at 9:47 AM.

Motion Carried on voice vote  
Results:

Respectfully submitted,

Thomas Stoffel  
Committee Secretary

	<b>Budget \$</b>	<b>YTD \$</b>	<b>% used YTD</b>
<b>Total Budget</b>	<b>\$380,821</b>	<b>\$102,591</b>	<b>26.94%</b>

January 2008 through April 2008

**I.T. Department  
Projects  
April 16, 2008 through May 20, 2008**

- Novus Agenda assistance
- Continue monitoring virus activity and block SPAM e-mail.
- Monitor and administrate City Network.
- Monitor and administrate City phone system.
- Project and Training planning for 2008
- Work with Assessor Consultants on Assessor database.
- Configured and deployed new PCs for Police
- Research and analyze different options for replacement of City Finance/HR software.
- Website administration.
- Implement Storage Area Network (SAN) to accommodate long term secured storage for Police Interview Videos and City GIS maps.
- Research solutions for e-mail archiving for open records compliance.
- Health Department Charting/Time Reporting Database Project.
- Implemented a new backup server to accommodate increased data size.
- Began training Finance Clerk for e-Bay posting.
- Deployed new color copier and finisher at Health Department. (Funded by Emergency Preparedness Grant)
- Researched Printer care/Toner supply service.

**D R A F T**  
**MINUTES OF REGULAR MEETING**  
**ELISHA D. SMITH PUBLIC LIBRARY TRUSTEES**  
**June 19, 2008**

**Call to order** at 4:32 p.m. by vice president Stanke.

Present: Eckstein, Eisen, Englebert, Enos, Foth, Stanke, Werley

Absent: Fuchs

Also present: Director Saecker, J. Bongers (Head of Adult & Technical Services), K. Seefeldt (Administrative Assistant)

**Authorization of Bills**

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

**Consent Business**

2. Approve minutes from the Library Board meeting of May 15, 2008.

**Motion**

Motion to approve the minutes from the Library Board meeting of May 15, 2008 by Eisen, seconded by Enos, and carried unanimously.

**Director's Report/Information Items**

3. Statistics. Statistics continue to rise. May lending was up 23.6% overall from last year. Adult book circulation was up 10%, while children's books had an increase of 43.5%. Our efforts to provide creative programming continue to have a positive impact on circulation.
4. Anniversary. Ruth German, Technical Services librarian assistant, recently celebrated her 35<sup>th</sup> anniversary here at the library.
5. Donations. Fox River Valley Ice Hockey Officials donated \$200 for meeting room use.
6. New Board Members. Mayor Merkes nominated John Nebel and Elizabeth Derouin to fill our Board vacancies.
7. Endowment Report. The Endowment report for the first quarter of 2008 was distributed to Board members. Director Saecker reported that she will investigate the pricing of a self-check machine when she attends the American Library Association Conference. The machine would relieve some of the workload the Circulation Department is experiencing due to the increase in circulation.

Helen Englebert joined the meeting at 4:39 p.m.

8. Sunday Hours. Circulation statistics for Sundays during the first 5 months of 2008 were distributed. Our average Sunday circulation was 692 with an average hourly circulation of 173 items. These statistics indicate that the community is responding well to Sunday service hours.
9. Department Head Exemption Letters. Exemption status letters have been sent to each of the department heads noting Administrative Exemption. The City has also been notified of this change. The exemptions will go into effect on July 1, 2008.

10. Picturing America. We received a federal grant for this program. The Library will receive copies of famous works of art and staff will design programming to promote an understanding of the artwork.
11. CCBC Advisory Board. Director Saecker has been asked to serve on the Cooperative Children's Book Center Advisory Board for a 3 year term.
12. Memorial Day Parade. Friends of the Library, library staff, and staff family members participated in the parade. Miron graciously provided a truck for us to use. We plan to take part in the parade again next year and may participate in other community events throughout the summer and fall.
13. Trustee Workshops. Winnefox Library System is offering a workshop for Trustees on Thursday, June 26 at 5:30 p.m. at Fond du Lac Public Library. Board members were encouraged to attend.

### **Discussion/Action Items**

14. 2009 Holiday Closings. Director Saecker presented a proposed list of library holiday closing for 2009 for the Board's consideration. An explanation was provided for the three-day closings on Memorial Day and Labor Day weekends.

### **Motion**

Motion to approve the list of holiday closings for 2009 as presented by Enos, seconded by Werley, and carried unanimously.

15. Board Nominating Committee. Werley, Stanke and Eisen volunteered to serve on the Nomination Committee for board officers. They will present their recommendations for the positions of president, vice president and secretary at the July meeting.

- Eisen shared an article entitled *Libraries: Partners in Sustaining Communities*, which had recently been published in Public Management Magazine. The role of public libraries outlined in the article mirrors our new long range plan vision and mission statements.
- Eisen also shared an article from the May 19<sup>th</sup> edition of the Post Crescent which featured a story on reading programs that will be available this summer at area libraries.
- Eisen asked Director Saecker to include Menasha Library Board's working relationship with the WLS Board as a future agenda item. He requested clarification of the responsibilities of citizen representatives on that Board.
- Eisen also requested that our newly adopted Long Range Plan be added as a future agenda item. He recommended that the Board review and discuss the document. Recommended revisions to the document include adding the names of the Long Range Planning Committee members and adding the date the document was adopted by the Library Board.

### **Adjournment**

Motion to adjourn the meeting at 4:59 p.m. by Werley, seconded by Englebert, and carried unanimously.

### **Future meeting dates**

The next regular board meeting will be held in the Gegan Room on Thursday, July 17, 2008 at 4:30 p.m.

Respectfully submitted,  
Charlotte Foth, Secretary  
Kris Seefeldt, recording secretary

Neenah-Menasha Fire Rescue  
Finance & Personnel Committee Meeting  
Tuesday, June 24, 2008  
3<sup>rd</sup> Floor Council Chambers – City of Menasha

Ald. Stevenson called the meeting to order at 5:30 p.m.

Present: Ald., John Ahles, Mark Lange, Eric Hendricks, Sue Wisneski, Ald. Zelinski. and Ald. Stevenson.

Also Present: Chief Len Vander Wyst and Director Stoffel

Approval of Minutes: The Committee reviewed the minutes from May 27, 2008. **MSC Ahles/Lange to approve the minutes from May 27, 2008, all voting aye.**

Month End Budget Report: The Committee reviewed the May 2008 month end budget report. Ald. Stevenson asked when the automobile and liability insurance payments would show up in the budget. The Committee also questioned when the lease payments from Fox Valley Technical College would show up in the budget. Chief Vander Wyst will follow-up with Director Easker. Chief Vander Wyst reviewed the overtime budget. Ald. Ahles asked about the vehicle maintenance line item. Ald. Stevenson questioned the professional services account. Chief Vander Wyst explained this was for the physicals and they are now complete. **MSC Ahles/Wisneski to accept and place on file the May 2008 month end budget report, all voting aye.**

Month End Activity Report: The Committee reviewed the May 2008 activity report. **MSC Lange/Ahles to accept and place on file the May 2008 activity report, all voting aye.**

Joint Fire Commission Minutes: The Committee reviewed the minutes of May 28, 2008 for the Joint Fire Commission. This is informational only and no action is required.

Fuel Budget: The fuel budget was reviewed for the department. Chief Vander Wyst explained the department has reviewed the usage of fuel and vehicles. The Committee reviewed the memo from DC DeLeeuw that explained the 15-cent per gallon surcharge that our department currently pays for fueling at the City of Neenah pumps. Discussion was held if all trucks, with the exception of Engine 31, should all vehicles fuel in the City of Menasha as a way to save about \$1,000 per year in surcharge fees. Ald. Stevenson will follow-up and obtain more information regarding the fuel surcharge fees.

**MSC Wisneski/Ahles to adjourn at 6:20 p.m., all voting aye.**

Respectfully Submitted,

Len Vander Wyst  
Chief

LV/tt

**CITY OF MENASHA**  
**Parks and Recreation Board**  
**Jefferson Park Main Pavilion - 915 Third Street, Menasha**  
June 9, 2008

MINUTES

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**1. CALL TO ORDER**

Meeting was called to order at 6:00 PM by Chairman D. Sturm.

**2. ROLL CALL/EXCUSED ABSENCES**

**A.**

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

Members Absent: None

Others Present: PRD Tungate, PS Huss and Shirley Johnston from 835 Broad Street

**3. MINUTES TO APPROVE-MINUTES & COMMUNICATIONS TO RECEIVE**

**Minutes to approve:**

**A. [Minutes of the May 12, 2008 Park Board Meeting](#)**

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

**Five (5) minute time limit for each person**

**A.**

Shirley Johnston expressed her support for allowing dogs on the trail in Jefferson Park.

Ald. M. Taylor had the following comments about Jefferson Park: five benches with no concrete pad, one swing has no swing and no concrete pad, garbage cans, South ball diamond infield weeds, a dead tree needs to be removed, repairs needed in breakwater wall, paved trail starting to show some cracks.

T. Konetzke asked about school districts desire to help pay for tennis court rehabilitation.

Chr. D. Sturm asked for an Army Reserve building update in July, encouraged efforts to move forward on the new east side park.

R. Suttner stated No Dogs signs needed in parks, East diamond scoreboard has not been working,

"Goth" type people are being observed by neighbors around Smith Park.

M. Francis stated dead limb on trees in Smith Park need trimming.

G. Korth expressed concerns about cars parking on the grass during Seafoodfest and Jazzfest.

N. Barker stated dog wedding went well, will talk with CDD Keil and PWD Radtke about directional signage to the Isle of Valor, inquired about upcoming Histroy Hunt.

## **5. REPORT OF DEPARTMENT HEADS/STAFF/CONSULTANTS**

### **A. New East Side Park Update**

Staff is waiting on City of Appleton legal opinion on the advantages of having a landowner sign a Right to Negotiate document. The plan at this point is to draft a resolution for each community to approve which would pledge conceptual support for a joint park.

### **B. Theda Care Event Approval Coming to Board Next Month July Meeting**

Theda Care picnic will be discussed in July. The event is very large and needs a lot of pre-event planning.

### **C. Board Input for 2009 Budget at July Meeting**

A copy of the 2008 Park and Recreation budget will be sent to all Board members in advance of the July meeting. Members should come to the July meeting with 2009 budget ideas and questions.

### **D. Park/Pool Update - PH Huss**

PS Huss reported new pump at pool installed by Crane Engineering, this should improve water flow considerably. Pool is running well. PS Huss expressed frustration over vandalism which takes away a lot of hours that could be devoted to other park projects. Park Watch program stickers on park vehicles are complete, Park Watch signs are going up.

### **E. Pleasants Tennis Courts - Project to be Re-bid**

Pleasants Park Tennis Court project will be re-bid because of some confusion by contractors on the length of crack repair that was specified.

## **6. DISCUSSION**

### **A. Ordinance O-10-07 Relating to Dogs on the Friendship Trail in Jefferson Park**

Renewal of the ordinance which allows dogs on the trail in Jefferson Park was discussed.

### **B. Walking Tour of Jefferson Park (pool if time permits)**

Several members went on a walking tour of the pool. PS Huss and Pool Manager Chad Bruechert explained various operational procedures at the pool.

## **7. ACTION ITEMS**

**A. Recommend Renewal or Changes to Ordinance O-10-07**

Moved by Nancy Barker, seconded by George Korth to recommend revising ordinance O-9-08 to allow dogs on the Jefferson Trail until 12:00 p.m. on July 4 and to retain the one year expiration language.

The motion carried.

**8. ADJOURNMENT**

**A.**

Moved by Tom Konetzke, seconded by Ronald Suttner to adjourn at 7:45 p.m.

The motion carried.

Motion Carried on voice vote

Results:

DRAFT

**CITY OF MENASHA**  
**Parks and Recreation Board**  
**Council Chambers, 3rd Floor City Hall - 140 Main Street, Menasha**  
**May 12, 2008**

**MINUTES**

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**1. CALL TO ORDER**

Meeting was called to order at 6:04 PM by Chairman D. Sturm.

**2. ROLL CALL/EXCUSED ABSENCES**

**A.**

Members Present: Chr. Dick Sturm, Ald. Michael Taylor, Mary Francis, George Korth, Tom Konetzke and Nancy Barker

Members Absent: Ron Suttner, excused

Others Present: PRD Tungate, PS Huss and John Galeazzi, Menasha High School Girls Softball

**3. MINUTES TO APPROVE-MINUTES & COMMUNICATIONS TO RECEIVE**

**Minutes to approve:**

**A. Minutes of the April 14, 2008 Park Board Meeting**

Moved by George Korth, seconded by Tom Konetzke to approve minutes of April 14, 2008 meeting with one amendment. Change Action Item 7. A. to add sentence All Board members agreed to donated funds for the tree.

Motion carried 6-0.

Motion Passed

Results:

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

**Five (5) minute time limit for each person**

**A.**

Nancy Barker: Isle of Valor signage, History Hunt questions, pavement repair by Jefferson boat ramp, Glatfelter site questions.

T. Konetzke: had questions/comments about the Peanut Island cannon and possible plaque.

Chr. D. Sturm: dead tree in Jefferson Park near entrance on Broad Street.

Ald. M. Taylor: leashed dogs on the Friendship Trail - Jefferson Park, review ordinance at next meeting. Other areas of concern in Jefferson Park were:

- Shoreline metal top deck loose; dozens of welds broke loose; decking needs to be welded; section of metal deck missing; also area of concern between Peanut Island and east boat launch
- Shoreline is not "boater-friendly"
- Shoreline boat tie-ups posts broken or missing
- Shoreline gravel area sinking/eroding; grassy area near shoreline also sinking
- The cannon is too close to the Willow tree; move cannon 20-feet east
- Some of the park benches need cement pad

## **5. REPORT OF DEPARTMENT HEADS/STAFF/CONSULTANTS**

### **A. New East Side Park Update**

PRD Tungate had a positive meeting with officials from Appleton and Town of Harrison regarding a joint east side park. Calumet County will be contacted by Town of Harrison officials. A Right to Negotiate document will be investigated. Possible resolution of community support will also be considered.

### **B. School Use of Jefferson Park Diamonds Prior to City League Games**

PRD Tungate has been in contact with Menasha High School officials about potential methods of keeping softball games and practices off of fields that have been groomed for city league games. This matter is very short term (about two weeks). Some good ideas were discussed and will be incorporated next year.

## **6. DISCUSSION**

### **A. 2008 Jazzfest Park Reservation and Possible Fee Reduction per Approved Policy**

The Board reviewed the 2008 Jazzfest request for use of Jefferson Park over the Labor Day weekend. One concern was what appeared to be an increase of cars parking on grass. PRD Tungate will share this concern with the event organizer.

### **B. Increase Fee in Lieu of Parkland**

### **C. Select Board Meeting Sites for June through August**

## **7. ACTION ITEMS**

### **A. Approve 2008 Jazzfest Reservation and Fee Reduction Request**

Moved by George Korth, seconded by Nancy Barker to approve the event on August 29-31 in Jefferson Park and to recommend approval of a \$45.00 reduction in fees per City policy.

Motion carried 6-0.

Motion Passed

Results:

**B. Increase Fee in Lieu of Parkland**

Moved by Tom Konezke, seconded by George Korth to recommend increasing the Parkland Dedication fee from \$300.00 to \$550.00.

Some time ago the Board had recommended it go to \$500.00. The proposed increase was due to some recalculations for future park improvements by PRD Tungate. This information will be forwarded to CA Brant.

Motion carried 6-0.

Motion Passed

Results:

**C. Approve Board Meeting Sites for June through August**

Moved by Nancy Barker, seconded by Alderman Taylor to approve sites and dates recommended by N. Barker.

Sites for summer meetings were recommended by N. Barker and selected. June: Jefferson Park, July: Barker Farm Park, August: Smith Park, September: Hart Park.

Motion carried 6-0.

Motion Passed

Results:

**8. ADJOURNMENT**

**A.**

Moved by George Korth, seconded by Nancy Barker to adjourn at 7:45 PM.

Motion carried 6-0.

Motion Passed

Results:

**CITY OF MENASHA**  
**Plan Commission**  
**Council Chambers, 3rd Floor City Hall - 140 Main Street, Menasha**  
May 27, 2008

**MINUTES**

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**1. CALL TO ORDER**

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

**2. ROLL CALL/EXCUSED ABSENCES**

**A.**

PLAN COMMISSION MEMBERS PRESENT: Mayor Merkes, Ald. Benner, and Commissioners Schmidt, Cruickshank, Sanders and DPW Radtke

PLAN COMMISSION MEMBERS ABSENT: Commissioner Sturm

OTHERS PRESENT: CDD Keil and Christine Symchych

**3. PUBLIC COMMENTS ON ANY MATTER OF CONCERN TO THE CITY**

**Five (5) minute time limit for each person**

**A.**

No one from the gallery spoke.

**4. DISCUSSION**

**A. None**

None

**5. ACTION ITEMS**

**A. [Plan Commission Resolution - 01-2008 - Recommending Adoption of the City of Menasha Year 2030 Comprehensive Plan \(previously received in the 5/20/08 Plan Commission packet\)](#)**

Moved by Comm. Schmidt, seconded by Alderman Benner to accept Plan Commission Resolution - 1-2008 recommending adoption of the City of Menasha Year 2030 Comprehensive Plan.

Commissioners discussed the following:

Chapters 1 & 2

Arrange housing goals in this order-

1. Promote positive image
2. Preserve, rehab, stabilize existing housing stock
3. Create a diverse base of housing opportunities

Adjust percentages on Table 2-10

Various typographical errors and word/sentence changes

Add 2007 building permit data to the building permit data chart and graph

### Chapter 3

Bike path map- enlarge and include as a separate map

Either change the airport image to one of the Outagamie County airport or take out current image of the New Holstein airport

Various typographical errors and word/sentence changes

Add High Speed Rail and Fox Locks plan to list on p. 3-15

Add the following objectives to the last goal on p. 3-21:

- Design streets to minimize heat islands
- Facilitate multi-modal transportation
- Minimize hard surfaces

### Chapter 4

Try to obtain a list of schools in the Appleton School District that Menasha children attend now

Bullet the Menasha Schools list to look like the Appleton Schools list

Add in other higher education: Silver Lake College, University of Phoenix, Lakeland College, Milwaukee School of Engineering Satellite, ITT Technical Institute

Various typographical errors and word/sentence changes

Add Sustainability Board to section 4.2

On p.4-32- Communication and Public Facilities- add in policy/recommendation to evaluate

permitting process for construction of utility structures

## Chapter 5

Eliminate Menasha City Hall and 408 Water Street from the list of historic buildings

5-23 Various typographical errors and word/sentence changes

Add section 5.15 to the table of contents

Add Doty Island Development Council to list of civic organizations

Add information about Menasha Historical Society and the Sustainability Board

## Chapter 6

Move Doty Island Development Council information to chapter 5

Various typographical errors and word/sentence changes

## Chapter 7

Enlarge the map on page 7-9 to a separate full size page

## Chapter 9

Various typographical errors and word/sentence/formatting changes

## Mapping Issues:

Create future Utilities and Community Facilities map

Historical Data- research historical data for accuracy, specifically archaeological data

Number the TIF districts on the Economic Development map

Questions related to the soils map

Motion Carried on voice vote

Results:

## 6. ADJOURNMENT

### A.

Moved by DPW Radtke, seconded by Comm. Schmidt to adjourn at 5:40 p.m.

Motion Carried on voice vote

Results:

DRAFT

**CITY OF MENASHA**  
**Plan Commission**  
**Council Chambers, 3rd Floor City Hall - 140 Main Street, Menasha**  
June 17, 2008

**DRAFT MINUTES**

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**1 CALL TO ORDER**

Mayor Merkes called the meeting to order at 3:34 p.m.

Michael Austin, owner of 121 River Street, spoke about his experience in remodeling and described potential benefits of rezoning to the city.

**2. ROLL CALL/EXCUSED ABSENCES**

**A.**

PLAN COMMISSION MEMBERS PRESENT: Mayor Donald Merkes, DPW Radtke, Ald. Kevin Benner, and Commissioners Cruickshank and Sanders.

PLAN COMMISSION MEMBERS EXCUSED: Dick Sturm and Dave Schmidt

OTHERS PRESENT: CDD Keil, AP Beckendorf, Lonnie Pichler, Michael Austin, Jason Gallmeier, Stacy Dake, Steve Degroot, and Major Jose A. Tamayo

**3. MINUTES TO APPROVE-MINUTES & COMMUNICATIONS TO RECEIVE**

**Minutes to approve:**

**A. May 20, 2008 and May 27, 2008 Plan Commission Meeting Minutes**

Moved by Comm. Sanders, seconded by Alderman Benner to approve the minutes of the May 20 and May 27, 2008 Plan Commission meetings.

Motion Carried on voice vote

Results:

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

**Five (5) minute time limit for each person**

**A.**

Steve Degroot, Director of Operations for Salvation Army, spoke about the Salvation Army's position on the elimination of the north access drive on their property. Drivers frequently use it to cut through between Drum Corps Drive and Midway Road. Because of the amount of people using the access in this way and because of the speed at which most of them travel, accidents are a concern for the Salvation Army.

**5. DISCUSSION**

**A. None**

None.

## 6. ACTION ITEMS

### A. Site Plan Amendment - Miron Construction - 1800 Bud Drive

Moved by Comm. Sanders, seconded by DPW Radtke to approve the site plan amendment for Miron Construction, 1800 Bud Drive

CDD Keil described the project. Commissioners discussed the proposed facade and how it might be integrated with the rest of the building. The owners have proposed painting the existing building to match the brick on the addition.

Motion Carried on voice vote  
Results:

### B. Rezoning - 121 River Street R1 to R2

Moved by Mayor Merkes, seconded by Comm. Sanders to recommend approval of rezoning 121 River Street from R-1 Single Family to R-2 Two-Family Residential

CDD Keil introduced the proposal and described the existing Housing Plan policies and Future Land Use Map designation which are contrary to this proposal. He then discussed the difficulties with its isolated location and industrial surroundings. CDD Keil stated his disfavor with the proposal, citing the further entrenchment of a use that does not belong and the possibility of tenant issues if a change in ownership or management were to occur.

Commissioners discussed the following:

- Existing nonconformities on the site
- Long-term implications
- Driveway space
- Comprehensive Plan efforts
- Whether there is a need for more 2-family lots

Motion Passed  
Results:

Roll Call:

AYES: Cruickshank (5)  
      , Hendricks  
      , Merkes  
      , Radtke  
      , Sanders  
NAYS: Benner (1)  
ABSENT: Schmidt (2)  
       , Sturm

### C. Site Plan Amendment - Salvation Army - 1244 Appleton Road - Abandonment of Access to Drum Corps Drive

Moved by Mayor Merkes, seconded by Comm. Cruickshank to other direct staff to work with the Salvation Army on ways to maintain, at a minimum, emergency access.

Commissioners discussed the following:

- Concerns with limiting site access and egress
- Using other methods of mitigating the use of the lot as a thoroughfare to Midway Road
- The possibility of redirecting traffic or gating the north access

Motion Carried on voice vote

Results:

#### **D. Special Use Permit - Sunset Hill Stoneware- 330 Milwaukee Street**

Moved by Comm. Sanders, seconded by DPW Radtke to recommend approval of the special use permit with the conditions as listed in the minutes.

AP Beckendorf described the project and recommended the following conditions:

- The special use permit shall apply to the use of the property as a pottery manufacturing facility only.
- The light pole on the east side of the property shall remain out of service until photometrics are submitted for review and approval.
- Upon parking lot paving or reconstruction, the full transitional area will be brought into compliance.

Commissioners discussed the following:

- Transitional area requirements.
- Eliminating the two west wall packs.
- Moving the trash enclosure to the existing fenced area east of the building.

Motion Carried on voice vote

Results:

### **7. ADJOURNMENT**

Moved by DPW Radtke, seconded by Comm. Sanders to adjourn at 4:58 p.m..

Motion Carried on voice vote

Results:



City Hall Safety Committee  
Minutes  
May 7, 2008

Meeting Called to order at 1:22 PM

Present: Adam Alix, Tom Stoffel, Kristi Heim, Todd Drew, Jeff Brandt, Tasha Saecker, Sue Nett

Absent: Sylvia Bull, Brian Tungate, Peggy Murphy

A. Motion to approve minutes from April 2, 2008 meeting made by T. Drew and seconded by T. Stoffel

B. Old Business

1. The draft copy of the revised Emergency Operations and Evacuation Plan reviewed. Corrections and changes were recommended. S. Nett to make changes and have ready for meeting in June.
2. T. Drew reviewed the City of Menasha Asbestos Policy. Committee recommendation was to share information on this with Mayor Merkes, so he is aware of the current policy.
3. Discussion was held on the type of signage that should be placed on the back door at the Senior Center. A. Alix has a request in with DPW to paint curbing by the back door yellow. Committee recommended trying signage stating "Emergency Exit Only" so attendees at the center would use the main exit and reduce the potential for an injury occurring when using the back door.

C. New Business

1. The monthly safety topic was distributed. This month's topic focuses on the safe use of chemicals and use of MSDS sheets for information on safe use.
2. No injuries to review
3. T. Drew has been working on a Personal Protective Equipment (PPE) policy to be added to the safety manual. PPE training is being completed as part of the annual respiratory fit testing for the PWF/Parks Department.

D. Training

1. Classroom fire extinguisher training is scheduled for May 27 and May 28. The review training for fire extinguishers will be done using a video from CVMIC.
2. CPR/AED summer classes being offered through the health department still have some openings.
3. Pool employees will have bloodborne pathogen policy and sexual harassment training on May 22 from 6 to 8:30 PM at the library.

E. Meeting adjourned at 2:40 PM.



Public Works and Parks Safety Committee  
May 27, 2008  
Minutes

Meeting called to order at 9:10 AM

Present: Bob Huss, Jeff Nieland, Adam Alix, Corey Gordon, Todd Drew, Sue Nett

Absent: Jim Julius, Tim Jacobson, Mark Radtke, Ken Popelka, Matt Schultz, Brian Tungate, Jeff Brandt, Peggy Murphy

A. Motion to approve minutes from April 29, 2008 meeting made by B. Huss and seconded by J. Nieland.

B. Old Business

1. The draft Emergency Operations and Evacuation Plan is ready for review. Copies handed out to members present and will be given to members absent to be reviewed at next meeting.
2. Respiratory fit testing completed.
3. Hearing screenings have been completed.
4. Air Gas will be mounting fire extinguishers outside on the sanitation trucks for quicker access to employees.
5. PPE Policy discussed. Question was raised regarding type of safety shoe required for engineering staff.

C. New Business

1. The monthly safety topic on safe use of chemicals and being aware of MSDS sheets handed out.
2. Injury review – There was one injury to review. Those present asked to hold it until the next meeting.
3. The follow-up walk through of facility will occur at next month's meeting.

D. Training

1. Fire extinguisher training is scheduled for today (5-27) at 2 PM and tomorrow (5-28).

E. Meeting adjourned at 9:40 AM

CITY OF MENASHA  
Instructions for Preparation of Year **2009** Operations/Capital Budget

These instructions are to provide guidelines in preparing the Year **2009** Budget Request forms. Forms for Budget Requests, Estimated Revenues and Expenditures for **2009** should be completed and delivered to the City Comptroller/Treasurer for input by **Friday, August 29, 2008.**

Following is the Budget Calendar that all departments will be using this year. It is important to meet the deadlines listed. Failure to meet those deadlines results in delays in compiling all budget information for a complete review by the Mayor and Common Council.

<u>Budget Calendar</u>	<u>Activity</u>
July 14-18	Budget worksheets and printouts prepared by the Finance Department and distributed to all departments.
July 21 – August 29	Departmental Budget Requests for <b>2009</b> prepared by Department Heads and Staff and sent to Finance Department. Miscellaneous Budget Requests for <b>2009</b> prepared by Finance Department.
September 2-3	All Department Requests are inputted into the Solomon Software for review by the City Comptroller/Treasurer.
September 4-5	Forms checked and totals compiled by Comptroller/Treasurer.
September 8-30	Departmental reviews performed by Mayor.
September 8	Levy Limit worksheet for <b>2009</b> mailed out by State.
September 15	Shared Revenue estimates for <b>2009</b> mailed out by State
October 1-12	Executive Budget prepared by Mayor and compiled by Finance Department for distribution.
October 15	Proposed <b>2009</b> Executive Budget Workbook delivered to Common Council with Mayor's comments and recommendations.
October 31	Publish Notice of Public Hearing. ERP Budget Limit Notice received.
November 6, 10, 13	Common Council review of Proposed <b>2009</b> Executive Budget.
November 14	Lottery and Gaming Credit information received from State
November 17	Common Council review of Proposed Executive Budget (if necessary). Public Hearing and Adoption of Year <b>2009</b> City of Menasha Operations/Capital Budget.
November 19 – December 5	Printing, sorting and mailing of Property Tax Bills by Finance Department.
December 15	Levy Limit Worksheet report return date deadline
December 15	Statement of Taxes report return date deadline
January 1, 2009	Implementation of <b>2009</b> City Budget by all Departments.





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

July 1, 2008

Brenda Jorgensen  
1019 Brighton Drive  
Menasha, WI 54952

RE: Claim against the City of Menasha

Dear Ms. Jorgensen:

I am in receipt of the claim you filed against the City. I note that you claim the responsibility for this damage Insituform. I also note that your claim is not complete in that the amount of claimed damages is not known.

The Director of Public Works has referred this claim to Insituform for their consideration. I have also directed City staff to conduct an investigation. When I receive a response from Insituform, I will contact you.

Thank you.

Sincerely,

Jeffrey S. Brandt  
City Attorney  
State Bar No. 1018652

Cc/ DPW Radtke  
Mayor Merkes  
Common Council



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

July 1, 2008

Charles F. Meyers  
522 Broad Street  
Menasha, WI 54952

RE: Claim against the City of Menasha  
Dear Mr. Meyers:

I am in receipt of the claim you filed regarding damage to your driveway apron. In reviewing this claim, I note that you believe the responsibility for this damage is Infrastructure Technologies, Inc.

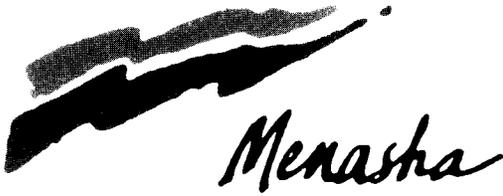
The Director of Public Works has referred your claim to Infrastructure Technologies, Inc. and I have also asked City staff to make an investigation. When I receive a response from Infrastructure, I will contact you.

Thank you.

Sincerely,

Jeffrey S. Brandt  
City Attorney  
State Bar No. 1018652

Cc/ Mayor Merkes  
DPW Radtke  
Common Council



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

MEMO

TO: Common Council  
FROM: Jeff Brandt JSB  
SUBJECT: Ordinance 7 -4 – 1 Green River Ordinance  
DATE: July 2, 2008

Menasha has had a Green River ordinance that prohibits commercial door-to-door solicitation. I have enclosed a letter from Southwestern Company's President Dan Moore and a memorandum from Southwestern's legal department. Should the Mayor or an Alderman wish to sponsor a change to 7- 4 – 1, please contact me and I will prepare such an ordinance.

Please feel free to contact me if you have any questions.



**RECEIVED**

**JUN 16 2008**

**CITY OF MENASHA**  
BY dg

June 13, 2008

Deborah Galeazzi, City Clerk  
City Hall  
140 Main Street  
Menasha, WI 54952

Via Overnight Courier

Re: Door-to-door selling; Ordinance section 7-4-1 regarding Direct Sellers

Dear Ms. Galeazzi:

Southwestern Company's District Sales Manager, Chris Fugman of Wisconsin, has asked me to contact you. He has a qualified student book dealer who wishes to sell Southwestern Company's family-traditioned products door-to-door in and around the City of Menasha this Summer, beginning immediately. However, he has learned that you and the City are strictly enforcing an Ordinance that declares such direct selling to be a "public nuisance" and, thus, is prohibited unless a home owner first invites a solicitor to the door. My in-house legal counsel called your outside counsel today to confirm that is indeed the position of the City of Menasha. My intent here is to request that you and your City reconsider its wrongful enforcement of such an overly-broad restriction that abridges individual rights and impedes interstate commerce.

As President of Southwestern Company, I wish to provide you and your City leaders with helpful context to support this request for reconsideration so the City of Menasha will permit direct sellers in a manner that protects your citizens and, at the same time, complies with controlling Law.

To begin, the Southwestern book program is honorable and legitimate<sup>1</sup>. Ours is not to be confused with those rogue traveling sales crew organizations and their miscreant practices which we both invariably loathe.

Southwestern Company is among Nashville's oldest businesses, continuously engaged in the publishing of some combination of family books, religious literature and educational reference aids since 1855<sup>2</sup>. Conscientious college students and post-grads trained in direct selling have been wholesale customers and independent book dealers transacting in our

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<sup>1</sup> Southwestern Company has been in business continuously as a book publisher for 153 years. The Company is a very active member of the Direct Selling Association, our trade association headquartered in Washington, D.C. For references, you may contact the DSA's Director of Communications at 202-452-8866. In addition, Southwestern has been a charter member since 1961 of the Better Business Bureau of Middle Tennessee (where we are headquartered in Nashville). Southwestern Company is also a member of the National Association of Colleges and Employers (inasmuch as we work closely with college career services advisors).

family-suitable publications since the conclusion of the American Civil War. The independent, student book dealers own their own business enterprise and earn money used typically to defray the cost of their college educations or to build their personal savings.

In fact, innumerable Wisconsin college students have participated in Southwestern's book program, including collegiate entrepreneurs from Marquette University, the University Wisconsin – LaCrosse, the University of Wisconsin – Madison, the University of Wisconsin – Milwaukee, and the University of Wisconsin – Oshkosh. Those scores, if not hundreds, of Wisconsin students have been welcomed to sell direct by other local jurisdictions across America for years, and I only ask that your City merely reciprocate with reason and fairness.

Further, the family books and educational reference aids sold by the book dealers are welcomed additions to thousands of family libraries each year. In an age when children oftentimes fail to benefit from adequate levels of fundamental schooling and wholesome reading entertainment, our titles and works are exclusively full of value-added learning references and many are just plain fun to read.

The Southwestern model is benign. These collegiate entrepreneurs are recruited on their college campuses. Their parents are involved. The students attend week long, intensive sales training in Nashville. Upon completing sales school in Nashville, each book dealer travels to the locality that will become their home away from home for the Summer. They establish lodging (oftentimes with the assistance of a local host or church), open a local bank account, and become acquainted with the local authorities.

Upon obtaining any necessary permitting, the book dealers embark with book bag, order form book, and water bottle in hand and commence direct selling in neighborhoods, focusing on families. The presentation to "Mrs. Jones", (*i.e.* the adult occupant at the home), usually takes anywhere from ten minutes to a half hour. If an order is placed, a part payment typically is made and the order is entered. The book dealer sends a post card to his or her customer, later in the Summer, confirming when delivery will be personally made to the home. The books are stored at our warehouse in LaVergne, Tennessee (East of Nashville) and shipped to the dealers' chosen destinations (thus, invoking Interstate Commerce). At subsequent delivery, (usually in the late Summer), the book dealer re-acquaints with the family, explains the best use of the books and materials, and accepts final payment for the order.

Without getting legalistic but to emphasize the importance of this matter, commercial soliciting is a legally-protected activity. The City may regulate the activity but cannot inhibit it beyond reason. Controlling law requires a reasonable balance between Public Safety and the solicitor's Constitutional Rights and the freedom of Interstate Commerce.

Attached is a Memorandum written by my Legal Department which outlines the controlling Law in this important area.

I believe local education and awareness are in order. No reasonable individual or agency should confuse our business model with the practices of the rogue traveling sales crew organizations which rely on untrained youngsters to sell a bag of magazines only to leave town before accepting full accountability are abhorrent to Public Safety and Consumer Protection. Legitimate direct selling organizations detest the unethical traveling sales crew organizations.

Southwestern Company is considered a leader among direct selling organizations who perform ethically. Please refer to the very recent article from Forbes.com, entitled, "*Summertime Safety Advice: stay cool, wear protective clothing, recognize legitimate door-to-door sales people*". Attached is a paper copy of the practical article. Also enclosed are brochures prepared by the National Consumers League and printed by our Company which highlight basically those same points of distinction.

I would add that local citizens may become more aware of the distinctions between legitimate direct sellers and rogue traveling sales crews by considering the following, generally: (1) A salesperson from a legitimate direct selling organization will have identification or information confirming their relationship with the supplier of the goods. (2) Most traveling sales crews do not possess a local permit to sell. The local police department or clerk who issues a business permit can confirm if a door-to-door salesperson is permitted. (3) Most traveling sales crews travel through multiple states and do not stay long in any one community (trying to stay off the "radar screen"). The homeowner can casually ask the solicitor whether their job is taking them to numerous states. (4) Homeowners should listen to the sales pitch. If it is too good to be true, then it probably is untrue. (5) More specifically for the student book dealers selling SW products, the name "Southwestern" and our Southwestern book program that has been around more than 150 years may resonate with certain citizens who know of family members and friends who as students or their children went thru the program, selling books, to get thru school and start a financial nest egg.

The City of Menasha should repeal its invalid ordinance on direct selling. As a courtesy, enclosed is a valid ordinance recently adopted by the City of Brownsville, Tennessee which our Legal Department assisted in drafting as a courtesy for that particular municipal government. The City of Alexandria, Louisiana is doing likewise. These are just a few examples of where Southwestern has assisted local governments achieve compliance with the controlling Law that governs direct selling and commercial solicitation.

I invite your City lawmakers to consider adoption of such a valid ordinance. During the interim, for now at least, I also request your City's permission for an outstanding and trained collegiate book dealer, who will be living in Wisconsin this Summer, to be permitted to sell direct in Menasha, beginning at the earliest moment. Chris Fugman can provide the particulars about the specific book dealer. Chris may be reached by way of his sales assistant, Ms. Jean Baron-White in Nashville, at phone number 615-391-2806.

An accord that has worked well in scores of other local jurisdictions across the U.S. while a lawful ordinance was being drawn and adopted has included the following parameters;

namely, upon arrival in your City, the student book dealer would (i) make acquaintance with officials and Police supervision at City Hall, (ii) demonstrate samples of the goods being offered for sale and the order form that contains the right of rescission; (iii) provide full personal information; (iv) provide fingerprints, (v) obtain a business permit for a modest fee to cover the expense of administering the permit; (vi) carry a photo id at all times while door knocking; and (vii) obtain a map of the local neighborhoods and being advised of areas to be avoided, (*i.e.* high or recent crime, environmental issues, construction, etc.); while obviously (viii) honoring all “No Soliciting” and “No Trespass” signs posted at residences and respecting all laws and other ordinances of the jurisdiction.

Further, I would direct that my Director of Communications and/or my Corporate Legal Counsel remain “on call” here in Nashville throughout the Summer if you or others for the City have any issues or questions that arise from the door-to-door selling.

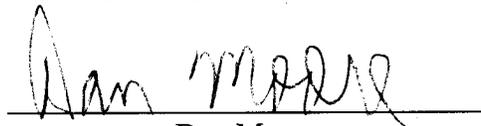
Our reaching such an accord for this Summer will provide the City and its leaders and legal representatives ample time to reconsider the invalid Ordinance currently on the books.

Please share this information with each of your City’s elected officials and lawyers so that we all are on the same page as to the importance and reasonableness of this overview and request. Time is of the essence.

There should be no good reason for us to get entangled in any legal action over an issue that is so clear and has such a practical resolution as what I have outlined above. The City and Southwestern Company have too many good priorities in common to be adversarial with each other, including the personal growth of young people, respect for the local citizenry, value added to families with children, and a healthy respect for what makes America great. Please work with me.

I may be reached in Nashville by way of my executive assistant Lisa Scaling at 615-391-2708.

Sincerely,  
SOUTHWESTERN COMPANY

A handwritten signature in black ink, appearing to read "Dan Moore", is written over a horizontal line.

Dan Moore  
President

Encls.

CHAPTER 4

Menasha, Wi

Direct Sellers

SEC. 7-4-1            **REGULATIONS AFFECTING THE ACTIVITIES OF DIRECT SELLERS, SOLICITORS, HAWKERS, ITINERANT MERCHANTS AND TRANSIENT VENDORS OF MERCHANDISE.**

- (a)    **CERTAIN ACTIVITIES DEEMED A PUBLIC NUISANCE.** The practice of going in and upon private residences in the City of Menasha, Wisconsin, by solicitors, peddlers, hawkers, itinerant merchants and transient vendors of merchandise not having been requested or invited so to do by the owner or owners, occupant or occupants of said private residences for the purpose of soliciting orders for the sale of goods, wares and merchandise and/or peddling or hawking, and the same is hereby declared to be a public nuisance.
- (b)    **EXCEPTIONS.** Nothing in this Section shall prohibit the soliciting by bona fide representatives of religious, veteran, charitable or other organizations which have received a tax-exempt or tax-deduction status by the Wisconsin Department of Revenue provided that said representatives have received a clearance certificate to be issued by the Chief of Police.
- (c)    **DUTIES OF THE CHIEF OF POLICE.** It shall be the duty of the Chief of Police or his designated officer to issue a clearance certificate for solicitors, peddlers, hawkers, itinerant merchants and transient vendors of merchandise who represent bona fide organizations of a charitable, veteran or religious nature, which organization has received a tax-exempt or tax-deduction status by the Wisconsin Department of Revenue upon said representative furnishing said Chief of Police or his delegated officer proper credentials to act. Before issuance of said certificate of clearance, the Chief of Police may require such evidence of business and moral responsibility that he may deem proper provided that such investigation permits qualified personnel to act and does not prohibit.

invalid

## LEGAL MEMORANDUM

### **Re: Door-to-Door Solicitation Ordinances**

The constitutionality of anti-direct sales solicitation ordinances has dramatically evolved since the 1930's when local government was able to argue successfully that door-to-door direct selling was legally impermissible as being a nuisance or an invasion of one's privacy to the 1976-1980 timeframe when the highest federal courts started affording Constitutional safeguards to solicitors and other direct sellers. As at least one League of Municipalities has noted, "... commercial door-to-door solicitation is a lawful business rather than an inherent nuisance. Like any other business that is not considered a nuisance in fact under state law, solicitation does not become a public nuisance merely because the municipality declares it to be so and acts to restrict it accordingly." Ken Smith, "Control of Solicitors and Peddlers", Alabama Municipal Journal, December, 1999.

Door-to-door sales solicitation for legitimate business purposes has been determined to be "commercial speech". Board of Trustees of State University of New York v. Fox, 109 S.Ct. 3028 (1989). The leading case that reversed decades of rulings on the nuisance issue is Virginia Pharmacy Board v. Virginia Citizens Consumer Council, Inc., 425 U.S. 748 (1976) wherein the U.S. Supreme Court ruled that commercial speech is entitled to protection under the First Amendment of the United States Constitution. Following Virginia Pharmacy, every subsequent Federal Court decision has held that commercial speech is constitutionally protected under the First Amendment. Such protection is to be accorded to door-to-door solicitation. Association of Community Organizations v. Municipality of Golden, Col., 744 F2d 739 (10th Cir.1984); Watseka v. Illinois Public Action Council, 796 F2d 1547 (7<sup>th</sup> Cir.1986). Indeed, the Supreme Court held in City of Cincinnati v. Discovery Network, Inc., 507 U.S. 410 (1993), and reaffirmed in 1996, that commercial speech receives protection equal to the well-established freedom of non-commercial speech. 44 Liquormart, Inc., et al. v. Rhode Island, et al., 517 U.S. 484, 116 S.Ct.1495 (1996).

The standards which have been established for regulation by governmental authorities of commercial speech are set forth in Central Hudson Gas & Electric Corp. v. Public Service Commission, 447 U.S. 557, 100 S.Ct. 2343 (1980). The four part test for limited restriction established in Central Hudson (which is still controlling today) requires that: 1) the speech concerned be lawful and not misleading or deceptive; 2) the local government interest must be substantial [such as the need to (i) protect privacy, (ii) prevent crime, and/or (iii) for consumer protection]; 3) the governmental interest must be directly advanced by the regulation; and 4) **the restriction cannot be "more extensive than is necessary to serve" the local government interest.**

An ordinance that regulates first amendment activity must be "narrowly drawn". Village of Schaumburg v. Citizens for a Better Env't, 444 U.S. 620, 637, 100 S.Ct. 826, 836, 63 L.Ed.2d 73 (1980); Hynes v. Mayor of Oradell, 425 U.S. 610, 617, 96 S.Ct. 1755, 1759, 48 L.Ed.2d 243 (1976). Also, the ordinance must be designed not to "unnecessarily interfere[e] with First Amendment freedoms". Schaumburg, 444 U.S. at 637, 100 S.Ct at 836. "Precision of regulation must be the touchstone" *Id.* (quoting NAACP v. Button, 371 U.S. 415, 438, 83 S.Ct. 328, 340, 9 L.Ed.2d 405 (1963)). The Supreme Court, in dicta, has approved the use of identification devices as a requirement for receiving a solicitation permit. See Martin v. City of Struthers, 319 U.S. 141, 148, 63 S.Ct. 862, 866, 87 L.Ed. 1313 (1943); Cantwell v. Connecticut, 310 U.S. 296, 306, 60 S.Ct. 900, 904, 84 L.Ed 1213 (1940); see also Hynes, 425 U.S. at 618, 96 S.Ct. at 1759. This regulation is allowed because of

the legitimate interests of the state to protect its citizens from criminal elements and unwanted disruptions at home. Hynes, 425 U.S. at 618, 96 S.Ct. at 1759; Martin, 319 U.S. at 148, 63 S.Ct. at 866. Finding the proper means to control solicitation is a problem that “must be worked out by each community for itself with due respect for the constitutional rights of those desiring to distribute literature and those desiring to receive it, as well as those who choose to exclude such distributors from the home”. Martin, 319 U.S. at 148-49, 63 S.Ct. at 866.

Nevertheless, such restrictions on expression must be content-neutral and “narrowly tailored to serve a significant governmental interest”, and they must “leave open ample alternative channels for communication of the information”. Clark v. Community for Creative Non-Violence, 468 U.S. 288, 293, 104 S.Ct. 3065, 3069, 82 L.Ed.2d 221 (1984); also see Members of the City Council of Los Angeles v. Taxpayers for Vincent, 466 U.S. 789, 808, 812, 104 S.Ct.2118, 2130, 2132, 80 L.Ed.2d 772 (1984). In applying this standard, it must be remembered that the Supreme Court has reaffirmed, emphatically, “...that a regulation of the time, place, or manner of protected speech must be narrowly tailored to serve the government’s legitimate content-neutral interests but that it need not be the least restrictive or least intrusive means of doing so. Rather, the requirement of narrow tailoring is satisfied ‘so long as the regulation promotes a substantial government interest that would be achieved less effectively absent the regulation’”. Ward v. Rock Against Racism, 491 U.S. 781, 109 S.Ct. 2746, 2757-58, 105 L.Ed.2d 661 (1989) (quoting United States v. Albertini, 472 U.S. 675, 689, 105 S.Ct. 2897, 2906, 86 L.Ed.2d 536 (1985)).

Local government certainly has a legitimate interest in protecting the privacy of its citizens. However, regarding the second prong under Central Hudson, courts have noted over the last 25 years that one’s expectation of privacy is based on what each individual (and not a group) wants and expects.

As evidenced by innumerable, reasonable ordinances currently in effect nationwide, privacy interests can effectively be served by residents posting signs at their homes advising against solicitation and/or registering with a city official indicating that no solicitation is desired. Central Hudson held, at p. 2351, that any restriction of commercial speech must be narrowly tailored. The threat of crime is regulated by licensing, registering and other normal enforcement methods. Consumer protection is served by the various state and federal cooling-off periods for rescission purposes.

The Supreme Court reaffirmed its Central Hudson test in Greater New Orleans Broadcasting Ass’n, Inc. v. U.S., 527 U.S. 173, 119 S.Ct.119 (1999), which also includes a good analysis of the government’s burden of proof in these commercial free speech cases.

The burden of justifying a governmental restriction against an ordinance lies with the city or county which must further demonstrate a "reasonable fit" between supposedly divergent priorities - freedom of commercial speech v. the public’s welfare. Zauderer v. Office of Disciplinary Counsel of Supreme Court of Ohio, 471 U.S. 626 (1985); Edenfield v. Fane, 113 S.Ct. 1792 (1993).

In June, 2002, the U.S. Supreme Court, had an opportunity to explore another avenue of direct soliciting. The court decided to continue keeping communities open to visitors in the arena of canvassing for religious or political purposes case. Watchtower Bible & Tract Society of New York, Inc., et al. v. Village of Stratton, et al., 2002 WL 1305851 (U.S.), Justice Stevens, writing for an 8-1 majority, declared unconstitutional a city’s requirement that religious and political canvassing first be licensed or permitted before being allowed within the city. The analysis remains consistent with the commercial free speech cases.

Namely, local government cannot lawfully close its doors to visitors on the basis of declaring them or their activities to be a nuisance *per se* or a security concern in general just because that may be the whim of a portion of its population. In the instance of door to door sales solicitations, the local government has the burden of advancing the Public's interest with restrictions that are no more extensive than are necessary to serve that interest while, at the same time, allowing freedom of commercial speech.

Direct sellers can resort to 42 U.S.C. Section 1983 Actions for relief in this area. In June of 2005, for instance, a Federal District Court in the northern division of the District of Utah ruled against Kaysville City, Utah on behalf of a Kirby Vacuum Cleaner distributor named Pacific Frontier, Inc., case number 1:02-CV-129 TC. The federal court reaffirmed the controlling effect of Central Hudson and held that door-to-door, direct selling is protected under the First Amendment. Subsequent hearings were conducted for the court to determine the amount of attorneys' fees to be assessed against the offending municipality ... money the local taxpayers would pay, directly or indirectly. Other local governments in Utah subsequently decided to become compliant with federal law and are in the process of settling like "1983 Actions" with Kirby. The City of Ozark, Alabama found itself in a similar Section 1983 Action in 1999 and entered into a Consent Judgment before the Federal District Court in south Alabama, allowing door-to-door selling at residences. At the end of the day, courts simply want balance.

Balance may be achieved. Constitutionally-valid ordinances can vary but typically require that each solicitor: 1) apply for a permit or certificate of registration, providing their name, address, and business purpose; 2) pay a non-punitive registration fee simply to cover the cost of administrating the license; 3) submit to fingerprinting, 4) show one's visa if in the States on a work-study program, 5) advise the city clerk and/or police chief of the nature of the solicitation and agree on the neighborhoods to be canvassed and the timeframe covering the solicitations; and, 6) carry the permit with a photo id at all times on sales calls. The solicitor should also honor conspicuously-posted signage relative to solicitations and trespass (or an ill person is home or a shift worker is sleeping during the day, etc.) and, of course, obey all other ordinances and laws of the jurisdiction.

The Rule of Reason should be applied in such matters.

Legal Department  
Southwestern Company  
Nashville, TN

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

**From:** Wirth, Carol [mailto:Carol.Wirth@rbccm.com]

**Sent:** Monday, June 30, 2008 12:44 PM

**To:** Don Merkes; Thomas Stoffel; Debbie Galeazzi; Greg M. Keil; Jeffrey S. Brandt; Doug Young; Melanie Krause

**Subject:** Carol Wirth/RBC Milwaukee Public Finance Office

Attached is an important announcement regarding the Milwaukee Public Finance Office. Please do not hesitate to contact me with any questions. We look forward to continuing our relationship into the future.

Re: Carol Wirth/RBC Milwaukee Public Finance Office

The management of RBC Capital Markets has notified staff that it will close the Milwaukee Public Finance Office effective July 1, 2008 and no longer provide financial advisory services to Wisconsin school districts and municipalities. Carol Wirth, Managing Director, and the entire Milwaukee Public Finance team, **will continue to service these Wisconsin clients** under the new firm name of **Wisconsin Public Finance Professionals, LLC**.

Carol and the Public Finance team will continue to provide the high quality of professional services Wisconsin issuers have been accustomed to receiving for the past 30 years. We value your trust and confidence and will continue to take care of each issuer's individual needs. Wisconsin Public Finance Professionals, LLC is a new name, with the same team of experienced professionals serving Wisconsin clients with honesty, integrity, and in their best interest. We assure each client that our experience and capability to service them does not change. Below is our contact information and a summary of what will or will not change:

**New Information (Changes) –**

Contact Information:

Firm Name: **Wisconsin Public Finance Professionals, LLC**

Phone Number: **414/434-9644**

Fax Number: **262/782-2481**

Mailing Address: **P.O. Box 510038, New Berlin, WI 53151-0038**

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Rich Gebhart – [rgebhart@wipublicfinance.com](mailto:rgebhart@wipublicfinance.com)

Judy Lamers – [jlammers@wipublicfinance.com](mailto:jlammers@wipublicfinance.com)

Gloria Herron – [gherron@wipublicfinance.com](mailto:gherron@wipublicfinance.com)

Amy Wieckowski – [awieckowski@wipublicfinance.com](mailto:awieckowski@wipublicfinance.com)

**No Changes –**

Milwaukee Public Finance Team

Experienced Professionals in Wisconsin Public Finance  
High Quality, Ethical Service  
Sterling, Time-Tested Reputation Serving Wisconsin Municipalities and School Districts

Due to the short notice of this announcement, additional contact and notices of this change will be made by Wisconsin Public Finance Professionals, LLC. In addition, I will personally be contacting all our loyal clients to answer questions and provide assurance of continued service. In the meantime, please feel free to use the contact information provided herein or my cell phone (414/507-4805) for any immediate questions or concerns.

Carol Ann Wirth  
Managing Director  
RBC Capital Markets  
Fixed Income Banking  
414/347-7136  
Fax 414/347-7140  
[carol.wirth@rbccm.com](mailto:carol.wirth@rbccm.com)

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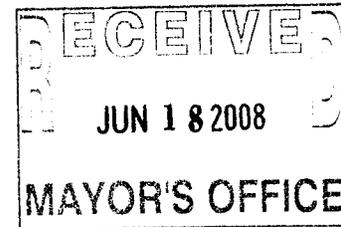


To: Mayor Merkes  
Members of the Common Council

From: Chief Stanke *RS*

Date: June 18, 2008

Re: U.S. Tobacco Grant



I am very happy to inform you that through the diligent work of Officer Jeff Jorgenson along with the assistance of Lt. Mike Brunn the Menasha Police Department has won a grant award from U.S. Tobacco for a Polaris Ranger utility vehicle.

We are in the process now of making arrangements for the delivery and set up of the vehicle. It is our intent to make the vehicle available for use in our parks and trail system for both everyday and emergency use.

141 River Street  
Apt B  
Menasha WI 54952  
July 1, 2008

City of Menasha Mayor and Common Council Member:

On July 7, 2008 you will be considering and voting on my rezoning request for 121 River Street from R-1 to R-2. I purchased the property from the City of Menasha in September 2008. A remodeling permit was issued in January 2008 to begin the remodeling process.

Since January there has been a major amount of work done. The interior walls have been taken down to the exterior studs. A dormer was removed. The second floor has been reframed into a single bedroom, full bath, and a half bath with laundry facilities. Undersized floor joists have been replaced. New windows and cathedral ceilings have been added. Radiant floor heat is to be installed.

Planning has continued with the help of Architect Stanley Bye of Neenah. The house is huge. It is approximately 2400 square feet total. It has approximately 1260 square feet of living space on the second floor. The first floor has approximately 1140 square feet of space. With the design work of Stanley Bye the first floor has been laid out to be a single bedroom apartment. A full and half bath with laundry facilities are also planned for the first floor. New windows and doors will be added.

When the rough-in framing, electrical and plumbing is completed the exterior walls will be full cavity filled with spray foam insulation. The second floor ceiling will be combination of spray foam and fitted high R value board insulation. The ceiling R value will be approaching an R value of R 50. Much higher than the R 38 that is currently used in new construction. Unlike fiberglass batt insulation, spray foam holds its R value when the temperature drops. It is used in all of my remodeling projects. Not only does it insulate well it seals out drafts, it deadens sound transmission, and improves the structural strength of the building.

A high efficiency water sourced heat pump will provide both the heat and domestic hot water. Water sourced heat pumps are very efficient. Radiant heat is the most comfortable and efficient heat for homes. Both the heat pump and radiant heat are more expensive to install versus forced air. But the comfort and energy savings will pay back over time the difference in dollars spent.

I plan on occupying the upper unit. The lower unit will be rented to others. There has been much interest in the lower unit as an apartment. It has been shown to many prospective tenants. The view of the river and Little Lake Butte Des Morts is very appealing. Coupled with a secluded park like setting on River Street I am confident that mid to upper income renters will not be hard to find.

I have been in the rental business for 17 years. I have been purchasing properties in Menasha for the past 5 years. Prospective tenants go through an extensive background check before they are allowed to rent from Michael Austin Properties. The tenants pay their rent on time. The utilities are paid on time. There no Police calls to my properties. The average tenancy of my 2 family units is approaching 3- ½ years. Far above the industry average 1-½ years or less.

The property at 121 River Street had more then its fair share of police calls over the last 10 years. It was a multi family unit that was poorly managed and the upkeep was minimal. An executive style 2 family is a better use. When completed it will be a valuable asset to the community of Menasha.

A garage is planned. A variance will be needed because of the current setbacks. I have met twice with Greg Keil on garage proposals. Architect Stanley Bye has designed for consideration, garages out front of the building and also a plan for a garage to the west side of the building. I will be asking for the variance for the garage in the upcoming month.

How does this rezoning benefit Menasha? There will be additional consumers of goods and services from both the public and private sector. The house will be heated and cooled with electricity. Increasing electric and water sales for Menasha Utilities. The tenants moving in will be of higher disposable income levels. They will be able to shop our downtown businesses, enjoy our vast array of eating establishments, and furnish their living space with purchases from the Otter Creek and Wild Apple.

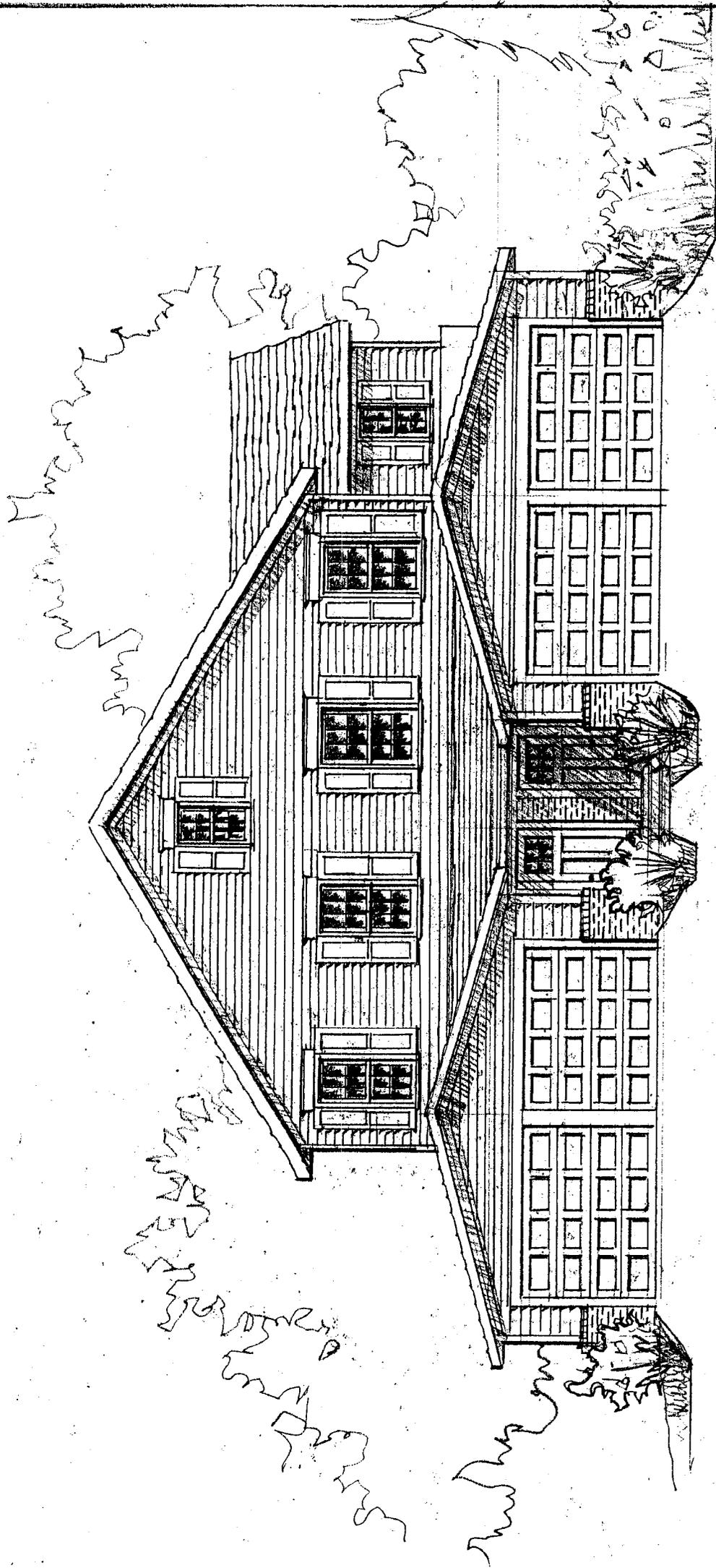
I feel this rezoning request fits into the long-term plan for Menasha. It is a great use for an existing property. It's a short walk to the Friendship Trail. The river offers a gateway to the rest of the Fox Valley. It adds to the tax base. It is an example of sustainable, green, and environmentally friendly home remodeling

I am available to show you the interior progress the Fourth of July weekend. Feel free to call and set a time for viewing. I look forward to a favorable yes vote on my rezoning request.

Sincerely Yours,

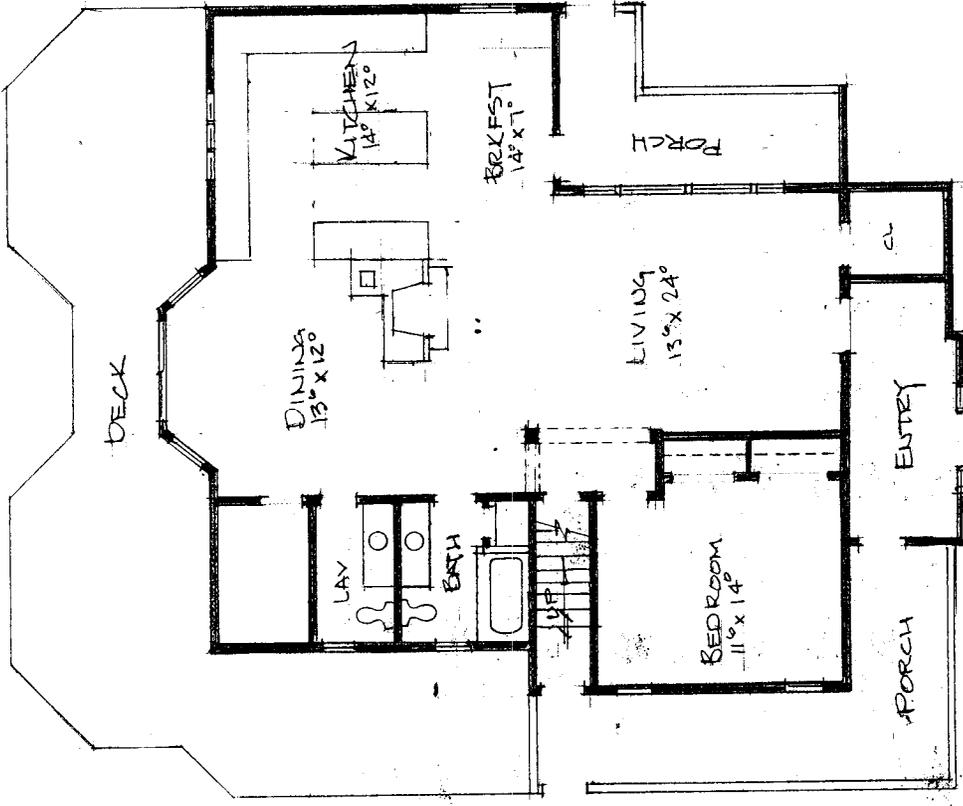


Michael Austin  
Michael Austin Properties  
920-428-6440

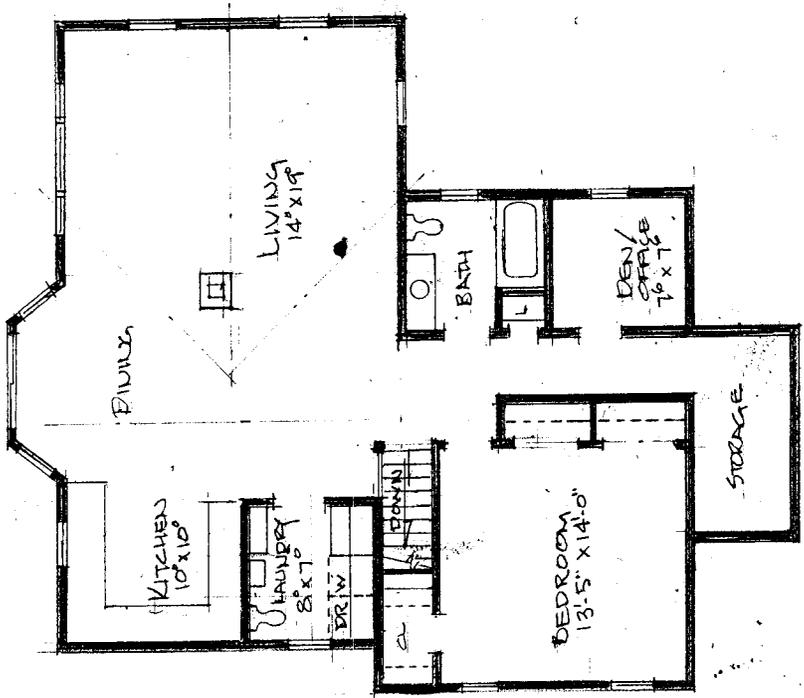


PROPOSED RIVER STREET DUPLEX

AUG 2007 - STANLEY JON BYE - ARCHITECT



FIRST FLOOR 1/2



SECOND FLOOR

PRELIMINARY HOUSE ALTERATIONS FOR  
**MICHAEL AUSTIN**  
 SITE: 121 RIVER STREET, MEWAHA

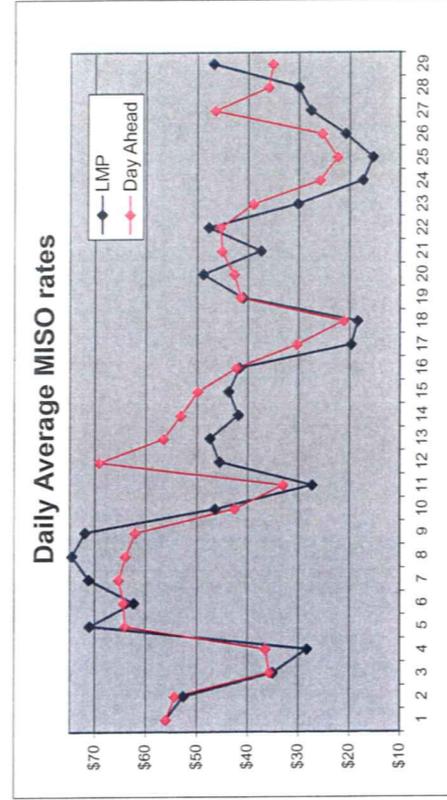
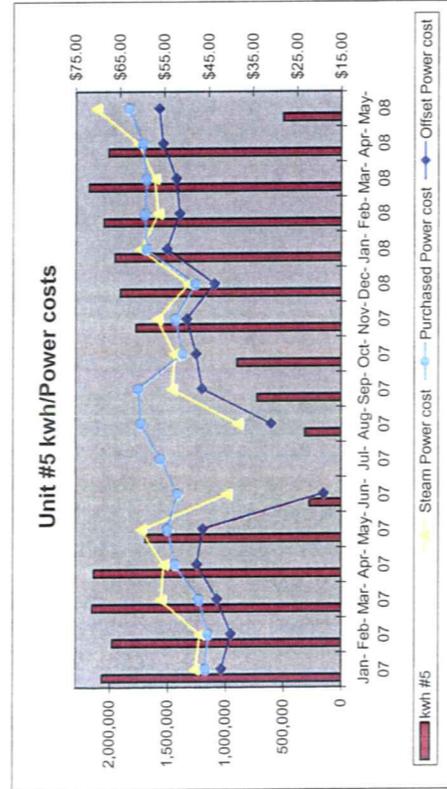
BY OFFICE OF  
**STANLEY JON BYE - ARCHITECT**  
 950 GAIL AVE - NEENAH, WISCONSIN 54956





STEAM DISTRIBUTION FOR MAY 2008

	Monthly Total	Budget	YTD	YTD Budget
<b>Total Steam purchased</b>				
Sonoco	61,586	61,372	339,674	335,213
Alcan	2,545	2,468	18,991	17,125
Whiting	2,691	3,890	19,397	20,528
<b>Steam Total</b>	<b>66,822</b>	<b>67,730</b>	<b>378,063</b>	<b>372,866</b>
<b>Total Generation kwh</b>	<b>Monthly Total</b>	<b>Budget</b>	<b>YTD</b>	<b>YTD Budget</b>
<b>MISO Market</b>	0			
Unit #3	1,806,127	0	18,549,734	5,833,000
Unit #4	0	4,479,000	0	12,572,000
<b>Real-Time - MISO</b>				
Average MISO Price	430,898		4,263,362	
	36.05		53.00	
<b>Day-Ahead - MISO</b>				
Average MISO Price	1,375,229	4,479,000	14,286,372	18,405,000
	39.76	50.06	54.86	52.54
<b>Total MISO Market</b>	<b>1,806,127</b>	<b>4,479,000</b>	<b>18,549,734</b>	<b>18,405,000</b>
<b>Behind the Meter</b>				
Unit #5	213,762	635,000	8,701,559	5,126,000
Average Price	70.33	57.96	65.56	57.99
<b>MW Total</b>	<b>2,307,772</b>	<b>5,114,000</b>	<b>27,251,293</b>	<b>23,531,000</b>
	<b>On-Peak</b>	<b>Off-Peak</b>		
	0	0		
	1,164,528	641,600		
	0	0		
	322,254	108,644		
	53.55	25.73		
	842,274	532,955		
	56.52	28.79		
	1,164,528	641,599		
	213,762	287,883		
	1,378,290	929,483		



## Don Merkes

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**From:** Kristin Sewall  
**Sent:** Monday, June 23, 2008 3:29 PM  
**To:** Don Merkes  
**Subject:** Paper cost

Currently, we are spending approx. \$190 per year on blue and yellow paper for council packets. The cost for the same amount of white paper is \$108. So it costs approximately \$80/year to print the packets on color paper. Let me know if you want more detail.

Kristin Sewall  
City of Menasha  
Clerk/Mayor's Office  
Ph: 920-967-3600  
Fx: 920-967-5273

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# vandalism report

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**Date:** 6/26/2008  
**To:** Brian Tungate, Director of Parks and Recreation  
**From:** Robert Huss, Park Superintendent  
**RE:** Vandalism in the park system

---

From 1/6/2008 to 6/9/2008 the Menasha Police department has had to make one hundred and nine responses to the park system. Certainly not all of these calls were for vandalism, but we have had our fair share. Some of the “highlights” in that time frame include three destroyed toilets, cannon shoved in the river, destroyed bathroom partitions, wrecked doors at Clovis and numerous graffiti displays. This all comes at a cost to the taxpayers of Menasha. To date we have incurred approximately \$6500.00 of expenses that came out of the park budget in wages and materials. This money and time is intended to improve our parks, but instead is being used to restore them.

We have taken some measures to make our parks a harder target. Smith, Jefferson Pavilion, Hart, and Barker all have automatic time locks on the doors. Since the reduction/elimination of Police CSO staff we have assigned a summer employee to lock all doors at night and keep a presence in the park from 3p.m. to 11 p.m. Lights have been repaired and added in several locations. A prison style toilet was installed at Hart. A material is on order to seal the decorative block at Hart to make the removal of graffiti easier and more cost effective. We have trimmed some of the landscaping in the parks to give the offenders less opportunities to hide.

With the kids out of school since this report has been printed I expect the numbers to rise. I am open to any suggestions to reduce/eliminate vandalism in the park system.

Directors Note: A “Park 50” program has also been implemented with assistance from the Crimestoppers organization. Decals describing the program were placed on all park trucks. Small program signs are also going up at several park sites.

## Mark Radtke

---

**From:** Mark Radtke  
**Sent:** Wednesday, July 02, 2008 2:09 PM  
**To:** Common Council  
**Cc:** Don Merkes  
**Subject:** Railroad crossing quiet zones

Members of the Council,

We have learned that train whistles will probably start blowing again in Menasha while the City pursues a waiver with the Federal Railroad Administration (FRA) to develop a plan for making necessary safety improvements at various crossings in the City. I wanted to alert you to this prior to you reading about it in the newspaper. Attached is a memo that explains our quiet zone situation. Also attached is a copy of the City's waiver petition to the FRA which further details our objective in pursuing continuation of our pre-rule quiet zones. Please contact me if you or any of your constituents have any questions.

Thanks, Mark

Mark Radtke  
Director of Public Works  
City of Menasha  
(920) 967-3610



## Memorandum

DATE: July 2, 2008

TO: Menasha Common Council

FROM: Mark Radtke, Director of Public Works

RE: Quiet Zone Status

We have learned that we will soon receive a notice from the Federal Railroad Administration (FRA) informing us that Menasha's existing Pre-Rule Quiet Zones will lapse while the FRA Safety Board considers action on our waiver request for a time extension for submittal of our plan of safety improvements at certain railroad crossings. This temporary lapse of the quiet zones will result in train horns being blown at all City crossings during this interim period.

In order to continue our quiet zones, the City needed to submit its Notice of Intent (NOI) by February 24, 2008 to the FRA. Prior to that deadline, I discovered we actually have five separate quiet zones in the City. The description and location of these quiet zones were very confusing and atypical compared to other cities' quiet zones. Because our NOI needed to consider each quiet zone separately, I wanted to pursue the consolidation of the five quiet zones into two quiet zones, essentially one for the main line track and one for the spur line track. Thus I contacted the FRA to discuss what options we had to consolidate these quiet zones without losing our pre-rule quiet zone status. Because we needed to involve the operating railroad, Canadian National, there would not be time to meet the deadline for the NOI submittal, but the City could request a waiver to FRA asking for time extensions to the NOI submittal and associated Detailed Plan deadlines.

There was a misunderstanding on my part that a waiver could be submitted up to June 24, 2008 without the loss of the Quiet Zone status. We did submit our waiver request prior to June 24<sup>th</sup>, but I have since learned that while the FRA is considering a response to our request, the quiet zones will temporarily lapse until our NOI and Detailed Plan are accepted by the FRA.

Our waiver request will be considered by the FRA Safety Board on August 11, 2008. If there is a positive response to our request, we can then submit our NOI and Detailed Plan. These two documents describe the proposed safety measures that will be made at selected crossings to be in compliance with FRA risk thresholds. Upon submittal of our Detailed Plan to the FRA, there is a 60 day waiting period to allow response from the public to our proposal. After that 60 day response time and, upon acceptance of our Detailed Plan, the quiet zones would be reinstated in Menasha. The safety measures in the Detailed Plan must be installed by June 24, 2013.

Currently, Canadian National operates the following train schedule through Menasha:

Departs from Neenah

6:30 am – 7:00 am

11:00 am – 12:00 noon

Returns to Neenah

12:30 pm – 1:30 pm

7:00 pm – 8:30 pm

A local service train also operates occasionally within the Neenah-Menasha area from 2:00 pm to 6:00 pm. These times are all approximate.

The Mayor and I will be meeting with the FRA and Canadian National on July 8<sup>th</sup> to discuss our desire to consolidate our five quiet zones to two quiet zones. We will be able to develop our NOI and Detailed Plan on the basis of the decision coming from that meeting. It is our objective to ultimately retain our quiet zone status while ensuring the safety of the public at all our railroad crossings. We will keep you apprised of activity throughout this process. Please contact me if you have any questions about this matter.



June 20, 2008

Mr. Joe Boardman, Administrator  
c/o Docket Clerk, Office of Chief Counsel  
FEDERAL RAILROAD ADMINISTRATION  
1200 New Jersey Avenue S.E., Mail Stop 10  
Washington, DC 20590

RE: Petition of Wavier of Filing Deadlines for Notice of Intent and Detailed Plan for  
Mainline and Spur Line Quiet Zones in Menasha, Wisconsin

Dear Mr. Boardman:

Per 49 CFR and 222.15 the City of Menasha petitions the FRA and STB for wavier of compliance from two provisions of the Use of Locomotive Horns at Highway-Rail grade Crossing, 49 CFR Part 222. The City of Menasha intends to maintain its pre-rule quiet zones that were previously approved by FRA under provisions of 49 CFR 222.4 (c) (i), per the City's Notice of Continuation properly filed on December 16, 2005, however to achieve this objective, time extensions are necessary for the City to:

1. Submit its Notice of Intent in Compliance with 49 CFR 222.43. The City did not meet the February 24, 2008 deadline as required by 49 CFR 222.41 (c) (2) (i) (A) due to misunderstanding and confusion regarding our existing five quiet zones, which the City is trying to consolidate to two quiet zones. This will be further explained in the following text.
2. Prepare a Detailed Plan for quite zone improvements in accordance with 49 CFR 222.41 (c) (2) (i) (B).

The City of Menasha is filing this waiver request without the support of Canadian National (CN), the railroad controlling operations over the tracks crossing the public highway-rail grade crossings involved in Menasha's existing quiet zones. The City has conducted several good faith discussions with Mr. Thomas Healey and Mr. Terry Lee of CN, but has been unable to reach accord with CN regarding conditions prescribed in CN's proposed letter of support, if this were to be a joint request for waiver.

The following steps were taken by the City in attempting to reach agreement with CN:

1. In response to CN's desire to permanently close the Appleton Street crossing as a condition within its letter of support, the City made the following separate offers:
  - a) Substitute the permanent closure of First Street crossing in lieu of the Appleton Street crossing,

- b) Commit to a future SSM (most likely a four quadrant gate system) at two major street-rail grade crossings (Racine Street and Plank Road) in lieu of closing the Appleton Street crossing, and
  - c) Permanently close the Appleton Street crossing to vehicular traffic, but allow pedestrian and bicycle traffic to use the crossing
2. The City made a good faith proposal to CN to commit to future discussions and negotiations regarding consideration of future permanent closure of selected highway-rail grade crossings.

CN declined the City's offers, retaining its proposed waiver request letter of support contingent on the permanent full closure of the Appleton Street grade crossing. The City feels the Appleton Street closure would not significantly contribute to public safety for the following reasons:

1. Appleton Street is a relatively low volume local road, but it is a direct feeder street to St. Mary's Catholic Church and Grade School. It is the City's concern that students and parishioners would circumvent the closure barrier and subject themselves to train traffic, only now without the crossing signal warning device.
2. By closing the Appleton Street crossing, former users of that crossing are forced to one of two adjacent streets, both of which are approximately 850 feet from Appleton Street. These adjacent streets are both high volume arterial streets, meaning users will be subjected to contending with higher traffic volumes and fewer traffic gaps, of most concern to pedestrians and bicyclists. Also, the students who currently use Appleton Street have the assistance of a police crossing guard at school arrival and departure times. Closing the Appleton Street crossing could result in children using other adjacent street crossings, without the aid of a crossing guard.

For these reasons, the City feels that applying the requirement for a jointly filed submission would not be likely to significantly contribute to public safety.

The City of Menasha is seeking relief from the regulatory provisions relative to Notice of Intent and Detailed Plan submittal for the following reasons:

When the City started reviewing the requirements for the continuation of our Pre-Rule Quiet Zones, we reviewed the existing five quiet zones in order to evaluate the level of expected safety measure improvements needed to continue the quiet zones. It was during this process that we discovered the description and locations of the quiet zones were somewhat confusing, if not irrational.

Two of the five quiet zones involve a single crossing, one of which is a spur line and the other a mainline crossing that is between two other mainline crossings identified in a separate quiet zone. This seemed illogical to us.

Two other quiet zones included crossings that were not contiguous with each other and, in some cases, were very remote from the majority of the remainder of the crossing in that particular quiet zone. We researched our quiet zone files, but found no explanation for the development of these quiet zones in this manner.

Shortly after this discovery, contact was made with our FRA regional crossing representative, Tammy Wagner. After her review of our quiet zones and maps, she sought CN's opinion about combining the Menasha quiet zone corridors. Based on her experience, Ms. Wagner felt the five quiet zones for a city our size with limited tracks was unusual, and the description of quiet zones seemed perplexing.

I received an email today from Ms. Wagner stating CN agrees that the five quiet zone corridors could be combined into two quiet zone corridors. She has offered to work with CN and us to complete this consolidation, and it is expected we will meet within the next few weeks to finalize these tasks.

Because of the confusion regarding our five existing quiet zones, and our objective to consolidate those into two quiet zones, the City was unable to confidently and timely prepare its Notice of Intent and corresponding Detailed Plan by the respective due dates.

Subsequent to CN and the City of Menasha establishing the main line and spur line quiet zone corridors, the City is committed to promptly submitting its Notice of Intent and Detailed Plan. This commitment extends further to the goal of reaching compliance with the FRA safety levels established for Pre-Rule Quiet Zones, realizing there may be significant costs required to implement necessary Supplemental Safety Measures and/or Alternative Safety Measures.

Therefore, the City of Menasha respectfully requests the Notice of Intent and Detailed Plan due dates be extended to allow for Menasha to accurately prepare its NOI and Detailed Plan reflecting the eventual resolution of its quiet zones.

The City of Menasha is seeking this waiver in compliance with FRA requirements in order to continue the restrictions on routine locomotive horn blowing along our existing five quiet zone corridors, with the possibility these five quiet zones might be combined into two quiet zone corridors in the future, with CN's approval.

We believe there will be no adverse impact to the public or CN if the waiver is granted. The City intends to work cooperatively with FRA and CN to address remaining Pre-Rule Quiet Zone regulatory provisions.

Should you have any questions concerning our petition, please contact me at 920-967-3610 or email at [mradtke@ci.menasha.wi.us](mailto:mradtke@ci.menasha.wi.us). Thank you for your review of our request.

Sincerely,



Mark Radtke, P.E.  
Director of Public Works  
City of Menasha 53707

Attachments: City of Menasha Map  
Menasha Quiet Zones (2005 Listing)

Cc: Thomas Healey  
Canadian National  
17641 S. Ashland Avenue  
Homeland, IL 60430

Mark Morrison  
WisDOT ORC  
4802 Sheboygan Avenue, Room 701  
Madison, WI 53707

Ron Ries, FRA  
Staff Director  
Federal Railroad Administration  
1200 New Jersey Avenue, SE  
Washington, DC 20590

Tammy Wagner, FRA  
Regional Crossing Manager  
Federal Railroad Administration  
200 West Adams Street, Suite 310  
Chicago, IL 60606

Mayor Donald Merkes  
City of Menasha

**Town of Menasha Board of Supervisors Regular Meeting  
Municipal Complex - Assembly Room - Monday, May 5, 2008**

**Minutes**

**1. CALL TO ORDER, PLEDGE OF ALLEGIANCE AND ROLL CALL**

Town Chair Arden Tews called the meeting to order at 6:00 p.m. followed by the Pledge of Allegiance. Clerk Backman took roll call and present were Chairman Tews, Supervisor Gerhart, Supervisor Hanson, Supervisor Ziegler and Supervisor Youngquist.

Others present were Administrator Sturgell, Dir. of Finance Piergrossi, Dir. Comm. Dev. Dearborn, Engineer Reibold, Attorney Koehler, Fire Chief Kiesow, Police Chief McCants, Assessor Eiberger, Dir. Parks & Rec. Kading, Street Supt. Gallow, Melvin Schultz, Barb Knaack, Claude Foster, Penny Troiber, Paul Eisen, Jay Schroeder, Mike Dillon, Mike Lynch, Gerald Voigt, Clarence Peterson, Bradley Viegut, Winn. Cty. Supv. Joanne Sievert, Mike Lettier, Mike Thelen, Steve Rosenbeck of McMahan Assoc., Dale MaNamee, Bruce Anunson, Winn. Cty. Sheriff Deputy Geschrei, Pat Dobberke, David McFadden, Reuben Tetzlaff, and Ken Harder.

**2. AWARDS/PRESENTATIONS**

a) **Single Stream Recycling - Jennifer Semrau, Recycling Specialist - Winnebago County:** Ms. Semrau gave a PowerPoint presentation (attached). She explained cost savings when working cooperatively with Brown, Outagamie and Winnebago Counties. She outlined the benefits of automated collection, single stream processing, single vs. dual stream, and recognized cost savings. Bid documents for the Outagamie County Recycling Facility expansion will be issued in May 2008, construction will begin February/March 2009, and full-scale operation by July 1, 2009.

Mike Dillon, Fox Burrow Court, questioned the quality of recovered materials, specifically paper. Ms. Semrau stated the paper mills are already buying from high quality processing facilities. Mr. Dillon asked about cost savings, and Ms. Semrau stated the truck routes would be more efficient requiring only one stop, and there would be labor cost savings realized by reducing from two employees to one employee. Dale McNamee, Whippletree Lane, asked if the Town would be willing to look at garbage automation, and Chairman Tews said yes.

Clarence Petersen, Lake Shore Drive, asked what residents would do should they have more recyclables than the containers given them would hold. Ms. Semrau described different sizes which are available.

**3. PUBLIC FORUM - Non-Agendized Town Related Matters**

Barb Knaack, Irish Road, stated the board was going into closed session regarding the Cold Spring Road purchase and she felt questions and concerns were raised at the last meeting and should be answered: were two appraisals obtained, who is negotiating, consideration for land values going down, difference between appraised value and what we are willing to pay; comments on the authorization to spend \$1 million for the land purchase; asked whether the Supervisors will let the public know what their concerns are.

Jay Schroeder, N. Lake Street, researched the Cold Spring Road parcel and found it's zoned A2 general farming, and has height restrictions; explained his confusion on the parcel's tax bill due to the general farming rating; spoke of the assessed value of this property and values going down; requested that discussion about a referendum for getting out of County zoning be placed on the next May 19 Town Board agenda.

Mike Dillon, Fox Burrow Court, discussed the recent decision in neighboring municipalities to change the number designations for the Supervisors who all serve at-large. He asked the board to meet and review whether this is something we would change for our board.

Clarence Petersen, Lake Shore Drive, gave a 'thumbs up' to Guy Hegg for taking a stance in fighting pornography in the Menasha School system; gave positive comments about the various departments' presentations while attending the Citizen Government Academy.

Reuben Tetzlaff, Benjamin Court, stated he wants to be able to do occasional work on his commercial truck in his driveway and asked the board whether an exception could be made to the commercial parking rules. Ken Harder, Beverly Court, spoke of problems with feral cats in his neighborhood.

Winnebago County Sheriff Deputy Geschrei was present but left at this time prior to speaking at public forum. Clerk Backman explained to board members that the County Sheriff's Department will make their presence known and be available for the public at all future board meetings.

4. **DISCUSSION ITEMS**

5. **OLD BUSINESS**

6. **NEW BUSINESS**

a) **080505-1: Resolution Authorizing the Issuance and Sale of \$1,510,000 General Obligation Promissory Notes**

MOTION: Youngquist/Ziegler to approve. Director Bradley Viegut of R. W. Baird gave a presentation. He stated bids came in better than anticipated, and with lower interest rates. Supervisor Hanson questioned Moody's rating for the Town last year and asked why we missed the AA3 rating again this year. Mr. Viegut stated we had an A1 rating in the general obligation issue and A3 in the revenue bond issue. Mr. Viegut said the Town is in a very good position but property values, which are out of our control, are low, and is the primary factor in holding the Town back from an AA3 rating. Finance Director Piergrossi explained our A1 rating is still extremely good. Out of 8 towns, 6 are below us in ratings with one town above us, the Town of Grand Chute.

Jay Schroeder, N. Lake Street, stated the Town had good luck obtaining our low interest rate; discussed borrowing for the Town to install solar panels, and staff explained there would be the borrowing in addition to using grant money from Focus on Energy and WE Energy. Mr. Schroeder also asked what the break even amount is and Director Dearborn stated there's a 19-year payback if rates stayed the same, so this could change.

Mike Dillon, Fox Burrow Court, gave comparisons of the solar panel system on his office building as compared to the Town's larger proposed units; stated average payback is over 10-15 years with a 40-50 year life expectancy on the units which will yield free electricity beyond that time. Director Dearborn stated there are many other benefits beyond just the cost.  
On roll call, motion carried unanimously.

b) **080505-2: Resolution Authorizing the Issuance and Sale of Approximately \$1,820,000 Waterworks System and Sewerage System Revenue Bonds**

MOTION: Youngquist/Hanson to approve. On roll call, motion carried unanimously.

c) **080505-3: Re-Appointment of Police commissioner - David McFadden**

MOTION: Hanson/Youngquist to approve. Supervisor Hanson thanked the other applicant and stated the Town will send a letter to the applicant and keep their information on file.  
On the motion to approve the appointment, motion carried.

d) **080505-4: Expenditures**

MOTION: Youngquist/Hanson to approve the expenditures as submitted with the exception of none. Supervisor Hanson inquired with Comm. Dev. Dir. Dearborn about the success of the employment ad run for an Associate Planner. Mr. Dearborn stated he had 47 applicants with most coming from the website Professional Periodicals, and of those has approximately 15 qualified applicants. Board members discussed the trail's comfort station; the increase in dial-a-ride; Fire fighters' medical exams and obtaining quotes. Chairman Tews commented that he realized the Town had not budgeted for the current rise in fuel costs. Dale McNamee, Whippletree Lane, asked whether staff has looked at another vendor for fuel and questioned whether the Town was locked in with Appleton Oil Co. Street Superintendent Gallow stated we have a yearly contract, but would take another look at it. Res. Barb Knaack, Irish Road, challenged the Town's departments to see who could save more on fuel costs.  
On the motion to approve, motion carried.

- e) **080505-5: Approve Class "B" Beer and "Class C" Wine License - Italia Pizza & Pasta - 2303 S. Oneida Street**

MOTION: Youngquist/Gerhart to approve. Motion carried.

- f) **080505-6: Approve Transient Merchant License for Badger Ice Cream - Term of 60 Days**

MOTION: Hanson/Youngquist to approve. Motion carried.

- g) **080505-7: Operator License Applicants**

MOTION: Youngquist/Gerhart to approve. Motion carried.

7. **ORDINANCES/POLICIES/AGREEMENTS**

8. **PERSONNEL**

9. **APPROVAL OF MINUTES**

- a) **Regular Town Board Meeting - April 7, 2008**

MOTION: Youngquist/Hanson to dispense with the reading of the above minutes and approve as amended. Motion carried with Supervisors Gerhart and Ziegler abstaining.

10. **CORRESPONDENCE**

11. **REPORTS**

- a) **Chairman Tews** - Commended Fire Chief Kiesow on the Clean Sweep.

- b) **Supervisor Youngquist - Listening Sessions:** Announced the upcoming listening session will be on Monday, May 12 in the Assembly Room from 6-7 pm. The next meeting on June 16 from 6-7 pm at the Community Center will be held jointly with Winnebago County Supervisor Paul Eisen.

- c) **Community Development Director Dearborn - Rummage / Yard Sales:** Director Dearborn spoke about the rummage sales and the complaints received in his department each summer whenever sales are held. Complaints range from signs placed on properties without permission, to vehicles blocking driveway and mail boxes. More importantly, Fire Chief Kiesow noted that for safety reasons, vehicles cannot block roadways in the event a fire truck or other emergency vehicle needed to get through.

Michael Thelen, Beverly Court, stated the 2-day rummage sales of years ago have extended to four days and complained of the rummage sales happening in spring and fall at the same time he gets out his lawn equipment. He stated he is not able to leave his yard. Vehicles block the mail boxes and when parking is full along the entire curb, cars then park in the middle of the cul-du-sac.

Staff has asked that everyone use common sense and respect those living in the areas of rummage sales. Director Dearborn said he will look at education and the impacts and hazards when driving down crowded streets. He stated there will be quarterly reminders in the Town's newsletter of The Bridge as well.

- d) **Engineers Reibold & Rosenbeck - Cold Spring Watershed:** Steven Rosenbeck of McMahon Associates presented modeling for ponds and Engineer Reibold discussed the CTH CB detention ditch and looked at existing conditions, design criteria for ponds by providing shelving, required water depth and overall water shed requirements. Mr. Rosenbeck compared the area of the Cold Spring Road pond and stated it would have five times the benefit of the Hwy. 10 ditch, there would be high costs associated with using the ditch along with permitting issues from the DNR. He also cited possible blocking of water and the hydraulic impact with water being close to right of ways. There may also be legal issues and used a car accident by the ditch as an example.

12. **MOTIONS BY SUPERVISORS**

At 7:44 p.m., MOTION: Hanson/Youngquist to convene into closed session pursuant 19.85(1)(e) of the WI Statutes; 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, specifically to discuss the purchase of the Cold Spring Road parcel #008-0242. On roll call, motion carried unanimously to go into closed session.

At 7:52 p.m., Chairman Tews called the closed session to order. Present were Supervisors Gerhart, Hanson, Ziegler, Youngquist, Secretary Backman, Administrator Sturgell, Comm. Dev. Dir. Dearborn, Assessor Eiberger, Town Engineer Reibold and Steve Rosenbeck of McMahon Assoc.

Engineers Lee Reibold and Steve Rosenbeck, gave staff an update on the proposed Cold Spring Road property for purchase. Engineer Reibold stated a verbal agreement had been received for the concept plan. Staff discussed whether the Town could be assured they would still be able to put in a detention pond on the property. Engineer Rosenbeck stated he received a positive response by e-mail from the DNR. The scheduled closing date is May 20, 2008.

At 8:21 p.m., MOTION: Youngquist/Hanson, pursuant to WI Stat. 19.85(2), may reconvene into open session to act on any business discussed in closed session.

a) **080421-1:CLOSED Approve Purchase of the Cold spring Road Parcel #008-0242**

MOTION: Youngquist/Ziegler to purchase the Cold Spring Road parcel.

On roll call, motion carried 4-1. Chairman Tews and Supervisors Gerhart, Ziegler and Youngquist voted YES. Supervisor Hanson voted NO.

13. **ADJOURNMENT**

At 8:24 p.m., MOTION: Ziegler/Youngquist to adjourn. Motion carried.

Respectfully submitted,

Karen Backman, Town Clerk

**Town of Menasha Board of Supervisors Regular Meeting  
Municipal Complex - Assembly Room - Monday, May 19, 2008**

**Minutes**

**1. CALL TO ORDER, PLEDGE OF ALLEGIANCE AND ROLL CALL**

Town Chair Arden Tews called the meeting to order at 6:00 p.m. followed by the Pledge of Allegiance. Clerk Backman took roll call and present were Chairman Tews, Supervisor Gerhart, Supervisor Hanson, Supervisor Ziegler and Supervisor Youngquist.

Others present were Administrator Sturgell, Dir. of Finance Piergrossi, Dir. Comm. Dev. Dearborn, Engineer Reibold, Attorney Koehler, Fire Chief Kiesow, Police Chief McCants, Assessor Eiberger, Dir. Parks & Rec. Kading, Street Supt. Gallow, Melvin Schultz, Barb Knaack, Pat Dobberke, Paul Eisen, Claude Foster, R. C. Vandeweghe, William Ottow, Mike Dillon, Jay Schroeder, Clarence Peterson, Martha Andrew, Winn. Cty. Sheriff Mitchell Grube, Gerald Voigt, Engineer Carl Sutter of McMahon Associates, Mike Mrdjenovich of Maritime Insurance Group representing Commercial Lines Insurance, and Peter Reinertson of Wausau Insurance.

**2. AWARDS/PRESENTATIONS**

**3. PUBLIC FORUM - Non-Agendized Town Related Matters**

Winnebago County Supervisor Paul Eisen announced the high school student award winners of the Winnebago County Scholarship essay contest. He also announced a joint listening session with Supervisor Youngquist on Monday, June 16 from 1:30-2:30 p.m. at the Menasha Senior Center, 116 Main Street. That same evening on June 16, a listening session will be held from 6-7:00 p.m. at the Town of Menasha Community Center, 1000 Valley Road. County Supervisor Eisen encouraged residents to funnel their ideas to the County as well as to the Town.

Winnebago County Sheriff Mitchell Grube stated the Sheriff's Department implemented community-oriented policing in order to get a more close-knit working relationship with the Town and the County. He encouraged the townspeople to bring their questions and concerns to him or a representative who will be in attendance at most of the town's meetings so they can be addressed.

Jay Schroeder, N. Lake Street, commented that it was a good idea having listening sessions which bring suggestions to the Town Board for action; made comments on a Supreme Court ruling on child pornography; gave board members a sample ordinance on regulating adult businesses and encouraged them on passage; still requests the referendum for the Fall Election on Town zoning to appear on the Town Board agenda.

Martha Andrew, Pages Point, commended Police Chief Rod McCants, the Police officers, and Fire Chief Kiesow in their handling of the case of a missing woman whose body was recovered from Little Lake Butte Des Morte in the Town of Menasha. She stated the Town's Police Department showed their utmost care and respect, and thanked them.

Guy Hegg, Dunning Street, passed a piece of paper to Town Board members and stated he recently challenged a book at the Maplewood Middle School library. Mr. Hegg described the excerpt on paper as one page of a book he is appealing, called it disgusting, and urged board members to attend a meeting in support for removal of this material he called 'of no educational value'. He stated they decided to keep this book among others, at the school. He announced there will be a Menasha Board of Education special meeting this Thursday, May 22 at 5:30 pm. and asked board members to attend. If unable to attend the meeting, he requested they jointly write a letter of concern, have all board members sign it, and deliver it to School Board President Sue Gielau before this meeting.

**4. DISCUSSION ITEMS**

**5. OLD BUSINESS**

**6. NEW BUSINESS****a) 080519-1: Award Commercial Lines Insurance Contract**

MOTION: Youngquist/Ziegler to approve Community Insurance Corporation ("C.I.C.") for up to 5 years based on there being no insurance cost increases during that time and if there's an increase during that time, our Finance Director will allow the reopening of bids. Representatives from both insurance companies, Mike Mrdjenovich representing C.I.C., and Peter Reinertson of Wausau Insurance were present and made comments on their insurance.

After comments from residents and discussion by the Board, roll call votes were taken. Supervisors Hanson, Ziegler, Youngquist and Chairman Tews voted YES. Supervisor Gerhart voted NO. Motion carried 4-1.

**b) 080519-2: Final Assessment Resolution for West American Drive & American Drive Trail Construction**

MOTION: Youngquist/Gerhart to authorize special assessments for completion of the trails.

Staff and board members discussed the interest rate and various options of payment. Resident Mike Dillon, Fox Burrow Court, asked how the Town Board members address projects which come up with contingencies or unforeseen expenses. Administrator Sturgell asked if Mr. Dillon was addressing the extra possible expense with a bridge reconstruction, it would not affect the assessments. If other expenses come up with a project not already budgeted for, he stated the board would have to decide whether to absorb the cost, or hold another public hearing to show the increase in the assessments.

Barb Knaack, Irish Road, questioned when borrowing for the trail projects and spending less than projected, what is done with the difference. Staff explained the special assessment revenue goes in the debt service fund to pay on the debt as it becomes due. For next year's borrowing, if there is a savings, the amount is evaluated and depending on the balance, the borrowing may be decreased for the following year. On the motion to approve, motion carried.

**c) 080519-3: Award Bid for West American Drive and American Drive Trail Construction**

MOTION: Youngquist/Ziegler to award the bid to Gene Frederickson Trucking & Excavating, Inc. in the amount of \$264,968.65.

Discussion ensued about the weight of trucks traveling on the asphalt trails being more than they can hold. Chairman Tews discussed increasing the strength of the bridge near the Ogden property to handle the truck. Engineer Reibold gave some preliminary estimates and explained why this type of bridge was selected. Street Superintendent Gallow discussed awarding the bid and stated it cannot be bid again but would present a change order for approval in the amount needed to upgrade the bridge structurally. Supervisor Gerhart questioned two bidders whose bid amounts were identical and asked why; discussed bidders' costs for box modification of the bridge; discussed the low bidder and their bid on the lawn restoration; and in regard to bidders, questioned whether there are issues in regard to safety and controlling traffic and Supt. Gallow answered.

Residents made various comments on the bids. A resident asked whether the Board should wait to see what the change order amounts are. Another resident asked who engineered the bridge going over the trail and why it was not designed correctly. Engineer Reibold described what occurred. When trails were first put in, snow plowing of these trails was not discussed and Chairman Tews explained County II was the exception. It is plowed for safety reasons near Spring Road School. Comm. Dev. Dir. Dearborn stated with the rise in gas prices the trails have become a means to get to work. Brought to the attention of the board by resident Martha Andrew, Pages Point, was that many residents in attendance at tonight's meeting heard the Board several years ago say the Town would not be able to incur the cost of plowing and the man hours, and stated Board members said they would not have them plowed. However, Park & Rec. Dir. Kading stated residents, through past surveys by the Park Department and the Community Development Department, had been surveyed and 65% of the people said they wanted the trails plowed. Director Dearborn acknowledged that of approximately 600 residents, most were for plowing of the trails. Chairman Tews reminded everyone that the streets are always plowed first before the trails and trails are not cleared if it incurs overtime costs.

On roll call, Supervisors Ziegler, Youngquist and Chairman Tews voted YES. Supervisors Hanson and Gerhart voted NO. Motion carried 3-2.

**d) 080519-4: Expenditures**

MOTION: Youngquist/Hanson to approve the expenditures with the exception of none. Motion carried.

**e) 080519-5: Approve Agent Appointment - Stacy Buelow for Westgate Banquets & Catering, Ltd. d/b/a The Meadows, 1575 Plaza Drive**

MOTION: Youngquist/Hanson to approve. Resident William Ottow, Dunning Street, recalled the same resolutions for these two businesses from a recent town meeting and asked the status of The Meadows and Center Court. Clerk Backman stated the same person who was listed as the agent on both of the liquor licenses had left their employment and therefore each business had to assign a new agent to be liable for their alcohol licenses. On the motion to approve, motion carried.

**f) 080519-6: Approve Agent Appointment - Stacy Buelow for Westgate Banquets & Catering, Ltd. d/b/a Center Court, 2000 Arena Drive**

MOTION: Gerhart/Ziegler to approve. Motion carried.

**g) 080519-7: Approve Temporary Class "B" Retailer's (Picnic) Licenses for Suburban Athletics, Inc.**

MOTION: Youngquist/Hanson to approve. Motion carried.

**7. ORDINANCES/POLICIES/AGREEMENTS****8. PERSONNEL****9. APPROVAL OF MINUTES**

a) Regular Town Board Meeting - April 21, 2008

b) Regular Town Board Meeting - May 5, 2008

MOTION: Hanson/Youngquist to dispense with the reading of the above minutes and approve as submitted. Motion carried.

**10. CORRESPONDENCE****11. REPORTS**

a) **Engineer Carl Sutter - Jacobsen Road Stormwater Update:** Engineer Carl Sutter of McMahon Associates was in attendance as requested by the Town Board to give a report on stormwater drainage issues on Jacobsen Road; specifically the culverts crossing underneath Jacobsen Road to the west of CTH CB. He compared the watershed area of 1983 to 2008 and stated it has generally stayed the same. He spoke of the concept drainage plan in the Prairie Lake Condos area and how it operates; explained how the Parkwood Estates' utilities are constructed in the Beethoven Way/Symphony Blvd./Gershwin Lane areas; pointed out and discussed all the areas of high ground water throughout the Town; discussed the overflow structure put in to maintain (from the pond to the wetlands), a volume of water to maintain those wetlands. He described the overflow coming out onto Jacobsen Road and stated the DNR made it that way, though the developer had now recently capped off the line to the wetlands. This was done as a way of handling the recent flooding in the Beethoven Way area. Also discussed was installation of clay dams, but there are no guarantees that this will stop the overflow of water in that area.

Supervisor Ziegler asked Engineer Sutter what board members should be looking at for solutions to the problem and Engineer Sutter stated the Town should continue with their stormwater management system and feels a future storm sewer system down Jacobsen Road and handling of the overflow which reaches that area may be the answer. Engineer Sutter stressed that he still feels the high ground water issue is a contributing factor, and Street Supt. Gallow commented that the Town as well as surrounding areas are all experiencing flooding and have for many years. Chairman Tews concluded by asking the question of whether these ideas would indeed handle the flooding problems and would have to gather all costs involved, if pursued.

**b) Community Development Director Dearborn**

- ◆ **County Zoning Update:** As requested, Director Dearborn set up a meeting at Winnebago County to include their staff and some Town Board members and staff. He reported that the County is working on a revision of its zoning ordinance and they have hired a new firm to work on this. Director Dearborn feels it may take time to get input from other Towns about who will stay in County zoning and spoke of past discussions and concerns over the years including opposition,

numerous meetings and discontinuance time and again. This may cause complete revision of their zoning ordinance. Director Dearborn feels it may take until at least 2010 to get out of County zoning but hopes to accomplish it as rapidly as possible and noted other ways to get out of County zoning. Once approved, he feels the Town will opt out quickly. An issue still exists with shore land zoning and Director Dearborn stated approximately one-third of the Town is in the shore land area and will be under this zoning restriction under County. Chairman Tews added that we are still controlled by State Statutes even if a referendum were held. Attorney Koehler stated there was a question as to whether the Town could request the County to waive the requirement to wait for the completion of the County's comprehensive plan, but felt they would not be interested in waiving the one-year statute.

Resident Jay Schroeder, N. Lake Street, spoke about having previously asked to place discussion of an advisory referendum question on the Town's agenda opting out of County zoning; stated he had conflicting information from Winnebago County stating two-thirds versus Director Dearborn stating one-third of the Town is in the shore land area, and wonders why there's conflicting information; commented that County Supervisors can place an item on the agenda to move this issue quicker, though Administrator Sturgell repeated that corporate counsel gave their opinion that getting out of County zoning could not happen until the County's comprehensive plan was completed. Chairman Tews and staff stated, while in attendance at the meeting, that it was made very clear the Town's options but added that the Town could always move forward and try again in the future. Director Dearborn expressed sentiments of understanding the County's perspective as well as the Town's staff, but added he did not want to cause a rift between us and the County. The Town must move on to attend to our Town residents, and also make sure the process works smoothly.

Administrator Sturgell commented that he is not against having a referendum question placed on the ballot, but stressed that even if our residents voted in favor of opting out of County zoning it would have no effect. The referendum is advisory and would only indicate that our residents support our staff in their request.

Resident William Ottow, Dunning Street, stated he has listened to this debate for 30 years. Resident Martha Andrew, Pages Point, stated when she was a board member a few years ago, the Town could not get out of County zoning at that time no matter what action the Board took back then.

- ◆ **Sustainability Committee Update:** Director Dearborn announced that the first organizational meeting of the Sustainability Committee took place on May 8 at 5:00 p.m. at the Municipal Complex. The committee appointed Mike Dillon as Chairperson and Shelly Allness as Vice-Chair. The monthly meeting dates will be the second Thursday of the month at 5:30 pm. Due to a conflicting schedule with court held on Thursday at the Municipal Complex, rotating locations were discussed. The upcoming meeting will be held at the Community Center with the next meeting possibly held at Fire Station #40 on Cold Spring Road. Director Dearborn encouraged participation by the Town's residents.

Chairman Tews announced he will participate in the Memorial Day parade on May 26 which will end at Oak Hill Cemetery. He stated he attends each year to honor veterans and their families and reminded everyone to take time to remember them and think of what this day means.

## 12. MOTIONS BY SUPERVISORS

### 13. ADJOURNMENT

At 8:53 p.m., MOTION: Hanson/Youngquist to adjourn. Motion carried.

Respectfully submitted,

Karen Backman, Town Clerk



## Memorandum

DATE: June 9, 2008

TO: Menasha Common Council

FROM: Tim J. Montour, Engineering Supervisor

RE: Town of Menasha Utility District Watermain Reconstruction

The Town of Menasha Utility District 2008 Watermain Reconstruction project involves facilities in a number of City streets. Those streets affected are Ninth Street (from Tayco Street to Warsaw Street), Tayco Street (from Ninth Street to north City limits), Olde Midway Road (at Lake View Lane and Dunning Street), Dunning Street at Hickory Hollow Lane) and the cul de sac of Hickory Hollow Lane (west of Dunning Street).

Please see the attached tentative schedule I received from the Don Hietpas and Sons, Inc., (920-788-2568) the General Contractor for the reconstruction project. McMahon Associates (920-751-4200) are the Project Engineers for the Utility District. Brad Werner from McMahon Associates is the Project Manager/Engineer.

Don Hietpas & Sons, Inc., along with the Town Utility District, will notify property owners in the work areas prior to any construction activity on their respective streets. Don Hietpas & Sons, Inc. will notify the Police and Fire Departments as well as Gold Cross Ambulance, Valley Transit and any affected private bus companies whenever they are working on any City streets.

# ***Donald Hiempas & Sons, Inc.***

## ***Utility Construction***



P.O. BOX 166  
1450 EAST NORTH AVENUE  
LITTLE CHUTE, WISCONSIN 54140  
920-788-2568  
FAX 920-788-4718

### EMERGENCY PHONE NUMBERS

OFFICE	788-2568
SHOP	788-9012
STU HIEMPAS	450-0700
STEVE HIEMPAS	450-0705
SCOTT HIEMPAS	450-0708
JAY HIEMPAS	858-0726
BRAD HIEMPAS	450-0704
PATRICK HIEMPAS	450-8242
CHARLIE HIEMPAS	450-0709
SAM HIEMPAS	843-1677

### E-MAIL

STU @ D.H.S. CONST.COM  
SCOTT @ D.H.S. CONST. COM  
STEVE @ D.H.S. CONST. COM

### TRAFFIC CONTROL WARNING LITES OF APPLETON

OFFICE	725-0757
LANCE MAHL	378-0048



**RECEIVED**

**JUN 13 2008**

**CITY OF MENASHA**  
BY \_\_\_\_\_ dg \_\_\_\_\_



June 12, 2008

Ms. Debbie Galeazzi  
City of Menasha  
140 Main Street  
Menasha, WI 54952

Dear Ms. Galeazzi:

As you may know, Time Warner Cable Inc. ("Time Warner Cable") is the managing parent of the entity operating a cable television system serving your community. Time Warner Cable is a publicly-traded corporation, with approximately 84% of its common stock currently indirectly held by Time Warner Inc. ("TWX"), itself a publicly-traded corporation, with the remainder widely held by public shareholders.

On May 21, 2008, TWX and Time Warner Cable announced a plan to effect a complete separation of Time Warner Cable from TWX (the "Spin-Off"). The end result of the Spin-Off will be the divestiture by TWX of its entire ownership in Time Warner Cable either through (i) an exchange offer whereby TWX stockholders may exchange some or all of their shares of TWX common stock for shares of Time Warner Cable common stock or (ii) a dividend by TWX to its stockholders of the shares of Time Warner Cable common stock held by TWX, or some combination of these mechanisms. Upon completion of the Spin-Off, which we hope to occur before the end of this year, 100% of the common stock of Time Warner Cable will be publicly traded.

The Spin-Off will not affect the ownership interests held by Time Warner Cable in any of its direct or indirect subsidiaries or affiliates, and Time Warner Cable will retain management authority over the cable system in your community. The Spin-Off will not result in the assignment or transfer of any of the cable system's assets or any cable franchise. Moreover, ultimate control of Time Warner Cable will rest with the same public shareholders both immediately before and after completion of the Spin-Off. The Spin-Off does not require any action on your part.

I would like to assure you that this Spin-Off will have absolutely no impact on our cable system or its operations. In particular:

- There will be no change in the local management and staff as a result of the Spin-Off.
- Time Warner Cable will continue to be solely and exclusively responsible for the day-to-day management and operation of the cable system.

June 12, 2008

Page 2

- There will be no change in our commitment to provide our customers with the best variety and quality in entertainment and information services, all at competitive rates and with excellent customer care.
- This Spin-Off will have no impact on our business policies or practices.

Please do not hesitate to contact me at (414) 277-4290, [bev.greenberg@twcable.com](mailto:bev.greenberg@twcable.com) should you have any questions or if I can be of any assistance. We look forward to continuing our valued relationship with your community.

Sincerely,

A handwritten signature in cursive script that reads "Bev Greenberg". The signature is written in black ink and is positioned below the word "Sincerely,".

Bev Greenberg  
Vice President, Public Affairs  
Wisconsin Division



175 MAIN STREET MENASHA

**RECEIVED**

JUN 30 2008

CITY OF MENASHA  
BY KA

June 30, 2008

City of Menasha Common Council  
140 Main St.  
Menasha, WI 54952

With great disappointment, I Christopher Donner, doing business as The Vault Lounge located at 175 Main St. Menasha hereby surrender my liquor license to the City of Menasha.

Due to an unfortunate series of ill-timed events, I will not be able to make the necessary progress in the time allowed to renew my liquor license for the period of July 1, 2008 to June 30, 2009 intended for The Vault Lounge.

I look forward to recuperating from these events and reopening The Vault Lounge as soon as possible.

Thank you for your patience and continued support of Menasha businesses.

Sincerely,

Christopher Donner

**- PROPOSED MINUTES -**

**WAVERLY SANITARY DISTRICT**

**May 13, 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 TGV (TGV)
Engineer Martenson (SCM)	Office Mgr. Girdley (CMG)
Resident Jerry Lopas	Admin. Asst. Hallock (SAH)

Approval/acceptance of the 4/08/08 Meeting Minutes was accomplished through LJF's motion and MLS' second. Motion carried 3-0.

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

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

**COMMUNITIES/CUSTOMERS/SERVICE CONCERNS**

**Appleton's Rate Review – CMG to report status**

CMG stated WSD has not received contact/information from the COA since WSD's 4/08/08 meeting.

**Clear Water Contribution Violation (Acct. #666) – CMG/RWK to report current situation**

RWK reported the meter froze because the electricity had been turned off at the vacant home located at W7011 Manitowoc Rd., RWK also discovered clear water running from the basement directly into the sanitary sewer. CMG provided written notification to the property owner (Bowe) that the water situation was in direct violation of WSD's Clear Water Ordinance. Bowe was also billed/paid the cost of the frozen water meter. RWK stated the electricity has been reinstated and a sump pump was installed on 5/12/08. The matter is resolved. The curb stop at the above address is inoperable and will be repaired along with other damaged curb stops in an effort to reduce repair costs.

**Harrison's Storm Sewer Locate Inquiry – General discussion**

CMG reported 4/30/08 contact from Tracy at TOH to question whether WSD would consider locating storm sewers for Town properties located in the WSD as a courtesy for the hydrant snow plowing the Town did for WSD this past winter. Darboy SD currently locates the storm sewers for Town properties located in DSD at no charge to the TOH. Tracy suggested a TOH/WSD staff meeting to discuss the Town's request but has not responded to CMG's voice mail. Diggers Hotline bills WSD \$1.42 per locate which is a reduced rate because WSD prepays twice per year. After general discussion, the Commission agreed WSD will not locate TOH's storm sewers due to the additional cost, liability issues, and field time constraints involved.

JUN-13-2008 13:42 FROM: WAVERLY SANITARY 9207312955 10:520 967 5273 P.003/005

## WAVERLY SANITARY DISTRICT

May 13, 2008

Page 2

### **Harrison's Storm Sewer Locate Inquiry – General discussion – Continued**

TOH Planner Mark Mommaerts contacted WSD to report Paul Meyer W6919 FL 4 plans to construct a garage north of his home on the south side of the road. FL #4 is a private road. Mommaerts questioned whether WSD has easements between FL 3 and FL 4. The TOH is planning to vacate a portion of the road right-of-way from FL #4 going west to FL #3 during June 2008. DAV will view the As-Builts and provide Mommaerts with the requested information.

Mommaerts also questioned if/when WSD plans to extend water/sanitary sewer to the Terry Korth property located on the south side of Manitowoc Rd. east of Woodland School. Korth would like an extension time frame before replacing his holding tank. DAV stated facilities extension will be a Town decision because another Lift Station will be required to serve this area. Note: Mommaerts confirmed Tracy received CMG's voice mail discussed above and will respond.

### **OLD BUSINESS**

#### **- Water Sample Tests' Results**

DAV reported all five tests taken on 4/23/08 were determined as safe by the State of Wisconsin. (Attachment #1, pp. 1-5)

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

##### **- Meter station's required (additional) restoration work**

SCM reported the variance between the COM and LS #1 flow meters fluctuates between 3.7% and 4.7% resulting in a 4.2% average. The updated flow data has been provided to Nall/Radtke. WSD personnel will measure the drawdown at LS #1 and compare it to the pumping volume for accuracy. If LS #1 appears to be accurate, SCM will contact the meter tech to discuss adjusting COM's meter. It is uncertain if LS#1's meter is measuring isolation or if COM's meter should be. LS #1's meter is approximately 10 years old. The COM's meter is basically the same meter as LS #1's but more technical which raises the question: Should the COM's meter be adjusted or should LS #1's meter be replaced for approximately \$5000? Nall/Radtke also requested WSD change the way sampling is taken at LS #1 to mirror LS #4. LS #1 can be changed, utilizing a special fitting, to mirror LF #4. COM will begin sampling again due to meter flow variations and sampling results. WSD's credit balance at Badger Labs will apply to future sampling.

CMG stated on 4/10/08 RWK discovered deep ruts in the metering station area that will require additional restoration. CMG contacted Radtke to report the damage. Radtke was aware of the damage and informed CMG the COM is willing to do the restoration when weather permits and split the cost 50/50 with WSD. CMG will inform Radtke the Commission agreed the restoration will be done by COM and WSD/COM will split the restoration cost.

#### **- Future Water Supply Connection (2<sup>nd</sup>) to Appleton – Status discussion/Water main extension**

##### **- Dorner Inc.'s Proposal – review/approval**

SCM reported Warehouse Specialists will not negotiate a land sale to WSD because it could interfere with other potential land sales. SCM contacted the land owners of two properties located on the west side of LP Rd. to discuss a possible land sale to WSD. Rennis is willing to sell the whole corner for

**WAVERLY SANITARY DISTRICT**

May 13, 2008

Page 3

**OLD BUSINESS - CONTINUED**

- **Future Water Supply Connection (2<sup>nd</sup>) to Appleton – Status discussion/Water main extension**
  - **Dorner Inc.'s Proposal – review/approval**
  - **Continued**

\$200,000. WSD could resell the property not required for the metering station. Kastor, owner of the property slated for the proposed Lake Park Condominiums, is willing to sell a 2-unit parcel for \$50,000. SCM will continue to negotiate with the property owners. Plans representing a water main extension all the way to the west end of the Kastor property have been submitted for DNR approval. WSD should acquire a site to allow COA to drop a T at the line where WSD will connect when COA installs the water main. WSD will not have access to the site and the metering station will not be built until the road is constructed during 2009. SCM will pursue Kastor for the 2-unit parcel.

SCM recommended WSD install the 12" water main extension for WSD's second connection to COA while Dorner is already on site to realize a cost savings for WSD and to eliminate having to close LP Rd. twice. Per DAV's request, Dorner submitted a proposal for \$10,972.50 to install the 12" water main extension across LP Rd. at this time.

MLS moved/LJF seconded the motion that WSD accept/approve Dorner's extension proposal. Motion carried 3-0. The required signatures were obtained after meeting adjournment.

**GENERAL CONSTRUCTION STATUS (INDIVIDUAL PROJECTS)**

- **Birling Court Extension (Andrysczyk) – Project status report**  
SCM stated Andrysczyk informed SCM he is waiting for the housing market to improve.
- **Lake Park Condominiums – Project status report**  
SCM stated property owners Kastor and Mann are in the process of discussing code variances with Calumet Co. This project could possibly start during 2008.
- **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 4/08/08 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 4/08/08 Meeting.
- **1<sup>st</sup> Addition – Lake Park Heights – Project status report**  
SCM stated COM is reviewing its bonding capacity. This is one project that would be affected.

JUN-13-2008 13:43 FROM: WAVERLY SANITARY 9207312955 10:520 967 5273 P.005/005

**WAVERLY SANITARY DISTRICT**

May 13, 2008

Page 4

**NEW BUSINESS**

- **Establish the June Meeting Date – Tuesday, June 10, 2008 (8:30 a.m.) District Office**  
Tuesday, June 10, 2008 at 8:30 a.m. was established as the June meeting date/time. The meeting will be held at the District's office.

**OFFICE REPORT** (Attachment #2, pp. 1-8)

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

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

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

DAV reported 20 lead/copper samples must be taken this year. Also, the EPA sampling Earth Tech started, WSD must continue. Four samples must be taken 5/29/08, and four samples must be taken in August, November, and February as well. DAV will obtain cost estimates for updating the electronics in LS #2 & #3 (approximately \$24,000).

DAV announced he will retire at 3:30 p.m. on June 30, 2008 and requested his accrued sick leave (960 hours at current pay rate) be applied to his monthly health insurance premiums for a two year period until DAV turns 65. If a balance remains, DAV requested a cash reimbursement. The Commission will review/discuss this request at the special meeting later this month.

**OTHER BUSINESS TO LEGALLY COME BEFORE THE COMMISSION**

The Commission agreed WSD will be closed Friday, 5/23/08 as well as Monday, 5/26/08 in observance of Memorial Day. Proper posting of the closing notice will occur.

CMG stated a special meeting is required to discuss District financial issues and suggested Wednesday, 5/21/08 at 7:30 a.m. as a tentative meeting date/time. Commission will confirm date/time with CMG.

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

Meeting adjourned at 9:35 a.m.

Submitted by Susan A. Hallock



June 26, 2008

Anne Ebent  
Wisconsin Department of Transportation  
Northeast Regional Office  
PO Box 28080  
Green Bay, WI

RE: Letter of Support for HSIP Application

Dear Ms. Ebent:

The City of Menasha has retained the services of Martenson & Eisele, Inc. to prepare an HSIP application for the intersection of CTH LP and Manitowoc Road. This intersection also involves the jurisdictions of the Town of Harrison and Calumet County Highway Commission. The three entities agreed to place funds in their respective 2008 budgets for the conceptual design of a roundabout to be included in the application packet for the next HSIP funding cycle. The City of Menasha is acting as lead agent for this preliminary phase of the project.

This intersection has been the site of several 90 degree angle crashes in the past few years, one of which resulted in an initial severe injury which eventually became fatal for the injured party. There is a severe sight distance issue involving the location of a residence on the northwest corner of the intersection increasing the safety hazard at this intersection. The eastbound stop sign has been replaced by a larger sign with perimeter flashing red warning lights and the pavement marking has been upgraded, but crashes have continued.

This intersection is in a current and future growth area of the Town of Harrison, City of Menasha and City of Appleton. Traffic volumes will continue to increase significantly on both Manitowoc Road and CTH LP as they are both collector roads servicing this area. The City of Menasha supports the application for HSIP funding at this location and is looking forward to eliminating a historically hazardous condition through the construction of a roundabout.

Thank you for your thoughtful consideration of this application.

Sincerely,

Mark Radtke  
Director of Public Works

C: Tracy Flucke, Town of Harrison Administrator  
Mike Ottery, Calumet County Highway Commissioner  
Mayor Donald Merkes, City of Menasha ✓

*Approved by the Board of Public Works, 6/26/08*



# COOPER LIGHTING - LUMARK®

## DESCRIPTION

The IMPACT Trapezoid cutoff wall luminaire makes an ideal complement to site design. U.L. Listed and CSA Certified for wet locations in down mount applications and damp locations in up mounted applications.

Rugged construction and full cutoff classified optics provide facade and security lighting for light restricted zones surrounding schools, office complexes, apartments, and recreational facilities.

<b>Catalog #</b>	MH-IP-T-175-MT	<b>Type</b>	J1-J2
<b>Project</b>		<b>Date</b>	
<b>Comments</b>			
<b>Prepared by</b>			

## SPECIFICATION FEATURES

### A ... Housing

The housing is a two-piece design of die-cast aluminum for precise control of tolerances and repeatability.

### B ... Mounting

Gasketed and zinc plated rigid steel mounting attachment fits directly to 4" J-Box or wall with "Hook-N-Lock" mechanism for quick installation. Secured with two (2) captive corrosion resistant black oxide coated allen head set screws concealed but accessible from bottom.

### C ... Optical Modules

All optical modules utilize high performance 95% reflective sheet. Type II optical module is standard.

### D ... Ballast

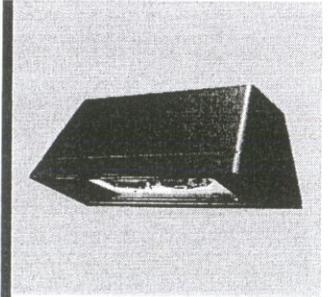
HID luminaires supplied with high power factor ballast with Class H insulation. Minimum starting temperatures are -40°C (-40°F) for HPS and -30°C (-22°F) for MH. Compact Fluorescent luminaires feature electronic universal 120-277V high efficient 50/60Hz ballast with -18°C (0°F) minimum starting.

### E ... Door

Die-cast door features, 1/8" heat- and impact-resistant clear tempered glass lens mounted with internal plated steel clips and sealed with EPDM gasketing. Hinged door secured in place via two (2) captive fasteners.

### F ... Finish

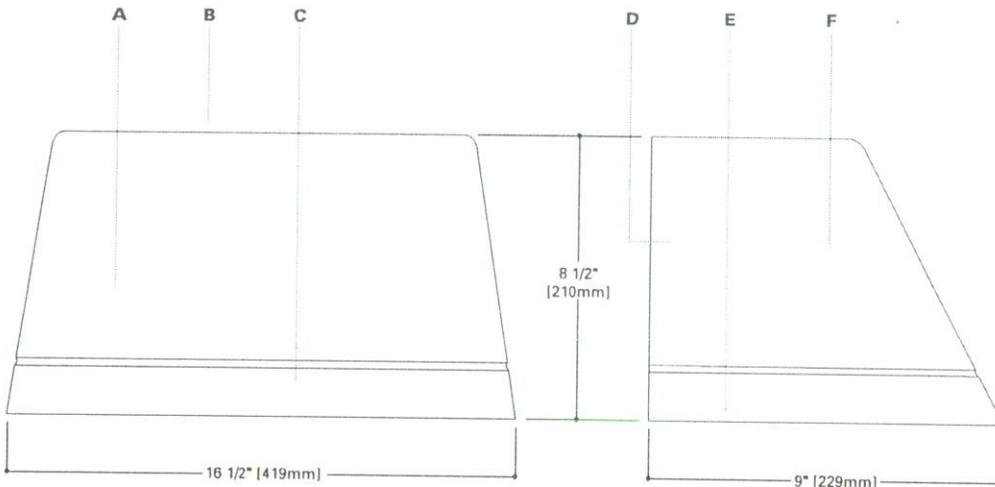
Durable polyester powder coat finish. Standard color is bronze. Optional white and black colors available. Other finish colors available. Consult your Cooper Lighting Representative concerning special color requirements.



## IP IMPACT TRAPEZOID

50 - 175W  
High Pressure Sodium  
Metal Halide  
26 - 52W  
Compact Fluorescent  
**FULL CUTOFF  
WALL MOUNT LUMINAIRE**

**IMPACT™**  
Cutoff Wall Luminaires

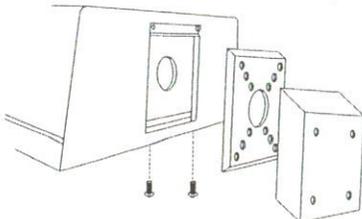


**DARK SKY  
COMPLIANT** FCO  
Full Cutoff

In downlight applications only.

## HOOK-N-LOCK MOUNTING

(Mounting attachment included. J-Box not included.)



## TECHNICAL DATA

25°C Maximum Ambient Temperature  
External Supply Wiring 90°C Minimum  
Down Mounted—Wet Location  
Up Mounted—Damp Location

## ENERGY DATA

### High Reactance Ballast Input Watts

50W HPS HPF (66 Watts)  
50W MH HPF (72 Watts)  
70W HPS HPF (91 Watts)  
70W MH HPF (90 Watts)  
100W HPS HPF (130 Watts)  
100W MH HPF (129 Watts)  
150W HPS HPF (190 Watts)  
150W MH HPF (185 Watts)

### CWA Ballast Input Watts

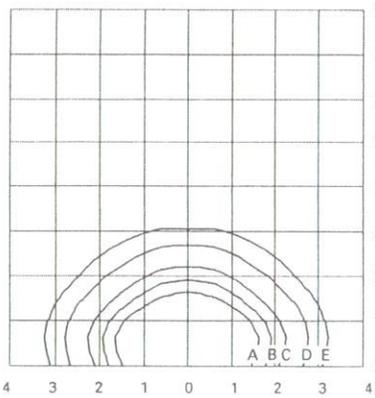
175W MH HPF (210 Watts)

### Electronic Ballast Input Watts

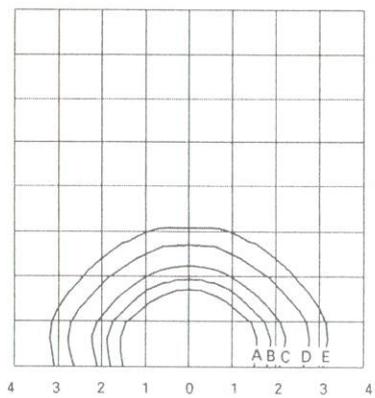
26W PL HPF (29 Watts)  
32W PL HPF (36 Watts)  
42W PL HPF (46 Watts)  
52W PL HPF (55 Watts)

## SHIPPING DATA

Approximate Net Weight:  
18 lbs. (8 kgs.)



MHIP-T-175-MT-LL  
175-Watt MH  
14,000-Lumen Clear Lamp



HPIP-T-150-MT-LL  
150-Watt HPS  
16,000-Lumen Clear Lamp

**Footcandle Table**

Select mounting height and read across for footcandle values of each isofootcandle line. Distance in units of mounting height.

Mounting Height	Footcandle Values for Isofootcandle Lines				
	A	B	C	D	E
10'	4.50	2.25	1.13	0.45	0.23
15'	2.00	1.00	0.50	0.20	0.10
20'	1.12	0.56	0.28	0.11	0.06

**ORDERING INFORMATION**

Sample Number: MHIP-T-150-MT-LL

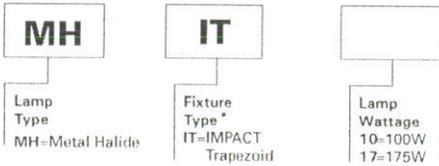


<b>Lamp Type</b> HP: High Pressure Sodium MH: Metal Halide PL: Compact Fluorescent	<b>Series</b> IP: IMPACT	<b>Lamp Wattage</b> HID <sup>1</sup> 50: 50W <sup>2</sup> 70: 70W <sup>3</sup> 100: 100W 150: 150W 175: 175W <sup>4</sup> Compact Fluorescent <sup>5</sup> 26/32/42: 26, 32, or 42W 52: (2) 26W <sup>6</sup> 64: (2) 32W <sup>6</sup> 84: (2) 42W <sup>6</sup>	<b>Voltage</b> <sup>7</sup> 120V: 120V 208V: 208V 240V: 240V 277V: 277V 347V: 347V 480V: 480V DT: Dual-Tap <sup>8</sup> MT: Multi-Tap, <sup>9</sup> wired 277V TT: Triple-Tap, <sup>10</sup> wired 347V E: Electronic (200-277V) <sup>11</sup>	<b>Options</b> <sup>12</sup> Q: Quartz Restrike T4 Lamp <sup>13, 14, 15, 16</sup> EM: Emergency Quartz Restrike T4 Lamp w/ <sup>13, 14, 15, 16</sup> Time Delay Relay EMI40-XXX: CFL Cold Weather Emergency Battery <sup>17, 18</sup> Pack (Must Specify 120V or 277V) CF/EM-XXX: Emergency Battery Pack (Must <sup>17, 18, 18</sup> Specify 120V or 277V) QMR: Quartz Restrike MR16 Lamp <sup>15, 16, 20</sup> EMMR: Emergency Quartz Restrike MR16 Lamp w/ <sup>15, 16, 20</sup> Time Delay Relay EM/SC: Emergency Separate Circuit T4 Lamp <sup>14, 16, 21</sup> EM/SC/MR: Emergency Separate Circuit MR16 <sup>22, 20, 21</sup> Lamp EM/SC/12V: Emergency Separate Circuit (12V) <sup>22, 23</sup> 2QMR: (2) Quartz Restrike MR16 Lamp <sup>15, 16, 20</sup> 2EMMR: (2) Emergency Quartz Restrike MR16 <sup>15, 16, 20</sup> Lamp w/ Time Delay Relay 2EM/SC/MR: (2) Emergency Separate Circuit MR16 <sup>22, 20, 21</sup> Lamps 2EM/SC/12V: (2) Emergency Separate Circuit (12V) <sup>22, 23</sup> 2QMR/SC: (1) Quartz Restrike MR16 Lamp and (1) <sup>16, 20, 24</sup> Emergency Separate Circuit MR16 Lamp 2EMMR/SC: (1) Emergency Quartz Restrike MR16 <sup>16, 20, 24</sup> Lamp w/ Time Delay Relay and (1) Emergency Separate Circuit MR16 Lamp F1: Single Fuse (120, 277 or 347V only) F2: Double Fuse (208, 240 or 480V only) LL: Lamp Included (Must Specify Wattage on PL) <sup>25</sup> TR: Tamper Resistant Screw (Door and Mounting Plate) UPL10: 10% Uplight PE: Internal Photocontrol (Specify Voltage) PC: Button Type Photocontrol	<b>Standard Color</b> —: Bronze (Standard) WH: White BK: Black
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- Notes: 1 All HID lamps are medium-base.  
2 Available in 120V, 277V and Dual-Tap.  
3 Not available in 480V.  
4 Metal Halide only.  
5 52W is (2) 26W quad tube lamps. 32, 42, 64, 84W use compact triple tube CF lamps.  
6 Not available with uplight option.  
7 Products also available in non-US voltages and 50HZ for international markets.  
8 Dual-Tap ballast is 120/277V wired 277V.  
9 Multi-Tap ballast 120/208/240/277V wired 277V.  
10 Triple-Tap ballast 120/277/347V wired 347V.  
11 Supplied with 120V through 277V 50/60Hz for Compact Fluorescent.  
12 Add as suffix in the order shown.  
13 The power might need to cycle and allow HID lamp to cool in warm climates. Available up to 175W HID.  
14 For use with T4 double contact bayonet base, 100W maximum, 120V halogen lamp by others.  
15 Lamps wired to quartz restrike relay.  
16 Not available with CFL.  
17 Battery pack will operate up to 52W CFL lamp for 90 minutes.  
18 CF lamps only, rated for minimum temperature of 0°F (-18°C), 52W CFL maximum, heater rated for 300W with thermostat control.  
19 CF lamps only, rated for minimum temperature of 32°F (0°C), 52W CFL maximum.  
20 For use with MR16, GU10 base, 50W maximum, 120V halogen lamp by others.  
21 Leads run out back for connection to auxiliary 120V circuit.  
22 Not Available with 52, 64, 84 CFL.  
23 Supplied with 12V Bi-pin socket for connection to emergency battery pack (supplied by others). For use with MR16, GU5.3 base, 35W maximum, 12V halogen lamp by others.  
24 (1) Lamp wired quartz restrike, (1) lamp wired emergency separate circuit, leads run separate out back.  
25 Lamp is shipped separate from luminaire. Lamp is Cooper designated product based on luminaire requirements. Specified lamps must be ordered as a separate line item.

**STOCK SAMPLE NUMBER (Lamp Included)**

SAMPLE NUMBER: MHIT17



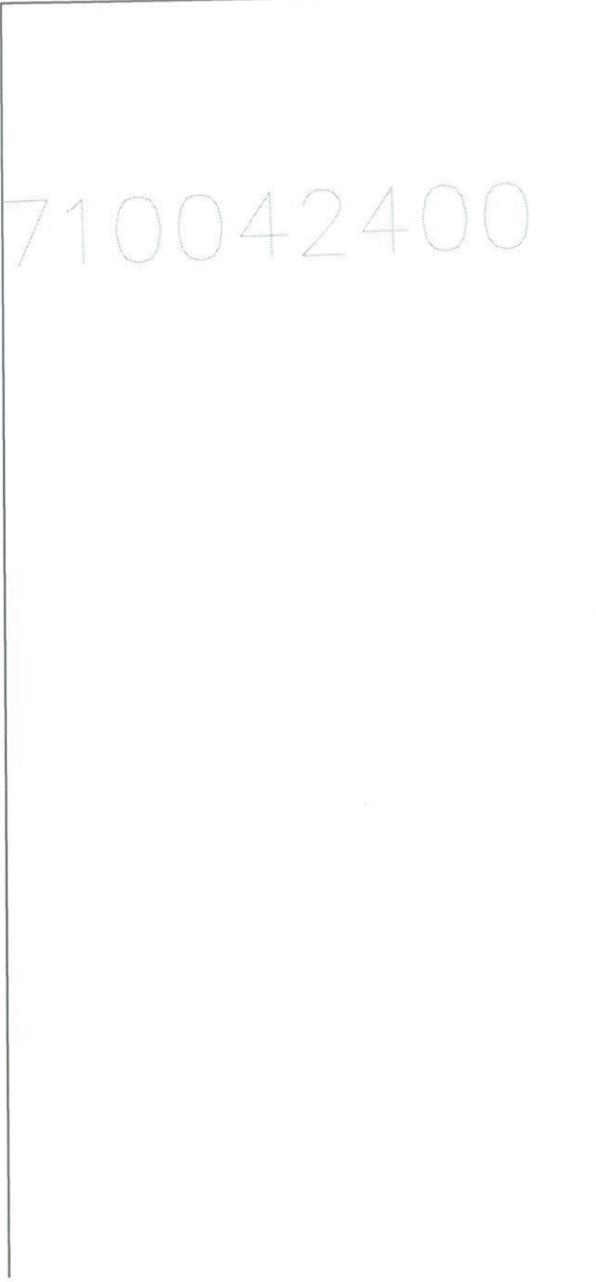
NOTES: Options not available with stock products. Order Accessories as separate items for field installation. Refer to standard ordering information to add options and accessories.  
\* Painted bronze. Supplied with lamp and Multi-Tap HPF ballast wired 277V.

710042800

7100412C



- J1 175W MH TRAPZOID CUTOFF @ 12'
- J2 175W MH TRAPZOID CUTOFF @ 12'



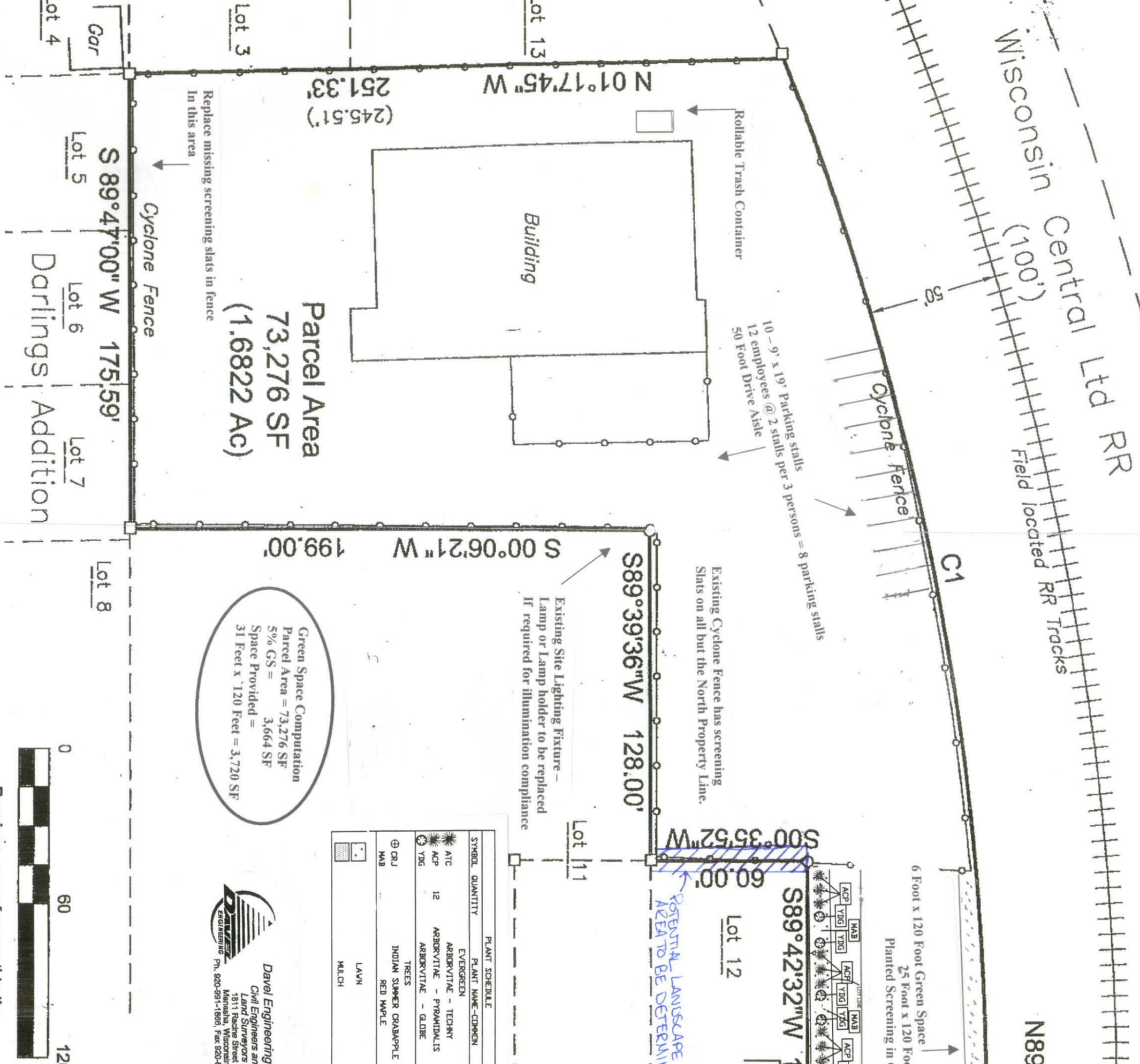
Menasha Site LUMINAIRE SCHEDULE						
TYPE	DESCRIPTION	LAMP	LUMENS	MOUNTING	LLF	QTY
J1/J2	Lumark 'Impact Trapezoid' (1) MHIP-T-175MT	(1) 175 MH	14000	12' AFG	0.70	8

**ELECTRICAL PLAN**  
SCALE: NTS



# Plat of Survey

Part of Lot 4 and Part of Lot 11 of the Subdivision of Lot 1 of DARLINGS ADDITION  
 in the Southeast 1/4 of Section 15, Township 20 North, Range 17 East,  
 Second Ward, City of Menasha, Winnebago County, Wisconsin



Green Space Computation  
 Parcel Area = 73,276 SF  
 5% GS = 3,664 SF  
 Space Provided =  
 31 Feet x 120 Feet = 3,720 SF

Existing Site Lighting Fixture -  
 Lamp or Lamp holder to be replaced  
 If required for illumination compliance

Existing Cyclone Fence has screening  
 Slats on all but the North Property Line.

SYMBOL	QUANTITY	PLANT NAME-COMMON	PLANT SCHEDULE
★	12	ARBOVITAE - TECHNY	EVERGREEN
★		ARBOVITAE - PYRAMIDALS	
★		ARBOVITAE - GLOBE	
⊕		TREES	
⊕		INDIAN SUMMER CRABAPPLE	
⊕		RED MAPLE	
⊕		LAVN	
⊕		MALCH	



Bearings are referenced to the  
 West line of Milwaukee Street  
 Recorded to bear N00°12'21"E

141 River Street  
Apt B  
Menasha WI 54952  
July 1, 2008

City of Menasha Mayor and Common Council Member:

On July 7, 2008 you will be considering and voting on my rezoning request for 121 River Street from R-1 to R-2. I purchased the property from the City of Menasha in September 2008. A remodeling permit was issued in January 2008 to begin the remodeling process.

Since January there has been a major amount of work done. The interior walls have been taken down to the exterior studs. A dormer was removed. The second floor has been reframed into a single bedroom, full bath, and a half bath with laundry facilities. Undersized floor joists have been replaced. New windows and cathedral ceilings have been added. Radiant floor heat is to be installed.

Planning has continued with the help of Architect Stanley Bye of Neenah. The house is huge. It is approximately 2400 square feet total. It has approximately 1260 square feet of living space on the second floor. The first floor has approximately 1140 square feet of space. With the design work of Stanley Bye the first floor has been laid out to be a single bedroom apartment. A full and half bath with laundry facilities are also planned for the first floor. New windows and doors will be added.

When the rough-in framing, electrical and plumbing is completed the exterior walls will be full cavity filled with spray foam insulation. The second floor ceiling will be combination of spray foam and fitted high R value board insulation. The ceiling R value will be approaching an R value of R 50. Much higher than the R 38 that is currently used in new construction. Unlike fiberglass batt insulation, spray foam holds its R value when the temperature drops. It is used in all of my remodeling projects. Not only does it insulate well it seals out drafts, it deadens sound transmission, and improves the structural strength of the building.

A high efficiency water sourced heat pump will provide both the heat and domestic hot water. Water sourced heat pumps are very efficient. Radiant heat is the most comfortable and efficient heat for homes. Both the heat pump and radiant heat are more expensive to install versus forced air. But the comfort and energy savings will pay back over time the difference in dollars spent.

I plan on occupying the upper unit. The lower unit will be rented to others. There has been much interest in the lower unit as an apartment. It has been shown to many prospective tenants. The view of the river and Little Lake Butte Des Morts is very appealing. Coupled with a secluded park like setting on River Street I am confident that mid to upper income renters will not be hard to find.

I have been in the rental business for 17 years. I have been purchasing properties in Menasha for the past 5 years. Prospective tenants go through an extensive background check before they are allowed to rent from Michael Austin Properties. The tenants pay their rent on time. The utilities are paid on time. There no Police calls to my properties. The average tenancy of my 2 family units is approaching 3- ½ years. Far above the industry average 1-½ years or less.

The property at 121 River Street had more then its fair share of police calls over the last 10 years. It was a multi family unit that was poorly managed and the upkeep was minimal. An executive style 2 family is a better use. When completed it will be a valuable asset to the community of Menasha.

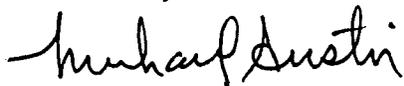
A garage is planned. A variance will be needed because of the current setbacks. I have met twice with Greg Keil on garage proposals. Architect Stanley Bye has designed for consideration, garages out front of the building and also a plan for a garage to the west side of the building. I will be asking for the variance for the garage in the upcoming month.

How does this rezoning benefit Menasha? There will be additional consumers of goods and services from both the public and private sector. The house will be heated and cooled with electricity. Increasing electric and water sales for Menasha Utilities. The tenants moving in will be of higher disposable income levels. They will be able to shop our downtown businesses, enjoy our vast array of eating establishments, and furnish their living space with purchases from the Otter Creek and Wild Apple.

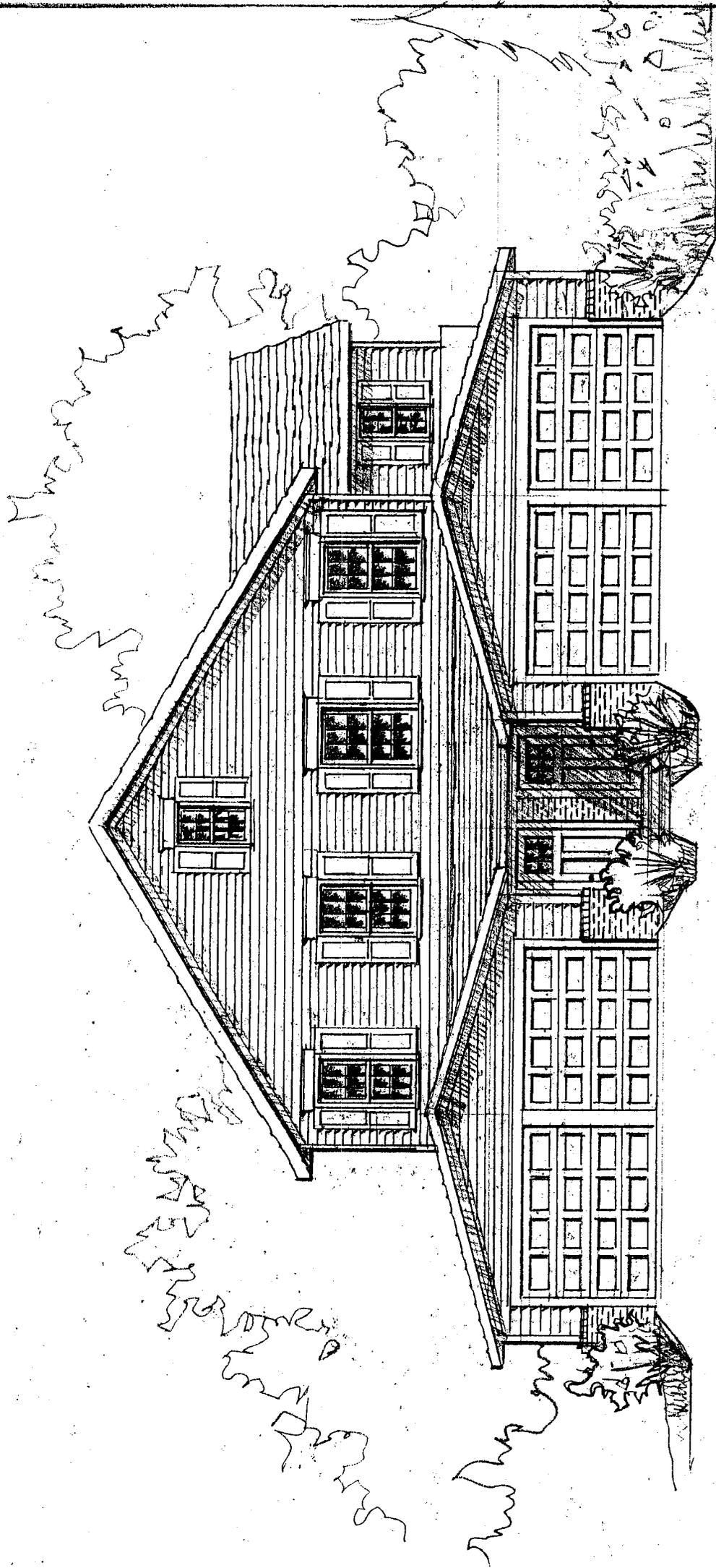
I feel this rezoning request fits into the long-term plan for Menasha. It is a great use for an existing property. It's a short walk to the Friendship Trail. The river offers a gateway to the rest of the Fox Valley. It adds to the tax base. It is an example of sustainable, green, and environmentally friendly home remodeling

I am available to show you the interior progress the Fourth of July weekend. Feel free to call and set a time for viewing. I look forward to a favorable yes vote on my rezoning request.

Sincerely Yours,

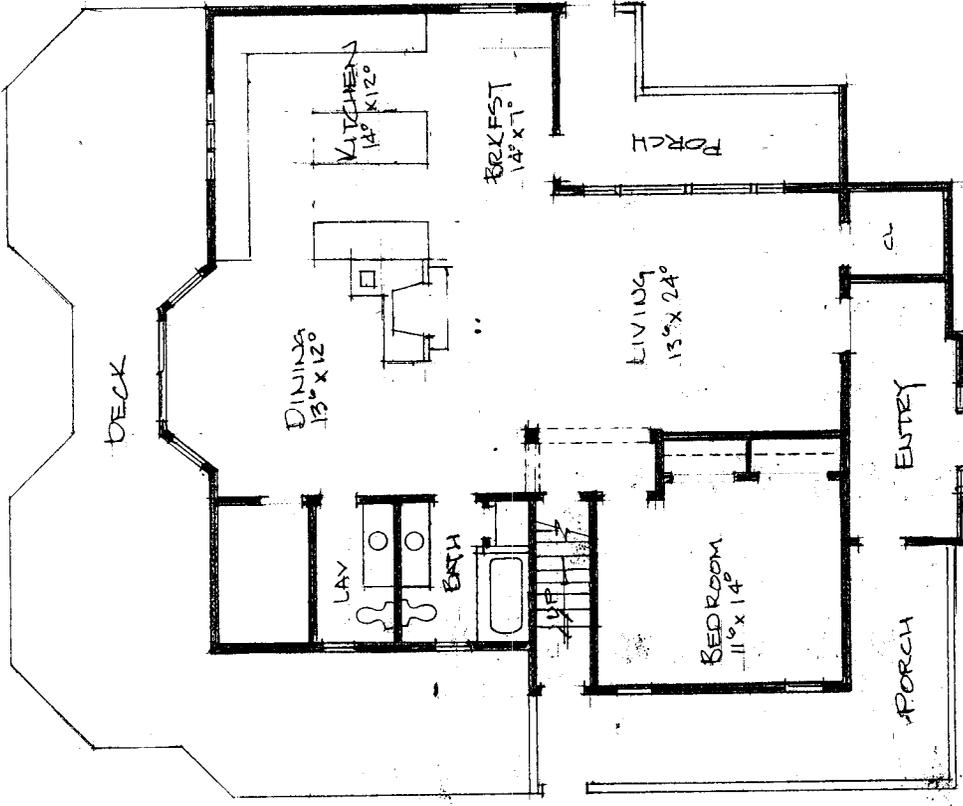
A handwritten signature in black ink that reads "Michael Austin". The signature is written in a cursive, flowing style.

Michael Austin  
Michael Austin Properties  
920-428-6440

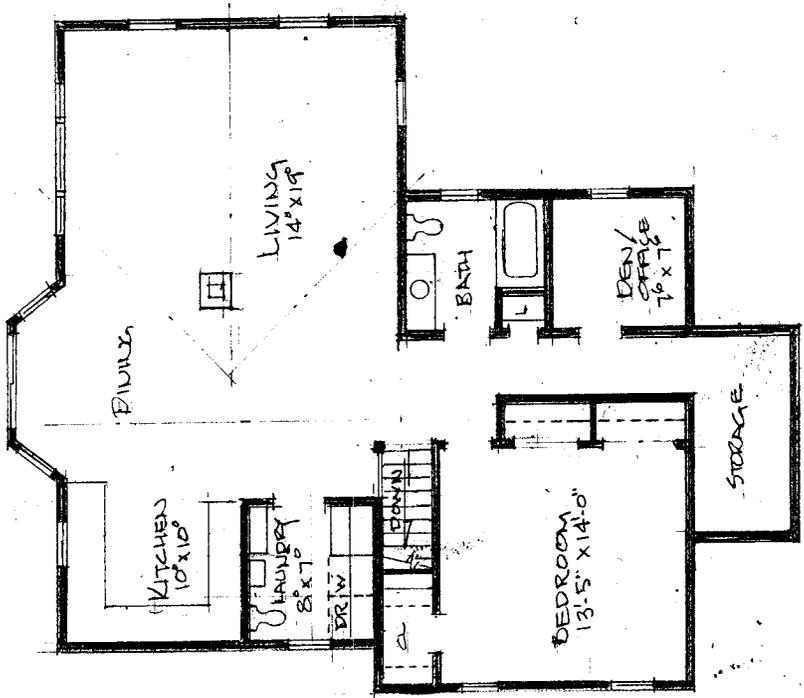


PROPOSED RIVER STREET DUPLEX

AUG 2007 - STANLEY JON BYE - ARCHITECT



FIRST FLOOR 1/2



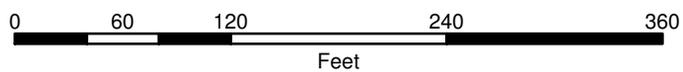
SECOND FLOOR

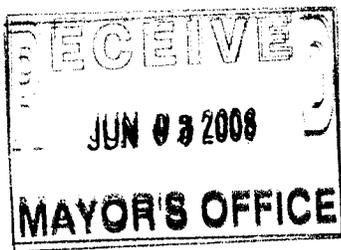
PRELIMINARY HOUSE ALTERATIONS FOR  
**MICHAEL AUSTIN**  
 SITE: 121 RIVER STREET, MEWAHA

BY OFFICE OF  
**STANLEY JON BYE - ARCHITECT**  
 950 GAIL AVE - NEENAH, WISCONSIN 54956



## Proposed Rezoning - 121 River Street





1056 Tahoe Court  
Menasha, WI 54952  
31 May 2008

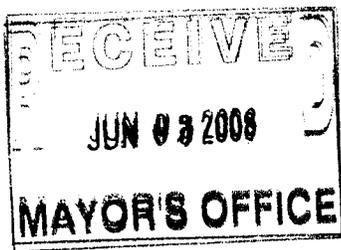
Mayor Don Merkes  
City of Menasha  
Menasha, WI

Dear Mayor Don Merkes,

It is with regret that I wish to inform you of my decision to resign from my position as a member of the Menasha Police Commission. I have enjoyed working with the other members of the Commission over the years and especially with Chief Stanke. However, my increasing responsibilities as an Engineer with the General Electric Corporation and the resulting traveling engagements make it more and more difficult to fully discharge my responsibilities to the citizens of Menasha in my role as a member of the Police Commission. I hope you will be able to find a suitable replacement in time for the next meeting in July.

Yours Sincerely,

Joseph O. Cruickshank



1056 Tahoe Court  
Menasha, WI 54952  
31 May 2008

Mayor Don Merkes  
City of Menasha  
Menasha, WI

Dear Mayor Don Merkes,

It is with regret that I wish to inform you of my decision to resign from my position as a member of the Menasha Police Commission. I have enjoyed working with the other members of the Commission over the years and especially with Chief Stanke. However, my increasing responsibilities as an Engineer with the General Electric Corporation and the resulting traveling engagements make it more and more difficult to fully discharge my responsibilities to the citizens of Menasha in my role as a member of the Police Commission. I hope you will be able to find a suitable replacement in time for the next meeting in July.

Yours Sincerely,

Joseph O. Cruickshank

Ronald F. Duuck  
825 Kelsey Brook Court  
Menasha, WI 54952  
920-993-0924  
rduuck@aol.com

July 2, 2008

Mayor Donald Merkes  
City of Menasha  
City Hall  
140 Main Street  
Menasha, WI 54952

Dear Mayor Merkes:

I am submitting this letter to you for consideration of a volunteer position on the Police Commission. It was a pleasure to discuss this opportunity with Chief of Police Robert Stanke and then yourself.

My interest is two fold. The first is that my wife and I have chosen Menasha to be our final home in our retirement years. We chose Menasha and built in Lake Park Villas. My wife attended Menasha Public Schools and her family has been lifelong residents over a 70 year period. She and I have always enjoyed the Fox Valley area and share many old and new found friends. While we have lived in larger metropolitan areas throughout the Midwest, Menasha offers a peaceful environment with a sound local government structure in place. City services that we have experienced since moving to Menasha have been first rate. Secondly, we value the continuation of excellent services and feel that Menasha has the vision and ability to look forward to insure these services are maintained, hopefully without increasing the tax base. I do not believe we can do this without continued volunteer participation and involvement by its citizens. I also believe that the safety of its citizens is the utmost of importance; and leadership is paramount in maintaining this safety.

I am currently the Secretary for Lake Park Villas Property Owners Association. I also have for the past two years been an election official volunteer and will continue working in this capacity. I also am active in my membership at St. Timothy Lutheran Church in Menasha, as Vice President of the Council.

My business career has allowed me to manage multiple manufacturing facilities with responsibility to supervise up to 1000 associates and I as well owned a small manufacturing company. I have a strong desire to continue to use my background and experience to serve those around me.

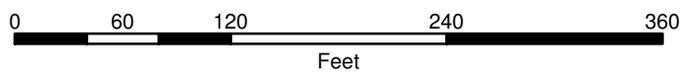
Sincerely,



Ronald F. Duuck



## Proposed Rezoning - 121 River Street





# COOPER LIGHTING - LUMARK®

## DESCRIPTION

The IMPACT Trapezoid cutoff wall luminaire makes an ideal complement to site design. U.L. Listed and CSA Certified for wet locations in down mount applications and damp locations in up mounted applications.

Rugged construction and full cutoff classified optics provide facade and security lighting for light restricted zones surrounding schools, office complexes, apartments, and recreational facilities.

<b>Catalog #</b>	MH-IP-T-175-MT	<b>Type</b>	J1-J2
<b>Project</b>		<b>Date</b>	
<b>Comments</b>			
<b>Prepared by</b>			

## SPECIFICATION FEATURES

### A ... Housing

The housing is a two-piece design of die-cast aluminum for precise control of tolerances and repeatability.

### B ... Mounting

Gasketed and zinc plated rigid steel mounting attachment fits directly to 4" J-Box or wall with "Hook-N-Lock" mechanism for quick installation. Secured with two (2) captive corrosion resistant black oxide coated allen head set screws concealed but accessible from bottom.

### C ... Optical Modules

All optical modules utilize high performance 95% reflective sheet. Type II optical module is standard.

### D ... Ballast

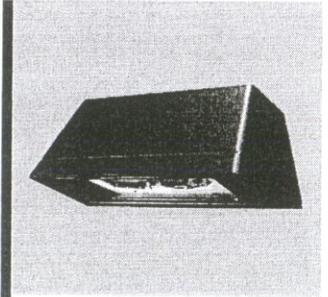
HID luminaires supplied with high power factor ballast with Class H insulation. Minimum starting temperatures are -40°C (-40°F) for HPS and -30°C (-22°F) for MH. Compact Fluorescent luminaires feature electronic universal 120-277V high efficient 50/60Hz ballast with -18°C (0°F) minimum starting.

### E ... Door

Die-cast door features, 1/8" heat- and impact-resistant clear tempered glass lens mounted with internal plated steel clips and sealed with EPDM gasketing. Hinged door secured in place via two (2) captive fasteners.

### F ... Finish

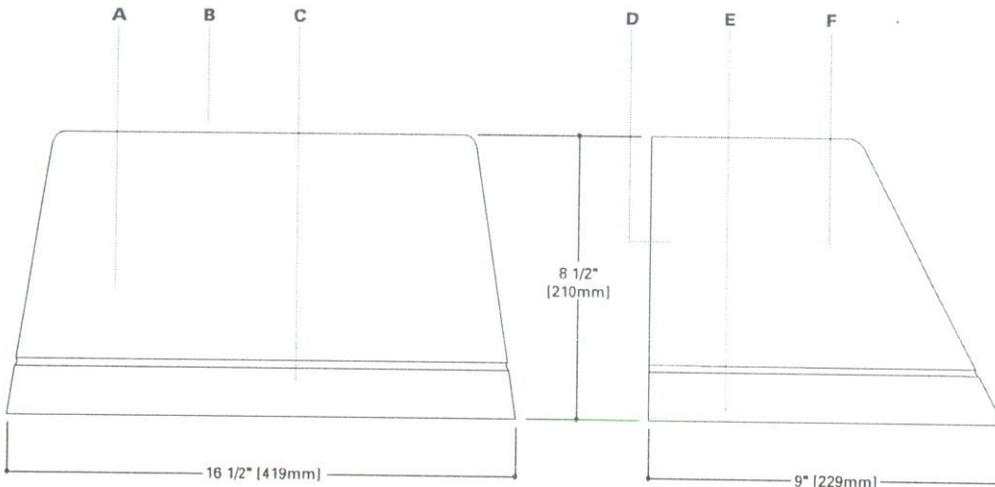
Durable polyester powder coat finish. Standard color is bronze. Optional white and black colors available. Other finish colors available. Consult your Cooper Lighting Representative concerning special color requirements.



## IP IMPACT TRAPEZOID

50 - 175W  
High Pressure Sodium  
Metal Halide  
26 - 52W  
Compact Fluorescent  
**FULL CUTOFF  
WALL MOUNT LUMINAIRE**

**IMPACT™**  
Cutoff Wall Luminaires

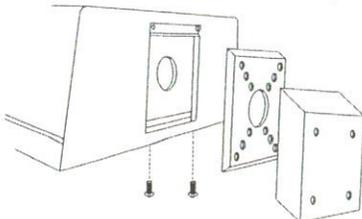


**DARK SKY  
COMPLIANT** FCO  
Full Cutoff

In downlight applications only.

## HOOK-N-LOCK MOUNTING

(Mounting attachment included. J-Box not included.)



## TECHNICAL DATA

25°C Maximum Ambient Temperature  
External Supply Wiring 90°C Minimum  
**Down Mounted—Wet Location**  
**Up Mounted—Damp Location**

## ENERGY DATA

### High Reactance Ballast Input Watts

50W HPS HPF (66 Watts)  
50W MH HPF (72 Watts)  
70W HPS HPF (91 Watts)  
70W MH HPF (90 Watts)  
100W HPS HPF (130 Watts)  
100W MH HPF (129 Watts)  
150W HPS HPF (190 Watts)  
150W MH HPF (185 Watts)

### CWA Ballast Input Watts

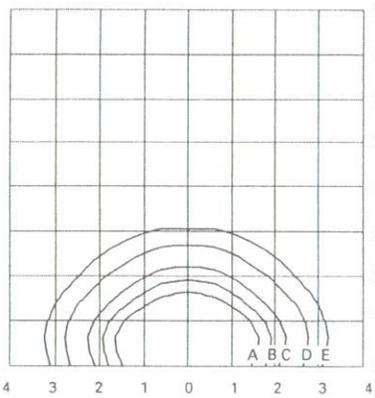
175W MH HPF (210 Watts)

### Electronic Ballast Input Watts

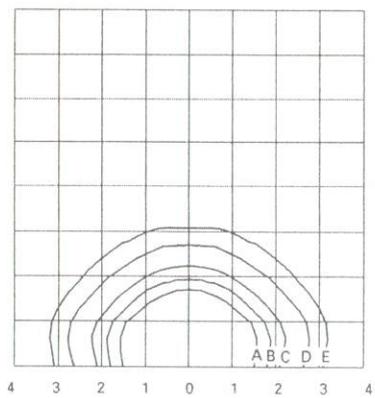
26W PL HPF (29 Watts)  
32W PL HPF (36 Watts)  
42W PL HPF (46 Watts)  
52W PL HPF (55 Watts)

## SHIPPING DATA

Approximate Net Weight:  
18 lbs. (8 kgs.)



MHIP-T-175-MT-LL  
175-Watt MH  
16,000-Lumen Clear Lamp



HPIP-T-150-MT-LL  
150-Watt HPS  
16,000-Lumen Clear Lamp

**Footcandle Table**

Select mounting height and read across for footcandle values of each isofootcandle line. Distance in units of mounting height.

Mounting Height	Footcandle Values for Isofootcandle Lines				
	A	B	C	D	E
10'	4.50	2.25	1.13	0.45	0.23
15'	2.00	1.00	0.50	0.20	0.10
20'	1.12	0.56	0.28	0.11	0.06

**ORDERING INFORMATION**

Sample Number: MHIP-T-150-MT-LL

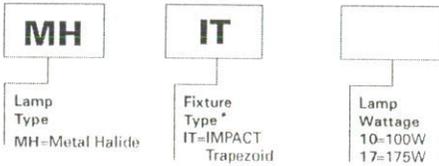


<p><b>Lamp Type</b></p> <p>HP: High Pressure Sodium MH: Metal Halide PL: Compact Fluorescent</p>	<p><b>Series</b></p> <p>IP: IMPACT</p> <p><b>Fixture Shape</b></p> <p>T: Trapezoid</p>	<p><b>Lamp Wattage</b></p> <p>HID <sup>1</sup></p> <p>50: 50W<sup>2</sup> 70: 70W<sup>3</sup> 100: 100W 150: 150W 175: 175W<sup>4</sup></p> <p>Compact Fluorescent <sup>5</sup></p> <p>26/32/42: 26, 32, or 42W 52: (2) 26W<sup>6</sup> 64: (2) 32W<sup>6</sup> 84: (2) 42W<sup>6</sup></p>	<p><b>Voltage</b> <sup>7</sup></p> <p>120V: 120V 208V: 208V 240V: 240V 277V: 277V 347V: 347V 480V: 480V</p> <p>DT: Dual-Tap<sup>8</sup></p> <p>MT: Multi-Tap, <sup>9</sup> wired 277V</p> <p>TT: Triple-Tap, <sup>10</sup> wired 347V</p> <p>E: Electronic (200-277V) <sup>11</sup></p>	<p><b>Options</b> <sup>12</sup></p> <p>Q: Quartz Restrike T4 Lamp<sup>13, 14, 15, 16</sup></p> <p>EM: Emergency Quartz Restrike T4 Lamp w/<sup>13, 14, 15, 16</sup> Time Delay Relay</p> <p>EMI40-XXX: CFL Cold Weather Emergency Battery <sup>17, 18</sup> Pack (Must Specify 120V or 277V)</p> <p>CF/EM-XXX: Emergency Battery Pack (Must<sup>17, 18, 18</sup> Specify 120V or 277V)</p> <p>QMR: Quartz Restrike MR16 Lamp<sup>15, 16, 20</sup></p> <p>EMMR: Emergency Quartz Restrike MR16 Lamp w/<sup>15, 16, 20</sup> Time Delay Relay</p> <p>EM/SC: Emergency Separate Circuit T4 Lamp<sup>14, 16, 21</sup></p> <p>EM/SC/MR: Emergency Separate Circuit MR16<sup>22, 20, 21</sup> Lamp</p> <p>EM/SC/12V: Emergency Separate Circuit (12V)<sup>22, 23</sup></p> <p>2QMR: (2) Quartz Restrike MR16 Lamp<sup>15, 16, 20</sup></p> <p>2EMMR: (2) Emergency Quartz Restrike MR16<sup>15, 16, 20</sup> Lamp w/ Time Delay Relay</p> <p>2EM/SC/MR: (2) Emergency Separate Circuit MR16<sup>22, 20, 21</sup> Lamps</p> <p>2EM/SC/12V: (2) Emergency Separate Circuit (12V)<sup>22, 23</sup></p> <p>2QMR/SC: (1) Quartz Restrike MR16 Lamp and (1)<sup>16, 20, 24</sup> Emergency Separate Circuit MR16 Lamp</p> <p>2EMMR/SC: (1) Emergency Quartz Restrike MR16<sup>16, 20, 24</sup> Lamp w/ Time Delay Relay and (1) Emergency Separate Circuit MR16 Lamp</p> <p>F1: Single Fuse (120, 277 or 347V only)</p> <p>F2: Double Fuse (208, 240 or 480V only)</p> <p>LL: Lamp Included (Must Specify Wattage on PL)<sup>25</sup></p> <p>TR: Tamper Resistant Screw (Door and Mounting Plate)</p> <p>UPL10: 10% Uplight</p> <p>PE: Internal Photocontrol (Specify Voltage)</p> <p>PC: Button Type Photocontrol</p>	<p><b>Standard Color</b></p> <p>—: Bronze (Standard)</p> <p>WH: White</p> <p>BK: Black</p>
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- Notes: 1 All HID lamps are medium-base.  
2 Available in 120V, 277V and Dual-Tap.  
3 Not available in 480V.  
4 Metal Halide only.  
5 52W is (2) 26W quad tube lamps. 32, 42, 64, 84W use compact triple tube CF lamps.  
6 Not available with uplight option.  
7 Products also available in non-US voltages and 50HZ for international markets.  
8 Dual-Tap ballast is 120/277V wired 277V.  
9 Multi-Tap ballast 120/208/240/277V wired 277V.  
10 Triple-Tap ballast 120/277/347V wired 347V.  
11 Supplied with 120V through 277V 50/60Hz for Compact Fluorescent.  
12 Add as suffix in the order shown.  
13 The power might need to cycle and allow HID lamp to cool in warm climates. Available up to 175W HID.  
14 For use with T4 double contact bayonet base, 100W maximum, 120V halogen lamp by others.  
15 Lamps wired to quartz restrike relay.  
16 Not available with CFL.  
17 Battery pack will operate up to 52W CFL lamp for 90 minutes.  
18 CF lamps only, rated for minimum temperature of 0°F (-18°C), 52W CFL maximum, heater rated for 300W with thermostat control.  
19 CF lamps only, rated for minimum temperature of 32°F (0°C), 52W CFL maximum.  
20 For use with MR16, GU10 base, 50W maximum, 120V halogen lamp by others.  
21 Leads run out back for connection to auxiliary 120V circuit.  
22 Not Available with 52, 64, 84 CFL.  
23 Supplied with 12V Bi-pin socket for connection to emergency battery pack (supplied by others). For use with MR16, GU5.3 base, 35W maximum, 12V halogen lamp by others.  
24 (1) Lamp wired quartz restrike, (1) lamp wired emergency separate circuit, leads run separate out back.  
25 Lamp is shipped separate from luminaire. Lamp is Cooper designated product based on luminaire requirements. Specified lamps must be ordered as a separate line item.

**STOCK SAMPLE NUMBER (Lamp Included)**

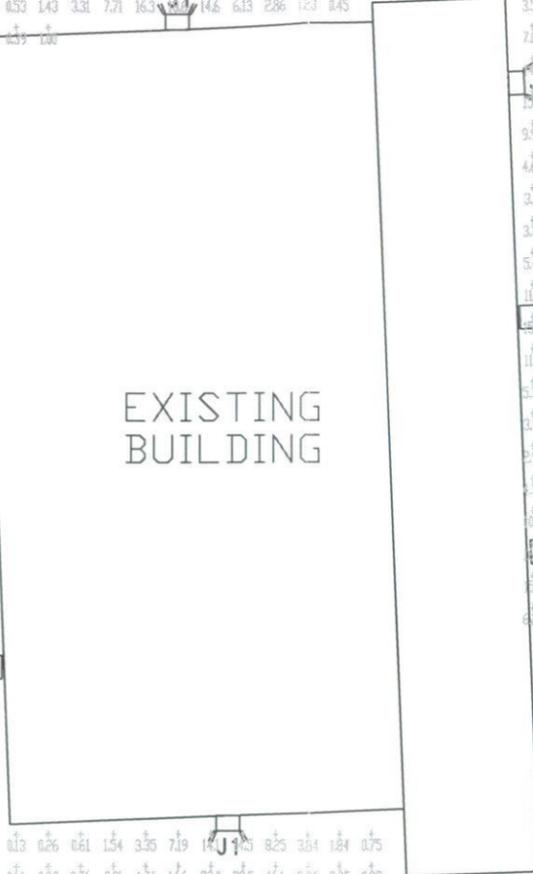
SAMPLE NUMBER: MHIT17



NOTES: Options not available with stock products. Order Accessories as separate items for field installation. Refer to standard ordering information to add options and accessories.  
\* Painted bronze. Supplied with lamp and Multi-Tap HPF ballast wired 277V.

710042800

7100412C



EXISTING BUILDING

J1 175W MH TRAPZOID CUTOFF @ 12'

J2 175W MH TRAPZOID CUTOFF @ 12'

710042400

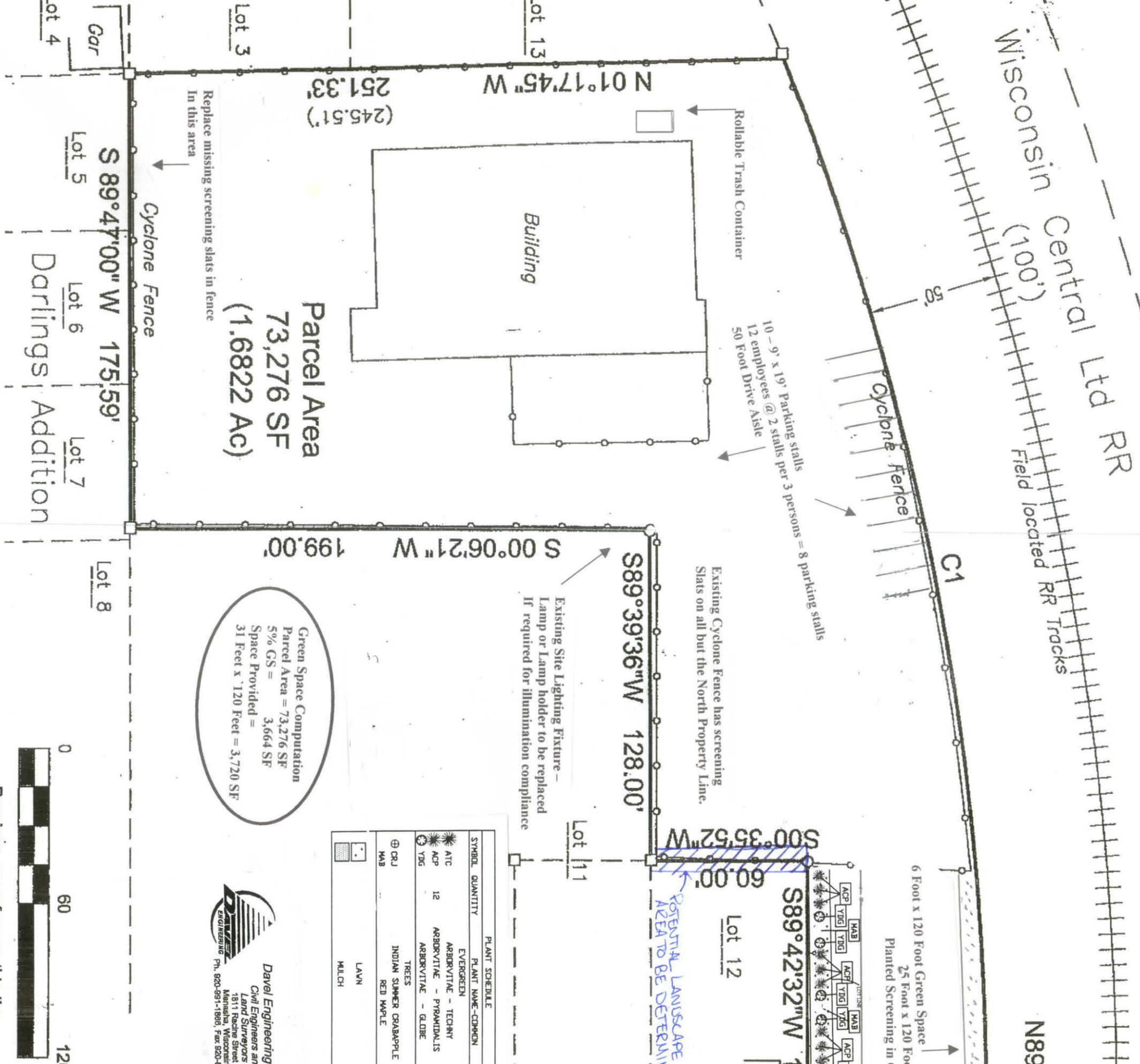
Menasha Site LUMINAIRE SCHEDULE						
TYPE	DESCRIPTION	LAMP	LUMENS	MOUNTING	LLF	QTY
J1/J2	Lumark 'Impact Trapezoid' (1) MHIP-T-175MT	(1) 175 MH	14000	12' AFG	0.70	8

**ELECTRICAL PLAN**  
SCALE: NTS



# Plat of Survey

Part of Lot 4 and Part of Lot 11 of the Subdivision of Lot 1 of DARLINGS ADDITION  
 in the Southeast 1/4 of Section 15, Township 20 North, Range 17 East,  
 Second Ward, City of Menasha, Winnebago County, Wisconsin



**Parcel Area**  
 73,276 SF  
 (1.6822 Ac)

**Green Space Computation**  
 Parcel Area = 73,276 SF  
 5% GS = 3,664 SF  
 Space Provided =  
 31 Feet x 120 Feet = 3,720 SF

Existing Site Lighting Fixture -  
 Lamp or Lamp holder to be replaced  
 If required for illumination compliance

Existing Cyclone Fence has screening  
 Slats on all but the North Property Line.

SYMBOL	QUANTITY	PLANT NAME-COMMON	PLANT SCHEDULE
★	12	EVERGREEN	ARBORVITAE - TECHNY
☼		ARBORVITAE - PYRAMIDALIS	
☼		ARBORVITAE - GLOBE	
⊕		TREES	INDIAN SUMMER CRABAPPLE
⊕			RED MAPLE
⊕		LAVN	
⊕		MALCH	



**Davel Engineering and Land Surveyors, Inc.**  
 Civil Engineers and  
 Land Surveyors  
 1811 Racine Street  
 Menasha, Wisconsin  
 Ph. 920-991-1888, Fax 920-991-1889



Bearings are referenced to the  
 West line of Milwaukee Street  
 Recorded to bear N00°12'21"E



July 2, 2008

To: Administration Committee

From: Debbie Galeazzi, Clerk

Subject: Oscar Sandoval and Antonio Sandoval  
14 Tayco Street

A Class B application to deal in fermented malt beverages for the 2008-2009 licensing year has been filed by Oscar Sandoval and Antonio Sandoval for the premises at 14 Tayco Street.

The Police Dept. has done a background check on the two partners and has no reason to deny a license based on their findings. The Fire Dept., Health Dept., and Building Inspectors have inspected the property and find the property is in compliance with City codes. The Menasha Utilities reports the account is current. C/T Stoffel reports taxes on the property are paid.

I see no reason to withhold action on this license.

**ORIGINAL ALCOHOL BEVERAGE LICENSE APPLICATION**

Submit to municipal clerk.

For the license period beginning July 7 20 08 ;  
ending June 30 20 09

TO THE GOVERNING BODY of the:  Town of } Menasha  
 Village of }  
 City of }  
County of Winnebago Aldermanic Dist. No. (if required by ordinance)

Applicant's Wisconsin Seller's Permit Number: <u>456-1026521188-62</u>	
Federal Employer Identification Number (FEIN):	
LICENSE REQUESTED ▶	
TYPE	FEE
<input type="checkbox"/> Class A beer	\$
<input checked="" type="checkbox"/> Class B beer	\$ <u>100.00</u>
<input type="checkbox"/> Wholesale beer	\$
<input type="checkbox"/> Class C wine	\$
<input type="checkbox"/> Class A liquor	\$
<input type="checkbox"/> Class B liquor	\$
<input type="checkbox"/> Reserve Class B liquor	\$
Publication fee	\$ <u>50.00</u>
<b>TOTAL FEE</b>	<b>\$</b>

1. The named  INDIVIDUAL  PARTNERSHIP  LIMITED LIABILITY COMPANY  
 CORPORATION/NONPROFIT ORGANIZATION

hereby makes application for the alcohol beverage license(s) checked above.

2. Name (individual/partners give last name, first, middle; corporations/limited liability companies give registered name): ▶

Oscar Sandoval and Antonio Sandoval

An "Auxiliary Questionnaire," Form AT-103, must be completed and attached to this application by each individual applicant, by each member of a partnership, and by each officer, director and agent of a corporation or nonprofit organization, and by each member/manager and agent of a limited liability company. List the name, title, and place of residence of each person.

Title	Name	Home Address	Post Office & Zip Code
President/Member <u>OWNER</u>	<u>OSCAR SANDOVAL</u>	<u>2840 N. Park Dr Appleton</u>	<u>54911</u>
Vice President/Member	<u>Antonio Sandoval</u>	<u>1821 E Main St Little Chute</u>	
Secretary/Member		<u>3132 N. Ballard, Appleton</u>	
Treasurer/Member			
Agent ▶ <u>Oscar Sandoval</u>			
Directors/Managers			

3. Trade Name ▶ EL JARIBO #2 Business Phone Number (920) 720-3600  
4. Address of Premises ▶ 19 TAYCO ST. Post Office & Zip Code ▶ Menasha, WI 54952

5. Is individual, partners or agent of corporation/limited liability company subject to completion of the responsible beverage server training course for this license period?  Yes  No  
6. Is the applicant an employe or agent of, or acting on behalf of anyone except the named applicant?  Yes  No  
7. Does any other alcohol beverage retail licensee or wholesale permittee have any interest in or control of this business?  Yes  No  
8. (a) Corporate/limited liability company applicants only: Insert state \_\_\_\_\_ and date \_\_\_\_\_ of registration.  
(b) Is applicant corporation/limited liability company a subsidiary of any other corporation or limited liability company?  Yes  No  
(c) Does the corporation, or any officer, director, stockholder or agent or limited liability company, or any member/manager or agent hold any interest in any other alcohol beverage license or permit in Wisconsin?  Yes  No  
(NOTE: All applicants explain fully on reverse side of this form every YES answer in sections 5, 6, 7 and 8 above.)

9. Premises description: Describe building or buildings where alcohol beverages are to be sold and stored. The applicant must include all rooms including living quarters, if used, for the sales, service, and/or storage of alcohol beverages and records. (Alcohol beverages may be sold and stored only on the premises described.) cooler & bar area

10. Legal description (omit if street address is given above): RESTAURANT  
11. (a) Was this premises licensed for the sale of liquor or beer during the past license period?  Yes  No  
(b) If yes, under what name was license issued? La Fiesta Mexican Restaurant  
12. Does the applicant understand they must file a Special Occupational Tax return (TTB form 5630.5) before beginning business? [phone 1-800-937-8864]  Yes  No  
13. Does the applicant understand a Wisconsin Seller's Permit must be applied for and issued in the same name as that shown in Section 2, above? [phone (608) 266-2776]  Yes  No  
14. Is the applicant indebted to any wholesaler beyond 15 days for beer or 30 days for liquor?  Yes  No

**READ CAREFULLY BEFORE SIGNING:** Under penalty provided by law, the applicant states that each of the above questions has been truthfully answered to the best of the knowledge of the signers. Signers agree to operate this business according to law and that the rights and responsibilities conferred by the license(s), if granted, will not be assigned to another. (Individual applicants and each member of a partnership applicant must sign; corporate officer(s), members/managers of Limited Liability Companies must sign.) Any lack of access to any portion of a licensed premises during inspection will be deemed a refusal to permit inspection. Such refusal is a misdemeanor and grounds for revocation of this license.

**SUBSCRIBED AND SWORN TO BEFORE ME**

this 17th day of June, 20 08

Deborah A. Gallazzi  
(Clerk/Notary Public)

[Signature]  
(Officer of Corporation/Member/Manager of Limited Liability Company /Partner/Individual)

[Signature]  
(Officer of Corporation/Member/Manager of Limited Liability Company /Partner)

My commission expires 8/10/08

(Additional Partner(s)/Member/Manager of Limited Liability Company if Any)

**TO BE COMPLETED BY CLERK**

Date received and filed with municipal clerk <u>6/17/08</u>	Date reported to council/board	Date provisional license issued	Signature of Clerk / Deputy Clerk
Date license granted	Date license issued	License number issued	

# AUXILIARY QUESTIONNAIRE ALCOHOL BEVERAGE LICENSE APPLICATION

Submit to municipal clerk.

INDIVIDUAL'S FULL NAME (Please Print) (Last Name) <b>OSCAR SANDOVAL</b>		(First Name)	(Middle Name)	SOCIAL SECURITY NUMBER	
HOME ADDRESS (Street/Route) <b>2840 N POLK DR #3</b>			POST OFFICE <b>Appleton</b>	STATE <b>WI</b>	ZIP CODE <b>54911</b>
HOME PHONE NUMBER <b>(920) 759-9480</b>		AGE	DATE OF BIRTH	PLACE OF BIRTH	

The above named individual provides the following information as a person who is (check one):

- Applying for an alcohol beverage license as an **individual**.
- A member of a **partnership** which is making application for an alcohol beverage license.
- \_\_\_\_\_ of \_\_\_\_\_  
(Officer/Director/Member/Manager/Agent) (NAME OF CORPORATION, LIMITED LIABILITY COMPANY OR NONPROFIT ORGANIZATION)  
which is making application for an alcohol beverage license.

The above named individual provides the following information to the licensing authority:

- How long have you continuously resided in Wisconsin prior to this date? 2 YEARS
- Have you ever been convicted of any offenses (other than traffic unrelated to alcohol beverages) for violation of any federal laws, any Wisconsin laws, any laws of any other states or ordinances of any municipality? . Yes  No   
(If yes, give law or ordinance violated, trial court, trial date and penalty imposed, and/or date, description and status of charges pending.) (If more room is needed, continue on reverse side of this form.)
- Are charges for any offenses presently pending against you (other than traffic unrelated to alcohol beverages) for violation of any federal laws, any Wisconsin laws, any laws of other states or ordinances of any municipality? . . . . Yes  No   
(If yes, describe status of charges pending.)
- Do you hold, are you making application for or are you an officer, director or agent of a corporation/nonprofit organization or member/manager/agent of a limited liability company holding or applying for any other alcohol beverage license or permit? . . . . . Yes  No   
(If yes, identify.) \_\_\_\_\_  
(NAME, LOCATION AND TYPE OF LICENSE/PERMIT)
- Do you hold and/or are you an officer, director, stockholder, agent or employe of any person or corporation or member/manager/agent of a limited liability company holding or applying for a wholesale beer license, brewery permit or wholesale liquor permit in the State of Wisconsin? . . . . . Yes  No   
(If yes, identify.) \_\_\_\_\_  
(NAME OF WHOLESALE LICENSEE OR PERMITTEE) (ADDRESS BY CITY AND COUNTY)

6. Named individual must list in chronological order last two employers.

Employer's Name	Employer's Address	From	To
<b>CHIPPEWA FAMILY REST.</b>	<b>351 N. 500</b>	<b>01-01-07</b>	<b>01-01-08</b>
<b>SPRING GARDEN FAMILY REST.</b>	<b>1900 ARMY TRAIL RD. CHICAGO, IL</b>	<b>01-01-06</b>	<b>01-01-07</b>

The undersigned, being first duly sworn on oath, deposes and says that he/she is the person named in the foregoing application; that the applicant has read and made a complete answer to each question, and that the answers in each instance are true and correct. The undersigned further understands that any license issued contrary to Chapter 125 of the Wisconsin Statutes shall be void, and under penalty of state law, the applicant may be prosecuted for submitting false statements and affidavits in connection with this application.

Subscribed and sworn to before me  
this 17<sup>th</sup> day of June, 2008  
Deborah A. Galeazzi  
(CLERK/NOTARY PUBLIC)

OSCAR SANDOVAL  
(SIGNATURE OF NAMED INDIVIDUAL)

My commission expires 8/10/08

# AUXILIARY QUESTIONNAIRE ALCOHOL BEVERAGE LICENSE APPLICATION

Submit to municipal clerk.

INDIVIDUAL'S FULL NAME (Please Print) (Last Name)		(First Name)	(Middle Name)	SOCIAL SECURITY NUMBER	
ANTONIO SANDOVAL					
HOME ADDRESS (Street/Route)		POST OFFICE		STATE	ZIP CODE
3132 N. BALLARD #7 Appleton				W.	54911
HOME PHONE NUMBER		DATE OF BIRTH		PLACE OF BIRTH	
(920) 759-9480					

The above named individual provides the following information as a person who is (check one):

- Applying for an alcohol beverage license as an **individual**.
- A member of a **partnership** which is making application for an alcohol beverage license.
- \_\_\_\_\_ of \_\_\_\_\_  
(Officer/Director/Member/Manager/Agent) (NAME OF CORPORATION, LIMITED LIABILITY COMPANY OR NONPROFIT ORGANIZATION)  
which is making application for an alcohol beverage license.

The above named individual provides the following information to the licensing authority:

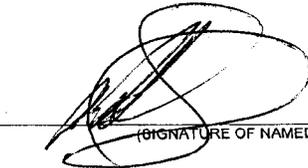
- How long have you continuously resided in Wisconsin prior to this date? 24 years
- Have you ever been convicted of any offenses (other than traffic unrelated to alcohol beverages) for violation of any federal laws, any Wisconsin laws, any laws of any other states or ordinances of any municipality? . Yes  No   
(If yes, give law or ordinance violated, trial court, trial date and penalty imposed, and/or date, description and status of charges pending.) (If more room is needed, continue on reverse side of this form.)
- Are charges for any offenses presently pending against you (other than traffic unrelated to alcohol beverages) for violation of any federal laws, any Wisconsin laws, any laws of other states or ordinances of any municipality? . . . . Yes  No   
(If yes, describe status of charges pending.)
- Do you hold, are you making application for or are you an officer, director or agent of a corporation/nonprofit organization or member/manager/agent of a limited liability company holding or applying for any other alcohol beverage license or permit? . . . . . Yes  No   
(If yes, identify.) liquor license for El Janipeo #1, Little Chute, WI  
(NAME, LOCATION AND TYPE OF LICENSE/PERMIT)
- Do you hold and/or are you an officer, director, stockholder, agent or employe of any person or corporation or member/manager/agent of a limited liability company holding or applying for a wholesale beer license, brewery permit or wholesale liquor permit in the State of Wisconsin? . . . . . Yes  No   
(If yes, identify.) Antonio Sandoval 3132 N. Ballard #7 Appleton  
(NAME OF WHOLESALE LICENSEE OR PERMITTEE) (ADDRESS BY CITY AND COUNTY)
- Named individual must list in chronological order last two employers.  

Employer's Name	Employer's Address	From	Employed To
<u>El Janipeo #1</u>	<u>1821 E. Main St, Little Chute</u>	<u>2006</u>	<u>Present</u>
<u>Camino Real Restaurant</u>	<u>442 Hwy 46 S. Pickson, TN</u>	<u>2006</u>	<u>2006</u>

The undersigned, being first duly sworn on oath, deposes and says that he/she is the person named in the foregoing application; that the applicant has read and made a complete answer to each question, and that the answers in each instance are true and correct. The undersigned further understands that any license issued contrary to Chapter 125 of the Wisconsin Statutes shall be void, and under penalty of state law, the applicant may be prosecuted for submitting false statements and affidavits in connection with this application.

Subscribed and sworn to before me

this 17<sup>th</sup> day of June, 2008  
Deborah A. Galleggi  
(CLERK/NOTARY PUBLIC)

  
(SIGNATURE OF NAMED INDIVIDUAL)

My commission expires 8/10/08

## COMMERCIAL LEASE:

The person interested in renting the premises located in 14 Tayco st. in the city of Menasha Wi. Lessee would accept the conditions of this contract.

1-Lessee should open its own commercial gas contract "#1" for the kitchen service, as well as also the energy contract. ( For the first 3 months the commercial gas contract" #1 " will stay under the owners name (Mario Nunez) ,being responsible (Lessee) to pay by those 3 months the gas consumption, after those 3 months (Lessees) should change the commercial gas contract under his name), if they don't owner has the right to cancel the gas contract after those 3 months.

2- (Lessee) are responsible to pay 50% of the consumption of the gas for heating the premises whenever is used. (In wintertime thermostat would keep at 70\*)

3- (Lessee) are responsible to pay 50% of the consumption of the water according to the monthly collection.

4-In snowy weather the owner of the premises (Mario Nunez) will pay 50% of the collection to clean the snow in the parking lot and (Lessee) will pay the other 50% of the collection.

5-Be responsibility of (Lessee) to clean sidewalk after each snow, as well as of any fine from the city of Menasha for not cleaning the sidewalk after each snow.

6-Request permission to the owner of the premises (Mario Nunez) before making any remodeling to the premises.

7-Be responsibility of (Lessee) to maintain in good condition the kitchen equipment as well as to command to repair the equipment in case of any problem.

8- (Lessee) are responsible to pay any utilities past due bill before finishing the contract in the date decree.

9-(Lessee) should pay to the owner (Mario Nunez) the amount of \$850.00 as security deposit .

10-(Lessee) are responsible to pay the amount of \$850 in the first day of each month for next 12 months beginning 7-01-08, Lessee will be charge extra \$10 per day after due date of rent .

11- (Lessee) is responsible to maintain the parking lot clean and safe, as well as in any problem with the client's cars.

12-Be responsibility (Lessee) to adjusted to the rules of the city inspectors for his own business (Restaurant).



City of Menasha • Department of Community Development

To: Debbie Galeazzi  
From: Building Inspection Department  
Date: 6/26/08

**RE: Liquor License Inspection**

Address: 14 Tayco ST

The premise at the above address has been inspected for compliance with State and Local Building Codes and found to be:

**COMPLIANT**

**NON - COMPLIANT**  
Recommend delaying license approval until all Violations are corrected.

Respectfully submitted

Dennis Jansen

City of Menasha Building Inspector

Dan Coffey

  
City of Menasha Building Inspector



## **Memorandum**

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TO: Debbie Galeazzi, City of Menasha Clerk

FROM: Assistant Chief/Fire Marshall Al Auxier

DATE: June 27, 2008

RE: Liquor License for El Jaripeo #2 Restaurant, 14 Tayco Street

Neenah-Menasha Fire Rescue, NMFR, did a Liquor License inspection of the 14 Tayco Street property on 6/25/08 and found fire violations that would not prevent the approval of the Liquor License for El Jaripeo Restaurant. Therefore, NMFR would recommend approval of the Liquor License for this property.

Call or email me with any questions or concerns.

Al Auxier  
Assistant Chief/Fire Marshall  
Neenah-Menasha Fire Rescue  
aauxier@nmfire.org  
(920)886-6203, office  
(920)209-9509, cell



City of Menasha • Health Services

**Date:** July 2, 2008

**To:** City of Menasha Common Council

**From:** Todd Drew, R.S. – Sanitarian  
City of Menasha Health Department

**Re: Liquor License Application – El Jaripeo, 14 Tayco Street, Menasha**

An inspection was conducted at El Jaripeo, 14 Tayco Street, Menasha, which submitted a liquor license application for the July 1, 2008 - June 30, 2009 license year.

The health inspection conducted in this establishment included standard sanitation, equipment condition, food safety, plumbing, employee hygiene, toilet and hand washing facilities, insect and rodent control and general condition using Wisconsin Administrative Code and the Wisconsin Food Code (Food Establishment Code) as a basis for inspection procedures.

The inspection conducted in this establishment did not cite any health-related violations which would necessitate a recommendation to hold this liquor license application. El Jaripeo was also granted a restaurant license based on this inspection.

If you should have any questions regarding this information, please do not hesitate to contact me.

**CITY OF MENASHA  
Notice of Application for License  
2008-2009**

Published pursuant to Section 125.04(3)(g) of the Wisconsin Statutes. NOTICE IS HEREBY GIVEN that the following application for a license to deal in fermented malt beverages has been filed with the City Clerk, Menasha, Wisconsin:

**Class "B" Fermented Malt Beverage**

Oscar Sandoval, 2840 N. Park Drive, Appleton and  
Antonio Sandoval, 3132 N. Ballard, #7, Appleton  
d/b/a El Jaripeo #2  
Business Address: 14 Tayco Street, Menasha

Deborah A. Galeazzi  
City Clerk

Run: June 23, 24, 25, 2008

## CITY OF MENASHA DISBURSEMENTS

Accounts Payable for 6/19/08-7/3/08 Checks # 17299-17606	\$ 842,323.89
Payroll Checks for 6/19/08-7/3/08 Checks # 39116-39643	<u>315,981.31</u>
Total	\$1,158,305.20

\*\*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, June 19, 2008  
 Time: 10:32AM  
 User: MGRIESBACH

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Vendor ID / Name	Invoice Nbr	CpnyID	Acct	Subaccount	Amount	Invoice Description
<b>01555 AMERICAN CONCRETE PIPE COMPANY</b>	100863	31100	54	10-134-300	2,910.00	PIPE/SEALANT/COVER
	<b>Check Date</b> 6/19/2008	<b>Check Nbr</b>	<b>017299</b>		<b>Check Total:</b> 2,910.00	
<b>01675 AMT</b>		31100	21	04-299-022	150.00	
	<b>Check Date</b> 6/19/2008	<b>Check Nbr</b>	<b>017300</b>		<b>Check Total:</b> 150.00	
<b>01763 APPLETON SIGN COMPANY</b>	300	31100	55	07-202-300	277.50	PARK WATCH SIGNS
	331	31100	55	07-202-291	56.00	TRUCK DECALS
	<b>Check Date</b> 6/19/2008	<b>Check Nbr</b>	<b>017301</b>		<b>Check Total:</b> 333.50	
<b>19120 AT&amp;T</b>	920R09453006	31100	51	10-115-221	83.10	MONTHLY CHARGES
	920R09453006	31201	54	10-301-221	221.70	MONTHLY CHARGES
	<b>Check Date</b> 6/19/2008	<b>Check Nbr</b>	<b>017358</b>		<b>Check Total:</b> 304.80	
<b>02040 BADGER HIGHWAYS CO INC</b>	140535	31100	54	10-202-300	26.95	COLD MIX
	140522	31100	53	09-212-240	32.52	SCREENINGS/SR CENTER
	140522	31100	54	10-121-300	97.20	HOTMIX ASPHALT
	140522	31100	54	10-134-300	196.20	HOTMIX ASPHALT
	140569	31100	55	07-202-300	183.02	JEFFERSON BOAT LAUNCH
	<b>Check Date</b> 6/19/2008	<b>Check Nbr</b>	<b>017303</b>		<b>Check Total:</b> 535.89	
<b>02335 BECK ELECTRIC INC</b>	E137	31731	54	10-149-243	482.01	GAS PUMP
	<b>Check Date</b> 6/19/2008	<b>Check Nbr</b>	<b>017304</b>		<b>Check Total:</b> 482.01	
<b>02410 BERGSTROM</b>	222231	31731	54	10-149-383	26.21	SWITCH
	<b>Check Date</b> 6/19/2008	<b>Check Nbr</b>	<b>017305</b>		<b>Check Total:</b> 26.21	
<b>02630 LARRY BONNEVILLE</b>	053008	31100	52	08-101-338	39.68	MEALS
	<b>Check Date</b> 6/19/2008	<b>Check Nbr</b>	<b>017306</b>		<b>Check Total:</b> 39.68	

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Vendor ID / Name	Invoice Nbr	CpnyID	Acct	Subaccount	Amount	Invoice Description
<b>02650 LISA BORCHERDT</b>	061208	31100	46	04-177-000	80.00	LOW ENROLLMENT REFUND
	<b>Check Date</b> 6/19/2008	<b>Check Nbr</b>	<b>017307</b>		<b>Check Total:</b>	<b>80.00</b>
<b>02796 BUBRICK'S</b>	131948	31100	52	08-101-310	89.97	OFFICE SUPPLIES
	133011	31100	52	08-101-310	23.99	PNEUMATIC CYLINDER
	<b>Check Date</b> 6/19/2008	<b>Check Nbr</b>	<b>017308</b>		<b>Check Total:</b>	<b>113.96</b>
<b>03453 CJ'S TROPHIES &amp; GIFTS</b>	94608	31100	55	07-202-300	80.00	BENCH ENGRAVING
	<b>Check Date</b> 6/19/2008	<b>Check Nbr</b>	<b>017310</b>		<b>Check Total:</b>	<b>80.00</b>
<b>16275 COMDATA CORPORATION</b>	RD730	31827	53	09-212-300	114.16	JUNE PARTY SUPPLIES/PICKN SAVE
	<b>Check Date</b> 6/19/2008	<b>Check Nbr</b>	<b>017354</b>		<b>Check Total:</b>	<b>114.16</b>
<b>03733 COUSINEAU AUTO INC</b>	988832	31731	54	10-149-383	85.00	WHEEL
	<b>Check Date</b> 6/19/2008	<b>Check Nbr</b>	<b>017311</b>		<b>Check Total:</b>	<b>85.00</b>
<b>03810 CRI RECYCLING SERVICE INC</b>	19599	31266	54	10-307-216	140.00	GRANULAR RECYCLE FEE
	<b>Check Date</b> 6/19/2008	<b>Check Nbr</b>	<b>017312</b>		<b>Check Total:</b>	<b>140.00</b>
<b>03860 CWAG</b>	060908	31100	53	09-212-320	25.00	RENEWAL NOTICE
	<b>Check Date</b> 6/19/2008	<b>Check Nbr</b>	<b>017313</b>		<b>Check Total:</b>	<b>25.00</b>
<b>04135 DAVIS &amp; KUELTHAU SC</b>	289303	31201	54	10-301-211	262.50	INSURANCE MATTER
	292694	31201	54	10-301-211	333.50	INSURANCE MATTER
	<b>Check Date</b> 6/19/2008	<b>Check Nbr</b>	<b>017314</b>		<b>Check Total:</b>	<b>596.00</b>
<b>04350 DOMINO'S PIZZA</b>	5827	31100	55	07-201-338	118.75	STAFF TRAINING PIZZAS
	<b>Check Date</b> 6/19/2008	<b>Check Nbr</b>	<b>017315</b>		<b>Check Total:</b>	<b>118.75</b>

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Vendor ID / Name	Invoice Nbr	CpnyID	Acct	Subaccount	Amount	Invoice Description
<b>01795 FORENSICS SOURCE</b>	F08-140531	31100	52	08-101-300	493.30	FORENSIC SUPPLIES
	F08-141961	31100	52	08-101-300	43.63	FORENSICS SUPPLIES
	<b>Check Date</b> 6/19/2008	<b>Check Nbr</b> 017302			<b>Check Total:</b> 536.93	
<b>07175 LF GEORGE INC</b>	IC21137	31731	54	10-149-383	1,146.42	BRAKE DRUM/SEALS/BEARINGS
	<b>Check Date</b> 6/19/2008	<b>Check Nbr</b> 017316			<b>Check Total:</b> 1,146.42	
<b>07485 GREEN BOYZ</b>	052208	31100	52	08-101-206	60.00	WEED CONTROL/FERTILIZER
	<b>Check Date</b> 6/19/2008	<b>Check Nbr</b> 017317			<b>Check Total:</b> 60.00	
<b>08086 TANYA HANLAN</b>	061808	31100	46	04-177-000	22.00	CLASS REFUND/MEDICAL
	<b>Check Date</b> 6/19/2008	<b>Check Nbr</b> 017318			<b>Check Total:</b> 22.00	
<b>08245 HECKRODT WETLAND RESERVE</b>	060208	31100	55	07-209-216	5,300.00	GRANT MONEY REQUEST
	060208	31100	55	07-209-240	3,500.00	GRANT MONEY REQUEST
	<b>Check Date</b> 6/19/2008	<b>Check Nbr</b> 017319			<b>Check Total:</b> 8,800.00	
<b>08465 HOME DEPOT CREDIT SERVICES</b>	7090458	31100	55	07-202-315	119.00	WARREN TRUCK FOR KEY HOLE
	7561226	31100	52	08-101-240	61.00	FAUCET/MENS LOCKER ROOM
	5561297	31100	51	10-115-315	24.94	EXTRACT DRILL SET
	2573183	31201	54	10-301-300	14.97	DEADBOLT/9TH LIFT STATION
	1024992	31207	55	07-205-240	698.21	MARINA WATER HEATER
	8150823	31207	55	07-205-240	-22.93	MARINA WATER HEATER CREDIT
	1173629	31100	53	09-212-240	49.96	WHISKY BARREL PLANTERS
	990958	31100	55	07-203-240	23.82	POOL SEALER
	<b>Check Date</b> 6/19/2008	<b>Check Nbr</b> 017320			<b>Check Total:</b> 968.97	
<b>09105 INDEPENDENT INSPECTIONS LTD</b>	301328	31100	52	03-301-216	14,332.58	MAY PERMITS
	<b>Check Date</b> 6/19/2008	<b>Check Nbr</b> 017321			<b>Check Total:</b> 14,332.58	

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09128 INFRASTRUCTURE TECHNOLOGIES	PR-1450701D-03	31201	19	04-540-000	20,369.02	WW COLLECTION SYS/3
	PR-1450701D-03	31201	21	04-205-000	-1,018.45	WW COLLECTION SYS/3
	<b>Check Date</b> 6/19/2008	<b>Check Nbr</b>	<b>017322</b>		<b>Check Total:</b>	<b>19,350.57</b>
09290 INTERSTATE BATTERY OF GREEN BA	161650	31731	54	10-149-383	64.95	BATTERY
	<b>Check Date</b> 6/19/2008	<b>Check Nbr</b>	<b>017323</b>		<b>Check Total:</b>	<b>64.95</b>
10320 JEFF JORGENSON	060508	31100	52	08-101-295	60.01	FUEL
	060508	31100	52	08-101-338	316.82	LODGING/MEALS
	<b>Check Date</b> 6/19/2008	<b>Check Nbr</b>	<b>017324</b>		<b>Check Total:</b>	<b>376.83</b>
11365 KUNDINGER FLUID POWER INC	50017435	31731	54	10-149-383	10.81	O-RINGS/STOCK
	<b>Check Date</b> 6/19/2008	<b>Check Nbr</b>	<b>017325</b>		<b>Check Total:</b>	<b>10.81</b>
11380 KUSTOM SIGNALS INC	357522	31100	52	08-101-243	120.34	REPLACE/CALIBRATE RADAR SPEAKR
	<b>Check Date</b> 6/19/2008	<b>Check Nbr</b>	<b>017326</b>		<b>Check Total:</b>	<b>120.34</b>
12120 COLLEEN LAMON	061208	31100	46	04-157-000	18.00	REFUND/CART DOWNGRADE
	<b>Check Date</b> 6/19/2008	<b>Check Nbr</b>	<b>017327</b>		<b>Check Total:</b>	<b>18.00</b>
12250 LAWSON PRODUCTS INC	6875692	31731	54	10-149-300	236.01	STOCK SUPPLIES
	<b>Check Date</b> 6/19/2008	<b>Check Nbr</b>	<b>017328</b>		<b>Check Total:</b>	<b>236.01</b>
12375 LEVENHAGEN CORPORATION	63736	31207	55	07-205-381	4,490.88	MARINA FUEL
	63927	31207	55	07-205-381	2,778.30	MARINA FUEL
	8190	31207	55	07-205-242	73.50	LOCING CAPS/STORAGE TANKS
	<b>Check Date</b> 6/19/2008	<b>Check Nbr</b>	<b>017329</b>		<b>Check Total:</b>	<b>7,342.68</b>
12450 LINCOLN CONTRACTORS SUPPLY INC	60126501	31100	54	10-134-295	530.00	CHAIN SAW
	<b>Check Date</b> 6/19/2008	<b>Check Nbr</b>	<b>017330</b>		<b>Check Total:</b>	<b>530.00</b>

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13149 MATTHEWS COMMERCIAL TIRE CTR	025447	31731	54	10-149-382	220.24	TIRE SUPPLIES	
	025507	31731	54	10-149-382	1,586.60	TIRE SERVICE	
	025506	31731	54	10-149-382	18.94	TIRE SERVICE	
	025478	31731	54	10-149-382	461.24	TIRE SERVICE	
	025472	31731	54	10-149-382	376.28	TIRE SERVICE	
	025533	31731	54	10-149-382	-220.24	CREDIT/TIRE SERVICE SUPPLIES	
<b>Check Date</b>		<b>6/19/2008</b>	<b>Check Nbr</b>		<b>017331</b>	<b>Check Total:</b>	<b>2,443.06</b>
13181 MC CLONE APPRAISAL INC	79135	31733	51	02-116-211	2,000.00	ANNUAL CONSULTING FEE	
	<b>Check Date</b>		<b>6/19/2008</b>	<b>Check Nbr</b>		<b>017332</b>	<b>Check Total:</b>
13335 MEMORIAL FLORISTS INC	02375022	31827	53	09-212-300	87.50	DOOR PRIZES FOR MAY BANQUET	
	<b>Check Date</b>		<b>6/19/2008</b>	<b>Check Nbr</b>		<b>017333</b>	<b>Check Total:</b>

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<b>13360 MENASHA ELECTRIC &amp; WATER UTILI</b>	060308	31100	12	04-399-000	1,187.25	FIRE DEPT
	060308	31100	12	04-399-000	197.11	FIRE DEPT
	060308	31100	12	04-399-000	5.48	TRAFFIC LIGHTS
	060308	31100	52	08-101-223	1,639.54	POLICE DEPT
	060308	31100	52	08-101-225	272.21	POLICE DEPT
	060308	31100	54	10-131-223	294.10	TRAFFIC LIGHTS
	060308	31100	54	10-131-225	30.59	TRAFFIC LIGHTS
	060308	31731	54	10-149-223	1,267.21	PWF
	060308	31731	54	10-149-225	598.96	PWF
	060308	31201	54	10-301-223	25.74	LIFT STATIONS
	060308	31266	54	10-308-223	8.48	RECYCLING
	060308	31100	55	06-101-223	3,212.73	LIBRARY
	060308	31100	55	06-101-225	563.85	LIBRARY
	060308	31100	55	07-202-223	1,851.15	PARKS
	060308	31100	55	07-203-223	192.24	POOL
	060308	31100	55	07-203-225	723.85	POOL
	060308	31100	55	10-215-223	253.02	LIFT BRIDGES
	052808	31100	55	07-202-225	122.23	CLOVIS AVE PARK
	052808	31100	55	06-101-225	108.00	440 1ST ST
	052808	31207	55	07-205-225	311.68	MARINA
<b>Check Date</b>	<b>6/19/2008</b>	<b>Check Nbr</b>	<b>017334</b>	<b>Check Total:</b>	<b>12,865.42</b>	
<b>13370 MENASHA EMPLOYEES CREDIT UNION</b>		31100	21	04-299-020	16,530.50	
		31100	21	04-299-020	1,789.00	
<b>Check Date</b>	<b>6/19/2008</b>	<b>Check Nbr</b>	<b>017335</b>	<b>Check Total:</b>	<b>18,319.50</b>	
<b>13375 MENASHA EMPLOYEES LOCAL 1035</b>		31100	21	04-299-031	261.00	
<b>Check Date</b>	<b>6/19/2008</b>	<b>Check Nbr</b>	<b>017336</b>	<b>Check Total:</b>	<b>261.00</b>	
<b>13377 MENASHA EMPLOYEES LOCAL 1035B</b>		31100	21	04-299-032	248.16	
<b>Check Date</b>	<b>6/19/2008</b>	<b>Check Nbr</b>	<b>017337</b>	<b>Check Total:</b>	<b>248.16</b>	

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<b>13426 MENASHA POOL</b>	061608	31100	11	04-111-000	200.00	PETTY CASH
	<b>Check Date</b> 6/19/2008	<b>Check Nbr</b>	<b>017338</b>		<b>Check Total:</b>	<b>200.00</b>
<b>13470 TOWN OF MENASHA UTILITY DIST</b>	053108	31100	55	07-202-225	175.67	KOSLO
	<b>Check Date</b> 6/19/2008	<b>Check Nbr</b>	<b>017339</b>		<b>Check Total:</b>	<b>175.67</b>
<b>13480 TOWN OF MENASHA</b>	061208	31100	21	04-229-000	139.00	BOND
	<b>Check Date</b> 6/19/2008	<b>Check Nbr</b>	<b>017340</b>		<b>Check Total:</b>	<b>139.00</b>
<b>13665 MILWAUKEE SPORTING GOODS</b>	00357-00	31100	55	07-201-300	780.39	SOFTBALLS/SCOREBOOKS
	<b>Check Date</b> 6/19/2008	<b>Check Nbr</b>	<b>017341</b>		<b>Check Total:</b>	<b>780.39</b>
<b>13723 MODERN DAIRY INC</b>	161264	31100	55	07-203-317	496.41	CONCESSIONS POOL
	160979	31100	55	07-203-317	361.05	CONCESSIONS POOL
	<b>Check Date</b> 6/19/2008	<b>Check Nbr</b>	<b>017342</b>		<b>Check Total:</b>	<b>857.46</b>
<b>13750 MORTON PHARMACY</b>	03466427	31100	55	07-203-310	43.47	BANDAGES
	<b>Check Date</b> 6/19/2008	<b>Check Nbr</b>	<b>017343</b>		<b>Check Total:</b>	<b>43.47</b>
<b>13755 MORTON SAFETY</b>	293434	31731	54	10-149-300	98.70	PROTECTIVE EYEWEAR/EAR PLUGS
	294765	31731	54	10-149-300	75.00	PROTECTIVE EYEWEAR
	<b>Check Date</b> 6/19/2008	<b>Check Nbr</b>	<b>017344</b>		<b>Check Total:</b>	<b>173.70</b>
<b>14090 NATIONAL POWER RODDING CORP</b>	PR-1450701B-01	31201	19	04-540-000	31,357.29	WW COLLECTION SYS/3
	PR-1450701B-01	31201	21	04-205-000	-1,567.86	WW COLLECTION SYS/3
	<b>Check Date</b> 6/19/2008	<b>Check Nbr</b>	<b>017345</b>		<b>Check Total:</b>	<b>29,789.43</b>

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<b>14215 NEENAH-MENASHA MUNICIPAL COURT</b>	061808	31100	21	04-229-000	281.00	BOND
	061808	31100	21	04-229-000	741.00	BOND
	061808	31100	21	04-229-000	159.20	BOND
	061808	31100	21	04-229-000	134.00	BOND
	061808	31100	21	04-229-000	134.00	BOND
	061808	31100	21	04-229-000	134.00	BOND
	061808	31100	21	04-229-000	134.00	BOND
	061808	31100	21	04-229-000	182.00	BOND
<b>Check Date</b>	<b>6/19/2008</b>	<b>Check Nbr</b>	<b>017346</b>		<b>Check Total:</b>	<b>1,899.20</b>
<b>14320 NEW TITLE SERVICES INC</b>	061708	31100	21	04-229-000	49.15	RETURN INCORRECT PAYMENT
	<b>Check Date</b>	<b>6/19/2008</b>	<b>Check Nbr</b>	<b>017347</b>		<b>Check Total:</b>
<b>14385 NOFFKE LUMBER INC</b>	080620512310	31100	55	07-202-240	13.36	WIND DAMAGE REPAIR FACSCIA/HRT
	<b>Check Date</b>	<b>6/19/2008</b>	<b>Check Nbr</b>	<b>017348</b>		<b>Check Total:</b>
<b>15080 OFFICEMAX INC</b>	965908	31100	55	07-201-310	145.33	OFFICE SUPPLIES
	965908	31100	56	03-202-310	47.48	OFFICE SUPPLIES
	<b>Check Date</b>	<b>6/19/2008</b>	<b>Check Nbr</b>	<b>017349</b>		<b>Check Total:</b>
<b>15090 OGDEN PLUMBING &amp; HEATING INC</b>	55310	31100	55	07-203-204	75.00	ANNUAL TEST BACKFLOW PREVENT
	<b>Check Date</b>	<b>6/19/2008</b>	<b>Check Nbr</b>	<b>017350</b>		<b>Check Total:</b>

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<b>03405 ONE COMMUNICATIONS</b>	060208	31100	12	04-399-000	11.90	BUILD INSPECT
	060208	31100	12	04-399-000	412.03	MENASHA UTILITIES
	060208	31207	12	04-399-000	23.66	MARINA
	060208	31100	51	01-102-221	10.67	MAYOR
	060208	31100	51	02-103-221	5.62	ATTORNEY
	060208	31100	51	02-104-221	15.90	CLERK
	060208	31100	51	02-105-221	17.34	PERSONNEL
	060208	31100	51	04-106-221	44.27	FINANCE
	060208	31100	51	04-107-221	5.18	ASSESSOR
	060208	31100	51	04-109-221	28.57	IT
	060208	31100	51	10-115-221	64.08	CITY HALL
	060208	31100	52	05-701-221	62.21	EOC
	060208	31100	52	08-101-221	365.28	POLICE
	060208	31100	53	09-102-221	91.22	HEALTH
	060208	31100	53	09-212-221	31.90	SENIOR
	060208	31100	54	10-111-221	63.83	ENGINEERING
	060208	31100	54	10-131-221	5.18	SIGN
	060208	31731	54	10-149-221	44.05	GARAGE
	060208	31100	55	06-101-221	177.66	LIBRARY
	060208	31100	55	07-201-221	18.97	RECREATION
060208	31100	55	07-202-221	89.74	PARKS	
060208	31100	55	07-203-221	34.08	POOL	
060208	31100	55	10-215-221	37.84	BRIDGE	
060208	31100	56	03-202-221	33.03	COM DEV	
<b>Check Date 6/19/2008 Check Nbr 017309</b>					<b>Check Total:</b>	<b>1,694.21</b>
<b>15280 OUTAGAMIE COUNTY CLERK OF COUR</b>	061208	31100	21	04-229-000	2,000.00	BOND
	<b>Check Date 6/19/2008 Check Nbr 017352</b>					<b>Check Total:</b>

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16025 PACKER CITY INTERNATIONAL	3281430039	31731	54	10-149-383	199.83	AIR FILT/FUELFILT/HYDRAULI
	3281610033	31731	54	10-149-383	-59.62	AIR FILT STOCK
	<b>Check Date</b> 6/19/2008	<b>Check Nbr</b> 017353			<b>Check Total:</b> 140.21	
16370 PLAK SMACKER	729076	31100	53	09-108-300	106.65	SUPPLIES
		<b>Check Date</b> 6/19/2008	<b>Check Nbr</b> 017355			<b>Check Total:</b> 106.65
16465 POSTAL ANNEX	130636	31100	52	08-101-311	7.09	POLICE
	130977	31100	52	08-101-311	7.15	POLICE
	131658	31100	52	08-101-311	8.53	POLICE
	131907	31100	51	02-118-311	21.28	SAFETY COMMITTEE
	131954	31100	52	08-101-311	7.19	POLICE
	132104	31100	55	07-202-310	5.00	LAMINATE/PARK
	<b>Check Date</b> 6/19/2008	<b>Check Nbr</b> 017356			<b>Check Total:</b> 56.24	
18505 ANGELA RUSH	061108	31100	46	04-178-000	16.00	REFUND BOAT LAUNCH PERMIT
		<b>Check Date</b> 6/19/2008	<b>Check Nbr</b> 017357			<b>Check Total:</b> 16.00
19356 SHERWIN-WILLIAMS CO	5962-5	31100	55	07-203-240	145.26	POOL PAINT
		<b>Check Date</b> 6/19/2008	<b>Check Nbr</b> 017359			<b>Check Total:</b> 145.26
19410 SKID & PALLET	021853	31100	55	07-202-300	518.50	MULCH/PARKS
		<b>Check Date</b> 6/19/2008	<b>Check Nbr</b> 017360			<b>Check Total:</b> 518.50
19476 SPOHN RANCH	10353	31100	55	07-202-240	1,338.33	REPAIR/REFURBISH SKATEPARK
		<b>Check Date</b> 6/19/2008	<b>Check Nbr</b> 017361			<b>Check Total:</b> 1,338.33
19775 SUPERIOR CHEMICAL CORP	59740	31731	54	10-149-300	177.75	WASP/HORNET SPRAY
		<b>Check Date</b> 6/19/2008	<b>Check Nbr</b> 017362			<b>Check Total:</b> 177.75

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<b>20290 TOUGH SOLUTIONS</b>	TSI332050	31100	52	08-101-243	301.00	PENTAX POCKETJET
	<b>Check Date</b> 6/19/2008	<b>Check Nbr</b>	<b>017363</b>		<b>Check Total:</b>	<b>301.00</b>
<b>20305 TOYS FOR TRUCKS</b>	1653	31731	54	10-149-383	115.00	TRAILER HITCH
	<b>Check Date</b> 6/19/2008	<b>Check Nbr</b>	<b>017364</b>		<b>Check Total:</b>	<b>115.00</b>
<b>21045 UNIFIRST CORPORATION</b>	0970032831	31731	54	10-149-201	81.20	MAT/MOP/CLOTHING PROTECTION
	<b>Check Date</b> 6/19/2008	<b>Check Nbr</b>	<b>017365</b>		<b>Check Total:</b>	<b>81.20</b>
<b>21095 UNITED WAY FOX CITIES</b>		31100	21	04-299-021	85.75	
	<b>Check Date</b> 6/19/2008	<b>Check Nbr</b>	<b>017366</b>		<b>Check Total:</b>	<b>85.75</b>
<b>21226 US OIL CO INC</b>	728131	31100	13	04-103-000	3.50	FEDERAL LUST TAX
	728132	31100	13	04-103-000	4.15	FEDERAL LUST TAX
	<b>Check Date</b> 6/19/2008	<b>Check Nbr</b>	<b>017367</b>		<b>Check Total:</b>	<b>7.65</b>
<b>21230 US PETROLEUM EQUIPMENT</b>	165429	31731	54	10-149-243	887.64	SEMI ANNUAL PM
	<b>Check Date</b> 6/19/2008	<b>Check Nbr</b>	<b>017368</b>		<b>Check Total:</b>	<b>887.64</b>
<b>22025 VALLEY CHEMICAL LLC</b>	0018812-IN	31100	55	07-203-315	85.05	POOL BRUSHES
	<b>Check Date</b> 6/19/2008	<b>Check Nbr</b>	<b>017369</b>		<b>Check Total:</b>	<b>85.05</b>
<b>22212 JANET VAN LANKVELT</b>	060908	31100	21	04-279-000	107.85	REIMBURSE BATTING/QUILTS
	<b>Check Date</b> 6/19/2008	<b>Check Nbr</b>	<b>017370</b>		<b>Check Total:</b>	<b>107.85</b>
<b>15190 VEOLIA ENVIRONMENTAL SERVICES</b>	B4195970	31100	12	04-399-000	75.28	BROAD ST LOT RECYCLING
	<b>Check Date</b> 6/19/2008	<b>Check Nbr</b>	<b>017351</b>		<b>Check Total:</b>	<b>75.28</b>

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<b>23130 WAVERLY SANITARY DISTRICT</b>	052108	31100	55	07-202-225	42.19	BARKER PARK PAVILION
	<b>Check Date 6/19/2008</b>	<b>Check Nbr 017371</b>			<b>Check Total: 42.19</b>	
<b>23152 WE ENERGIES</b>	060408	31100	55	07-202-223	35.32	CONSERVANCY
	060508	31100	55	07-202-224	36.36	2170 PLANK RD
	<b>Check Date 6/19/2008</b>	<b>Check Nbr 017372</b>			<b>Check Total: 71.68</b>	
<b>23215 WIL-KIL PEST CONTROL</b>	1317031	31100	55	07-202-209	95.00	SPIDER SPECIAL
	1291879	31100	53	09-212-207	104.00	EXT INSECT
	<b>Check Date 6/19/2008</b>	<b>Check Nbr 017373</b>			<b>Check Total: 199.00</b>	
<b>23250 WINNEBAGO COUNTY CLERK OF COUR</b>	061208	31100	21	04-229-000	350.00	BOND
	061208	31100	21	04-229-000	235.00	BOND
	061208	31100	21	04-229-000	613.00	BOND
	061808	31100	21	04-229-000	150.00	BOND
	061808	31100	21	04-229-000	350.00	BOND
	<b>Check Date 6/19/2008</b>	<b>Check Nbr 017374</b>			<b>Check Total: 1,698.00</b>	
<b>23275 WINNEBAGO COUNTY TREASURER</b>	RF101026	31266	54	10-309-216	1,547.00	119 APPLIANCES
	LF113452	31100	54	10-123-250	1,377.68	LANDFILL FACILITY
	LF113452	31100	54	10-304-250	8,280.20	LANDFILL FACILITY
	LF113452	31100	54	10-305-216	2,968.16	LANDFILL FACILITY
	LF113452	31266	54	10-307-216	1,238.20	LANDFILL FACILITY
	<b>Check Date 6/19/2008</b>	<b>Check Nbr 017375</b>			<b>Check Total: 15,411.24</b>	
<b>23378 WISCONSIN DNR</b>	052608	31100	54	10-134-250	3,000.00	STORMWATER FEES
	<b>Check Date 6/19/2008</b>	<b>Check Nbr 017376</b>			<b>Check Total: 3,000.00</b>	

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<b>23455 WISCONSIN SUPPORT COLLECTIONS</b>		31100	21	04-299-015	894.60	
		31100	21	04-299-015	536.31	
		31100	21	04-299-016	138.40	
	<b>Check Date 6/19/2008</b>	<b>Check Nbr 017378</b>			<b>Check Total: 1,569.31</b>	
<b>23465 WISCONSIN TAXPAYERS ALLIANCE</b>	061608	31100	51	04-106-322	39.00	RENEWAL/FOCUS
	<b>Check Date 6/19/2008</b>	<b>Check Nbr 017379</b>			<b>Check Total: 39.00</b>	
<b>23434 WMCA DISTRICT VI</b>	061308	31100	51	02-104-337	110.00	ANNUAL CONFERENCE REGISTRATION
	<b>Check Date 6/19/2008</b>	<b>Check Nbr 017377</b>			<b>Check Total: 110.00</b>	
<b>Grand Total:</b>					<b>160,745.32</b>	

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<b>01160 ALLIANCE ENTERTAINMENT CORP</b>	PJB31437467	31100	55	06-101-314	609.23	LIBRARY MATERIALS
	PJB31550049	31100	55	06-101-314	29.68	LIBRARY MATERIALS
<b>Check Date</b>	<b>6/24/2008</b>	<b>Check Nbr</b>	<b>017380</b>		<b>Check Total:</b>	<b>638.91</b>
<b>01529 AMAZON</b>	758931440354	31100	55	06-101-314	47.47	LIBRARY MATERIALS
	751332931214	31100	55	06-101-314	15.00	LIBRARY MATERIALS
<b>Check Date</b>	<b>6/24/2008</b>	<b>Check Nbr</b>	<b>017381</b>		<b>Check Total:</b>	<b>62.47</b>
<b>01805 ARROW AUDIO</b>	3720	31100	55	06-101-315	1,060.00	EQUIPMENT SUPPLIES
	<b>Check Date</b>	<b>6/24/2008</b>	<b>Check Nbr</b>	<b>017382</b>	<b>Check Total:</b>	<b>1,060.00</b>
<b>01889 DEBBIE AUSTIN</b>	06192008	31100	55	06-101-205	50.00	PERFORMANCE CONTRACT
	<b>Check Date</b>	<b>6/24/2008</b>	<b>Check Nbr</b>	<b>017383</b>	<b>Check Total:</b>	<b>50.00</b>

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02115 BAKER & TAYLOR INC	2021090165	31100	55	06-101-314	14.85	LIBRARY MATERIALS
	5008971763	31100	55	06-101-314	28.23	LIBRARY MATERIALS
	5009021121	31100	55	06-101-314	216.50	LIBRARY MATERIALS
	5009068646	31100	55	06-101-314	53.65	LIBRARY MATERIALS
	2020984344	31100	55	06-101-314	771.23	LIBRARY MATERIALS
	2021008699	31100	55	06-101-314	753.90	LIBRARY MATERIALS
	2021026301	31100	55	06-101-314	137.02	LIBRARY MATERIALS
	2021055135	31100	55	06-101-314	176.23	LIBRARY MATERIALS
	2021058312	31100	55	06-101-314	755.44	LIBRARY MATERIALS
	2021077927	31100	55	06-101-314	342.21	LIBRARY MATERIALS
	2021085710	31100	55	06-101-314	340.00	LIBRARY MATERIALS
	2021093804	31100	55	06-101-314	242.67	LIBRARY MATERIALS
	2021104448	31100	55	06-101-314	297.65	LIBRARY MATERIALS
	2021109700	31100	55	06-101-314	343.38	LIBRARY MATERIALS
	2021114209	31100	55	06-101-314	429.03	LIBRARY MATERIALS
	2021135532	31100	55	06-101-314	1,202.18	LIBRARY MATERIALS
	2021143418	31100	55	06-101-314	941.77	LIBRARY MATERIALS
	2021150933	31100	55	06-101-314	589.94	LIBRARY MATERIALS
	2021175133	31100	55	06-101-314	230.42	LIBRARY MATERIALS
	H32876660	31100	55	06-101-314	34.51	LIBRARY MATERIALS
	H33239900	31100	55	06-101-314	276.87	LIBRARY MATERIALS
	H33328120	31100	55	06-101-314	21.57	LIBRARY MATERIALS
	S26652610	31100	55	06-101-314	14.36	LIBRARY MATERIALS
	H33678560	31100	55	06-101-314	86.33	LIBRARY MATERIALS
	H33987850	31100	55	06-101-314	234.19	LIBRARY MATERIALS
	H33987860	31100	55	06-101-314	61.95	LIBRARY MATERIALS
	H34442160	31100	55	06-101-314	103.57	LIBRARY MATERIALS
	H34671710	31100	55	06-101-314	285.45	LIBRARY MATERIALS
	H34671711	31100	55	06-101-314	14.36	LIBRARY MATERIALS
	H34671712	31100	55	06-101-314	8.48	LIBRARY MATERIALS
	H34671730	31100	55	06-101-314	17.96	LIBRARY MATERIALS
	H34981270	31100	55	06-101-314	61.11	LIBRARY MATERIALS
	H34981271	31100	55	06-101-314	68.34	LIBRARY MATERIALS

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	Check Date	6/24/2008	Check Nbr	017386	Check Total:	9,155.35
<b>02335 BECK ELECTRIC INC</b>	E115	31100	55	06-101-240	72.33	REPAIR/MAINTENANCE
	Check Date	6/24/2008	Check Nbr	017387	Check Total:	72.33
<b>02628 JOSEPH BONGERS</b>	06192008	31100	55	06-101-331	12.32	MILEAGE REIMBURSEMENT
	Check Date	6/24/2008	Check Nbr	017388	Check Total:	12.32
<b>02635 BOOK WHOLESALERS INC</b>	M248295A	31100	55	06-101-314	48.48	LIBRARY MATERIALS
	M244587A	31100	55	06-101-314	30.49	LIBRARY MATERIALS
	M252905A	31100	55	06-101-314	28.79	LIBRARY MATERIALS
	M256903A	31100	55	06-101-314	43.12	LIBRARY MATERIALS
	M257463A	31100	55	06-101-314	259.14	LIBRARY MATERIALS
	Check Date	6/24/2008	Check Nbr	017389	Check Total:	410.02
<b>02822 JUDY BUSACK</b>	06192008	31100	55	06-101-205	200.00	PERFORMANCE CONTRACT
	Check Date	6/24/2008	Check Nbr	017390	Check Total:	200.00
<b>03247 CDW GOVERNMENT INC</b>	KQN9406	31100	55	06-101-300	131.77	DEPT SUPPLIES
	KKJ3556	31100	55	06-101-310	287.67	OFFICE SUPPLIES
	KQV8325	31100	55	06-101-310	253.24	OFFICE SUPPLIES
	Check Date	6/24/2008	Check Nbr	017391	Check Total:	672.68
<b>03265 CENTER POINT LARGE PRINT</b>	709283	31100	55	06-101-314	38.94	LIBRARY MATERIALS
	713822	31100	55	06-101-314	38.94	LIBRARY MATERIALS
	Check Date	6/24/2008	Check Nbr	017392	Check Total:	77.88
<b>04195 DEMCO INC</b>	3217360	31100	55	06-101-300	348.13	DEPT SUPPLIES
	3223758	31100	55	06-101-300	20.39	DEPT SUPPLIES
	Check Date	6/24/2008	Check Nbr	017393	Check Total:	368.52

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<b>05050 EBSCO SUBSCRIPTION SERVICES</b>	EP2172PRE	31100	55	06-101-314	9,154.92	LIBRARY MATERIALS PREPAYMENT
	Check Date <b>6/24/2008</b>	Check Nbr	<b>017394</b>		Check Total:	<b>9,154.92</b>
<b>05188 ENERGY CONTROL &amp; DESIGN INC</b>	0054475IN	31100	55	06-101-240	889.00	REPAIR/MAINTENANCE
	Check Date <b>6/24/2008</b>	Check Nbr	<b>017395</b>		Check Total:	<b>889.00</b>
<b>06122 STEPHANIE FEUERSTEIN</b>	06192008	31100	55	06-101-205	100.00	PERFORMANCE CONTRACT
	Check Date <b>6/24/2008</b>	Check Nbr	<b>017396</b>		Check Total:	<b>100.00</b>
<b>07044 GALE</b>	15792277	31100	55	06-101-314	27.16	LIBRARY MATERIALS
	15737755	31100	55	06-101-314	27.96	LIBRARY MATERIALS
	15748115	31100	55	06-101-314	38.93	LIBRARY MATERIALS
	Check Date <b>6/24/2008</b>	Check Nbr	<b>017397</b>		Check Total:	<b>94.05</b>
<b>07075 GANNETT NEWSPAPERS</b>	06192008	31100	55	06-101-314	200.20	LIBRARY MATERIALS
	Check Date <b>6/24/2008</b>	Check Nbr	<b>017398</b>		Check Total:	<b>200.20</b>
<b>07569 GUILDCRAFT ARTS &amp; CRAFTS</b>	18054902-2	31100	55	06-101-316	20.69	PROGRAM SUPPLIES
	18054902-1	31100	55	06-101-316	9.00	PROGRAM SUPPLIES
	18054902	31100	55	06-101-316	146.91	PROGRAM SUPPLIES
	Check Date <b>6/24/2008</b>	Check Nbr	<b>017399</b>		Check Total:	<b>176.60</b>
<b>08395 HIGHSMITH COMPANY INC</b>	1485624-001	31100	55	06-101-300	56.70	DEPT SUPPLIES
	Check Date <b>6/24/2008</b>	Check Nbr	<b>017400</b>		Check Total:	<b>56.70</b>
<b>09125 INFORMATION TODAY INC</b>	1131365-B1	31100	55	06-101-314	309.95	LIBRARY MATERIALS
	Check Date <b>6/24/2008</b>	Check Nbr	<b>017401</b>		Check Total:	<b>309.95</b>

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<b>09135 INGRAM LIBRARY SERVICES</b>	36022558	31100	55	06-101-314	84.99	LIBRARY MATERIALS
	36078562	31100	55	06-101-314	85.68	LIBRARY MATERIALS
	36151069	31100	55	06-101-314	83.65	LIBRARY MATERIALS
	36264942	31100	55	06-101-314	144.97	LIBRARY MATERIALS
	36392115	31100	55	06-101-314	130.83	LIBRARY MATERIALS
	36448486	31100	55	06-101-314	20.49	LIBRARY MATERIALS
	36448487	31100	55	06-101-314	104.41	LIBRARY MATERIALS
<b>Check Date</b>	<b>6/24/2008</b>	<b>Check Nbr</b>	<b>017402</b>	<b>Check Total:</b>	<b>655.02</b>	
<b>10149 BILL JAMERSON</b>	06192008	31100	55	06-101-205	325.00	PERFORMANCE CONTRACT
	<b>Check Date</b>	<b>6/24/2008</b>	<b>Check Nbr</b>	<b>017403</b>	<b>Check Total:</b>	<b>325.00</b>
<b>11155 KITZ &amp; PFEIL INC</b>	05-13-603067	31100	55	06-101-240	3.86	REPAIR/MAINTENANCE
	05-14-090094	31100	55	06-101-240	16.19	REPAIR/MAINTENANCE
	05-17-090033	31100	55	06-101-300	6.39	DEPT SUPPLIES
	04-23-090002	31100	55	06-101-313	27.97	HOUSEKEEPING SUPPLIES
	05-16-140193	31100	55	06-101-313	19.86	HOUSEKEEPING SUPPLIES
<b>Check Date</b>	<b>6/24/2008</b>	<b>Check Nbr</b>	<b>017404</b>	<b>Check Total:</b>	<b>74.27</b>	
<b>12064 BARBARA LAFONTAINE</b>	06192008	31100	55	06-101-316	28.93	PROGRAM SUPPLIES
	06182008	31100	55	06-101-331	11.62	MILEAGE REIMBURSEMENT
	06162008	31100	55	06-101-314	19.99	LIBRARY MATERIALS
<b>Check Date</b>	<b>6/24/2008</b>	<b>Check Nbr</b>	<b>017405</b>	<b>Check Total:</b>	<b>60.54</b>	
<b>12090 LAKELAND CHEMICAL SPECIALTIES</b>	27198	31100	55	06-101-240	47.21	REPAIR/MAINTENANCE
	<b>Check Date</b>	<b>6/24/2008</b>	<b>Check Nbr</b>	<b>017406</b>	<b>Check Total:</b>	<b>47.21</b>
<b>12285 LEARNING SHOP</b>	101-1063018	31100	55	06-101-316	20.61	PROGRAM MATERIALS
	<b>Check Date</b>	<b>6/24/2008</b>	<b>Check Nbr</b>	<b>017407</b>	<b>Check Total:</b>	<b>20.61</b>

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<b>12510 MARGE LOCH-WOUTERS</b>	06192008	31100	55	06-101-316	5.00	PROGRAM SUPPLIES
	06202008	31100	55	06-101-331	20.71	MILEAGE REIMBURSEMENT
	<b>Check Date</b> 6/24/2008	<b>Check Nbr</b>	<b>017408</b>		<b>Check Total:</b>	<b>25.71</b>
<b>13610 MIDWEST TAPE</b>	1621920	31100	55	06-101-314	25.98	LIBRARY MATERIALS
	1621921	31100	55	06-101-314	37.78	LIBRARY MATERIALS
	1626793	31100	55	06-101-314	22.99	LIBRARY MATERIALS
	1626875	31100	55	06-101-314	23.09	LIBRARY MATERIALS
	1632503	31100	55	06-101-314	29.98	LIBRARY MATERIALS
	1632680	31100	55	06-101-314	73.46	LIBRARY MATERIALS
	1636790	31100	55	06-101-314	26.24	LIBRARY MATERIALS
	<b>Check Date</b> 6/24/2008	<b>Check Nbr</b>	<b>017409</b>		<b>Check Total:</b>	<b>239.52</b>
<b>13675 MINITEX</b>	53130	31100	55	06-101-300	366.00	DEPT SUPPLIES
	<b>Check Date</b> 6/24/2008	<b>Check Nbr</b>	<b>017410</b>		<b>Check Total:</b>	<b>366.00</b>
<b>15045 OFFICE DEPOT CREDIT PLAN</b>	142026989000	31100	55	06-101-310	111.83	OFFICE SUPPLIES
	<b>Check Date</b> 6/24/2008	<b>Check Nbr</b>	<b>017411</b>		<b>Check Total:</b>	<b>111.83</b>
<b>15210 ORIENTAL TRADING CO INC</b>	624820403-01	31100	55	06-101-316	114.30	PROGRAM SUPPLIES
	<b>Check Date</b> 6/24/2008	<b>Check Nbr</b>	<b>017412</b>		<b>Check Total:</b>	<b>114.30</b>
<b>16246 RANDY PETERSON</b>	06192008	31100	55	06-101-205	300.00	PERFORMANCE CONTRACT
	<b>Check Date</b> 6/24/2008	<b>Check Nbr</b>	<b>017413</b>		<b>Check Total:</b>	<b>300.00</b>
<b>16464 POST LAKE PRODUCTIONS</b>	2008-168	31100	55	06-101-314	24.00	LIBRARY MATERIALS
	<b>Check Date</b> 6/24/2008	<b>Check Nbr</b>	<b>017414</b>		<b>Check Total:</b>	<b>24.00</b>
<b>16803 KATHY PRESTIDGE</b>	06192008	31100	55	06-101-205	100.00	PERFORMANCE CONTRACT
	<b>Check Date</b> 6/24/2008	<b>Check Nbr</b>	<b>017415</b>		<b>Check Total:</b>	<b>100.00</b>

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<b>17050 QUALITY BOOKS INC</b>	120130	31100	55	06-101-314	98.47	LIBRARY MATERIALS
	<b>Check Date 6/24/2008</b>	<b>Check Nbr</b>	<b>017416</b>		<b>Check Total: 98.47</b>	
<b>18094 RANDOM HOUSE INC</b>	1084762590	31100	55	06-101-314	103.20	LIBRARY MATERIALS
	1084763533	31100	55	06-101-314	239.20	LIBRARY MATERIALS
	1084796306	31100	55	06-101-314	18.75	LIBRARY MATERIALS
	1084793581	31100	55	06-101-314	40.00	LIBRARY MATERIALS
	1084793582	31100	55	06-101-314	278.40	LIBRARY MATERIALS
	1084793583	31100	55	06-101-314	72.00	LIBRARY MATERIALS
	1084793584	31100	55	06-101-314	116.00	LIBRARY MATERIALS
	1084829080	31100	55	06-101-314	72.00	LIBRARY MATERIALS
	1084829081	31100	55	06-101-314	48.00	LIBRARY MATERIALS
	<b>Check Date 6/24/2008</b>	<b>Check Nbr</b>	<b>017417</b>		<b>Check Total: 987.55</b>	
<b>18115 RECORDED BOOKS INC</b>	3933872	31100	55	06-101-314	111.37	LIBRARY MATERIALS
	<b>Check Date 6/24/2008</b>	<b>Check Nbr</b>	<b>017418</b>		<b>Check Total: 111.37</b>	
<b>19019 TASHA SAECKER</b>	06192008	31100	55	06-101-331	94.94	MILEAGE REIMBURSEMENT
	<b>Check Date 6/24/2008</b>	<b>Check Nbr</b>	<b>017419</b>		<b>Check Total: 94.94</b>	
<b>19077 SALEM PRESS INC</b>	0372129-IN	31100	55	06-101-314	291.00	LIBRARY MATERIALS
	<b>Check Date 6/24/2008</b>	<b>Check Nbr</b>	<b>017420</b>		<b>Check Total: 291.00</b>	
<b>19140 SCHARPF'S OFFICE PRODUCTS INC</b>	385311	31100	55	06-101-310	12.33	OFFICE SUPPLIES
	385893	31100	55	06-101-310	75.49	OFFICE SUPPLIES
	<b>Check Date 6/24/2008</b>	<b>Check Nbr</b>	<b>017421</b>		<b>Check Total: 87.82</b>	
<b>20474 FRED TURK</b>	06192008	31100	55	06-101-205	140.00	PERFORMANCE CONTRACT
	<b>Check Date 6/24/2008</b>	<b>Check Nbr</b>	<b>017422</b>		<b>Check Total: 140.00</b>	

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<b>21054 UNIQUE MANAGEMENT SERVICES INC</b>	174002	31100	46	04-171-000	223.75	COLLECTION AGENCY FEE
	<b>Check Date 6/24/2008</b>	<b>Check Nbr 017423</b>			<b>Check Total: 223.75</b>	
<b>21185 UPSTART INC</b>	1508202-001	31100	55	06-101-316	14.50	PROGRAM SUPPLIES
	<b>Check Date 6/24/2008</b>	<b>Check Nbr 017424</b>			<b>Check Total: 14.50</b>	
<b>23160 WERNER ELECTRIC SUPPLY CO</b>	S2461842.001	31100	55	06-101-313	173.16	HOUSEKEEPING SUPPLIES
	<b>Check Date 6/24/2008</b>	<b>Check Nbr 017425</b>			<b>Check Total: 173.16</b>	
<b>23216 WILS</b>	06192008	31100	55	06-101-332	100.00	CONFERENCE REGISTRATION
	<b>Check Date 6/24/2008</b>	<b>Check Nbr 017426</b>			<b>Check Total: 100.00</b>	
<b>23290 WINNEFOX COOPERATIVE TECH SERV</b>	20085151	31100	55	06-101-314	186.50	LIBRARY MATERIALS
	<b>Check Date 6/24/2008</b>	<b>Check Nbr 017427</b>			<b>Check Total: 186.50</b>	
<b>23293 WINNEFOX LIBRARY SYSTEM</b>	3076	31100	55	06-101-314	27.25	LIBRARY MATERIALS
	<b>Check Date 6/24/2008</b>	<b>Check Nbr 017428</b>			<b>Check Total: 27.25</b>	
<b>Grand Total:</b>					<b>28,762.22</b>	

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<b>00132 4IMPRINT</b>	062408	31262	52	08-101-316	227.32	VOLUNTEER BANQUET SUPPLIES
	<b>Check Date</b> 6/26/2008	<b>Check Nbr</b> 017429			<b>Check Total:</b> 227.32	
<b>01053 ACCENT BUSINESS SOLUTIONS INC</b>	213476	31100	51	10-115-241	536.59	MAINTENANCE CONTRACT
	<b>Check Date</b> 6/26/2008	<b>Check Nbr</b> 017430			<b>Check Total:</b> 536.59	
<b>01054 ACCENT FLORAL &amp; GIFTS LLC</b>	15418	31100	55	04-221-316	38.09	ALD MICHALKIEWICZ/MOTHER
	<b>Check Date</b> 6/26/2008	<b>Check Nbr</b> 017431			<b>Check Total:</b> 38.09	
<b>01075 ACCURATE SUSPENSION WAREHOUSE</b>	PO1006	31731	54	10-149-383	575.52	SPRINGS/U-BOLTS/KIT
	8009291	31731	54	10-149-383	460.68	GOODYEAR AIR SPRING
	<b>Check Date</b> 6/26/2008	<b>Check Nbr</b> 017432			<b>Check Total:</b> 1,036.20	
<b>01210 AFFINITY OCCUPATIONAL HEALTH</b>	223362	31100	51	02-105-216	328.00	QUICK SCREEN WITH MRO
	224024	31100	51	02-105-216	162.00	DRUG SCREEN
	224025	31100	51	02-105-216	76.00	DRUG SCREEN
	224193	31100	51	02-105-216	13.00	AUDIOSCREENING/EXAM
	<b>Check Date</b> 6/26/2008	<b>Check Nbr</b> 017433			<b>Check Total:</b> 579.00	
<b>01315 AIRGAS NORTH CENTRAL</b>	105013044	31731	54	10-149-242	62.62	ACETYLENE/ARGON/OXYGEN CYL
	105013043	31100	55	07-202-204	26.97	ACETYLENE/ARGON/OXYGEN CYL
	105990271	31100	55	07-202-204	125.98	ACETYLENE CYL
	<b>Check Date</b> 6/26/2008	<b>Check Nbr</b> 017434			<b>Check Total:</b> 215.57	
<b>01450 ALLIED GLOVE &amp; SAFETY PRODUCTS</b>	17737710	31731	54	10-149-300	86.43	HIP BOOTS
	<b>Check Date</b> 6/26/2008	<b>Check Nbr</b> 017435			<b>Check Total:</b> 86.43	
<b>01630 AMERICAN RED CROSS OF NEENAH-</b>	1852	31100	55	07-201-300	120.00	FIRST AID COURSE
	<b>Check Date</b> 6/26/2008	<b>Check Nbr</b> 017436			<b>Check Total:</b> 120.00	

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<b>01842 ASSOCIATED APPRAISAL</b>	6241	31100	51	04-107-219	4,708.33	PROFESSIONAL SERVICES
	6241	31100	51	04-107-311	211.28	POSTAGE/SUPPLIES/ENV/PHONE/FAX
	<b>Check Date</b> 6/26/2008	<b>Check Nbr</b> 017437			<b>Check Total:</b> 4,919.61	
<b>01883 ATSSA</b>		31100	54	10-111-320	70.00	MEMBER RENEWAL/M RADTKE
	<b>Check Date</b> 6/26/2008	<b>Check Nbr</b> 017438			<b>Check Total:</b> 70.00	
<b>01920 AVASTONE TECHNOLOGIES LLC</b>	75020-A	31100	51	04-107-214	105.00	MS ACCESS REAL ESTATE SUPPORT
	<b>Check Date</b> 6/26/2008	<b>Check Nbr</b> 017439			<b>Check Total:</b> 105.00	
<b>02040 BADGER HIGHWAYS CO INC</b>	140625	31100	54	10-121-300	194.04	HOTMIX ASPHALT
	140625	31100	54	10-134-300	375.45	HOTMIX ASPHALT
	140645	31100	54	10-121-300	10.00	TACK COAT B
	140677	31201	54	10-301-300	37.28	CHUTE ST
	140703	31100	55	07-202-300	72.39	KOSLO PARK
	140702	31201	54	10-301-300	53.85	MASON SAND/CHUTE STREET
	140766	31100	54	10-134-300	125.93	HOTMIX ASPHALT
	<b>Check Date</b> 6/26/2008	<b>Check Nbr</b> 017440			<b>Check Total:</b> 868.94	
<b>02050 BADGER LAB &amp; ENGINEERING INC</b>	INV000033883	31201	54	10-301-212	911.00	SUN CHEMICAL WW SAMPLING
	INV000033878	31201	54	10-301-212	911.00	DURA FIBRE WW SAMPLING
	INV000033879	31201	54	10-301-212	766.00	ALCAN PACKAGING WW SAMPLING
	INV000033884	31201	54	10-301-212	710.00	WHITING WW SAMPLING
	INV000033882	31201	54	10-301-212	956.00	INTERTAPE POLYMER WW SAMPLING
	INV000033880	31201	54	10-301-212	766.00	GRAPHICS PACKAGING WW SAMPLING
	INV000033881	31201	54	10-301-212	766.00	GUNDERSON CLEANERS WW SAMPLING
	<b>Check Date</b> 6/26/2008	<b>Check Nbr</b> 017441			<b>Check Total:</b> 5,786.00	
<b>02265 MARSEILLES BAYER</b>	061708	31100	51	04-107-140	50.00	2008 BOARD OF REVIEW
	<b>Check Date</b> 6/26/2008	<b>Check Nbr</b> 017442			<b>Check Total:</b> 50.00	

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<b>02335 BECK ELECTRIC INC</b>	E150	31100	52	05-201-240	33.04	WIRE NEW WATER HEATER
	E150	31100	52	08-101-240	33.05	WIRE NEW WATER HEATER
	E158	31201	54	10-301-212	228.06	LIFT STATION REPAIR
	E162	31100	55	07-202-240	661.38	FIXTURES FOR CURTIS REED PLAZA
	<b>Check Date</b>	<b>6/26/2008</b>	<b>Check Nbr</b>	<b>017443</b>	<b>Check Total:</b>	<b>955.53</b>
<b>02410 BERGSTROM</b>	222578	31731	54	10-149-383	16.25	HEATER KNOB
		<b>Check Date</b>	<b>6/26/2008</b>	<b>Check Nbr</b>	<b>017444</b>	<b>Check Total:</b>
<b>02500 BARB BIGALKE</b>	061208	31262	52	08-101-300	42.89	VCR MEETING SNACKS
		<b>Check Date</b>	<b>6/26/2008</b>	<b>Check Nbr</b>	<b>017446</b>	<b>Check Total:</b>
<b>02531 BLACKBURN MFG CO</b>	0332578-IN	31100	54	10-111-300	162.74	MARKING FLAGS
		<b>Check Date</b>	<b>6/26/2008</b>	<b>Check Nbr</b>	<b>017447</b>	<b>Check Total:</b>
<b>02670 RON BOUCHARD</b>	061108	31100	52	08-101-333	19.56	INVESTIGATION IN NEW LONDON
		<b>Check Date</b>	<b>6/26/2008</b>	<b>Check Nbr</b>	<b>017448</b>	<b>Check Total:</b>
<b>02750 BRICK &amp; SUPPLY COMPANY</b>	138790	31100	54	10-134-300	377.94	CULLS/LOK A CAPS/LOCK PINS
		<b>Check Date</b>	<b>6/26/2008</b>	<b>Check Nbr</b>	<b>017449</b>	<b>Check Total:</b>
<b>03045 CALNIN &amp; GOSS INC</b>	12067	31100	54	10-121-300	175.00	TOPSOIL
	12067	31100	54	10-134-300	175.00	TOPSOIL
		<b>Check Date</b>	<b>6/26/2008</b>	<b>Check Nbr</b>	<b>017450</b>	<b>Check Total:</b>
<b>03247 CDW GOVERNMENT INC</b>	KPT9714	31100	51	04-109-315	39.78	PHOTO CARD READER FOR POLICE
		<b>Check Date</b>	<b>6/26/2008</b>	<b>Check Nbr</b>	<b>017452</b>	<b>Check Total:</b>
<b>03585 COMMUNITY HOUSING COORDINATOR</b>	106	31100	56	03-202-216	1,600.00	HOUSING PLAN JUNE 2008
		<b>Check Date</b>	<b>6/26/2008</b>	<b>Check Nbr</b>	<b>017453</b>	<b>Check Total:</b>

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03842 CULLIGAN WATERCARE SERVICES	053008	31100	51	10-115-201	17.85	COOLER RENTAL
	053008	31731	54	10-149-313	5.95	COOLER RENTAL
	<b>Check Date</b> 6/26/2008	<b>Check Nbr</b>	<b>017454</b>		<b>Check Total:</b>	<b>23.80</b>
03853 CUMINGS ELECTRIC INC &	0006554-IN	31263	56	03-207-701	225.00	HOME REHAB PROGRAM
	<b>Check Date</b> 6/26/2008	<b>Check Nbr</b>	<b>017455</b>		<b>Check Total:</b>	<b>225.00</b>
04135 DAVIS & KUELTHAU SC	293831	31201	54	10-301-211	166.00	INSURANCE
	<b>Check Date</b> 6/26/2008	<b>Check Nbr</b>	<b>017456</b>		<b>Check Total:</b>	<b>166.00</b>
04275 DIGICORPORATION	53395	31100	13	04-113-000	-6.58	ADJUSTMENT
	53395	31100	51	04-101-291	50.58	BUSINESS CARDS/J PAMENTER
	53396	31100	13	04-113-000	-29.90	ADJUSTMENT
	53396	31100	53	09-212-291	81.90	SENIOR CENTER ENVELOPES
	53469	31100	55	07-203-310	35.90	INSPECTION REACTION/MAINT FORM
	<b>Check Date</b> 6/26/2008	<b>Check Nbr</b>	<b>017457</b>		<b>Check Total:</b>	<b>131.90</b>
04418 DUMKE & ASSOC AND	062008	31100	53	09-102-296	2,977.75	316 RACINE STREET
	<b>Check Date</b> 6/26/2008	<b>Check Nbr</b>	<b>017458</b>		<b>Check Total:</b>	<b>2,977.75</b>

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<b>05100 ELAN CARDMEMBER SERVICE</b>	061208	31100	13	04-106-000	134.67	WIPES
	061208	31100	21	04-229-000	191.16	HRM USA
	061208	31100	51	02-103-315	10.08	REPLACE BLACKBERRY CASE
	061208	31100	51	02-103-332	230.00	LEAGUE WI MUNICIPALITY
	061208	31100	51	02-103-338	120.00	STONE HARBOR RESORT
	061208	31100	51	04-109-214	125.00	GOV DOMAIN PAYMENT
	061208	31100	51	04-109-315	3.99	HEADSET EXTENDER/TRAINING
	061208	31100	51	10-115-300	141.70	CITY HALL POLE
	061208	31100	52	08-101-300	39.99	AUTOZONE
	061208	31100	52	08-101-300	54.50	ULINE SHOP SUPPLIES
	061208	31100	52	08-101-300	742.38	ARMOR HOLDINGS
	061208	31100	52	08-101-310	303.94	TONER/PD
	061208	31100	52	08-101-313	36.00	WATER
	061208	31100	52	08-101-313	40.00	FLOWERS/PD
	061208	31100	52	08-101-315	258.90	STREICHERS INC
	061208	31100	52	08-101-315	53.91	NORTHERN SAFETY
	061208	31100	52	08-101-322	58.76	BARNES&NOBLE
	061208	31100	52	08-101-334	17.77	S&S CAFE
	061208	31100	52	08-101-334	16.13	CITY LIMITS LLC
	061208	31100	52	08-101-337	125.00	TENANT RESOURCE CENTER
	061208	31100	52	08-101-337	1,995.00	DIGITAL INTELLIGENCE
	061208	31100	52	08-101-338	45.04	BOULEVARD CAFE
	061208	31100	52	08-101-338	191.00	THE POINTE MINOCQUA
	061208	31100	52	08-101-338	30.10	THREE RIVERS LODGE
	061208	31100	52	08-101-338	11.23	FAYZE'S LACROSSE
	061208	31100	52	08-103-300	134.61	NORTHERN SAFETY
	061208	31827	53	09-212-300	313.88	SHUFFLEBOARD
	061208	31731	54	10-149-313	33.09	FLOWERS/GARAGE
	061208	31731	54	10-149-383	131.24	MILLS FLEET FARM
	061208	31100	54	10-202-300	16.69	FEDEX
	061208	31100	54	10-202-300	485.10	RADIX CORP
	061208	31100	55	06-101-311	85.00	NEOPOST INC
	061208	31100	55	07-201-300	83.99	TARGET.COM

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	061208	31100	55	07-203-243	256.00	HYDRO FLO PRODUCTS
	061208	31100	55	07-203-310	151.00	LIFEGUARD STORE
	061208	31100	55	07-203-310	582.86	LIFEGUARD PRO
	061208	31100	55	07-203-315	35.94	CORDLESS PHONES/POOL
	<b>Check Date</b> 6/26/2008	<b>Check Nbr</b>	<b>017459</b>		<b>Check Total:</b>	<b>7,285.65</b>
<b>06065 FAMILY THERAPY &amp; ANXIETY CTR</b>	061708	31100	52	08-101-215	312.50	SERVICES PROVIDED
	<b>Check Date</b> 6/26/2008	<b>Check Nbr</b>	<b>017460</b>		<b>Check Total:</b>	<b>312.50</b>
<b>06075 FASTENAL COMPANY</b>	WINEE34849	31100	55	07-202-315	24.43	HOLE SAW CASE
	WINEE34439	31100	55	07-203-240	5.90	THREADED ROD FOR POOL
	<b>Check Date</b> 6/26/2008	<b>Check Nbr</b>	<b>017461</b>		<b>Check Total:</b>	<b>30.33</b>
<b>06115 FERRELLGAS</b>	1022429862	31266	54	10-307-216	57.84	LIQUEFIED PETROLUEM GAS
	<b>Check Date</b> 6/26/2008	<b>Check Nbr</b>	<b>017462</b>		<b>Check Total:</b>	<b>57.84</b>
<b>06565 FOX VALLEY HUMANE ASSOCIATION</b>	061508	31100	53	08-115-250	1,457.71	22 ANIMALS HANDLED/MAY 2008
	<b>Check Date</b> 6/26/2008	<b>Check Nbr</b>	<b>017463</b>		<b>Check Total:</b>	<b>1,457.71</b>
<b>06605 FOX VALLEY STONE &amp; BRICK CO</b>	101200	31100	55	07-202-300	103.20	DECOMPOSED GRANITE/WARN TRACK
	<b>Check Date</b> 6/26/2008	<b>Check Nbr</b>	<b>017464</b>		<b>Check Total:</b>	<b>103.20</b>
<b>06620 FOX VALLEY TOOL &amp; DIE INC</b>	908120	31100	55	07-203-243	930.00	COVERS FOR CLEANOUT BASKETS
	<b>Check Date</b> 6/26/2008	<b>Check Nbr</b>	<b>017465</b>		<b>Check Total:</b>	<b>930.00</b>
<b>06697 FUN PRO'S LLC</b>	062408	31262	52	08-101-316	200.00	VOLUNTEER BANQUET SUPPLIES
	<b>Check Date</b> 6/26/2008	<b>Check Nbr</b>	<b>017466</b>		<b>Check Total:</b>	<b>200.00</b>

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<b>07345 GRAINGER INC</b>	9654704684	31100	55	07-203-243	237.62	POOL BOILER MOTOR
	9653250044	31100	55	07-202-240	898.65	FOUNTAIN PUMP
	<b>Check Date</b> 6/26/2008	<b>Check Nbr</b> 017467			<b>Check Total:</b> 1,136.27	
<b>07580 GUNDERSON UNIFORM &amp; LINEN RENT</b>	1258757	31100	52	08-101-313	31.70	TOWEL/MAT SERVICE
	1257753	31100	51	10-115-201	15.26	MOP/MAT SERVICE
	1257753	31100	53	09-212-313	3.46	MOP/MAT SERVICE
	1257753	31100	55	07-202-313	3.46	MOP/MAT SERVICE
	<b>Check Date</b> 6/26/2008	<b>Check Nbr</b> 017468			<b>Check Total:</b> 53.88	
<b>08190 HAWKINS INC</b>	1193224RM	31100	55	07-203-300	-75.00	POOL CHEMICALS
	1192004RI	31100	55	07-203-300	724.50	POOL CHEMICALS
	<b>Check Date</b> 6/26/2008	<b>Check Nbr</b> 017469			<b>Check Total:</b> 649.50	
<b>08235 HEARTLAND LABEL PRINTERS INC</b>	IVC000164677	31100	51	04-109-801	956.00	PART OF EMAIL ACHIVE PROJECT
	IVC000164676	31100	51	04-109-801	10,540.00	PART OF EMAIL ARCHIVE PROJECT
	<b>Check Date</b> 6/26/2008	<b>Check Nbr</b> 017470			<b>Check Total:</b> 11,496.00	
<b>08305 JOSHUA HENDRICKS</b>	061808	31822	55	04-107-316	250.00	HATTIE MINER SCHOLARSHIP
	<b>Check Date</b> 6/26/2008	<b>Check Nbr</b> 017471			<b>Check Total:</b> 250.00	
<b>08407 HILLTOP CONCRETE &amp; CUSTOM</b>	1106	31263	56	03-207-701	1,836.00	CDBG REHAB PROGRAM
	<b>Check Date</b> 6/26/2008	<b>Check Nbr</b> 017472			<b>Check Total:</b> 1,836.00	
<b>08465 HOME DEPOT CREDIT SERVICES</b>	7163415	31100	52	05-201-240	64.85	VERTICAL BLINDS
	FCH-002733144	31100	52	05-201-240	20.00	LATE FEE
	7163415	31100	52	05-201-240	-64.85	REVERSE INVOICE
	FCH-002733144	31100	52	05-201-240	-20.00	REVERSE LATE FEE
	<b>Check Date</b> 6/26/2008	<b>Check Nbr</b> 017473			<b>Check Total:</b> 0.00	

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<b>08495 HORN PRECAST</b>	1646	31100	54	10-134-300	993.00	RISERS/BASINS/BASES
	<b>Check Date 6/26/2008</b>	<b>Check Nbr 017474</b>			<b>Check Total: 993.00</b>	
<b>09290 INTERSTATE BATTERY OF GREEN BA</b>	161113	31731	54	10-149-383	110.95	MTP86
	<b>Check Date 6/26/2008</b>	<b>Check Nbr 017475</b>			<b>Check Total: 110.95</b>	
<b>09330 IOD INCORPORATED</b>	2-AG34485-0	31100	52	08-101-216	20.96	THEDA CLARK
	<b>Check Date 6/26/2008</b>	<b>Check Nbr 017476</b>			<b>Check Total: 20.96</b>	
<b>10240 JOHN'S REPAIR &amp; TOWING LLC</b>	22546	31100	52	08-101-216	85.00	TOWING/977 PLANK
	<b>Check Date 6/26/2008</b>	<b>Check Nbr 017477</b>			<b>Check Total: 85.00</b>	
<b>11187 JOYCE KLUNDT</b>	061708	31100	51	04-107-140	50.00	2008 BOARD OF REVIEW
	<b>Check Date 6/26/2008</b>	<b>Check Nbr 017478</b>			<b>Check Total: 50.00</b>	
<b>13149 MATTHEWS COMMERCIAL TIRE CTR</b>	025578	31731	54	10-149-382	10.92	TIRE SERVICE
	025511	31731	54	10-149-382	132.45	TIRE SERVICE
	025561	31731	54	10-149-382	466.98	TIRE SERVICE
	<b>Check Date 6/26/2008</b>	<b>Check Nbr 017479</b>			<b>Check Total: 610.35</b>	
<b>13172 WILLIAM MAYER</b>	061708	31100	51	04-107-140	50.00	2008 BOARD OF REVIEW
	<b>Check Date 6/26/2008</b>	<b>Check Nbr 017480</b>			<b>Check Total: 50.00</b>	
<b>13345 MENARDS-APPLETON EAST</b>	68960	31100	54	10-134-300	12.55	LANDSCAPE BLOCK/CAULK
	<b>Check Date 6/26/2008</b>	<b>Check Nbr 017481</b>			<b>Check Total: 12.55</b>	

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<b>13360 MENASHA ELECTRIC &amp; WATER UTILI</b>	061708	31100	12	04-399-000	15.17	TRAFFIC LIGHTS
	061708	31100	51	04-109-214	763.00	DARK FIBER CONNECT
	061708	31100	51	10-115-223	1,856.36	CITY BUILDINGS
	061708	31100	51	10-115-225	259.93	CITY BUILDINGS
	061708	31100	53	09-212-223	242.17	SENIOR CENTER
	061708	31100	53	09-212-225	77.24	SENIOR CENTER
	061708	31100	54	10-131-223	293.35	TRAFFIC LIGHTS
	061708	31201	54	10-301-223	31.86	LIFT STATION
	061708	31100	55	04-221-223	8.48	CURTIS REED SQUARE
	061708	31100	55	07-202-223	1,334.50	PARKS
	061708	31100	55	07-202-225	1,646.25	PARKS
	061708	31207	55	07-205-223	1,077.98	MARINA
	061708	31207	55	07-205-225	26.54	MARINA
	061708	31100	55	10-215-223	109.11	LIFT BRIDGES
	061708	31100	55	10-215-225	286.97	LIFT BRIDGES
<b>Check Date</b>	<b>6/26/2008</b>	<b>Check Nbr</b>	<b>017482</b>	<b>Check Total:</b>	<b>8,028.91</b>	
<b>13370 MENASHA EMPLOYEES CREDIT UNION</b>		31100	21	04-299-020	1,789.00	
<b>Check Date</b>	<b>6/26/2008</b>	<b>Check Nbr</b>	<b>017483</b>	<b>Check Total:</b>	<b>1,789.00</b>	
<b>13375 MENASHA EMPLOYEES LOCAL 1035</b>		31100	21	04-299-031	261.00	
<b>Check Date</b>	<b>6/26/2008</b>	<b>Check Nbr</b>	<b>017484</b>	<b>Check Total:</b>	<b>261.00</b>	
<b>13400 MENASHA JOINT SCHOOL DISTRICT</b>	062008	31100	41	04-103-000	5,940.03	JUNE MOBILE HOME
<b>Check Date</b>	<b>6/26/2008</b>	<b>Check Nbr</b>	<b>017485</b>	<b>Check Total:</b>	<b>5,940.03</b>	
<b>13420 MENASHA PARK &amp; RECREATION</b>	061908	31100	55	07-201-300	134.06	REC SUPPLIES/ REIMB PETTY CASH
<b>Check Date</b>	<b>6/26/2008</b>	<b>Check Nbr</b>	<b>017486</b>	<b>Check Total:</b>	<b>134.06</b>	

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<b>13460 MENASHA TREASURER</b>	062408	31100	51	02-103-311	18.52	POSTAGE
	062408	31100	51	02-104-311	5.32	POSTAGE
	062408	31100	51	02-118-311	6.95	POSTAGE
	062408	31100	53	09-102-300	3.81	BLEACH
	062408	31100	53	09-102-331	7.07	MILEAGE
	062408	31100	53	09-103-311	0.17	POSTAGE
	062408	31100	54	10-111-311	52.65	POSTAGE
<b>Check Date</b>	<b>6/26/2008</b>	<b>Check Nbr</b>	<b>017487</b>		<b>Check Total:</b>	<b>94.49</b>
<b>13483 EZEQUIEL MENDOZA</b>	062508	31100	21	04-249-000	100.00	EXCAV PERMIT DEPOSIT RETURN
	<b>Check Date</b>	<b>6/26/2008</b>	<b>Check Nbr</b>	<b>017488</b>		<b>Check Total:</b>
<b>13730 MONROE TRUCK EQUIPMENT INC</b>	29719	31741	19	04-530-000	8,350.00	TAILGATE SPREADER EQPT
	557291	31731	54	10-149-383	270.61	VALVE/MANIFOLD
<b>Check Date</b>	<b>6/26/2008</b>	<b>Check Nbr</b>	<b>017489</b>		<b>Check Total:</b>	<b>8,620.61</b>
<b>14010 N&amp;M AUTO SUPPLY</b>	219204	31207	55	07-205-240	11.78	FILTERS/FUEL PUMPS AT MARINA
	<b>Check Date</b>	<b>6/26/2008</b>	<b>Check Nbr</b>	<b>017490</b>		<b>Check Total:</b>
<b>14205 CITY OF NEENAH TREASURER</b>	062008	31100	52	05-201-250	234,310.00	N/M FIRE RESCUE JULY 2008
	31266	31100	54	03-205-250	7,200.00	DIAL-A-RIDE PROGRAM
<b>Check Date</b>	<b>6/26/2008</b>	<b>Check Nbr</b>	<b>017491</b>		<b>Check Total:</b>	<b>241,510.00</b>

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14215 NEENAH-MENASHA MUNICIPAL COURT	062008	31100	21	04-229-000	562.00	BOND
	062008	31100	21	04-229-000	134.00	BOND
	062008	31100	21	04-229-000	134.00	BOND
	062008	31100	21	04-229-000	134.00	BOND
	062008	31100	21	04-229-000	67.50	BOND
	062008	31100	21	04-229-000	134.00	BOND
	062008	31100	21	04-229-000	134.00	BOND
	062008	31100	21	04-229-000	197.00	BOND
Check Date	6/26/2008	Check Nbr	017492	Check Total:	1,496.50	
14240 BOB NELSON	060508	31100	51	04-107-217	180.00	2008 BOARD OF REVIEW
	Check Date	6/26/2008	Check Nbr	017493	Check Total:	180.00
14270 NETWORK HEALTH PLAN	00371915	31100	21	04-619-003	112,935.68	EMPLOYEES
	00371915	31100	21	04-650-000	10,014.74	RETIRES/COBRA
	Check Date	6/26/2008	Check Nbr	017494	Check Total:	122,950.42
15080 OFFICEMAX INC	714325	31100	51	10-115-310	11.79	2ND FLOOR PAPER
	714325	31100	56	03-202-310	54.53	OFFICE SUPPLIES/COMM DEV
	Check Date	6/26/2008	Check Nbr	017495	Check Total:	66.32
15247 CHADD OTTO	061808	31201	54	10-301-212	297.44	REIMBURSE SUMP PUMP/PIT
	Check Date	6/26/2008	Check Nbr	017496	Check Total:	297.44
16025 PACKER CITY INTERNATIONAL	3281520002	31731	54	10-149-383	84.74	FILTERS
	Check Date	6/26/2008	Check Nbr	017497	Check Total:	84.74
16190 PEPSI COLA GEN BOTTLE	8220315513	31100	55	07-203-317	844.00	SODA
	Check Date	6/26/2008	Check Nbr	017498	Check Total:	844.00

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<b>16235 PERSONNEL EVALUATION INC</b>	85895	31100	52	08-101-216	220.00	PERSONNEL EVALUATIONS
	<b>Check Date</b> 6/26/2008	<b>Check Nbr</b>	<b>017499</b>		<b>Check Total:</b> 220.00	
<b>16320 PITNEY BOWES</b>	4842044-JN08	31100	51	10-115-243	375.00	POSTAGE MACHINE RENTAL
	<b>Check Date</b> 6/26/2008	<b>Check Nbr</b>	<b>017500</b>		<b>Check Total:</b> 375.00	
<b>16451 NORMAN PONTOW</b>	062506	31100	21	04-249-000	100.00	EXCAV PERMIT DEPOSIT REFUND
	<b>Check Date</b> 6/26/2008	<b>Check Nbr</b>	<b>017501</b>		<b>Check Total:</b> 100.00	
<b>16805 PRO-X SYSTEMS LAWCARE</b>	90354	31100	54	10-502-216	660.00	SPRAY CANAL W/WEED CONTROL
	90216	31100	55	07-202-206	194.01	FERTILIZE/WEED TREAT LAWN
	<b>Check Date</b> 6/26/2008	<b>Check Nbr</b>	<b>017502</b>		<b>Check Total:</b> 854.01	
<b>18160 REDI-WELDING CO</b>	13713	31731	54	10-149-300	255.00	GARBAGE TRUCK WELDING
	<b>Check Date</b> 6/26/2008	<b>Check Nbr</b>	<b>017503</b>		<b>Check Total:</b> 255.00	
<b>18200 REINDERS INC</b>	847432-00	31100	55	07-202-300	254.56	HERBICIDE
	<b>Check Date</b> 6/26/2008	<b>Check Nbr</b>	<b>017504</b>		<b>Check Total:</b> 254.56	
<b>19095 NORM SANDERS</b>	062008	31100	51	04-107-140	50.00	2008 BOARD OF REVIEW
	<b>Check Date</b> 6/26/2008	<b>Check Nbr</b>	<b>017505</b>		<b>Check Total:</b> 50.00	
<b>19230 SCHROTH WHOLESALE SUPPLY CO</b>	249060	31100	55	07-202-300	27.00	SMITH GARDEN FERTILIZER
	<b>Check Date</b> 6/26/2008	<b>Check Nbr</b>	<b>017506</b>		<b>Check Total:</b> 27.00	
<b>19370 DR TERESA SHOBERG</b>	062008	31100	53	09-102-215	150.00	CITY PHYSICAL JULY 2008
	<b>Check Date</b> 6/26/2008	<b>Check Nbr</b>	<b>017507</b>		<b>Check Total:</b> 150.00	

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<b>19380 SHOPKO STORES INC</b>	51990	31100	55	07-203-310	67.89	POOL OFFICE SUPPLIES
	<b>Check Date 6/26/2008</b>	<b>Check Nbr 017508</b>			<b>Check Total: 67.89</b>	
<b>19585 SPORTS GRAPHICS</b>	600B	31731	54	10-149-300	166.00	TEES
	601B	31100	55	07-202-315	200.25	SUMMER HELP SHIRTS
	<b>Check Date 6/26/2008</b>	<b>Check Nbr 017509</b>			<b>Check Total: 366.25</b>	
<b>19617 ANITA STADTMUELLER</b>	062508	31100	46	04-178-000	36.00	GIFT CERTIFICATE REFUND
	<b>Check Date 6/26/2008</b>	<b>Check Nbr 017510</b>			<b>Check Total: 36.00</b>	
<b>02430 STANLEY SECURITY SOLUTIONS INC</b>	CH-477742	31100	55	07-202-240	77.45	PADLOCK
	<b>Check Date 6/26/2008</b>	<b>Check Nbr 017445</b>			<b>Check Total: 77.45</b>	
<b>20325 TRAFFIC &amp; PARKING CONTROL CO</b>	296379	31100	54	10-131-300	758.75	MATERIALS
	295361	31100	54	10-131-300	1,390.72	REPLACE STOCK ON HAND
	<b>Check Date 6/26/2008</b>	<b>Check Nbr 017511</b>			<b>Check Total: 2,149.47</b>	
<b>21045 UNIFIRST CORPORATION</b>	0970033149	31731	54	10-149-201	80.58	MAT/MOP/CLOTHING PROTECTION
	<b>Check Date 6/26/2008</b>	<b>Check Nbr 017512</b>			<b>Check Total: 80.58</b>	
<b>21060 UNITED PAPER CORPORATION</b>	61396	31100	55	07-203-313	216.70	FOAMING SOAP
	61457	31100	13	04-106-000	817.64	CLEANING SUPPLIES
	<b>Check Date 6/26/2008</b>	<b>Check Nbr 017513</b>			<b>Check Total: 1,034.34</b>	

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<b>21205 US CELLULAR</b>	2002267787-052	31100	51	01-102-221	68.06	MERKES
	2002267787-052	31100	51	02-103-221	71.62	BRANDT
	2002267787-052	31100	51	02-117-221	6.76	ELECTION
	2002267787-052	31100	51	04-106-221	6.45	STOFFEL
	2002267787-052	31100	51	04-106-221	-14.14	FINANCE
	2002267787-052	31100	51	04-109-221	109.88	JAMES/LACEY
	2002267787-052	31100	51	10-115-221	40.12	ALIX
	2002267787-052	31100	52	08-101-221	469.49	STANKE/POLICE
	2002267787-052	31100	53	09-103-221	34.72	DREW
	2002267787-052	31100	53	09-119-221	59.99	NETT/HEALTH
	2002267787-052	31100	54	10-111-221	91.73	RADTLE/DPW
	2002267787-052	31100	54	10-131-221	5.88	CARD
	2002267787-052	31731	54	10-149-221	94.67	JACOBSON/PWF
	2002267787-052	31201	54	10-301-221	4.52	CONFINED SPACE
	2002267787-052	31201	54	10-301-221	8.22	SEWER TRUCK
	2002267787-052	31100	55	06-101-221	5.56	POWELL
	2002267787-052	31100	55	07-201-221	61.23	TUNGATE/REC
	2002267787-052	31100	55	07-202-221	159.69	HUSS/PARK
	2002267787-052	31100	55	07-203-221	9.56	POOL
	2002267787-052	31100	56	03-202-221	16.97	KEIL/BECKENDORF
<b>Check Date</b>	<b>6/26/2008</b>	<b>Check Nbr</b>	<b>017514</b>		<b>Check Total:</b>	<b>1,310.98</b>
<b>21226 US OIL CO INC</b>	731608	31100	13	04-103-000	24,469.54	FUEL OIL
	731614	31100	13	04-103-000	7,584.33	NO LEAD GAS
<b>Check Date</b>	<b>6/26/2008</b>	<b>Check Nbr</b>	<b>017515</b>		<b>Check Total:</b>	<b>32,053.87</b>
<b>22050 VALLEY GASKET INC</b>	77356	31100	55	07-203-243	288.92	GASKETS FOR BASKET CHANGING
<b>Check Date</b>	<b>6/26/2008</b>	<b>Check Nbr</b>	<b>017516</b>		<b>Check Total:</b>	<b>288.92</b>
<b>22430 VISION INSURANCE PLAN OF AMERI</b>	61005	31100	21	04-619-005	1,111.80	EMPLOYEES
<b>Check Date</b>	<b>6/26/2008</b>	<b>Check Nbr</b>	<b>017517</b>		<b>Check Total:</b>	<b>1,111.80</b>

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<b>03225 WC INDUSTRIAL SUPPLY COMPANY</b>	0001167-IN	31731	54	10-149-383	17.00	BELT
	<b>Check Date 6/26/2008</b>	<b>Check Nbr 017451</b>			<b>Check Total: 17.00</b>	
<b>23152 WE ENERGIES</b>	060808	31100	12	04-399-000	695.24	N-M FIRE RESCUE
	060808	31100	51	10-115-224	1,497.17	CITY HALL
	060808	31100	52	08-101-224	960.09	POLICE
	060808	31100	53	09-212-224	47.84	SENIOR CENTER
	060808	31731	54	10-149-224	484.84	GARAGE
	060808	31100	55	06-101-224	1,181.95	LIBRARY
	060808	31100	55	07-202-224	206.95	PARKS
	060808	31100	55	07-203-224	43.87	POOL
	060808	31207	55	07-205-224	47.38	MARINA
	<b>Check Date 6/26/2008</b>	<b>Check Nbr 017518</b>			<b>Check Total: 5,165.33</b>	
<b>23165 WEST PAYMENT CENTER</b>	816110041	31100	51	02-103-322	100.27	INFORMATION CHARGES
	<b>Check Date 6/26/2008</b>	<b>Check Nbr 017519</b>			<b>Check Total: 100.27</b>	
<b>23215 WIL-KIL PEST CONTROL</b>	1317275	31100	55	10-215-207	25.00	RAT/MOUSE/SPIDERS
	<b>Check Date 6/26/2008</b>	<b>Check Nbr 017520</b>			<b>Check Total: 25.00</b>	
<b>23250 WINNEBAGO COUNTY CLERK OF COUR</b>	062008	31100	21	04-229-000	350.00	BOND
	062008	31100	21	04-229-000	350.00	BOND
	062008	31100	21	04-229-000	650.00	BOND
	<b>Check Date 6/26/2008</b>	<b>Check Nbr 017521</b>			<b>Check Total: 1,350.00</b>	
<b>23450 WISCONSIN STATE LAB OF HYGIENE</b>	3662628	31278	53	09-116-216	96.00	LPR/REHAB PROGRAM
	<b>Check Date 6/26/2008</b>	<b>Check Nbr 017522</b>			<b>Check Total: 96.00</b>	

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23455 WISCONSIN SUPPORT COLLECTIONS		31100	21	04-299-015	536.31	
		31100	21	04-299-016	138.40	
	<b>Check Date</b> 6/26/2008	<b>Check Nbr</b>	<b>017523</b>		<b>Check Total:</b>	<b>674.71</b>
26350 ZEP MANUFACTURING CO	30346918	31731	54	10-149-300	181.24	CHERRY BOMB CLEANER
	<b>Check Date</b> 6/26/2008	<b>Check Nbr</b>	<b>017524</b>		<b>Check Total:</b>	<b>181.24</b>
<b>Grand Total:</b>					<b>490,341.55</b>	

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<b>00150 5 ALARM FIRE &amp; SAFETY EQUIPMEN</b>	083465-00	31201	54	10-301-300	2,469.00	CYLINDER/SENSORS
	<b>Check Date 7/3/2008</b>	<b>Check Nbr 017525</b>			<b>Check Total: 2,469.00</b>	
<b>01075 ACCURATE SUSPENSION WAREHOUSE</b>	8009768	31731	54	10-149-383	8.40	MINI LAMP STOCK
	<b>Check Date 7/3/2008</b>	<b>Check Nbr 017526</b>			<b>Check Total: 8.40</b>	
<b>01315 AIRGAS NORTH CENTRAL</b>	105049567	31731	54	10-149-383	238.70	VEHICLE BRACKETS
	<b>Check Date 7/3/2008</b>	<b>Check Nbr 017527</b>			<b>Check Total: 238.70</b>	
<b>01595 AMERICAN LIFE GUARD PRODUCT LLC</b>	11566A	31100	55	07-203-315	58.00	POWER MEGAPHONE 8 WATT
	<b>Check Date 7/3/2008</b>	<b>Check Nbr 017528</b>			<b>Check Total: 58.00</b>	
<b>01675 AMT</b>		31100	21	04-299-022	150.00	
	<b>Check Date 7/3/2008</b>	<b>Check Nbr 017529</b>			<b>Check Total: 150.00</b>	
<b>01750 APPLETON MEDICAL CENTER/</b>	062608	31262	52	08-101-337	300.00	TRAINING
	<b>Check Date 7/3/2008</b>	<b>Check Nbr 017530</b>			<b>Check Total: 300.00</b>	
<b>01763 APPLETON SIGN COMPANY</b>	590	31100	52	08-101-295	209.00	LETTERING/POLARIS RANGER
	<b>Check Date 7/3/2008</b>	<b>Check Nbr 017531</b>			<b>Check Total: 209.00</b>	
<b>02040 BADGER HIGHWAYS CO INC</b>	140839	31100	54	10-121-300	63.21	COLD MIX
	140839	31100	54	10-134-300	50.96	HOTMIX ASPHALT
	140901	31100	54	10-121-300	108.05	COLD MIX
	140902	31100	55	07-202-300	63.80	SAND/JEFFERSON PARK
	<b>Check Date 7/3/2008</b>	<b>Check Nbr 017533</b>			<b>Check Total: 286.02</b>	
<b>02335 BECK ELECTRIC INC</b>	E129	31100	52	05-201-240	249.86	FLOURESCENT LAMPS
	<b>Check Date 7/3/2008</b>	<b>Check Nbr 017534</b>			<b>Check Total: 249.86</b>	

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<b>02410 BERGSTROM</b>	222801	31731	54	10-149-383	113.50	STOCK PARTS
	222847-1	31731	54	10-149-383	133.75	ELEMENTS
	<b>Check Date</b> 7/3/2008	<b>Check Nbr</b>	<b>017535</b>		<b>Check Total:</b>	<b>247.25</b>
<b>02545 BLUE PRINT SERVICE CO INC</b>	15732	31100	54	10-111-300	54.72	INK JET BOND PAPER
		<b>Check Date</b> 7/3/2008	<b>Check Nbr</b>	<b>017536</b>	<b>Check Total:</b>	<b>54.72</b>
<b>02760 BROOKS TRACTOR</b>	D89337	31731	54	10-149-383	64.33	FAN/BELT
		<b>Check Date</b> 7/3/2008	<b>Check Nbr</b>	<b>017537</b>	<b>Check Total:</b>	<b>64.33</b>
<b>02796 BUBRICK'S</b>	136398	31731	54	10-149-310	4.48	OFFICE SUPPLIES
	136398	31100	55	07-202-310	4.47	OFFICE SUPPLIES
	136351	31731	54	10-149-310	15.20	OFFICE SUPPLIES
	136351	31100	55	07-202-310	15.91	OFFICE SUPPLIES
	<b>Check Date</b> 7/3/2008	<b>Check Nbr</b>	<b>017538</b>	<b>Check Total:</b>	<b>40.06</b>	
<b>03145 CAREW CONCRETE &amp; SUPPLY CO INC</b>	767489	31100	54	10-134-300	72.00	CONCRETE
	767832	31100	54	10-133-300	228.85	CONCRETE
	768936	31100	54	10-121-300	316.00	KERNAN N OF 114/CONCRETE
	768075	31100	52	08-101-240	18.00	PD GARAGE FLOOR DRAIN REPAIR
	770049	31100	54	10-134-300	72.00	CONCRETE
	<b>Check Date</b> 7/3/2008	<b>Check Nbr</b>	<b>017539</b>	<b>Check Total:</b>	<b>706.85</b>	
<b>03247 CDW GOVERNMENT INC</b>	KQW8857	31100	52	08-101-300	48.53	SONY VOICE RECORDER
	KQZ3860	31100	52	08-101-300	242.65	SONY VOICE RECORDERS
	<b>Check Date</b> 7/3/2008	<b>Check Nbr</b>	<b>017540</b>	<b>Check Total:</b>	<b>291.18</b>	
<b>03435 CINTAS FIRE PROTECTION</b>	OF37008461	31100	52	05-201-240	80.74	BOILER BACK UP TANK
	OF37008461	31100	52	08-101-240	80.75	BOILER BACK UP TANK
	<b>Check Date</b> 7/3/2008	<b>Check Nbr</b>	<b>017541</b>	<b>Check Total:</b>	<b>161.49</b>	

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04080 DARBOY STONE & BRICK	76661-000	31100	54	10-121-300	36.00	BRICK
	76665-000	31100	54	10-121-300	108.00	BRICK
	<b>Check Date</b> 7/3/2008	<b>Check Nbr</b>	<b>017542</b>		<b>Check Total:</b>	<b>144.00</b>
04275 DIGICORPORATION	53491	31100	51	02-104-310	22.50	VELLUM STOCK
	<b>Check Date</b> 7/3/2008	<b>Check Nbr</b>	<b>017543</b>		<b>Check Total:</b>	<b>22.50</b>
05270 EZ GLIDE	1259	31100	54	10-124-300	50.00	SALT SHED TRANSMITTERS
	<b>Check Date</b> 7/3/2008	<b>Check Nbr</b>	<b>017544</b>		<b>Check Total:</b>	<b>50.00</b>
06010 FABCO EQUIPMENT INC	C103070	31731	54	10-149-383	-172.30	BEARING/SEAL KIT
	c251420	31731	54	10-149-383	29.22	LOCKNUT/BOLT
	C252536	31731	54	10-149-383	51.38	PRIMER/COMPOUND
	<b>Check Date</b> 7/3/2008	<b>Check Nbr</b>	<b>017545</b>		<b>Check Total:</b>	<b>-91.70</b>
06115 FERRELLGAS	7304556	31266	54	10-307-216	110.93	LIQUEFIED PETROLUEM GAS
	<b>Check Date</b> 7/3/2008	<b>Check Nbr</b>	<b>017546</b>		<b>Check Total:</b>	<b>110.93</b>
01795 FORENSICS SOURCE	F08-166871	31100	52	08-101-300	179.55	FORENSICS KIT
	<b>Check Date</b> 7/3/2008	<b>Check Nbr</b>	<b>017532</b>		<b>Check Total:</b>	<b>179.55</b>
06520 FOX STAMP SIGN & SPECIALTY	156415	31100	55	07-202-216	5.00	CHANGE DATE
	<b>Check Date</b> 7/3/2008	<b>Check Nbr</b>	<b>017547</b>		<b>Check Total:</b>	<b>5.00</b>
06685 MARY FRITZ	063008	31100	53	09-102-331	17.27	MILEAGE/MAY/JUNE
	<b>Check Date</b> 7/3/2008	<b>Check Nbr</b>	<b>017548</b>		<b>Check Total:</b>	<b>17.27</b>
07275 GOPHER SPORT	7585774	31100	55	07-201-300	328.16	REC SUPPLIES
	<b>Check Date</b> 7/3/2008	<b>Check Nbr</b>	<b>017549</b>		<b>Check Total:</b>	<b>328.16</b>

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<b>07580 GUNDERSON UNIFORM &amp; LINEN RENT</b>	1259939	31100	51	10-115-201	15.26	MOP/MAT BRUSH
	1259939	31100	53	09-212-313	3.46	MOP/MAT BRUSH
	1259939	31100	55	07-202-313	3.46	MOP/MAT BRUSH
<b>Check Date</b>	<b>7/3/2008</b>	<b>Check Nbr</b>	<b>017550</b>		<b>Check Total:</b>	<b>22.18</b>
<b>08190 HAWKINS INC</b>	1197177RI	31100	55	07-203-300	333.81	POOL CHEMICALS
	1197463RI	31100	55	07-203-300	1,835.27	POOL CHEMICALS
<b>Check Date</b>	<b>7/3/2008</b>	<b>Check Nbr</b>	<b>017551</b>		<b>Check Total:</b>	<b>2,169.08</b>
<b>08575 HVA PRODUCTS INC</b>	0027551-IN	31100	52	05-201-240	921.00	REPAIR VEHICLE AT STATION 36
	<b>Check Date</b>	<b>7/3/2008</b>	<b>Check Nbr</b>	<b>017552</b>	<b>Check Total:</b>	<b>921.00</b>
<b>09190 INTEGRATED TIME SYSTEMS</b>	13546	31100	55	07-203-243	128.00	SERVICE TIME CLOCK/RIBBON
	<b>Check Date</b>	<b>7/3/2008</b>	<b>Check Nbr</b>	<b>017553</b>	<b>Check Total:</b>	<b>128.00</b>
<b>09290 INTERSTATE BATTERY OF GREEN BA</b>	163916	31731	54	10-149-383	63.95	MT26
	<b>Check Date</b>	<b>7/3/2008</b>	<b>Check Nbr</b>	<b>017554</b>	<b>Check Total:</b>	<b>63.95</b>
<b>10150 PATRICK JAMES</b>	063008	31100	51	04-109-336	12.63	MILEAGE/APRIL
	063008	31100	51	04-109-336	32.32	MILEAGE/MAY
	070108	31100	51	04-109-336	15.91	MILEAGE/JUNE
<b>Check Date</b>	<b>7/3/2008</b>	<b>Check Nbr</b>	<b>017555</b>		<b>Check Total:</b>	<b>60.86</b>
<b>10230 JOHN'S SAW SERVICE</b>	8198	31731	54	10-149-383	62.94	AIR FILTER/AUTO CUT
	<b>Check Date</b>	<b>7/3/2008</b>	<b>Check Nbr</b>	<b>017556</b>	<b>Check Total:</b>	<b>62.94</b>
<b>11106 KIDZ KAB LLC</b>	1058	31100	55	07-201-205	45.00	TRIP TRANSPORTATION
	<b>Check Date</b>	<b>7/3/2008</b>	<b>Check Nbr</b>	<b>017557</b>	<b>Check Total:</b>	<b>45.00</b>

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11315 KRUEGER TRUE VALUE	880876	31100	52	08-101-313	27.96	BULBS/RESTROOMS
	881546	31100	52	08-101-313	5.39	BULBS/RESTROOMS
	<b>Check Date</b> 7/3/2008	<b>Check Nbr</b>	<b>017558</b>		<b>Check Total:</b>	<b>33.35</b>
12375 LEVENHAGEN CORPORATION	63796	31207	55	07-205-381	6,799.25	LEAD FREE GAS
	64057	31207	55	07-205-381	378.99	LEAD FREE GAS
	63748	31207	55	07-205-381	3,131.22	LEAD FREE GAS
	64099	31207	55	07-205-381	3,488.38	LEAD FREE GAS
	<b>Check Date</b> 7/3/2008	<b>Check Nbr</b>	<b>017559</b>		<b>Check Total:</b>	<b>13,797.84</b>
13035 MAIN TROPHY SUPPLY	136662	31100	55	04-221-310	20.68	WALNUT SLIDE IN CERT HOLDER
	<b>Check Date</b> 7/3/2008	<b>Check Nbr</b>	<b>017560</b>		<b>Check Total:</b>	<b>20.68</b>
13043 MANAWA TELEPHONE CO	070108	31100	51	04-109-221	39.95	INTERNET SERVICE
	<b>Check Date</b> 7/3/2008	<b>Check Nbr</b>	<b>017561</b>		<b>Check Total:</b>	<b>39.95</b>
13045 MANDERFIELD BAKERY	287538	31827	53	09-212-300	14.00	JUNE PARTY
	<b>Check Date</b> 7/3/2008	<b>Check Nbr</b>	<b>017562</b>		<b>Check Total:</b>	<b>14.00</b>
13149 MATTHEWS COMMERCIAL TIRE CTR	025645	31731	54	10-149-382	31.23	TIRE SERVICE
	025680	31731	54	10-149-382	266.80	TIRE SERVICE
	<b>Check Date</b> 7/3/2008	<b>Check Nbr</b>	<b>017563</b>		<b>Check Total:</b>	<b>298.03</b>
13345 MENARDS-APPLETON EAST	73482	31100	51	10-115-240	10.96	SHELF/ SWITCH
	73482	31100	52	08-101-313	27.88	COMPACT FLORESCENT BULBS
	<b>Check Date</b> 7/3/2008	<b>Check Nbr</b>	<b>017564</b>		<b>Check Total:</b>	<b>38.84</b>
13360 MENASHA ELECTRIC & WATER UTILI	060808	31100	54	10-143-223	14,103.91	PUBLIC STREET LIGHTING
	003032	31201	54	10-301-300	2,484.22	SEWER CLEANING WATER USAGE
	<b>Check Date</b> 7/3/2008	<b>Check Nbr</b>	<b>017565</b>		<b>Check Total:</b>	<b>16,588.13</b>

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13370 MENASHA EMPLOYEES CREDIT UNION		31100	21	04-299-020	1,789.00	
		31100	21	04-299-020	16,530.50	
	<b>Check Date</b> 7/3/2008	<b>Check Nbr</b>	<b>017566</b>		<b>Check Total:</b>	<b>18,319.50</b>
		31100	21	04-299-033	129.22	
	<b>Check Date</b> 7/3/2008	<b>Check Nbr</b>	<b>017567</b>		<b>Check Total:</b>	<b>129.22</b>
13375 MENASHA EMPLOYEES LOCAL 1035		31100	21	04-299-031	286.00	
	<b>Check Date</b> 7/3/2008	<b>Check Nbr</b>	<b>017568</b>		<b>Check Total:</b>	<b>286.00</b>
13377 MENASHA EMPLOYEES LOCAL 1035B		31100	21	04-299-032	248.16	
	<b>Check Date</b> 7/3/2008	<b>Check Nbr</b>	<b>017569</b>		<b>Check Total:</b>	<b>248.16</b>
13455 MENASHA SENIOR CENTER	062408	31100	21	04-289-000	70.00	CARD CLASS SUPPLIES
	062408	31827	53	09-212-300	22.18	FLOWERS/FOOD FOR JUNE PARTY
	<b>Check Date</b> 7/3/2008	<b>Check Nbr</b>	<b>017570</b>		<b>Check Total:</b>	<b>92.18</b>
13723 MODERN DAIRY INC	16149	31100	55	07-203-317	286.81	POOL CONCESSIONS
	<b>Check Date</b> 7/3/2008	<b>Check Nbr</b>	<b>017571</b>		<b>Check Total:</b>	<b>286.81</b>
13750 MORTON PHARMACY	034713352	31100	55	07-203-310	29.50	POOL SUPPLIES
	<b>Check Date</b> 7/3/2008	<b>Check Nbr</b>	<b>017572</b>		<b>Check Total:</b>	<b>29.50</b>
13755 MORTON SAFETY	298244	31731	54	10-149-300	14.88	RAINSUIT
	298666	31731	54	10-149-300	11.88	RAINSUIT
	298239	31100	55	07-202-315	74.22	SAFETY GLOVES
	298687	31100	55	07-201-300	28.65	MEDICAL SUPPLIES
	<b>Check Date</b> 7/3/2008	<b>Check Nbr</b>	<b>017573</b>		<b>Check Total:</b>	<b>129.63</b>

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<b>13863 LORI MURPHY</b>	063008	31100	46	04-177-000	62.00	CLASS REFUND/SURGERY
	<b>Check Date 7/3/2008</b>	<b>Check Nbr</b>	<b>017574</b>		<b>Check Total: 62.00</b>	
<b>14010 N&amp;M AUTO SUPPLY</b>	220741	31731	54	10-149-383	115.39	DISC BRAKE PADS & ROTOR
	220728	31731	54	10-149-383	125.02	DISC BRAKE PADS & ROTOR
	220849	31731	54	10-149-383	6.54	AIR FILTER
	221249	31731	54	10-149-383	14.04	OIL FILTER
	221492	31731	54	10-149-383	44.97	SPARK PLUG STOCK
	221483	31731	54	10-149-383	240.41	DISC BRAKE PADS & ROTORS
	221526	31731	54	10-149-383	6.98	SPARK PLUG STOCK
	221757	31731	54	10-149-383	26.90	CONN KIT/STOCK
	221977	31731	54	10-149-383	28.56	FUEL FIL
	222139	31731	54	10-149-383	24.19	HYD FIL
	221753	31731	54	10-149-300	59.40	7 TO 4 ADAPTER
	221753	31731	54	10-149-383	8.50	4WIRE FLAT KIT
	221883	31731	54	10-149-383	37.52	SPARK PLUGS
	221732	31731	54	10-149-300	7.37	ZINCROM PRIMER
	222732	31731	54	10-149-383	4.73	DOOR JAMB SWITCH
	223508	31731	54	10-149-383	37.80	OIL FILTERS
	223132	31731	54	10-149-383	52.30	SOLENOID/STOCK
	223763	31731	54	10-149-383	13.90	ADAPTER
	223404	31731	54	10-149-300	154.45	TIRE REPAIR/SHOP SUPPLIES
	224036	31731	54	10-149-315	49.90	RETRACTABLE WORKLIGHT
	223842	31731	54	10-149-300	65.40	SHOP SUPPLIES
	223764	31731	54	10-149-383	20.38	TRANS-X POSI-TRAC ADD
	224457	31731	54	10-149-383	22.28	ADAPTER/BRACKET
	224450	31731	54	10-149-383	31.65	TAIL LAMP CONNECTOR
	224035	31731	54	10-149-383	134.48	BRAKE PADS/ROTOR
	<b>Check Date 7/3/2008</b>	<b>Check Nbr</b>	<b>017576</b>		<b>Check Total: 1,333.06</b>	

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<b>14205 CITY OF NEENAH TREASURER</b>	31293	31100	52	05-201-803	4,856.54	ALL TERRAIN VEHICLE & FEES
	<b>Check Date 7/3/2008</b>	<b>Check Nbr</b>	<b>017577</b>		<b>Check Total: 4,856.54</b>	
<b>14220 NEENAH-MENASHA SEWERAGE COMM</b>	2008-114	31201	54	10-302-250	15,254.00	JULY 2008 INT CHARGE BOND IS
	2008-108	31201	54	10-302-250	59,367.35	JULY 2008 WW TREATMENT
	<b>Check Date 7/3/2008</b>	<b>Check Nbr</b>	<b>017578</b>		<b>Check Total: 74,621.35</b>	
<b>14265 SUSAN NETT</b>	070208	31100	53	09-102-331	15.96	MILEAGE MAY/JUNE
	<b>Check Date 7/3/2008</b>	<b>Check Nbr</b>	<b>017579</b>		<b>Check Total: 15.96</b>	
<b>14415 NORTHEAST ASPHALT INC</b>	898663	31201	54	10-301-300	5,421.85	COMMERCIAL GRADE 2
	<b>Check Date 7/3/2008</b>	<b>Check Nbr</b>	<b>017580</b>		<b>Check Total: 5,421.85</b>	
<b>15080 OFFICEMAX INC</b>	553124	31100	55	07-201-310	59.99	OFFICE SUPPLIES
	542541	31100	51	10-115-310	61.16	2ND FLOOR PAPER
	542541	31100	54	10-111-310	49.28	OFFICE SUPPLIES/ENG
	542541	31100	55	07-201-310	29.65	OFFICE SUPPLIES/P&R
	<b>Check Date 7/3/2008</b>	<b>Check Nbr</b>	<b>017581</b>		<b>Check Total: 200.08</b>	
<b>16025 PACKER CITY INTERNATIONAL</b>	3281580039	31731	54	10-149-383	64.11	FILTERS & ADAPTERS
	3281620055	31731	54	10-149-383	21.13	FS
	3281690045	31731	54	10-149-383	-39.40	CHAMBER RETURN
	<b>Check Date 7/3/2008</b>	<b>Check Nbr</b>	<b>017582</b>		<b>Check Total: 45.84</b>	
<b>16060 BOB PALMER</b>	062308	31827	53	09-212-205	60.00	ENTERTAINMENT/JULY 17TH
	<b>Check Date 7/3/2008</b>	<b>Check Nbr</b>	<b>017583</b>		<b>Check Total: 60.00</b>	

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<b>16300 PIGGLY WIGGLY #24</b>	3348	31827	53	09-212-300	25.41	JUNE PARTY SUPPLIES
	4668	31100	55	07-201-310	12.46	PROGRAM SUPPLIES
	7133	31827	53	09-212-300	39.22	BRAT FRY SUPPLIES
	<b>Check Date</b> 7/3/2008	<b>Check Nbr</b>	<b>017584</b>		<b>Check Total:</b>	<b>77.09</b>
<b>18125 RECREONICS INC</b>	468667	31100	55	07-203-310	103.06	RESCUE TUBES
		<b>Check Date</b> 7/3/2008	<b>Check Nbr</b>	<b>017585</b>	<b>Check Total:</b>	<b>103.06</b>
<b>18200 REINDERS INC</b>	847822-00	31100	55	07-202-300	367.27	DRY AGENT/BALL DIAMONDS
	1206106-00	31731	54	10-149-382	15.55	INNER TUBE/VALVE
	<b>Check Date</b> 7/3/2008	<b>Check Nbr</b>	<b>017586</b>	<b>Check Total:</b>	<b>382.82</b>	
<b>19325 SERVICE MOTOR COMPANY</b>	IV63241	31731	54	10-149-383	108.61	DYNAPAC/STOCK
		<b>Check Date</b> 7/3/2008	<b>Check Nbr</b>	<b>017587</b>	<b>Check Total:</b>	<b>108.61</b>
<b>19326 ATTORNEY DAWN SHAHA</b>	070208	31733	51	02-116-730	1,514.90	CLAIM AGAINST CITY 12/29/07
		<b>Check Date</b> 7/3/2008	<b>Check Nbr</b>	<b>017588</b>	<b>Check Total:</b>	<b>1,514.90</b>
<b>19380 SHOPKO STORES INC</b>	51999	31100	55	07-203-310	19.25	POOL SUPPLIES
		<b>Check Date</b> 7/3/2008	<b>Check Nbr</b>	<b>017589</b>	<b>Check Total:</b>	<b>19.25</b>
<b>19440 SOMMERVILLE FLAG</b>	060408	31100	51	10-115-300	413.00	FLAGS
		<b>Check Date</b> 7/3/2008	<b>Check Nbr</b>	<b>017590</b>	<b>Check Total:</b>	<b>413.00</b>
<b>19585 SPORTS GRAPHICS</b>	677B	31100	55	07-201-300	126.55	STAFF SHIRTS
	678B	31100	55	07-201-300	364.00	REC STAFF SHIRTS
	668B	31100	55	07-201-300	253.75	POOL STAFF SHIRTS
	<b>Check Date</b> 7/3/2008	<b>Check Nbr</b>	<b>017591</b>	<b>Check Total:</b>	<b>744.30</b>	

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19735 STUMPF CREATIVE LANDSCAPES	060708	31100	51	10-115-240	129.00	SHRUBS
	060708	31100	55	06-101-240	612.00	SHRUBS
	<b>Check Date</b> 7/3/2008	<b>Check Nbr</b>	<b>017592</b>		<b>Check Total:</b>	<b>741.00</b>
20045 BARB TAYLOR	063008	31100	53	09-212-331	29.29	MILEAGE
		<b>Check Date</b> 7/3/2008	<b>Check Nbr</b>	<b>017593</b>	<b>Check Total:</b>	<b>29.29</b>
20075 TEL/COM	10069183	31262	52	08-101-221	253.50	PAGERS
		<b>Check Date</b> 7/3/2008	<b>Check Nbr</b>	<b>017594</b>	<b>Check Total:</b>	<b>253.50</b>
20325 TRAFFIC & PARKING CONTROL CO	296336	31100	54	10-131-204	1,925.00	MAINTENANCE CONTRACT
		<b>Check Date</b> 7/3/2008	<b>Check Nbr</b>	<b>017595</b>	<b>Check Total:</b>	<b>1,925.00</b>
20405 TRI-COUNTY OVERHEAD DOOR INC	20933	31731	54	10-149-240	2,652.00	PWF/EAST FLOOR MAIN GARAGE
		<b>Check Date</b> 7/3/2008	<b>Check Nbr</b>	<b>017596</b>	<b>Check Total:</b>	<b>2,652.00</b>
21045 UNIFIRST CORPORATION	0970033475	31731	54	10-149-201	80.58	MAT/MOP/CLOTHING PROTECTION
		<b>Check Date</b> 7/3/2008	<b>Check Nbr</b>	<b>017597</b>	<b>Check Total:</b>	<b>80.58</b>
21095 UNITED WAY FOX CITIES		31100	21	04-299-021	85.75	
		<b>Check Date</b> 7/3/2008	<b>Check Nbr</b>	<b>017598</b>	<b>Check Total:</b>	<b>85.75</b>
21230 US PETROLEUM EQUIPMENT	165959	31731	54	10-149-243	101.50	CHECK/REPAIR READER
		<b>Check Date</b> 7/3/2008	<b>Check Nbr</b>	<b>017599</b>	<b>Check Total:</b>	<b>101.50</b>
22050 VALLEY GASKET INC	77100	31100	55	07-203-243	137.04	GASKETS/POOL VALVES
		<b>Check Date</b> 7/3/2008	<b>Check Nbr</b>	<b>017600</b>	<b>Check Total:</b>	<b>137.04</b>

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<b>22120 VALLEY POPCORN CO INC</b>	80876	31100	55	07-203-317	203.55	POOL
	<b>Check Date</b> 7/3/2008	<b>Check Nbr</b>	<b>017601</b>		<b>Check Total:</b>	<b>203.55</b>
<b>23152 WE ENERGIES</b>	061908	31100	54	10-143-223	2,018.15	STREET LIGHTS
	<b>Check Date</b> 7/3/2008	<b>Check Nbr</b>	<b>017602</b>		<b>Check Total:</b>	<b>2,018.15</b>
<b>23155 WEHA</b>	062408	31100	53	09-103-320	40.00	MEMBERSHIP/T DREW
	<b>Check Date</b> 7/3/2008	<b>Check Nbr</b>	<b>017603</b>		<b>Check Total:</b>	<b>40.00</b>
<b>23187 WHACKER TECHNOLOGIES</b>	2422	31100	52	08-101-295	474.00	LED LIGHTBAR
	<b>Check Date</b> 7/3/2008	<b>Check Nbr</b>	<b>017604</b>		<b>Check Total:</b>	<b>474.00</b>
<b>23275 WINNEBAGO COUNTY TREASURER</b>	JUNE	31310	57	04-101-610	1,559.04	IND DEV PROJECT/PRINCIPAL
	JUNE	31310	57	04-201-620	590.96	IND DEV PROJECT/INTEREST
	<b>Check Date</b> 7/3/2008	<b>Check Nbr</b>	<b>017605</b>		<b>Check Total:</b>	<b>2,150.00</b>
<b>23455 WISCONSIN SUPPORT COLLECTIONS</b>		31100	21	04-299-015	536.31	
		31100	21	04-299-016	138.40	
		31100	21	04-299-015	711.92	
	<b>Check Date</b> 7/3/2008	<b>Check Nbr</b>	<b>017606</b>		<b>Check Total:</b>	<b>1,386.63</b>
<b>Grand Total:</b>					<b>162,383.10</b>	

Re-FAXED 6/25/08



Menasha

City of Menasha • Department of Public Works

**STREET USE APPLICATION**

Sponsored by: ARC - Wisconsin County Disabilities Midwest Sports Events

Responsible Person: Gloria West

Address: 2079 Lawrence Dr De Pere WI 54115

Phone: 920 562 1885

Street Use Date: 8/17/08

Start Time: approx. 7:30am

End Time: approx 8:30am

Number of Units: \_\_\_\_\_

Street Route: (Attach Map) 9 mile bike race, in conjunction with helping to promote Wisconsin Tourism, goes through Menasha 7:30-8:30 am on Sunday morning.

Description of Use

LIABILITY INSURANCE HAS BEEN SECURED IN THE AMOUNT OF \$ 1,000,000 WITH THE CITY OF MENASHA NAMED AS ADDITIONAL INSURED.

Insurance Company National Specialty Insurance Policy No. NSV0974282

(Attached is a copy of the insurance certificate).

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

DATE: 9/3/08 APPLICANT'S SIGNATURE: Gloria West

TO BE COMPLETED BY CITY STAFF

SCHEDULED PARK & RECREATION BOARD REVIEW DATE: \_\_\_\_\_

NOT REQUIRED: \_\_\_\_\_ APPROVED: \_\_\_\_\_ DENIED: \_\_\_\_\_

SCHEDULED COMMON COUNCIL REVIEW DATE: 7/7/08

APPROVED: \_\_\_\_\_ DENIED: \_\_\_\_\_

APPROVAL: Police Dept. MS Fire Dept. SA Public Works Dept. MR City Attorney JSB

## THE 5 W'S FOR THE RACE THE LAKE

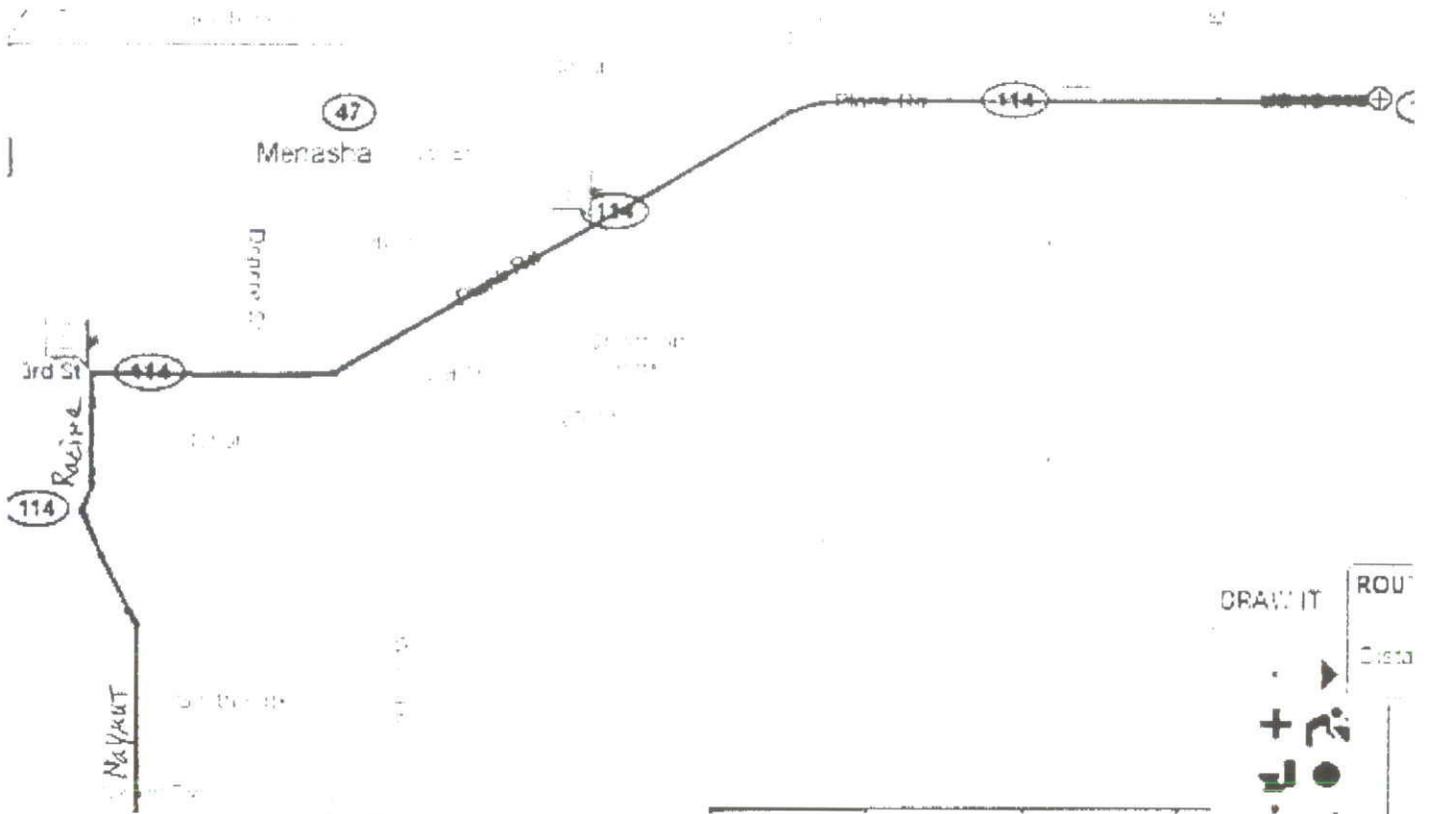
Midwest Sports Events and the Wisconsin Bureau of Tourism have teamed together to promote Wisconsin Tourism with a new exciting new event. "Race the Lake" is Bike race for professionals and recreational cyclists. This multi-city, multi-county bike race.

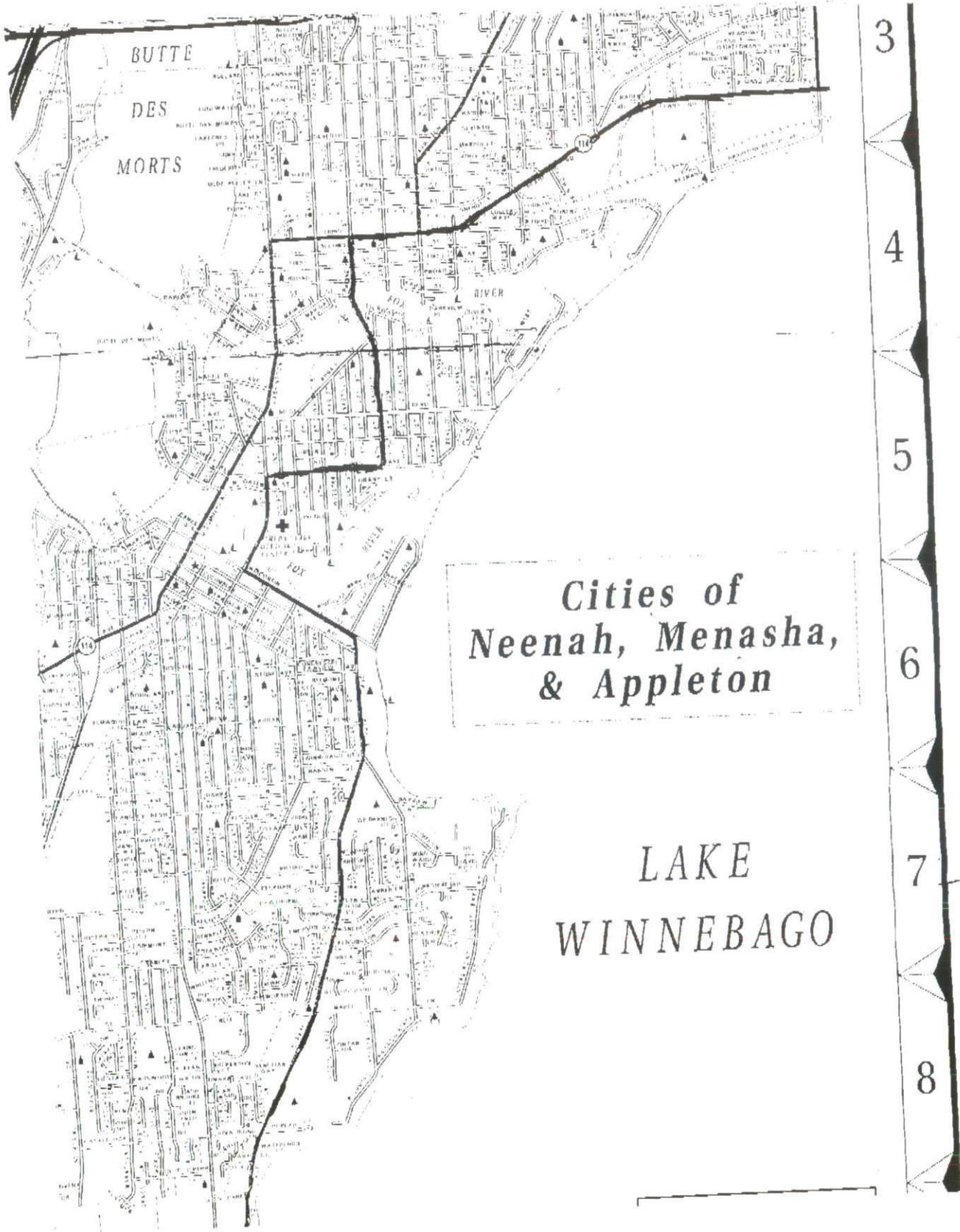
**Where?** — Lake Winnebago...One of the largest inland lakes in the United States and the most popular lake in Wisconsin will be the 90 mile course for the event. "Race the Lake" will stage the dramatic start and finish at Lakeside Park in Fond du Lac. Bikers will begin their journey out of the park and head north hugging the lake as they travel through Winnebago, Calumet then finishing in Fond du Lac again at Lakeside Park.

**When?** —Sunday, August 17. Start is in Fond du Lac at 5:50 a.m to avoid the traffic. The cyclists will ONLY be going through Menasha between 7:30 and 8:30 a.m.

**Coming into Neenah**  
they will turn at Wisconsin Ave, go right over the Theda Clark Bridge, go right on Forest Ave, left on Anhaip to right to Third St. to Plank Rd.

**Why?** —"The "Race the Lake" is much more than a bike race. It will also benefit the ARC which is a local charity in Neenah/Menasha and Fond become a major fundraiser.





BUTTE  
DES  
MORTS

Cities of  
Neenah, Menasha,  
& Appleton

LAKE  
WINNEBAGO

3  
4  
5  
6  
7  
8



### STREET USE APPLICATION

Sponsored by: Trinity Lutheran Church  
 Responsible Person: Michelle Neuman/Jane Nielsen  
 Address: Broad St  
Menasha  
 Phone: 722-2662

Street Use Date: 8/5/08  
 Start Time: 4:00pm  
 End Time: 8:00p.m.  
 Number of Units: \_\_\_\_\_

Street Route: (Attach Map) Close Broad street between Tayco +  
 Description of Use Milwaukee streets for community event

(both lots will be used for the event - church parking lot and Germania Hall parking lot. Also park the emergency vehicle provided by the city for public inspection on Broad St. - National Night Out, for easy access between

LIABILITY INSURANCE HAS BEEN SECURED IN THE AMOUNT OF \$ 1,500,000 WITH THE CITY OF MENASHA NAMED AS ADDITIONAL INSURED. 0675116-02-  
 Insurance Company Church Mutual Insurance Co Policy No. 667553  
 (Attached is a copy of the insurance certificate).

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

DATE: 6/24/08 APPLICANT'S SIGNATURE: J. Nielsen

-----  
 TO BE COMPLETED BY CITY STAFF

SCHEDULED PARK & RECREATION BOARD REVIEW DATE: \_\_\_\_\_  
 NOT REQUIRED: \_\_\_\_\_ APPROVED: \_\_\_\_\_ DENIED: \_\_\_\_\_

SCHEDULED COMMON COUNCIL REVIEW DATE: 7/7/08  
 APPROVED: \_\_\_\_\_ DENIED: \_\_\_\_\_

APPROVAL: [Signature]  
 Police Dept. [Signature] Fire Dept. [Signature] Public Works Dept. MR City Attorney \_\_\_\_\_

# ACORD™ CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YY)  
06/20/2008

PRODUCER **Beth Ann Sabatke**  
**Church Mutual Insurance Company**  
3000 Schuster Lane  
Merrill WI 54452

If calling from Wisconsin: 1-800-554-2642 Option 1  
If calling from Outside Wisconsin: 1-800-554-2642 Option 9, then area code 920

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW.

### INSURERS AFFORDING COVERAGE

INSURED  
**TRINITY LUTHERAN CHURCH**  
300 BROAD ST # 316  
MENASHA WI 54952-3045  
Group 059

INSURER A: Church Mutual Insurance Company  
INSURER B:  
INSURER C:  
INSURER D:  
INSURER E:

### COVERAGES

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

INSR LTR	TYPE OF INSURANCE	POLICY NUMBER	POLICY EFFECTIVE DATE (MM/DD/YY)	POLICY EXPIRATION DATE (MM/DD/YY)	LIMITS
A	GENERAL LIABILITY <input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS MADE <input checked="" type="checkbox"/> OCCURRENCE  GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> LOCATION <input type="checkbox"/> PROJECT	0075116-02-667553	08/15/2006	08/15/2009	EACH OCCURRENCE \$ 1,000,000 FIRE DAMAGE (Any one fire) \$ MED EXP (Any one person) \$ 5,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 3,000,000 PRODUCTS - COM/OP AGG \$ 1,000,000 PROPERTY DAMAGE LEGAL LIABILITY (ANY ONE OCCURRENCE) \$ 300,000 COMBINED SINGLE LIMIT (Ea Accident) \$ BODILY INJURY (Per Person) \$ BODILY INJURY (Per Accident) \$ PROPERTY DAMAGE (Per Accident) \$
	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS <input type="checkbox"/> NON-OWNED AUTOS				AUTO ONLY - EA ACCIDENT \$ OTHER THAN EA ACC \$ AUTO ONLY: AGG \$
	GARAGE LIABILITY <input type="checkbox"/> ANY AUTO				AUTO ONLY - EA ACCIDENT \$ OTHER THAN EA ACC \$ AUTO ONLY: AGG \$
A	EXCESS LIABILITY <input checked="" type="checkbox"/> OCCURRENCE <input type="checkbox"/> CLAIMS MADE  <input type="checkbox"/> DEDUCTIBLE <input checked="" type="checkbox"/> RETENTION \$ 10,000	0075116-81-667554	08/15/2006	08/15/2009	EACH OCCURRENCE \$ 1,000,000 AGGREGATE \$ 1,000,000 \$ \$ \$
	WORKERS COMPENSATION AND EMPLOYER'S LIABILITY				<input type="checkbox"/> WC STATUTORY LIMITS <input type="checkbox"/> OTHER E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$
	OTHER				\$

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

Evidence of Liability Insurance for closing off the streets around the church for National Night Out held on August 5, 2008 from 4:00 PM until 8:00 PM. Commercial General Liability Additional Insured - City of Menasha; Department of Public Works for closing off the streets around the church for National Night Out held on August 5, 2008 from 4:00 PM until 8:00 PM. Subject to the coverage provided by the referenced policy. (072 - A 220)

CERTIFICATE HOLDER  ADDITIONAL INSURED; INSURER LETTER: A

### CANCELLATION

CITY OF MENASHA  
DEPARTMENT OF PUBLIC WORKS  
140 MAIN STREET  
MENASHA, WI 54952

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, THE ISSUING INSURER WILL ENDEAVOR TO MAIL 90 DAYS WRITTEN NOTICE TO THE CERTIFICATE HOLDER NAMED TO THE LEFT, BUT FAILURE TO DO SO SHALL IMPOSE NO OBLIGATION OR LIABILITY OF ANY KIND UPON THE INSURER, ITS AGENTS OR REPRESENTATIVES.

AUTHORIZED REPRESENTATIVE

*Beth Ann Sabatke*



### STREET USE APPLICATION

Sponsored by: COMMUNITY FORWARD, INC.

Responsible Person: JAMES TAYLOR

Address: PO BOX 185

MENASHA

Phone: 725 4857

Street Use Date: 7-26-08

Start Time: 7:00 AM

End Time: 5:00 PM

Number of Units: \_\_\_\_\_

Street Route: (Attach Map)  
Description of Use

38TH OTTO GRUNSKI FAMILY FESTIVAL

MAIN ST. CLOSED FROM CENTER ST TO MILL ST.

CHUTE ST. CLOSED JUST PAST CITY HALL PARKING LOT

MILWAUKEE ST. CLOSED AFTER THE ALLEY @ U.S. BANK + BROAD ST. PARKING LOT.

9AM WALK/RUN  
CURTIS REED SQUARE  
TO BROAD ST, 300, 200, 100 BLOCKS

LIABILITY INSURANCE HAS BEEN SECURED IN THE AMOUNT OF \$ 2,000,000 WITH **THE CITY OF MENASHA NAMED AS ADDITIONAL INSURED.**

Insurance Company CAPITOL INDEMNITY CORP. Policy No. CP00325121  
(Attached is a copy of the insurance certificate).

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

DATE: 6-20-08 APPLICANT'S SIGNATURE: James Taylor

TO BE COMPLETED BY CITY STAFF

SCHEDULED PARK & RECREATION BOARD REVIEW DATE: \_\_\_\_\_

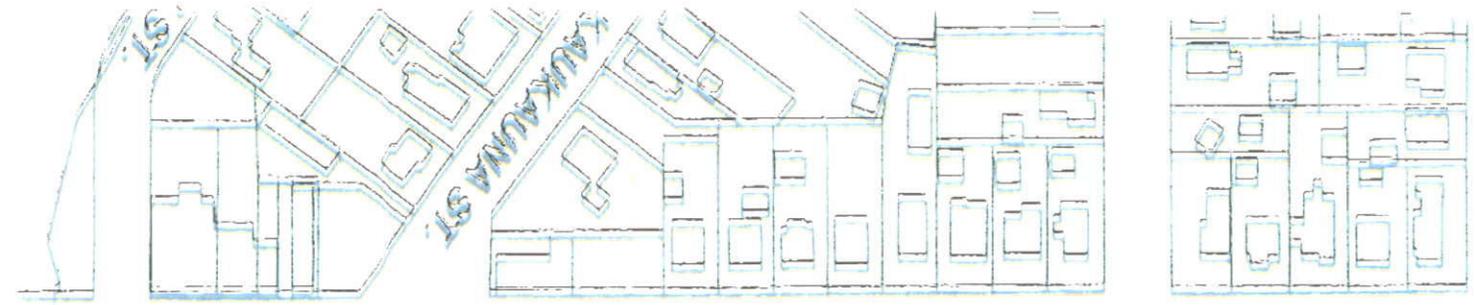
NOT REQUIRED: \_\_\_\_\_ APPROVED: \_\_\_\_\_ DENIED: \_\_\_\_\_

SCHEDULED COMMON COUNCIL REVIEW DATE: 7/7/08

APPROVED: \_\_\_\_\_ DENIED: \_\_\_\_\_

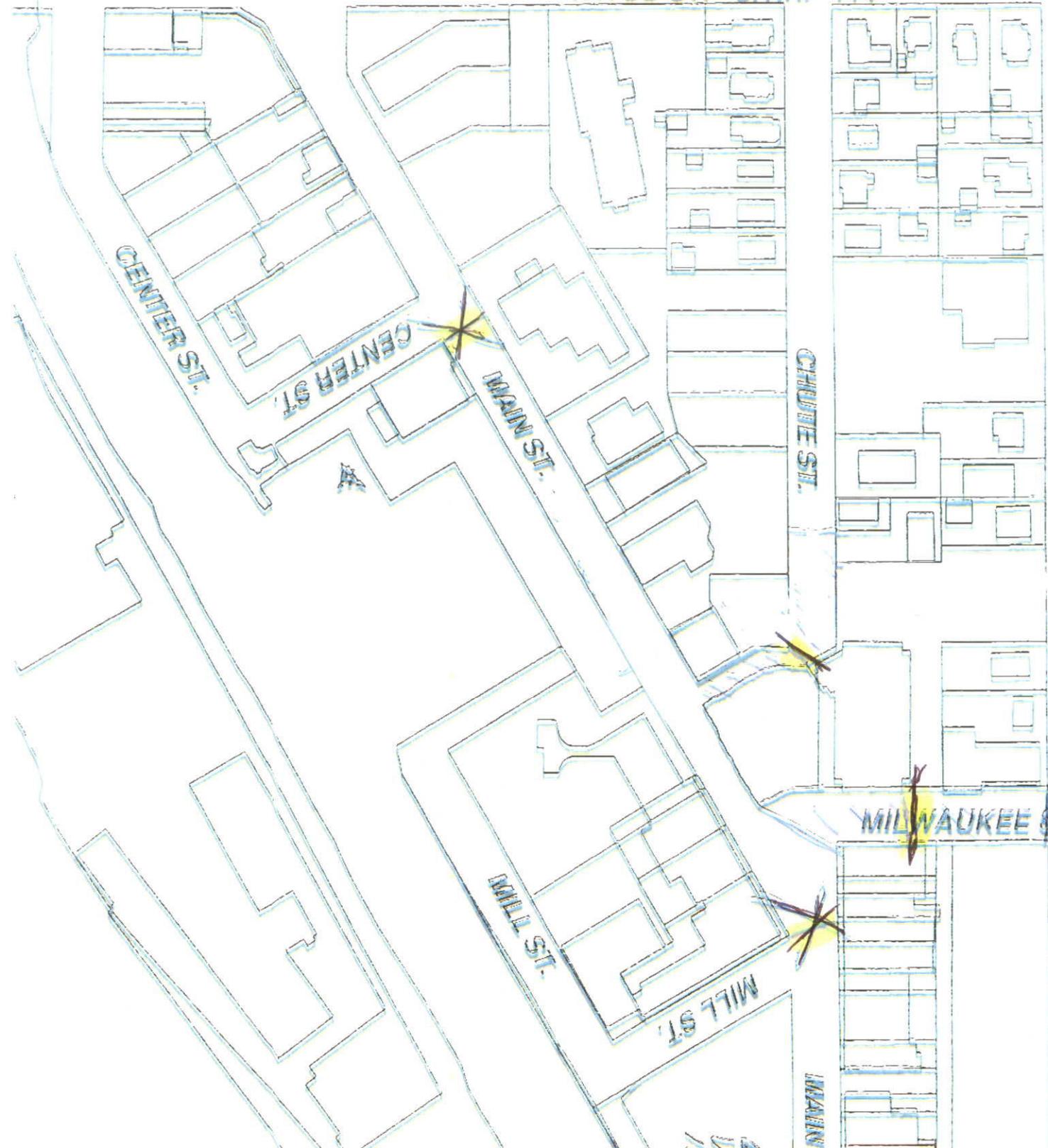
APPROVAL:

Police Dept. [Signature] Fire Dept. [Signature] Public Works Dept. MR City Attorney JSR



KAWKAUNA ST.

TAYCO ST. - S.T.H. "114"



CENTER ST.

CENTER ST.

MAIN ST.

CHUTE ST.

BROAD ST.

MILL ST.

MILL ST.

MILWAUKEE ST.

MAIN

# CHANGE ORDER

DATE: July 3, 2008

CHANGE ORDER NO: One (1)

CONTRACTOR: Badger Highways Co., Inc.

CONTRACT NO.: 2008-01

PROJECT: New Street Construction – Concrete Curb & Gutter/Asphalt Pavement  
Street Reconstruction – Concrete Curb & Gutter/Asphalt Pavement

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

1	LS	Pedestrian Bicycle Trail @ \$2,565.00	=	\$2,565.00
54	Ton	Type E-1 12.5 mm Asphaltic Concrete Pavement		
		@ \$47.47 p/ton	=	\$2,563.38
417	S.Y.	Lawn Restoration @ \$3.15 p/sy	=	<u>\$1,313.55</u>
				\$6,441.93

The changes result in the following adjustments:

	CONTRACT - TOTAL	TIME
Prior to this Change Order	\$ 795,137.13	_____ Days
Adjustments per this Change Order	\$ 6,441.93	_____ Days
Current Contract Status	\$ 788,695.20	_____ Days

Directed/Authorized  
City of Menasha Dept. of Public Works  
BY: \_\_\_\_\_  
DATE: \_\_\_\_\_

Accepted  
\_\_\_\_\_  
BY: \_\_\_\_\_  
DATE: \_\_\_\_\_

MONTHLY STATEMENT OF UNIT PRICE CONTRACT AMOUNT

Request for: Partial Payment No. PR-1450701A-02 Date: June 27, 2008  
(Partial/Final)

Project: Wastewater Collection System Rehabilitation Improvements, Phase 3

Owner: City of Menasha

Contractor: Insituform Technologies USA, Inc. E145-05.11

Original Contract Amount as Bid:	<u>\$1,582,723.00</u>
* (ADD) (DEDUCT) by Revised Quantities:	<u>\$0.00</u>
* Amount Added by Change Order:	<u>\$0.00</u>
* Amount Deducted by Change Order:	<u>\$0.00</u>
TOTAL CONTRACT THIS DATE:	<u>\$1,582,723.00</u>
Value of Work Completed to Date:	<u>\$376,276.00</u>
Less <u>5</u> Per Cent Retainable:	<u>(\$18,813.80)</u>
Net Total:	<u>\$357,462.20</u>

Project on Schedule: X YES \_\_\_\_\_ NO 24 % Complete

Record of Previous Payments:

1	<u>\$186,051.80</u>	<u>4/8/08</u>	6	_____	_____	11	_____	_____
2	_____	_____	7	_____	_____	12	_____	_____
3	_____	_____	8	_____	_____	13	_____	_____
4	_____	_____	9	_____	_____	14	_____	_____
5	_____	_____	10	_____	_____	15	_____	_____

Amount Previously Paid:	<u>\$186,051.80</u>
AMOUNT DUE THIS REQUEST:	<u>\$171,410.40</u>

This is to certify that, in accordance with the terms of the Contract, the Contractor is entitled to a payment in the amount requested.

Engineer's Approval for Payment

Owner's Approval for Payment

BY: Taryn S. Nall  
Taryn S. Nall, P.E.  
KAEMPFER & ASSOCIATES, INC.

BY: \_\_\_\_\_  
Mark Radtke, P.E., Dir. of Public Works  
CITY OF MENASHA

\* See Unit Price Contract Spreadsheet

Unit Price Contract  
 E145-07-01A Sanitary Sewer Lining  
 April 29, 2008

PROJECT: Wastewater Collection System Rehabilitation Improvements Phase 3  
 OWNER: City of Menasha  
 CONTRACTOR: Insituform Technologies USA, Inc.

ITEM NO.	DESCRIPTION	UNITS	UNIT PRICE	BID QTY.	BID TOTAL	PREVIOUSLY REQUESTED		CURRENT REQUEST		REVISED * QUANTITY	TOTAL	ADD (+) DEDUCT (-)
						QTY.	TOTAL	QTY.	TOTAL			
1A	21-inch sanitary sewer CIPP lining	LF	\$64.00	1,006	\$64,384.00	0	\$0.00		\$0.00	0	\$0.00	-\$64,384.00
2A	18-inch sanitary sewer CIPP lining	LF	\$44.00	7,643	\$336,292.00	2,021	\$88,924.00		\$0.00	2,021	\$88,924.00	-\$247,368.00
3A	15-inch sanitary sewer CIPP lining	LF	\$37.00	2,547	\$94,239.00	0	\$0.00		\$0.00	0	\$0.00	-\$94,239.00
4A	12-inch sanitary sewer CIPP lining	LF	\$31.00	13,417	\$415,927.00	0	\$0.00		\$0.00	0	\$0.00	-\$415,927.00
5A	10-inch sanitary sewer CIPP lining	LF	\$27.00	6,546	\$176,742.00	0	\$0.00		\$0.00	0	\$0.00	-\$176,742.00
6A	8-inch sanitary sewer CIPP lining	LF	\$24.00	14,650	\$351,600.00	4,455	\$106,920.00	6,868	\$164,832.00	11,323	\$271,752.00	-\$79,848.00
7A	Pressure inject grouting lateral connection	EA	\$300.00	220	\$66,000.00	0	\$0.00		\$0.00	0	\$0.00	-\$66,000.00
8A	Pressure inject grout material as specified in Article C2.18	GAL	\$25.00	580	\$14,500.00	0	\$0.00		\$0.00	0	\$0.00	-\$14,500.00
OPTIONAL WORK ITEMS												
9A	12-inch sanitary sewer CIPP lining on Melissa St.	LF	\$30.00	399	\$11,970.00	0	\$0.00		\$0.00	0	\$0.00	-\$11,970.00
10A	10-inch sanitary sewer CIPP lining on Jefferson Street and Brighton Drive	LF	\$28.00	698	\$19,544.00	0	\$0.00		\$0.00	0	\$0.00	-\$19,544.00
11A	8-inch sanitary sewer CIPP lining on Eighth Street and Harding Street	LF	\$25.00	879	\$21,975.00	0	\$0.00	624	\$15,600.00	624	\$15,600.00	-\$6,375.00
12A	Pressure inject grouting lateral connection	EA	\$300.00	26	\$7,800.00	0	\$0.00		\$0.00	0	\$0.00	-\$7,800.00
13A	Pressure inject grout material as specified in Article C2.18	GAL	\$25.00	70	\$1,750.00	0	\$0.00		\$0.00	0	\$0.00	-\$1,750.00
<b>TOTAL, PART A ITEMS 1A THROUGH 13A</b>							<b>\$1,582,723.00</b>		<b>\$180,432.00</b>		<b>\$376,276.00</b>	<b>-\$1,206,447.00</b>

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MONTHLY STATEMENT OF UNIT PRICE CONTRACT AMOUNT

Request for: Partial Payment No. PR-1450701A-02 Date: June 27, 2008  
(Partial/Final)

Project: Wastewater Collection System Rehabilitation Improvements, Phase 3

Owner: City of Menasha

Contractor: Insituform Technologies USA, Inc. E145-05.11

Original Contract Amount as Bid:	<u>\$1,582,723.00</u>
* (ADD) (DEDUCT) by Revised Quantities:	<u>\$0.00</u>
* Amount Added by Change Order:	<u>\$0.00</u>
* Amount Deducted by Change Order:	<u>\$0.00</u>
TOTAL CONTRACT THIS DATE:	<u>\$1,582,723.00</u>
Value of Work Completed to Date:	<u>\$376,276.00</u>
Less <u>5</u> Per Cent Retainable:	<u>(\$18,813.80)</u>
Net Total:	<u>\$357,462.20</u>

Project on Schedule: X YES \_\_\_\_\_ NO 24 % Complete

Record of Previous Payments:

1	<u>\$186,051.80</u>	<u>4/8/08</u>	6	_____	_____	11	_____	_____
2	_____	_____	7	_____	_____	12	_____	_____
3	_____	_____	8	_____	_____	13	_____	_____
4	_____	_____	9	_____	_____	14	_____	_____
5	_____	_____	10	_____	_____	15	_____	_____

Amount Previously Paid:	<u>\$186,051.80</u>
AMOUNT DUE THIS REQUEST:	<u>\$171,410.40</u>

This is to certify that, in accordance with the terms of the Contract, the Contractor is entitled to a payment in the amount requested.

Engineer's Approval for Payment

Owner's Approval for Payment

BY: Taryn S. Nall  
Taryn S. Nall, P.E.  
KAEMPFER & ASSOCIATES, INC.

BY: \_\_\_\_\_  
Mark Radtke, P.E., Dir. of Public Works  
CITY OF MENASHA

\* See Unit Price Contract Spreadsheet

Unit Price Contract  
 E145-07-01A Sanitary Sewer Lining  
 April 29, 2008

PROJECT: Wastewater Collection System Rehabilitation Improvements Phase 3  
 OWNER: City of Menasha  
 CONTRACTOR: Insituform Technologies USA, Inc.

ITEM NO.	DESCRIPTION	UNITS	UNIT PRICE	BID QTY.	BID TOTAL	PREVIOUSLY REQUESTED		CURRENT REQUEST		REVISED * QUANTITY	TOTAL	ADD (+) DEDUCT (-)
						QTY.	TOTAL	QTY.	TOTAL			
1A	21-inch sanitary sewer CIPP lining	LF	\$64.00	1,006	\$64,384.00	0	\$0.00		\$0.00	0	\$0.00	-\$64,384.00
2A	18-inch sanitary sewer CIPP lining	LF	\$44.00	7,643	\$336,292.00	2,021	\$88,924.00		\$0.00	2,021	\$88,924.00	-\$247,368.00
3A	15-inch sanitary sewer CIPP lining	LF	\$37.00	2,547	\$94,239.00	0	\$0.00		\$0.00	0	\$0.00	-\$94,239.00
4A	12-inch sanitary sewer CIPP lining	LF	\$31.00	13,417	\$415,927.00	0	\$0.00		\$0.00	0	\$0.00	-\$415,927.00
5A	10-inch sanitary sewer CIPP lining	LF	\$27.00	6,546	\$176,742.00	0	\$0.00		\$0.00	0	\$0.00	-\$176,742.00
6A	8-inch sanitary sewer CIPP lining	LF	\$24.00	14,650	\$351,600.00	4,455	\$106,920.00	6,868	\$164,832.00	11,323	\$271,752.00	-\$79,848.00
7A	Pressure inject grouting lateral connection	EA	\$300.00	220	\$66,000.00	0	\$0.00		\$0.00	0	\$0.00	-\$66,000.00
8A	Pressure inject grout material as specified in Article C2.18	GAL	\$25.00	580	\$14,500.00	0	\$0.00		\$0.00	0	\$0.00	-\$14,500.00
OPTIONAL WORK ITEMS												
9A	12-inch sanitary sewer CIPP lining on Melissa St.	LF	\$30.00	399	\$11,970.00	0	\$0.00		\$0.00	0	\$0.00	-\$11,970.00
10A	10-inch sanitary sewer CIPP lining on Jefferson Street and Brighton Drive	LF	\$28.00	698	\$19,544.00	0	\$0.00		\$0.00	0	\$0.00	-\$19,544.00
11A	8-inch sanitary sewer CIPP lining on Eighth Street and Harding Street	LF	\$25.00	879	\$21,975.00	0	\$0.00	624	\$15,600.00	624	\$15,600.00	-\$6,375.00
12A	Pressure inject grouting lateral connection	EA	\$300.00	26	\$7,800.00	0	\$0.00		\$0.00	0	\$0.00	-\$7,800.00
13A	Pressure inject grout material as specified in Article C2.18	GAL	\$25.00	70	\$1,750.00	0	\$0.00		\$0.00	0	\$0.00	-\$1,750.00
<b>TOTAL, PART A ITEMS 1A THROUGH 13A</b>						<b>\$1,582,723.00</b>		<b>\$195,844.00</b>		<b>\$180,432.00</b>	<b>\$376,276.00</b>	<b>-\$1,206,447.00</b>

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MONTHLY STATEMENT OF UNIT PRICE CONTRACT AMOUNT

Request for: Partial Payment No. PR-1450701A-03 Date: June 27, 2008  
(Partial/Final)

Project: Wastewater Collection System Rehabilitation Improvements, Phase 3

Owner: City of Menasha

Contractor: Insituform Technologies USA, Inc. E145-05.11

Original Contract Amount as Bid:	<u>\$1,582,723.00</u>
* (ADD) (DEDUCT) by Revised Quantities:	<u>\$0.00</u>
* Amount Added by Change Order:	<u>\$0.00</u>
* Amount Deducted by Change Order:	<u>\$0.00</u>
TOTAL CONTRACT THIS DATE:	<u>\$1,582,723.00</u>
Value of Work Completed to Date:	<u>\$642,360.00</u>
Less <u>5</u> Per Cent Retainable:	<u>(\$32,118.00)</u>
Net Total:	<u>\$610,242.00</u>

Project on Schedule: X YES \_\_\_\_\_ NO 41 % Complete

Record of Previous Payments:

1	<u>\$186,051.80</u>	<u>4/8/08</u>	6	_____	_____	11	_____	_____
2	<u>\$171,410.40</u>	<u>6/27/08</u>	7	_____	_____	12	_____	_____
3	_____	_____	8	_____	_____	13	_____	_____
4	_____	_____	9	_____	_____	14	_____	_____
5	_____	_____	10	_____	_____	15	_____	_____

Amount Previously Paid:	<u>\$357,462.20</u>
AMOUNT DUE THIS REQUEST:	<u>\$252,779.80</u>

This is to certify that, in accordance with the terms of the Contract, the Contractor is entitled to a payment in the amount requested.

Engineer's Approval for Payment

Owner's Approval for Payment

BY: Taryn S. Nall  
Taryn S. Nall, P.E.  
KAEMPFER & ASSOCIATES, INC.

BY: \_\_\_\_\_  
Mark Radtke, P.E., Dir. of Public Works  
CITY OF MENASHA

\* See Unit Price Contract Spreadsheet  
K\AE145\05\11\PR\INSITUFORM\#3.doc

Unit Price Contract  
 E145-07-01A Sanitary Sewer Lining  
 May 23, 2008

PROJECT: Wastewater Collection System Rehabilitation Improvements Phase 3  
 OWNER: City of Menasha  
 CONTRACTOR: Insituform Technologies USA, Inc.

ITEM NO.	DESCRIPTION	UNITS	UNIT PRICE	BID QTY.	BID TOTAL	PREVIOUSLY REQUESTED		CURRENT REQUEST		REVISED * QUANTITY	TOTAL	ADD (+) DEDUCT (-)
						QTY.	TOTAL	QTY.	TOTAL			
1A	21-inch sanitary sewer CIPP lining	LF	\$64.00	1,006	\$64,384.00	0	\$0.00		\$0.00	0	\$0.00	-\$64,384.00
2A	18-inch sanitary sewer CIPP lining	LF	\$44.00	7,643	\$336,292.00	2,021	\$88,924.00		\$0.00	2,021	\$88,924.00	-\$247,368.00
3A	15-inch sanitary sewer CIPP lining	LF	\$37.00	2,547	\$94,239.00	0	\$0.00		\$0.00	0	\$0.00	-\$94,239.00
4A	12-inch sanitary sewer CIPP lining	LF	\$31.00	13,417	\$415,927.00	0	\$0.00	3,586	\$111,166.00	3,586	\$111,166.00	-\$304,761.00
5A	10-inch sanitary sewer CIPP lining	LF	\$27.00	6,546	\$176,742.00	0	\$0.00	4,038	\$109,026.00	4,038	\$109,026.00	-\$67,716.00
6A	8-inch sanitary sewer CIPP lining	LF	\$24.00	14,650	\$351,600.00	11,323	\$271,752.00	1,498	\$35,952.00	12,821	\$307,704.00	-\$43,896.00
7A	Pressure inject grouting lateral connection	EA	\$300.00	220	\$66,000.00	0	\$0.00		\$0.00	0	\$0.00	-\$66,000.00
8A	Pressure inject grout material as specified in Article C2.18	GAL	\$25.00	580	\$14,500.00	0	\$0.00		\$0.00	0	\$0.00	-\$14,500.00

**OPTIONAL WORK ITEMS**

9A	12-inch sanitary sewer CIPP lining on Melissa St.	LF	\$30.00	399	\$11,970.00	0	\$0.00		\$0.00	0	\$0.00	-\$11,970.00
10A	10-inch sanitary sewer CIPP lining on Jefferson Street and Brighton Drive	LF	\$28.00	698	\$19,544.00	0	\$0.00	355	\$9,940.00	355	\$9,940.00	-\$9,604.00
11A	8-inch sanitary sewer CIPP lining on Eighth Street and Harding Street	LF	\$25.00	879	\$21,975.00	624	\$15,600.00		\$0.00	624	\$15,600.00	-\$6,375.00
12A	Pressure inject grouting lateral connection	EA	\$300.00	26	\$7,800.00	0	\$0.00		\$0.00	0	\$0.00	-\$7,800.00
13A	Pressure inject grout material as specified in Article C2.18	GAL	\$25.00	70	\$1,750.00	0	\$0.00		\$0.00	0	\$0.00	-\$1,750.00
<b>TOTAL, PART A ITEMS 1A THROUGH 13A</b>						<b>\$1,582,723.00</b>		<b>\$376,276.00</b>			<b>\$266,084.00</b>	<b>-\$940,363.00</b>

K:\E145\0511\PR\INSITUFORM\PR#3



July 3, 2008

Board of Public Works  
City of Menasha  
Menasha, WI 54952

RE: Contract Unit No. PRD 2008-02  
Pleasants Park Tennis Courts  
Armor Crack Repair and Color Coating of Four Tennis Courts

Members of the Board:

Bids were opened for Contract Unit No. PRD 2008-02 on Tuesday, July 1, 2008. Attached is the bid tabulation for the two bids received.

In the bid we asked for a base bid, as well as, an alternate bid that included an extra layer of surfacing material. After consulting with the engineering firm that assisted in drafting the bid document, I believe it is essential to proceed with the extra layer to ensure a professional job. We have forty-six thousand dollars in the 2008 operating budget for this project. As you can see, the lowest qualified bid was from Valley Sealcoat for forty-nine thousand two hundred twenty-five dollars which puts the project three thousand two hundred twenty-five dollars over the budgeted amount. It is my recommendation that we move forward with the project. If we do not, the condition of the courts will worsen and require a more extensive repair in the future. Couple this with the fact that the materials we are using are petroleum based and are only expected to rise in cost. I think proceeding with the project is the best option for the City of Menasha. The additional funds required for the project could come from the projected surplus in the Park Budget Account 55202. I appreciate your consideration on this matter.

Sincerely,

Robert J. Huss  
Park Superintendent

RJH/cs  
Attachment

Cc: Brian Tungate, Director of Parks and Recreation  
Mark Radtke, Director of Public Works

**GENERAL BID TABULATION**  
**City of Menasha Contract Unit No. 2008-02**  
 Pleasants Park Tennis Courts

**BID OPENING:** 11:00 A.M., Tuesday, July 1, 2008  
 Department of Public Works, 140 Main Street, Menasha, WI

**BIDDERS:**

NAME	ADDRESS	TOTAL BASE BID	BID SECURITY	ADD ACK.
1. Munson, Inc.		\$ 47,747.00	✓	
2. Valley Sealcoat		\$ 46,450.00	✓	
3.				

BID ALT.  
 \$ 2,625.00  
 \$ 2,775.00

Bid will be awarded at July 7th, 2008 Common Council meeting.

ORDINANCE O - 9 - 08

AN ORDINANCE RELATING TO CITY GOVERNMENT AND ELECTIONS

Introduced by Mayor Merkes

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

SECTION 1: Sec. 2 – 1 -1 is repealed and recreated to read:

The City of Menasha is divided into twenty-three (23) Wards, whose boundaries and descriptions are on file and can be obtained from the City Clerk.

SECTION 2: Sec. 2 – 1 – 2 is repealed and recreated to read as follows:

The City of Menasha shall consist of eight (8) Aldermanic Districts, whose boundaries and descriptions can be obtained from the City Clerk.

SECTION 3: Sec 2 – 1 – 3 (c) is repealed and recreated to read as follows:

**REGISTRATION.** All electors for all elections shall be required to be registered. The City Clerk shall receive applications for registration at his/her office during regular business hours and at the polling places on the date of the election. Registration is also effective in done in conformance with State of Wisconsin law.

SECTION 4: Sec. 2 – 1 – 4(b) is amended by deleting office of assessor in line 2, Assessor in line 5 and School Board Commissioners in line 5.

SECTION 5: This ordinance shall become effective upon its passage and publication as provided by law.

Passed and approved this \_\_\_\_\_ day of \_\_\_\_\_, 2008.

\_\_\_\_\_  
Donald Merkes, Mayor

ATTEST:

\_\_\_\_\_  
Deborah A. Galeazzi, City Clerk

ATTORNEY’S NOTE: This is the first of a series of ordinances that attempt to conform the City Code to actual practice. Each has been necessitated because we have made changes and not identified every area of the Code needing changes or we have done business not totally inconsistent with the Code.

ORDINANCE O-10-08

AN ORDINANCE RELATING TO DOGS IN PARKS

Introduced by Alderman Michael Taylor

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

SECTION 1: Sec. 12 – 1 – 1 (b)(3) is repealed and recreated to read as follows:

- (3) Pets. Subject to the exceptions below, dogs, cats or other pets are prohibited in all City parks, unless permitted by the Parks and Recreation Board.
- a. Animals specifically trained to assist the disabled.
  - b. Dogs, cats or other pets owned by Marina renters or their guests are permitted in the fenced-in area of the Menasha Marina.
  - c. Dogs, cats or other pets are allowed on the Friendship Trail, provided they are on a leash not more than five feet long that is not retractable. The owner must also comply with sec. 7 – 1 – 10 relating to animal feces.
  - d. No dogs shall be allowed on the Friendship Trail in Jefferson Park on July 4<sup>th</sup> after 12:00 p.m. The Chief of Police or the Director of Parks and Recreation or their respective designee may restrict dogs from the Friendship Trail in Jefferson Park other times if an event is scheduled that could reasonably create a conflict between the dogs and the persons attending the event.
  - e. Animals sponsored or owned by individuals of a petting display, pony ride, animal show, obedience school, wedding ceremony, funeral, or any other event deemed appropriate by the Parks and Recreation Board may be approved to be in parks.

SECTION 2: This ordinance shall become effective upon its passage and publication as provided by law.

Passed and approved this \_\_\_\_\_ day of \_\_\_\_\_,

\_\_\_\_\_  
Donald Merkes, Mayor

ATTEST:

\_\_\_\_\_  
Deborah A. Galeazzi, City Clerk



**ORDINANCE O-11-08**

AN ORDINANCE AMENDING TITLE 13 BY MAKING CERTAIN CHANGES IN THE DISTRICT (121 River Street)

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

SECTION 1: The Zoning Ordinance Title 13 and the Zoning District made a part thereof is hereby amended by changing the following properties on River Street from R-1 Single Family Residential to R-2 Two-Family Residential, described as follows:

Lot Fifty-four (54) and Fifty-five (55) in Block Twelve (12), in Menasha (Two Additions), in the City of Menasha, Winnebago County, Wisconsin. As recorded in the Winnebago County Register of Deeds office as document number 1451727.

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

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

Passed and approved this \_\_\_\_\_ day of \_\_\_\_\_, 2008.

\_\_\_\_\_  
Donald Merkes, Mayor

ATTEST:

\_\_\_\_\_  
Deborah A. Galeazzi, City Clerk

**RESOLUTION R-13-08**

**A RESOLUTION ACKNOWLEDGING REVIEW OF CITY OF MENASHA 2007 COMPLIANCE MAINTENANCE ANNUAL REPORT UNDER WISCONSIN ADMINISTRATIVE CODE NR 208**

*Introduced by Ald. Hendricks*

WHEREAS, it is a requirement under a Wisconsin Pollutant Discharge Elimination System (WPDES) permit issued by the Wisconsin Department of Natural Resources to file Compliance Maintenance Annual Report (CMAR) for its wastewater collection system under Wisconsin Administrative Code NR 208; and

WHEREAS, it is necessary to acknowledge that the governing body has reviewed the Compliance Maintenance Annual Report (CMAR); and

WHEREAS, it is necessary to provide recommendations or an action response plan for all individual CMAR section grades of "C" or less and/or an overall grade point average <3.00;

NOW, THEREFORE BE IT RESOLVED by the Mayor and the Common Council of the City of Menasha concurring, that no recommendations or corrective actions are necessary at this time because the City has achieved CMAR grades of "A" for its individual sections for its 2007 CMAR reporting year.

*Passed and approved this \_\_\_\_ day of July, 2008.*

\_\_\_\_\_  
*Donald J. Merkes, Mayor*

ATTEST: \_\_\_\_\_  
*Deborah A. Galeazzi, City Clerk*