

It is expected that a Quorum of the Personnel Committee, Board of Public Works, and Common Council will be attending this meeting: (although it is not expected that any official action of any of those bodies will be taken)

**CITY OF MENASHA
ADMINISTRATION COMMITTEE
Third Floor Council Chambers
140 Main Street, Menasha
January 17, 2011
6:30 PM
or immediately following Common Council
AGENDA**

A. CALL TO ORDER

B. ROLL CALL/EXCUSED ABSENCES

C. MINUTES TO APPROVE

1. [Administration Committee, 1/4/11](#)

D. ACTION ITEMS

1. [Public Health Emergency Preparedness \(PHEP\) Contract Agreement Amendment #1 between Wisconsin Division of Public Health, Department of Health Services and City of Menasha Health Department for additional funds, 1/1/11 – 8/9/11, and authorize signature](#)
2. [R-4-11 - Resolution Relating to Reduction of Poll Workers](#)

E. ADJOURNMENT

"Menasha is committed to its diverse population. Our Non-English speaking population and those with disabilities are invited to contact the Menasha City Clerk at 967-3603 24-hours in advance of the meeting for the City to arrange special accommodations."

CITY OF MENASHA
ADMINISTRATION COMMITTEE
Third Floor Council Chambers
140 Main Street, Menasha
January 4, 2011
MINUTES

DRAFT

A. CALL TO ORDER

Meeting called to order by Chairman Wisneski at 7:18 p.m.

B. ROLL CALL/EXCUSED ABSENCES

PRESENT: Aldermen Englebert, Benner, Roush, Taylor, Wisneski, Langdon, Hendricks, Zelinski

ALSO PRESENT: Mayor Merkes, CA/HRD Captain, PC Stanke, FC Auxier, CDD Keil, DPW Radtke, C/T Stoffel, Clerk Galeazzi, and the Press

C. MINUTES TO APPROVE

1. [Administration Committee, 12/20/10](#)

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

Motion carried on voice vote.

D. ACTION ITEMS

1. [Reserve "Class B" Liquor License Policy \(Held 12/20/10\)](#)

Staff is recommending holding off on this item until a few issues are resolved.

Moved by Ald. Langdon, seconded by Ald. Roush to table until issues resolved.

Motion carried on voice vote.

2. Grant Agreements between Winnebago County and City of Menasha for the term Jan. 1, 2011 to Dec. 31, 2011 for:

- a) [Senior Center Supervisor](#)
- b) [Senior Center Activity Coordinator](#)
- c) [Older Adult Health Screening Program](#)

PHD Nett explained the grant agreements are the same as in previous years.

Moved by Ald. Hendricks, seconded by Ald. Roush to recommend approval to Common Council.

Motion carried on voice vote.

3. [O-1-11 An Ordinance Relating to the Keeping of Fowl \(Introduced by Ald. Roush\) \(Recommendation of Sustainability Board and Plan Commission\)](#)

Moved by Ald. Roush, seconded by Ald. Hendricks to recommend approval to Common Council.

A lengthily debate ensued on the pros and cons of allowing chickens in the City.

Comments made: recommended by Sustainability Board and Plan Commission; more people want to grow their own food; would only allow chickens, no roosters; only allowed on owner-occupied properties; consider rights of property owner; chickens are pets just like dogs and cats. Concerns: chickens are farm animals, could lead to allowing other farm animals in the City; health issues; complaints from neighbors; chickens roaming neighborhood; appearance of coops and were located on property; too many unanswered questions.

PHD Nett commented the ordinance does not address certain health issues.

Moved by Ald. Benner, seconded by Ald. Englebert to table this item for more clarification.

Motion carried on voice vote. Ald. Taylor voiced – nay.

4. [R-1-11 Resolution Opposing the Reduction in Size of the Winnebago County Board of Supervisors \(Introduced by Ald. Englebert\)](#)

Discussion ensued. Comments made were what is the right number of County Supervisors; should the City get involved at this time; should wait until after final census; need fair representation at County level; should wait until more information is available on appropriate size of County Board.

Moved by Ald. Englebert, seconded by Ald. Roush to recommend approve to Common Council. Motion carried on voice vote. Ald. Zelinski, Hendricks voiced – nay.

E. ADJOURNMENT

Moved by Ald. Roush, seconded by Ald. Langdon to adjourn at 8:30 p.m. Motion carried on voice vote.

Respectfully submitted by Deborah A. Galeazzi, WCMC, City Clerk

Contractee: City of Menasha Health Department
 Contract Period: 1/1/10-8/9/11
 New Contract Amount: \$41,507

CONTRACT AGREEMENT AMENDMENT
 City of Menasha Health Department

#1

STATE AGENCY: Division of Public Health, Department of Health Services

CONTRACTEE: City of Menasha Health Department
 316 Racine Street
 Menasha, WI 54952-3190

PROFILE NAME: Public Health Emergency Preparedness (PHEP)

It is understood and agreed by both parties through this amendment to the **Public Health Emergency Preparedness (PHEP)** contract between the Contractee and the Division of Public Health that:

1. Funding Provided/Extended Period Covered:
 - a. Additional funds for 1/1/11-8/9/11: \$ 15,614.00
 - b. New contract amount: \$ 41,507.00
 - c. Contract period: 1/1/10-8/9/11

AGENCY NUMBER	AGENCY TYPE	PROFILE NUMBER	CONTRACT PERIOD	CURRENT AMOUNT	CHANGED AMOUNT	NEW AMOUNT
256420	60	155015	1/1/10-12/31/10	\$ 25,893.00	\$ (25,893.00)	\$ -
256420	160	155015	1/1/10-8/9/11	\$ 25,893.00	\$ 15,614.00	\$ 41,507.00

2. Purpose and Service Conditions on the contract extension:
 - a. Contract extension and additional funds to complete project activities per jointly agreed upon objectives in GAC.

TIMELY CONTRACT SIGNING

This Contract Amendment becomes null and void if the time between the earlier dated signature and the later dated signature on this grant agreement amendment exceeds sixty (60) days inclusive of the two signature dates.

All other terms on the contract amended shall remain in force as originally executed.

The parties below execute this contract amendment:

Approved: _____ Date _____
 Contractee's Authorized Representative

Approved: _____ Date _____
 Contractor's Authorized Representative
 Sandra L. K. Breitborde, MA, MS
 Deputy Administrator
 Division of Public Health
 Department of Health Services

RESOLUTION R – 4 – 11

RESOLUTION RELATING TO REDUCTION OF POLL WORKERS.

Introduced by Mayor Merkes

WHEREAS, there will be a Primary Election in the City of Menasha on February 15, 2011, and

WHEREAS, it is expected that the voter turnout will be light.

NOW, THEREFORE, BE IT RESOLVED, that the number of poll workers at each polling location in the City of Menasha be reduced from five to three for the Primary Election on February 15, 2011.

Passed and approved this day of February, 2011.

Donald Merkes, Mayor

Attest:

Deborah A. Galeazzi, City Clerk