

**CITY OF MENASHA
COMMON COUNCIL
Third Floor Council Chambers
140 Main Street, Menasha
Monday July 2, 2012**

**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, 6/18/12
 - b. Board of Public Works, 6/18/12
 - c. Board of Health, 5/9/12
 - d. Committee on Aging, 5/10/12
 - e. Information Technology Steering Committee, 6/20/12
 - f. Landmarks Commission, 6/13/12
 - g. Personnel Committee, 6/18/12
 - h. Plan Commission, 6/19/12
 - i. NM Fire Rescue, Joint Finance and Personnel Committee, 6/26/12
 - j. NM Sewerage Commission, 5/22/12
 - k. NM Sewerage Commission, 6/7/12; Special Meeting
 - l. Safety Committee, 5/16/12; City Hall
 - m. Safety Committee, 5/22/12; Public Works/Parks
 - n. Sustainability Board, 5/15/12, 6/19/12Communications:
 - o. Automatic Aid update, 6/28/12; request by Ald. Klein
 - p. Eng. Supv. Tim Montour, 6/27/12; Menasha Utility 2012 Water Main Reconstruction – 16" Transmission Main
 - q. Grubb & Ellis, 6/20/12; FP One offer to purchase - 901 Airport Rd. Menasha
 - r. WI Dept. of Administration, 6/26/12; Incorporation of a portion of the Towns of Harrison, Calumet County, and Buchanan, Outagamie County, Wisconsin, as a Village. Calumet County Circuit Court Case No. 2012CV28
- 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, 6/18/12
Administration Committee, 6/18/12; recommends approval of:
 2. Stamped, colored concrete in the terrace at the Third Street/Plank Road bus stop using surplus Valley Transit funds totaling \$1,650.00.
 3. FP One Annexation (Appleton Road)
 4. Bowe Annexation (Manitowoc Road)
 5. Proposed Re-inspection Fees for Swimming Pools for the licensing period 7/1/12 to 6/30/13
Board of Public Works, 6/18/12; recommends approval of:
 6. Elimination of a Street Light on Pole No. 206 along the North Side of Nicolet Boulevard between Pine Street and Walnut Street

7. Addition of a Street Light on Pole #568 near 728 Paris Street (Ald. Zelinski)
8. Submitting a Ballot Requesting Winnebago County to Refund the Recycling Revenue Surplus of \$780,911 to signing municipalities based upon each municipality's actual tonnage processed and sold for year 2011 while allowing Winnebago County to retain \$171,470 of the surplus recycling revenue to avoid a 2011 County recycling deficit.

Personnel Committee, 6/18/12; recommends approval of:

9. The Elementary Police-School Liaison Officer position Officer position for the 2012-2013 school year

NM Fire Rescue, Joint Finance & Personnel Committee, 6/26/12; recommends approval of:

10. The purchase of personal protective gear from Paul Conway Shields not to exceed \$28,656.00
11. The purchase of various lengths of fire hose from Fire Apparatus & Equipment not to exceed \$6,090.50

H. ITEMS REMOVED FROM CONSENT AGENDA

I. ACTION ITEMS

1. Accounts payable and payroll for the term of 6/21/12 to 6/28/12 in the amount of \$839,331.95
2. "Class B" liquor license renewal application – Juanita's Hacienda Inc, d/b/a Korona Klub, 190 Main Street, Menasha, Juana M. Bevers, agent, for the July 2, 2012 – June 30, 2013 licensing year.

J. ORDINANCES AND RESOLUTIONS

1. O-11-12 An Ordinance Amending Title 7, Chapter 8, Section 7-8-1(e) & (g) of the Code of Ordinance (Street Use Permits) (introduced by Ald. Krueger & Mayor Merkes)
2. O-12-12 An Ordinance relating to the annexation of certain property to the City of Menasha, Wisconsin (Bowe Annexation)
3. O-13-12 An Ordinance relating to the annexation of certain property to the City of Menasha, Wisconsin (FP One, LLC Annexation)
4. R-25-12 – A Resolution appropriating funds

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. RECESS TO ADMINISTRATION COMMITTEE AND BOARD OF PUBLIC WORKS

P. CLAIMS AGAINST THE CITY

1. Update on Petition for the Incorporation for the Village of Harrison, 12-CV-28; and Notice of injury and circumstances of claim - Town of Harrison, Celine Romenesko, Rick Kindschi

Q. Motion to Adjourn into Closed Session pursuant to Wis. Stats. §19.85(1)(g): Conferring with legal counsel for the governmental body who is rendering oral or written advise concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved. (Petition for the Incorporation for the Village of Harrison; Notice of injury and circumstances of claim- Town of Harrison, Romenesko & Kindschi)

R. May reconvene into Open Session to act on items discussed in Closed Session

S. ADJOURN

MEETING NOTICE

City Hall Closed – July 4, 2012

Common Council – Monday, July 16, 2012

Common Council - 6:00 pm

Administration Committee – 6:30 p.m.

Board of Public Works – 7:00 p.m.

**CITY OF MENASHA
ADMINISTRATION COMMITTEE
Third Floor Council Chambers
140 Main Street, Menasha
June 18, 2012**

Minutes

A. CALL TO ORDER

Meeting called to order by Chairman Klein at 7:45 p.m.

B. ROLL CALL/EXCUSED ABSENCES

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

ALSO PRESENT: Mayor Merkes, CA/HRD Captain, PC Styka, FC Auxier, DPW Radtke, CDD Keil, PRD Tungate, LD Lenz, PHD Nett, Comp. Stoffel, Deputy Clerk Sewall

C. MINUTES TO APPROVE

1. Administration Committee, 6/4/12

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

Motion carried on voice vote.

D. ACTION/DISCUSSION ITEMS

1. Authorization to place stamped, colored concrete in the terrace at the Third Street/Plank Road bus stop using surplus Valley Transit funds (Ald. Taylor)

Moved by Ald. Taylor, seconded by Ald. Englebert to recommend to Common Council the authorization to place stamped, colored concrete in the terrace at the Third Street/Plank Road bus stop using surplus Valley Transit funds totaling \$1,650.00.

Discussion ensued

Motion carried on roll call 8-0.

2. Annexation Impact Reports for:

a) FP One Annexation (Appleton Road)

b) Bowe Annexation (Manitowoc Road)

CDD Keil reported that this is a necessary step in the annexation process.

Moved by Ald. Sevenich, seconded by Ald. Krueger to recommend to Common Council the FP One Annexation and the Bowe Annexation.

Motion carried on roll call 8-0.

3. Proposed Re-inspection Fees for Swimming Pools for the licensing period 7/1/12 to 6/30/13(Recommended by Board of Health)

PHD Nett explained the fees.

Moved by Ald. Sevenich, seconded by Ald. Krueger to recommend to Common council the proposed re-inspection fees for swimming pools for the licensing period 7/1/12 to 6/30/13.

Motion carried on roll call 8-0.

4. 0-11-12 An Ordinance Amending Title 7, Chapter 8, Section 7-8-1(e) & (g) of the Code of Ordinance (Street Use Permits) (introduced by Ald. Krueger)

Atty. Captain explained that the changes she made to this section of the City code. She also recommended removal of wording "7-8-1(g)" under 7-8-1(m) as it will no longer be relevant.

Moved by Ald. Krueger, seconded by Ald. Langdon to forward O-11-12 to Common Council with Atty. Captain's recommended change.

Motion carried on roll call 8-0.

5. Disposition of NMFR Station 36, 901 Airport Road, including, (held 6/4/12)

a) Offer to Purchase – Endter Investment, LLC

b) Offer to Purchase – FP One LLC

Discussion ensued. No action was taken.

E. ADJOURNMENT

Moved by Ald. Zelinski, seconded by Ald. Englebert to adjourn at 8:12 p.m.

Respectfully submitted by Deputy Clerk Kristin Sewall

CITY OF MENASHA
Board of Public Works
Third Floor Council Chambers
140 Main Street, Menasha
June 18, 2012

Minutes

A. CALL TO ORDER

Meeting called to order by Chairman Taylor at 8:15 p.m.

B. ROLL CALL/EXCUSED ABSENCES

PRESENT: Aldermen Klein, Taylor, Sevenich, Langdon, Krueger, Zelinski, Englebert, Benner
ALSO PRESENT: Mayor Merkes, CA/HRD Captain, PC Styka, DPW Radtke, CDD Keil, Comp. Stoffel,
Deputy Clerk Sewall

C. MINUTES TO APPROVE

1. June 4, 2012

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

Motion carried on voice vote.

D. ACTION ITEMS

1. Request to Eliminate a Street Light on Pole No. 206 along the North Side of Nicolet Boulevard between Pine Street and Walnut Street (Held)

Ald. Klein requested unanimous consent to hear public comment regarding this street light.

Holly DuCharme, 416 Nicolet Blvd. Made request to remove street light. Discussion ensued on other possible options to remedy the issue without removing the light.

Moved by Ald. Klein, seconded by Ald. Langdon to recommend to Common Council the removal of the street light on pole no. 206 along the north side of Nicolet Blvd. between Pine St. and Walnut St.

Motion carried on roll call 8-0.

2. Request to Add Street Light on Pole #568 near 728 Paris Street (Ald. Zelinski)

Moved by Ald. Zelinski, seconded by Ald. Sevenich to recommend to Common Council the addition of street light on pole #568 near 728 Paris St.

Discussion ensued.

Motion carried on roll call 8-0.

3. Recommendation to Submit Ballot Requesting Winnebago County to Refund the Recycling Revenue Surplus of \$952,381 to Signing Municipalities Based upon each Municipality's Actual Tonnage Processed and Sold for Year 2011

DPW Radtke explained this year's ballot options. Discussion ensued on tipping fees and equity among the signing municipalities.

Moved by Ald. Sevenich, seconded by Ald. Krueger to recommend to Common Council that the city cast a ballot to refund the recycling revenue surplus of \$780,911 to signing municipalities based upon each municipality's actual tonnage processed and sold for year 2011 while allowing Winnebago County to retain \$171,470 of the surplus recycling revenue to avoid a 2011 County recycling deficit.

Motion carried on roll call 8-0.

E. ADJOURNMENT

Moved by Ald. Klein, seconded by Ald. Langdon to adjourn at 8:32 p.m.

Motion carried on voice vote

Respectfully submitted by Deputy Clerk Kristin Sewall

Menasha aldermen occasionally attend meetings of this body. It is possible that a quorum of Common Council, Board of Public Works, Administration Committee, Personnel Committee may be attending this meeting. (No official action of any of those bodies will be taken).

**CITY OF MENASHA
BOARD OF HEALTH
Minutes
May 9, 2012**

- A. Meeting called to order at 8 AM by Chairman C. Rusin.
- B. Present: Candyce Rusin, Lori Asmus, Dorothy Jankowski, Dr. Teresa Rudolph, Sue Nett
- C. MINUTES TO APPROVE
1. Motion to approve minutes from April 11, 2012 made by D. Jankowski, and seconded by T. Rudolph. Motion carried.
- D. REPORT OF DEPT HEADS/STAFF/CONSULTANTS
1. April 2012 Communicable Disease Report distributed and discussed. Wisconsin pertussis case summary for 2011 and pertussis report for Jan. thru April 2012 distributed. MHD is seeing an increase again in suspect cases. One confirmed case recently attended school while coughing. Letter was sent out to parents in that building.
 2. Quality Improvement Grant Project Update. Three staff recently attended training on the quality improvement process. This training should help in the development of the quality improvement plan and deciding on a project to meet the grant objectives. This is the preliminary planning stage for accreditation.
 3. Community Health Improvement Plan Update. The Fox Valley Community Health Coalition is the name chosen by the steering committee. A mission statement has been identified. The need that the group is focusing on is obesity. The group is going to meet monthly and will bring in other partners as the need arises. Board members discussed looking at school age children as a focus point.
 4. Mass Clinic Walk Through May 23, 2012 will be held at UW-FV from 9 to 11. BOH members are invited to attend. L. Asmus may attend if her work schedule can accommodate that time.
 5. Inspection Reports are now being posted on the department's website. Some owners concerned that visitors to the website may need to be reminded that the inspections are a picture in time and that the website needs to have a statement reflecting that information. T. Drew RS has reassured those owners that reports will be kept up to date and correction of any violations will be noted.
 6. Food Task Force. T. Drew RS met with four Menasha food establishment representatives to convene a food task force. (6 invitees total) The group plans on meeting on a regular basis. This was one of the requirements of the state as part of the FDA grant.
- E. ACTION ITEMS
1. Election of Chairperson. Motion made by D. Jankowski and seconded by L. Asmus to nominate C. Rusin as chairperson. No discussion. Motion carried.

"Menasha is committed to its diverse population. Our Non-English speaking population and those with disabilities are invited to contact the Menasha Health Department at 967-3520 at least 24-hours in advance of the meeting for the City to arrange special accommodations."

Board of Health Members: Dorothy Jankowski, Lori Asmus, Susan Nett, Candyce Rusin, Theresa Shoberg

2. Election of Vice-Chairperson. Motion made by D. Jankowski and seconded by T. Rudolph to nominate L. Asmus as vice-chairperson. No discussion. Motion carried.
3. Election of Secretary. S. Nett volunteered to continue as secretary. L. Asmus made a motion and seconded by T. Rudolph to accept S. Nett as secretary. Motion carried.
4. Seasonal Influenza Vaccination – Adults. S. Nett brought this up item up for informational purposes. One of the vaccine manufacturers now has an intradermal flu vaccine for adults available. The price is higher than the IM injectable. At this time, the health department prefers to stay with the lower cost IM injectable flu vaccine. L. Asmus thought it would be easier on staff to do the IM versus intradermal injection and quicker when doing a larger number of adults such as during the flu clinic at the school in the fall.
5. WALHDAB Ballot 2012-13. Election of Officers. S. Nett presented a brief synopsis of the ballot and persons listed. All those listed on the ballot are running unopposed. Motion to approve the slate of officers as presented on the WALHDAB ballot made by L. Asmus and seconded by T. Rudolph. Motion carried. S. Nett will submit the ballot back to WALHDAB.
6. Mobile Restaurant Registration Fee. S. Nett explained the council may be considering an ordinance for mobile restaurants. The health department would register mobile units from outside the city. The registration would be on an annual basis. The BOH will need to set the fee. L. Asmus questioned what is the fee for vendors for the farmers market. S. Nett indicated she wasn't aware of what that fee was and will check into it. C. Rusin questioned what would be involved in registering one of these units and what is the amount of time needed to process the registration. S. Nett suggested looking at the cost of the temporary non profit food license as the time to process this license would be about the same as the process for registering a mobile restaurant from outside the city. L. Asmus made a motion to hold this item until the additional information is brought back, seconded by D. Jankowski. Motion carried.

F. HELD OVER BUSINESS

1. None

- G. Motion to adjourn at 9:05 made by T. Rudolph and seconded by L. Asmus. Motion carried. Next meeting June 13, 2012.

Menasha aldermen occasionally attend meetings of this body. It is possible that a quorum of Common Council, Board of Public Works, Administration Committee, Personnel Committee may be attending this meeting. (No official action of any of those bodies will be taken).

**CITY OF MENASHA
COMMITTEE ON AGING
Minutes
May 10, 2012**

- A. Meeting called to order by Chairman J. Klundt at 7:45 AM.
- B. Present: Jean Wollerman, John Ruck, Peg Malueg, Lee Murphy, Mary Lueke, Joyce Klundt, SNett
Excused: Sue Steffen
- C. MINUTES TO APPROVE
1. Motion to approve minutes from April 12, 2012 meeting made by L. Murphy and seconded by P. Malueg. Motion carried.
- D. REPORT OF DEPT HEADS/STAFF/CONSULTANTS
1. Senior Center Older Adult Director J. Wollerman presented the report on activities and participation numbers to committee members. 1670 visits were made during the month of April, a significant increase over April of 2011 and a slight decrease from last month. A brat fry is scheduled for this coming weekend and Jean is welcoming anyone who has some time to volunteer. The project design proposal for the new entrance was approved to be forwarded to the common council at the administration committee meeting this past Monday. Once the council approves the proposal, McMahon can begin the design work and the committee will then know what the project will entail and perspective cost. A variety of activities continues to be offered at the center and participation rates continue to be very positive.
 2. Public Health Director S. Nett reported on 60+ health screening opportunities. The foot care program begins this month. Skin cancer screening was booked full and did also accommodate some walk-ins. Contact has been made with Walgreen's pharmacy to see if a pharmacist would be available several times a year to meet with seniors at the center on an individual basis by appointment to review medications. This can be very helpful in prevention of falls.
- E. NEW BUSINESS
1. Election of Chairperson. Motion made by L. Murphy and seconded by P. Malueg to nominate J. Klundt as chairperson. Motion carried.
 2. Election of Vice Chairperson. Motion made by S. Nett and seconded by M. Lueke to nominate L. Murphy as vice chairperson. Motion carried.
 3. Election of Secretary. S. Nett volunteered to remain as secretary with unanimous approval from committee members.
 4. Discussion Community Fest. J. Wollerman discussed options for the senior center during the CommunityFest Parade of Lights on July 3rd. One idea for consideration was to open the center and have it available for a light meal and then participants could watch the parade after. Committee members decided that for this year, the center would not be open but they would have popcorn and ice cream treats for sale on the patio and would re-consider options for next year.
- F. HELD OVER BUSINESS—None
- G. Motion to adjourn at 9:30 AM made by J. Ruck and seconded by P. Malueg. Motion carried. Next meeting June 14, 2012.

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**City of Menasha
Information Technology Steering Committee
Gegan Room
Menasha Public Library
Wednesday, June 20, 2012
8:30 A.M.
Minutes**

A. Call to Order

Meeting called to order at 8:35 AM by VICE-CHAIRMAN Langdon.

B. Roll Call/Excused Absences

Present: VICE-CHAIRMAN Langdon, COMP Stoffel, DPH Nett, ES Montour, ITMgr Lacey, PC Styka, and PP Homan

Also Present: ITSupv James

C. Minutes to Approve – Approval of Minutes of April 10, 2012 IT Steering Committee meeting.

Motion by ITMgr lacey, seconded by COMP Stoffel to approve the minutes of the April 10, 2012 IT Steering Committee meeting as submitted. ES Montour questioned his title in the April 10th minutes, which was incorrect and will be changed. Motion carried.

D. Public Comments on any matter of concern to this Agenda
(Five (5) minute time limit for each person)

NONE

E. Report of Department Head s/Staff/Consultants – Committee monthly update on status of projects/operations/costs

ITMgr Lacey reviewed his monthly handout concerning the 2012 budget and status of projects and hardware installation. PC Styka raised concerns on when the RSA Security system will be in operation. The County could contact the City at any time and say it must be ready in X number of days or the City will be cut off from using the county wide dispatch network. ITMgr Lacey estimated it would be a 40 hour project, including training of officers and it is very difficult to find that large a block of time when the rest of the current City network needs daily

attention. His priority is to keep departments active and move to specific department projects when time is available. This comment will be addressed further under Action Item # 3.

F. ACTION ITEMS – (1) Committee update and discussion on using “Twitter” for expanding social media outreach into the community

PC Styka stated that “Twitter” is working very well. It is being used more to “tell a story” than was anticipated. He spoke of the destruction of the trees in Jefferson Park and how, using “Twitter” was able to get more people involved and even raise funds to offer a reward to anyone that could provide information. PC Styka is of the opinion that there should be a general City account so information on moving of polling place or dog license renewals could go out to the general public faster and not having to rely on TV or newspapers to spread the word. He would envision four people having access to the account on the City side-Police, Health, City Hall and Public Works, so information could be more easily disseminated. Motion by ITMgr Lacey, seconded by PP Homan to have Police Officer Zemlock give a presentation on how “Twitter” could be used by other departments at the next Department Head meeting in July. Motion carried.

ACTION ITEMS – (2) Committee discussion and action on implementing a document imaging system for City Departments (ITMgr Lacey)

And

ACTION ITEMS – (4) Committee discussion and action on purchase of a web-based program called IWORQ for Community Development and Code Enforcement (PP Homan)

ITMgr Lacey asked that these two items be discussed simultaneously. Both items are attempting to provide a database for departments to have a centralized file that can be accessed by any department to provide information.

PP Homan started the discussion by explaining the IWORQ is a product from a company in Utah that is for code enforcement and permit management. It is web based. ITSupv James joined in the discussion by disclosing that you cannot easily do a query of the database although the product has some potential. It would cost \$500 for setup and an annual fee of \$3,200. If all modules were purchased the annual fee would be \$8,000.

At this point ITMgr Lacey moved the discussion to document imaging. He spoke highly of the software which is in a trial use in the Health Department. The software can retain documents, index the documents, can pull data to automatically fill in standardized forms and can be searched. He believes this has a potential for City-wide use. DPH Nett spoke favorably of the trial run, noting that access to confidential records can be controlled by user rights and

permissions in order to comply with HIPPA. The system would be maintained and information stored by the vendor. VICE-CHAIRMAN Langdon questioned if it would be better for the City to own the system outright, but ITMgr Lacey thought that with technology changing so rapidly it would be better to work with a vendor, rather than having to invest in new technology as it comes out. Questions about how it works, what if the company would go out of business, open records, etc. were brought up. It was suggested that the Mayor be asked to call a Department Head meeting, with mandatory attendance required, to demonstrate how the software works and answer any questions from all departments. If this is a solution to developing a centralized data base, then it will be included in the 2013 budget request and each department will be expected to do its part in keeping the data base accurate and up-to-date. Cost is projected to be under \$40,000 with an annual maintenance charge of \$8,000.

ACTION ITEMS – (3) Committee discussion and action on need for an additional staff member in the IT Department to help with the backlog of projects in 2012 (ITMgr Lacey)

ITMgr Lacey opened the discussion, stating he knows that departments are frustrated with the response they are currently getting from the Information Technology Department. Projects are not getting completed on time, and in some cases never started on time. This week Monday he had to deal with an HTE printer issue that came up, followed by a lightning strike at the City Garage on Tuesday which needed to be fixed to get them back on line. To do that, required scavenging some equipment from the swimming pool, which shut down their collection software and IP telephones for one day. Mr. Teale from the Utilities volunteered to help with getting the City Garage back up and running and the IT Department was very appreciative of his assistance. However those things happen and there is not a way to say I will fix it when there is time, it has to be done now. It is these types of incidents which just push projects back farther,

When ITMgr Lacey first came to the City, he had to manage about 150 devices (computers, printers, copiers, laptops, scanners), that number has now grown to approximately 500. Monday night the Personnel Committee approved adding another police office to expand the school liaison program. That person will need email access, a cell phone, a computer and access to the City information system; all of which will be provided by IT.

A problem that Menasha has is that it is not a small city nor is it a large city. However the software that is desired by departments is normally the same as that purchased by Appleton or Neenah. Our departments want to provide at least the same level of service as our neighboring cities do, if not better. And that type of software, from research to purchase to installation to maintenance, requires more staff to manage it.

VICE-CHAIRMAN Langdon then asked for input from the various departments represented and there was general agreement with what ITMgr Lacey had stated. However the members present also had concerns about how this will affect individual budgets. If the total department budget is up because of additional staff in IT, does that mean reductions in other areas of their budget to get it to a no or low increase.

The real point of the discussion, however, is if a department is not getting the service or installation of software it needs, eventually it is the public that suffers by not receiving the information or service requested in a timely manner or maybe not at all. The Committee took no action on this item and the IT Department will try to prioritize projects better in the future.

ACTION ITEMS – (5) Committee discussion and action on next IT Steering Committee meeting date – July 18th - third Wednesday

DPH Nett was the only committee member that would not be available for the next scheduled meeting of the Information Technology Steering Committee, so the date of the next meeting remained as listed.

G. ADJOURNMENT

Motion by PP Homan, seconded by ITMgr Lacey to adjourn. Motion carried.
Meeting adjourned at 10:54 AM.

Respectfully submitted,

Thomas Stoffel
Committee Secretary

CITY OF MENASHA
Landmarks Commission
Council Chambers, 3rd Floor, City Hall – 140 Main Street
June 13, 2012
DRAFT MINUTES

A. CALL TO ORDER

Meeting called to order by Ald. Sevenich at 4:35 PM.

Acting President Ald. Sevenich welcomed Debra Gorell to the committee.

B. ROLL CALL/EXCUSED ABSENCES

LANDMARKS MEMBERS PRESENT: Commissioners Mary Nebel, Tom Grade, Debra Gorell and Ald. Stan Sevenich

LANDMARKS MEMBERS EXCUSED: Commissioners Kristi Lynch, James Taylor and Peg Doctor

LANDMARKS MEMBERS ABSENT: None

OTHERS PRESENT: CDD Keil, PP Homan and Mayor Merkes

C. MINUTES TO APPROVE

1. **Minutes of the March 14, 2012 Landmarks Commission Meeting**

Moved by Comm. Grade, seconded by Comm. Nebel to approve the minutes of the March 14, 2012 Landmarks Commission meeting. The motion carried.

D. PUBLIC COMMENT ON ANY ITEM OF CONCERN ON THIS AGENDA OR ANY ITEM RELATED TO THE RESPONSIBILITIES OF THE LANDMARKS COMMISSION

1. No one spoke.

E. COMMUNICATIONS

1. None

F. ACTION ITEMS

1. None

G. DISCUSSION ITEMS

1. **Landmarks Commission Recognition/Awards**

a. **Wild Apple Award – Comm. Nebel**

Commissioners Nebel and Grade reported on efforts to gather the history of the building. They will be working with Joe Weidert on the content of the plaque.

2. **Façade Improvement Program Grant/Loan Balance**

The façade loan balance is approximately \$11,000. CDD Keil is to report at the next meeting on the status of the façade improvement grant/loan awarded to 180 Main Street.

3. **Future Landmarks Commission Activities/Projects**

a. **Menasha Locktender House**

CDD Keil reported on the consideration being given to the site by persons affiliated with the Fox-Wisconsin Heritage Parkway. The consensus of the commissioners was not to take any action at this time.

b. **Discover Historic Menasha Contest**

The consensus was to postpone the contest until next May.

c. **Bridge Tower Museum**

Commissioner's discussed possibilities for opening the building and updating the displays. Ald. Sevenich is to contact Building Superintendent Adam Alix to determine the feasibility of a

time lock. CDD Keil is to make inquiry with Fox-Wisconsin Heritage Parkway representatives for display materials.

4. **Creating a Landmark – Comm. Taylor**

Held to the next meeting.

5. **Landmarks Commission Line on City Website – Comm. Nebel**

Comm. Nebel requested information on the number of contacts to the Landmark's Commission web page. CDD Keil is to explore placing some Landmarks Commission content on the city's website front page.

6. **192 Main Street Front Façade Alteration – Paint – Comm. Nebel**

Commissioner's discussed the paint finish applied to the front façade. Comm. Nebel made, and Comm. Grade seconded a motion to have CDD Keil direct a letter to the building owner informing them of the requirements related to façade alterations and to furnish an application to be considered at next month's Landmarks Commission meeting.

The motion carried.

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

1. No one spoke.

I. ADJOURNMENT

Moved by Ald. Sevenich, seconded by Comm. Grade to adjourn at 5:03 PM.

The motion carried.

Respectfully submitted by Greg Keil, CDD.

**CITY OF MENASHA
PERSONNEL COMMITTEE
Third Floor Council Chambers
140 Main Street, Menasha
June 18, 2012**

Minutes

A. CALL TO ORDER

Meeting called to order by Chairman Krueger at 8:35 p.m.

B. ROLL CALL/EXCUSED ABSENCES

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

ALSO PRESENT: CA/HRD Captain, PC Styka, Lt. Ron Bouchard, Comp. Stoffel, Deputy Clerk Sewall, Menasha School District Representatives Peter Pfundtner, Marci Thiry and Tammy Richter

C. MINUTES TO APPROVE

1. Personnel Committee, 6/4/12

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

Motion carried on voice vote.

D. ACTION ITEMS

1. Elementary Police-School Liaison Officer position

Police Chief Styka, Lt. Bouchard and Menasha School District representatives presented a Power Point presentation on the importance of approving this position and the affect it will have on the 2012-2013 Police budget. The Power Point presentation was received by the Clerk's office.

Discussion ensued.

Moved by Ald. Taylor, seconded by Ald. Englebert to recommend to Common Council the approval of the Elementary Police-School Liaison Officer position for the 2012-2013 school year.

Motion carried on roll call 8-0.

E. ADJOURNMENT

Moved by Ald. Zelinski, seconded by Ald. Englebert to adjourn at 9:15 p.m.

Motion carried on voice vote.

Respectfully Submitted by Deputy Clerk Kristin Sewall

CITY OF MENASHA
Plan Commission
Council Chambers, City Hall – 140 Main Street
June 19, 2012
DRAFT MINUTES

A. CALL TO ORDER

The meeting was called to order at 3:33 PM by Mayor Merkes.

B. ROLL CALL/EXCUSED ABSENCES

PLAN COMMISSION MEMBERS PRESENT: Mayor Merkes, Commissioner Sturm, Commissioner Cruikshank, Commissioner Schmidt, DPW Radtke and Ald. Benner.

PLAN COMMISSION MEMBERS EXCUSED: None

PLAN COMMISSION MEMBERS ABSENT: None

OTHERS PRESENT: PP Homan, Spencer Rolph

C. MINUTES TO APPROVE

1. **Minutes of the June 12, 2012 Plan Commission Meeting**

Motion by Ald. Benner, seconded by DPW Radtke to approve the June 12, 2012 Plan Commission meeting minutes as presented.

The motion carried.

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

1. No one spoke.

E. DISCUSSION

1. None

ACTION ITEMS

1. **Potential Appleton Street Rezoning Application – R-1 to R-2 for Nonconforming Duplex**

PP Homan provided an overview of items that were discussed and presented at previous Plan Commission meetings where this item was discussed. This included the loss of legal non-conforming status due to vacancy of greater than 12 months, and how the loss of status came to be known by city staff. She also reviewed additional materials included with this packet, such as historic assessment records indicating the property has been in two-family use since the 1940's. There is no historic building permit data indicating whether or not the home was constructed as a one or two family residence.

Mr. Rolph indicated that he intended to continue rehabilitating the property, but did not foresee an easy way to convert the property back into single family due to the location of the staircase.

Plan Commissioners discussed the following items:

- Was the structure constructed as a two-family residence or converted at some point.
- Zoning and uses of neighboring properties, and proximity to the church.
- How do we deal with other similar properties likely constructed as two-family but in single family zoning districts.
- The potential for setting a precedent if this was rezoned, and the important of establishing clear findings that could not be easily applied to other properties if the rezoning is recommended.
- Other potential uses for the property.
- The important of not considering financial investment/expenditures when considering a

rezoning.

After considering the above items, it was the consensus of the Plan Commission to direct Mr. Rolph to pursue rezoning the property from R-1 to R-2, and directed staff to work with Mr. Rolph in submitting the application.

G. ADJOURNMENT

Motion by Commissioner Schmidt, seconded by Commissioner Cruikshank to adjourn at 4:45 p.m.

The motion carried.

Minutes respectfully submitted by PP Homan.

Draft

Neenah-Menasha Fire Rescue
Joint Finance & Personnel Committee
Meeting Minutes
June 26, 2012 – 5:30 p.m.
3rd Floor Council Chambers – City of Menasha

Present: Ald. Ahles, Stevenson, Sevenich, Langdon, Klein and Ramos.

Also Present: Deputy Chief DeLeeuw, Director Stoffel and Office Manager Theisen.

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

Public Forum: No one was present from the public.

Meeting Minutes: The Committee reviewed the meeting minutes from May 22, 2012. **MSC Klein/Langdon to approve the meeting minutes from May 22, 2012 and place on file, all voting aye.**

Budget Report: The Committee reviewed the May budget report. **MSC Sevenich/Ramos to approve the May 2012 budget report and place on file, all voting aye.**

May Activity Report: The Committee reviewed the May activity report. Ald. Langdon asked how false alarms are handled. DC DeLeeuw reviewed our process and explained the fee schedule for these. **MSC Ramos/Ahles to approve the May Activity Report and place on file, all voting aye.**

Automatic Aid Update: DC DeLeeuw reported automatic aid has begun and things are going well. Discussion was held on how calls are being handled. DC DeLeeuw noted there is a small issue with getting run report information for automatic aid calls we take for Appleton and expect resolution in the near future. Ald. Klein asked that this be brought to the Menasha Council meeting for review. Ald. Stevenson asked that this be reported out to Neenah along with statistics.

Bridge Emergency Operations: DC DeLeeuw stated that there has been minimal issues with the bridges when we need to get across. He noted we do have radio communication with the tenders to communicate and ask them to put the bridge down if we have a major incident.

PPE Equipment: The Committee reviewed the purchase of new personal protective equipment. DC DeLeeuw noted that these are budgeted purchases and is funded through a separate line item in the operating budget. He explained that the gear will continue to be tested and replacement will be determined on how the equipment tests. He also noted that we do not spend the entire line item in the budget right away so we have funds left in case there is a major incident in the year and gear needs to be replaced. **MSC Sevenich/Klein recommends the City of Neenah and City of Menasha Common Councils approve the purchase of personal protective gear from Paul Conway Shields not to exceed \$28,656.00.**

Approval of Hose Replacement: DC DeLeeuw noted we are required to test our hose annually. In the past few years we have had some hose fail but have held back on replacing some of the hose. At this time, we have had too many hose fail through the testing process and have to replace them. Ald. Sevenich asked what percentage of this is being replaced. DC DeLeeuw noted it is about 25%. **MSC Sevenich/Langdon recommends the City of Neenah Common Council and the City of Menasha Common Council approve the purchase of various lengths of fire hose from Fire Apparatus & Equipment not to exceed \$6,090.50, all voting aye.**

Engine 35 Vehicle Repair: DC DeLeeuw noted that both E36 & E35 needed vehicle corrosion repair work and this was budgeted in 2012. The intent is to extend the life of the vehicle and delay purchase of new vehicles. It was noted that E36 ended up having more repair work than what was originally noted and now due to extra money being spent to fix E36 we do not have enough to cover the corrosion repair for E35. At this time, we are about \$7,000 short and we may need more if they find additional things as they disassemble the vehicle during the repair process. It was noted that they give estimates but it is not uncommon to find additional repairs needed as you can't always see things until they are taken apart. Discussions were held on the different options for fixing this vehicle. Ald. Ramos raised concern extending this to 2013 and if the quote would stay the same in the future. It was decided we would send E35 in July or August to be looked at and given an updated estimate for what the costs will be. After this is received it will be brought back to the Committee for a decision.

MSC Ramos/Sevenich to adjourn at 6:03 p.m., all voting aye.

Respectfully Submitted,

Steve DeLeeuw
Deputy Chief

SD/tt

NEENAH-MENASHA SEWERAGE COMMISSION

Regular Meeting

Tuesday May 22, 2012

Meeting was called to order by Commission President Youngquist at 8:00 a.m.

In honor of the memory of former Commissioner William Zelinski, Commission President Youngquist requested a moment of silence.

Roll call was taken.

Present: Commissioners Tim Hamblin, Gordon Falck, Raymond Zielinski, Jim Gunz, Mike Sams, Kathy Bauer, Dale Youngquist; Manager Randall Much, Attorney John Thiel, Accountant Roger Voigt.

Also Present: Tom Kispert, Chad Olsen, (McMAHON); Mike King (Post Crescent); Paul Much (MCO).

Commissioners discussed the minutes from the Regular Meeting and Closed Session of April 24, 2012. After discussion, motion made by Commissioner Zielinski, seconded by Commissioner Bauer to approve the minutes of the Regular Meeting and Closed Session of April 24, 2012. Motion carried unanimously.

Correspondence

There was no correspondence to be discussed.

Old Business

Biosolids. Chad Olsen reported there is no information to be discussed at this time in open session.

New Business

Budget, Finance, Personnel

Accountant Voigt presented the financial statements for the month of April 2012. The cash balances were discussed and the Commission was informed the balance in the operating cash will decrease with the Contract Users receiving their credit from 2011 operations. After discussion, motion made by Commissioner Zielinski, seconded by Commissioner Bauer to approve the Financial Statements for the month of April. Motion carried unanimously.

Accountant Voigt presented the Accountant's Report and Cash Flow Projection for the month of April. The interest rates have not changed; MCO generated \$3,321 in income to the Commission in April. The cash flow projection has been updated based on current known information. After discussion, motion made by Commissioner Zielinski, seconded by Commissioner Falck to accept the Accountant's Report and cash flow projection for April. Motion carried unanimously.

Motion made by Commissioner Gunz, seconded by Commissioner Zielinski to approve operating and payroll fund vouchers #132927 through #132985 in the amount of \$484,137.52 for the month

of April 2012 and Construction Fund Vouchers #121 through #125 in the amount of \$141,718.66 for the month of April 2012. Motion carried unanimously.

Accountant Voigt presented MCO Invoices #16438 and #16473 in the amounts of \$118,845.45 and \$950.05. Commissioner Gunz questioned the liability and health insurance and if the Commission has any input on the levels and coverage's. Manager Much responded MCO needs to monitor these costs and to make adjustments in the deductibles and benefit levels to maintain competitiveness. After discussion, motion made by Commissioner Zielinski, seconded by Commissioner Bauer to approve for payment MCO Invoices #16438 and #16473 and to pay the invoices after June 1, 2012. Motion carried unanimously.

Accountant Voigt presented for payment McMAHON invoices #49277 - \$22,400.00; #49275 - \$42,600.00; #49276 - \$1,197.00; #49390 - \$620.00; and #49381 - \$1,656.67. After discussion, motion made by Commissioner Zielinski seconded by Commissioner Bauer to approve for payment invoices #49277, #49275, #49276, #49380, and #49381. Motion carried unanimously.

Operations, Engineering, Planning

Manager Much reported the plant is operating well; there are no issues with the operations. Manager Much discussed DNR discussions with the EPA in dealing with blending. We are not sure how this will be written in our discharge permit; Commissioners further discussed this topic. Commissioner Falck questioned the methane used in the engine; Manager Much reported the engine was shut down and will be restarted later this week. After discussion, motion by Commissioner Falck, seconded by Commissioner Zielinski to accept the Operating Report for April. Motion carried unanimously.

Manager Much reported on a meeting held at the McMahan offices with other communities to discuss the potential for a partnership for evaluating potential phosphorus reduction tools. It was decided any agreements would proceed through the Fox-Wolf Watershed Alliance. Commissioner Gunz questioned the makeup of this group, how they are organized and their structure. Commissioner Gunz further commented on his uneasiness about allowing an entity that we don't know who they are to be able to spend our money. McMahan researched further and reported back that the Fox-Wolf Watershed Alliance is a nonprofit group; who the board of directors are; staff positions; mission statement; and how funded.

Tom Kispert updated the Commission on the facilities upgrade project. He has a preliminary set of plans on where we are to date in the design; the plans have not been completed, they are still making progress in the design. The initial plan one-year ago was to have the first delivery of equipment on July 12. The target date of having the plans completed by June 1 will not happen; we are now projecting having the plans ready at the July Commission meeting.

Tom Kispert updated the Commission on the System Controls/SCADA. The blower electrical distribution site is being reconfigured. The new facility will hold five new blowers.

Tom Kispert reported on the GIS/Work Order System. The work order portion is in operation. When shop drawings are being submitted they are being incorporated into the GIS portion.

Tom reported on the Clean Water Fund. Amy Vaclavik is continuing her work on the applications.

Motion made by Commissioner Hamblin, seconded by Commissioner Zielinski to convene into closed session pursuant to Wis. Stats. § 19.85(1)(e) to discuss strategy concerning the Contracted Industrial User as it affects the financing of the Sewer Plant Project, and pursuant to Wis. Stats. § 19.85(1)(g) to confer and review oral legal advice by legal counsel to the Commission as to potential litigation with Insurance Carriers as it relates to the lawsuit(s) commonly referred to as the Fox River litigation, and to take action in closed session concerning legal bills. Also, pursuant to Wis. Stats. § 19.85(1)(e) to discuss identified real estate options for placement of a building to be used by the Commission for which bargaining reasons and developing acquisition strategy require a closed session to protect the public investment and spending of public funds. By roll call vote taken, motion carried unanimously, by Commissioners Zielinski, Gunz, Bauer, Falck, Hamblin, Sambas, Youngquist.

Meeting convened into closed session at 8:49 am.

After discussions, motion made by Commissioner Falck, seconded by Commissioner Zielinski to adjourn the closed session and return in Regular open session. By roll call vote taken, motion carried unanimously by Commissioners Zielinski, Gunz, Bauer, Falck, Hamblin, Sambas, Youngquist. The Commission returned to Regular open session at 10:00 am.

Motion made by Commissioner Gunz, seconded by Commissioner Zielinski to adjourn the meeting. Motion carried unanimously. Meeting adjourned at 10:00 a.m.

President

Secretary

THE NEXT REGULAR MEETING IS SCHEDULED FOR TUESDAY June 26th, 2012.

NEENAH-MENASHA SEWERAGE COMMISSION

Special Meeting

Thursday June 7, 2012

Special Meeting was called to order by Commission President Youngquist at 8:00 a.m.

Present: Commissioners Gordon Falck, Raymond Zielinski, Jim Gunz, Mike Sambs, Dale Youngquist; Manager Randall Much, Attorney John Thiel, Accountant Roger Voigt.

Excused: Commissioners Tim Hamblin, Kathy Bauer.

Also Present: Chad Olsen (McMAHON).

Motion made by Commissioner Gunz, seconded by Commissioner Sambs to convene into closed session pursuant to Wis. Stats. § 19.85(1)(e) to discuss identified real estate options for placement of a building to be used by the Commission for which bargaining reasons and developing acquisition strategy require a closed session to protect the public investment and spending of public funds. By roll call vote taken, motion carried unanimously, by Commissioners Zielinski, Gunz, Falck, Sambs, Youngquist.

Meeting convened into closed session at 8:03 am.

After discussions, motion made by Commissioner Gunz, seconded by Commissioner Zielinski to adjourn the closed session and return in open session. By roll call vote taken, motion carried unanimously by Commissioners Zielinski, Gunz, Falck, Sambs, Youngquist. The Commission returned to open session at 9:10 am.

Motion made by Commissioner Zielinski, seconded by Commissioner Sambs to adjourn the meeting. Motion carried unanimously. Meeting adjourned at 9:11 a.m.

President

Secretary



City Hall Safety Committee Meeting

May 16, 2012

Minutes

Meeting called to order at 9:05 PM

Present: Tom Stoffel, Sue Nett, Vicki Lenz, Todd Drew, Kristi Heim

Absent: Pam Captain, Kate Clausing, Adam Alix

A. Motion to approve minutes from March 1, 2012 made by S. Nett second V. Lenz - Motion approved.

B. Old Business

1. **Safety Manual** – Safety manual will be provided to each department and will be placed on the intranet for employee access.
2. **City Hall** – no update

C. New Business

1. **Monthly Safety Topic** – “You may feel that you “bend over backwards” at work, But use good posture for yourself!” Topic was distributed and discussed
2. **Injury Review** – No injuries
3. **Additional new items for discussion** – Tornado Drill – issue was discussed regarding the use of the back stairs during a tornado drill. All employees used front stairs. Additional discussion in June. Finance to unlock first floor access. S. Nett also discussed CVMIC building safety audits. Only minor issues were found in the buildings covered by this committee.

D. Training

1. **Hearing Screening – generator** running was audible in testing rooms per T. Drew.
2. **Annual training items – Intranet update / Safety Manual** – A hearing training will be made available on the intranet, to supplement the lack of hearing protection training conducted during the screening process. Revised safety manual will be placed on the intranet, each employee will be required to review the plan and take a short quiz which will act as employee acknowledgement of the revised Safety Plan.
3. **Additional Training Items** – S. Nett discussed that Fire Drills will conducted unannounced in the Fall of 2012.

E. Motion to adjourn at 9:40AM made by K. Heim second T. Stoffel



PUBLIC WORKS / PARKS DEPARTMENT SAFETY COMMITTEE
May 22, 2012
MINUTES

Meeting called to order at 9:05 AM

Present: Todd Drew, Vince Maas, Sue Nett, Jeff Nieland, Adam Alix, Kevin Schmahl, Mark Radtke, Corey Gordon, Tim Jacobson

Absent: Pamela Captain, Brian Tungate, Jim Julius

Approval of Minutes – Motion to approve minutes from the April 24, 2012 meeting made by M. Radtke second J. Nieland - Motion approved.

A. Old Business

1. **Cold Storage Issues** – T. Drew provided information regarding health risks to workers related to accumulated bird feces. Recommendation to maintain doors closed or other means to reduce birds within the cold storage building.
2. **EOEC Pool Exit Map** – Completed to be included in plan and posted at pool.

B. New Business

1. **Monthly Safety Topic** – “Get “Back” to basics; Learn how to keep your back healthy” – topic distributed and discussed.
2. **Injury Review** – 1 injury reported - Employee hit knee while working on the street sweeper. No loss time or medical attention to date. Recommendation to be more conscious of surroundings.
3. **DPW/Parks CVMIC preliminary discussion of findings** – Items discussed included inspections of eye wash stations, improperly placed machine guards, vehicle lock out tag out, electrical restraints for power tools if reenergized and gas can storage. Further discussion pending final report.
4. **PPE Maintenance** – T. Drew offered reminder to maintain PPE including respirator filters, hearing protection and other items which required constant maintenance or replacement.
5. **New Items for discussion** – No new items

Training

1. **Fire extinguisher training** – training good, finished DPW / Parks employees.
2. **Hearing Screening** – issue with electrical connection resulted in use of the rig generator which caused some ambient noise – no other issues raised.

3. Summer Help Training – T. Drew provided information regarding Summer Help taking intranet training modules.
4. Other new training items – T. Drew informed committee of the necessity to conduct additional training related to the Hearing Screening, due to lack of training conducted by the provider. Training will be available on the intranet.

D. Adjourn: Motion M. Radtke second A. Alix - Meeting adjourned at 9:40am.

**CITY OF MENASHA
SUSTAINABILITY BOARD
Common Council Chambers
140 Main Street, Menasha
Tuesday, May 15, 2012
Minutes**

A. CALL TO ORDER

Meeting called to order by Chairperson Linda Stoll at 6:35 p.m.

B. ROLL CALL/EXCUSED ABSENCES

Present: Linda Stoll, Paul Van de Sand, Chris Bohne, Kathy Thunes, Roger Kanitz

Excused: Ed Kassel

Also Present: Mayor Merkes

C. PUBLIC COMMENTS ON ANY MATTER OF CONCERN TO THE SUSTAINABILITY BOARD

No one spoke.

D. MINUTES TO APPROVE

1. Moved by Roger Kanitz, seconded by Paul Van de Sand to approve minutes of April 24, 2012.
Motion carried

E. COMMUNICATIONS

F. REPORTS

1. Roger Kanitz updated the group on the ECOS video clip project, the first clip is complete and will be shown following airing of the Town of Menasha's board meetings. ECOS is planning to shoot other topics and develop a library of clips in the future.
2. Recycling event results. 218 people recycled 18,530lbs of electronics at the city site and 188 people recycled 16,590lbs of recyclables at the town site

G. ACTION ITEMS

1. City of Menasha facilities energy usage. Information from MU will be provided to Paul Van de Sand regarding previous 12 month usage of buildings being tracked to complete energy benchmarking. Chris Bohne provided information on energy usage of similar buildings in the city of Appleton. Discussion regarding entering Battle of the Buildings for new fire station.

H. DISCUSSION

1. Waste Management & Recycling
Kathy Thunes has a meeting with Director Radtke in upcoming month.
2. Sustainable Communities Network
ECOS network showcased their new website including breaking news section. Roger Kanitz attended sustainability expo in Oshkosh. Roger Kanitz was asked to update Menasha information on sustainable communities website.
3. Sustainability Board Annual Report
Discussed opportunities to publicize sustainability activities and successes including newsletters, library, WPPI, Fox Cities viewpoint. Should include "did you know items".

I. ADJOURNMENT

Moved by Paul Van de Sand and seconded by Chris Bohne to adjourn at 7:45 p.m.
Motion carried.

Respectfully submitted by Mayor Merkes

**CITY OF MENASHA
SUSTAINABILITY BOARD
Common Council Chambers
140 Main Street, Menasha
Tuesday, June 19, 2012
DRAFT MINUTES**

A. CALL TO ORDER

B. ROLL CALL/EXCUSED ABSENCES

Present: Linda Stoll, Chris Boehne, Kathy Thunes, Roger Kanitz

Excused: Paul Van de Sand, Ed Kassel

Also Present: PP Homan, Danielle Handler

C. PUBLIC COMMENTS ON ANY MATTER OF CONCERN TO THE SUSTAINABILITY BOARD

No one spoke.

D. MINUTES TO APPROVE

1. May 15, 2012

No comments were received on the minutes. Chairperson Stoll requested the minutes be placed on file as printed. The board was in consensus with this request.

E. COMMUNICATIONS

1. iTree Press Release

PP Homan explained that WDNR may do an iTree assessment for Menasha in the near future, similar to the one that was conducted for DePere. The board requested that PP Homan inquire with the City Forester to acquire the tree assessment report that was done several years ago.

2. Sustainable Communities update

Ms.Thunes indicated that she would forward the summary of proceedings from the last meeting.

F. REPORTS

1. ECOS video clip projects (Roger Kanitz)

Mr. Kanitz reported the next video clip to be created will focus on stormwater. The first video clip was aired after the Town of Menasha Sustainability Board meeting.

G. ACTION ITEMS

1. City of Menasha recycling event, October 2012

Mr. Kanitz indicated that he is coordinating with Recycle that Stuff to plan a second recycling event. He wants to ensure there is coordination on dates and publications with the Town of Menasha to make sure both events are open to city and town residents.

H. DISCUSSION

1. Waste Management (including recycling) – Kathy Thunes

Ms. Thunes indicated that she had met with DPW Radtke and the recycling coordinator from Winnebago County Solid Waste. The conversation centered around ways to increase recycling rates and the upcoming changes in tipping fees. The committee directed Ms. Thunes to request additional recycling data from DPW Radtke.

2. Complete Streets - Linda Stoll

Ms. Homan reviewed a complete streets assessment conducted by the Mike Hopfensperger, the CDD intern. Two maps were created, one illustrating bikeability, the other walkability. The board suggested several changes to make the maps more readable and useful. This included mapping out intersections where bike and pedestrian accidents have occurred.

3. Potential partnership with Town of Menasha – yard waste collection - Roger Kanitz

Mr. Kanitz indicated he had been in discussions with the Town of Menasha to explore shared yard waste processing. Currently, all of their yard waste goes straight to the dump, while the city converts theirs into compost.

I. ADJOURNMENT

It was the consensus of the board to adjourn the meeting. The meeting adjourned at 8:05 p.m.

Respectfully submitted by PP Homan.

Automatic Aid Calls to Menasha

Date	Address	Incident Type
5/27/12	800 Midway	Electrical Wiring/Equip issue
5/28/12	1029 Lucerne Dr	EMS
5/29/12	1550 Midway Pl	EMS
6/5/12	1029 Lucerne Dr	EMS
6/12/12	Midway Rd	Accident with injuries
6/13/12	1800 Appleton Rd	Accident with injuries
6/15/12	1550 Midway Pl	EMS

Automatic Aid Calls to Appleton

Date	Address	Incident Type
5/25/12	38 Partridge Ct.	EMS/CO
5/30/12	3709F Calumet St.	EMS
6/4/12	539 E. Layton Ave.	EMS
6/12/12	2001 S. Kensington	EMS
6/15/12	3701 Boyd St.	EMS
6/17/12	200 W. Valley Rd	EMS
6/18/12	46 Strawberry	EMS
6/18/12	3709 E. Calumet	EMS
6/22/12	2500 S. Heritage	EMS
6/23/12	2812 S. Jackson	EMS



Memorandum

Date: June 27, 2012

To: Menasha Common Council

From: Tim Montour, Engineering Supervisor *TJM*

RE: Menasha Utility 2012 Water Main Reconstruction – 16" Transmission Main

The Pre-Construction Meeting for the 16" Transmission Main Project was held on June 13, 2012 at the Menasha Utility office. Dorner, Inc. is the General Contractor for the project. The contacts and the phone numbers for Dorner, Inc. are attached. Todd Dorner is the Project Manager for Dorner, Inc. Brian Dorner will be the Foreman on the water main project. Jennifer Schaff, P.E. from McMahon Associates is the Project Engineer/Manager. Any project related questions should be directed to Jennifer Schaff at (920) 751-4200. Menasha Utilities contacts are Scott Maurer at (920) 707-3733 and Lonnie Pichler at (920) 475-4736.

Work is scheduled to begin the week of July 23, 2012 (see attached). The water main project will involve work on Broad Street, Lush Street, Water Street and River Street including the intersection with Washington Street. Dorner, Inc. will provide all of the traffic control and work zone barricading for the water main project. Traffic control for the local streets will involve work zone barricading with "Road Closed – Local Traffic Only" or "Road Closed to Thru Traffic" whichever is applicable. Traffic control at the intersection of River Street and Washington Street will be determined at a later date when the tie-in location is determined in the field. Any traffic control for this area will need to be approved by the City with State and railroad involvement. Dorner, Inc. is aware of the railroad pre-empt at the signalized intersection of River and Washington as well as the emergency plan in place for traffic movement involving the bridge openings. The City requested that project related traffic avoid utilizing Main Street and follow S.T.H. "114" to Racine Street and Racine Street north to S.T.H. "441".

Dorner, Inc. has a copy of the City of Menasha Safety Manual (regarding excavation, confined space, etc.) and a Contact List (see attached) for work within the public right of way. Dorner, Inc. will distribute a "Notice to Property Owners" in the vicinity of the project area prior to any work being performed. Permanent repairs to the affected streets will be done as part of the water main project and will meet or exceed City specifications.

DORNER INC.
E506 LUXEMBURG RD.
P.O. BOX 129
LUXEMBURG, WI. 54217-0129
Phone: (920) 845-2442 - Fax: (920) 845-2458

Menasha – 16” Watermain - Contact Names and #'s

Foreman	Brian Dorner	920-606-1882
Project Manager	Todd Dorner todd.dorner@dornerinc.com	920-609-7614
Emergency Contact	Todd Dorner	920-609-7614



December 5, 2007

Contact List for Work Within Public Road or Street Right of Way in City of Menasha

City of Menasha - Department of Public Works/Engineering	(920) 967-3610
City of Menasha – Public Works Facility (Municipal Garage)	(920) 967-3620
City of Menasha Police Department (Non-emergency)	(920) 967-3500
Neenah-Menasha Fire Rescue (Non-emergency)	(920) 886-6200
Menasha Utilities	(920) 967-3400
Gold Cross Ambulance Service	(920) 727-3020
U.S. Post Office	(800) 275-8777
Lamers Bus Lines, Inc.	(920) 832-8800
Valley Transit	(920) 832-5800

SENT TO MAYOR +
ALDERMEN



GRUBB & ELLIS.

Pfefferle

June 20, 2012

Mayor Donald Merkes
Via Email: dmerkes@ci.menasha.wi.us

Dear Mayor Merkes:

Monday night I attended the City Council meeting and listened to the discussion related to the sale of the former fire station located at 901 Airport Road. I am the managing partner of the entity FP One, which owns the property to the south and has made an offer that has been pending for some time, to acquire the Airport Road site as part of a master development plan for our project to the south.

We have been talking to the City of Menasha for a number of years about the opportunity to develop our site along with the Airport Road property into a quality commercial development (see attached concept plan). We began our development on the south end by building the Dollar General store, and intend to continue the process in the near future. We have commissioned a contractor to demolish the current buildings on the site and have further petitioned the City of Menasha to annex one small parcel in the middle into the City for continuity of the property.

In my humble opinion, the highest and best use of the City's property on the corner is to incorporate this land this land into a development plan with the property to the south. If the City sells the building for an alternate use it will not generate the tax base nor the high quality development that I feel the City is looking for.

Indecision as to what direction you intend to go with this property makes it difficult for us to conclude a development plan for our site. I am not sure what the insurance claim on the property has to do with the future development, but I would think the insurance company would want to settle as quickly as possible. If you choose to go a different direction and sell the property to another party, I understand and respect your opinion. We have been in discussions with the City for several years regarding this property and very honestly we will move forward with our development if nothing is decided in the near future.

Thank you in advance for your consideration regarding this matter. If you have any questions or comments that I can answer, I would be happy to respond.

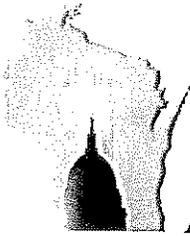
Sincerely,

GRUBB & ELLIS | PFEFFERLE

John Pfefferle

JP/sj

cc: Pamela Captain, City Attorney, via email
Greg Keil, Dir. of Comm. Dev., via email



WISCONSIN DEPARTMENT OF
ADMINISTRATION

SCOTT WALKER
GOVERNOR

MIKE HUEBSCH
SECRETARY

Municipal Boundary Review
PO Box 1645, Madison WI 53701
Voice (608) 264-6102 Fax (608) 264-6102
Email: wimunicipalboundaryreview@wi.gov
Web: <http://doa.wi.gov/municipalboundaryreview/>

June 26, 2012

Mr. Terry McMahon, Supervisor
Town of Yorkville
18114 52nd Road
Union Grove, WI 53812

Mr. Lonnie Muller, Clerk
Town of Stark
S4654 Aumock Road
LaFarge, WI 54639

Paul Fisk, Mayor
City of Lodi
130 South Main Street
Lodi, WI 53555

Rich Eggleston
2358 Fitchburg Road
Fitchburg, WI 53593

**Re: The Incorporation of a portion of the Towns of Harrison, Calumet County,
and Buchanan, Outagamie County, Wisconsin, as a Village
Calumet County Circuit Court Case No. 2012CV28**

Gentlemen:

Please find enclosed the following materials:

- Order by Judge Gary Sharpe, Calumet County Circuit Court Judge, finding the minimum population and area standards in s. 66.0205 Wis. Stats. met;
- Petitioner's document titled *Submittal in Support of the Incorporation of the Village of Harrison* (June 13, 2012);
- CD with an electronic version of Petitioners' submittal, as well as the maps, figures, exhibits, and other supporting materials referenced in the submittal, and
- Calendar & Timeline for the Board's review of this petition.

You will notice in the Calendar & Timeline that a public hearing for this petition has been scheduled for Tuesday, July 31, 2012 in the Town of Harrison. Other key Board meeting dates have tentatively been scheduled for September 12th and December 4rd in Madison, so please mark those dates in your calendars.

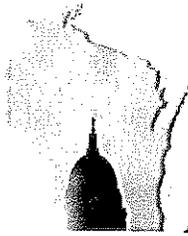
Sincerely,

Erich Schmidtke
Municipal Boundary Review

cc: Ed Eberle, Incorporation Review Board Chair
Mark Herman, DOA attorney

(the following are receiving only the Calendar & Timeline, and may find the other materials at the Department's website – wimunicipalboundaryreview@wi.gov)

Celine Romenesko, Petitioners' Representative
Rick Kindschi, Petitioners Alternate Representative
Travis Parish, Town of Harrison Administrator
Andrew Rossmeissl, Petitioners' Attorney
Paul Van Berkel, City of Kaukauna Attorney
Pam Captain, City of Menasha Attorney
John St Peter, Town of Buchanan Attorney
Gary Sharpe, Calumet County Circuit Court Judge



**WISCONSIN DEPARTMENT OF
ADMINISTRATION**

SCOTT WALKER
GOVERNOR

MIKE HUEBSCH
SECRETARY

Municipal Boundary Review
PO Box 1645, Madison WI 53701
Voice (608) 264-6102 Fax (608) 264-6104
Email: wimunicipalboundaryreview@wi.gov
Web: <http://doa.wi.gov/municipalboundaryreview>

CALENDAR

Calendar for Review of Town of Harrison Incorporation petition
Calumet County Circuit Court
Case 12-CV-28
June 2012

- 1) September 1 & 3, 2011 Notice of Intent to Circulate an Incorporation Petition published in the Appleton Post Crescent on September 1, 2011 and in the Chilton Times Journal on September 3, 2011.
- 2) January 12, 2012 Petition to incorporate filed with the Calumet County Circuit Court.
- 3) February 27 Court hearing held on the petition.
- 4) March 7 Court Order signed by Calumet County Circuit Court Judge Gary Sharpe, finding the standards in s. 66.0205 Wis. Stats. have been met, recognizing the Town of Buchanan, the City of Kaukauna, and the City of Menasha as Intervenors, and forwarding the petition to the Incorporation Review Board.
- 5) June 13 Report and materials showing how the petition meets the criteria in s. 66.207 is received by DOA, along with the \$25,000 incorporation review fee check, starting the Board's statutory 180-day clock
- 6) July 17 & 24 Class two notices for the Board's hearing are published in the Appleton Post Crescent on July 10 and again on July 17. Department staff notifies Petitioners and municipal neighbors as required by statute.
- 7) July 31 Board public hearing on the incorporation petition. Hearing to be held at the Darboy Club, located in the Town of Harrison at N9695 County Highway KK, from 1pm to 7pm. DOA staff will conduct hearing with the participation of the Board.
- 8) August 10 Following the conclusion of the hearing, any additional information requested by the Board/DOA or desired to be submitted by Petitioners, interested residents, or stakeholders is due within 10 days following the hearing which is August 3.

June 26, 2012

Page 2 of 2

- 9) August 6 Any additional materials received by DOA sent to the Board.
- 10) September 12
(tentative) Board meeting in Madison to discuss the petition, hearing and materials provided to date. Staff briefing to Board on key issues seen to date, followed by comments from Petitioners and Intervenors.
- 11) September 14 Any additional post-meeting material Petitioners and other interested persons desire to submit is due.
- 12) November 26 Draft determination shared with Board members for review and comment.
- 13) December 4
(tentative) Board meeting in Madison to discuss draft determination document and ask members for their final recommendation.
- 14) December 10 180 day deadline complete. Findings & Determination mailed to Judge Gary Sharpe and copies sent to those identified in s. 66.0207(9)(d) Wis. Stats.

**CITY OF MENASHA
COMMON COUNCIL
Third Floor Council Chambers
140 Main Street, Menasha
Monday June 18, 2012**

Minutes

A. CALL TO ORDER

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

B. PLEDGE OF ALLEGIANCE

Moment of silence for the passing of Robert Pack and Marsellies Bayer, two men who were very active in this community.

C. ROLL CALL/EXCUSED ABSENCES

PRESENT: Aldermen Langdon, Krueger, Zelinski, Englebert, Benner, Klein, Taylor, Sevenich
ALSO PRESENT: Mayor Merkes, CA/HRD Captain, PC Styka, FC Auxier, DPW Radtke, CDD Keil,
PRD Tungate, LD Lenz, Comp. Stoffel, PHD Nett, Deputy Clerk Sewall

D. PUBLIC HEARING

1. O-8-12 An Ordinance Amending Title 11, Article C of the Code of Ordinances – Parking Regulations (Mobile Restaurants)

Attorney Captain explained how this ordinance amends the city's code.
No one spoke.

2. Proposed Rezoning of the property located to the rear of W7011 Manitowoc Road from R-1 Single Family to R2A Multi-Family Zero Lot Line (Held in Plan Commission 6/12/12)

CDD Keil reported that the developer involved with this property is no longer pursuing this property and that makes this rezoning moot at this point.

Aimee McClure, 1143 Morgan Taylor Court – Submitted a petition in opposition to this rezoning to the clerk's office. Explained why she and her neighbors opposed this rezoning.

3. Proposed Rezoning of 901 Airport Road from R-1 Single Family to C-1 General Commercial

CDD Keil explained the purpose of this rezoning.
No one spoke.

**E. PUBLIC COMMENTS ON ANY MATTER OF CONCERN TO THE CITY
(five (5) minute time limit for each person)**

Daniel Gueths, W7255 Manitowoc Rd. – Submitted a DVD to the clerk's office and spoke about his claim.

Frederick Schroeder, The Locker Room, 800 Plank Rd. – He expressed his support for paving the terrace at the Third Street/Plank Road bus stop.

Joe DeGoya, W2070 Manitowoc Rd. – Concerned about the safety of the Manitowoc Rd. corridor as it pertains to bikes and pedestrians.

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, 6/4/12
- b. Board of Public Works, 6/4/12
- c. Parks and Recreation Board, 6/7/12, 6/12/12
- d. Personnel Committee, 6/4/12
- e. Plan Commission, 6/12/12
- f. Police Commission, 6/1/12

Communications:

- g. Ald. Taylor, 6/11/12; Letter from Heckrodt Wetland Reserve to PRD Tungate and Mayor Merkes
- h. CDD Keil, 6/11/12; resident concern regarding proposed rezoning of W7011 Manitowoc Road
- i. City of Menasha June 5, 2012 Election Results
- j. Comp Stoffel, 6/14/12; Financing from Board of Commissioners of Public Lands
- k. PRD Tungate, 6/14/12; Information requested by Ald. Taylor relating to structures in parks

Moved by Ald. Sevenich, seconded by Ald. Langdon to receive Minutes A-F and Communications G-K.
Discussion ensued.
Motion carried on voice vote.

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, 6/4/12
- 2. Special Common Council, 6/6/12

Administration Committee, 6/4/12; recommends approval of:

- 3. Development Agreement between City of Menasha and CR Structures Group Inc, as amended

Board of Public Works, 6/4/12; recommends approval of:

- 4. Change Order – Terra Engineering & Construction Corporation; City of Menasha Wastewater Collection System Rehabilitation Improvements, Phase 4 Project; Sanitary Sewer Rehabilitation; Contract E145-11-01A; 60 Day Contract Extension (Change Order No. 6)
- 5. Request Authorization to Execute Intergovernmental Agreement to Satisfy Eligibility for Recycling Consolidation Grant for Calendar Year 2013

Personnel Committee, 6/4/12; recommends approval of:

- 6. Clothing/Uniform Allowance – Court Liaison Position of \$200 for 2012, but deny request to reimburse of 2009-2011 and change language in Employee Handbook to include Court Liaison position for clothing/uniform allowance.

Plan Commission, 6/5/12; recommends approval of:

- 7. The rezoning of 901 Airport Road from R-1 Single Family Residential to C-1 General Commercial
- 8. The Bowe Annexation with a zoning classification of C-1 General Commercial to be applied to Parcels B & C, and with a recommendation on the zoning classification on Parcel A to be deferred until a future meeting.
- 9. The FP One Annexation with a zoning classification of C-1 General Commercial to be applied to Parcels A & B
- 10. The Certified Survey Map combining the lots at 800 and 804 DePere Street

Parks and Recreation Board, 6/12/12; recommends approval of:

- 11. City of Menasha Donation Policy

Ald. Sevenich requested item 3, Development Agreement between City of Menasha and CR Structures Group Inc, as amended and item 11, City of Menasha Donation Policy be removed from the Consent Agenda

Moved by Ald. Sevenich, seconded by Ald. Langdon to approve Consent Agenda items 1, 2 and 4-10.
Motion carried on roll call 8-0.

H. ITEMS REMOVED FROM CONSENT AGENDA

Consent Agenda item 3 requires no action, as CR Structures Group withdrew from the development agreement.

Moved by Ald. Sevenich, seconded by Ald. Krueger to approve Consent Agenda item 11, City of Menasha Donation Policy.

Discussion ensued. Attorney Captain noted that this doesn't require action at this time, as this item will come through the Administration Committee.

Motion carried on roll call 8-0.

I. ACTION ITEMS

1. Accounts payable and payroll for the term of 6/7/12 to 6/14/12 in the amount of \$1,774,674.75
Moved by Ald. Klein, seconded by Ald. Langdon to approve accounts payable and payroll.
Motion carried on roll call 8-0.
2. Renewal of Liquor License for 2012-2013 licensing year
Deputy Clerk Sewall reported that of the three applications with outstanding financial obligations to the city, two of them are compliant; Hanks Fifth Ward Tavern and The Bar at Lake Park, LLC.
Moved by Ald. Klein, seconded by Ald. Langdon to approve renewal liquor license applications and include Hanks Fifth Ward Tavern, 600 Broad Street, Dawn Vanvonderen/Agent and The Bar at Lake Park, LLC, d/b/a/ Sliders, 890 Lake Park Road, Brian Sias/Agent and notify Korona Klub, 190 Main St., Juana Bevers/Agent in accordance with §125.12(3), Wis. Stats., of the city's intention not to renew their license and provide Korona Klub with an opportunity for a hearing.
Ald. Zelinski requested that NP Mart, 209 Racine Street be separated from the motion.
Motion carried on roll call 8-0.
Discussion ensued.
Motion to approve liquor license for NP Mart, 209 Racine Street, Buddi Subedi/Agent carried on roll call 7-1 (Ald. Zelinski - no.)
3. Outdoor Serve applications for the 2012-2013 licensing year
Moved by Ald. Klein, seconded by Ald. Englebert to approve the outdoor serve applications for the 2012-2013 licensing year.
Discussion ensued.
Motion carried on roll call 8-0
4. Recommendation to Parks & Recreation Board to return section of fence in southeast corner of Marina to original location eliminating small green space. (Ald. Zelinski)
Moved by Ald. Zelinski, seconded by Ald. Krueger to return section of fence in southeast corner of Marina to original location eliminating small green space.
Discussion ensued.
Motion fails on roll call 2-6 (Ald. Klein, Zelinski-yes).

J. ORDINANCES AND RESOLUTIONS

1. O-8-12 An Ordinance Amending Title 11, Article C of the Code of Ordinances – Parking Regulations (Introduced by Ald. Klein) (Recommended by Administration Committee)
Moved by Ald. Klein, seconded by Ald. Krueger to adopt O-8-12.
Discussion ensued.
Motion carried on roll call 6-2 (Ald. Englebert, Benner-no.)
2. O-9-12 An Ordinance Amending Section 7-1-1 and Section 7-1-6 of the Code of Ordinances Licensing of Dog, Cat or Ferret and Regulation of Animals (Introduced by Ald. Krueger, recommended by Administration Committee)
Moved by Ald. Krueger, seconded by Ald. Zelinski to adopt O-9-12.
Motion carried on roll call 8-0.
3. O-10-12 – An Ordinance amending title 13 by making certain changes in the district (901 Airport Road)
Moved by Ald. Benner, seconded by Ald. Englebert to adopt O-10-12.
Discussion ensued.
Motion carried on roll call 8-0.
4. R-15-12 – A Resolution approving application to Board of Commissioners of Public Lands to borrow \$1,480,000.00 from the State Trust Funds. Authorizing the borrowing and the issuance of certificates of indebtedness and levying a tax in connection therewith
5. R-16-12 – A Resolution approving application to Board of Commissioners of Public Lands to borrow \$3,920,000.00 from the State Trust Funds. Authorizing the borrowing and the issuance of certificates of indebtedness and levying a tax in connection therewith

6. R-17-12 – A Resolution approving application to Board of Commissioners of Public Lands to borrow \$900,000.00 from the State Trust Funds. Authorizing the borrowing and the issuance of certificates of indebtedness and levying a tax in connection therewith
7. R-18-12 – A Resolution approving application to Board of Commissioners of Public Lands to borrow \$1,170,000.00 from the State Trust Funds. Authorizing the borrowing and the issuance of certificates of indebtedness and levying a tax in connection therewith
8. R-19-12 – A Resolution approving application to Board of Commissioners of Public Lands to borrow \$2,786,026.00 from the State Trust Funds. Authorizing the borrowing and the issuance of certificates of indebtedness and levying a tax in connection therewith
9. R-20-12 – A Resolution approving application to Board of Commissioners of Public Lands to borrow \$3,656,754.00 from the State Trust Funds. Authorizing the borrowing and the issuance of certificates of indebtedness and levying a tax in connection therewith
10. R-21-12 – A Resolution approving application to Board of Commissioners of Public Lands to borrow \$13,463,550.00 from the State Trust Funds. Authorizing the borrowing and the issuance of certificates of indebtedness and levying a tax in connection therewith
11. R-22-12 – A Resolution approving application to Board of Commissioners of Public Lands to borrow \$1,170,673.00 from the State Trust Funds. Authorizing the borrowing and the issuance of certificates of indebtedness and levying a tax in connection therewith
12. R-23-12 – A Resolution approving application to Board of Commissioners of Public Lands to borrow \$350,000.00 from the State Trust Funds. Authorizing the borrowing and the issuance of certificates of indebtedness and levying a tax in connection therewith
Moved by Ald. Sevenich, seconded by Ald. Langdon to approve R-15-12, R-16-12, R-17-12, R-18-12, R-19-12, R-20-12, R-21-12, R-22-12, and R-23-12.
Mayor Merkes and Common Council thanked Comp. Stoffel for his diligence in finding ways to reduce interest payments on city loans.
Motion carried on roll call 8-0.

K. APPOINTMENTS

1. Mayor's reappointment to the Board of Appeals
 - a. Tom Gloede, 649 Appleton St. for the term of June 18, 2012 to February 1, 2015
Moved by Ald. Sevenich, seconded by Ald. Englebert to approve reappointment of Tom Gloede.
Motion carried on voice vote.
2. Mayor's appointments to Library Board
 - a. Nicholas Kiley, 76 Mathewson St., for the term of July 1, 2012 to July 1, 2015
 - b. Reappointment of Kathy Wichowski, 341 Willow Ln., for the term of July 1, 2012 to July 1, 2015
Moved by Ald. Sevenich, seconded by Ald. Krueger to approve appointment of Nicholas Kiley and reappointment of Kathy Wichowski.
Motion carried on voice vote.
3. Mayor's appointment to the Board of Review
 - a. Jeff Nichols, 402 Elm St., for the term of July 1, 2012 to June 30, 2017
Moved by Ald. Sevenich, seconded by Ald. Englebert to approve appointment of Jeff Nichols.
Motion carried on voice vote.

L. HELD OVER BUSINESS

1. Plan Commission recommendation of 7/12/11; That the site at 901 Airport Rd. (Old Fire Station #36) be cleared and that the lot be marketed for an appropriate use (Held 6/4/12)
Moved by Ald. Benner, seconded by Ald. Zelinski to clear site at 901 Airport Rd. (Old Fire Station #36) and that the lot be marketed for an appropriate use.
Discussion ensued.
Moved by Ald. Ald. Sevenich, seconded by Ald. Klein to table this item until the insurance claim is settled.
Motion carried on roll call 6-2 (Ald. Benner, Zelinski-no).

M. CLAIMS AGAINST THE CITY

1. Notice of Claim against the City of Menasha and its Employees - Daniel L. Gueths
Atty. Captain provided this for informational purposes only. No action is required at this time.

N. PUBLIC COMMENTS ON ANY MATTER LISTED ON THE AGENDA

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

No one spoke.

O. ADJOURN

Moved by Ald. Sevenich, seconded by Ald. Krueger to adjourn at 7:40 pm.

Motion carried on voice vote.

Respectfully submitted by Kristin Sewall, Deputy City Clerk

DRAFT



City of Neenah
 211 Walnut Street
 P.O. Box 426
 Neenah, WI 54957-0426

Billing Information
 Phone: 920-886-6146
 Fax: 920-886-6150
 E-Mail: NHandevitd@ci.neenah.wi.us

Purchase Order

P.O. Number:	Date:
06 - 94	05/05/2006

Bill To:
 City of Neenah
 Attn: Fire
 211 Walnut Street
 Neenah, WI 54956

Ship To:
 Fire Station 32
 Attn: Fire
 125 E. Columbian Avenue
 Neenah, WI 54956

Vendor:
 0021574
 Fire Apparatus & Equipment Inc
 P O Box 297
 Appleton, WI 549120297

Ordered By Steven DeLeeuw	Department Fire	Telephone # (920) 886-6200	Tax Exempt # 0000377026	Federal EIN 39-6005543
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Operating Budget
 Capital Project
 Capital Equipment/Outlay

(Press the F9 key at anytime to update the total calculations below)

QTY	DESCRIPTION	ACCOUNT #	UNIT COST	TOTAL
3.00	100 FOOT 5 INCH KEY PRO FLOW HOSE	180-2381-712-8133	\$534.00	\$1,602.00
4.00	100 FOOT 1 3/4 KEY LITE HOSE YELLOW	180-2381-712-8133	\$173.00	\$692.00
5.00	100 FOOT 1 3/4 KEY LITE HOSE BLUE	180-2381-712-8133	\$173.00	\$865.00
11.00	50 FOOT 1 3/4 KEY LITE HOSE BLUE	180-2381-712-8133	\$95.00	\$1,045.00
4.00	50 FOOT 1 3/4 KEY LITE HOSE ORANGE	180-2381-712-8133	\$95.00	\$380.00
8.00	50 FOOT 1 3/4 KEY LITE HOSE TAN	180-2381-712-8133	\$95.00	\$760.00
4.00	75 FOOT 1 3/4 KEY LITE HOSE TAN	180-2381-712-8133	\$134.00	\$536.00
2.00	9 FOOT 2 1/2 KUCHEK PVC SUCTIONHOSE	180-2381-712-8133	\$105.25	\$210.50

**Please Note: You must now enter Freight as a line item above with an account number!

Special Instructions: AS PER BUDGET	SUBTOTAL	\$6,090.50
	TAX	EXEMPT
	TOTAL	\$6,090.50

Department Head Approval
 Purchase(s) Approved
 Purchase(s) Denied
 Comments:

Finance Director Approval

CITY OF MENASHA DISBURSEMENTS

Accounts Payable for 6/21/12-6/28/12 Checks # 33833-34011	\$ 651,070.73
Payroll Checks for 6/28/12	<u>188,261.22</u>
Total	\$ 839,331.95

Medical Expense Reimbursement Trust-Retirement Pay Out

Menasha Employees Credit Union-Employee Deductions

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: 6/21/2012

Vendor Name	Check Number	Check Date	Invoice Number	Account Number	Amount	Description
ACCURATE	33833	6/21/2012	1207788	731-1022-541.30-18	195.66	Brakleen/Drill/Clamps
		6/21/2012	1207814	100-1008-541.30-18	84.85	Coolant for Saw
		6/21/2012	1207920	731-1022-541.30-18	74.01	Shop Supplies
			Total for check: 33833		354.52	
ALL-SPORT TROPHY	33834	6/21/2012	45763	100-0702-552.30-18	66.00	Name Tags
			Total for check: 33834		66.00	
AMERICAN INDUSTRIAL MEDICAL INC	33835	6/21/2012	12903	100-0901-515.21-05	30.00	Audiograms
			Total for check: 33835		30.00	
APPLETON RADIATOR AND ATS	33836	6/21/2012	1437	731-1022-541.29-04	92.80	Repair Radiator
			Total for check: 33836		92.80	
ARTISTIC V CURB	33837	6/21/2012	2520	100-0501-522.82-01	2,193.85	Concrete Curb
			Total for check: 33837		2,193.85	
						FD Station 36
AT&T	33838	6/21/2012	920R09453006	601-1020-543.22-01	292.50	
				100-1001-514.22-01	113.90	
			Total for check: 33838		406.40	
BADGER HIGHWAYS CO INC	33839	6/21/2012	156995	100-1004-541.30-18	5,425.87	
			Total for check: 33839		5,425.87	
BARBARA WALTERS	33840	6/21/2012	WALTERS	100-0000-441.25-00	15.00	Refund
			Total for check: 33840		15.00	
BECK ELECTRIC INC	33841	6/21/2012	JU11212-COM-ED3	100-1008-541.24-04	170.62	Locates
				100-1012-541.24-04	56.88	Locates

AP Check Register
Check Date: 6/21/2012

Vendor Name	Check Number	Check Date	Invoice Number	Account Number	Amount	Description
BECK ELECTRIC INC...	33841...	6/21/2012	JU1212-COM-ED4	100-1008-541.30-18	6.50	Conduit Repair
				100-1008-541.24-04	81.25	Conduit Repair
				100-1008-541.24-04	162.50	Realign Overhead
				100-1001-514.24-03	65.00	City Hall Generatoir
			Total for check: 33841		542.75	
BERGSTROM	33842	6/21/2012	60765	100-0801-521.29-05	731.32	Vehicle Repair
				Total for check: 33842	731.32	
MICHAEL BEST & FRIEDRICH LLP	33843	6/21/2012	1197648	267-0102-581.21-01	85.00	Environmental Matter
				Total for check: 33843	85.00	
BRIAN BOGE	33844	6/21/2012	733-0206-512.73-01	339.00	Claim Against City	5/14/2012
				Total for check: 33844	339.00	
LARRY BONNEVILLE	33845	6/21/2012	100-0801-521.19-03	41.90	Uniform Allowance	
				Total for check: 33845	41.90	
BRAZEE ACE HARDWARE	33846	6/21/2012	018023	100-0903-531.30-13	13.98	Cleaner/Wet Jet Pads
				018033	6.49	Marking Red Spray
				Total for check: 33846	20.47	
CANDI SCHMIDT	33847	6/21/2012	SCHMIDT	100-0000-441.25-00	15.00	Refund
				Total for check: 33847	15.00	
CLOVERLEAF LANDSCAPING & RETAIL	33848	6/21/2012	5763	100-0501-522.82-01	425.00	Station 36 Landscaping
				5768	1,217.00	Station 36 Landscaping
				Total for check: 33848	1,642.00	

AP Check Register
Check Date: 6/21/2012

Vendor Name	Check Number	Check Date	Invoice Number	Account Number	Amount	Description
COCA-COLA REFRESHMENTS	33849	6/21/2012	3538121130	100-0704-552.30-17	725.20	Soda
	Total for check: 33849				<u>725.20</u>	
CULLIGAN WATERCARE SERVICES	33850	6/21/2012	ACCT 718387	100-1001-514.20-01	18.90	
				731-1022-541.30-13	6.30	
				100-0704-552.30-10	115.00	
Total for check: 33850				<u>140.20</u>		
UNEMPLOYMENT INSURANCE	33851	6/21/2012	000003812954	100-0405-513.15-09	68.73	May 2012
				625-1010-541.15-09	1,796.85	May 2012
				625-1010-541.15-09	(18.73)	May 2012
	Total for check: 33851				<u>1,846.85</u>	
EMBLEM AUTHORITY	33852	6/21/2012	11781	100-0801-521.30-15	410.40	PD Shoulder
	Total for check: 33852				<u>410.40</u>	
FABCO EQUIPMENT INC	33853	6/21/2012	C161398	731-1022-541.38-03	32.15	Switch
	Total for check: 33853				<u>32.15</u>	
JAMES M FICO PHD	33854	6/21/2012		100-0801-521.21-06	900.00	Services
	Total for check: 33854				<u>900.00</u>	
DENISE FRITZ	33855	6/21/2012		100-0201-512.21-01	85.00	Transcript
	Total for check: 33855				<u>85.00</u>	
GALLS LLC	33856	6/21/2012	512196207	100-0801-521.29-05	525.53	Led
				100-0801-521.29-05	53.00	Speaker Bracket
	Total for check: 33856				<u>578.53</u>	

AP Check Register
Check Date: 6/21/2012

Vendor Name	Check Number	Check Date	Invoice Number	Account Number	Amount	Description
GERDAU	33857	6/21/2012	47010259	625-1003-541.30-18	45.10	Wire Loop Ties
				Total for check: 33857	45.10	
HOTSY CLEANING SYSTEMS INC	33858	6/21/2012	0079523-IN	731-1022-541.30-18	370.00	Panel Wash
				Total for check: 33858	370.00	
INTERSTATE BATTERY OF GREEN BAY	33859	6/21/2012	90077232	731-1022-541.38-03	213.90	
				Total for check: 33859	213.90	
JX ENTERPRISES INC	33860	6/21/2012	G-221430007	731-1022-541.29-04	73.95	Check Engine Light
				Total for check: 33860	73.95	
KRUEGER TRUE VALUE	33861	6/21/2012	974670	100-0704-552.24-04	20.90	Rental Charges/Conc Mixer
				Total for check: 33861	20.90	
KUNDINGER FLUID POWER INC	33862	6/21/2012	50188422	731-1022-541.38-03	6.88	Fitting
				Total for check: 33862	6.88	
KWIK TRIP INC	33863	6/21/2012		100-0801-521.29-05	467.08	
				Total for check: 33863	467.08	
LEVENHAGEN CORPORATION	33864	6/21/2012		207-0707-552.38-01	5,483.19	Fuel
				207-0707-552.38-01	1,711.22	Fuel
				207-0707-552.38-01	4,039.94	Fuel
				Total for check: 33864	11,234.35	
MATTHEWS TIRE & SERVICE CENTER	33865	6/21/2012	43293	731-1022-541.38-02	1,200.98	Replace loose tires
				43330	575.49	Replace steer tire

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MATTHEWS TIRE & SERVICE CENTER...	33865...	6/21/2012	43331	731-1022-541.38-02	1,031.98	Replace mount drive tires
			Total for check: 33865		2,808.45	
	33866	6/21/2012	49620	625-1002-541.21-02	1,500.00	Professional Services Planning Grant App
			Total for check: 33866		1,500.00	
MENARDS-APPLETON EAST	33867	6/21/2012	52661	625-1003-541.30-18	85.05	Forming/Grove/Ida/8th
			Total for check: 33867		85.05	
	33868	6/21/2012		100-0000-412.00-00	6,138.62	June Mobile Home
			Total for check: 33868		6,138.62	
MENASHA TREASURER	33869	6/21/2012	PD	100-0801-521.30-18	15.73	PD Petty Cash
				100-0801-521.34-04	11.90	PD Petty Cash
				100-0801-521.34-03	8.65	PD Petty Cash
	6/21/2012	REC		100-0702-552.30-18	35.07	Park & Rec Petty Cash
				100-0702-552.30-18	28.34	Park & Rec Petty Cash
			Total for check: 33869		99.69	
MENASHA UTILITIES	33871	6/21/2012		100-1008-541.22-03	172.05	Electric
				100-1008-541.22-05	43.88	Water
				601-1020-543.22-03	32.92	Electric
				100-0704-552.22-03	191.06	Electric
				100-0704-552.22-05	2,842.80	Water
				731-1022-541.22-03	1,011.79	Electric
				731-1022-541.22-05	613.00	Water
				731-1022-541.22-06	830.00	Storm
				266-1028-543.22-06	73.13	Storm
				100-0801-521.22-03	1,492.97	Electric
				100-0801-521.22-05	253.40	Water
			100-0801-521.22-06	62.72	Storm	

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MENASHA UTILITIES...	33871...	6/21/2012...	...	100-0000-123.00-00	1,081.11	Electric
				100-0000-123.00-00	183.50	Water
				100-0000-123.00-00	45.41	Storm
				100-0801-521.22-03	16.16	Electric
				100-0601-551.22-03	3,729.84	Electric
				100-0601-551.22-05	657.00	Water
				100-0601-551.22-06	103.75	Storm
				100-1019-552.22-03	216.95	Electric
				100-1019-552.22-05	12.38	Water
				100-0000-123.00-00	6.57	Electric
			100-1001-514.22-03	22.45	Electric	
			100-1001-514.22-05	12.38	Water	
			100-1001-514.22-06	6.25	Storm	
			100-0703-553.22-03	1,740.95	Electric	
			100-0703-553.22-06	280.64	Storm	
			100-0305-562.22-06	5.00	Storm	
			Total for check: 33871		15,740.06	
MILWAUKEE SPORTING GOODS	33872	6/21/2012	2392	100-0702-552.30-18	28.43	Scorebooks
				Total for check: 33872		28.43
MODERN DAIRY INC	33873	6/21/2012	203342	100-0704-552.30-17	235.42	Concessions
				Total for check: 33873		235.42
MORTON SAFETY	33874	6/21/2012	664381	731-1022-541.30-18	22.75	Ear Plugs
				100-0703-553.30-18	33.70	Respirators
			Total for check: 33874		56.45	
N&M AUTO SUPPLY	33875	6/21/2012	404244	731-1022-541.38-03	(19.40)	Filter Kit
		6/21/2012	405669	731-1022-541.38-03	84.41	Wiper Motor
		6/21/2012	405701	731-1022-541.38-03	68.15	Cap/Rotor

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N&M AUTO SUPPLY...	33875...	6/21/2012	405742	731-1022-541.38-03	(30.00)	Core Deposit
				Total for check: 33875	103.16	
NEENAH-MENASHA MUNICIPAL COURT	33876	6/21/2012		100-0000-201.03-00	139.00	Bond Report #MP12-133
				100-0000-201.03-00	139.00	Bond Report #12-131
				Total for check: 33876	278.00	
NEENAH-MENASHA SEWERAGE COMMISSION	33877	6/21/2012	2012-076	601-1021-543.21-01	42,976.29	Fox River Cleanup
				Total for check: 33877	42,976.29	
CITY OF NEENAH	33878	6/21/2012		100-0501-522.82-01	508.75	Landscape Rental Machine
				Total for check: 33878	508.75	
PRIORITY 1 AUTO & POLICE	33879	6/21/2012		100-0801-521.29-05	2,890.00	Tape/Body Bags/Paint
				Total for check: 33879	2,890.00	
PSYCHOLOGICAL CONSULTANTS	33880	6/21/2012		100-0801-521.21-06	450.00	Assessment
				Total for check: 33880	450.00	
DENISE QUICK	33881	6/21/2012		100-1001-514.33-01	19.80	May Mileage
				Total for check: 33881	19.80	
RED	33882	6/21/2012	0W52162A	100-0801-521.30-18	38.26	Uniforms
				Total for check: 33882	38.26	
REDI-WELDING CO	33883	6/21/2012	14384	731-1022-541.30-18	104.02	
				Total for check: 33883	104.02	

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ROCKET TOWING	33884	6/21/2012		100-0801-521.29-05	95.00	Accident Towing
				Total for check: 33884	95.00	
SAM'S CLUB/GEGRB	33885	6/21/2012		100-0704-552.30-17	1,066.38	Concessions
				100-0000-123.00-00	28.36	CVMIC Supplies
				100-0704-552.32-01	110.25	Membership
				100-0702-552.32-01	73.50	Membership
				743-0403-513.32-01	36.75	Membership
Total for check: 33885	1,315.24					
DIANE SCHABACH	33886	6/21/2012		207-0707-552.29-01	351.86	Calendar Printing
				207-0707-552.30-11	226.77	Postage Reimbursement
				207-0707-552.21-06	22,125.00	Contract Installment
Total for check: 33886	22,703.63					
SERVICEMASTER BUILDING MAINTENANCE	33887	6/21/2012		100-0801-521.20-01	1,395.00	Contract Janitorial Serv
				100-0801-521.20-01	50.00	Contract Janitorial Serv Garage Clean
Total for check: 33887	1,445.00					
J A SEXAUER	33888	6/21/2012		207-0707-552.24-03	230.51	Fan Motor
				Total for check: 33888	230.51	
SPORTS GRAPHICS	33889	6/21/2012		100-0702-552.30-18	292.30	Staff Shirts
				Total for check: 33889	292.30	
STAPLES ADVANTAGE	33890	6/21/2012		100-1001-514.30-10	560.00	Copy Paper
				100-0401-513.30-10	52.13	Supplies
Total for check: 33890	612.13					

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STREICHER'S INC	33891	6/21/2012	1934984	100-0801-521.30-15	20.51	Magazine Holder
			Total for check: 33891		20.51	
SUPERIOR CHEMICAL CORP	33892	6/21/2012	92519	100-0000-132.00-00	300.40	Mops
			Total for check: 33892		300.40	
UNIFIRST CORPORATION	33893	6/21/2012	097 0113874	731-1022-541.20-01	116.56	Mat/Mop/Clothing Service
			Total for check: 33893		116.56	
UNITED PAPER CORPORATION	33894	6/21/2012	51312	100-0000-132.00-00	484.90	Cleaners
			51349	100-0000-132.00-00	86.86	Wastebaskets
			Total for check: 33894		571.76	
US PETROLEUM EQUIPMENT	33895	6/21/2012	192755	731-1022-541.30-18	132.65	Valve Grease
			Total for check: 33895		132.65	
VALLEY CHEMICAL LLC	33896	6/21/2012	0037571-IN	100-0703-553.30-18	278.23	Valve/Stabilizer/Gasket
			Total for check: 33896		278.23	
VERIZON WIRELESS	33897	6/21/2012	2751607715	743-0403-513.30-15	79.98	IPAD Broadband
			2751607716	100-0919-531.22-01	22.42	
			Total for check: 33897		102.40	
VISION INSURANCE PLAN OF AMERICA	33898	6/21/2012	114363	100-0000-204.10-00	1,027.20	July 2012
			Total for check: 33898		1,027.20	
WG INC	33899	6/21/2012	213567	100-0704-552.30-18	141.80	Signs
			Total for check: 33899		141.80	

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WISCTF	33900	6/21/2012		100-0000-202.03-00	260.00	Correct
		6/21/2012	20120614	100-0000-202.03-00	(195.15)	PAYROLL SUMMARY
				Total for check: 33900	64.85	
WIL-KIL PEST CONTROL	33901	6/21/2012	2035155	731-1022-541.20-07	64.00	PWF Commercial Contract
		6/21/2012	2036419	100-1019-552.21-06	26.00	Racine Street Rat/Mouse/Spiders
				Total for check: 33901	90.00	
WINNEBAGO COUNTY CLERK OF COURTS	33902	6/21/2012		100-0000-201.03-00	150.00	Bond Report #12-1789
				Total for check: 33902	150.00	
	WINNEBAGO COUNTY TREASURER	33903	6/21/2012		100-0000-201.03-00	867.50
		6/21/2012	LF118519	100-1016-543.25-01	13,103.36	Landfill
				100-1017-543.25-01	4,497.60	Landfill
				266-1027-543.25-01	76.50	Landfill
				625-1005-541.25-01	1,536.00	Landfill
		6/21/2012	LF118607	601-1020-543.25-01	295.36	Landfill
			266-1027-543.25-01	466.10	May 2012 Recycling	
			Total for check: 33903	20,842.42		
WISCONSIN DEPT OF NATURAL RESOURCES	33904	6/21/2012	471175320-2012	625-1010-541.25-01	3,000.00	Stormwater Fees
				Total for check: 33904	3,000.00	
					156,745.41	

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ACC PLANNED SERVICE INC	33905	6/26/2012	7696	100-0601-551.24-03	282.92	BLDG REPAIR & MAINTENANCE
			Total for check: 33905		282.92	
AMAZON	33907	6/26/2012	065402583850	100-0601-551.30-14	179.22	LIBRARY MATERIALS
		6/26/2012	065402860539	100-0601-551.30-14	(4.00)	CREDIT
		6/26/2012	065404651143	100-0601-551.30-14	(8.00)	CREDIT
		6/26/2012	065405300725	100-0601-551.30-14	18.66	LIBRARY MATERIALS
		6/26/2012	065405503129	100-0601-551.30-14	(5.00)	CREDIT
		6/26/2012	065406678647	100-0601-551.30-14	39.98	LIBRARY MATERIALS
		6/26/2012	065408639799	100-0601-551.30-14	(5.00)	CREDIT
		6/26/2012	065409224150	100-0601-551.30-14	212.69	LIBRARY MATERIALS
		6/26/2012	065409370285	100-0601-551.30-14	142.05	LIBRARY MATERIALS
		6/26/2012	114513110504	100-0601-551.30-14	12.00	LIBRARY MATERIALS
		6/26/2012	114514731975	100-0601-551.30-14	179.00	LIBRARY MATERIALS
		6/26/2012	151547581871	100-0601-551.30-14	(4.97)	CREDIT
		6/26/2012	151548499699	100-0601-551.30-14	29.96	LIBRARY MATERIALS
		6/26/2012	223622481549	100-0601-551.30-14	26.96	LIBRARY MATERIALS
		6/26/2012	223622860109	100-0601-551.30-14	38.96	LIBRARY MATERIALS
		6/26/2012	223625890231	100-0601-551.30-14	(0.97)	CREDIT
		6/26/2012	223629162214	100-0601-551.30-14	27.98	LIBRARY MATERIALS
		6/26/2012	229851737780	100-0601-551.30-14	148.01	LIBRARY MATERIALS
		6/26/2012	229853130334	100-0601-551.30-14	67.44	LIBRARY MATERIALS
		6/26/2012	260660399740	100-0601-551.30-14	35.70	LIBRARY MATERIALS
		6/26/2012	260661667778	100-0601-551.30-14	20.98	LIBRARY MATERIALS
		6/26/2012	260663028536	100-0601-551.30-14	81.50	LIBRARY MATERIALS
		6/26/2012	260664268121	100-0601-551.30-14	8.97	LIBRARY MATERIALS
		6/26/2012	260665092095	100-0601-551.30-14	737.58	LIBRARY MATERIALS
		6/26/2012	293106347965	100-0601-551.30-14	16.00	LIBRARY MATERIALS
		6/26/2012	302053606636	100-0601-551.30-14	23.98	LIBRARY MATERIALS
		6/26/2012	302057250128	100-0601-551.30-14	(10.00)	CREDIT
		6/26/2012	302057455622	100-0601-551.30-14	31.92	LIBRARY MATERIALS

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AMAZON...	33907...	6/26/2012	302058729859	100-0601-551.30-14	49.98	LIBRARY MATERIALS
			Total for check: 33907		2,091.58	
AUDIOGO	33908	6/26/2012	451214	100-0601-551.30-14	255.93	LIBRARY MATERIALS
			Total for check: 33908		255.93	
BADGER MAILING & SHIPPING SYSTEMS	33909	6/26/2012	45909	100-0601-551.30-11	120.09	POSTAGE SUPPLIES
			Total for check: 33909		120.09	
BAKER & TAYLOR INC	33911	6/26/2012	2026978752	100-0601-551.30-14	60.38	LIBRARY MATERIALS
		6/26/2012	2026982531	100-0601-551.30-14	2.51	LIBRARY MATERIALS
		6/26/2012	2026984872	100-0601-551.30-14	665.41	LIBRARY MATERIALS
		6/26/2012	2026988399	100-0601-551.30-14	279.67	LIBRARY MATERIALS
		6/26/2012	2026998451	100-0601-551.30-14	5.02	LIBRARY MATERIALS
		6/26/2012	2026999550	100-0601-551.30-14	82.73	LIBRARY MATERIALS
		6/26/2012	2027001376	100-0601-551.30-14	667.47	LIBRARY MATERIALS
		6/26/2012	2027005260	100-0601-551.30-14	295.19	LIBRARY MATERIALS
		6/26/2012	2027010758	100-0601-551.30-14	25.74	LIBRARY MATERIALS
		6/26/2012	2027012963	100-0601-551.30-14	493.77	LIBRARY MATERIALS
		6/26/2012	2027014422	100-0601-551.30-14	12.02	LIBRARY MATERIALS
		6/26/2012	2027020431	100-0601-551.30-14	11.46	LIBRARY MATERIALS
		6/26/2012	2027020715	100-0601-551.30-14	31.30	LIBRARY MATERIALS
		6/26/2012	2027022874	100-0601-551.30-14	287.62	LIBRARY MATERIALS
		6/26/2012	2027030588	100-0601-551.30-14	481.37	LIBRARY MATERIALS
		6/26/2012	2027032161	100-0601-551.30-14	28.00	LIBRARY MATERIALS
		6/26/2012	2027039473	100-0601-551.30-14	58.54	LIBRARY MATERIALS
		6/26/2012	2027039612	100-0601-551.30-14	302.60	LIBRARY MATERIALS
		6/26/2012	2027042607	100-0601-551.30-14	30.18	LIBRARY MATERIALS
		6/26/2012	2027048695	100-0601-551.30-14	416.95	LIBRARY MATERIALS
		6/26/2012	2027052428	100-0601-551.30-14	550.91	LIBRARY MATERIALS
		6/26/2012	2027054076	100-0601-551.30-14	89.48	LIBRARY MATERIALS
		6/26/2012	2027058213	100-0601-551.30-14	24.04	LIBRARY MATERIALS
		6/26/2012	2027064087	100-0601-551.30-14	130.11	LIBRARY MATERIALS

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BAKER & TAYLOR INC...	33911...	6/26/2012	2027064196	100-0601-551.30-14	28.54	LIBRARY MATERIALS
		6/26/2012	2027068740	100-0601-551.30-14	423.67	LIBRARY MATERIALS
		6/26/2012	2027069881	100-0601-551.30-14	26.55	LIBRARY MATERIALS
		6/26/2012	5011988534	100-0601-551.30-14	14.89	LIBRARY MATERIALS
		6/26/2012	5012010182	100-0601-551.30-14	109.20	LIBRARY MATERIALS
		6/26/2012	180664090	100-0601-551.30-14	21.59	LIBRARY MATERIALS
				Total for check: 33911	5,656.91	
MAUREEN BROEHM	33912	6/26/2012	06222012	100-0601-551.30-14	27.00	LIBRARY MATERIALS
			Total for check: 33912		27.00	
CAPSTONE PRESS	33913	6/26/2012	06122012	100-0601-551.30-14	64.95	LIBRARY MATERIALS
			Total for check: 33913		64.95	
CDW GOVERNMENT INC	33914	6/26/2012	K499053	100-0601-551.30-10	77.07	OFFICE SUPPLIES
		6/26/2012	L474689	100-0601-551.30-10	77.88	OFFICE SUPPLIES
		6/26/2012	L481618	100-0601-551.30-10	77.07	OFFICE SUPPLIES
			Total for check: 33914		232.02	
CENTER POINT LARGE PRINT	33915	6/26/2012	1017456	100-0601-551.30-14	131.22	LIBRARY MATERIALS
		6/26/2012	1020882	100-0601-551.30-14	131.22	LIBRARY MATERIALS
			Total for check: 33915		262.44	
ENERGY CONTROL & DESIGN INC	33916	6/26/2012	0965792-IN	100-0601-551.24-03	971.00	BLDG REPAIR & MAINTENANCE
			Total for check: 33916		971.00	
FINDAWAY WORLD LLC	33917	6/26/2012	72015	100-0601-551.30-14	292.45	LIBRARY MATERIALS
		6/26/2012	72990	100-0601-551.30-14	116.23	LIBRARY MATERIALS
			Total for check: 33917		408.68	

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FOX STAMP SIGN & SPECIALTY	33918	6/26/2012	210831	100-0601-551.30-18	142.60	DEPT SUPPLIES
			Total for check: 33918		142.60	
	33919	6/26/2012	96287648	100-0601-551.30-14	53.58	LIBRARY MATERIALS
		6/26/2012	96369237	100-0601-551.30-14	38.92	LIBRARY MATERIALS
	6/26/2012	96493565	100-0601-551.30-14	141.55	LIBRARY MATERIALS	
		Total for check: 33919		234.05		
STEPHANIE HALL	33920	6/26/2012	06212012	100-0601-551.20-05	100.00	PERFORMANCE CONTRACT
			Total for check: 33920		100.00	
	33921	6/26/2012	173657	100-0601-551.30-14	69.75	LIBRARY MATERIALS
		Total for check: 33921		69.75		
INFORMATION TODAY INC	33922	6/26/2012	1418781-B1	100-0601-551.30-14	356.55	LIBRARY MATERIALS
			Total for check: 33922		356.55	
	33923	6/26/2012	0502090026	100-0601-551.24-03	15.84	BLDG REPAIR & MAINTENANCE
	6/26/2012	0508140160	100-0601-551.30-13	25.46	HOUSEKEEPING SUPPLIES	
		Total for check: 33923		41.30		
LAKELAND CHEMICAL SPECIALTIES	33924	6/26/2012	33243	100-0601-551.30-13	613.27	HOUSEKEEPING SUPPLIES
			Total for check: 33924		613.27	
	33925	6/26/2012	77087	100-0601-551.30-14	112.70	LIBRARY MATERIALS
	6/26/2012	79365	100-0601-551.30-14	116.15	LIBRARY MATERIALS	
		Total for check: 33925		228.85		
MIDWEST TAPE	33926	6/26/2012	90080899	100-0601-551.30-14	288.83	LIBRARY MATERIALS

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MIDWEST TAPE...	33926...	6/26/2012	90081061	100-0601-551.30-14	6.99	LIBRARY MATERIALS
		6/26/2012	90089809	100-0601-551.30-14	45.98	LIBRARY MATERIALS
		6/26/2012	90127129	100-0601-551.30-14	22.99	LIBRARY MATERIALS
			Total for check: 33926		364.79	
ANN O'NEIL	33927	6/26/2012	06212012	100-0601-551.20-05	100.00	PERFORMANCE CONTRACT
			Total for check: 33927		100.00	
PROQUEST LLC	33928	6/26/2012	70166430	100-0601-551.30-14	1,060.00	LIBRARY MATERIALS
			Total for check: 33928		1,060.00	
RANDOM HOUSE INC	33929	6/26/2012	1084247207	100-0601-551.30-14	215.24	LIBRARY MATERIALS
		6/26/2012	1084256974	100-0601-551.30-14	41.25	LIBRARY MATERIALS
			Total for check: 33929		256.49	
	33930	6/26/2012	74538168	100-0601-551.30-14	263.40	LIBRARY MATERIALS
	6/26/2012	74541919	100-0601-551.30-14	82.20	LIBRARY MATERIALS	
		Total for check: 33930		345.60		
RHYME BUSINESS PRODUCTS	33931	6/26/2012	41118 1	100-0601-551.30-10	128.09	OFFICE SUPPLIES
			Total for check: 33931		128.09	
KRISTIN SEEFELDT	33932	6/26/2012	06212012	100-0601-551.33-01	22.55	MILEAGE REIMBURSEMENT
			Total for check: 33932		22.55	
SIMPLE DISTRIBUTORS	33933	6/26/2012	11689-1	100-0601-551.30-10	375.00	OFFICE SUPPLIES
			Total for check: 33933		375.00	

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Vendor Name	Check Number	Check Date	Invoice Number	Account Number	Amount	Description		
ELIZABETH TUBMAN	33934	6/26/2012	06212012	100-0601-551.33-01	9.90	9.90 MILEAGE REIMBURSEMENT		
				Total for check: 33934		9.90		
UNIQUE BOOKS INC	33935	6/26/2012	358343	100-0601-551.30-14	206.56	LIBRARY MATERIALS		
				100-0601-551.30-14	90.51	LIBRARY MATERIALS		
				100-0601-551.30-14	273.44	LIBRARY MATERIALS		
				100-0601-551.30-14	366.61	LIBRARY MATERIALS		
Total for check: 33935				937.12				
UNIQUE MANAGEMENT SERVICES INC	33936	6/26/2012	224207	100-0000-441.19-00	241.65	COLLECTION AGENCY FEE		
				Total for check: 33936		241.65		
UNITED PAPER CORPORATION	33937	6/26/2012	51352	100-0601-551.30-13	58.55	HOUSEKEEPING SUPPLIES		
				Total for check: 33937		58.55		
US POSTAL SERVICE	33938	6/26/2012	06212012	100-0601-551.30-11	305.00	POSTAGE		
				Total for check: 33938		305.00		
JULIE WING	33939	6/26/2012	06212012	100-0601-551.30-18	47.22	DEPT SUPPLIES		
				Total for check: 33939		47.22		
WINNEFOX LIBRARY SYSTEM	33940	6/26/2012	4498	100-0601-551.30-18	449.90	DEPT SUPPLIES		
				6/26/2012	4501	100-0601-551.30-11	1,234.82	QRTLTY POSTAGE PAYMENT
						Total for check: 33940		1,684.72

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Vendor Name	Check Number	Check Date	Invoice Number	Account Number	Amount	Description
WORLD BOOK INC	33941	6/26/2012	0001443531	100-0601-551.30-14	899.00	LIBRARY MATERIALS
			Total for check: 33941		899.00	

18,995.57

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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>
A-1 ELEVATOR SALES & SERVICE	33942	6/28/2012	3469	100-1001-514.24-03	1,284.00	Service/Repair
			Total for check: 33942		1,284.00	
AIRGAS NORTH CENTRAL	33943	6/28/2012	9902426110	731-1022-541.21-06	109.70	Cylinder Rental
			Total for check: 33943		109.70	
ANDERSON BASEMENT REPAIR &	33944	6/28/2012		263-0306-562.70-01	7,250.00	Home Rehab
			Total for check: 33944		7,250.00	
CITY OF APPLETON	33945	6/28/2012	205963	100-0302-542.25-01	13,338.00	June 2012 Valley Transit
			Total for check: 33945		13,338.00	
ASSOCIATED APPRAISAL CONSULTANTS	33946	6/28/2012	13060	100-0402-513.21-09	4,991.75	May Service Agreement
				100-0402-513.30-11	8.43	May Service Agreement Postage
				100-0402-513.21-04	59.76	May Service Agreement Internet Posting
			Total for check: 33946		5,059.94	
AUTO PARTS UNLIMITED INC	33947	6/28/2012	1005396	100-0801-521.29-05	95.99	Power Tender Plus
			Total for check: 33947		95.99	
BADGER HIGHWAYS CO INC	33948	6/28/2012	157054	100-1004-541.30-18	2,196.55	Hotmix
				479-1010-541.30-18	104.33	Kernan
				625-1003-541.30-18	328.11	Third & Konenac
			Total for check: 33948		2,628.99	
BALDWIN COOKE	33949	6/28/2012	3195984	100-0202-512.30-18	15.70	Monthly Planning Guide
				100-0203-512.30-18	15.70	Monthly Planning Guide
				100-1002-541.30-18	33.78	Monthly Planning Guide
				100-0703-553.30-18	40.44	Monthly Planning Guide
				100-1001-514.30-18	15.70	Monthly Planning Guide

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Vendor Name	Check Number	Check Date	Invoice Number	Account Number	Amount	Description
BALDWIN COOKE...	33949...	6/28/2012...	3195984...	731-1022-541.30-18	33.77	Monthly Planning Guide
			Total for check: 33949		155.09	
BERGSTROM	33950	6/28/2012	120144	731-1022-541.38-03	31.14	Wire
		6/28/2012	212580	100-0801-521.29-05	834.28	Fuel Tank
			Total for check: 33950		865.42	
BRAZEE ACE HARDWARE	33951	6/28/2012	018150	100-0703-553.30-18	6.08	Painbrush/Roller
			Total for check: 33951		6.08	
BUSINESS ORIENTED SOFTWARE SOLUTION	33952	6/28/2012	TRNBSC1206010	743-0403-513.34-02	1,000.00	IT Management Software Training
			Total for check: 33952		1,000.00	
CARDMEMBER SERVICE	33956	6/28/2012		100-1001-514.24-03	63.87	City Hall Fall Protection
				100-0601-551.24-03	211.75	Projector Mount
				100-1001-514.30-13	3.85	Mower Gas
				100-1001-514.24-03	59.26	City Hall Fall Protection
				100-1001-514.30-18	14.68	Ceiling Anchors
				100-0601-551.24-03	37.20	Shelf
				100-0601-551.24-03	46.99	Cable
				100-0601-551.24-03	40.65	Projector Project
				100-0601-551.24-03	13.03	Projector Project
				100-0601-551.24-03	13.52	Projector Project
				100-0601-551.24-03	105.60	Projector Project
				100-0601-551.24-03	14.89	Projector Project
				743-0403-513.34-02	12.95	Online Tech Database
				743-0403-513.34-04	18.71	Meal @ GIPAW Conf
				743-0403-513.34-04	55.88	Dinner
				100-0801-521.30-12	149.99	Upgraded RAM
				743-0403-513.30-15	(129.50)	Credit
				743-0403-513.30-15	33.98	Cell Cases
				100-0801-521.30-18	187.40	ID Card Supplies

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Vendor Name	Check Number	Check Date	Invoice Number	Account Number	Amount	Description
CARDMEMBER SERVICE...	33956...	6/28/2012...	...	743-0403-513.34-03	180.00	Lodging GIPAW Conf
				100-0704-552.22-01	17.05	Phone Line Pool
				100-0601-551.30-16	90.92	Rhode Island Novelty
				100-0601-551.30-16	25.00	Marcus
				100-0601-551.30-16	22.37	Walgreens
				100-0601-551.30-16	66.15	Dollar Tree
				100-0601-551.33-03	198.00	Holiday Inn
				100-0704-552.24-04	406.59	Walters Swim
				100-0704-552.30-10	554.96	American Lifeguard
				100-0202-512.34-03	140.00	Plaza Hotel
				100-0201-512.32-02	3.99	State Bar
				100-0201-512.32-02	15.95	Wisconsin Taxpayers
				100-0000-201.15-00	275.42	Farm Market
				100-0000-201.15-00	240.00	Farm Market
				824-0801-521.21-06	96.58	Tailwaggers
				100-0801-521.34-03	8.21	Big Apple Bagels
				100-0801-521.34-03	140.00	The Pointe
				100-0801-521.34-03	8.96	Arbys
				100-0801-521.34-03	8.63	Culvers
				100-0801-521.34-02	180.00	WACCI
			100-0801-521.29-05	53.06	Shell Oil	
			100-0801-521.29-05	5.00	Car Wash	
			100-0801-521.34-03	4.75	Manderfield	
			100-0801-521.34-03	63.37	Panera Bread	
			100-0801-521.34-03	38.74	Luigis	
			100-0702-552.34-03	76.99	Dominos	
			100-0702-552.34-02	20.00	WJ Park & Rec	
			100-0704-552.30-10	11.94	Swim Outlet	
			100-0702-552.30-18	35.32	Piggly Wiggly	
			100-0704-552.30-10	10.00	Perkys	
				Total for check: 33956	3,952.65	
CDW GOVERNMENT INC	33957	6/28/2012	L333906	731-1022-541.30-10	22.64	Labels

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CDW GOVERNMENT INC...	33957...	6/28/2012	L513580	743-0403-513.30-10	14.31	Office supplies
	Total for check: 33957				36.95	
COMMUNITY HOUSING COORDINATOR	33958	6/28/2012	164	100-0304-562.21-06	1,800.00	June 2012
	Total for check: 33958				1,800.00	
DRAINAGE INDUSTRIES	33959	6/28/2012	218350-00	479-1010-541.30-18	394.00	End Cap/Snap Tee/Tubing
	Total for check: 33959				394.00	
DUMKE & ASSOCIATES &	33960	6/28/2012	316 RACINE	100-0903-531.29-06	2,077.50	316 Racine Street 2012
	Total for check: 33960				2,077.50	
EVANS TITLE COMPANIES	33961	6/28/2012	925-650172842	100-0304-562.21-08	45.00	1435 Midway
	Total for check: 33961				45.00	
FASTENAL COMPANY	33962	6/28/2012	WINEE76118	100-0704-552.24-04	217.47	
	Total for check: 33962				217.47	
FIRST SUPPLY LLC - APPLETON	33963	6/28/2012	9342900-00	100-0701-533.30-18	(39.61)	
	6/28/2012	9364736-00	207-0707-552.30-18	39.08	Plumbing Parts	
	6/28/2012	9369084-00	207-0707-552.30-18	48.80	Plumbing Parts	
	Total for check: 33963				48.27	
GALLS LLC	33964	6/28/2012	512217185	100-0801-521.29-05	353.09	Partition/Screens
	Total for check: 33964				353.09	
GRAINGER INC	33965	6/28/2012	9846325356	100-0704-552.24-03	52.34	Vacuum Gauge
	Total for check: 33965				52.34	

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HAWKINS INC	33966	6/28/2012	3345830	100-0704-552.30-18	408.43	Pool Chemicals
		6/28/2012	3347739	100-0704-552.30-18	17.84	Pool Chemicals
			Total for check: 33966		426.27	
MIKE HOPFENSBERGER	33967	6/28/2012		100-0304-562.34-01	17.10	Mileage
			Total for check: 33967		17.10	
HORN PRECAST	33968	6/28/2012	4364	625-1010-541.30-18	2,390.00	Basins/Fisiers
			Total for check: 33968		2,390.00	
INTEGRATED TIME SYSTEMS	33969	6/28/2012	17955	100-0704-552.30-10	67.78	Timecards
			Total for check: 33969		67.78	
EDMUND J JELINSKI	33970	6/28/2012	210	100-0201-512.21-01	525.00	Professional Services
			Total for check: 33970		525.00	
KUNDINGER FLUID POWER INC	33971	6/28/2012	50189403	731-1022-541.38-03	289.39	Hose
			Total for check: 33971		289.39	
LARK UNIFORM OUTFITTERS INC	33972	6/28/2012	113121	100-0801-521.19-03	29.00	
			Total for check: 33972		29.00	
MCKAY NURSERY COMPANY	33973	6/28/2012	05-03-1219076	100-0706-561.30-18	180.25	Pine/Lilac/Honeylocust
			Total for check: 33973		180.25	
MEMORIAL FLORISTS INC	33974	6/28/2012	02702568	207-0707-552.30-18	778.50	Plants
		6/28/2012	02714361	100-0703-553.30-18	4,897.90	Plants
			Total for check: 33974		5,676.40	

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MENARDS-APPLETON EAST	33975	6/28/2012	55659	100-0702-552.30-18	171.63	Paint/Roller covers
	Total for check: 33975				171.63	
MENASHA EMPLOYEES CREDIT UNION	33976	6/28/2012	20120628	100-0000-202.05-00	14,029.00	PAYROLL SUMMARY
	Total for check: 33976				14,029.00	
MENASHA UTILITIES	33978	6/28/2012		100-1008-541.22-03	326.37	Electric
				100-0000-123.00-00	15.75	Electric
				100-1012-541.22-03	80.16	Electric
				100-0305-562.22-03	19.36	Electric
				100-0305-562.22-06	17.50	Storm
				100-0304-562.22-03	26.48	Electric
				625-0304-562.22-03	244.50	Electric
				100-1013-541.22-03	56.92	Electric
				100-1013-541.22-06	187.51	Storm
				207-0707-552.22-03	973.20	Electric
				207-0707-552.22-05	43.88	Water
				207-0707-552.22-06	31.88	Storm
				100-0703-553.22-03	911.17	Electric
				100-0703-553.22-05	73.50	Water
				100-0703-553.22-06	198.14	Storm
				100-1001-514.22-03	1,641.44	Electric
				100-1001-514.22-05	467.80	Water
				743-0403-513.21-04	3,061.36	Outside Services
				100-1014-543.22-06	12.50	Storm
				100-1019-552.22-03	195.19	Electric
				601-1020-543.22-03	39.93	Electric
	Total for check: 33978				8,624.54	
	MENASHA UTILITIES	33979	6/28/2012		267-0102-581.22-03	1,459.19

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MENASHA UTILITIES...	33979...	6/28/2012...	...	267-0102-581.22-05	176.84	Steam Utility
			Total for check: 33979		1,636.03	
MODERN BUSINESS MACHINES	33980	6/28/2012	26276558	743-0403-513.29-01	40.09	
			26283502	743-0403-513.29-01	243.10	7/1/12-7/31/12
			Total for check: 33980		283.19	
NEENAH-MENASHA MUNICIPAL COURT	33981	6/28/2012	100-0000-201.03-00		1,084.00	Bond Report #MP12-246 & 247
			100-0000-201.03-00		139.00	Bond Report #12-245
			Total for check: 33981		1,223.00	
CITY OF NEENAH	33982	6/28/2012	FIRE/RESCUE	100-0501-522.25-01	262,958.00	Fire/Rescue Services
			Total for check: 33982		262,958.00	
NETWORK HEALTH PLAN	33983	6/28/2012	00498068	100-0000-204.08-00	108,419.92	
				100-0000-204.11-00	8,773.13	
			Total for check: 33983		117,193.05	
NETWORK HEALTH SYSTEM INC	33984	6/28/2012	285997	100-0202-512.21-05	426.00	Screenings
			Total for check: 33984		426.00	
OFFICE DEPOT	33985	6/28/2012	2669369	100-0904-531.30-10	4.52	Office Supplies
				100-0918-531.30-10	4.99	Office Supplies
			Total for check: 33985		51.31	
PALMER COMPANY	33986	6/28/2012	139901-01	100-0704-552.30-13	321.92	Nozzle/Tuf Block
			Total for check: 33986		321.92	

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PITNEY BOWES	33987	6/28/2012	4842044-JN12	100-1001-514.24-04	316.47	Rental
				Total for check: 33987	316.47	
POLK DIESEL & MACHINE INC	33988	6/28/2012	125917	731-1022-541.38-03	26.82	Filter
				Total for check: 33988	26.82	
DAVE POWELL	33989	6/28/2012		100-1001-514.33-01	47.16	Mileage Jan-June 2012
				Total for check: 33989	47.16	
RECREONICS INC	33990	6/28/2012	602036	100-0704-552.24-04	191.59	Floats
				Total for check: 33990	191.59	
REGISTRATION FEE TRUST	33991	6/28/2012		731-1022-541.32-01	159.00	
				Total for check: 33991	159.00	
RIESTERER & SCHNELL INC	33992	6/28/2012	366616	731-1022-541.38-03	39.88	Kit
				Total for check: 33992	39.88	
ROLAND MACHINERY EXCHANGE	33993	6/28/2012	21070710	731-1022-541.38-03	40.75	Seal/Ring
				Total for check: 33993	40.75	
DR TERESA RUDOLPH	33994	6/28/2012		100-0903-531.21-05	150.00	City Physician
				Total for check: 33994	150.00	
SHERWIN INDUSTRIES INC	33995	6/28/2012	SS046521	100-1008-541.30-18	4,657.50	Traffic Paint
				Total for check: 33995	4,657.50	

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SPORTS GRAPHICS	33996	6/28/2012	0612-011	826-0702-552.30-18	1,348.20	Baseball t-shirts		
				Total for check: 33996	1,348.20			
SUNGARD PUBLIC SECTOR INC	33997	6/28/2012	51643	743-0403-513.24-04	2,678.00	Maintenance Contract		
				Total for check: 33997	2,678.00			
SWIDERSKI EQUIPMENT INC	33998	6/28/2012	IF12571	731-1022-541.38-03	73.08	Bolt/Pin		
				Total for check: 33998	73.08			
VICKI TERLAP	33999	6/28/2012	826-0704-552.30-17		170.74	Swim Team Cookout		
				Total for check: 33999	170.74			
THEDACARE	34000	6/28/2012	9200579392	100-0801-521.21-05	116.00	Venipuncture		
				Total for check: 34000	116.00			
TREE'S TREE SERVICE INC	34001	6/28/2012	3107	100-0706-561.20-06	1,676.00	Stump grinding/Clean up		
				6/28/2012	3148	100-0701-533.20-06	190.00	Clean Up/Resthaven
						Total for check: 34001	1,866.00	Grind & Clean Up
TRUGREEN	34002	6/28/2012	049201	100-0703-553.20-06	40.00	Lawn Service		
				6/28/2012	050670	100-0703-553.20-06	172.00	Lawn Service
				Total for check: 34002	212.00			
UNIFIRST CORPORATION	34003	6/28/2012	097 0114346	731-1022-541.20-01	117.21	Mat/Mop/Clothing Service e		
				Total for check: 34003	117.21			
UNITED WAY FOX CITIES	34004	6/28/2012	20120628	100-0000-202.09-00	27.48	PAYROLL SUMMARY		
				Total for check: 34004	27.48			

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US CELLULAR	34005	6/28/2012	200267787-100	100-0201-512.22-01	33.59	Captain	
				100-0202-512.22-01	22.89	Brunn	
				100-0401-513.22-01	10.62	Stoffel	
				100-1019-552.22-01	28.49	Bridges	
				743-0403-513.22-01	172.91	IT	
				601-1020-543.22-01	5.40	Confinded Spaces	
				100-0801-521.22-01	348.88	PD	
				100-0919-531.22-01	11.41	Nett	
				100-0904-531.22-01	55.01	Drew	
				100-1002-541.22-01	132.57	Engineering	
				100-0702-552.22-01	36.48	Tungate	
				100-0703-553.22-01	163.15	Parks	
				100-0304-562.22-01	19.92	Keil	
				731-1022-541.22-01	89.91	PWF	
			100-1008-541.22-01	16.89	Bursack		
			601-1020-543.22-01	5.40	Sewer Truck		
				1,153.52			
			Total for check: 34005				
WE ENERGIES	34006	6/28/2012		100-1001-514.22-04	25.50	901 E Airport Road	
				100-0703-553.22-04	8.70	2170 Plank Road	
				100-0000-123.00-00	161.44	N-M Fire	
				100-1001-514.22-04	82.63	City Hall	
				100-0801-521.22-04	222.94	PD	
				100-0920-531.22-04	14.86	Sen Ctr	
				100-0601-551.22-04	374.35	Library	
				100-0703-553.22-04	77.11	Parks	
				100-0704-552.22-04	34.96	Pool	
				207-0707-552.22-04	25.89	Marina	
				731-1022-541.22-04	202.59	Garage	
					1,230.97		
				Total for check: 34006			
							57712-6/6/12 Gas

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WISCTF	34007	6/28/2012	20120628	100-0000-202.03-00	0.15	0.15 PAYROLL SUMMARY
			Total for check: 34007		0.15	
			<hr/>			
WIL-KIL PEST CONTROL	34008	6/28/2012	2036947	100-1019-552.21-06	104.00	104.00 Racine Su/Tayco Camera Exterior Insect
			Total for check: 34008		104.00	
			<hr/>			
WISCONSIN DEPT OF JUSTICE	34009	6/28/2012	G3228	100-0601-551.21-06	63.00	63.00 Library Vol/April Checks
			Total for check: 34009		63.00	
			<hr/>			
WISCONSIN SUPPORT COLLECTIONS	34010	6/28/2012	20120628	100-0000-202.03-00	1,881.86	1,881.86 PAYROLL SUMMARY
				100-0000-202.04-00	923.06	923.06 PAYROLL SUMMARY
			Total for check: 34010		2,804.92	
		<hr/>				
ZEP SALES & SERVICE	34011	6/28/2012	30487890	731-1022-541.30-18	445.97	445.97 Degreaser
			Total for check: 34011		445.97	
			<hr/>			
					475,329.75	



MEMO

To: Common Council
From: Debbie Galeazzi, Clerk
Subject: Liquor License Application, July 1, 2012-June 30, 2013
Date: June 28, 2012

The renewal "Class B" liquor license application for Juanita's Hacienda Inc, d/b/a Korona Klub, 190 Main Street, Menasha is on the Common Council agenda for consideration.

As required by Section 7-2-9 of the City Code, inspections by the Fire Department, Health Department and Building Inspectors have been completed and the property is compliant. The Police Dept. has done a background check on all members of the corporation and has no reason to withhold any license based on their findings. All financial claims of the City are satisfied.

Staff is recommending approving the renewal of the "Class B" liquor license for Juanita's Hacienda Inc.

RENEWAL ALCOHOL BEVERAGE LICENSE APPLICATION

Submit to municipal clerk. Read instructions on reverse side.

For the license period beginning: 07 01 2012 ending: 06 30 2013
(MM DD YYYY) (MM DD YYYY)

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

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

CHECK ONE Individual Partnership Limited Liability Company
 Corporation/Nonprofit Organization

Applicant's Wisconsin Seller's Permit Number: <u>456-000043</u>	
Federal Employer Identification Number (FEIN): _____	
LICENSE REQUESTED ▶	
TYPE	FEE
<input type="checkbox"/> Class A beer	\$ _____
<input checked="" type="checkbox"/> Class B beer	\$ <u>100</u>
<input type="checkbox"/> Class C wine	\$ _____
<input type="checkbox"/> Class A liquor	\$ _____
<input checked="" type="checkbox"/> Class B liquor	\$ <u>375</u>
<input type="checkbox"/> Reserve Class B liquor	\$ _____
Publication fee	\$ <u>25</u>
TOTAL FEE	\$ _____

510-03

Complete A or B. All must complete C.

A. Individual or Partnership:
 Full Name of Individual or Partnership (First and Middle Name) Home Address Post Office & Zip Code
Beyers Juana M 1375 Cooke Rd Neenah WI 54956

B. Full Name of Corporation/Nonprofit Organization/Limited Liability Company ▶ Juanita's Hacienda Inc
 Address of Corporation/Limited Liability Company (if different from licensed premises) ▶ 190 Main St Menasha WI 54952
 All Officer(s) Director(s) and Agent of Corporation and Members/Managers and Agent of Limited Liability Company:

Title	Name (Inc. Middle Name)	Home Address	Post Office & Zip Code
President/Member	<u>Juana Beyers</u>	<u>1375 Cooke Rd</u>	<u>Neenah 54956</u>
Vice President/Member	<u>Laurence Bever</u>	<u>1375 Cooke Rd</u>	<u>Neenah 54956</u>
Secretary/Member	_____	_____	_____
Treasurer/Member	_____	_____	_____
Agent ▶	<u>Juana M Beyers</u>	_____	_____
Directors/Managers	<u>Anthony Beyers</u>	_____	_____

C. 1. Trade Name ▶ Kolona Klub Business Phone Number (920) 378-1906
 2. Address of Premises ▶ 190 Main St Menasha WI Post Office & Zip Code ▶ 54956

3. Does the applicant understand that they must purchase alcohol beverages only from Wisconsin wholesalers, breweries and brewpubs? Yes No
4. 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.) (2 BARS (Front + Back) basement, kitchen + Halls +
5. Legal description (omit if street address is given above): _____
6. a. Since filing of the last application, has the named licensee, any member of a partnership licensee, or any member, officer, director, manager or agent for either a limited liability company licensee, corporation licensee, or nonprofit organization licensee been convicted of any offenses (excluding traffic offenses not related to alcohol) for violation of any federal laws, any Wisconsin laws, any laws of other states, or ordinances of any county or municipality? If yes, complete reverse side Yes No
- b. Are charges for any offenses presently pending (excluding traffic offenses not related to alcohol) against the named licensee or any other persons affiliated with this license? If yes, explain fully on reverse side Yes No
7. Except for questions 6a and 6b, have there been any changes in the answers to the questions as submitted by you on your last application for this license? If yes, explain. Added Anthony Beyers as Manager Yes No
8. Was the profit or loss from the sale of alcohol beverages for the previous year reported on the Wisconsin Income or Franchise Tax return of the licensee? If not, explain. Yes No
9. Does the applicant understand a Wisconsin Seller's Permit must be applied for and issued in the same name as that shown under Section A or B above? [phone (608) 266-2776] Yes No
10. Does the applicant understand that alcohol beverage invoices must be kept at the licensed premises for 2 years from the date of invoice and made available for inspection by law enforcement? Yes No
11. 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.)

SUBSCRIBED AND SWORN TO BEFORE ME
 this 14th day of May, 20 12
Deborah A. Galazzi
Clerk/Notary Public
 My commission expires _____

Juana M Beyers
(Officer of Corporation/Member/Manager of Limited Liability Company /Partner/Individual)

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

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

TO BE COMPLETED BY CLERK		
Date received and filed with municipal clerk <u>5/14/12 \$50.</u>	Date reported to council/board	Date license granted
License number issued	Date license issued	Signature of Clerk / Deputy Clerk

ORDINANCE O-11-12
AN ORDINANCE AMENDING TITLE 7, CHAPTER 8, SECTION 7-8-1(e) & (g) OF THE
CODE OF ORDINANCES – STREET USE PERMITS

INTRODCED BY MAYOR MERKES AND ALD. KRUEGER

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

SECTION 1: Amend Title 7, Chapter 8, SEC.7-8-1(e) & (g), of the Code of Ordinances of the City of Menasha, Wisconsin as follows:

CHAPTER 8

Street Use Permit

SEC. 7-8-1 STREET USE PERMITS.

- (a) **PURPOSE.** The streets in possession of the City are primarily for the use of the public in the ordinary way. However, under proper circumstances, the City Clerk may grant a permit for street use, subject to reasonable municipal regulation and control. Therefore, this Section is enacted to regulate and control the use of streets pursuant to a Street Use Permit to the end that the health, safety and general welfare of the public and the good order of the City can be protected and maintained.
- (b) **APPLICATION.** A written application for a Street Use Permit by persons or groups desiring the same shall be made on a form provided by the City Clerk and shall be filed with the City Clerk. The application shall set forth the following information regarding the proposed street use:
- (1) The name, address and telephone number of the applicant or applicants.
 - (2) If the proposed street use is to be conducted for, on behalf of, or by an organization, the name, address and telephone number of the headquarters of the organization and of the authorizing responsible heads of such organization.
 - (3) The name, address and telephone number of the person or persons who will be responsible for conducting the proposed use of the street.
 - (4) The date and duration of time for which the requested use of the street is proposed to occur.
 - (5) An accurate description of that portion of the street proposed to be used.
 - (6) The approximate number of persons for whom use of the proposed street area is requested.
 - (7) The proposed use, described in detail, for which the Street Use Permit is requested.
 - (8) Applications for a street use permit must be completed and filed with the City Clerk not less than thirty (30) days prior to the scheduled date of the street use.
- (c) **REPRESENTATIVE AT MEETING.** The person or representative of the group making application for a Street Use Permit shall be present when the Board of Public Works and Common Council gives consideration to the granting of said Street Use Permit to provide any additional information which is reasonably necessary to make a fair determination as to whether a permit should be granted.
- (d) **REVIEW BY CHIEF OF POLICE AND DIRECTOR OF PUBLIC WORKS.** Before any application for a Street Use Permit is considered by the Common Council, the application shall be reviewed by the Director of Public Works and Chief of Police for their recommendation as to the effect that the temporary closing of the street will have on the public safety and traffic movement in the area during the time the street may be closed.
- (e) **MANDATORY DENIAL OF STREET USE PERMIT.** An application for a Street Use Permit shall be denied if:
- (1) The proposed street use is primarily for private or commercial gain.
 - (2) The proposed street use would violate any federal or state law or any ordinance of the City.
 - (3) The proposed street use will substantially hinder the movement of police, fire or emergency vehicles, constituting a risk to persons or property.
 - (4) The application for a Street Use Permit does not contain the information required above.
 - (5) ~~The application requests a period for the use of the street in excess of six (6) hours.~~

(6)(5) The proposed use could equally be held in a public park or other location. In addition to the requirement that the application for a Street Use Permit shall be denied, as hereinabove set forth, the Common Council may deny a permit for any other reason or reasons if it concludes that the health, safety and general welfare of the public cannot adequately be protected and maintained if the permit is granted.

(f) **PERMIT FEE.** Each application for a Street Use Permit shall be accompanied by a fee of Twenty-five Dollars (\$25.00).

(g) **CONSENT TO ISSUANCE OF STREET USE PERMIT.** ~~In addition to the fee required by the previous Subsection, each application for a Street Use Permit, except for parades or races sponsored by civic, youth or scout organizations which have been in existence for at least six (6) months, shall be accompanied by a petition designating the proposed area of the street to be used and time for said proposed use, said petition to be signed by not less than seventy-five percent (75%) of the residents over eighteen (18) years of age residing along that portion of the street designated for the proposed use. Said petition shall be verified and shall be submitted in substantially the following form:~~

PETITION FOR STREET USE PERMIT

We, the undersigned residents of the _____ hundred block of _____ Street in the City of Menasha, hereby consent to the _____ recreational or business use of this street between the hours of _____ and _____ on _____, the _____ day of _____, 19_____, for the purpose of _____

and do hereby consent to the City of Menasha to grant a Street Use Permit for use of the said portion of said street for said purpose and do hereby agree to abide by such conditions of such use as the City of Menasha shall attach to the granting of the requested Street Use Permit. We further understand that the permit will not be granted for longer than six (6) hours on the date hereinabove specified, and agree to remove from the street prior to the end of said period all equipment, vehicles and other personal property placed or driven thereon during the event for which a permit is granted.

We designate _____ as the responsible person or persons who shall apply for an application for a Street Use Permit.

ALCOHOL BEVERAGE LICENSES. If the applicant requests permission to possess, sell or offer for sale fermented malt beverages and/or wine containing not more than six percent (6%) alcohol by volume within the perimeter of the street use permit area, the applicant shall follow the procedure for a Temporary Class "B" Picnic License under SEC. 7-2-1(e)(1) of the Code of Ordinances. The Common Council may impose conditions for the street use permit not inconsistent with a concurrent alcohol beverage license and applicable laws.

(h) **INSURANCE.**

(1) The applicant for a Street Use Permit may be required to indemnify, defend and hold the City and its employees and agents harmless against all claims, liability, loss, damage or expense incurred by the City on account of any injury to or death of any person or any damage to property caused by or resulting from the activities for which the permit is granted. As evidence of the applicant's ability to perform the conditions of the permit, the applicant may be required to furnish a Certificate of Comprehensive General Liability Insurance with the City of Menasha. The applicant may be required to furnish a performance bond prior to being granted the permit.

(2) Any street use applicant may apply to meet the insurance requirements through the office of the Risk Manager by purchasing insurance through a TULIP program. (Tenant/Users Liability Insurance Program.) Any fees or costs shall be prepaid by such street use applicant prior to Common Council consideration of any Street Use Permit.

- (3) The City Attorney or Risk Manager shall review any Street Use Permit Application for satisfactory insurance coverage.
- (4) Proof of insurance is not required for parades sponsored by the Menasha Public Schools or St. Mary's Central High School.
- (i) **TERMINATION OF A STREET USE PERMIT.** A Street Use Permit for an event in progress may be terminated by the Police Department if the health, safety and welfare of the public appears to be endangered by activities generated as a result of the event or the event is in violation of any of the conditions of the permits or Ordinances of the City of Menasha. The Chief of Police has the authority to revoke a permit or terminate an event in progress if the event organizers fail to comply with any of the regulations in the street use policy or conditions stated in the permit.
- (j) The City of Menasha may require a deposit fee to insure that appropriate clean-up or dismantling of structures is done upon the conclusion of the event. This deposit shall be in an amount established by the Common Council.
- (k) The City of Menasha may require any Street Use applicant to pay any costs necessary for additional staffing to maintain safety of participants or the public or to satisfactorily clean up after the event.
- (l)
 - (1) The Chief of Police and Fire Chief are allowed to authorize a use of the streets for a short duration without other compliance with this section.
 - (2) The Common Council may waive any of the requirements of this section in the event of special mitigating circumstances.
- (m) The Common Council may waive any of the requirements of sections 7 – 8 – 1 (c), 7 – 8 – 1 (d), 7 – 8 – 1 (e) or 7 – 8 – 1 (g) in the event of special mitigating circumstances. Any such motion to waive any of these requirements must state the specific mitigating circumstances.

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

Donald Merkes, Mayor

ATTEST:

Deborah A. Galeazzi, City Clerk

PETITION FOR ANNEXATION OF TERRITORY TO CITY OF MENASHA

Gilbert T. Bowe, the owner of more than 50% the land in area in the following territory of the Town of Harrison, Calumet County, Wisconsin lying contiguous to the City of Menasha petitions the Honorable Mayor and Common Council of said City of Menasha pursuant to s. 66.0217 Wis. Stats. to annex the territory described below and shown on the attached scale map to the City of Menasha, Calumet County, Wisconsin:

PARCEL "A"

Part of the Northwest 1/4 of the Southeast 1/4 of Section 7, T20NR18E located in the Town of Harrison, Township 20 North, Range 18 East, Calumet County, Wisconsin described as follows:

Commencing at the Center of said Section 7; thence North 86 degrees 31 minutes 50 seconds West, along the North line of the Southwest 1/4 of said Section 7, a distance of 429.01 feet; thence South 01 degree 47 minutes 46 seconds West, 134.42 feet; thence South 88 degrees 57 minutes 04 seconds East, along the centerline of Manitowoc Road, 1595.13 feet to the point of beginning; thence South 00 degrees 29 minutes 40 seconds West, 279.57 feet; thence South 88 degrees 57 minutes 04 seconds East, 156.00 feet; thence North 00 degrees 29 minutes 40 seconds East, along the East line of the Northwest 1/4 of the Southeast 1/4 of said Section 7, a distance of 279.57 feet; thence North 88 degrees 57 minutes 04 seconds West, along the centerline of said Manitowoc Road, 156.00 feet to the point of beginning.

Said parcel containing approximately 1.03 acres.

PARCEL "B"

A parcel of land in the Southwest 1/4 of the Southwest 1/4 of Section 7, Township 20 North, Range 18 East, in the Town of Harrison, Calumet County, Wisconsin described as follows: Beginning at a point on the West line of the Southwest 1/4 of the Southwest 1/4 of said Section 7 a distance of 214.00 feet North of the Southwest corner thereof; thence North on the West line of the Southwest 1/4 of the Southwest 1/4 of said Section 7 a distance of 150.00 feet, thence East a distance of 243.00 feet; thence South a distance of 150.00 feet; thence West a distance of 243.00 feet to the place of beginning, excepting therefrom that part lying within the right of way limits of USH 10 as laid out under Department of Transportation Project 1501-1-21, STH114-Appleton Road.

Said parcel containing approximately 0.58 acres.

PARCEL "C"

Parts of the Northeast 1/4 of the Northwest 1/4 of Section 18, T20NR18E located in the Town of Harrison, Township 20 North, Range 18 East, Calumet County, Wisconsin described as follows:

Commencing at the Center of said Section 7; thence North 86 degrees 31 minutes 50 seconds West, along the North line of the Southwest 1/4 of said Section 7, a distance of 429.01 feet; thence South 01 degree 47 minutes 46 seconds West, 134.42 feet; thence South 88 degrees 57 minutes 04 seconds East, along the centerline of Manitowoc Road, 1595.13 feet; thence South 00 degrees 29 minutes 40 seconds West, 279.57 feet; thence South 88 degrees 57 minutes 04 seconds East, 156.00 feet; thence North 00 degrees 29 minutes 40 seconds East, along the East line of the Northwest 1/4 of the Southeast 1/4 of said Section 7, a distance of 279.57 feet; thence South 88 degrees 57 minutes 04 seconds East, along the centerline of said Manitowoc Road, 764.60 feet; thence South 00 degrees 29 minutes 40 seconds West, 238.00 feet; thence South 88 degrees 57 minutes 04 seconds East, 554.17 feet; thence South 00 degrees 42 minutes 10 seconds West, along the West line of the Southwest 1/4 of said Section 8, a distance of 1,063.12 feet; thence South 89 degrees 48 minutes 43 seconds East, along the South line of Certified Survey Map #570, a distance of 278.87 feet; thence South 00 degrees

42 minutes 10 seconds West, 1,302.04 feet; thence North 89 degrees 37 minutes 19 seconds West, along the South line of the Southwest 1/4 of said Section 8, a distance of 278.86 feet; thence North 89 degrees 16 minutes 08 seconds West, along the South line of the Southeast 1/4 of said Section 7, a distance of 2293.29 feet; thence South 00 degrees 44 minutes 37 seconds West, 959.26 feet; thence North 82 degrees 02 minutes 43 seconds West, along the North right-of-way line of U.S.H. "10", a distance of 514.61 feet; thence, along the North right-of-way line a distance of 11.30 feet along an arc of a curve to the left, having a radius of 11,306.25 feet and a chord which bears North 81 degrees 58 minutes 46 seconds West, 11.30 feet to the point of beginning; thence North 05 degrees 25 minutes 39 seconds East, along the East line of lands described in Jacket 2829 Image 6 & 7, a distance of 159.96 feet; thence North 82 degrees 02 minutes 49 seconds West, along the North line of said described lands, a distance of 75.00 feet; thence South 05 degrees 25 minutes 39 seconds West, along the West line of said lands described in Jacket 2829 Image 6&7, a distance of 160.28 feet; thence East along said North right-of-way line of U.S.H. "10", to the point of beginning.

Said parcel containing approximately 0.34 acres.

The number of persons residing on the described parcels is zero.

Dated the 22nd day of June, 2012.

Gilbert T. Bowe
Gilbert T. Bowe

STATE OF WISCONSIN)
~~WINNEBAGO COUNTY~~)
Calumet

Personally came before me this
22nd day of June, 2012

the above named Gilbert T. Bowe,
known to me to be the persons who
executed the foregoing instrument,
and acknowledge the same.

Jamara M. Thiel-Kain

Notary Public, ~~Winnebago~~ ^{Calumet} County, Wisconsin

My commission expires September 23, 2012

AN ORDINANCE RELATING TO THE ANNEXATION OF CERTAIN PROPERTY TO THE CITY OF MENASHA, WISCONSIN (Bowe Annexation)

Introduced by Mayor Merkes.

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

SECTION 1: Territory Annexed. (Majority Annexation) In accordance with Sec. 66.0217(2) Wis. Stats., and the Petition for Annexation filed with the City Clerk on the 22nd day of June, 2012, signed by the owner of more than 50% of the land in the territory to be annexed, the following described territory in the Town of Harrison, Calumet County, Wisconsin, is annexed to the City of Menasha, Calumet County, Wisconsin.

Legal description:

Parcel "A" Part of the Northwest 1/4 of the Southeast 1/4 of Section 7, T20NR18E located in the Town of Harrison, Township 20 North, Range 18 East, Calumet County, Wisconsin described as follows:

Commencing at the Center of said Section 7; thence North 86 degrees 31 minutes 50 seconds West, along the North line of the Southwest 1/4 of said Section 7, a distance of 429.01 feet; thence South 01 degree 47 minutes 46 seconds West, 134.42 feet; thence South 88 degrees 57 minutes 04 seconds East, along the centerline of Manitowoc Road, 1595.13 feet to the point of beginning; thence South 00 degrees 29 minutes 40 seconds West, 279.57 feet; thence South 88 degrees 57 minutes 04 seconds East, 156.00 feet; thence North 00 degrees 29 minutes 40 seconds East, along the East line of the Northwest 1/4 of the Southeast 1/4 of said Section 7, a distance of 279.57 feet; thence North 88 degrees 57 minutes 04 seconds West, along the centerline of said Manitowoc Road, 156.00 feet to the point of beginning.

Parcel "B" A parcel of land in the Southwest 1/4 of the Southwest 1/4 of Section 7, Township 20 North, Range 18 East, in the Town of Harrison, Calumet County, Wisconsin described as follows: Beginning at a point on the West line of the Southwest 1/4 of the Southwest 1/4 of said Section 7 a distance of 214.00 feet North of the Southwest corner thereof; thence North on the West line of the Southwest 1/4 of the Southwest 1/4 of said Section 7 a distance of 150.00 feet, thence East a distance of 243.00 feet; thence South a distance of 150.00 feet; thence West a distance of 243.00 feet to the place of beginning, excepting therefrom that part lying within the right of way limits of USH 10 as laid out under Department of Transportation Project 1501-1-21, STH114-Appleton Road.

Parcel "C" Parts of the Northeast 1/4 of the Northwest 1/4 of Section 18, T20NR18E located in the Town of Harrison, Township 20 North, Range 18 East, Calumet County, Wisconsin described as follows:

Commencing at the Center of said Section 7; thence North 86 degrees 31 minutes 50 seconds West, along the North line of the Southwest 1/4 of said Section 7, a distance of 429.01 feet; thence South 01 degree 47 minutes 46 seconds West, 134.42 feet; thence South 88 degrees 57 minutes 04 seconds East, along the centerline of Manitowoc Road, 1595.13 feet; thence South 00 degrees 29 minutes 40 seconds West, 279.57 feet;

thence South 88 degrees 57 minutes 04 seconds East, 156.00 feet; thence North 00 degrees 29 minutes 40 seconds East, along the East line of the Northwest 1/4 of the Southeast 1/4 of said Section 7, a distance of 279.57 feet; thence South 88 degrees 57 minutes 04 seconds East, along the centerline of said Manitowoc Road, 764.60 feet; thence South 00 degrees 29 minutes 40 seconds West, 238.00 feet; thence South 88 degrees 57 minutes 04 seconds East, 554.17 feet; thence South 00 degrees 42 minutes 10 seconds West, along the West line of the Southwest 1/4 of said Section 8, a distance of 1,063.12 feet; thence South 89 degrees 48 minutes 43 seconds East, along the South line of Certified Survey Map #570, a distance of 278.87 feet; thence South 00 degrees 42 minutes 10 seconds West, 1,302.04 feet; thence North 89 degrees 37 minutes 19 seconds West, along the South line of the Southwest 1/4 of said Section 8, a distance of 278.86 feet; thence North 89 degrees 16 minutes 08 seconds West, along the South line of the Southeast 1/4 of said Section 7, a distance of 2293.29 feet; thence South 00 degrees 44 minutes 37 seconds West, 959.26 feet; thence North 82 degrees 02 minutes 43 seconds West, along the North right-of-way line of U.S.H. "10", a distance of 514.61 feet; thence, along the North right-of-way line a distance of 11.30 feet along an arc of a curve to the left, having a radius of 11,306.25 feet and a chord which bears North 81 degrees 58 minutes 46 seconds West, 11.30 feet to the point of beginning; thence North 05 degrees 25 minutes 39 seconds East, along the East line of lands described in Jacket 2829 Image 6 & 7, a distance of 159.96 feet; thence North 82 degrees 02 minutes 49 seconds West, along the North line of said described lands, a distance of 75.00 feet; thence South 05 degrees 25 minutes 39 seconds West, along the West line of said lands described in Jacket 2829 Image 6&7, a distance of 160.28 feet; thence East along said North right-of-way line of U.S.H. "10", to the point of beginning.

The number of persons residing on the described parcels is zero.

SECTION 2: Effect of Annexation. From and after the date of this Ordinance, the territory described in Section 1 shall be a part of the City of Menasha for any and all purposes provided by law and all persons coming or residing within such territory shall be subject to all ordinances, rules and regulations governing the City of Menasha.

SECTION 3: Pursuant to the recommendation of the Plan Commission, the temporary classifications and regulations for the zoning of the annexed area is as follows: Parcel A: R-1 Single Family Residence District, Parcel B: C-1, General Commercial District, and Parcel C: C-1, General Commercial District.

SECTION 4: Aldermanic District Designation. The territory described in Section 1 of this Ordinance as Parcel A is hereby made a part of Aldermanic District 8, Ward 18, the territory described in Section 1 of this Ordinance as Parcel B is hereby made a part of Aldermanic District 8, Ward 19, and the territory described in Section 1 of this Ordinance as Parcel C is hereby made a part of Aldermanic District 8, Ward 20, subject to the ordinances, rules and regulations of the City governing wards and aldermanic districts.

SECTION 5: Severability. If any provision of this Ordinance is invalid or unconstitutional, or if the application of this Ordinance to any person or circumstance is invalid or unconstitutional, such invalidity or unconstitutionality shall not affect the other provisions or applications of this Ordinance which can be given effect without the invalid or unconstitutional provision or application.

SECTION 6: This Ordinance shall become effective upon its passage and publication as provided by law.

Passed and approved this _____ day of July, 2012.

Don Merkes, Mayor

ATTEST:

Deborah A. Galeazzi, City Clerk

PETITION FOR ANNEXATION OF TERRITORY TO CITY OF MENASHA

FP One, LLC, the owners of more than 50% the land in area in the following territory of the Town of Menasha, Winnebago County, Wisconsin lying contiguous to the City of Menasha petitions the Honorable Mayor and Common Council of said City of Menasha pursuant to s. 66.0217, Wis. Stats., to annex the territory described below and shown on the attached scale map to the City of Menasha, Winnebago County, Wisconsin:

PARCEL "A"

Lot Six (6) of Block Four (4) in Grove Subdivision, Part of the SE ¼ of Section 11, T20N R17E in the Town of Menasha, Winnebago County, Wisconsin.

Said parcel containing approximately 0.22 acres.

PARCEL "B"

The northerly 55 feet of Lot Four (4), Block One (1) Grove Subdivision, Part of the SE ¼ of Sec. 11, T20N R17E in the Town of Menasha, Winnebago County, Wisconsin.

Said parcel containing approximately 0.19 acres.

The number of persons residing on the described parcels is zero.

Dated the 26 day of June, 2012.

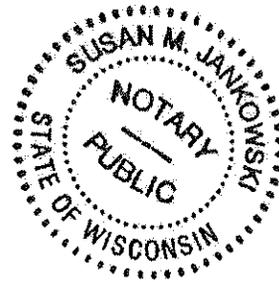


FP One, LLC
John Pfefferle

STATE OF WISCONSIN)

~~WINNEBAGO~~ COUNTY)
Ottagamie

Personally came before me this
26 day of June, 2012
the above named John Pfefferle,
known to me to be the persons who
executed the foregoing instrument,
and acknowledge the same.





Ottagamie
Notary Public, Winnebago County, Wisconsin
My commission expires 9-14-14

AN ORDINANCE RELATING TO THE ANNEXATION OF CERTAIN PROPERTY TO THE CITY OF MENASHA, WISCONSIN (FP One, LLC Annexation)

Introduced by Mayor Merkes.

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

SECTION 1: Territory Annexed. (Majority Annexation) In accordance with Sec. 66.0217(2) Wis. Stats., and the Petition for Annexation filed with the City Clerk on the ____ day of June, 2012, signed by the owners of more than 50% of the land in the territory to be annexed, the following described territory in the Town of Menasha, Winnebago County, Wisconsin, is annexed to the City of Menasha, Winnebago County, Wisconsin.

Legal description:

PARCEL "A"

Lot Six (6) of Block Four (4) in Grove Subdivision, Part of the SE ¼ of Section 11, T20N R17E in the Town of Menasha, Winnebago County, Wisconsin.

Said parcel containing approximately 0.22 acres.

PARCEL "B"

The northerly 55 feet of Lot Four (4), Block One (1) Grove Subdivision, Part of the SE ¼ of Sec. 11, T20N R17E in the Town of Menasha, Winnebago County, Wisconsin.

Said parcel containing approximately 0.19 acres.

The number of persons residing on the described parcels is zero.

SECTION 2: Effect of Annexation. From and after the date of this Ordinance, the territory described in Section 1 shall be a part of the City of Menasha for any and all purposes provided by law and all persons coming or residing within such territory shall be subject to all ordinances, rules and regulations governing the City of Menasha.

SECTION 3: Pursuant to the recommendation of the Plan Commission, the temporary classifications and regulations for the zoning of the annexed area is as follows: Parcel A: C-1 General Commercial, and Parcel B: C-1, General Commercial.

SECTION 4: Aldermanic District Designation. The territory described in Section 1 of this Ordinance as Parcel A is hereby made a part of Aldermanic District 5, Ward 21, and the territory described in Section 1 of this Ordinance as Parcel B is hereby made a part of Aldermanic District 5, Ward 22, subject to the ordinances, rules and regulations of the City governing wards and aldermanic districts.

SECTION 5: Severability. If any provision of this Ordinance is invalid or unconstitutional, or if the application of this Ordinance to any person or circumstance is invalid or unconstitutional, such invalidity or unconstitutionality shall not affect the other provisions or applications of this Ordinance which can be given effect without the invalid or unconstitutional provision or application.

SECTION 6: This Ordinance shall become effective upon its passage and publication as provided by law.

Passed and approved this _____ day of July, 2012.

Don Merkes, Mayor

ATTEST:

Deborah A. Galeazzi, City Clerk

RESOLUTION R – 25 – 12

A RESOLUTION APPROPRIATING FUNDS

Introduced by Alderman Taylor.

WHEREAS, the City of Menasha Administration Committee has determined a need to pave the terrace bus stop at Plank Road, East of Manitowoc Street with colored, stamped concrete and,

WHEREAS, the City of Menasha, in May of 2012, received its final 2011 mass transit subsidy payment from the City of Appleton, which exceeded budget expectations by \$11,803.60 and

WHEREAS, it is the intent of the City of Menasha Administration Committee to appropriate \$1,650 of this budget surplus for the purpose previously stated,

NOW, THEREFORE BE IT RESOLVED by the Common Council that there be appropriated from Account # 100-0000-481-0300, General Fund-Local Government-Mass Transit Aid to Account # 100-1009-541-3018, General Fund-Sidewalks and Crosswalks-Department Supplies the sum of \$1,650 for the purpose of paving the terrace bus stop at Plank Road, East of Manitowoc Street with colored, stamped concrete.

Passed and approved this _____ day of July, 2012

Don Merkes, Mayor

ATTEST:

Deborah A. Galeazzi, City Clerk

FISCAL NOTE: Following passage of this resolution, Account # 100-0000-481-0300, General Fund-Local Government-Mass Transit Aid will have a Revenue Appropriation Budget of \$121,203 and Account # 100-1009-541-3018, General Fund- Sidewalks and Crosswalks-Department Supplies will have an Expense Appropriation Budget of \$3,150. Thomas Stoffel, City Comptroller/Treasurer