

CITY OF MENASHA
ADMINISTRATION COMMITTEE
Third Floor Council Chambers
140 Main Street, Menasha
December 3, 2012
MINUTES

A. CALL TO ORDER

Meeting called to order by Chairman Klein at 6:35 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, C/T Stoffel, Clerk Galeazzi and the Press.

C. MINUTES TO APPROVE

1. [Administration Committee, 11/19/12](#)

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

Motion carried on voice vote.

D. DISCUSSION/ACTION ITEMS

1. [Memorandum of Understanding between Winnebago County Sheriff's Office and Menasha Police Department, Special Weapons and Tactics Team, beginning January 1, 2013, and authorized signature](#)

PC Styka explained the Memorandum of Understanding. City of Menasha currently has a SWAT team. Joining with Winnebago County will allow more training opportunities and be more cost effective.

Moved by Ald. Sevenich, seconded by Ald. Langdon to recommend to Common Council Memorandum of Understanding between Winnebago County Sheriff's Office and Menasha Police Department Special Weapons and Tactics Team beginning January 1, 2013 and authorized signature.

Motion carried on roll call 8-0.

2. [Memorandum of Understanding between Winnebago County Sheriff's Office and Menasha Police Department, Dive/Rescue Team, beginning January 1, 2013, and authorized signature](#)

PC Styka explained the Memorandum of Understanding is to allow Captain Brett Halderson to volunteer as a member of the dive/rescue team. Captain Halderson is an accomplished diver and instructor. There will be no additional cost to the City.

Moved by Ald. Sevenich, seconded by Ald. Zelinski to recommend to Common Council Memorandum of Understanding between Winnebago County Sheriff's Office and Menasha Police Department Dive/Rescue Team beginning January 1, 2013 and authorized signature.

Motion carried on roll call 8-0.

3. [Local Government Property Insurance Fund \(LGPIF\) \(Renewal\)](#)

CA/HRD Captain explained staff reviewed the insurance on City owned property and made changes based on their review. The Steam Utility building will be added to the policy once title is transferred to the City. No action is necessary on this item.

4. [Underground Storage Tanks \(UST\) Insurance Renewal](#)

CA/HRD Captain explained the options available for the underground storage tank insurance.

Moved by Ald. Langdon, seconded by Ald. Krueger to recommend to Common Council to approve the UST insurance coverage accepting the quotation of Ace American Insurance Company for one year for the term 1/1/2013 to 12/31/2013 in the amount of \$3,633.84 which included TRIA.

Motion carried on roll call 8-0.

5. [O-18-12 An Ordinance Amending Title 11, Chapter 2 of the Code Of Ordinances \(Habitual Truancy Prohibited\) \(Introduced by Ald. Klein\)](#)

PC Styka explained the changes to the ordinance. The change will allow the parent or guardian who is allowing the child to be truant to be issued a summons. This ordinance will help the Police Liaison Officer gain compliance when it comes to truancy.

Moved by Ald. Sevenich, seconded by Ald. Langdon to recommend to Common Council approval of Ordinance O-18-12

Motion carried on roll call 8-0.

6. [O-19-12 An Ordinance Amending Title 11, Chapter 1 of the Code Of Ordinances \(Theft from Service Providers\) \(Introduced by Ald. Klein\)](#)

PC Styka explained the ordinance adopts State Statute that allows for a summons to be issued if a person intentionally absconds after receiving goods or service from businesses such as restaurants, taxi cabs and gas stations.

Moved by Ald. Sevenich, seconded by Ald. Langdon to recommend to Common Council approval of Ordinance O-19-12.

Motion carried on roll call 8-0.

E. ADJOURNMENT

Moved by Ald. Langdon, seconded by Ald. Krueger to adjourn at 7:34 p.m.

Motion carried on voice vote.

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