

**CITY OF MENASHA
ADMINISTRATION COMMITTEE
Third Floor Council Chambers
140 Main Street, Menasha
August 1, 2011**

MINUTES

A. CALL TO ORDER

Meeting called to order by Chairman Klein at 6:50 p.m.

B. ROLL CALL/EXCUSED ABSENCES

PRESENT: Aldermen Taylor, Sevenich, Langdon, Krueger, Zelinski, Englebert, Klein

EXCUSED: Alderman Benner

ALSO PRESENT: CA/HRD Captain, Mayor Merkes, Lt. Bouchard, FC Auxier, CDD Keil, COMP. Stoffel, LD Lenz, Deputy Clerk Sewall and the Press

C. MINUTES TO APPROVE

1. Administration Committee, 7/18/11

Moved by Ald. Langdon, seconded by Ald. Zelinski to approve minutes.

Motion carried on voice vote.

D. ACTION ITEMS

1. Appeal of Denial of Operator's License – Christopher P. Birling

Chris Birling, 177 Main Street- explained why he thought he should be given his operator's license.

Roger Biechler, 177 Main St., Historic Hotel Pub- explained why he felt his employee (Chris Birling) should be given his operator's license.

Mike Prokash, 200 Main St., Blind Pig Saloon- explained why he felt his employee (Chris Birling) should be given his operator's license.

A lengthy discussion ensued on Mr. Birling's offenses and their application to the City's criteria when determining if an operator's license should be granted or denied. Clarification was given on the number of alcohol related offenses Mr. Birling has on his record – two OWI convictions; 2004 and 2009. Mr. Birling does not meet Guideline: 2 OWI convictions in past 7 years, clear record must be in place for at least 5 years. He does not have a clear record in place for at least 5 years.

Ald. Krueger stated that he would be abstaining from this vote due to knowing Mr. Birling personally.

Discussion ensued.

Ald. Krueger removed his abstention stating that the outcome of this vote does not affect him personally.

Moved by Ald. Englebert, seconded by Ald. Zelinski to deny appeal of operator's license.

Motion carried on roll call 5-2. Ald. Taylor, Krueger – no.

2. Automated External Defibrillator Aid Station Agreement between City of Menasha and Gold Cross Ambulance Service.

Explanation was given as to the potential locations of the AED's around the downtown area and at the Marina. There is no cost to the city and this will be a benefit to the city.

Moved by Ald. Sevenich, seconded by Ald. Langdon to recommend to Common Council for approval.

Motion carried on voice vote.

3. Offer to Purchase from Riverside Building, Inc. (Dr. Vernon Larsen) for 81 & 87 Racine Street and 504 Broad Street.

Moved by Ald. Taylor, seconded by Ald. Sevenich to reject offer to purchase from Riverside Building, Inc. (Dr. Vernon Larsen) for 81 & 87 Racine St. and 504 Broad St.

Discussion ensued regarding supporting a growing business, current maintenance costs on the properties and the potential of a counter offer.

Moved by Ald. Zelinski, seconded by Ald. Krueger to hold item.

4. Liability Insurance – CVMIC Update/Renewal

CA/HRD Captain gave an overview of Cities and Villages Mutual Insurance Company (CVMIC) and explained that this is a 2 year renewal for 2013-2014. CA/HRD Captain recommends forwarding the resolution renewing the city's liability insurance for 2013-2014 through CVMIC and recommends option 1 to the common council, payment of CVMIC dividends to Menasha on March 1, 2012.

Moved by Ald. Englebert, seconded by Ald. Krueger to forward the attached proposed resolution to the common council for approval to continue membership in CVMIC and accepting CVMIC's premium proposal for years 2013 and 2014.

Motion carried on voice vote.

Moved by Ald. Englebert, seconded by Ald. Krueger to recommend Option 1 to the common council, payment of CVMIC dividends to Menasha on March 1, 2012.

Motion carried on voice vote.

E. ADJOURNMENT

Moved by Ald. Taylor, seconded by Ald. Langdon to adjourn at 8:15 p.m.

Respectfully submitted by Deputy City Clerk Kristin Sewall