

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

**CITY OF MENASHA
COMMON COUNCIL
Third Floor Council Chambers
140 Main Street, Menasha
TUESDAY JANUARY 4, 2011
6:00 PM
AGENDA**

- A. CALL TO ORDER
- B. PLEDGE OF ALLEGIANCE
- C. ROLL CALL/EXCUSED ABSENCES
- D. PUBLIC HEARING
- E. PUBLIC COMMENTS ON ANY MATTER OF CONCERN TO THE CITY
(five (5) minute time limit for each person)
- F. REPORT OF DEPARTMENT HEADS/STAFF/CONSULTANTS
1. Clerk Galeazzi - the following minutes and communications have been received and placed on file:
Minutes to receive:
 - a. [Administration Committee, 12/20/10](#)
 - b. [Board of Public Works, 12/20/10](#)
 - c. [Plan Commission 12/21/10](#)
 - d. [Personnel Committee, 12/20/10](#)
 - e. [Library Board, 12/16/10](#)
 - f. [Neenah-Menasha Sewerage Commission, 11/23/10](#)
 - g. [Joint Park Board/Commission of Menasha, Neenah and Town of Menasha Parks and Recreation, 12/8/10](#)Communications:
 - h. [CVMIC to PC Stanke, 12/15/10; 2010 Member Workers' Compensation Dividend and EPLI Rebate](#)
- 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, 12/20/10](#)
Administration Committee, 12/20/10; recommends approval of:
 2. Offer to Purchase – Chute Street Parking Lot
 3. [City of Menasha Special Event Policy \(Held 12/20/10\)](#)
Board of Public Works, 12/20/10; recommends approval of:
 4. [Street Use Application – Team Hailey 5K Run/Walk; Saturday, April 16, 2011; 8:00 AM – 10:30 AM \(Team Hailey/PLGA Foundation\)](#)
 5. [Change Order; MOD# 0016-00; Neenah-Menasha Fire Rescue Station 36; Miron Job #101520; DEDUCT: \\$863.00](#)
- H. ITEMS REMOVED FROM CONSENT AGENDA
- I. ACTION ITEMS
1. [Accounts payable and payroll for the term of 12/20/10 to 12/30/10 in the amount of \\$730,499.87](#)
 2. ["Class A" Liquor License Application: J.K. Petroleum, Inc., Kashmir Gill, agent for the premise at 1200 Plank Road, Menasha for the 2010-2011 licensing year.](#)

J. ORDINANCES AND RESOLUTIONS

1. [O-22-10 An Ordinance Relating to Parking Regulations \(Angle Parking on 2nd St.\) \(Recommendation from Parking Committee\) \(Introduced by Ald. Wisneski & Taylor\)](#)
2. [O-23-10 An Ordinance Relating to School Bus Loading Zones \(Recommendation from Parking Committee\) \(Introduced by Ald. Wisneski\)](#)

K. APPOINTMENTS

L. HELD OVER BUSINESS

M. CLAIMS AGAINST THE CITY

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

O. ADJOURNMENT

MEETING NOTICE

**January 17, 2011 - Council Chambers
Common Council – 6:00 p.m.
Administration Committee – 6:30 p.m.
Board of Public Works – 7:00 p.m.**

**City Hall Closed:
Monday, January 3, 2011**

CITY OF MENASHA
ADMINISTRATION COMMITTEE
Third Floor Council Chambers
140 Main Street, Menasha
December 20, 2010
MINUTES

A. CALL TO ORDER

Meeting called to order by Chairman Wisneski at 7:00 p.m.

B. ROLL CALL/EXCUSED ABSENCES

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

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

C. MINUTES TO APPROVE

1. Administration Committee, 12/6/10

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

Motion carried on voice vote.

D. ACTION ITEMS

1. Offer to Purchase – Chute Street Parking Lot

CDD Keil explained the Plan Commission discussed the purchase of the lot. The City currently leases a majority of the lot for additional parking for staff and businesses. The Plan Commission is supportive of pursuing the purchase of the lot. It might be necessary for future development. The City currently maintains the lot.

When asked about the condition of the lot, DPW Radtke answered some areas will need work, but the rest of the lot is in fair condition.

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

Motion carried on voice vote.

2. Reserve “Class B” Liquor License Policy

Mayor Merkes explained staff has been working on a policy for issuing reserve “Class B” liquor licenses and would like the Council’s input. Clerk Galeazzi gave a brief history of how reserve “Class B” licenses were created by the State.

General discussion on businesses that have economic impact; incentives for new businesses.

Moved by Ald. Hendricks, seconded by Ald. Langdon to hold for further consideration.

Motion carried on voice vote

E. ADJOURNMENT

Moved by Ald. Langdon, seconded by Ald. Hendricks to adjourn at 7:40 p.m.

Motion carried on voice vote.

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

CITY OF MENASHA
Board of Public Works
Third Floor Council Chambers
140 Main Street, Menasha
December 20, 2010
MINUTES

DRAFT

A. CALL TO ORDER

Meeting called to order by Chairman Taylor at 7:43 p.m.

B. ROLL CALL/EXCUSED ABSENCES

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

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

C. MINUTES TO APPROVE

1. December 6, 2010

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

Motion carried on voice vote.

D. ACTION ITEMS

1. Street Use Application-Team Hailey 5K Run/Walk, Saturday April 16, 2011
8:00 AM-10:30 AM (Team Hailey/PLGA Foundation)

Application is in order and all appropriate departments have approved.

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

Motion carried on voice vote.

2. Change Order: MOD #0016-00, Neenah-Menasha Fire Rescue Station 36,
Miron Job #101520, DEDUCT \$863.00.

FC Auxier explained the change order is a deduct for the roofing contractor bond.

Moved by Ald. Wisneski, seconded by Ald. Benner to recommend approval to Common Council.

Motion carried on voice vote.

3. O-22-10 An Ordinance Relating to Parking Regulations (Angle Parking on 2nd St.)
(Recommendation from Parking Committee) (Introduced by Ald. Wisneski)

Ald. Wisneski explained the angle parking was originally established when St. Mary's High School was still located on Second Street. Now that the high school is no longer there, the angle parking is not necessary. An additional parking lot has been created for St. Mary's Parish.

Chairman Taylor stated the neighbors had petitioned to have the parking put back to parallel parking. He will also be sponsoring this ordinance.

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

Motion carried on voice vote.

4. O-23-10 An Ordinance Relating to School Bus Loading Zones
(Recommendation from Parking Committee) (Introduced by Ald. Wisneski)

DPW Radtke explained a change in the school set up at Nicolet School has more buses at that school, so additional room is needed for the buses

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

Motion carried on voice vote.

5. Request to Revise Sidewalk Snow Removal Policy (Ald. Taylor)

A lengthily discussion by Board members on the new sidewalk snow remove policy recently adopted by the City of Appleton and how it compares to the City of Menasha's policy. Changes to the current policy were discussed.

Moved by Ald. Roush, seconded by Ald. Langdon to direct staff to prepare an ordinance to make a change to the sidewalk snow removal policy.

Motion carried on voice vote.

E. ADJOURNMENT

Moved by Ald. Hendricks, seconded by Ald. Englebert to adjourn at 8:11 p.m.

Motion carried on voice vote.

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

CITY OF MENASHA
Plan Commission
Council Chambers, City Hall – 140 Main Street
December 21, 2010
DRAFT MINUTES

A. CALL TO ORDER

The meeting was called to order at 3:35p.m. by Mayor Merkes.

B. ROLL CALL/EXCUSED ABSENCES

PLAN COMMISSION MEMBERS PRESENT: Mayor Merkes, Commissioners Homan and Cruickshank, DPW Radtke and Ald. Zelinski (alternate for Ald. Benner)

PLAN COMMISSION MEMBERS EXCUSED: Commissioners Sturm and Schmidt

OTHERS PRESENT: CDD Keil, PP Kester, Rod Fisk, Ald. JoAnne Roush, Tim Carlson, Linda Stoll, and David Allen.

C. MINTUES TO APPROVE

1. **Minutes of the December 7, 2010 Plan Commission Meeting**

Motion by Comm. Homan, seconded by DPW Radtke to approve the December 7, 2010 Plan Commission meeting minutes.

The motion carried.

D. PUBLIC COMMENT ON ANY ITEM OF CONCERN ON THIS AGENDA

1. No one spoke.

E. DISCUSSION

1. **Comprehensive Plan Annual Review**

Linda Stoll requested that the comprehensive plan be amended to include a goal of identifying and creating official city neighborhoods. She cited Green Bay and other cities that have done this successfully with positive impacts to the city. It was agreed that this item would be carried over to the next Plan Commission agenda for further discussion.

2. **Student Housing Concept Plan – Midway Road/University Drive**

Tim Carlson of True North Architects presented the conceptual site plan for the proposed UW Fox Valley student housing project. The following items were discussed:

- 252 students, 69 apartments, 1 staff
- Primarily 18/19 year old
- 3 story residential tower
- 1 story common space at entrance
- Height/lot size
- Brick/stone veneer
- EIFS versus alternative materials
- Occupancy
- Fair housing/family issues
- Impact on existing rental housing market

There was general support of the concept, however there was concern regarding financing details especially if the developers were seeking city financial support. No action was taken on

this item.

F. ACTION ITEMS

1. Proposed Driveway Paving Ordinance

PP Kester explained that the Public Works Department had conducted a citywide survey to identify unpaved driveways and/or aprons. She distributed a sample quarter section map of an older neighborhood with approximately 20% unpaved properties. The commissioners discussed the following issues:

- Economic/hardship considerations
- Extent of paving
- Administration and enforcement issues
- Aesthetics versus economics
- Barriers to home purchasing
- Maximum rear yard paving
- Inclusion of commercial properties in the requirement

Comm. Zelinski made and withdrew a motion to recommend approval to the Common Council with the condition that commercial properties be included. There was consensus that this item should return to the Plan Commission and be rescheduled for new public hearings to include commercial properties, a maximum rear yard paving requirement. No action was taken on this item.

2. US 10 Highway Corridor Study Recommendation on Preliminary Alternatives

Commissioners discussed the proposed reconstruction alternatives in the US 10 Highway Corridor study. Comm. Homan expressed support for the boulevard option versus the middle turning lane for safety and aesthetic reasons. Commissioners discussed raised center turn lanes, roundabouts, pedestrian issues, and similar projects. It was agreed that this item would be carried over to the next agenda for further discussion.

3. Ordinance Relating to the Keeping of Fowl (Recommended by Sustainability Board)

Ald. Roush stated that in order for her to sponsor the ordinance, she would like the ordinance to include only chickens and that ducks and turkeys be removed. Commissioners discussed the allowable fowl along with the minimum enclosed space required for chickens.

Motion by Comm. Homan, seconded by Comm. Cruickshank to recommend approval with ducks and turkeys eliminated and the language relating to Zoning Administrator discretion deleted.

The motion carried.

G. ADJOURNMENT

Motion by Ald. Zelinski, seconded by DPW Radtke to adjourn at 5:50 p.m.

The motion carried.

Minutes respectfully submitted by Amy Kester, Principal Planner.

CITY OF MENASHA
PERSONNEL COMMITTEE
Third Floor Council Chambers
140 Main Street, Menasha
December 20, 2010
MINUTES

A. CALL TO ORDER

Meeting called to order by Chairman Englebert at 8:18 p.m.

B. ROLL CALL/EXCUSED ABSENCES

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

ALSO PRESENT: CA/HRD Captain, PC Stanke, C/T Stoffel, Clerk Galeazzi

C. MINUTES TO APPROVE

1. Personnel Committee, 9/7/10

Moved by Mayor Merkes, seconded by Ald. Hendricks to approve minutes.

Motion carried on voice vote

D. ACTION ITEMS

1. Amend City of Menasha Personnel Policy Handbook, Article IX – Training, Travel and Meal Expense Policy.

Mayor Merkes explained the two amendments to the Personnel Policy Handbook.

He is recommending setting mileage reimbursement based on how private business set the mileage reimbursement not to exceed the Internal Revenue Service rate.

His other recommendation is reimbursing for meal expenses to employee while on City business outside the Fox Cities area. Also eliminating the employee's option to claim up to \$38/day for meals on overnight stays.

General discussion on which employees would be affected by change; use of City vehicles and/or employees own vehicle.

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

Motion carried on voice vote.

E. ADJOURNMENT

Moved by Ald. Zelinski, seconded by Ald. Hendricks to adjourn at 8:35 p.m.

Motion carried on voice vote.

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

D R A F T
MINUTES OF REGULAR MEETING
ELISHA D. SMITH PUBLIC LIBRARY TRUSTEES
December 16, 2010

Call to order at 4:01 p.m. by President Enos

Present: Brunette, Eisen, Enos, Werley, Wicihowski, Wisneski

Absent: Derouin

Resigned: Nebel

Also present: Director Saecker, K. Seefeldt (Administrative Assistant), Patrick Murray

Authorization of Bills

1. **Motion** to authorize payment of the December list of bills from the 2010 budget by Brunette, seconded by Wicihowski, and carried unanimously.

Consent Business

2. Approve minutes from the Library Board meeting of November 18, 2010
Accept minutes of Policies & Personnel Committee meeting of December 6, 2010

Motion

Motion to approve minutes from the Library Board meeting of November 18, 2010 and accept minutes of the Policies & Personnel Committee meeting of December 6, 2010 by Eisen, seconded by Wisneski, and carried unanimously.

Director's Report/Information Items

3. Statistics. November lending was down 3.1% overall from last year. A decrease in circulation of children's materials will be addressed in 2011. Use of self-checks continues to be strong. 41% of our checkouts were done on the self-check machines in November.
4. Winnefox Computer Upgrade. Our circulation system was down on December 7 and 8 for a scheduled computer upgrade. As a result, our self-check machines were not in use. Self-check statistics for December may be down because of this. Director Saecker praised the Circulation staff for their efficiency in handling the workflow while the system was down.
5. Food For Fines 2010. We had another successful Food for Fines program. Donated canned goods paid off \$982.39 in fines. The donations were given to St. Joseph's Food Pantry.
6. New Board Member. Patrick Murray will be joining us as a new board member in January after receiving approval from the City's Common Council.
7. Endowment Donations. We received several helpful donations in November. The American Legion generously donated \$100 toward meeting room use, the Apple Knitter's Guild donated \$100 toward knitting books, and the Charbonneau family made a general donation of \$100.
8. Library Legislation Day. Library Legislative Day will be held in Madison on February 22, 2011. This event gives librarians and library advocates an opportunity to meet with state legislators to discuss the importance of libraries in our state. Director Saecker encouraged library board members to attend.

Discussion/Action Items

9. Committee Appointment. President Enos appointed Sue Werley to the Policies & Personnel Committee.
10. Winnefox Board. Joyce Schoepel, one of our Winnefox Board representatives, has announced that she does not plan to seek reappointment. Eisen stated that it would be worthwhile to have one our own library board members as a member of the Winnefox Board. Sue Werley noted she would like to be considered for this position. Director Saecker will pass this information along to the Winnefox Library System.
11. 2011 Budget. Director Saecker presented a conservative budget for 2011 for the board's consideration. The budget, which met Maintenance of Effort (MOE) per WI Statutes, included a 1% pay increase for staff effective December 31, 2010. It also included no furlough days, allowing us to continue to serve our community the best we can without closing any additional days. Dir. Saecker informed the board that other City non-reps are scheduled to receive the 1% increase and that they will be furloughed. Specific dates and number of days for furloughs still have not been determined. It was noted that the loss in the 2011 budget's Library Materials line item could at least partially be made up with roll-over funds from 2010.

Motion

Motion to approve the 2011 budget as presented by Director Saecker by Eisen, seconded by Wicihowski, and carried unanimously.

Motion

Motion to adjourn into closed executive session pursuant to WI Statute 19.85(1)(c) for the purpose of considering promotion, compensation or performance evaluation of employees by Wisneski, seconded by Brunette. Motion approved on a roll call vote with seven members voting in favor and none opposed.

Kris Seefeldt left the meeting at 4:40 p.m.

12. Direction Evaluation and Pay Rate for 2011.

- a.) Library Board members met with Director Saecker to discuss her annual review.

Director Saecker left the meeting at 4:50 p.m.

- b.) Board members discussed an annual pay rate increase for the Director.

Motion

Motion to adjourn the closed session and reconvene in open session at 4:58 p.m. by Werley, seconded by Eisen, and carried unanimously

Director Saecker and Kris Seefeldt returned to the meeting.

Motion

Motion to approve a 1% pay increase for Director Saecker, which is the same amount approved for library staff, to be effective December 31, 2010 by Wicihowski, seconded by Werley, and carried unanimously.

Motion to adjourn the meeting at 5:01 p.m. by Brunette, seconded by Wisneski, and carried unanimously.

Future meeting dates

The next regular board meeting will be held in the Gegan Room on Thursday, January 20, 2011 at 4:00 p.m.

Respectfully submitted,
Paul Eisen, Secretary
Kris Seefeldt, Recording Secretary

NEENAH-MENASHA SEWERAGE COMMISSION

Regular Meeting

Tuesday November 23, 2010

Meeting was called to order by Commission Vice-President Raymond Zielinski at 8:00 a.m.

Present: Commissioners Raymond Zielinski, William Helein, Kathy Bauer, Dale Youngquist, Gordon Falck, Tim Hamblin; Manager Randall Much, Accountant Roger Voigt.

Excused: Commission President William Zelinski.

Also Present: Paul Much (MCO); Mike Sams (Waverly); Tom Kispert, Chad Olsen, Sam Pociask (McMahon); Teri Stecker (Johnson Insurance); Fred Hegeman (DNR); Mike King (Post-Crescent).

Vice President Raymond Zielinski deviated from the printed meeting Agenda to accommodate those in attendance.

Wisconsin DNR Residuals Coordinator Fred Hegeman was in attendance per invitation from Chad Olsen to speak to the Commissioners regarding the future of land application of sludge. Mr. Hegeman distributed and discussed the August 2010-Draft "2009 Wisconsin Septage, Biosolids, and Industrial Land Application Facts". It was pointed out that less than six percent of harvested cropland is used for solids applications. Also discussed were phosphorous limits. Wastewater discharge limits for phosphorous are currently being implemented; the next step will be to follow this up with phosphorous limits on land application of biosolids. A possible effect of these limits would be application sites may only be used once every four years, requiring the need for more land for land application of biosolids. Many communities are going to Class A or Exceptional Quality standards for their biosolids; currently thirteen facilities have Class A biosolids. Land application of biosolids is not seen to be phased out. Currently unknown are the effects of growth hormones and other chemicals that can be found in the biosolids. Heavy handed regulation changes are not expected to be seen in the next twenty years; but we may experience several smaller changes over the years. It was questioned how the Class A or Exceptional Quality biosolids is achieved. This was further explained and discussed. Hearing no further questions or comments Mr. Hegeman was thanked for attending the meeting and sharing this information with the Commission

Agenda Item 2) Minutes of the Regular Meeting and Closed Session of October 26, 2010 were discussed. Motion made by Commissioner Dale Youngquist, seconded by Commissioner Kathy Bauer to approve the minutes of the Regular Meeting and the Closed Session of October 26, 2010. Motion carried unanimously.

Agenda Item 5A) Commercial Insurance Proposal for Renewal. Teri Stecker (Johnson Insurance) introduced herself and explained the change that occurred changing her employment from Diversified Insurance Services to Johnson Insurance. The Commission insurance was marketed to several different firms. The current insurance carriers of Travelers and Accident

Fund were the low price for the 2011 renewal. The renewal rates are \$284 higher than the 2010 rates. This is attributable to changes in property values and sludge storage building values. The Commission was reminded that Terrorism coverage is optional but has been purchased in the past. Six out of the eight different insurance packages are minimum premiums. Travelers Insurance is a leading insurance carrier for public entities and they include specialty endorsements for the public entities. It was questioned what the umbrella limit is; the limit is \$2,000,000 over the base \$1,000,000 liability coverage providing a total of \$3,000,000. After discussion, motion made by Commissioner Dale Youngquist, seconded by Commissioner Kathy Bauer to accept the 2011 business insurance renewal as presented. Motion carried unanimously.

Agenda Item 6C) GIS Assessment and Proposal. Sam Pociask (McMAHON) presented and discussed the Proposal Agreement for Development of GIS Web-Based Operations and Maintenance Manual and Work Order Management System. This will be a web based application. It will be up to the operators and managers to maintain and update the program. The Commission questioned if this project would qualify under the clean water fund. This will be included in the application and they will try to have it included in the clean water funding. It was also questioned what is the role of the company GeoDesign. This company will be doing the web based application portion of the project. After discussion, motion made by Commissioner Dale Youngquist, seconded by Commissioner Kathy Bauer to accept the Proposal Agreement for Development of GIS Web-Based Operations and Maintenance Manual and Work Order Management System at a cost not to exceed \$319,500. Motion carried unanimously.

Agenda Item 6B) Treatment Plant Facility Planning. Tom Kispert discussed the facilities planning and reported there is a section on controls in the plan. A draft report has been put together to install a new upgradeable system; this report is being reviewed. Tom also reported that to complete the Facilities Plan a decision needs to be made on which method of sludge biosolids disposal should be included in the Facilities Plan. Tom further reported that the Commission would not be required to use the method included in the Facilities Plan but an amendment can be submitted if the Commission changes their decision on how to handle the biosolids disposal. After discussion, it was the consensus of the Commission to include the option of building our own storage building and continuing with land application of the biosolids in the Facilities Plan. Tom indicated they will have a design proposal at the December meeting.

Correspondence

The following correspondence was distributed at the meeting and discussed:

- A. November 19, 2010 letter from Beth Osowski, Curtis Law Office to NMSC President William Zelinski.
RE: Gizmo Farms, Inc. written confirmation they have no intent to renew the Sludge Removal and Disposal Contract past its termination date of October 31, 2011.

Budget, Finance, Personnel

Accountant Voigt presented the financial statements for the month of October 2010. Accountant Voigt reported the December billing for operations was adjusted as discussed at the October

meeting. Commissioner Dale Youngquist questioned a difference in the AP Vendor aging report and the balance reported on the Balance Sheet; Accountant Voigt will check further into the discrepancy and report back. After discussion, motion made by Commissioner Dale Youngquist, seconded by Commissioner Kathy Bauer to accept the financial statements for the month of October and place it on file. Motion carried unanimously.

Accountant Voigt discussed the renewal of the Snow Plowing and Removal Contract. The plowing rates in the contract did not change from last year. After discussion, motion made by Commissioner Dale Youngquist, seconded by Commissioner William Helein to approve the Snow Plowing and Removal Contract as presented. Motion carried unanimously.

Accountant Voigt presented MCO Invoices #14987, #15036, and #15035 in the amounts of \$119,149.99, \$483.51 and \$617.26. After discussion, motion made by Commissioner Dale Youngquist, seconded by Commissioner Kathy Bauer to approve for payment MCO Invoices #14987, #15036, and #15035 and to pay the invoices after December 1, 2010. Motion carried unanimously.

Manager Much presented and discussed the MCO request for contract increase in 2011. MCO is requesting the CPI-U amount of 1.1% as allowed by contract. Manager Much reminded the Commissioners there was no contract increase last year. After discussion, motion made by Commissioner Tim Hamblin, seconded by Commissioner Kathy Bauer to approve the 2011 contract increase of 1.1% to MCO as requested. Motion carried unanimously.

Accountant Voigt presented the Accountants Report for the month of October. Accountant Voigt reported on the reinvestment of maturing CDARS. The funds in the CDARS account from the Replacement Fund will not be reinvested but rather deposited into the checking account to be used towards the payment on the rebuilding of the screw pumps. The funds in the CDARS account from the Depreciation Fund will be reinvested for a 4-week term. MCO generated \$7,975 in income to the Commission in October. After discussion of the Accountants Report; motion by Commissioner Dale Youngquist, seconded by Commissioner Tim Hamblin to accept the Accountants Report for the month of October 2010. Motion carried unanimously.

Accountant Voigt presented for payment McMAHON invoices #42884, #42541 and #42996 in the amounts of \$14,090.42, \$1,917.60 and \$1,841.50. After discussion, motion made by Commissioner Dale Youngquist, seconded by Commissioner Kathy Bauer to approve for payment invoices #42884, #42541 and #42996. Motion carried unanimously.

Operations, Engineering, Planning

Manager Much presented and discussed the operating report for the month of October 2010. Everything is running well with no issues. Manager Much requested permission to send someone to a Water Environment Federation Conference on nutrient recovery & management. The 3-day conference is being held in Miami from January 9 – 12, 2011. The conference cost is \$735, plus \$165 per night for lodging as well as airfare and meals. After discussion, motion made by Commissioner Gordon Falck, seconded by Commissioner Dale Youngquist to pay the first \$1,000 in costs for MCO staff to attend this conference. Motion carried unanimously. Reported values for Waverly and the Town of Neenah in the written report were questioned.

Accountant Voigt concurred one of the communities was reported incorrectly and will be corrected on the next month report. After discussion, motion made by Commissioner Dale Youngquist, seconded by Commissioner Raymond Zielinski to accept the operating report subject to correction for the month of October 2010. Motion carried unanimously.

Old Business

Interceptor ownership. Manager Much reported that he has no new information to report at this time.

Biosolids Management. Chad Olsen reported that items will be discussed further in the closed session.

Motion made by Commissioner Gordon Falck, seconded by Commissioner Dale Youngquist to convene into closed session pursuant to Wis. Stats. § 19.85(1)(g) to confer and review written and/or oral legal advice by legal counsel to the Commission as to litigation strategy and status of matters concerning the lawsuit(s) commonly referred to as the Fox River litigation and the Town of Neenah Sanitary #2 lawsuit and pursuant to Wis. Stats. § 19.85(1)(e) to discuss contracts affecting portions of the sewerage treatment process which involves the investment and spending of public funds and competitive and bargaining reasons require a closed session to discuss contract clauses to be submitted to vendors to best serve the public interest. Motion carried unanimously by Commissioners William Helein, Kathy Bauer, Dale Youngquist, Gordon Falck, Tim Hamblin. Meeting convened into closed session at 9:30 am.

After discussions, motion made by Commissioner Dale Youngquist, seconded by Commissioner Kathy Bauer to adjourn the closed session and return in regular open session. Motion carried unanimously by Commissioners William Helein, Kathy Bauer, Dale Youngquist, Gordon Falck, Tim Hamblin. The Commission returned to Regular open session at 10:14 am.

Vouchers

Motion made by Commissioner Dale Youngquist, seconded by Commissioner Kathy Bauer to approve operating and payroll fund vouchers #131969 through #132015 in the amount of \$371,636.38 for the month of October. Motion carried unanimously.

Motion made by Commissioner Tim Hamblin, seconded by Commissioner Dale Youngquist to adjourn the meeting. Motion carried unanimously. Meeting adjourned at 10:16 a.m.

President

Secretary

THE NEXT REGULAR MEETING IS SCHEDULED FOR TUESDAY DECEMBER 28th, 2010.

**DRAFT Minutes of Joint Meeting of the
CITY OF MENASHA PARKS AND RECREATION BOARD,
CITY OF NEENAH PARKS AND RECREATION COMMISSION,
and TOWN OF MENASHA PARKS COMMISSION
Whiting Boat House
98 Fifth Street, Neenah**

Wednesday, December 8, 2010; 6:00 PM

- A. Peter Kelly, City of Neenah Park and Recreation Commission, called the Joint Park and Recreation Board Meeting to order at 6:00pm and welcomed all of the board / commission members and attendees.
1. Each Board / Commission chair gave opening remarks.
 2. Attendees introduced themselves.
 3. Approve Minutes – City of Menasha Park Board Meeting of November 8, 2010 (action item)
Park Board Members Present: Chr. Dick Sturm, Ron Suttner, Steve Krueger, Ald. Mark Langdon, Lisa Hopwood and Nancy Barker
Park Board Members Excused: Sue Pawlowski
Others in Attendance: PRD Tungate, PS Maas
Moved by N. Barker, seconded by R. Suttner to approve the minutes of the November 8, 2010 Park Board meeting. Motion carried 6-0.
 4. Resolution Honoring Past City of Menasha Park Board Members George Korth and Tom Konetzke (action item) Moved by N. Barker, seconded by R. Suttner to approve a resolution honoring George Korth and Tom Konetzke. PRD Tungate presented a plaque to Mr. Konetzke. Motion carried 6-0.
 5. Director McCoy, C. Neenah, gave a brief history and background on the Land, Water and Conservation Fund (LWCF) as it relates to how the state funding was first established and the call to action by the Wisconsin Park and Recreation Association to return to the 40% of the LWCF Appointed Funds to be Directed to the State Assistance Program
 - a. City of Neenah (action item) MSC Vedder / Hillstrom to approve the LWCF resolution. All voting aye.
 - b. City of Menasha (action item) Moved by N. Barker, seconded by R. Suttner to approve the LWCF resolution. Motion carried 6-0.
 - c. Town of Menasha (action item) Commissioner Dillon motioned to approve the resolution as presented, Commissioner Swiertz seconded. Motion carried unanimously.
- B. A power point presentation was given by Director Kading entitled “A Case for a Healthy Park and Recreation System.”
- C. REPORT OF DEPARTMENT HEADS
1. A summary of City of Neenah Park and Recreation Department was presented by Director McCoy
 2. Director Tungate provided an overview of the C. Menasha’s Park and Recreation Department
 3. A summary of the T. Menasha Park and Recreation Department was given by Director Kading
- D. DISCUSSION
1. Question and Answer Session – Interaction Between Board/Commission Members and Staff
The consensus around the table is that the board and commission members thought the idea of a joint meeting was beneficial and should be something that is considered on an annual basis.
Possible topics for further discussion and study included: joint purchasing, safe bike/pedestrian connections between communities, perhaps to select one initiative that all three communities would accept, joint marketing efforts of the benefits of parks and recreation related to the entire Fox Valley, the possibility of T. Menasha agreement with the C. Menasha for residents to use the pool at C. Menasha rates and a Joint parks volunteerism effort. There was a sense among the group that whatever barriers that may have existed years ago should be set aside as we look to the future. Staff was asked to study these ideas and bring forth recommendations.
 2. Director Kading briefly discussed the possibility of Joint Board/Commission Training, and/or attendance at Wisconsin Park and Recreation Association events such as the annual Summer Park Tour or Annual Conference.
 3. There was agreement that future meetings would be beneficial. Staff was instructed to further develop and bring forth possible times and dates.

- E. PUBLIC COMMENT ON ANY MATTER LISTED ON THE AGENDA OR RELATED TO PARKS AND RECREATION
1. Maggie Ulrich questioned the boards/commission regarding any further developments of a regional dog park. Director McCoy indicated that staff has met and continues to search for an appropriate property.
 2. Mike Lettier, Winnebago Cty Crime Stoppers, indicated that Crime Stoppers has now partnered with Rethink. The Crime Stoppers has a new logo and would like to replace the existing park watch signs located in the three communities. Each of the communities is asked to inventory and prepare to swap out the signs.
- F. ADJOURNMENT OF CITY OF MENASHA PARK BOARD AND CITY OF NEENAH PARK COMMISSION (SEPARATE ACTIONS) - Moved by R. Suttner, seconded by N. Barker to adjourn the Menasha City Park Board at 7:15 p.m. Motion carried 6-0.
MSC Vedder / Zaretske to adjourn the City of Neenah Parks and Recreation Commission. All voting aye.
- G. TOWN OF MENASHA PARK COMMISSION BUSINESS
1. The Park Commission dispenses with the reading of, and adopts the November 10 regular meeting minutes. Commissioner Peterson motioned to accept the minutes as written, seconded by Commissioner Swiertz. Motion carried unanimously.
 2. The Commissioners reviewed the expenditure list from November 10, 2010 in the amount of \$25,770.09 for this meeting. Commissioner Lynch motioned, seconded by Commissioner Meyer to approve the expenditures as listed. Motion carried unanimously.
 3. Commissioner Dillon motioned to accept the 2011 Meeting Schedule as presented, seconded by Commissioner Vandenberg. Motion carried unanimously.
 4. Approve Financial Assistance Request – no action
- H. ADJOURNMENT OF TOWN OF MENASHA PARK COMMISSION – Commissioner Dillon motioned, seconded by Commissioner Vandenberg to adjourn the meeting. Motion carried unanimously.

Respectfully submitted by M. Kading, B. Tungate, E. McCoy

City of Menasha, Town of Menasha, City of Neenah

Joint Park Board/Commission Meeting

December 8, 2010

Name	Address	Agency
Richard Sturm	1203 Greenwood Ct, Menasha 54952	C. Menasha P&R Board
Maggie Ulrich	200 Olive Street, Neenah 54956	visitor
Judy Zaretzke	1129 S. Park Avenue, Neenah 54956	visitor
Lee Hillstrom	1021 Sterling Avenue, Neenah 54956	C. Neenah P&R Commission
Brady Kiel	731 Chestnut St, Neenah 54956	C. Neenah P&R Commission
Nancy L. Barker	506 Keyes, Menasha 54952	C. Menasha P&R Board
Brian Tungate	C. Menasha Parks and Recreation Dept.	
Steve Krueger	701 Paris St, Menasha 54952	C. Menasha P&R Board
Ray Appel	768 Manchester, Neenah 54956	Neenah Rotary
Eileen McCoy	C. Neenah Parks and Recreation Dept.	
Peter A. Kelly	1117 Nicolet Blvd, Neenah 54956	C. Neenah P&R Commission
Mike Lynch	1274 E. Shady Lane, Neenah 54956	T.Menasha Parks Commission
Gerald Voigt	2100 Deer Prairie Dr., Neenah 54956	T.Menasha Parks Commission
Randall Meyer	2141 Hidden Creek, Neenah 54956	T.Menasha Parks Commission
Mike Lettier	1662 Oakview Drive, Neenah 54956	Winnebago Cty Crime Stoppers
Paul Vandenberg	1255 Symphony Blvd, Neenah 54956	T.Menasha Parks Commission
Jim Kluge	C. Neenah Parks and Recreation Dept.	
Vince Maas	C. Menasha Parks and Recreation Dept.	
Trevor Fink	C. Neenah Parks and Recreation Dept.	C. Neenah P&R Commission
Jim Vedder	614 E. Peckham Rd, Neenah 54956	C. Neenah P&R Commission
Ron Suttner	1230 Appleton Street, Menasha 54952	C. Menasha P&R Board
Tom Konetzke	858 Emily St, Menasha 54952	
Mark Langdon	724 Warsaw St, Menasha 54952	C. Menasha P&R Board
Barbara Hanson	1744 Lakeshore Dr, Menasha 54952	Supervisor-T.Menasha
Clarence Peterson	1511 Lake Shore Dr, Menasha 54952	T.Menasha Parks Commission
Michael Dillon	1365 Fox Burrow Ct, Neenah 54956	T.Menasha Parks Commission
Deb Swiertz	1248 Mayer St, Menasha 54952	T.Menasha Parks Commission
Michael Kading	T. Menasha Parks and Recreation Dept.	
Lisa Hopwood	1028 Manitoba Street, Menasha 54952	



December 15, 2010

Mr. Robert Stanke
City of Menasha
430 First Street
Menasha, WI 54952

RE: 2010 Member Worker's Compensation Dividend
and EPLI Rebate

Dear Robert:

Enclosed please find a check made payable to City of Menasha, which represents dividends from the first-dollar Worker's Compensation program (if applicable), Worker's Compensation audit adjustment (if any), and EPLI rebate.

We are extremely pleased with the dividend payout this year and the continued payment of the EPLI rebate. We look forward to working with you and City of Menasha on your insurance and risk management program for many years to come.

Please contact me by phone or E-mail if you have any questions at 262-784-5666, Ext. 4102 or mld@cvmic.com.

Yours very cordially,

CITIES & VILLAGES MUTUAL INSURANCE CO.

A handwritten signature in cursive script that reads 'Michael L. DeMoss'.

Michael L. DeMoss
Executive Director

MLD:scp

Enclosure

Admin/WC/Dividends/2010DividendandEPLIRebateLetter

CITY OF MENASHA
COMMON COUNCIL
Third Floor Council Chambers
140 Main Street, Menasha
Monday, December 20, 2010
MINUTES

DRAFT

A. CALL TO ORDER

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

B. PLEDGE OF ALLEGIANCE

C. ROLL CALL/EXCUSED ABSENCES

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

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

DEPT. HEADS EXCUSED: PHD Nett, PRD Tungate

D. PUBLIC HEARING

1. Proposing an amendment to Title 13, Article E of the Code of Ordinances relating to the paving of driveways.

CDD Keil gave a brief explanation of the ordinance. Staff is currently working on inventorying the number of properties affected by the amendment to the ordinance.

Chris Klein, 730 Keyes Street. Suggests removing section of ordinance that pertains to existing properties with unpaved driveways. Could be added financial burden to owner trying to sell property.

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

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

Steve Krueger, Paris Street. Comments on special event policy; sidewalk snow removal policy.

Dan Emery, Post Office Letter Carrier. Comments on snow removed from public sidewalks.

Tom Timmons, Post Office Letter Carrier. Comments on snow removed from public sidewalks.

F. REPORT OF DEPARTMENT HEADS/STAFF/CONSULTANTS

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

Minutes to receive:

- a. Administration Committee, 12/6/10
- b. Board of Public Works, 12/6/10
- c. Landmarks Commission, 12/8/10
- d. Library Policies & Personnel Committee, 12/6/10
- e. Parking Committee, 11/9/10
- f. Plan Commission, 12/7/10
- g. Sustainability Board, 11/16/10

Communications:

- h. Clerk Galeazzi, 12/16/10; Pick up of Council Packets
- i. Menasha Utilities, Customers First! *The Wire newsletter*, 12/10
- j. Public Works Facility, 12/3/10; Disposal Violations for November 2010
- k. Waverly Sanitary District minutes, 11/9/10
- l. WI DNR, 12/14/10; Notice of an air pollution permit application- 936 Appleton Rd. (Badger Highways)

Ald. Taylor: Comm. H – Aldermen start picking up Council packets on Dec. 30, 2010.

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, 12/6/10
2. Special Joint Common Council & Menasha Electric & Water Utilities Commission meeting, 12/6/10

Administration Committee, 12/6/10; recommends approval of:

3. [First Amendment to the Lease Agreement between Morton Martin I LLC, Dumke and Associates, LLC and the City of Menasha, January 1, 2011 to December 31, 2011, and authorize signature.](#)
4. [FY '08 Homeland Security Program Grant Award for Homeland Security/Preparedness Volunteer Training with Office of Justice Assistance, and authorize signature.](#)
5. [City of Menasha Special Event Policy.](#)

Board of Public Works, 12/6/10; recommends approval of:

6. [Street Use Application – Fox Cities New Year’s Celebration; Friday, December 31, 2010; 10:30 PM to 12:20 AM, Community Forward, Inc.](#)
7. [Change Order: MOD #0011-00; Neenah-Menasha Fire Rescue Station 36; Miron Job #101520; DEDUCT: \\$282,421.40](#)
8. [Change Order: MOD #0014-00; Neenah-Menasha Fire Rescue Station 36; Miron Job #101520; DEDUCT: \\$256.00](#)
9. [Change Order: MOD #0015-00; Neenah-Menasha Fire Rescue Station 36; Miron Job #101520; ADD: \\$165.00](#)
10. [Change Order: MOD #0001-00; Neenah-Menasha Fire Rescue Station 36; Miron Job #101522; Advantage Purchasing, LLC; DEDUCT: \\$165.00](#)
11. [Change Order: MOD #0013-01; Neenah-Menasha Fire Rescue Station 36; Miron Job #101520; ADD: \\$1,300.00](#)
12. [Change Order: MOD #0017-00; Neenah-Menasha Fire Rescue Station 36; Miron Job #101520; ADD: \\$130.00](#)
13. [Change Order: MOD #0002-00; Neenah-Menasha Fire Rescue Station 36; Miron Job #101522; Advantage Purchasing, LLC; DEDUCT: \\$130.00](#)

Ald. Zelinski requested removal of items 5 & 11 from Consent Agenda

Moved by Ald. Hendricks, seconded by Ald. Roush to approve items 1-4, 6-10, 12, and 13.
Motion carried on roll call 8-0.

H. ITEMS REMOVED FROM CONSENT AGENDA

Moved by Ald. Hendricks, seconded by Ald. Roush to approve item 5 (Special Event Policy).
Discussion ensued on insurance requirements for special events. CA/HRD Captain explained insurance requirements.

Moved by Ald. Wisneski, seconded by Ald. Taylor to amend the section of the Special Event Policy pertaining to insurance requirements from must to should.

Discussion on approving special event before insurance is required.

Moved by Ald. Benner, seconded by Ald. Roush to hold item.

Item is held.

Moved by Ald. Hendricks, seconded by Ald. Wisneski to approve item 11 (Change Order MOD #0017-00)

Discussion on exhaust hood being included in the original plans. Paul Reiderer from Miron

Construction explained the plans indicated a fan, but no exhaust hood.

Motion carried on roll call 8-0.

I. ACTION ITEMS

1. Accounts payable and payroll for the term of 12/9/10 to 12/16/10 in the amount of \$416,342.84
Moved by Ald. Wisneski, seconded by Ald. Langdon to approve accounts payable and payroll.
Discussion/Questions/Answers on expenditures.
Motion carried on roll call 8-0.

2. Accept report of the Emerald Ash Borer Readiness Plan
Moved by Ald. Hendricks, seconded by Ald. Langdon to accept report of the Emerald Ash Borer Readiness Plan.
Discussion: Pk Supt Maas explained the sections of the City Code pertaining to Parks will need to be updated.
Motion carried on roll call 8-0.

J. ORDINANCES AND RESOLUTIONS

K. APPOINTMENTS

1. Accept resignation letter of John Nebel from Library Board
2. Mayor's appointment to the Library Board
a. Patrick Murray, 2942 Silver Birch Ct., for the term of December 21, 2010 to July 1, 2011
to fulfill the term of John Nebel

Moved by Ald. Wisneski, seconded by Ald. Langdon to accept resignation of John Nebel and approve appointment of Patrick Murray.
Motion carried on voice vote.

3. Mayor's appointment to the NM Sewerage Commission
a. Ray Zielinski, 602 School Ct., for the term of January 1, 2011 to January 1, 2014

Moved by Ald. Hendricks, seconded by Ald. Wisneski to approve appointment.
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)

No one spoke.

O. RECESS TO ADMINISTRATION COMMITTEE & BOARD OF PUBLIC WORKS

Moved by Ald. Wisneski, seconded by Ald. Langdon to recess at 6:55 p.m. to Administration Committee, Board of Public Works and Personnel Committee.
Motion carried on voice vote.

Reconvene at 8:38 p.m.

P. ADJOURNMENT

Moved by Ald. Wisneski, seconded by Ald. Langdon to Adjourn into Closed Session at 8:38 p.m. pursuant to Sec. 19.85(1) (g) conferring with legal counsel for the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved (LaFayette Life Insurance Co. v. City of Menasha et al., U.S. District Court (Northern District, IN.) Case No. 4:09-CV-64-TLS. State ex rel. American Bank v. City of Menasha et al. Case No. 10CV77 Br. 4)
Motion carried on roll call 8-0.



Memorandum

TO: Administration Committee
FROM: Greg Keil, CDD *ek*
DATE: December 13, 2010
RE: Chute Street Parking Lot Offer to Purchase

Pursuant to action taken by the Plan Commission at its August 3, 2010 meeting, I am advancing the attached Offer to Purchase for the parcel shown on the attached drawing that is part of the Chute Street Parking Lot (city owned parcels include 720006500, 720009000 & 720009100).

As can be seen from the attached drawing, the privately owned parcel is integral to the design and functioning of the Chute Street parking lot. The city formerly had a lease arrangement on this parcel to provide for city employee parking. This arrangement was terminated when the city entered into a parking agreement with Germania Hall. Although there is no formal agreement regarding the use and maintenance of this portion of the lot, the city has continued to maintain it.

The Plan Commission identified several considerations as part of its recommendation. These considerations included the following:

- The configuration of the parcel as it relates to the others owned by the city within the parking lot.
- The value of the parking to the Senior Center for its current use and possible future uses for the facility.
- The future potential of the lot as a development site when consolidated with the others in the parking lot.
- Current and future City Hall parking needs.
- Options regarding the lease agreement with Germania Hall.

Other considerations include the following:

- The loss of one of the two accesses to the lot and corresponding loss of approximately 9 public parking stalls.
- Potential savings of \$3,000-\$5,000 per year of annual maintenance costs resulting from the termination of the Germania Hall agreement (per DPW Radtke).
- Impacts on access and parking for Nauts Landing.
- Future parking needs of the Harbor Place office building.

Based on these considerations, it is my recommendation that the city proceed with the acquisition of this property. The source of funds for the acquisition would be accumulated increment from TID #10, which currently carries a balance of about \$115,000.



25 West Main Street P.O. Box 7933 Madison, WI 53707 Phone: 608/252-8700

**CERTIFICATION OF RESOLUTION OF
THE BOARD OF DIRECTORS OF ANCHORBANK, fsb**

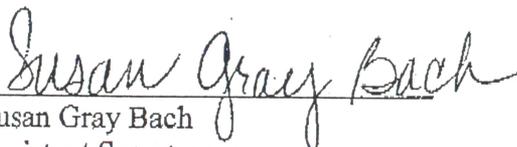
I, Susan Gray Bach, the duly appointed Assistant Secretary of AnchorBank, fsb ("AnchorBank"), do hereby certify that the following resolution was adopted by the Board of Directors of AnchorBank at a regular meeting of the Board of Directors duly called, noticed and held on March 27, 2008 with a quorum present and voting throughout and that said resolution remains in full force and effect as of the date hereof and has not been modified, amended or rescinded:

WHEREAS, this Board of Directors has duly considered all aspects relating to the sale of a parcel of vacant land associated with its retail banking office located at 130 Main Street, Menasha, Wisconsin and has determined that it is the best interests of the bank to proceed with the sale. This portion of land is currently being used as a parking lot for the City of Menasha. This land will be sold to our landlord Gary Laeyendecker (d/b/a Marina View Investments) and it will be used to provide additional parking spaces for the multi-tenant building we currently lease space in.

NOW THEREFORE IT IS HEREBY,

RESOLVED, that Robert L. Halbleib, 1st Vice-President, or his designee is hereby authorized to execute any and all documents, without the need for an attesting signature, which are required for the sale and disposition of a portion of the land associated with AnchorBank's retail branch office at 130 Main Street, Menasha, Wisconsin. Execution of the documents by Robert L. Halbleib as a 1st Vice-President of AnchorBank, or his designee, shall conclusively establish that such real estate documents have been approved by, and are binding upon AnchorBank.

IN WITNESS WHEREOF, I have set my hand and the seal of AnchorBank fsb this 27th day of March, 2008


Susan Gray Bach
Assistant Secretary



WB-15 COMMERCIAL OFFER TO PURCHASE

1 **BROKER DRAFTING THIS OFFER ON** 12-9-10 [DATE] IS ~~(AGENT OF SELLER)~~ (AGENT OF BUYER) ~~(DUAL AGENT)~~ **[STRIKE TWO]**

2 **GENERAL PROVISIONS** The Buyer, CITY OF MENASHA,
3 offers to purchase the Property known as ~~[Street Address]~~ PARCEL # 2-00092-00 in the
4 CITY of MENASHA, County of WINNEBAGO, Wisconsin, (Insert additional
5 description, if any, at lines 293 - 297 or attach as an addendum per line 298), on the following terms:

6 **PURCHASE PRICE:** TWENTY FIVE THOUSAND
7 _____ Dollars (\$ 25,000.00).

8 **EARNEST MONEY** of \$ - 0 - accompanies this Offer and earnest money of \$ - 0 -
9 will be paid within — days of acceptance.

10 **THE BALANCE OF PURCHASE PRICE** will be paid in cash or equivalent at closing unless otherwise provided below.

11 **ADDITIONAL ITEMS INCLUDED IN PURCHASE PRICE:** Seller shall include in the purchase price and transfer, free and clear of encum-
12 brances, all fixtures, as defined at lines 117 - 120 and as may be on the Property on the date of this Offer, unless excluded at lines 15 - 16, and
13 the following additional items: NONE

14
15 **ITEMS NOT INCLUDED IN THE PURCHASE PRICE:** **CAUTION: Address rented fixtures or trade fixtures owned by tenants, if**
16 **applicable.** NONE

17 All personal property included in purchase price will be transferred by bill of sale or _____.

18 **ACCEPTANCE** Acceptance occurs when all Buyers and Sellers have signed an identical copy of the Offer, including signatures on separate
19 but identical copies of the Offer. **CAUTION: Deadlines in the Offer are commonly calculated from acceptance. Consider whether short term**
20 **deadlines running from acceptance provide adequate time for both binding acceptance and performance.**

21 **BINDING ACCEPTANCE** This Offer is binding upon both Parties only if a copy of the accepted Offer is delivered to Buyer on or before
22 12-15-10. **CAUTION: This Offer may be withdrawn prior to delivery of the accepted Offer.**

23 **DELIVERY OF DOCUMENTS AND WRITTEN NOTICES** Unless otherwise stated in this Offer, delivery of documents and written notices
24 to a Party shall be effective only when accomplished by one of the methods specified at lines 25 - 34.

25 (1) By depositing the document or written notice postage or fees prepaid in the U.S. Mail or fees prepaid or charged to an account with a com-
26 mercial delivery service, addressed either to the Party, or to the Party's recipient for delivery designated at lines 28 or 30 (if any), for delivery to
27 the Party's delivery address at lines 29 or 31.

28 Seller's recipient for delivery (optional): 1/2 ATTORNEY STEVEN KRAUSE

29 Seller's delivery address: 15 PARK PLACE, SUITE 500 APPLETON, WI 54914

30 Buyer's recipient for delivery (optional): _____

31 Buyer's delivery address: CITY OF MENASHA 140 MAIN ST. MENASHA, WI 54952

32 (2) By giving the document or written notice personally to the Party or the Party's recipient for delivery if an individual is designated at lines 28 or 30.

33 (3) By fax transmission of the document or written notice to the following telephone number:

34 Buyer: (920) 967-5272 Seller: (920) 739-2927

35 **LEASED PROPERTY** If Property is currently leased and lease(s) extends beyond closing, Seller shall assign Seller's rights under said lease(s)
36 and transfer all security deposits and prepaid rents thereunder to Buyer at closing. The terms of the (written)(oral) ~~(STRIKE ONE)~~ lease(s), if any,
37 are _____.

38 **RENTAL WEATHERIZATION** This transaction (is) ~~(is not)~~ **[STRIKE ONE]** exempt from State of Wisconsin Rental Weatherization Standards
39 (Wisconsin Administrative Code, Comm 67). If not exempt, (Buyer) (Seller) **[STRIKE ONE]** will be responsible for compliance, including all costs.
40 If Seller is responsible for compliance, Seller shall provide a Certificate of Compliance at closing.

41 **PLACE OF CLOSING** This transaction is to be closed at the place designated by Buyer's mortgagee or MENASHA CITY HALL
42 _____ no later than DECEMBER 31, 2010 unless another date or place is agreed to in writing.

43 **CLOSING PRORATIONS** The following items shall be prorated at closing: real estate taxes, rents, water and sewer use charges, garbage pick-
44 up and other private and municipal charges, property owner's association assessments, fuel, payments under governmental agricultural programs
45 and NONE. Any income, taxes or expenses shall accrue to Seller and be prorated through
46 the day prior to closing. Net general real estate taxes shall be prorated based on (the net general real estate taxes for the current year, if known,
47 otherwise on the net general real estate taxes for the preceding year) (_____).

48 **[STRIKE AND COMPLETE AS APPLICABLE]** **CAUTION: If Property has not been fully assessed for**
49 **tax purposes (for example, recent land division or completed/pending reassessment) or if proration on the basis of net general real**
50 **estate taxes is not acceptable (for example, changing mill rate), insert estimated annual tax or other basis for proration.**

51 **PROPERTY CONDITION PROVISIONS**

52 **PROPERTY CONDITION REPRESENTATIONS:** Seller represents to Buyer that as of the date of acceptance Seller has no notice or
53 knowledge of conditions affecting the Property or transaction other than those identified in Seller's Real Estate Condition Report
54 dated 12-13-10, which was received by Buyer prior to Buyer signing this Offer and which is made a part of this Offer by reference

55 **COMPLETE DATE OR STRIKE AS APPLICABLE** and NONE

56 **[INSERT CONDITIONS NOT ALREADY INCLUDED IN THE CONDITION REPORT]**

- 57 ■ A "condition affecting the Property or transaction" is defined as follows:
- 58 (a) planned or commenced public improvements which may result in special assessments or otherwise materially affect the Property or the
59 present use of the Property;
- 60 (b) government agency or court order requiring repair, alteration or correction of any existing condition;
- 61 (c) completed or pending reassessment of the Property for property tax purposes;
- 62 (d) structural inadequacies which if not repaired will significantly shorten the expected normal life of the Property;
- 63 (e) any land division involving the Property, for which required state or local approvals were not obtained;
- 64 (f) construction or remodeling on the Property for which required state or local approvals were not obtained;
- 65 (g) any portion of the Property being in a 100 year floodplain, a wetland or shoreland zoning area under local, state or federal regulations;
- 66 (h) that a structure on the Property is designated as a historic building or that any part of the Property is in a historic district;
- 67 (i) material violations of environmental laws or other laws or agreements regulating the use of the Property;
- 68 (j) conditions constituting a significant health or safety hazard for occupants of the Property;
- 69 (k) underground or aboveground storage tanks for storage of flammable, combustible or hazardous materials including but not limited to gasoline
70 and heating oil, which are currently or which were previously located on the Property; **NOTE: The Wisconsin Administrative Code contains**
71 **registration and operation rules for such underground storage tanks.**
- 72 (l) high voltage electric (100 KV or greater) or steel natural gas transmission lines located on but not directly serving the Property;
- 73 (m) material levels of hazardous substances located on Property or previous storage of material amounts of hazardous substances on Property;
- 74 (n) other conditions or occurrences which would significantly reduce the value of the Property to a reasonable person with knowledge of the
75 nature and scope of the condition or occurrence.

76 ■ **PROPERTY DIMENSIONS AND SURVEYS:** Buyer and Seller acknowledge that any Property, building or room dimensions, or total acreage
77 or building square footage figures, provided to Buyer or Seller may be approximate because of rounding or other reasons, unless verified by
78 survey or other means. Buyer also acknowledges that there are various formulas used to calculate total square footage of buildings and that total
79 square footage figures will vary dependent upon the formula used. **CAUTION: Buyer should verify total square footage formula, Property,**
80 **building or room dimensions, and total acreage or square footage figures, if material to Buyer's decision to purchase.**

81 ■ **INSPECTIONS:** Seller agrees to allow Buyer's inspectors reasonable access to the Property upon reasonable notice if the inspections are
82 reasonably necessary to satisfy the contingencies in this Offer. Buyer agrees to promptly provide copies of all such inspection reports to Seller, and
83 to listing broker if Property is listed. Furthermore, Buyer agrees to promptly restore the Property to its original condition after Buyer's inspections are
84 completed, unless otherwise agreed with Seller. An "inspection" is defined as an observation of the Property which does not include testing of the
85 Property, other than testing for leaking carbon monoxide, or testing for leaking LP gas or natural gas used as a fuel source, which are hereby authorized.

86 ■ **TESTING:** Except as otherwise provided, Seller's authorization for inspections does not authorize Buyer to conduct testing of the Property. A
87 "test" is defined as the taking of samples of materials such as soils, water, air or building materials from the Property and the laboratory or other
88 analysis of these materials. If Buyer requires testing, testing contingencies must be specifically provided for at lines 293 - 297 or in an addendum
89 per line 298. Note: Any contingency authorizing such tests should specify the areas of the Property to be tested, the purpose of the test, (e.g., to
90 determine if environmental contamination is present), any limitations on Buyer's testing and any other material terms of the contingency (e.g.,
91 Buyer's obligation to return the Property to its original condition). Seller acknowledges that certain inspections or tests may detect environmental
92 pollution which may be required to be reported to the Wisconsin Department of Natural Resources.

93 ■ **PRE-CLOSING INSPECTION:** At a reasonable time, pre-approved by Seller or Seller's agent, within 3 days before closing, Buyer shall have the
94 right to inspect the Property to determine that there has been no significant change in the condition of the Property, except for ordinary wear and
95 tear and changes approved by Buyer, and that any defects Seller has elected to cure have been repaired in a good and workmanlike manner.

96 ■ **ENVIRONMENTAL SITE ASSESSMENT:** An "environmental site assessment" (also known as a "Phase I Site Assessment")(see lines 279 to
97 283) may include, but is not limited to: (1) an inspection of the Property; (2) a review of the ownership and use history of the Property, including a
98 search of title records showing private ownership of the Property for a period of 80 years prior to the visual inspection; (3) a review of historic and
99 recent aerial photographs of the Property, if available; (4) a review of environmental licenses, permits or orders issued with respect to the Property;
100 (5) an evaluation of results of any environmental sampling and analysis that has been conducted on the Property; and (6) a review to determine
101 if the Property is listed in any of the written compilations of sites or facilities considered to pose a threat to human health or the environment includ-
102 ing the National Priorities List, the Department of Natural Resources' (DNR) registry of Abandoned Landfills, the DNR's Registry of Leaking
103 Underground Storage Tanks, the DNR's most recent remedial response site evaluation report (including the Inventory of Sites and Facilities Which
104 May Cause or Threaten to Cause Environmental Pollution). Any "environmental site assessment" performed under this Offer shall comply with
105 generally recognized industry standards (e.g. current American Society of Testing and Materials "Standards for Environmental Site Assessments for
106 Commercial Real Estate"), and state and federal guidelines, as applicable. **CAUTION: Unless otherwise agreed an**
107 **"environmental site assessment" does not include subsurface testing of the soil or groundwater or other testing of the Property for**
108 **environmental pollution.**

109 ■ **PROPERTY DAMAGE BETWEEN ACCEPTANCE AND CLOSING:** Seller shall maintain the Property until the earlier of closing or occupancy
110 of Buyer in materially the same condition as of the date of acceptance of this Offer, except for ordinary wear and tear. If, prior to closing, the
111 Property is damaged in an amount of not more than five per cent (5%) of the selling price, Seller shall be obligated to repair the Property and
112 restore it to the same condition that it was on the day of this Offer. If the damage shall exceed such sum, Seller shall promptly notify Buyer in writ-
113 ing of the damage and this Offer may be canceled at the option of Buyer. Should Buyer elect to carry out this Offer despite such damage, Buyer
114 shall be entitled to the insurance proceeds relating to the damage to the Property, plus a credit towards the purchase price equal to the amount of
115 Seller's deductible on such policy. However, if this sale is financed by a land contract or a mortgage to Seller, the insurance proceeds shall be
116 held in trust for the sole purpose of restoring the Property.

117 ■ **FIXTURES** A "Fixture" is an item of property which is physically attached to or so closely associated with land and improvements so as to be
118 treated as part of the real estate, including, without limitation, physically attached items not easily removable without damage to the Property, items
119 specifically adapted to the Property, and items customarily treated as fixtures. A "fixture" does not include trade fixtures owned by tenants of the
120 Property. See Lines 11 to 17.

121 ■ **OCCUPANCY** Occupancy of the entire Property shall be given to Buyer at time of closing unless otherwise provided in this Offer at lines 293 -
122 297 or in an addendum per line 298. Occupancy shall be given subject to tenant's rights, if any.

123 ■ **SPECIAL ASSESSMENTS** Special assessments, if any, for work actually commenced or levied prior to date of this Offer shall be paid by Seller
124 no later than closing. All other special assessments shall be paid by Buyer. **CAUTION:** Consider a special agreement if area assessments, prop-
125 erty owner's association assessments or other expenses are contemplated. "Other expenses" are one-time charges or ongoing use fees for pub-
126 lic improvements (other than those resulting in special assessments) relating to curb, gutter, street, sidewalk, sanitary and stormwater and storm
127 sewer (including all sewer mains and hook-up and interceptor charges), parks, street lighting and street trees, and impact fees for other public
128 facilities, as defined in Wis. Stat. § 66.55(1)(c) & (f).

189 *etc., may need to be investigated to determine feasibility of improvements, development or use changes for Property. Contingencies*
 190 *for investigation of these issues may be added to this Offer. See lines 293 to 298.*

191 ■ **FORM OF TITLE EVIDENCE:** Seller shall give evidence of title in the form of an owner's policy of title insurance in the amount of the purchase
 192 price on a current ALTA form issued by an insurer licensed to write title insurance in Wisconsin. **CAUTION: IF TITLE EVIDENCE WILL BE GIVEN**
 193 **BY ABSTRACT, STRIKE TITLE INSURANCE PROVISIONS AND INSERT ABSTRACT PROVISIONS.**

194 ■ **PROVISION OF MERCHANTABLE TITLE:** Seller shall pay all costs of providing title evidence. For purposes of closing, title evidence shall be
 195 acceptable if the commitment for the required title insurance is delivered to Buyer's attorney or Buyer not less than 3 business days before clos-
 196 ing, showing title to the Property as of a date no more than 15 days before delivery of such title evidence to be merchantable, subject only to liens
 197 which will be paid out of the proceeds of closing and standard abstract certificate limitations or standard title insurance requirements and excep-
 198 tions, as appropriate. **CAUTION: BUYER SHOULD CONSIDER UPDATING THE EFFECTIVE DATE OF THE TITLE COMMITMENT PRIOR TO**
 199 **CLOSING, A "GAP ENDORSEMENT" TO THE TITLE COMMITMENT OR AN ESCROW CLOSING.**

200 ■ **TITLE ACCEPTABLE FOR CLOSING:** If title is not acceptable for closing, Buyer shall notify Seller in writing of objections to title by the time set for
 201 closing. In such event, Seller shall have a reasonable time, but not exceeding 15 days, to remove the objections, and the time for closing shall be extend-
 202 ed as necessary for this purpose. In the event that Seller is unable to remove the objections, Buyer shall have 5 days from receipt of notice thereof, to
 203 deliver written notice waiving the objections, and the time for closing shall be extended accordingly. If Buyer does not waive the objections, this Offer
 204 shall be null and void. Providing title evidence acceptable for closing does not extinguish Seller's obligations to give merchantable title to Buyer.

205 **DELIVERY/RECEIPT** Unless otherwise stated in this Offer, any signed document transmitted by facsimile machine (fax) shall be treated in all man-
 206 ner and respects as an original document and the signature of any Party upon a document transmitted by fax shall be considered an original sig-
 207 nature. Personal delivery to, or actual receipt by, any named Buyer or Seller constitutes personal delivery to, or actual receipt by Buyer or Seller.
 208 Once received, a notice cannot be withdrawn by the Party delivering the notice without the consent of the Party receiving the notice. A Party may
 209 not unilaterally reinstate a contingency after a notice of a contingency waiver has been received by the other Party. **The delivery/receipt provi-**
 210 **sions in this Offer may be modified when appropriate (e.g., when mail delivery is not desirable (see lines 25 - 31)).** Buyer and Seller author-
 211 ize the agents of Buyer and Seller to distribute copies of the Offer to Buyer's lender, appraisers, title insurance companies and any other settle-
 212 ment service providers for the transaction.

213 **DATES AND DEADLINES** Deadlines expressed as a number of "days" from an event, such as acceptance, are calculated by excluding the day the
 214 event occurred and by counting subsequent calendar days. The deadline expires at midnight on the last day. Deadlines expressed as a specific num-
 215 ber of "business days" exclude Saturdays, Sundays, any legal public holiday under Wisconsin or Federal law, and other day designated by the Presi-
 216 dent such that the postal service does not receive registered mail or make regular deliveries on that day. Deadlines expressed as a specific number of "hours"
 217 from the occurrence of an event, such as receipt of a notice, are calculated from the exact time of the event, and by counting 24 hours per calendar day.
 218 Deadlines expressed as a specific day of the calendar year or as the day of a specific event, such as closing, expire at midnight of that day.

219 **DEFAULT** Seller and Buyer each have the legal duty to use good faith and due diligence in completing the terms and conditions of this Offer. A material
 220 failure to perform any obligation under this Offer is a default which may subject the defaulting party to liability for damages or other legal remedies.

221 If Buyer defaults, Seller may:

- 222 (1) sue for specific performance and request the earnest money as partial payment of the purchase price; or
- 223 (2) terminate the Offer and have the option to: (a) request the earnest money as liquidated damages; or (b) direct Broker to return the
 224 earnest money and have the option to sue for actual damages.

225 If Seller defaults, Buyer may:

- 226 (1) sue for specific performance; or
- 227 (2) terminate the Offer and request the return of the earnest money, sue for actual damages, or both.

228 In addition, the Parties may seek any other remedies available in law or equity.

229 The Parties understand that the availability of any judicial remedy will depend upon the circumstances of the situation and the discretion of the courts.
 230 If either Party defaults, the Parties may renegotiate the Offer or seek nonjudicial dispute resolution instead of the remedies outlined above. By agreeing
 231 to binding arbitration, the Parties may lose the right to litigate in a court of law those disputes covered by the arbitration agreement. NOTE: IF
 232 ACCEPTED, THIS OFFER CAN CREATE A LEGALLY ENFORCEABLE CONTRACT. BOTH PARTIES SHOULD READ THIS DOCUMENT
 233 CAREFULLY. BROKERS MAY PROVIDE A GENERAL EXPLANATION OF THE PROVISIONS OF THE OFFER BUT ARE PROHIBITED BY LAW
 234 FROM GIVING ADVICE OR OPINIONS CONCERNING YOUR LEGAL RIGHTS UNDER THIS OFFER OR HOW TITLE SHOULD BE TAKEN AT
 235 CLOSING. AN ATTORNEY SHOULD BE CONSULTED IF LEGAL ADVICE IS NEEDED.

236 **EARNEST MONEY**

237 ■ **HELD BY:** Unless otherwise agreed, earnest money shall be paid to and held in the trust account of the listing broker (buyer's agent if Property
 238 is not listed or seller if no broker is involved), until applied to purchase price or otherwise disbursed as provided in the Offer. **CAUTION: Should**
 239 **persons other than a broker hold earnest money, an escrow agreement should be drafted by the Parties or an attorney. If someone other**
 240 **than Buyer makes payment of earnest money, consider a special disbursement agreement.**

241 ■ **DISBURSEMENT:** If negotiations do not result in an accepted offer, the earnest money shall be promptly disbursed (after clearance from payor's
 242 depository institution if earnest money is paid by check) to the person(s) who paid the earnest money. At closing, earnest money shall be disbursed
 243 according to the closing statement. If this Offer does not close, the earnest money shall be disbursed according to a written disbursement
 244 agreement signed by all Parties to this Offer (Note: Wis. Adm. Code § RL 18.09(1)(b) provides that an offer to purchase is not a written disbursement
 245 agreement pursuant to which the broker may disburse). If the disbursement agreement has not been delivered to broker within 60 days after the date
 246 set for closing, broker may disburse the earnest money: (1) as directed by an attorney who has reviewed the transaction and does not represent Buyer
 247 or Seller; (2) into a court hearing a lawsuit involving the earnest money and all Parties to this Offer; (3) as directed by court order; or (4) any other
 248 disbursement required or allowed by law. Broker may retain legal services to direct disbursement per (1) or to file an interpleader action per (2) and
 249 broker may deduct from the earnest money any costs and reasonable attorneys fees, not to exceed \$250, prior to disbursement.

250 ■ **LEGAL RIGHTS/ACTION:** Broker's disbursement of earnest money does not determine the legal rights of the Parties in relation to this Offer.
 251 Buyer's or Seller's legal right to earnest money cannot be determined by broker. At least 30 days prior to disbursement per (1) or (4) above, broker
 252 shall send Buyer and Seller notice of the disbursement by certified mail. If Buyer or Seller disagree with broker's proposed disbursement, a lawsuit
 253 may be filed to obtain a court order regarding disbursement. Small Claims Court has jurisdiction over all earnest money disputes arising out of the
 254 sale of residential property with 1-4 dwelling units and certain other earnest money disputes. The Buyer and Seller should consider consulting attor-
 255 neys regarding their legal rights under this Offer in case of a dispute. Both Parties agree to hold the broker harmless from any liability for good faith
 256 disbursement of earnest money in accordance with this Offer or applicable Department of Regulation and Licensing regulations concerning earnest
 257 money. See Wis. Adm. Code Ch. RL 18. **NOTE: WISCONSIN LICENSE LAW PROHIBITS A BROKER FROM GIVING ADVICE OR OPINIONS CONCERNING THE LEGAL RIGHTS OR OBLIGATIONS OF PARTIES TO A TRANSACTION OR THE LEGAL EFFECT OF A SPECIFIC CONTRACT OR**
 258 **CONVEYANCE. AN ATTORNEY SHOULD BE CONSULTED IF LEGAL ADVICE IS REQUIRED.**

261 **TIME IS OF THE ESSENCE** "TIME IS OF THE ESSENCE" as to: (1) earnest money payment(s); (2) binding acceptance; (3) occupancy;
262 (4) date of closing; (5) contingency deadlines **STRIKE AS APPLICABLE** and all other dates and deadlines in this Offer except:
263 _____ . If "Time is of the Essence"
264 applies to a date or deadline, failure to perform by the exact date or deadline is a breach of contract. If "Time is of the Essence" does not apply
265 to a date or deadline, then performance within a reasonable time of the date or deadline is allowed before a breach occurs.

266 **DOCUMENT REVIEW CONTINGENCY:** This Offer is contingent upon Seller delivering the following documents to Buyer within
267 _____ days of acceptance: **CHECK THOSE THAT APPLY**
268 Documents evidencing that the sale of the Property has been properly authorized, if Seller is a business entity.
269 A complete inventory of all furniture, fixtures and equipment included in this transaction which is consistent with
270 representations made prior to and in this Offer.
271 Uniform Commercial Code lien search as to the personal property included in the purchase price, showing the Property
272 to be free and clear of all liens, other than liens to be released prior to or at closing.
273 Other _____
274 _____

275 This contingency shall be deemed satisfied unless Buyer, within _____ days of the earlier of receipt of the final record to be delivered or the dead-
276 line for delivery of the documents, delivers to Seller a written notice indicating that this contingency has not been satisfied. The notice shall iden-
277 tify which document(s) have not been timely delivered or do not meet the standard set forth for the document(s).

278 **ENVIRONMENTAL EVALUATION/INSPECTION CONTINGENCY:** This Offer is contingent upon: **CHECK THOSE THAT APPLY**
279 A qualified independent environmental consultant of Buyer's choice conducting an environmental site assessment of the Property (see
280 lines 96 to 108), at (Buyer's)(Seller's) expense **STRIKE ONE** , which discloses no defects. A defect is defined as a material violation of
281 environmental laws, a material contingent liability affecting the Property arising under any environmental laws, the presence of an
282 underground storage tank(s) or material levels of hazardous substances either on the Property or presenting a significant risk of contaminating the
283 Property due to future migration from other properties.
284 A qualified independent inspector of Buyer's choice conducting an inspection of the Property and _____
285 _____ , at (Buyer's)(Seller's) expense **STRIKE ONE** , which discloses no defects.
286 A defect is defined as a structural, mechanical or other condition that would have a significant adverse effect on the value of the Property; that
287 would significantly impair the health and safety of future occupants of the Property; or that if not repaired, removed or replaced would
288 significantly shorten or have a significantly adverse effect on the expected normal life of the Property.

289 This contingency shall be deemed satisfied unless Buyer, within _____ days of acceptance, delivers to Seller a copy of the environmental site
290 assessment/inspection report(s) and a written notice listing the defect(s) identified in the environmental site assessment/inspection report(s) to
291 which Buyer objects. Defects do not include conditions the nature and extent of which Buyer had actual knowledge or written notice before
292 signing the Offer. Buyer agrees to deliver a copy of the report and notice to listing broker, if Property is listed, promptly upon delivery to Seller.

293 **ADDITIONAL PROVISIONS/CONTINGENCIES** 1.) LEGAL DESCRIPTION - PARCEL # 2-00092-00 CONSISTS
294 OF LOT 37 AND THE WEST 1/2 OF LOT 38 OF BLOCK 7 OF THE ORIGINAL
295 PLAT OF MENASHA, WINNEBAGO COUNTY, WISCONSIN.
296 2) THIS OFFER IS SUBJECT TO THE APPROVAL OF THE CITY OF MENASHA
297 COMMON COUNCIL

298 **ADDENDA:** The attached _____ is/are made part of this Offer.
299 **THIS OFFER, INCLUDING ANY AMENDMENTS TO IT, CONTAINS THE ENTIRE AGREEMENT OF THE BUYER AND SELLER REGARDING**
300 **THE TRANSACTION. ALL PRIOR NEGOTIATIONS AND DISCUSSIONS HAVE BEEN MERGED INTO THIS OFFER. THIS AGREEMENT**
301 **BINDS AND INURES TO THE BENEFIT OF THE PARTIES TO THIS OFFER AND THEIR SUCCESSORS IN INTEREST.**

302 This Offer was drafted on _____ [date] by [Licensee and firm] _____

303 (X) _____
304 Buyer's Signature ▲ Print Name Here: ► _____ Social Security No. or FEIN (optional) ▲ _____ Date ▲ _____

305 (X) _____
306 Buyer's Signature ▲ Print Name Here: ► _____ Social Security No. or FEIN (optional) ▲ _____ Date ▲ _____

307 **EARNEST MONEY RECEIPT** Broker acknowledges receipt of earnest money as per line 8 of the above Offer. (See Lines 236 - 259)
308 _____ Broker (By) _____

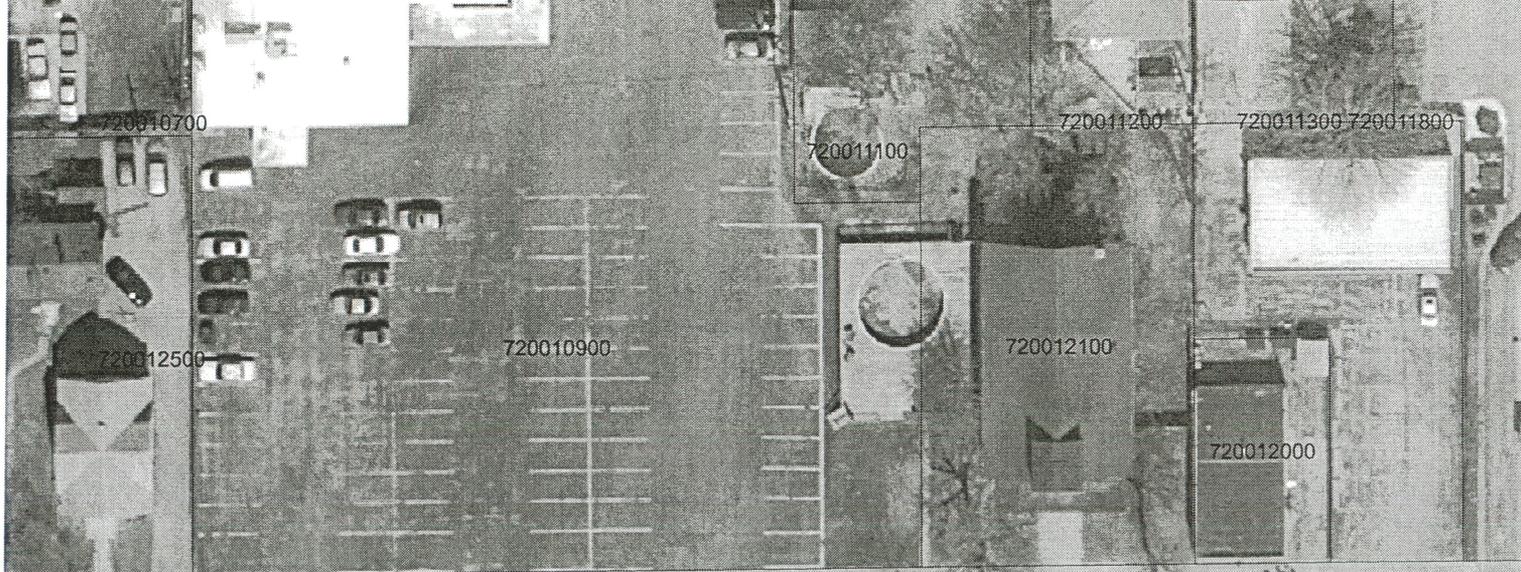
309 **SELLER ACCEPTS THIS OFFER. THE WARRANTIES, REPRESENTATIONS AND COVENANTS MADE IN THIS OFFER SURVIVE CLOSING**
310 **AND THE CONVEYANCE OF THE PROPERTY. SELLER AGREES TO CONVEY THE PROPERTY ON THE TERMS AND CONDITIONS AS**
311 **SET FORTH HEREIN AND ACKNOWLEDGES RECEIPT OF A COPY OF THIS OFFER.**

312 (X) Steven P. Krause _____ 12/15/10
313 Seller's Signature ▲ Print Name Here: ► STEVEN P. KRAUSE AS Social Security No. or FEIN (optional) ▲ _____ Date ▲ _____

314 (X) ATTORNEY AND AGENT FOR SELLER (A "PURCHASER" UNDER AN UNRECORDED
315 Seller's Signature ▲ Print Name Here: ► LAND CONTRACT) Social Security No. or FEIN (optional) ▲ _____ Date ▲ _____

316 This Offer was presented to Seller by _____ on _____, _____, at _____ a.m./p.m.

317 **THIS OFFER IS REJECTED** _____ **THIS OFFER IS COUNTERED** [See attached counter] _____
318 Seller Initials ▲ _____ Date ▲ _____ Seller Initials ▲ _____ Date ▲ _____



720010700

720011200

720011300 720011800

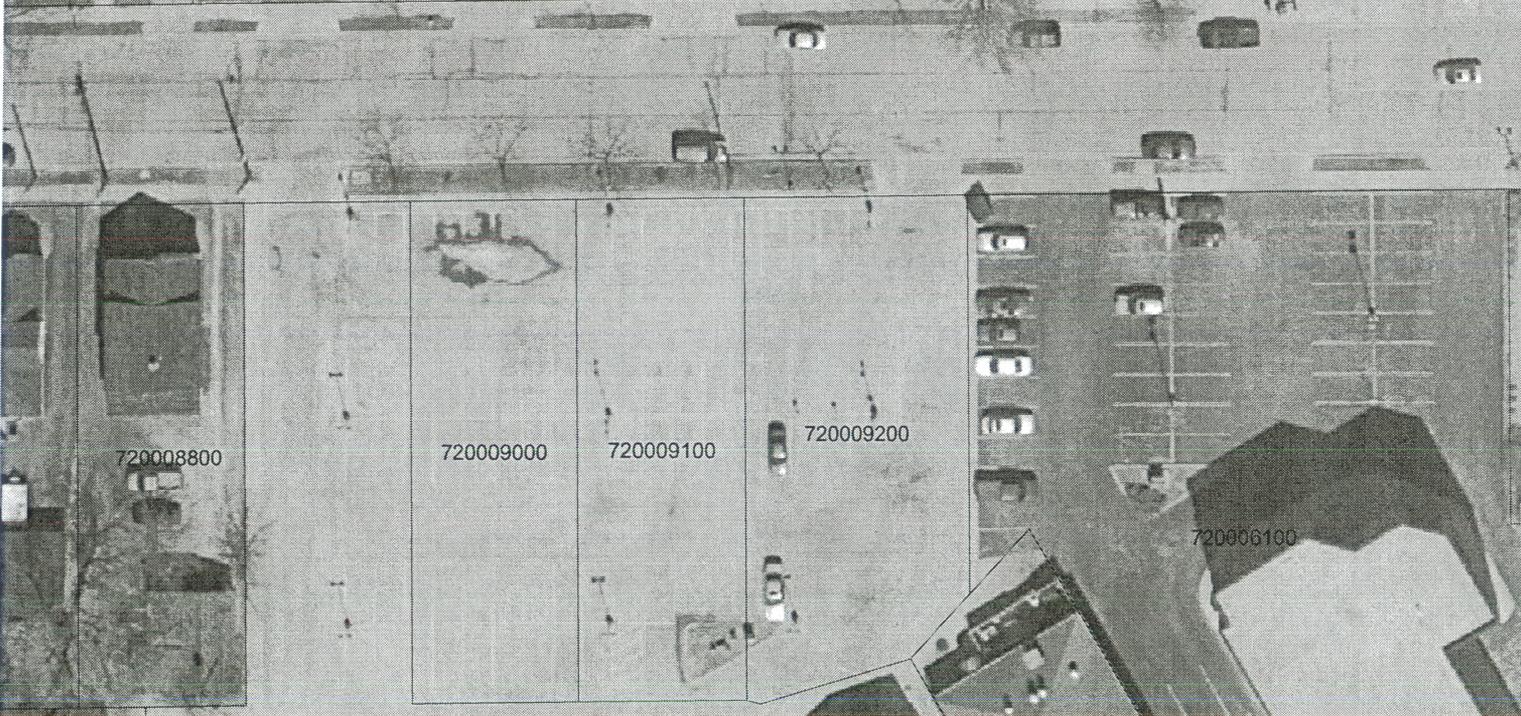
720011100

720012500

720010900

720012100

720012000



720008800

720009000

720009100

720009200

720006100



720006500

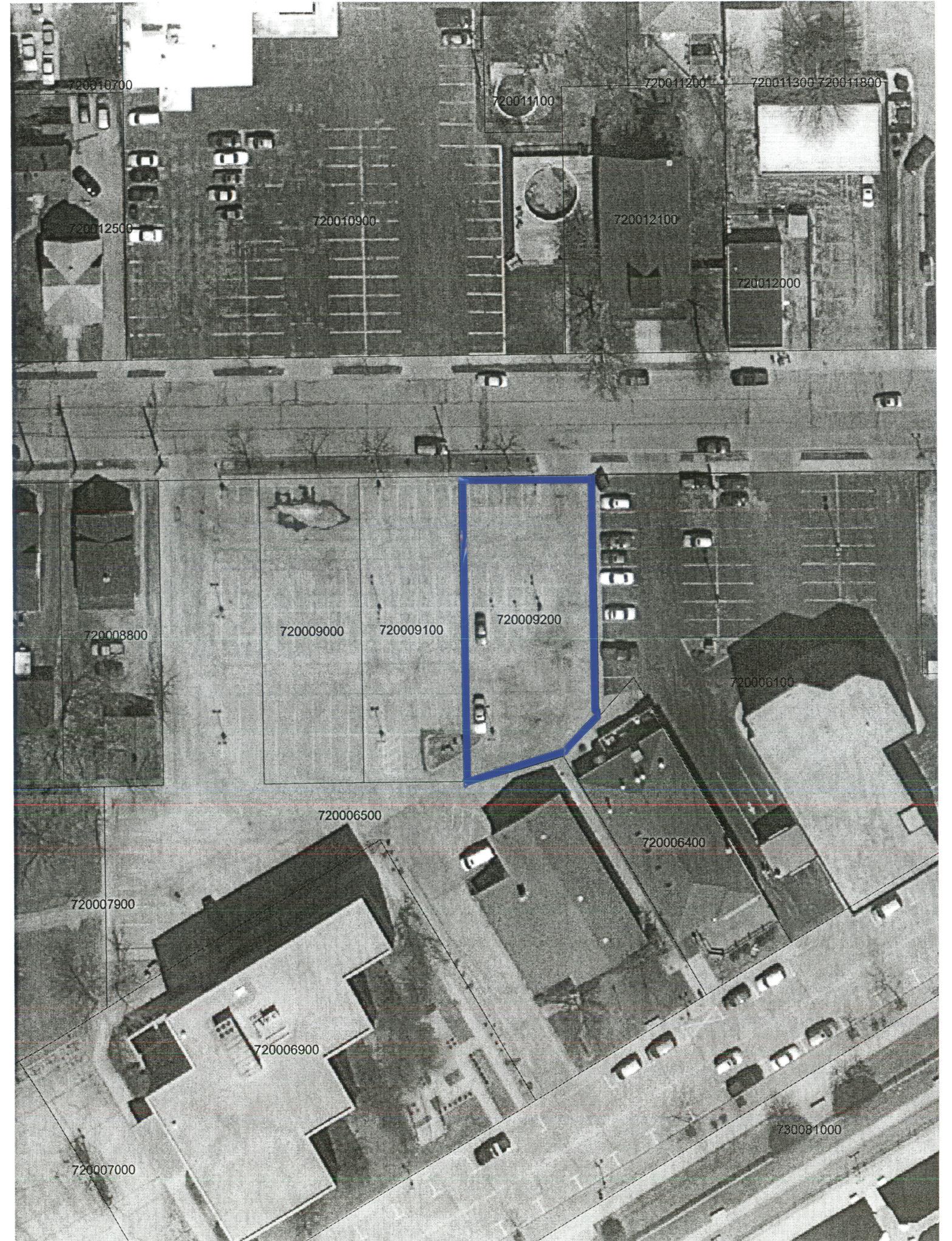
720006400

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720011300

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720012500

720010900

720012100

720012000

720008800

720009000

720009100

720009200

720006100

720006500

720006400

720007900

720006900

720007000

730081000

Tax key number: 2-00092-00

Property address: Chute St

County: Winnebago

Owner name: Anchor Bank FSB

Owner address: PO Box 7933
Madison, WI 53791

Legal description: ORIGINAL PLAT OF MENASHA LOT 37 & W1/2 OF LOT 38 OF BLOCK 7

Assessment History

Year	Tax Class	Reasons for Change	Acres	Land	Improvements
2010	Commercial		0.219	\$47,700	\$9,400
		Totals	0.219	\$47,700	\$9,400
2009	Commercial		0.219	\$47,700	\$9,400
		Totals	0.219	\$47,700	\$9,400
2008	Commercial		0.219	\$47,700	\$9,400
		Totals	0.219	\$47,700	\$9,400
2007	Commercial		0.219	\$47,700	\$9,400
		Totals	0.219	\$47,700	\$9,400
2006	Commercial		0.219	\$47,700	\$9,400
		Totals	0.219	\$47,700	\$9,400
2005	Commercial	Revalue	0.219	\$47,700	\$9,400
		Totals	0.219	\$47,700	\$9,400
2004	Commercial			\$33,000	\$2,600
		Totals		\$33,000	\$2,600
2003	Commercial			\$33,000	\$2,600
		Totals		\$33,000	\$2,600
2002	Commercial			\$33,000	\$2,600
		Totals		\$33,000	\$2,600
2001	Commercial			\$33,000	\$2,600
		Totals		\$33,000	\$2,600

Sect-Twn-Rge / Acres: _____ / _____

Neighborhood: Commercial 2

Nghbrhd group: Commercial

Zoning: C2

Flood plain? _____

Districts: Sanitary C
School 3430
TIF 3

Traffic: Light

Water: City water

Sanitary: Sewer

CITY OF MENASHA
Plan Commission
Council Chambers, City Hall – 140 Main Street
August 3, 2010
MINUTES

A. CALL TO ORDER

The meeting was called to order at 3:30 p.m. by DPW Radtke.

B. ROLL CALL/EXCUSED ABSENCES

PLAN COMMISSION MEMBERS PRESENT: DPW Radtke and Commissioners Schmidt, Cruickshank, Sturm and Ald. Benner

PLAN COMMISSION MEMBERS EXCUSED: Mayor Merkes and Commissioner Homan

OTHERS PRESENT: CDD Keil

C. MINTUES TO APPROVE

1. **Minutes of the July 20, 2010 Plan Commission Meeting**

Moved by Comm. Cruickshank, seconded by Comm. Schmidt to approve the July 20, 2010 Plan Commission meeting minutes.

The motion carried.

D. PUBLIC COMMENT ON ANY ITEM OF CONCERN ON THIS AGENDA

1. No one spoke.

E. DISCUSSION

1. **None**

F. ACTION ITEMS

1. **CSM – Midway Crossing**

Commissioners discussed the width of the proposed public street dedication and the possible future need for a sidewalk.

Motion by Comm. Sturm, seconded by Ald. Benner to recommend approval of the CSM with the condition that a 5 foot wide pedestrian easement be added to the east and south sides of the proposed public street.

The motion carried.

2. **Request for Alternate Building Materials – Student Housing Proposal**

This item was held pending receipt of a revised proposal.

3. **Parcel Acquisition – Chute Street Parking Lot**

Commissioners discussed:

- Former leasing of the lot by the city for parking purposes
- The location of the parcel as it relates to others in the Chute Street Parking Lot
- Its relationship to the Senior Center
- The relationship to the City Hall staff parking lot agreement with Germania Hall

- Capacity of the Chute Street lot for City Hall staff parking
- Potential cost savings associated with terminating the agreement with Germania hall related to snow removal and lot maintenance
- Future potential of the lot as a development site

Motion by Ald. Benner, seconded by Comm. Sturm to recommend that staff pursue negotiations for the acquisition of the parcel.

The motion carried.

4. **Site Plan Amendment – 1427-1429 Province Terrace**

CDD Keil presented a drawing depicting potential changes to the original site plan per the Plan Commission's prior actions. The consensus was that the site owner or purchaser should prepare a revised site plan incorporating the changes to the transitional area landscaping, dumpster enclosures and parking lot curbing/landscaping incorporating the changes depicted on the drawing.

G. ADJOURNMENT

Moved by Ald. Benner, seconded by Comm. Cruickshank to adjourn at 4:31 p.m.

The motion carried.

Minutes respectfully submitted by Greg Keil, Community Development Director

City of Menasha Special Event Policy

SPECIAL EVENT is defined as any planned occurrence on the public right-of-way or public premises including, but not limited to; parades, gatherings, festivals and athletic events. By nature these events have a greater impact on City services and resources than would have occurred had the event not taken place. Special events require multiple department involvement.

The City of Menasha wants any Special Event to be a success for organizers and participants alike. By providing for an organized application process, we hope to provide for the safety and well being of all community members.

APPLICATION Complete Special Event Agreement Packet must be returned to City Hall, 2nd Floor, Public Works/Park & Recreation Departments at least 60 days prior to the event. This will allow time for all pertinent departments to review your event needs. A non – refundable fee of \$25 is due at the time your application is submitted. Please note that if you are holding an event in a park you will need to reserve the park prior to turning in your Special Events Application.

REVIEW OF APPLICATION Once your application is received and reviewed, someone from your group will be required to attend a meeting with the Special Events Committee. You will be advised of the date and time. The appropriate departments will review the individual worksheets included in your Special Events Packet to ensure that all considerations have been identified and contingencies planned for.

APPROVAL OF APPLICATION Once your application has been reviewed and approved you will receive a Special Event Permit.

CERTIFICATE OF INSURANCE AND ENDORSEMENT ~~IF proof of insurance is required for all special events and it must be provided by the event sponsor. The~~ City of Menasha needs to be named as additional insured on both the Certificate of Insurance and the Endorsement. (See attached sample) The sponsor shall hold the City, any of its employees and agents and facilities harmless against all claims, liability, loss, damage or expense incurred by the City for any damage or injury to person or property caused by or resulting from activities arising from the special event. **The Certificate of Insurance and the Endorsement must be submitted with the Special Events packet no later than 5 business days following approval of the special event, but in no case less than 30 days prior to the event.**

SPONSOR ADDITIONAL RESPONSIBILITIES If your event requires street closure, it is the event holder's responsibility to contact the bus line, Valley Transit at 920-832-5200 and Gold Cross Ambulance 920-967-6077 to alert them to the street closure. It is also the event holder's responsibility to notify to the property occupants affected by a street closure exceeding 30 minutes. Included in this packet is a form that can be used for notification.

FEES All events are required to pay a non-refundable deposit of \$25 at the time their application is turned in. Charges for park facilities, food sales permits, tent permit fees, firework fees, etc. are to be paid *IN ADDITION* to the Special Events application fee. Submittal of an event application does **NOT** reserve a park. The applicable fees due prior to your event are: temporary food service permits, temporary beer sales permit, carnival permit, tent fee inspection and fireworks permits. At the completion of your event, charges must be paid no more than 60 days after the last date of your event. If this requirement is not met, further charges may be incurred.

NON-PROFIT ORGANIZATIONS AS EVENT HOLDERS Non-Profits hosting an event that is free and open to the public **may** receive up to a 50% discount on the total Special Event bill. By definition the Non-Profit group must be a registered 501(c)(3) or (4) organization and proof of this designation is required.

TERMINATION OF EVENT The City and its representative reserve the right to shut down a special event that is in progress if it is determined to be a safety hazard by the Police and/or Fire Departments and/or there is a violation of City Ordinances, State Statute, or the terms of the approved application have not been met. The Mayor and /or their designee may revoke an approved Special Event Permit if the applicant fails to comply in good faith with the provisions of the permit prior to the event date.



STREET USE APPLICATION

Event: Team Hailey 5K Run/Walk

Sponsored by: Team Hailey/ALBA Foundation

Responsible Person: Reg Meltz

Address: 1500 Alcar Dr
Menasha, WI 54952

Phone: 954-5355

Email Address: rmeltz@new.m.com

Street Route: (Attach Map) see map attached
Description of Use: Team Hailey 5K

Street Use Date:	<u>4/16/11</u>
Start Time:	<u>0800</u>
End Time:	<u>1030</u>
Number of Units:	<u>approx 650-700</u>

Liability Insurance has been secured in the amount of \$ 1,000,000 ea. per vehicle with the City of Menasha named as the additional insured. This is primary insurance.

Insurance Company Philadelphia Ins. Co. Policy No. _____

(Attached is a copy of the certificate of insurance).

Date: 11/18/10 Applicant's Signature: Reg Meltz

Permit Fee: Each application for a Street Use Permit shall be accompanied by a fee of Twenty-Five Dollars (\$25.00). Make checks payable to City of Menasha. See highlighted portion of the attached City of Menasha Municipal Code.

Handwritten: OK #1987 CS

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.

TO BE COMPLETED BY CITY STAFF (Revised May 2010)

Scheduled Park & Recreation Board Review Date: _____

Not Required: _____ Approved: _____ Denied: _____

Scheduled Common Council Review Date: _____

Approved: _____ Denied: _____

APPROVAL: RM
 Police Dept. RM Fire Dept. AA Public Works Dept. MR City Attorney PC

Team Hailey 5K Run/Walk for a Cure

IMPORTANT INFORMATION REGARDING THE FRIENDSHIP TRESTLE TRAIL BRIDGE SEGMENT OF THE COURSE:

- The course is laid out as an out and back – orange cones will be in place down the middle of the bridge
- On the bridge – stay to your right (except to pass)
- On the bridge – PASS ONLY ON YOUR LEFT!
- Runners – as you approach walkers or other runners from behind to pass, please call out: "runner passing on your left!"
- Walkers – please – no more than 2 walkers side by side at all times on the bridge

OTHER IMPORTANT 5K RUN/WALK INFORMATION:

- Traffic Control – The City of Menasha Police will be directing traffic at three intersections on the street part of the course:
 - #1 Main Street/Milwaukee Street
 - #2 Broad Street/Milwaukee Street
 - #3 Broad Street/Toyko Street
- Course Marshals will be stationed at street intersections on the course and on The Friendship Trestle Trail
- Mile markers will be positioned at mile markers 1, 2 and 3. (MM means mile marker)



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
11/18/2010

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Davis Trachtenberg Inc./Solutions for the Nonprofit 15 Garrett Avenue 2nd Floor Rosemont, PA 19010	CONTACT NAME: PHONE (A/C, No, Ext): 484.386.6050 FAX (A/C, No): 484.386.6070 E-MAIL ADDRESS: PRODUCER CUSTOMER ID #: INSURER(S) AFFORDING COVERAGE NAIC # INSURER A : Philadelphia Insurance Co. 18058 INSURER B : INSURER C : INSURER D : INSURER E : INSURER F :
INSURED PLGA Foundation 98 Random Farms Drive Chappaqua, NY 10514	

COVERAGES CERTIFICATE NUMBER: 2010-2011 Phila REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR 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. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSR	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	GENERAL LIABILITY			PHPK560388	05/01/2010	05/01/2011	EACH OCCURRENCE \$ 1,000,000
	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY						DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000
	<input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR						MED EXP (Any one person) \$ 5,000
	GEN'L AGGREGATE LIMIT APPLIES PER:						PERSONAL & ADV INJURY \$ 1,000,000
	<input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC						GENERAL AGGREGATE \$ 2,000,000
							PRODUCTS - COMP/OP AGG \$ 2,000,000
							\$
A	AUTOMOBILE LIABILITY			PHPK560388	05/01/2010	05/01/2011	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000
	<input type="checkbox"/> ANY AUTO						BODILY INJURY (Per person) \$
	<input type="checkbox"/> ALL OWNED AUTOS						BODILY INJURY (Per accident) \$
	<input type="checkbox"/> SCHEDULED AUTOS						PROPERTY DAMAGE (Per accident) \$
<input checked="" type="checkbox"/> HIRED AUTOS						\$	
<input checked="" type="checkbox"/> NON-OWNED AUTOS						\$	
							\$
							\$
	UMBRELLA LIAB						EACH OCCURRENCE \$
	EXCESS LIAB						AGGREGATE \$
	DEDUCTIBLE						\$
	RETENTION \$						\$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY						WC STATUTORY LIMITS OTH-ER
	ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH)						E.L. EACH ACCIDENT \$
	If yes, describe under DESCRIPTION OF OPERATIONS below						E.L. DISEASE - EA EMPLOYEE \$
							E.L. DISEASE - POLICY LIMIT \$

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (Attach ACORD 101, Additional Remarks Schedule, if more space is required)
 The following are listed as **additional insured** with respect to general liability for claims arising from the negligence of the named insured: **City of Menasha, WI, Town of Menasha, WI, Town of Menasha, WI Park Commission, PLGA Foundation and TEAM Hailey 5K Walk/Run for a Cure.**
 Re: Team Hailey 5K Walk/Run for a Cure on 04/16/2011

CERTIFICATE HOLDER City of Menasha Attn: Pamela Captain 140 Main Street Menasha, WI 54952	CANCELLATION SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE
--	--

POLICY CHANGE DOCUMENT

POLICY NO.: PHPK560388

Philadelphia Indemnity Insurance Company 4622 DAVIS-TRACHTENBERG, INC.

NAMED INSURED PLGA Foundation

MAILING ADDRESS 98 Random Farms Dr
Chappaqua, NY 10514-1015

POLICY PERIOD: FROM 05/01/2010 TO 05/01/2011 at
12:01 A.M. Standard Time at your mailing address shown above.

CHANGE EFFECTIVE 04/16/2011 CHANGE # 1

DESCRIPTION

In consideration of the premium reflected, the policy is amended as indicated below:

Added:
Special Event - Team Hailey 5K Walk/Run
04/16/2011, 8:00am - 11:00am
700 participants

Additional Insured
City of Menasha, WI
Attn: Pamela Captain
140 Main St
Menasha, WI 54952
Form CG2012 Additional Insured-State or Governmental Agency applies

Per attached schedule

Path ID 4928901

Total Annual Additional/Return Premium \$ 250.00 ADDITIONAL
Total Prorate Additional/Return Premium \$ 250.00 ADDITIONAL

COUNTERSIGNED (Date) BY (Authorized Representative)

Philadelphia Indemnity Insurance Company

Additional Insured Schedule

Policy Number: PHPK560388

Additional Insured

City of Menasha, WI
Attn: Pamela Captain
140 Main St
Menasha, WI 54952-3151

CG2012 - NY - Loc #ALL - SPECIAL EVENTS COVERAGE
With respect only to Team Hailey 5K Walk/Run 4/16/2011 8am-11am

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

**ADDITIONAL INSURED – STATE OR GOVERNMENTAL
AGENCY OR SUBDIVISION OR POLITICAL
SUBDIVISION – PERMITS OR AUTHORIZATIONS**

This endorsement modifies insurance provided under the following:

COMMERCIAL GENERAL LIABILITY COVERAGE PART

SCHEDULE

<p>State Or Governmental Agency Or Subdivision Or Political Subdivision: City of Menasha, WI</p>
<p>Information required to complete this Schedule, if not shown above, will be shown in the Declarations.</p>

Section II – Who Is An Insured is amended to include as an insured any state or governmental agency or subdivision or political subdivision shown in the Schedule, subject to the following provisions:

1. This insurance applies only with respect to operations performed by you or on your behalf for which the state or governmental agency or subdivision or political subdivision has issued a permit or authorization.
2. This insurance does not apply to:
 - a. "Bodily injury", "property damage" or "personal and advertising injury" arising out of operations performed for the federal government, state or municipality; or
 - b. "Bodily injury" or "property damage" included within the "products-completed operations hazard".



Building Excellence™

JOB #:101520
MOD #: 0016-00
DATED: 12/01/10

CHANGE ORDER REQUEST

TO: Mr Steve Borsecnik
Gries Architectural Group
500 N Commercial St
Neenah WI 54956

FAX: 920-722-6605
PHONE: 920-722-2445

RE: Neenah Menasha Fire
Rescue Station 36
1108 Province Terrace
Menasha WI 54952

DESCRIPTION OF MODIFICATION:

Deduct for Roofing Contractor bond.

REQUESTED BY: Construction Manager DATE: _____

SUBCONTRACTOR

AMOUNT

Miron Construction Co., Inc
JT Roofing:

	(<u>\$863.00</u>)	
Subtotal	(\$863.00)	
	Subtotal	(<u>\$863.00</u>)

TOTAL AMOUNT OF THIS MODIFICATION: (\$863.00)

CHANGE ORDER AMOUNT REQUESTED: (\$863.00)

Please find back up materials enclosed regarding this modification.

Contractor is (not) to proceed with the work as noted above. The contract with the Owner is adjusted as follows:

Approved Cost _____ Schedule Impact _____

Miron Representative Paul A. Riederer Date 12/01/10
Paul A. Riederer

Owner Representative _____ Date _____

THIS PRICE IS VALID FOR 15 DAYS FROM THE DATE SHOWN

Copy: File/jak
Jobsite
Dan Schultz
Al Auxier

MIRON CONSTRUCTION CO., INC.
Building Excellence

Corporate Office
P.O. Box 509 Neenah, WI 54957-0509
1471 McMahon Drive Neenah, WI 54956

Phone: 920/969-7000
Fax: 920/969-7399

www.miron-construction.com

CITY OF MENASHA DISBURSEMENTS

Accounts Payable for 12/20/10-12/30/10 Checks # 28027-28179	\$ 558,991.52
Payroll Checks for 12/23/10-12/30/10	<u>171,508.35</u>
Total	\$ 730,499.87

Medical Expense Reimbursement Trust-Retirement Pay Out

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

**A gap in check numbers is due to more invoices being paid than fits on one check stub. In that case the last check stub used for that vendor is the check number that will show on the check register.

AP Check Register

Check Date: 12/20/2010

<i>Vendor Name</i>	<i>Check Number</i>	<i>Check Date</i>	<i>Invoice Number</i>	<i>Account Number</i>	<i>Amount</i>	<i>Description</i>
ACC PLANNED SERVICE INC	28027	12/20/2010	4157	100-0601-551.24-03	10.15	BLDG REPAIR/MAINTENANCE
		12/20/2010	4186	100-0601-551.24-03	237.24	BLDG REPAIR/MAINTENANCE
	Total for check: 28027				247.39	
ACCENT BUSINESS SOLUTIONS INC	28028	12/20/2010	10106	100-0601-551.24-01	100.00	OFFICE EQUIP REPAIRS
		12/20/2010	10106B	100-0601-551.24-01	(50.00)	CREDIT
	Total for check: 28028				50.00	
AMAZON	28030	12/20/2010	076152605043	100-0601-551.30-14	40.45	LIBRARY MATERIALS
		12/20/2010	076155851532	100-0601-551.30-14	(40.45)	CREDIT
		12/20/2010	103361058495	100-0601-551.30-14	10.97	LIBRARY MATERIALS
		12/20/2010	110786418695	100-0601-551.30-14	12.99	LIBRARY MATERIALS
		12/20/2010	132188992902	100-0601-551.30-14	(8.00)	CREDIT
		12/20/2010	132480434331	100-0601-551.30-14	(4.00)	CREDIT
		12/20/2010	132481928831	100-0601-551.30-14	129.92	LIBRARY MATERIALS
		12/20/2010	132482298559	100-0601-551.30-14	101.94	LIBRARY MATERIALS
		12/20/2010	132482708224	100-0601-551.30-14	195.86	LIBRARY MATERIALS
		12/20/2010	132483365792	100-0601-551.30-14	8.99	LIBRARY MATERIALS
		12/20/2010	132484246255	100-0601-551.30-14	63.96	LIBRARY MATERIALS
		12/20/2010	132484893466	100-0601-551.30-14	47.97	LIBRARY MATERIALS
		12/20/2010	233740806480	100-0601-551.30-14	22.49	LIBRARY MATERIALS
		12/20/2010	233742357604	100-0601-551.30-14	56.98	LIBRARY MATERIALS
		12/20/2010	275351084791	100-0601-551.30-14	36.09	LIBRARY MATERIALS
		12/20/2010	275354974009	100-0601-551.30-14	(4.00)	CREDIT
		12/20/2010	2877909388352	100-0601-551.30-14	(33.99)	CREDIT
		12/20/2010	287792099134	100-0601-551.30-14	9.99	LIBRARY MATERIALS
		12/20/2010	287796273039	100-0601-551.30-14	50.97	LIBRARY MATERIALS
		12/20/2010	287796855952	100-0601-551.30-14	64.97	LIBRARY MATERIALS
		12/20/2010	287798545163	100-0601-551.30-14	(1.00)	CREDIT
		12/20/2010	287798591348	100-0601-551.30-14	15.56	LIBRARY MATERIALS
		12/20/2010	287798985133	100-0601-551.30-14	36.96	LIBRARY MATERIALS
Total for check: 28030				815.62		

AP Check Register

Check Date: 12/20/2010

<i>Vendor Name</i>	<i>Check Number</i>	<i>Check Date</i>	<i>Invoice Number</i>	<i>Account Number</i>	<i>Amount</i>	<i>Description</i>
AT&T	28031	12/20/2010	608T66150011	100-0601-551.30-14	46.55	LIBRARY MATERIALS
			Total for check: 28031		46.55	
AUDIOGO	28032	12/20/2010	405504	100-0601-551.30-14	359.81	LIBRARY MATERIALS
		12/20/2010	407601	100-0601-551.30-14	292.32	LIBRARY MATERIALS
			Total for check: 28032		652.13	
AUTOMATIC ENTRANCES OF WI INC	28033	12/20/2010	1896690	100-0601-551.24-03	137.00	BLDG REPAIR/MAINTENANCE
			Total for check: 28033		137.00	
BAKER & TAYLOR INC	28035	12/20/2010	2025244646	100-0601-551.30-14	2.51	LIBRARY MATERIALS
		12/20/2010	2025246664	100-0601-551.30-14	567.79	LIBRARY MATERIALS
		12/20/2010	2025251171	100-0601-551.30-14	624.34	LIBRARY MATERIALS
		12/20/2010	2025255446	100-0601-551.30-14	557.62	LIBRARY MATERIALS
		12/20/2010	2025259771	100-0601-551.30-14	912.66	LIBRARY MATERIALS
		12/20/2010	2025273059	100-0601-551.30-14	240.72	LIBRARY MATERIALS
		12/20/2010	2025283509	100-0601-551.30-14	1,254.81	LIBRARY MATERIALS
		12/20/2010	2025294970	100-0601-551.30-14	370.15	LIBRARY MATERIALS
		12/20/2010	2025302909	100-0601-551.30-14	329.46	LIBRARY MATERIALS
		12/20/2010	2025314145	100-0601-551.30-14	3.77	LIBRARY MATERIALS
		12/20/2010	2025315362	100-0601-551.30-14	210.30	LIBRARY MATERIALS
		12/20/2010	20253225567	100-0601-551.30-14	221.35	LIBRARY MATERIALS
		12/20/2010	2025323895	100-0601-551.30-14	9.51	LIBRARY MATERIALS
		12/20/2010	2025333992	100-0601-551.30-14	8.16	LIBRARY MATERIALS
		12/20/2010	2025337960	100-0601-551.30-14	234.69	LIBRARY MATERIALS
		12/20/2010	5011120929	100-0601-551.30-14	70.19	LIBRARY MATERIALS
		12/20/2010	5011144117	100-0601-551.30-14	32.19	LIBRARY MATERIALS
		12/20/2010	I33236870	100-0601-551.30-14	108.87	LIBRARY MATERIALS
		12/20/2010	I33236871	100-0601-551.30-14	104.31	LIBRARY MATERIALS
		12/20/2010	I33723150	100-0601-551.30-14	10.18	LIBRARY MATERIALS
		12/20/2010	I33723151	100-0601-551.30-14	76.18	LIBRARY MATERIALS
		12/20/2010	I33910330	100-0601-551.30-14	15.24	LIBRARY MATERIALS
		12/20/2010	I34442150	100-0601-551.30-14	84.80	LIBRARY MATERIALS

AP Check Register

Check Date: 12/20/2010

<i>Vendor Name</i>	<i>Check Number</i>	<i>Check Date</i>	<i>Invoice Number</i>	<i>Account Number</i>	<i>Amount</i>	<i>Description</i>
BAKER & TAYLOR INC...	28035...	12/20/2010	I34442151	100-0601-551.30-14	59.01	LIBRARY MATERIALS
		12/20/2010	I34565090	100-0601-551.30-14	14.36	LIBRARY MATERIALS
		12/20/2010	I34565091	100-0601-551.30-14	35.99	LIBRARY MATERIALS
		12/20/2010	I35069850	100-0601-551.30-14	28.76	LIBRARY MATERIALS
		12/20/2010	I35069851	100-0601-551.30-14	21.59	LIBRARY MATERIALS
		12/20/2010	I36230380	100-0601-551.30-14	43.18	LIBRARY MATERIALS
		12/20/2010	I36230381	100-0601-551.30-14	83.48	LIBRARY MATERIALS
			Total for check: 28035		6,336.17	
KATHRYN BESON	28036	12/20/2010	10162010	100-0601-551.33-01	39.00	MILEAGE REIMBURSEMENT
			Total for check: 28036		39.00	
WADE BITTNER	28037	12/20/2010	12162010	100-0601-551.30-14	12.00	LIBRARY MATERIALS
			Total for check: 28037		12.00	
BRILLIANCE AUDIO INC	28038	12/20/2010	IN0577563	100-0601-551.30-14	245.18	LIBRARY MATERIALS
			Total for check: 28038		245.18	
CAPSTONE PRESS	28039	12/20/2010	CI10189369	100-0601-551.30-14	95.95	LIBRARY MATERIALS
			Total for check: 28039		95.95	
CENTER POINT LARGE PRINT	28040	12/20/2010	892058	100-0601-551.30-14	109.65	LIBRARY MATERIALS
			Total for check: 28040		109.65	
EBSCO	28041	12/20/2010	1315834	100-0601-551.30-14	470.85	LIBRARY MATERIALS
			Total for check: 28041		470.85	
FINDAWAY WORLD LLC	28042	12/20/2010	38637	100-0601-551.30-14	245.96	LIBRARY MATERIALS
		12/20/2010	40145	100-0601-551.30-14	516.52	LIBRARY MATERIALS

AP Check Register

Check Date: 12/20/2010

<i>Vendor Name</i>	<i>Check Number</i>	<i>Check Date</i>	<i>Invoice Number</i>	<i>Account Number</i>	<i>Amount</i>	<i>Description</i>
FINDAWAY WORLD LLC...	28042...	12/20/2010	41789	100-0601-551.30-14	418.14	LIBRARY MATERIALS
			Total for check: 28042		1,180.62	
FOX STAMP SIGN & SPECIALTY	28043	12/20/2010	191166	100-0601-551.30-18	10.90	DEPT SUPPLIES
			Total for check: 28043		10.90	
GALE	28044	12/20/2010	16996979	100-0601-551.30-14	21.59	LIBRARY MATERIALS
		12/20/2010	16999153	100-0601-551.30-14	38.93	LIBRARY MATERIALS
			Total for check: 28044		60.52	
INGRAM LIBRARY SERVICES	28045	12/20/2010	54820942	100-0601-551.30-14	36.08	LIBRARY MATERIALS
		12/20/2010	54820943	100-0601-551.30-14	54.39	LIBRARY MATERIALS
		12/20/2010	54841625	100-0601-551.30-14	16.33	LIBRARY MATERIALS
		12/20/2010	54841626	100-0601-551.30-14	17.24	LIBRARY MATERIALS
		12/20/2010	54841627	100-0601-551.30-14	51.79	LIBRARY MATERIALS
		12/20/2010	54975294	100-0601-551.30-14	36.45	LIBRARY MATERIALS
		12/20/2010	54975295	100-0601-551.30-14	16.15	LIBRARY MATERIALS
		12/20/2010	54975296	100-0601-551.30-14	37.36	LIBRARY MATERIALS
		12/20/2010	55243297	100-0601-551.30-14	32.40	LIBRARY MATERIALS
		12/20/2010	55243298	100-0601-551.30-14	16.78	LIBRARY MATERIALS
		12/20/2010	55243299	100-0601-551.30-14	184.63	LIBRARY MATERIALS
			Total for check: 28045		499.60	
KITZ & PFEIL INC	28046	12/20/2010	1027140139	100-0601-551.30-13	55.52	HOUSEKEEPING SUPPLIES
		12/20/2010	1115140151	100-0601-551.24-03	10.20	BLDG REPAIR/MAINTENANCE
		12/20/2010	1119140106	100-0601-551.30-13	4.30	HOUSEKEEPING SUPPLIES
			Total for check: 28046		70.02	
LIBRARY STORE INC	28047	12/20/2010	801191	100-0601-551.30-18	8.89	DEPT SUPPLIES
			Total for check: 28047		8.89	

AP Check Register
Check Date: 12/20/2010

<i>Vendor Name</i>	<i>Check Number</i>	<i>Check Date</i>	<i>Invoice Number</i>	<i>Account Number</i>	<i>Amount</i>	<i>Description</i>
MIDWEST TAPE	28048	12/20/2010	2346325	100-0601-551.30-14	217.90	LIBRARY MATERIALS
		12/20/2010	2354488	100-0601-551.30-14	149.92	LIBRARY MATERIALS
		12/20/2010	2361515	100-0601-551.30-14	146.94	LIBRARY MATERIALS
		12/20/2010	2365881	100-0601-551.30-14	16.99	LIBRARY MATERIALS
	Total for check: 28048				531.75	
NEOPOST USA INC	28049	12/20/2010	46860067	100-0601-551.30-11	268.18	POSTAGE SUPPLIES
	Total for check: 28049				268.18	
OFFICE DEPOT CREDIT PLAN	28050	12/20/2010	10110200302993	100-0601-551.30-10	31.27	OFFICE SUPPLIES
	Total for check: 28050				31.27	
RANDOM HOUSE INC	28051	12/20/2010	1080337984	100-0601-551.30-14	67.49	LIBRARY MATERIALS
		12/20/2010	1080385381	100-0601-551.30-14	12.00	LIBRARY MATERIALS
		12/20/2010	1080390633	100-0601-551.30-14	48.75	LIBRARY MATERIALS
		12/20/2010	1080425527	100-0601-551.30-14	37.50	LIBRARY MATERIALS
		12/20/2010	1080437511	100-0601-551.30-14	29.96	LIBRARY MATERIALS
		12/20/2010	1080491351	100-0601-551.30-14	75.00	LIBRARY MATERIALS
		12/20/2010	1080522164	100-0601-551.30-14	86.21	LIBRARY MATERIALS
	Total for check: 28051				356.91	
KRISTIN SEEFELDT	28052	12/20/2010	12162010	100-0601-551.33-01	24.00	MILEAGE REIMBURSEMENT
	Total for check: 28052				24.00	
SHOWCASES	28053	12/20/2010	256622	100-0601-551.30-18	193.54	DEPT SUPPLIES
	Total for check: 28053				193.54	
VANESSA TAYLIR	28054	12/20/2010	12152010	100-0601-551.33-03	220.76	LODGING REIMBURSEMENT

AP Check Register
Check Date: 12/20/2010

Date: 12/23/2010

<i>Vendor Name</i>	<i>Check Number</i>	<i>Check Date</i>	<i>Invoice Number</i>	<i>Account Number</i>	<i>Amount</i>	<i>Description</i>
VANESSA TAYLIR...	28054...	12/20/2010	12162010	100-0601-551.33-01	104.00	MILEAGE REIMBURSEMENT
			Total for check: 28054		324.76	
UNIQUE MANAGEMENT SERVICES INC	28055	12/20/2010	203696	100-0000-441.19-00	313.25	COLLECTION AGENCY FEE
			Total for check: 28055		313.25	
DIANE WHIPP	28056	12/20/2010	12162010	100-0601-551.30-14	20.00	LIBRARY MATERIALS
			Total for check: 28056		20.00	
WIL-KIL PEST CONTROL	28057	12/20/2010	15261711	100-0601-551.24-03	355.02	BLDG REPAIR/MAINTENANCE
			Total for check: 28057		355.02	
WINNEFOX LIBRARY SYSTEM	28058	12/20/2010	3894	100-0601-551.30-11	1,290.10	POSTAGE SUPPLIES
		12/20/2010	3916	100-0601-551.30-14	43.75	LIBRARY MATERIALS
			Total for check: 28058		1,333.85	
					14,840.57	

AP Check Register
Check Date: 12/23/2010

Date: 12/23/2010

<i>Vendor Name</i>	<i>Check Number</i>	<i>Check Date</i>	<i>Invoice Number</i>	<i>Account Number</i>	<i>Amount</i>	<i>Description</i>
ACCURATE	28059	12/23/2010	1040306	731-1022-541.30-18	49.60	NITRO REAMER SPIR
			Total for check: 28059		49.60	
ADAM DRUCKREY	28060	12/23/2010	DRUCKREY	100-0000-441.25-00	150.00	REGISTRATION REFUND SPONSOR PAID
			Total for check: 28060		150.00	
AIRGAS NORTH CENTRAL	28061	12/23/2010	105527547	100-0703-553.30-15	190.17	ARGON/OXYGEN CYLINDER RENTAL
		12/23/2010	105550236	731-1022-541.21-06	61.71	ACETYLENE/ARGON/OXYGEN CYLINDER RENTAL
			Total for check: 28061		251.88	
ASSOCIATED APPRAISAL CONSULTANTS	28062	12/23/2010	10335	100-0402-513.21-09	4,841.63	PROFESSIONAL SERVICES
				100-0402-513.30-11	38.01	POSTAGE
		12/23/2010	10336	100-0402-513.21-04	59.76	INTERNET POSTING 6640 PARCELS
			Total for check: 28062		4,939.40	
AT&T	28063	12/23/2010	920R09453012	100-1001-514.22-01	113.90	MONTHLY SERVICE DEC 4 THRU JAN 3
				601-1020-543.22-01	292.50	MONTHLY SERVICE DEC 4 THRU JAN 3
			Total for check: 28063		406.40	
AVASTONE TECHNOLOGIES LLC	28064	12/23/2010	136551-A	100-0403-513.21-04	262.50	REGISTRATION .GOV DOMAIN
			Total for check: 28064		262.50	
BADGER HIGHWAYS CO INC	28065	12/23/2010	152370	100-1006-541.30-18	41.41	SAND FOR SALT BARRELS
			Total for check: 28065		41.41	
BADGER LAB & ENGINEERING INC	28066	12/23/2010	INV000043278	601-1020-543.21-02	710.00	WASTEWATER SAMPLING GUNDERSON CLEANERS
		12/23/2010	INV000043279	601-1020-543.21-02	665.00	WASTEWATER SAMPLING WHITING PAPER CO
			Total for check: 28066		1,375.00	

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BAYCOM INC	28067	12/23/2010	55502	100-0801-521.29-01	215.00	THERMAL PAPER ROLL
			Total for check: 28067		215.00	
BLACK-HAAK HEATING &	28068	12/23/2010	14593-69154	263-0306-562.70-01	5,120.00	CDBG REHAB PROGRAM
			Total for check: 28068		5,120.00	
BRAZEE ACE HARDWARE	28069	12/23/2010	011750	100-0702-552.30-18	5.99	LIGHT FOR HAYRIDE
			Total for check: 28069		5.99	
BUBRICK'S	28070	12/23/2010	396350	100-0801-521.30-10	199.80	4 DWR FILE
		12/23/2010	399129	100-0801-521.30-10	12.59	WALL CALENDAR ADD ROLL
			Total for check: 28070		212.39	
CARTEGRAPH SYSTEMS INC	28071	12/23/2010	33768	100-1002-541.30-12	50.00	CONVERSION/SUBSCRIPTION/ SERVICE HOURS
				625-1010-541.30-12	50.00	CONVERSION/SUBSCRIPTION/ SERVICE HOURS
				731-1022-541.30-12	50.00	CONVERSION/SUBSCRIPTION/ SERVICE HOURS
			Total for check: 28071		150.00	
CASPERS TRUCK EQUIPMENT INC	28072	12/23/2010	48079	731-1022-541.38-03	273.00	WING PLOW LIGHT
			Total for check: 28072		273.00	
COMMUNITY HOUSING COORDINATOR	28073	12/23/2010	141	100-0304-562.21-06	1,800.00	HOUSING PLAN DECEMBER 2010
			Total for check: 28073		1,800.00	
CULLIGAN WATERCARE SERVICES	28074	12/23/2010	113010	100-1001-514.20-01	17.85	COOLER RENTAL
				731-1022-541.30-13	5.95	COOLER RENTAL
			Total for check: 28074		23.80	
DEPARTMENT OF WORKFORCE DEVELOPMENT	28075	12/23/2010	UTILITY	267-0102-581.15-09	181.50	UNEMPLOYMENT INSURANCE

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DEPARTMENT OF WORKFORCE DEVELOPMENT...	28075...	12/23/2010...	UTILITY...	267-0102-581.15-09	181.50	UNEMPLOYMENT INSURANCE UTILITY
Total for check: 28075					363.00	
CARDMEMBER SERVICE	28079	12/23/2010	0014	100-0202-512.32-02	101.50	NATL PUBLIC EMPLOY
		12/23/2010	0054	100-0801-521.34-03	1,155.10	GALT HOUSE/KY
		12/23/2010	0078	100-0801-521.19-03	164.97	ROSENS UNIFORMS
		12/23/2010	0161	100-0801-521.34-03	11.53	HOOTERS/CLARKSVILLE IN
		12/23/2010	0272	100-0403-513.30-15	41.85	SMARTPHONEEXPERT CELL PHONE HOLSTER/IT
		12/23/2010	0379	100-0801-521.19-03	243.57	STREICHERS
		12/23/2010	0802	100-0601-551.30-13	15.10	SHOPKO LIB BLANKET LIGHTS
		12/23/2010	0865	100-0703-553.30-15	22.93	CELLPHONESHOP.NET CAR CHARGER FOR CELL
		12/23/2010	1001	207-0707-552.82-02	21.99	WEST MARINE/APPLETON
				207-0707-552.82-02	21.99	WEST MARINE/APPLETON
		12/23/2010	1772	100-0702-552.30-18	14.99	PARTY AMERICA
		12/23/2010	2139	100-0801-521.19-03	93.42	GALLS INC
		12/23/2010	2319	100-0801-521.34-03	6.09	MCDONALDS/IN
		12/23/2010	2606	100-0803-521.30-18	123.97	GALLS
		12/23/2010	2700	100-0801-521.34-03	4.35	KENTUCKY INTL CC/KY
		12/23/2010	2866	625-1010-541.30-18	64.89	JDL LESCO
		12/23/2010	3095	100-0801-521.34-03	7.83	PANERA BREAD
		12/23/2010	3182	100-0801-521.30-10	51.88	AMAZON.COM
		12/23/2010	3221	100-0801-521.19-03	21.56	US CAVALRY
		12/23/2010	3450	100-0703-553.32-01	150.00	WIS PARK AND REC/GREENDAL
		12/23/2010	3626	100-0804-521.30-18	161.23	HOME DEPOT
		12/23/2010	3807	100-0801-521.34-03	59.99	COMFORT INN/MADISON
		12/23/2010	3817	100-0801-521.34-03	19.00	E TOWN MALL/MADISON
		12/23/2010	38980	100-0801-521.34-03	13.63	BLUEGRASS BREWING/KY
		12/23/2010	4149	100-0801-521.34-03	6.46	KENTUCKY INTL CC STRB
		12/23/2010	4754	100-0801-521.30-12	379.99	WWW.NEWEGG.COM
		12/23/2010	5021	100-0703-553.24-02	(36.75)	HOME DEPOT RETURN
		12/23/2010	5119	100-0804-521.30-18	65.57	HOME DEPOT
		12/23/2010	5340	100-0403-513.34-04	12.95	EXPERTS EXCHANGE ONLINE TECH DATABASE
		12/23/2010	5350	100-0703-553.30-18	44.10	JDL LESCO
		12/23/2010	5587	100-0703-553.24-02	36.75	HOME DEPOT

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CARDMEMBER SERVICE...	28079...	12/23/2010	5964	100-1001-514.30-18	116.76	ULINE SUPPLIES BAGS
		12/23/2010	6072	100-1001-514.30-18	(5.56)	ULINE SUPPLIES CREDIT BAGS/ETC
		12/23/2010	6098	100-0601-551.24-03	60.90	MENARDS LIB LOUNGE FAUCET
		12/23/2010	6540	100-0801-521.34-03	6.46	KENTUCKY INTL CC/KY
		12/23/2010	6912	100-0601-551.30-13	56.61	LOWES LIB TREE LIGHTS
		12/23/2010	7008	100-0702-552.30-18	57.03	BULK PRICED FOODS
		12/23/2010	7348	100-0804-521.30-18	676.18	GLOBALINDUSTRIAL EQ/FL
		12/23/2010	7535	207-0707-552.82-02	21.57	MILLS FLEET FARM
		12/23/2010	7886	207-0707-552.82-02	(21.01)	MILLS FLEET FARM RETURN
		12/23/2010	7981	100-0920-531.30-15	5.48	RADIO SHACK BUILDING SUPPLIES/ADAM
		12/23/2010	8207	100-0801-521.30-12	171.89	WWW.NEWEGG.COM
		12/23/2010	9066	100-0703-553.24-02	(36.75)	HOME DEPOT RETURN
		12/23/2010	9191	100-0801-521.24-03	20.87	SMARTHOME PPF DOOR BUZZER
		12/23/2010	9462	100-0804-521.30-18	(59.97)	HOME DEPOT CREDIT
		12/23/2010	9772	100-0801-521.34-03	4.35	KENTUCKY INTL CC STRB
		12/23/2010	9928	824-0801-521.30-18	75.61	TAILWAGGERS
			Total for check: 28079		4,252.85	
EVANS TITLE COMPANIES	28080	12/23/2010	925-650152988	100-0304-562.21-06	45.00	J FINLEY/304 THIRD ST
			Total for check: 28080		45.00	
FASTENAL COMPANY	28081	12/23/2010	WINEE59441	100-0702-552.30-18	39.24	CABLE TIES
			Total for check: 28081		39.24	
FERRELLGAS	28082	12/23/2010	1036055495	266-1027-543.21-06	189.60	LIQUEFIED PETROLUEM GAS
			Total for check: 28082		189.60	
FONDY AUTO ELECTRIC	28083	12/23/2010	A67639	731-1022-541.38-03	331.99	PART
			Total for check: 28083		331.99	

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GAT SUPPLY INC	28084	12/23/2010	211463	731-1022-541.30-18	59.40	FROSTY GRIP LATX GLOVES
			Total for check: 28084		59.40	
INTERSTATE BATTERY OF GREEN BAY	28085	12/23/2010	172965	100-0703-553.30-18	51.95	BATTERY
			Total for check: 28085		51.95	
JOSE AVELLA	28086	12/23/2010	AVELLA	100-0000-201.03-00	19.67	TAX PREPAY OVERPAY 2-147 & 5-217
			Total for check: 28086		19.67	
KEWAUNEE COUNTY CLERK OF COURTS	28087	12/23/2010	BOND	100-0000-201.03-00	281.65	BOND
			Total for check: 28087		281.65	
KIMBERLY BAKER	28088	12/23/2010	BAKER	100-0000-441.25-00	65.00	CLASS REFUND
			Total for check: 28088		65.00	
LORETTA KJEMHUS	28089	12/23/2010	121810	100-0903-531.33-01	24.70	MILEAGE DECEMBER 2010
			Total for check: 28089		24.70	
LEVENHAGEN CORPORATION	28090	12/23/2010	040943A-IN	100-0000-131.00-00	22,672.50	LEAD FREE GAS
			Total for check: 28090		22,672.50	
LINCOLN CONTRACTORS SUPPLY INC	28091	12/23/2010	10585960	731-1022-541.38-03	31.57	WASHER/WHEEL/CAP
			Total for check: 28091		31.57	
MATTHEWS TIRE & SERVICE CENTER	28092	12/23/2010	36504	731-1022-541.38-02	45.92	FLAT REPAIR
		12/23/2010	36552	731-1022-541.38-02	818.72	TIRES
		12/23/2010	36563	731-1022-541.38-02	501.21	TIRES
		12/23/2010	36634	731-1022-541.38-02	228.04	TIRES

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MATTHEWS TIRE & SERVICE CENTER...	28092...	12/23/2010	36635	731-1022-541.38-02	88.99	TIRE SERVICE
			Total for check: 28092		1,682.88	
MCC	28093	12/23/2010	275450	100-1003-541.82-02	6,727.24	CONCRETE PAVEMENT
				100-1009-541.82-02	1,630.50	CONCRETE PAVEMENT
			Total for check: 28093		8,357.74	
MCKENZIE SUPPLY & EQUIPMENT	28094	12/23/2010	22788	731-1022-541.38-03	375.30	BLADE CLEVIS/FLAIL KNIFE
			Total for check: 28094		375.30	
MENARDS-APPLETON EAST	28095	12/23/2010	62663	100-0703-553.30-18	60.48	ICICLE LIGHTS
			Total for check: 28095		60.48	
MENARDS-APPLETON WEST	28096	12/23/2010	68539	100-1006-541.30-15	119.82	SHOVEL ALUM SCOOP
			Total for check: 28096		119.82	
MENASHA EMPLOYEES CREDIT UNION	28097	12/23/2010	20101223	100-0000-202.05-00	2,074.00	PAYROLL SUMMARY
			Total for check: 28097		2,074.00	
MENASHA EMPLOYEES LOCAL 1035	28098	12/23/2010	20101223	100-0000-202.06-00	270.00	PAYROLL SUMMARY
			Total for check: 28098		270.00	
MENASHA JOINT SCHOOL DISTRICT	28099	12/23/2010	MOBHOME	100-0000-412.00-00	6,380.48	MOBILE HOME/DECEMBER
			Total for check: 28099		6,380.48	
MENASHA PUBLIC WORKS FACILITY	28100	12/23/2010	PETTYCASH	731-1022-541.30-10	2.68	PETTY CASH
				100-1018-543.30-11	44.00	PETTY CASH
			Total for check: 28100		46.68	

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MENASHA TREASURER	28101	12/23/2010	TAXADJ	100-0000-121.01-00	200.00	TAX PAYMENT ADJUSTMENT 2-342
			Total for check: 28101		200.00	
MENASHA UTILITIES	28102	12/23/2010	003616	100-1006-541.30-18	68.76	SNOW FENCE TIES
			Total for check: 28102		68.76	
MITCHELL SCHELLINGER	28103	12/23/2010	SCHELLINGER	100-0000-441.14-00	5.00	REFUND RECYCLE CART
			Total for check: 28103		5.00	
MODERN BUSINESS MACHINES	28104	12/23/2010	26235917	100-1001-514.30-10	196.40	CONTRACT SERVICE
			Total for check: 28104		196.40	
N&M AUTO SUPPLY	28105	12/23/2010	337883	731-1022-541.38-03	(5.00)	CORE DEPOSIT CREDIT
		12/23/2010	339010	731-1022-541.38-03	(19.16)	CORE DEPOSIT CREDIT
		12/23/2010	339605	731-1022-541.38-03	139.08	STARTER SOLENOID
		12/23/2010	339916	731-1022-541.38-03	3.94	SPARK PLUG
		12/23/2010	340239	731-1022-541.38-03	246.02	BRAKE ROTOR & PAD AXLE
		12/23/2010	340409	731-1022-541.30-18	6.25	BLACK LIQUID TAPE
		12/23/2010	340586	731-1022-541.38-03	(29.00)	CORE DEPOSIT CREDIT
		12/23/2010	341444	731-1022-541.38-03	92.27	VERNIER PTO CABLE
		12/23/2010	341469	731-1022-541.38-03	14.04	OIL FILTER STOCK
		12/23/2010	341613	731-1022-541.38-03	8.70	BULB
		12/23/2010	341651	731-1022-541.38-03	9.90	WIPER BLADE
		12/23/2010	341675	731-1022-541.38-03	15.37	FLASHER TURN SIGNAL
		12/23/2010	341937	731-1022-541.38-03	58.18	SERPENTINE BELTS
			Total for check: 28105		540.59	
NEENAH-MENASHA MUNICIPAL COURT	28106	12/23/2010	BOND	100-0000-201.03-00	139.00	BOND
				100-0000-201.03-00	192.00	BOND
				100-0000-201.03-00	202.00	BOND
				100-0000-201.03-00	139.00	BOND

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NEENAH-MENASHA MUNICIPAL COURT...	28106...	12/23/2010...	BOND...	100-0000-201.03-00	197.00	BOND
				100-0000-201.03-00	197.00	BOND
				100-0000-201.03-00	139.00	BOND
				100-0000-201.03-00	139.00	BOND
				100-0000-201.03-00	139.00	BOND
				100-0000-201.03-00	139.00	BOND
				100-0000-201.03-00	202.00	BOND
Total for check: 28106					1,685.00	
NEENAH-MENASHA YMCA	28107	12/23/2010	122010	100-0920-531.21-06	21,354.00	CONTRACTED SERVICES SENIOR CENTER
Total for check: 28107					21,354.00	
PACKER CITY INTERNATIONAL	28108	12/23/2010	3203350006	731-1022-541.38-03	9.71	HYDRAULI/GASKET
Total for check: 28108					9.71	
PORTO, GEORGE	28109	12/23/2010	MR Refund	100-0000-123.00-00	26.28	PORTO, GEORGE MR Refund Voucher
Total for check: 28109					26.28	
DAVE POWELL	28110	12/23/2010	121310	100-1001-514.33-01	48.55	MILEAGE
Total for check: 28110					48.55	
RADIOSHACK CORPORATION	28111	12/23/2010	283657	100-0920-531.24-03	48.96	AUDIO WIRE ENDS
			283668	100-0920-531.24-03	(42.97)	AUDIO WIRE ENDS
Total for check: 28111					5.99	
REINDERS INC	28112	12/23/2010	1324223-00	731-1022-541.38-03	158.11	CUP ASM/THREADED SOCKET
Total for check: 28112					158.11	

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SCHELLINGER, MITCHELL J	28113	12/23/2010	MR Refund	100-0000-123.00-00	5.00	SCHELLINGER, MITCHELL J MR Refund Voucher
			Total for check: 28113		5.00	
SCHENCK BUSINESS SOLUTIONS	28114	12/23/2010	460740	100-0401-513.34-02	10.00	PROFESSIONAL SERVICES GOV ACCT FORUM
			Total for check: 28114		10.00	
SUNGARD PUBLIC SECTOR INC	28115	12/23/2010	29813	100-0403-513.24-04	2,555.00	MAINTENANCE 01/JAN/2011-31/JAN/2011
			Total for check: 28115		2,555.00	
UNIFIRST CORPORATION	28116	12/23/2010	097 0077135	731-1022-541.20-01	107.56	MAT/MOP/CLOTHING SERVICE
			Total for check: 28116		107.56	
US OIL CO	28117	12/23/2010	L40675	731-1022-541.21-06	12.00	SAMPLE
			Total for check: 28117		12.00	
VEOLIA ES SOLID WASTE MIDWEST	28118	12/23/2010	B40000280941	100-0000-123.00-00	139.92	BROAD ST RECYCLING
			Total for check: 28118		139.92	
WILLEMS MARKETING INC	28119	12/23/2010	MISC4037	100-0702-552.34-02	380.00	COMPUTER TRAINING
			Total for check: 28119		380.00	
WINNEBAGO COUNTY CLERK OF COURTS	28120	12/23/2010	BOND	100-0000-201.03-00	150.00	BOND
				100-0000-201.03-00	150.00	BOND
				100-0000-201.03-00	100.00	BOND
				100-0000-201.03-00	185.00	BOND
			Total for check: 28120		585.00	

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WINNEBAGO COUNTY REGISTER OF DEEDS	28121	12/23/2010	122210	263-0306-562.70-01	30.00	CDBG REHAB PROGRAM
			Total for check: 28121		30.00	
WINNEBAGO COUNTY TREASURER	28122	12/23/2010	HY103480	100-1002-541.21-02	319.82	BRIDGE INSPECTIONS
			Total for check: 28122		319.82	
WISCONSIN DEPT OF JUSTICE	28123	12/23/2010	L7101T	100-0801-521.21-06	35.00	NAME SEARCHES
			Total for check: 28123		35.00	
WISCONSIN DEPT OF TRANSPORTATION	28124	12/23/2010	L09615	601-1020-543.82-02	3,990.00	FEDERAL ROADWAY PROJECT
				625-1010-541.82-02	8,375.00	FEDERAL ROADWAY PROJECT
				100-1003-541.82-02	35,078.47	FEDERAL ROADWAY PROJECT
				100-1002-541.21-02	4,835.22	FEDERAL ROADWAY PROJECT
				100-1009-541.82-02	4,740.00	FEDERAL ROADWAY PROJECT
			Total for check: 28124		57,018.69	
WISCONSIN SUPPORT COLLECTIONS	28125	12/23/2010	20101223	100-0000-202.03-00	440.23	PAYROLL SUMMARY
			Total for check: 28125		440.23	
ZEP MANUFACTURING CO	28126	12/23/2010	30440527	731-1022-541.30-18	191.04	CHERRY BOMB/GASKET
			Total for check: 28126		191.04	
					149,199.52	

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ACCENT BUSINESS SOLUTIONS INC	28127	12/30/2010	10893	100-1001-514.24-01	454.22	CONTRACT SERVICE COLOR COPIER
			Total for check: 28127		454.22	
ACCURATE	28128	12/30/2010	1040240	731-1022-541.38-03	195.00	POLY-V BELTS/TENSIONER
		12/30/2010	1040631	731-1022-541.30-18	8.82	5 IN PHENOLIC BACKING DI
			Total for check: 28128		203.82	
ADVANTAGE PURCHASING LLC	28129	12/30/2010	01977	472-0501-522.82-01	38,908.65	NEW FIRE STATION
			Total for check: 28129		38,908.65	
AIRGAS NORTH CENTRAL	28130	12/30/2010	105584793	100-0903-531.24-03	48.75	ANNUAL EXTINGUISHER MAINTENANCE
		12/30/2010	105584795	100-0703-553.24-03	48.75	ANNUAL MATINENANCE
		12/30/2010	105584796	100-0704-552.24-03	48.75	ANNUAL MATINENANCE
		12/30/2010	105584797	100-0703-553.24-03	45.00	ANNUAL MATINENANCE
		12/30/2010	105584798	100-0703-553.24-03	45.00	ANNUAL MATINENANCE
		12/30/2010	105584799	100-0703-553.24-03	48.75	ANNUAL MATINENANCE
		12/30/2010	105584800	100-0701-533.24-03	48.75	ANNUAL MATINENANCE
		12/30/2010	105584801	100-0703-553.24-03	48.75	ANNUAL MATINENANCE
		12/30/2010	105584802	100-0703-553.24-03	48.75	ANNUAL MATINENANCE
		12/30/2010	105584803	100-0703-553.24-03	45.00	ANNUAL MATINENANCE
		12/30/2010	105584804	100-0703-553.24-03	48.75	ANNUAL MATINENANCE
		12/30/2010	105584805	207-0707-552.24-03	63.70	ANNUAL MATINENANCE
			Total for check: 28130		588.70	
APPLETON ELECTRONICS SUPPLY LLC	28131	12/30/2010	2912	731-1022-541.38-03	204.00	EFFECTOR SWITCH
			Total for check: 28131		204.00	
CITY OF APPLETON	28132	12/30/2010	195674	100-0302-542.25-01	15,575.00	TRANSIT SERVICES DECEMBER 2010
			Total for check: 28132		15,575.00	

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<i>Vendor Name</i>	<i>Check Number</i>	<i>Check Date</i>	<i>Invoice Number</i>	<i>Account Number</i>	<i>Amount</i>	<i>Description</i>
AT&T	28133	12/30/2010	920725298112	100-0704-552.22-01	2.23	REVISED FINAL BILL
			Total for check: 28133		2.23	
BADGER HIGHWAYS CO INC	28134	12/30/2010	152456	100-1003-541.30-18	39.35	COLD MIX
			Total for check: 28134		39.35	
BADGER LAB & ENGINEERING INC	28135	12/30/2010	INV000043297	601-1020-543.21-02	911.00	DURA FIBRE LLC WASTEWATER SAMPLING
		12/30/2010	INV000043298	601-1020-543.21-02	766.00	EXOPACK WASTEWATER SAMPLING
		12/30/2010	INV000043299	601-1020-543.21-02	766.00	GRAPHIC PACKAGING WASTEWATER SAMPLING
		12/30/2010	INV000043300	601-1020-543.21-02	911.00	MONDI PACKAGING WASTEWATER SAMPLING
		12/30/2010	INV000043301	601-1020-543.21-02	956.00	POLYMER GROUP WASTEWATER SAMPLING
			Total for check: 28135		4,310.00	
BARNES & THORNBURG LLP	28136	12/30/2010	1364694	267-0102-581.21-01	2,785.50	PROFESSIONAL SERVICES UTILITY
			Total for check: 28136		2,785.50	
BLOUNT HEATING & AIR CONDITIONING &	28137	12/30/2010	71506	263-0306-562.70-01	2,700.00	GAS FURNACE
			Total for check: 28137		2,700.00	
BLUE PRINT SERVICE CO INC	28138	12/30/2010	38961	100-0301-523.30-18	254.00	BLACK INK PACK
			Total for check: 28138		254.00	
BOUWER PRINTING INC	28139	12/30/2010	88615	100-0801-521.29-01	326.00	PROPERTY INV REPORT
			Total for check: 28139		326.00	
BRAZEE ACE HARDWARE	28140	12/30/2010	011805	100-0703-553.30-18	9.96	FUSE/PIN HITCH
		12/30/2010	011848	100-0703-553.30-18	24.99	TIMER GROUND STAKES SMITH PARK
		12/30/2010	011852	207-0707-552.82-02	21.94	POWER BIT HOLDER MARINA PROJECT

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<i>Vendor Name</i>	<i>Check Number</i>	<i>Check Date</i>	<i>Invoice Number</i>	<i>Account Number</i>	<i>Amount</i>	<i>Description</i>
BRAZEE ACE HARDWARE...	28140...	12/30/2010	011873	207-0707-552.82-02	3.98	POWER INSERT MARINA PROJECT
			Total for check: 28140		60.87	
BUBRICK'S	28141	12/30/2010	401799	100-0801-521.30-10	169.87	PRESTIGE BOARDS
			Total for check: 28141		169.87	
CRI RECYCLING SERVICE INC	28142	12/30/2010	26063	266-1027-543.21-06	150.00	DRUM OF GRANULAR MATERIAL
			Total for check: 28142		150.00	
DIANE SCHABACH	28143	12/30/2010	SCHABACH	207-0707-552.38-01	2,516.49	MAY-OCT 2010 CREDIT CARD PROCESSING FEES
				207-0707-552.30-11	58.08	SUPPLIES REIMBURSEMENT
				207-0707-552.30-11	17.85	SUPPLIES REIMBURSEMENT
			Total for check: 28143		2,592.42	
DIGICORPORATION	28144	12/30/2010	107491	266-1027-543.29-01	1,913.00	REFUSE & RECYCLING BROCHURE
			Total for check: 28144		1,913.00	
EAGLE SIGN & DESIGN LLC	28145	12/30/2010	4073	100-0703-553.29-01	318.50	2011 BOAT LAUNCH PERMITS
			Total for check: 28145		318.50	
FASTENAL COMPANY	28146	12/30/2010	WINEE59703	207-0707-552.82-02	164.82	STOCK
			Total for check: 28146		164.82	
FORCE AMERICA INC	28147	12/30/2010	02102402	731-1022-541.38-03	52.88	4 WAY SWITCH
			Total for check: 28147		52.88	
HUNTON & WILLIAMS LLP	28148	12/30/2010	122810	100-0102-581.21-01	87,592.77	PROFESSIONAL SERVICES UTILITY
			Total for check: 28148		87,592.77	

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JAMES H HERRES REVOCABLE TRUST	28149	12/30/2010	HERRES	100-0000-441.13-00	96.47	ADDL REFUSE SERVICE REFUND
			Total for check: 28149		96.47	
MATTHEWS TIRE & SERVICE CENTER	28150	12/30/2010	36698	731-1022-541.38-02	467.92	GOODYEAR TIRES
		12/30/2010	36699	731-1022-541.38-02	298.00	GOODYEAR TIRES
		12/30/2010	36700	731-1022-541.38-02	185.98	GOODYEAR TIRES
			Total for check: 28150		951.90	
MCNEILUS TRUCK & MFG COMPANY	28151	12/30/2010	1475647	731-1022-541.38-03	1,139.59	STR LINKS/PINS/WASHERS
		12/30/2010	1475683	731-1022-541.38-03	104.40	STRAPS
		12/30/2010	1478577	731-1022-541.38-03	150.16	ROLLER
			Total for check: 28151		1,394.15	
MENASHA EMPLOYEES CREDIT UNION	28152	12/30/2010	20101230	100-0000-202.05-00	19,607.00	PAYROLL SUMMARY
			Total for check: 28152		19,607.00	
MENASHA EMPLOYEES LOCAL 1035	28153	12/30/2010	20101230	100-0000-202.06-00	270.00	PAYROLL SUMMARY
			Total for check: 28153		270.00	
MENASHA EMPLOYEES LOCAL 1035B	28154	12/30/2010	20101230	100-0000-202.07-00	274.16	PAYROLL SUMMARY
			Total for check: 28154		274.16	
MENASHA HEALTH DEPARTMENT	28155	12/30/2010	PETTYCASH	100-0918-531.33-02	10.00	PETTY CASH
				100-0903-531.30-18	5.78	PETTY CASH
				100-0904-531.34-03	7.15	PETTY CASH
				100-0903-531.33-01	42.90	PETTY CASH
				100-0903-531.34-04	1.10	PETTY CASH
			Total for check: 28155		66.93	

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<i>Vendor Name</i>	<i>Check Number</i>	<i>Check Date</i>	<i>Invoice Number</i>	<i>Account Number</i>	<i>Amount</i>	<i>Description</i>
MENASHA ROTARY	28156	12/30/2010	124	100-0801-521.32-01	141.00	FOUNDATION FEE/ MEMBER DUES
			Total for check: 28156		141.00	
MENASHA UTILITIES	28157	12/30/2010	003604	100-1008-541.24-04	79.54	ACCIDENT REPAIRS THIRD/RACINE STS
				100-1012-541.30-18	77.87	ACCIDENT REPAIRS THIRD/RACINE STS
				100-1012-541.24-04	79.54	ACCIDENT REPAIRS THIRD/RACINE STS
		12/30/2010	3614	601-1020-543.82-02	298.05	SEWER CLEANING ON ISLAND
		12/30/2010	BILLING#1	100-1008-541.22-03	356.15	ELEC OR STORM OR WATER OR OUTSIDE SERVICES
				100-0000-123.00-00	12.91	ELEC OR STORM OR WATER OR OUTSIDE SERVICES
				100-1012-541.22-03	89.83	ELEC OR STORM OR WATER OR OUTSIDE SERVICES
				100-0305-562.22-03	22.02	ELEC OR STORM OR WATER OR OUTSIDE SERVICES
				100-0305-562.22-06	17.50	ELEC OR STORM OR WATER OR OUTSIDE SERVICES
				100-0403-513.21-04	6,168.64	ELEC OR STORM OR WATER OR OUTSIDE SERVICES
				207-0707-552.22-03	317.05	ELEC OR STORM OR WATER OR OUTSIDE SERVICES
				207-0707-552.22-05	(141.36)	ELEC OR STORM OR WATER OR OUTSIDE SERVICES
				207-0707-552.22-06	31.87	ELEC OR STORM OR WATER OR OUTSIDE SERVICES
				100-0703-553.22-03	475.55	ELEC OR STORM OR WATER OR OUTSIDE SERVICES
				100-0703-553.22-05	75.04	ELEC OR STORM OR WATER OR OUTSIDE SERVICES
				100-0703-553.22-06	200.61	ELEC OR STORM OR WATER OR OUTSIDE SERVICES
				100-1001-514.22-03	1,356.55	ELEC OR STORM OR WATER OR OUTSIDE SERVICES
				100-1001-514.22-05	421.44	ELEC OR STORM OR WATER OR OUTSIDE SERVICES
				100-1019-552.22-03	118.51	ELEC OR STORM OR WATER OR OUTSIDE SERVICES
				100-1013-541.22-03	59.20	ELEC OR STORM OR WATER OR OUTSIDE SERVICES
				100-1013-541.22-06	187.49	ELEC OR STORM OR WATER OR OUTSIDE SERVICES
				100-1014-543.22-06	12.50	ELEC OR STORM OR WATER OR OUTSIDE SERVICES
				601-1020-543.22-03	26.35	ELEC OR STORM OR WATER OR OUTSIDE SERVICES
			Total for check: 28157		10,342.85	
MICHAEL MUHLEBACH	28158	12/30/2010	MUHLEBACH	100-0000-441.13-00	26.00	REFUSE CART UPGRADE REFUND
			Total for check: 28158		26.00	
MIRON CONSTRUCTION CO INC	28159	12/30/2010	FIRE	472-0000-201.04-00	(9,517.52)	NEW FIRE STATION

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MIRON CONSTRUCTION CO INC...	28159...	12/30/2010...	FIRE...	472-0501-522.82-01	190,350.49	NEW FIRE STATION
			Total for check: 28159		180,832.97	
MODERN BUSINESS MACHINES	28160	12/30/2010	26236422	100-1001-514.24-04	280.50	CONTRACT SERVICE
			Total for check: 28160		280.50	
MONOPRICE INC	28161	12/30/2010	3837114	731-1022-541.30-10	46.22	TONER
				100-0902-524.30-10	15.80	TONER
			Total for check: 28161		62.02	
TOWN OF NEENAH TREASURER	28162	12/30/2010	10415	100-0703-553.22-06	53.90	STORMWATER CHARGE
			Total for check: 28162		53.90	
NETWORK HEALTH SYSTEM INC	28163	12/30/2010	263672	100-0202-512.21-05	108.00	DRUG SCREENING
				100-0901-515.21-05	15.00	DRUG SCREENING
			Total for check: 28163		123.00	
OFFICEMAX INC	28164	12/30/2010	239136	100-1002-541.30-19	178.19	DESK CHAIR
			Total for check: 28164		178.19	
OMNI GLASS & PAINT INC	28165	12/30/2010	0092541-IN	100-0801-521.82-01	11,330.00	DOOR REPLACE
			Total for check: 28165		11,330.00	
PACKER CITY INTERNATIONAL	28166	12/30/2010	3203410040	731-1022-541.38-03	125.80	AIR FILTER STOCK
			Total for check: 28166		125.80	
PITNEY BOWES	28167	12/30/2010	4842044-DC10	100-1001-514.24-04	316.47	TERM RENTAL
			Total for check: 28167		316.47	

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SAM'S CLUB/GEMB	28168	12/30/2010	002291	100-0702-552.30-18	59.10	CANDY/EVENT SUPPLIES
			Total for check: 28168		59.10	
SCHAEFFER MFG CO	28169	12/30/2010	UL4051-INV1	731-1022-541.30-18	270.80	RED PAINT
			Total for check: 28169		270.80	
SPORTS GRAPHICS	28170	12/30/2010	4309-1269	100-0702-552.30-18	400.00	T SHIRTS
		12/30/2010	4309-1447	100-0801-521.19-03	37.20	CAPS/HATS
			Total for check: 28170		437.20	
STAPLES ADVANTAGE	28171	12/30/2010	3146410349	100-0903-531.30-10	23.89	OFFICE SUPPLIES
				100-0909-531.30-10	8.54	OFFICE SUPPLIES
		12/30/2010	3146410350	266-1027-543.30-18	28.68	OFFICE SUPPLIES
				731-1022-541.30-10	20.47	OFFICE SUPPLIES
				100-0703-553.30-10	17.18	OFFICE SUPPLIES
			Total for check: 28171		98.76	
UNIFIRST CORPORATION	28172	12/30/2010	097 0077562	731-1022-541.20-01	107.58	MAT/MOP/CLOTHING SERVICE
			Total for check: 28172		107.58	
UNITED PAPER CORPORATION	28173	12/30/2010	33246	100-0702-552.30-18	23.35	FOAM CUPS
			Total for check: 28173		23.35	
UNITED WAY FOX CITIES	28174	12/30/2010	20101230	100-0000-202.09-00	57.97	PAYROLL SUMMARY
			Total for check: 28174		57.97	
WE ENERGIES	28175	12/30/2010	120810	100-0703-553.22-04	9.28	2170 PLANK RD
		12/30/2010	122010	100-0000-123.00-00	763.40	GAS SERVICE
				100-1001-514.22-04	1,130.03	GAS SERVICE
				100-0801-521.22-04	1,054.21	GAS SERVICE

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WE ENERGIES...	28175...	12/30/2010...	122010...	100-0920-531.22-04	243.81	GAS SERVICE
				100-0601-551.22-04	1,614.98	GAS SERVICE
				100-0703-553.22-04	511.29	GAS SERVICE
				100-0704-552.22-04	56.82	GAS SERVICE
				207-0707-552.22-04	49.47	GAS SERVICE
				731-1022-541.22-04	1,079.51	GAS SERVICE
				Total for check: 28175	6,512.80	
WIL-KIL PEST CONTROL	28176	12/30/2010	12273211	100-0703-553.24-03	124.64	ANNUAL PREBILL
				Total for check: 28176	124.64	
WINNEBAGO COUNTY REGISTER OF DEEDS	28177	12/30/2010	CDBG	263-0306-562.70-01	30.00	CDBG REHAB 521 3RD
				Total for check: 28177	30.00	
WINNEBAGO COUNTY TREASURER	28178	12/30/2010	SHJ100536	100-0805-521.25-01	92.00	JAIL DIVISION
				Total for check: 28178	92.00	
WISCONSIN SUPPORT COLLECTIONS	28179	12/30/2010	20101230	100-0000-202.03-00	1,297.32	PAYROLL SUMMARY
				Total for check: 28179	1,297.32	
					394,951.43	



December 30, 2010

To: Common Council

From: Debbie Galeazzi, Clerk

Subject: J.K. Petroleum, 1200 Plank Road

A "Class A" application to deal in fermented malt beverages and intoxicating liquor for the 2010-2011 licensing year has been filed by J.K. Petroleum Inc. for the premises at 1200 Plank Road.

The Police Dept. has done a background check on Kashmir Gill, president/agent of the corporation 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 it is in compliant with State and local codes.

Mr. Gill will need to provide a valid Wisconsin Seller's Permit Number.

ORIGINAL ALCOHOL BEVERAGE LICENSE APPLICATION

Submit to municipal clerk.

For the license period beginning _____ 20 _____
 ending June 30 20 11

TO THE GOVERNING BODY of the: Town of
 Village of } Menasha
 City of

County of Winnebago Aldermanic Dist. No. _____ (if required by ordinance)

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): J.K. Petroleum, Inc.

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>KASHMIR GILL</u>	<u>21 DIANE LN APPLETON WI 54910</u>
Vice President/Member			
Secretary/Member			
Treasurer/Member			
Agent	<u>KASHMIR GILL</u>		
Directors/Managers			

3. Trade Name J.K. Petroleum Inc Business Phone Number 920-729-5987
 4. Address of Premises 1800 PLANK Rd MENASHA WI Post Office & Zip Code 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.) ONE STOREY CONVINCENCE center

10. Legal description (omit if street address is given above): _____
 11. (a) Was this premises licensed for the sale of liquor or beer during the past license year? Yes No
 (b) If yes, under what name was license issued? _____
 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 24th day of November, 20 10

Kristin R. Sewall
 (Clerk/Notary Public)

Kashmir Gill
 (Officer of Corporation/Member/Manager of Limited Liability Company/Partner/Individual)

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

My commission expires 3-10-13

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

Applicant's Wisconsin Seller's Permit Number: <u>456-1027098003-03</u>	
Federal Employer Identification Number (FEIN): <u>21-1419579</u>	
LICENSE REQUESTED	
TYPE	FEE
<input checked="" type="checkbox"/> Class A beer	\$ <u>112.00</u>
<input type="checkbox"/> Class B beer	\$
<input type="checkbox"/> Wholesale beer	\$
<input type="checkbox"/> Class C wine	\$
<input checked="" type="checkbox"/> Class A liquor	\$ <u>175.00</u>
<input type="checkbox"/> Class B liquor	\$
<input type="checkbox"/> Reserve Class B liquor	\$
Publication fee	\$ <u>50.00</u>
TOTAL FEE	\$

TO BE COMPLETED BY CLERK

Date received and filed with municipal clerk <u>11/24/10</u>	Date reported to council/board	Date provisional license issued	Signature of Clerk / Deputy Clerk
Date license granted	Date license issued	License number issued	

ORDINANCE O – 22 – 10

AN ORDINANCE RELATING TO PARKING REGULATIONS
(Angle Parking on Second Street)

Introduced by Aldermen Wisneski and Taylor

The Common Council of the City of Menasha does hereby ordain as follows:

SECTION 1: Amend Title 10, Article C of the Code of Ordinances of the City of Menasha, Wisconsin repealing SEC.10-1-25(f) as follows:

Title 10 – Motor Vehicles and Traffic

ARTICLE C
Parking Regulations

SEC. 10-1-25 ANGLE PARKING.

~~(f) South side of Second Street from Appleton Street to DePere Street.~~

SECTION 2: This amending Ordinance shall take effect upon passage and publication as provided by law.

Passed and approved this day of , 2011.

Donald J. Merkes, Mayor

ATTEST:

Deborah A. Galeazzi, City Clerk

ORDINANCE O – 23 – 10

AN ORDINANCE RELATING TO SCHOOL BUS LOADING ZONES

Introduced by Alderman Wisneski

The Common Council of the City of Menasha does hereby ordain as follows:

SECTION 1: Amend Title 10, Article C, SEC. 10-1-28 of the Code of Ordinances of the City of Menasha, Wisconsin as follows:

Title 10 – Motor Vehicles and Traffic

ARTICLE C

Parking Regulations

SEC. 10-1-28 SCHOOL BUS LOADING ZONES.

- (i) The east side of Nassau Street from a point Ninety (90) feet south of Ahnaip Street to a point ~~One Hundred Eighty (180)~~ Two Hundred Sixty (260) feet south of Ahnaip Street.

SECTION 2: This amending Ordinance shall take effect upon passage and publication as provided by law.

Passed and approved this day of , 2011.

Donald J. Merkes, Mayor

ATTEST:

Deborah A. Galeazzi, City Clerk