

CITY OF MENASHA  
COMMON COUNCIL  
Third Floor Council Chambers  
140 Main Street, Menasha  
Monday May 2, 2011  
MINUTES

A. CALL TO ORDER

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

B. PLEDGE OF ALLEGIANCE

A Moment of Silence was observed for former Alderman Robert Winarski who passed away on April 24, 2011

C. ROLL CALL/EXCUSED ABSENCES

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

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

D. PUBLIC HEARING

None

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

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

Kathy Bauer, 709 Lincoln Street. New Council needs to work together to innovate ways to solve financial issues of City.

F. REPORT OF DEPARTMENT HEADS/STAFF/CONSULTANTS

1. [Police Chief Stanke – Presentation of the NAMI CIT Officer of the year award to Chris Groeschel](#)

PC Stanke presented Officer Chris Groeschel with the 2010 CIT Officer of the Year Award from the National Alliance on Mental Illness, Fox Valley. A Crisis Intervention Officer (CIT) is trained to spot mental illness and provide assistance to those living with mental illness and their families. Currently the Menasha Police Department has nine officers trained as CIT Officer.

2. [Friends of the Fox & Fox Cities Greenways Inc. – Donation of two kayak/canoe access docks](#)

Representatives from Friends of the Fox and Fox Cities Greenways presented Mayor Merkes and PRD Tungate with a donation of \$4,400 for two kayak/canoe floating access docks. One dock will be on the far west end of Jefferson Park and the other just outside the east end of the Marina along the Riverwalk. The City of Menasha was selected as an important access site for kayaks and canoes.

3. [Tracy Salisbury WDNR Northeast Region Urban Forestry Coordinator – Presentation of 28<sup>th</sup> consecutive Tree City, USA award](#)

Tracy Salisbury, WDNR Northeast Region Urban Forestry Coordinator presented Mayor Merkes and PRD Tungate with a Tree City USA, Arbor Day Foundation flag for being a Tree City USA for the 28<sup>th</sup> consecutive year. Ms. Salisbury explained the criteria that must be met to be a Tree City USA. She also recognized the City for receiving the Growth Award for their tree inventory and completing an Emerald Ash Borer plan. PRD Tungate reported on the Arbor Day observation held at Clovis Grove School. The City joined with SCA Tissue and students to plant 25 trees in the Clovis Grove School neighborhood.

F. REPORT OF DEPARTMENT HEADS/STAFF/CONSULTANTS, cont'd.

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

Minutes to receive:

- a. [Administration Committee, 4/19/11](#)
- b. [Board of Public Works, 4/19/11](#)
- c. [Board of Health, 3/9/11](#)
- d. [Committee on Aging, 3/10/11](#)
- e. [Library Board, 4/21/11](#)
- f. [Library Director Search Committee, 4/13/11](#)
- g. [NM Fire Rescue Joint Finance & Personnel Committee, 4/26/11](#)
- h. [NM Fire Rescue Joint Fire Commission, 4/27/11](#)
- i. [NM Sewerage Commission, 3/22/11](#)
- j. [Parks & Recreation Board, 4/11/11](#)
- k. [Personnel Committee, 4/19/11](#)
- l. [Plan Commission](#)
- m. [Safety Committee, 2/4/11; City Hall](#)
- n. [Safety Committee, 3/22/11; Public Works/Parks Department](#)

Communications:

- o. [Calumet County Treasurer, 4/12/11; Notice of foreclosure](#)
- p. [Mayor Merkes, 4/28/11; 2010 Utility Commission Appointment](#)
- q. [PWD Radtke, 4/27/11; WDNR Annual Report under MS4](#)

Ald. Zelinski: Minutes L (Plan Comm.), discussion held on TID #12. CDD Keil explained the comments made by the Plan Commissioners on TID #12.

G. CONSENT AGENDA

(Prior to voting on the Consent Agenda, items on the Consent Agenda may be removed at the request of any Alderman and place immediately following action on the Consent Agenda. The procedures to follow for the Consent Agenda are: (a) removal of items from Consent Agenda; and (b) motion to approve the items from Consent Agenda.)

Minutes to approve:

1. [Common Council, 4/19/11](#)
2. [New Common Council, 4/19/11](#)

Administration Committee, 4/19/11; recommends approval of:

3. Approval of proposed fees for the licensing period July 1, 2011-June 30, 2012:
  - a) [DHS Agent of the State](#); b) [DATCP Agent of the State](#); c) [Tattoo Parlor/Body Piercing Establishments](#).

Board of Public Works, 4/19/11; recommends approval of:

4. [Street Use Application – Memorial Day Parade; Monday, May 30, 2011; 8:00 AM – 10:30 AM \(Neenah American Legion Post 33\)](#)

NM Fire Rescue Joint Finance & Personnel Committee, 4/26/11; recommends approval of:

5. [The Automatic Aid Agreement as amended](#)

Ald. Langdon requested to remove item 5 (Automatic Aid Agreement) from Consent Agenda.

Moved by Ald. Sevenich, seconded by Ald. Englebert to approve items 1-4 of Consent Agenda  
Motion carried on roll call 8-0.

H. ITEMS REMOVED FROM CONSENT AGENDA

1. Moved by Ald. Klein, seconded by Ald. Sevenich to approve item 5 (Automatic Aid Agreement) as amended.

Discussion: FC Auxier explained the agreement and showed on the map the area included in the agreement. Discussion ensued on when agreement was first discussed, benefits to both cities, cost savings.  
Motion carried on roll call 8-0.

I. ACTION ITEMS

1. [Accounts payable and payroll for the term of 4/21/11 to 4/28/11 in the amount of \\$857,855.72](#)

Moved by Ald. Klein, seconded by Ald. Zelinski to approve accounts payable and payroll.

Motion carried on roll call 8-0.

2. ["Class A" Liquor License Application, Quik Mart Menasha LLC, Satnam Gill, 1515 Appleton Road, for the 2010-2011 licensing year](#)

Moved by Ald. Sevenich, seconded by Ald. Klein to approve "Class A" liquor license.

Discussion: Clerk Galeazzi and PC Stanke explained it was discovered in a background that the applicant received citations that were not disclosed on the liquor license applications. PC Stanke recommended denial of the application based on the applicant's failure to disclose the convictions.

Atty. Edward Jelinski, representing Satnam Gill, explained that English is a second language of his client and that his client did not understand the procedure when completing the liquor license application.

Atty. Jelinski also explained the circumstances that led to the convictions.

Motion carried on roll call 5-3.

Ald. Klein, Sevenich, Langdon, Englebort, Benner – yes

Ald. Taylor, Krueger, Zelinski - no

3. [Greenwood Fuels Letter of Intent](#)

Ted Hansen from Greenwood Fuels spoke to the Council on the Letter of Intent from Greenwood Fuels to the City of Menasha and Menasha Utilities on the proposed purchase of the steam utility facility.

Mr. Hansen gave a brief history of Greenwood Fuels and their intent for the facility. He told the Council the Letter of Intent is non-binding. This is all in the preliminary stages. Greenwood Fuels is exploring their options to determine if the facility has potential to use their fuel product to produce electricity.

Moved by Ald. Benner, seconded by Ald. Krueger to approve the Letter of Intent from Greenwood Fuels.

Motion carried on roll call 8-0.

J. ORDINANCES AND RESOLUTIONS

1. [R-18-11 – Resolution Terminating TIF District No. 2 and Authorizing City Treasurer to Distribute Excess Increment to Overlying Taxing Districts](#)

Moved by Ald. Sevenich, seconded by Ald. Langdon to adopt R-18-11.

Motion carried on roll call 8-0.

2. [R -19-11 - Resolution Approving Application to Board of Commissioners of Public Lands to Borrow \\$350,000 from the State Trust Funds, Authorizing the Borrowing and the Issuance of Certificates of Indebtedness and Levying a Tax in Connection Therewith. \(Ribblesdale and Woodland Hills Street Construction Project\)](#)

Moved by Ald. Sevenich, seconded by Ald. Englebort to adopt R-19-11.

Moved by Ald. Krueger, seconded by Ald. Langdon to hold.

Item is held.

3. [R-20-11 - Resolution Approving Application to Board of Commissioners of Public Lands to Borrow \\$1,000,000.00 from the State Trust Funds, Authorizing the Borrowing and the Issuance of Certificates of Indebtedness and Levying a Tax in Connection Therewith. \(Refinance Loan – First National Bank-Fox Valley-Sonoco Settlement\)](#)

Moved by Ald. Sevenich, seconded by Ald. Krueger to adopt R-20-11.

Motion carried on roll call 8-0.

K. APPOINTMENTS

1. Mayor's reappointment of at large member to the Heckrodt Wetland Reserve Board  
a. Sheila Brucks, 238 Butte des Mortes Dr., for the term of April 19, 2011 – April 19, 2012  
Moved by Ald. Benner, seconded by Ald. Langdon to approve appointment  
Motion carried on voice vote.

2. Mayor's appointment to the Police Commission  
a. Jason Dionne, 394 Walnut St., for the term of May 1, 2011 – May 1, 2016  
Moved by Ald. Benner, seconded by Ald. Zelinski to approve appointment.  
Motion carried on voice vote.

3. [Accept resignation of Steve Krueger from Parks & Recreation Board](#)

4. Mayor's appointment to the Parks & Recreation Board  
a. [Luke Schiller, 389 Nassau St., for the term of May 1, 2011 – October 1, 2013](#)  
Moved by Ald. Benner, seconded by Ald. Englebert to accept resignation of Steve Krueger and  
approve appointment of Luke Schiller.  
Motion carried on voice vote.

L. HELD OVER BUSINESS

None

M. CLAIMS AGAINST THE CITY

None

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

Mary Nebel, 713 First Street. Comments on Automatic Aid Agreement.

O. ADJOURNMENT

Moved by Ald. Sevenich, seconded by Ald. Benner to adjourn at 7:41 p.m.  
Motion carried on voice vote.

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