

**CITY OF MENASHA
COMMON COUNCIL
Third Floor Council Chambers
140 Main Street, Menasha
Monday, January 16, 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, 1/3/12](#)
 - b. [Board of Public Works, 1/3/12](#)
 - c. [Board of Health, 11/9/11](#)
 - d. [Committee on Aging, 11/10/11](#)
 - e. [Safety Committee, 11/3/11; City Hall](#)
 - f. [Safety Committee, 11/22/11; Public Works/Parks Department](#)Communications:
 - g. [CA/HRD Captain, 1/11/12; Final Health Insurance Premium Rates for 2012](#)
 - h. [Public Service Commission of WI, 1/6/12; Notice of Public Hearing for authority to increase water rates](#)
 - i. [Public Works Facility November/December 2011 Disposal Violations](#)
- 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, 1/3/12](#)
- Administration Committee, 1/3/12; recommends approval of:
2. Amending the office hours of the contract for building inspections service with Independent Inspections Ltd. to 8:00 – 9:30 am five days a week and noon-1:00 pm two days a week for a two month trial
- H. ITEMS REMOVED FROM CONSENT AGENDA
- I. ACTION ITEMS
1. [Accounts payable and payroll for the term of 1/5/12 to 1/12/12 in the amount of \\$ 7,946,996.41](#)
 2. [Lease agreement with Valley Marine Mart for property adjacent to the US Government Canal](#)
- J. ORDINANCES AND RESOLUTIONS
1. O-1-12 – An Ordinance Amending Title 9, Chapter 6- Municipal Stormwater Utility, of the Municipal Code (Introduced by Mayor Merkes, recommended by Board of Public Works)
 2. [R-2-12 – A Resolution Pertaining to Changes in Fees for Parks and Recreation Programs and Services for 2012 \(Introduced by Ald. Langdon, recommended by the Parks & Recreation Board\)](#)

K. APPOINTMENTS

1. Mayor's reappointment to the NM Sewerage Commission
 - a. [Kathy Bauer, 709 Lincoln St. Menasha, for the term of January 16, 2012 – December 31, 2014](#)
2. Mayor's reappointments to the Committee on Aging
 - a. [Lee Murphy, 812 Ida St. Menasha, for the term of February 1, 2012 – February 1, 2015](#)
 - b. [Sue Steffen, 936 London St., Menasha, for the term of February 1, 2012 – February 1, 2015](#)

L. HELD OVER BUSINESS

1. [R-1-12 A Resolution to Restructure Pro-Rated Benefit Levels for Regular Part-time Employees \(Held 1/3/12\)](#)

M. CLAIMS AGAINST THE CITY

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

O. ADJOURN

MEETING NOTICE

**Monday, February 6, 2012 – Regular Common Council Meeting – Council Chambers
Common Council – 6:00 p.m.
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
TUESDAY, January 3, 2012
MINUTES

DRAFT

A. CALL TO ORDER

Meeting called to order by Chairman Klein at 6:41 p.m.

B. ROLL CALL/EXCUSED ABSENCES

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

EXCUSED: Alderman Englebert

ALSO PRESENT: Mayor Merkes, CA/HRD Captain, PC Styka, FC Auxier, DPW Radtke, CDD Keil, C/T Stoffel, PRD Tungate, Connie Watt (IIL), Clerk Galeazzi, and the Press.

C. MINUTES TO APPROVE

1. Administration Committee, 12/19/11

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

Motion carried on voice vote.

D. ACTION/DISCUSSION ITEMS

1. Amendment to the contract for building inspection services with Independent Inspections, Ltd. (office hours)

CDD Keil explained Independent Inspections is proposing a change in office hours at City Hall as the request for building permits have dropped in the past year. Staff feels this would be a reduction in the level of service provide to residents.

Connie Watt from Independent Inspections stated the revenue generated during the month of December, 2011 did not cover the expense of staffing during the current office hours. Building inspectors will be available by phone to answer questions and schedule appointments. Ms. Watt answered questions from the Committee.

General discussion ensued on the current contract with IIL; impact to residents and staff; other options for office hours.

Moved by Ald. Sevenich, seconded by Ald. Taylor to amend the office hours for Nov. 15-April 15 to 8:00-10:00am five days a week and staff report on the results.

General discussion ensued on the amendment.

Moved by Ald. Benner, seconded by Ald. Zelinski to amend the office hours to 8:00-9:30am five days a week and noon-1:00pm two days a week for a two month trial period. General discussion ensued on the amendment.

Motion on amendment carried on roll call 4-3.

Ald. Klein, Taylor, Zelinski, Benner – yes

Ald. Sevenich, Langdon, Krueger – no

Moved by Ald. Sevenich, seconded by Ald. Krueger to recommend to Common Council to amend the office hours of the contract for building inspections services with Independent Inspections Ltd. to 8:00-9:30am five days a week and noon-1:00pm two days a week for a two month trial period.

Motion carried on roll call 7-0.

2. Special Event Policy (Ald. Krueger)

General discussion ensued on the current policy. Concerns of Committee members were discussed. Suggestions on making the process easier to event holders were made.

Chairman Klein suggested Committee members make recommended changes and bring back to the Committee.

E. ADJOURNMENT

Moved by Ald. Krueger, seconded by Ald. Benner to adjourn at 8:06 p.m.
Motion carried on voice vote.

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

DRAFT

CITY OF MENASHA
Board of Public Works
Third Floor Council Chambers
140 Main Street, Menasha
January 3, 2012
MINUTES

A. CALL TO ORDER

Meeting called to order by Chairman Taylor at 8:10 p.m.

B. ROLL CALL/EXCUSED ABSENCES

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

EXCUSED: Aldermen Englebert, Langdon

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. December 19, 2011

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

Motion carried on voice vote.

D. ACTION ITEMS

1. An Ordinance Amending Title 9, Chapter 6 – Municipal Stormwater Utility, of the Municipal Code

CDD Keil explained the proposed changes recommended by staff on how unimproved lots in plats, certified survey maps and condominium plats are assigned ERU's and adds language exempting undeveloped property possessing wetlands and/or protective areas from stormwater charges. He explained the difference between undeveloped, unimproved properties and wetlands areas. There are only a few parcels affected by this change.

Moved by Ald. Sevenich, seconded by Ald. Benner to recommend to Common Council.

Motion carried on roll call 6-0.

E. ADJOURNMENT

Moved by Ald. Krueger, seconded by Ald. Benner to adjourn at 8:35 p.m.

Motion carried on voice vote.

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

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
November 9, 2011**

- A. Meeting called to order at 8:08 AM by Chairman C. Rusin.
- B. Present: Dorothy Jankowski, Lori Asmus, Candyce Rusin, Dr. Teresa Rudolph, Sue Nett
- C. MINUTES TO APPROVE
 - 1. Motion to approve minutes from October 12, 2011 meeting made by D. Jankowski and seconded by L. Asmus. Motion carried.
- D. REPORT OF DEPT HEADS/STAFF/CONSULTANTS
 - 1. October 12, 2011 Communicable Disease Report presented and discussed.
 - 2. Update on flu vaccine clinics presented by S. Nett. 361 doses of flu vaccine administered at BDM school on 10-27-11 to adults and children. Total to date for adults only is 450 doses. Children's vaccine has been offered at every immunization clinic and by appointment to try and get children immunized against the flu.
 - 3. Email – Thanks for Participating in Local Health Governance Survey was shared with the board. Both C. Rusin and L. Asmus also received an email thanking them for their participation in the survey.
 - 4. Consolidated Grant Contract 2012 – Update given by S. Nett. Objectives are being added into the GAC with the dollar amounts. To date, the prevention grant dollars no longer exist and the other grant amounts are decreased by only a hundred dollars or so.
 - 5. Health Department Budget 2012 will be reviewed by the common council tonite. Board members are welcome to attend.
 - 6. Public Health Infrastructure Mini-Grant (1-1-12 – 9-30-12). S. Nett discussed the availability of grant dollars to assist the department in the first steps toward becoming accredited. Board members felt the department should apply for the funding if staff felt they could accomplish the objectives required. S. Nett will discuss with staff and the grant nurse if this could be accomplished in the grant timeframe.
- E. ACTION ITEMS
 - 1. Re-visit Proposed Weights and Measures Fees for Licensing Period 7-1-12 through 6-30-13. S. Nett explained the motion made at the last board of health meeting may need to be rescinded as the budgeted expenditures may be changing because of a proposed change in health insurance. Board members discussed allowing the director to have the latitude to set the fees based on the proposed expenditures. Motion to rescind the motions made at the October 12, 2011 meeting and to have the PHD set the fees so that revenue matches the

"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

proposed expenditures made by D. Jankowski and seconded by T. Rudolph.
Motion carried.

F. HELD OVER BUSINESS

1. None

G. Motion to adjourn at 8:45 AM made by D. Jankowski and seconded by T. Rudolph. Next meeting December 14, 2011 at 11 AM.

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
November 10, 2011**

A. Meeting called to order at 7:49 AM by Chairman J. Klundt.

B. Present: Peg Malueg, Sue Steffen, Mary Lueke, Lee Murphy, Joyce Klundt, Jean Wollerman, Sue Nett (left meeting at 8:25 AM)
Absent: John Ruck

C. MINUTES TO APPROVE

1. Motion to approve minutes from October 13, 2011 meeting made by P. Malueg and seconded by M. Lueke. Motion carried.

D. REPORT OF DEPT HEADS/STAFF/CONSULTANTS

1. Senior Center Older Adult Coordinator J. Wollerman reported the September senior center contacts at 1586 as compared to October 2010 1027 contacts. Senior program pass is increasing to \$16/mo from \$15.50/mo. The portable dishwasher used and purchased by Advocap will be replaced by a built in dishwasher. Advocap will pay 50% of the cost and will maintain the dishwasher after warranty expiration. Carpets will be cleaned in the two smaller rooms and the floors in the main area will be re-done this month. The center is participating in the downtown Halloween event. The enrichment activity for this month is the construction of duct tape purses. The Christmas party is scheduled for December 8th, cost of \$9 per person. The Breakfast for your Brain is increased to once a week. The Brain Fitness class will be held again this winter (possible grant opportunity to help fund the class). Silver Sneakers program is underutilized so information will be sent out to those eligible to use the program.

E. New Business

1. Review and Approval of Advocap Mealsite Agreement January 1, 2012 through December 31, 2012. The only change to the agreement for 2012 is the change in language from a portable dishwasher to the built in dishwasher. Motion to approve the Advocap Mealsite Agreement with the Senior Center pending approval by the city attorney, made by L. Murphy and seconded by S. Steffen. Motion carried.
2. Rental Cancellation Policy—S. Steffen requested this item be held until the next meeting to allow J. Wollerman time to draft changes to the current rental cancellation policy.
3. Building Entrance change was discussed. J. Wollerman discussed the idea of changing the entrance to the back of the building for safety issues and to allow for a covered area for participants to wait and not be exposed to the rain or snow. Committee members discussed the safety concern and how this would be funded. At this time, due to the city's financial issues, fund raising may be the only way to acquire the money needed for the project. S. Nett will ask Greg Keil the city's development director what is needed to prepare for the project and for the project.

"Menasha is committed to its diverse population. Our Non-English speaking population and those with disabilities are invited to contact the Menasha Senior Center at 967-3530 24-hours in advance of the meeting for the City to arrange special accommodations."

F. Old Business

1. Policy Discussion: For Profit Agencies Advertisement at the Senior Center. J. Wollerman presented a list of non-profit organizations and their contributions to the senior center. Ideas were presented on the options for the businesses to provide a donation to the center in return for displaying their materials in the center. A discussion was held to continue to provide ideas and in December adopt a policy to follow in the future.
2. Continued Discussion on Senior Center Goals. J. Wollerman has been tracking referral information provided to seniors. The number of phone calls received at the center will be provided at the December Committee on Aging meeting.

G. Motion to adjourn at 9:31 AM made by L. Murphy and seconded by S. Steffen. Motion carried. Next meeting December 8, 2011.



City Hall Safety Committee Meeting

November 3, 2011
Minutes

Meeting called to order at 1:29 PM

Present: Tom Stoffel, Kate Clausing, Sue Nett, Vicki Lenz

Absent: Adam Alix, Kristi Heim, Todd Drew, Pam Captain

A. Motion to approve minutes from October 6, 2011 meeting with change to show that Vicki Lenz was present made by V. Lenz and seconded by K. Clausing. Motion carried.

B. Old Business

1. **Emergency Notifications-** Update. Flash message not an alternative to use of floor coordinators, who have the responsibility to notify everyone on their floor to evacuate when so advised.
2. **Severe Weather –** Update. The TV in the city hall basement is now connected to cable and is located in the break room.

C. New Business

1. **Monthly Safety Topic—**“Close calls are accidents waiting to Happen” was distributed and discussed. Fact sheet discusses awareness of surroundings and following safety protocols.
2. **Injury Review---**S. Nett reported on an injury that happened during a flu shot clinic at one of the schools. Employee spent majority of time bent over doing various tasks. Had muscle strain and pain. Poor ergonomics and body mechanics was most likely cause.
3. **Other new items for discussion—**none.

D. Training

1. **Fire Extinguisher –** training done for this year. Second floor at city hall did not send anyone for training. First and third floors each had one or two attendees.
2. **Hearing Screening –** not scheduled yet. Will most likely be in December.
3. **Annual training items –** Some training will continue to be on the intranet and training that involves hands on will be set as classroom training.
4. **Additional Training items for discussion--**None

E. Motion to adjourn at 1:45 made by T. Stoffel and seconded by K. Clausing. Motion carried.



**PUBLIC WORKS / PARKS DEPARTMENT SAFETY COMMITTEE
November 22, 2011
MINUTES**

Meeting called to order at 9:05 AM

Present: Adam Alix, Todd Drew, Vince Maas, Sue Nett, Jeff Nieland, Brian Tungate, Mark Radtke, Ken Popelka, Kevin Schmahl

Absent: Jim Julius, Tim Jacobson, Corey Gordon, Pamela Captain

Approval of Minutes – Motion to approve minutes from the October 25, 2011 meeting made by M. Radtke second J. Nieland.

A. Old Business

1. **EOEP Maps** – Jefferson Park Bathhouse – Locations marked by V. Maas, maps returned to C. Gordon to generate final maps.
2. **Maintenance Shop Ventilation Issue** – A used make up air unit was obtained to be installed in the vehicle storage garage near the Maintenance Shop which will improve air exchanges in the area. Unit is rated at 13000CFU which will increase air exchange close to ASHRAE standard.
3. **Maintenance of Eyewash Stations and Fire Extinguishers** – Mike Resch has been assigned the maintenance on the eyewash stations and monthly checks on fire extinguishers. Inspections have been completed.

B. New Business

1. **Monthly Safety Topic** – “Close Calls are Accidents Waiting to Happen” was distributed and discussed. Topic discussed general workplace safety.
2. **Injury Review** – one injury was reported: Repeat Report. Employee cited chronic neck, back and knee pain associated to operating the automated recycling truck. Issues related to poor ergonomics given the position the employee is required to stand and arm position to operate. A meeting was suggested by M. Radtke and scheduled for 12/16/11 @ 2:00PM to discuss this issue and try to find possible solutions. Maintenance and operators will be asked to attend.
3. **Public Works Facility Walk Thru** – Refer to Walk Thru report (provided). Items identified in the walk through were discussed and progress noted.
4. **New Items for discussion** – No new items.

C. Training

1. **Fire extinguisher training** – T. Drew will try to schedule in December.
2. **Hearing Screening** – schedule pending.
3. **New employee training-** T. Drew completed initial safety training for new employees.
4. **Other new training items or concerns -** No new items

D. Adjourn: Motion A. Alix second M. Radtke - Meeting adjourned at 10:10am.



MEMORANDUM

Date: January 11, 2012

To: Common Council

From: Pamela A. Captain, City Attorney/Human Resources Director
PAC

RE: Final Health Insurance Premium Rates for 2012

The monthly premium rates for health insurance for 2012 for the Consumer Driven HMO1 plan are as follows:

Single	EE/Spouse	EE/Child	Family	RX
\$446.81	\$938.30	\$823.48	\$1445.45	\$10/25/50/50/80

This represents a decrease in the rates initially reported.

The rates for the alternate plan, the City of Menasha POS2, are not being provided since there was only one employee who wished to be “grandfathered” on the plan, therefore, the plan offer was discontinued.

DATE MAILED

JAN - 5 2012

RECEIVED

JAN 06 2012

CITY OF MENASHA
BY dg

PUBLIC SERVICE COMMISSION OF WISCONSIN

Application of Menasha Electric and Water Utilities, Winnebago
County, Wisconsin, for Authority to Increase Water Rates

3560-WR-107

NOTICE OF HEARING

Hearing Date:	<u>Thursday, February 16, 2012 - 10:00 a.m.</u>
Hearing Location:	Amnicon Falls Hearing Room - 1st Floor Public Service Commission, 610 North Whitney Way Madison, Wisconsin
	Commission Room, Menasha Utilities Office Complex, 321 Milwaukee Street, Menasha, Wisconsin

NOTICE IS GIVEN that the Public Service Commission of Wisconsin will hold a public hearing in this proceeding on Thursday, February 16, 2012, at 10:00 a.m. in the Amnicon Falls Hearing Room at the Public Service Commission Building, 610 North Whitney Way, Madison, Wisconsin, and by **telephone** in the Commission Room, Menasha Utilities Office Complex, 321 Milwaukee Street, Menasha, Wisconsin. The Commission shall receive evidence from the parties, Commission staff, and comments from members of the public. The presiding Administrative Law Judge may allot additional time to receive evidence and comments, if necessary.

This is a Class 1 proceeding as defined in Wis. Stat. § 227.01(3)(a).

The Commission intends to webcast any hearing sessions held in the Amnicon Falls Hearing Room live on the Commission's web site at <http://psc.wi.gov> under the "PSC Live Broadcast" button.

DOCUMENTS. All documents in this docket are filed on the Commission's Electronic Regulatory Filing (ERF) system. To view these documents: (1) go to the Commission's web site at <http://psc.wi.gov>, (2) enter "3560-WR-107" in the box labeled "Link Directly to a Case," and (3) select "GO."

PUBLIC COMMENTS. A person may testify in this proceeding without becoming a party and without attorney representation. A person may submit this testimony in only one of the following ways:

- **Web Comment.** Go to the Commission's web site at <http://psc.wi.gov>, click on the "Public Comments" button on the side menu bar. On the next page select the "File a comment" link that appears for docket number 3560-WR-107. Web comments shall be received no later than Wednesday, February 15, 2012.

- **Oral Comment.** Spoken testimony at the public session.
- **Written Comment.** Instead of speaking at the hearing, write out a comment and submit it at the public session.
- **Mail Comment.** All comments submitted by U.S. Mail shall be received no later than Wednesday, February 15, 2012. A mail comment shall include the phrase "Docket 3560-WR-107 Comments" in the heading, and shall be addressed to:

Docket 3560-WR-107 Comments
Public Service Commission
P.O. Box 7854
Madison WI 53707-7854

The Commission will not accept comments submitted via e-mail or facsimile (fax).

A person shall limit a public comment to non-technical personal knowledge or personal opinion. A person may reference in a comment, but may not include as part of a comment, any document not written or substantially modified by that person. The Commission shall only accept documents offered to supplement a comment for the purpose showing the basis of an opinion, not for proof of the matter asserted. Parties may object to the receipt of a public comment.

Any material submitted to the Commission is a public record and may appear on the Commission web site. Only one comment may be submitted per person during a comment period. The Commission may reject a comment that does not comply with the requirements described in this notice.

AMERICANS WITH DISABILITIES ACT. The Commission does not discriminate on the basis of disability in the provision of programs, services, or employment. Any person with a disability who needs accommodations to participate in this docket or who needs to obtain this document in a different format should contact the docket coordinator listed below. Any hearing location is accessible to people in wheelchairs. The Public Service Commission Building is accessible to people in wheelchairs through the Whitney Way first floor (lobby) entrance. Parking for people with disabilities is available on the south side of the building.

CONTACT. Please direct questions about this docket or requests for additional accommodations for the disabled to the Commission's docket coordinator, David Prochaska, at (608) 266-5739 or David.Prochaska@wisconsin.gov.

Thursday, January 05, 2012



Michael E. Newmark
Administrative Law Judge

November/December 2011 Disposal Violations

Date	Address	QTY	Comment
11/01/11	unknown		2 lawn chairs in the cardboard collection area - pic
11/02/11	unknown		misc containers, bottles, hoses, and other refuse in the scrap metal collection area
11/07/11	unknown		2 dehumidifiers in scrap metal collection area - permit #7433 & #7434 - \$30.00
11/07/11	unknown		misc items in recycle center: oil jugs, plastic tray, gas can, paint can (with paint inside)
11/07/11	unknown		dehumidifier in appliance area without permit. \$15 permit #7435
11/11/11	unknown		TV in Broad St Alley
11/11/11	unknown		between 8am-8:15am: 2 sheets of pressed OSB in dumpster by yardwaste collection
11/11/11	unknown		between 8:30-9:00 misc pieces of construction lumber in yardwaste site
11/14/11	unknown		crate, 6 plastic buckets, large cooler in recycle center - pic
11/14/11	unknown		Jefferson boat launch dumpster: 2 computer monitors, cardboard, metal frame, misc refuse - pic
11/30/11	unknown		attic stairs, carpet, large flower pot in scrap metal area during open hours - pic
12/05/11	unknown		hoop base, wood, buckets and pails in recycle center
12/07/11	unknown		a/c unit in scrap metal area - permit #7455
12/14/11	unknown		monitor and cpu pulled from dumpster in Broad St Alley
12/14/11	unknown		7 bags of yardwaste in recycle center - pic
12/19/11	unknown		dishwasher behind recycling center over weekend - pic
		3	***FREON APPLIANCES, MICROWAVES, BALLASTS, and PROPANE TANKS IN SCRAP METAL THAT ARE NOT CAUGHT GO TO PROCESSING AT SADOFF. IF DISCHARGED AT THEIR FACILITY WE RISK NOT HAVING SCRAP METAL COLLECTED IN THE FUTURE BY SADOFF OR ANY OTHER METAL VENDOR. WE HAVE BEEN CONTACT AGAIN RECENTLY BY SADOFF IN REGARDS TO ILLEGAL ITEMS BEING INCLUDED IN OUR SCRAP METAL.
	\$75.00	5	***ELECTRONICS MUST BE RECYCLED BY US WHEN DROPPED OFF AT OUR FACILITY ILLEGALLY OR WHEN RESIDENTS DO NOT REMOVE FROM THE TERRACE AFTER WE TAG - (CURRENTLY \$2.00 per electronic - when brought to Winnebago County Recycling Center) - Cost to transport to Winnebago for recycling in 2011 = \$1036.87.
			Clear fill (concrete, sod, etc) dumping violations - we must transport to Badger Hwy's for disposal (Badger charges \$)
		3	Hazardous material disposal violations - cost to remove unk - removed twice each year approx cost \$1000/year
	\$240.00	16	Bulky item disposal (\$15.00 each)
	\$60.00	4	Freon or Microwave Disposal Permits (\$15.00 each)
			LP Tank disposal (\$4.50 each)
			Tire disposal \$3.00, \$5.00, or \$7.00 each
			Refuse disposal violations (\$45/2 yard dumpster rental)
	\$35.00	1	Yardwaste disposal violations (\$35/min pickup charge)
	\$252.08	29	Total disposal violations-cleanup (15 minutes/cleanup X \$35.92/hr wage + benefits)
	\$587.08		NOVEMBER/DECEMBER 2011 TOTALS

Not included: gas cans () & compressed gas cylinders () will be disposed of with other hazardous waste left here illegally.

Incident like those listed above are reasons other communities have closed their drop off sites.

DRAFT

CITY OF MENASHA
COMMON COUNCIL
Third Floor Council Chambers
140 Main Street, Menasha
TUESDAY, January 3, 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 former Alderman Richard Heindl who passed away.

Mayor Merkes thanked those involved with the New Year's Eve Celebration.

C. ROLL CALL/EXCUSED ABSENCES

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

EXCUSED: Alderman Englebert

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

D. PUBLIC HEARING

None

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

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

No one spoke.

F. REPORT OF DEPARTMENT HEADS/STAFF/CONSULTANTS

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

Minutes to receive:

- a. Administration Committee, 12/19/11
- b. Board of Public Works, 12/19/11
- c. Library Board 12/15/11
- d. NM Sewerage Commission, 11/22/11
- e. NMFR Joint Finance & Personnel, 12/27/11
- f. Special Closed Session Personnel Committee, 12/7/11
- g. Sustainability Board, 11/15/11, 12/20/11

Communications:

- h. Menasha Utilities, Customer First! The Wire Newsletter, 12/11

Moved by Ald. Sevenich, seconded by Ald. Krueger to receive Minutes and Communications A-H.

Discussion: Ald. Benner-Sustainability Board exploring electric vehicle charging stations in Menasha.

Motion carried on roll call 7-0.

G. CONSENT AGENDA

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

Minutes to approve:

1. Common Council, 12/19/11

Administration Committee, 12/19/11; recommends approval of:

2. Senior Center Facility Rental Fees (Recommended by Committee on Aging)
3. City of Menasha and Neenah-Menasha YMCA Senior Center Collaboration Contract for the term January 1, 2012 to December 31, 2012

G. CONSENT AGENDA, cont'd.

4. Grant Agreements between Winnebago County and City of Menasha for the term January 1, 2012 to December 31, 2012 for:

- a) Senior Center Coordinator
- b) Senior Center Activity Coordinator
- c) Older Adult Health Screening Program

Board of Public Works, 12/19/11; recommends approval of:

5. Change Order – City of Menasha Wastewater Collection System Rehabilitation Improvements – Phase 4 Project; Sanitary Sewer Rehabilitation; Contract E145-11-01A; Terra Engineering & Construction Corporation; Request a 30-Day Time Extension to Provide Close-Out Documentation (Change Order No. 3)
6. Change Order – City of Menasha Wastewater Collection System Rehabilitation Improvements – Phase 4 Project; Sanitary Manhole Lining; Contract E145-11-01C; Infrastructure Technologies, Inc; Request a 30-Day Time Extension to Provide Close-Out Documentation (Change Order No. 2)

NM Fire Rescue, Joint Finance & Personnel Committee, 12/27/11; recommends approval of:

7. The purchase of four dry suits for a total of \$7,558.96 through Mountain Bay
8. The purchase of Res-Q-Tec airbags for a total of \$8,895.00

Ald. Klein requested to remove items 7 and 8 from Consent Agenda.

Ald. Sevenich requested to remove item 1 from Consent Agenda.

Moved by Ald. Sevenich, seconded by Ald. Zelinski to approve Consent Agenda items 2-6.
Motion carried on roll call 7-0.

H. ITEMS REMOVED FROM CONSENT AGENDA

Moved by Ald. Sevenich, seconded by Ald. Krueger to approve Consent Agenda item 1, Common Council Minutes of 12/19/11.

Discussion: Ald. Sevenich stated the annual New Year's Eve celebration was outstanding and thanked those involved with the event.

Motion carried on voice vote.

Moved by Ald. Klein, seconded by Ald. Sevenich to approve Consent Agenda item 7, Purchase of four dry suits for a total of \$7,558.96 through Mountain Bay.

Discussion: FC Auxier explained the funds to purchase the dry suits will come from donated funds.

Motion carried on roll call 7-0.

Moved by Ald. Klein, seconded by Ald. Krueger to approve Consent Agenda item 8, Purchase of Res-Q-Tec airbags for a total of \$8,895.00.

Discussion: FC Auxier explained budgeted funds will be used to purchase the airbags. Menasha's share will be approx. 40% of the cost.

Motion carried on roll call 7-0.

I. ACTION ITEMS

1. Accounts payable and payroll for the term of 12/20/11 to 12/29/11 in the amount of \$605,830.93.

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

Motion carried on roll call 7-0.

J. ORDINANCES AND RESOLUTIONS

1. R-1-12 A Resolution to Restructure Pro-Rated Benefit Levels for Regular Part-time Employees

Moved by Ald. Krueger, seconded by Ald. Zelinski to adopt R-1-12.

General discussion ensued on the financial impact; what positions will be affected.

Moved by Ald. Benner, seconded by Ald. Langdon to hold for more information.

Item is held.

DRAFT

K. APPOINTMENTS

1. Mayor's reappointment to the NM Sewerage Commission

- a. Kathy Bauer, 709 Lincoln St. Menasha, for the term of January 3, 2012 – December 31, 2015

Moved by Ald. Benner, seconded by Ald. Sevenich to approve reappointment of Kathy Bauer.

General discussion ensued on having an alderman on the Commission; requirements to be on the Commission.

Motion failed on roll call 3-4.

Ald. Taylor, Sevenich, Benner – yes; Ald. Klein, Langdon, Zelinski, Krueger – no.

L. HELD OVER BUSINESS

None

M. CLAIMS AGAINST THE CITY

None

N. PUBLIC COMMENTS ON ANY MATTER LISTED ON THE AGENDA

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

No one spoke.

O. ADJOURN

Moved by Ald. Krueger, seconded by Ald. Langdon to adjourn at 6:39 p.m.

Motion carried on voice vote.

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

CITY OF MENASHA DISBURSEMENTS

Accounts Payable for 1/5/12-1/12/12 Checks # 32026-32194	\$7,780,190.11
Payroll Checks for 1/12/12	<u>166,806.30</u>
Total	\$7,946,996.41

Medical Expense Reimbursement Trust-Retirement Pay Out

Menasha Employees Credit Union-Employee Deductions

Wisconsin Council 40 Per Capita Tax-Union Dues

Wisconsin Support Collections-Child/Spousal Support

United Way-Employee Donations

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

AP Check Register
Check Date: 1/5/2012

Vendor Name	Check Number	Check Date	Invoice Number	Account Number	Amount	Description
ACCURATE	32026	1/5/2012	1114876	731-1022-541.30-18	35.52	Nuts/Washers/Seals
		1/5/2012	1117704	731-1022-541.30-18	171.92	Hose/Tape/Lamp
		1/5/2012	1118742	731-1022-541.29-04	90.31	Alignment
			Total for check: 32026		297.75	
ADAMSON INDUSTRIES CORP	32027	1/5/2012	106710	100-0801-521.29-05	185.20	Unmarked Replacement Parts
			Total for check: 32027		185.20	
JF AHERN CO	32028	1/5/2012	A 104821	731-1022-541.21-05	1,299.10	Fire Extinguisher
			Total for check: 32028		1,299.10	
AIRGAS NORTH CENTRAL	32029	1/5/2012	105007903	731-1022-541.21-06	190.17	Argon & Oxygen
		1/5/2012	105049036	731-1022-541.30-18	191.20	Wire
			Total for check: 32029		381.37	
APPLETON RADIATOR AND ATS	32030	1/5/2012	1095	731-1022-541.29-04	92.80	Shop Supplies
			Total for check: 32030		92.80	
CITY OF APPLETON	32031	1/5/2012	202587	100-0302-542.25-01	15,687.00	Valley Transit December 2011
			Total for check: 32031		15,687.00	
ARBOR DAY FOUNDATION	32032	1/5/2012		100-0706-561.32-01	15.00	Membership Fees
			Total for check: 32032		15.00	
BADGER HIGHWAYS CO INC	32033	1/5/2012	156012	100-1006-541.30-18	10.08	Salt Boxes
			Total for check: 32033		10.08	
BADGER LAB & ENGINEERING INC	32034	1/5/2012	INV000047355	601-1020-543.21-02	665.00	Whiting November
		1/5/2012	INV000047356	601-1020-543.21-02	911.00	Mondi November Wastewaters

AP Check Register
Check Date: 1/5/2012

Vendor Name	Check Number	Check Date	Invoice Number	Account Number	Amount	Description
BADGER LAB & ENGINEERING INC...	32034...	1/5/2012	INV000047357	601-1020-543.21-02	590.00	Gunderson November
		1/5/2012	INV000047358	601-1020-543.21-02	956.00	Intertape November
		1/5/2012	INV000047359	601-1020-543.21-02	738.00	Graphics November
		1/5/2012	INV000047395	601-1020-543.21-02	766.00	Exopack November
		1/5/2012	INV000047396	601-1020-543.21-02	911.00	Dura-Fibre November
			Total for check: 32034		5,537.00	
BAHCALL RUBBER CO INC	32035	1/5/2012	559191-001	731-1022-541.38-03	18.56	Valve
		1/5/2012	559191-002	731-1022-541.38-03	1.72	Nipple
			Total for check: 32035		20.28	
BECK ELECTRIC INC	32036	1/5/2012	H 146 AA	100-1012-541.24-04	406.25	Racine Street Accident 2011-16
		1/5/2012	H 148	100-1012-541.30-18	101.18	Racine Street Accident 2011-16
		1/5/2012	H 152	100-1008-541.30-18	4.62	Oneida & Manitowoc Accident 2011-23
		1/5/2012	H 153	100-1008-541.24-04	406.25	Oneida & Manitowoc Accident 2011-23
		1/5/2012	H 251 BB	100-1008-541.24-04	455.00	Third & DePere Accident 2011-22
		1/5/2012	H 79	100-1008-541.24-04	189.80	Washington & River Accident 2011-8
		1/5/2012		100-1008-541.30-18	2.13	Washington & River Accident 2011-8
		1/5/2012		100-1008-541.24-04	2.07	Washington & Garfield Accident 2011-20
		1/5/2012		100-1008-541.24-04	427.70	Washington & Garfield Accident 2011-20
		1/5/2012		100-1012-541.30-18	137.05	Water St/Accident 2011-10
			100-1012-541.24-04	536.25	Water St/Accident 2011-10	
			Total for check: 32036		2,668.30	
BLACK CREEK POLICE DEPARTMENT	32037	1/5/2012		100-0000-201.03-00	114.00	Bond/MEPD 11-4025
			Total for check: 32037		114.00	
BRAZEE ACE HARDWARE	32038	1/5/2012	016167	100-0703-553.30-18	21.99	Screws
			Total for check: 32038		21.99	
BUBRICK'S	32039	1/5/2012	533763	100-0801-521.30-10	13.48	Envelopes

AP Check Register
Check Date: 1/5/2012

Vendor Name	Check Number	Check Date	Invoice Number	Account Number	Amount	Description
BUBRICK'S...	32039...	1/5/2012	534391	100-0801-521.30-10	15.16	Envelopes
		1/5/2012	535450	100-0801-521.30-10	434.70	Tape/Pads/Staples/Pens Paper
				Total for check: 32039	463.34	
PAMELA A CAPTAIN	32040	1/5/2012		100-0201-512.34-01	269.72	Nov Mileage
				100-0201-512.34-03	73.15	Nov Meals
				100-0201-512.33-01	100.35	Sept Mileage
				100-0201-512.34-01	18.90	Dec Mileage
			Total for check: 32040	462.12		
CAREW CONCRETE & SUPPLY CO INC	32041	1/5/2012	892546	601-1020-543.30-18	717.75	523 Sixth
		1/5/2012	893028	731-1022-541.82-01	77.00	Concrete
				Total for check: 32041	794.75	
ORI RECYCLING SERVICE INC	32042	1/5/2012	28947	266-1027-543.21-06	153.00	Drum
				Total for check: 32042	153.00	
DAVEL ENGINEERING & ENVIRONMENT	32043	1/5/2012	313793	492-0304-562.21-02	90.00	CSM
				Total for check: 32043	90.00	
DAVIS & KUELTHAU	32044	1/5/2012	342594	100-0202-512.21-01	1,286.00	2009-2010 PD Negotiations
				Total for check: 32044	1,286.00	
DIGICORPORATION	32045	1/5/2012	117166	100-1016-543.29-01	552.00	2012 Recycling Calendar
		1/5/2012	117167	100-1016-543.29-01	333.00	Refuse & Recycling Brochures
		1/5/2012	117168	100-1016-543.29-01	288.00	Refuse & Recycling Brochures
		1/5/2012	117169	100-1016-543.29-01	1,070.00	Recycling Handout/Guide Landfill Ban Info
		1/5/2012	117355	100-0401-513.29-01	355.00	Property Tax Envelopes
		1/5/2012	117471	731-1022-541.29-01	157.50	Public Works Letterhead

AP Check Register
Check Date: 1/5/2012

Vendor Name	Check Number	Check Date	Invoice Number	Account Number	Amount	Description
DIGICORPORATION...	32045...	1/5/2012...	117471...	100-0000-134.00-00	(78.50)	Public Works Letterhead
			Total for check: 32045		2,677.00	
FAITH TECHNOLOGIES INC	32046	1/5/2012	464985	100-0703-553.24-03	1,009.00	Retrofit
				100-0704-552.24-03	1,284.00	Retrofit
			Total for check: 32046		2,293.00	
FERGUSON ENTERPRISES INC #448	32047	1/5/2012	0104449	601-1020-543.30-18	133.10	PVC
			Total for check: 32047		133.10	
FIRST SUPPLY LLC - APPLETON	32048	1/5/2012	9121694-00	100-1006-541.30-18	9.76	Pipes
			Total for check: 32048		9.76	
FOXTAL TRAINING CENTER	32049	1/5/2012		824-0801-521.21-06	75.00	Boarding K9 Gommez
			Total for check: 32049		75.00	
GOOD ARMSTRONG TRAINING & CONSULTIN	32050	1/5/2012	10841	100-0904-531.34-02	185.00	Asbestos Insp Training
			Total for check: 32050		185.00	
GRAINGER INC	32051	1/5/2012	9703002627	100-0703-553.30-18	209.30	Key Control Cabinet
			Total for check: 32051		209.30	Hand Stamp Set
GUNDERSON UNIFORM & LINEN RENTAL	32052	1/5/2012	1436534	100-0801-521.30-13	32.11	Mats & Towels
		1/5/2012	1438281	100-0801-521.30-13	30.78	Towels/Mats
			Total for check: 32052		62.89	
GUNTA & REAK SC	32053	1/5/2012	6351/GUETHS	733-0206-512.21-01	2,241.25	Daniel Gueths/PR043667
			Total for check: 32053		2,241.25	

AP Check Register
Check Date: 1/5/2012

Vendor Name	Check Number	Check Date	Invoice Number	Account Number	Amount	Description
HEARTLAND LABEL PRINTERS INC	32054	1/5/2012	158068-H	743-0403-513.21-04	12.95	DNS Hosting
			Total for check: 32054		<u>12.95</u>	
JOHN DEERE FINANCIAL	32055	1/5/2012	58825948	100-0703-553.30-18	60.00	Bypass Pruner
		1/5/2012	58672168	100-0703-553.30-18	84.75	Standard Soil Test
			Total for check: 32055		<u>144.75</u>	
JX ENTERPRISES INC	32056	1/5/2012	G-213410007	731-1022-541.38-03	123.45	Strap Door Stop
		1/5/2012	G-213410015	731-1022-541.38-03	246.63	Filter/Switch
		1/5/2012	G-213410016	731-1022-541.38-03	96.51	Valve
		Total for check: 32056		<u>466.59</u>		
KAEMPFER & ASSOCIATES INC	32057	1/5/2012	16308	601-1020-543.21-02	363.58	Industrial Discharger RegMonitoring
		1/5/2012	16309	601-1020-543.21-02	371.29	Wet Weather Flow Bypassing Issues
		1/5/2012	16310	601-1020-543.21-02	860.67	Wastewater Collection SysAnalysis
		1/5/2012	16311	601-1020-543.21-02	750.41	Phase 4 SSES Project Management
		1/5/2012	16312	601-1020-543.21-02	3,189.14	Phase 4 SSES
		Total for check: 32057		<u>5,535.09</u>		
L&S TRUCK CENTER	32058	1/5/2012	210824	731-1022-541.38-03	5.64	Bushing
			Total for check: 32058		<u>5.64</u>	
LEAGUE OF WISCONSIN MUNICIPALITIES	32059	1/5/2012		100-0405-513.32-01	3,558.39	2012 League Dues
				100-0405-513.32-01	355.84	2012 Urban Alliance Dues
			Total for check: 32059		<u>3,914.23</u>	
MATTHEWS TIRE & SERVICE CENTER	32060	1/5/2012	217931	731-1022-541.38-02	24.54	Tire Repair
		1/5/2012	217954	731-1022-541.38-02	795.08	Tire/Repair
		1/5/2012	41183	731-1022-541.38-02	663.79	Replace Tire
		1/5/2012	41187	731-1022-541.38-02	663.79	Replace Tire
		1/5/2012	41197	731-1022-541.38-02	71.02	Flat Repair

AP Check Register
Check Date: 1/5/2012

Vendor Name	Check Number	Check Date	Invoice Number	Account Number	Amount	Description	
MATTHEWS TIRE & SERVICE CENTER...	32060...	1/5/2012	41209	731-1022-541.38-02	4,546.43	Motor Grader Tires	
		1/5/2012	41212	731-1022-541.38-02	222.50	Replace Tire	
		1/5/2012	41230	731-1022-541.38-02	1,790.20	Replace Tire	
		1/5/2012	41231	731-1022-541.38-02	1,610.00	Replace Tire	
		1/5/2012	41232	731-1022-541.38-02	38.71	Repair Flat	
		1/5/2012	41321	731-1022-541.38-02	643.49	Replace Tires	
		1/5/2012	41322	731-1022-541.38-02	551.87	Replace Tire	
		1/5/2012	41323	731-1022-541.38-02	221.99	Tire/Repair	
		Total for check: 32060					11,843.41
MENARDS-APPLETON EAST	32061	1/5/2012	31110275	100-0703-553.30-18	183.40		
		1/5/2012	93700	100-0703-553.30-18	35.65	Lock Nuts Treated 2 X 4	
		Total for check: 32061					219.05
MENASHA HEALTH DEPARTMENT	32062	1/5/2012				2.00	Pety Cash Reimbursement
						2.00	Pety Cash Reimbursement
						8.80	Pety Cash Reimbursement
						65.61	Pety Cash Reimbursement
			Total for check: 32062				
MENASHA POLICE DEPARTMENT	32063	1/5/2012				18.88	Pety Cash Reimbursement
			Total for check: 32063				
MENASHA PUBLIC WORKS FACILITY	32064	1/5/2012				0.60	Pety Cash Reimbursement
						14.68	Pety Cash Reimbursement
						15.00	Pety Cash Reimbursement
						5.20	Pety Cash Reimbursement
			Total for check: 32064				

AP Check Register
Check Date: 1/5/2012

Vendor Name	Check Number	Check Date	Invoice Number	Account Number	Amount	Description
MENASHA TREASURER	32065	1/5/2012		100-0000-441.13-00	96.47	Remove Charge on Tax Roll
				Total for check: 32065	96.47	
MENASHA UTILITIES	32067	1/5/2012		100-1008-541.22-03	355.68	Electric
				100-0000-123.00-00	19.54	Electric
				100-1012-541.22-03	98.52	Electric
				100-0305-562.22-03	22.35	Electric
				100-0305-562.22-06	15.00	Storm
				100-0304-562.22-03	34.91	Electric
				100-1013-541.22-03	61.79	Electric
				100-1013-541.22-06	187.49	Storm
				207-0707-552.22-03	302.56	Electric
				207-0707-552.22-05	31.31	Water
				207-0707-552.22-06	31.87	Storm
				100-0703-553.22-03	406.49	Electric
				100-0703-553.22-05	111.85	Water
				100-0703-553.22-06	200.61	Storm
				100-1001-514.22-03	1,352.60	Electric
				100-1001-514.22-05	436.95	Water
				743-0403-513.21-04	3,061.36	Outside Services
				100-1014-543.22-06	12.50	Storm
				100-1019-552.22-03	197.59	Electric
				100-1019-552.22-05	40.70	Water
				601-1020-543.22-03	33.05	Electric
				100-1008-541.22-03	222.95	Electric
				100-0703-553.22-03	529.56	Electric
				100-0703-553.22-05	134.60	Water
				100-0703-553.22-06	91.25	Storm
				100-0903-531.22-03	154.77	Electric
				100-0903-531.22-05	40.70	Water
				100-0000-123.00-00	8.21	Electric
				100-0305-562.22-06	2.50	Storm

AP Check Register
Check Date: 1/5/2012

Vendor Name	Check Number	Check Date	Invoice Number	Account Number	Amount	Description
MENASHA UTILITIES...	32067	1/5/2012	...	601-1020-543.22-03	77.14	Electric
			Total for check: 32067		8,276.40	
MODERN BUSINESS MACHINES	32068	1/5/2012	16130668	731-1022-541.24-04	161.50	PWF/Color Printer
		1/5/2012	16132656	731-1022-541.24-04	84.50	PWF/Color Toner
			Total for check: 32068		246.00	
MORTON SAFETY	32069	1/5/2012	638295	731-1022-541.30-18	21.36	Eyewear
			Total for check: 32069		21.36	
N&M AUTO SUPPLY	32070	1/5/2012	385343	731-1022-541.38-03	42.12	Kit
		1/5/2012	385380	731-1022-541.38-03	42.12	Kit
		1/5/2012	385571	731-1022-541.38-03	60.58	Tie Rod
		1/5/2012	386017	731-1022-541.38-03	66.83	Tank Heater
		1/5/2012	386123	731-1022-541.30-18	109.80	White Grease Cartridge
		1/5/2012	386606	731-1022-541.38-03	41.87	Air Filter
		1/5/2012	386750	731-1022-541.38-03	185.51	Brake Pads/Rotor
			Total for check: 32070		548.83	
NEENAH-MENASHA MUNICIPAL COURT	32071	1/5/2012		100-0000-201.03-00	151.60	Bond/MP11-108
				100-0000-201.03-00	139.00	Bond/MP10-429
				100-0000-201.03-00	139.00	Bond/MP11-3408
			Total for check: 32071		429.60	
NEENAH-MENASHA SEWERAGE COMMISSION	32072	1/5/2012	2012-002	601-1021-543.25-01	92,130.16	Jan 2012 Wastewater
		1/5/2012	2012-008	601-1021-543.25-01	30,143.00	Jan 2012 Interest/Debt
			Total for check: 32072		122,273.16	

AP Check Register
Check Date: 1/5/2012

Vendor Name	Check Number	Check Date	Invoice Number	Account Number	Amount	Description
NETWORK HEALTH SYSTEM INC	32073	1/5/2012	279359	100-0202-512.21-05	55.00	Drug Screen
			Total for check: 32073		55.00	
	32074	1/5/2012	CAPTAIN 29258	100-0202-512.32-01	160.00	2012 Annual Membership
			Total for check: 32074		160.00	
PACKER CITY INTERNATIONAL	32075	1/5/2012	3-213400074	731-1022-541.38-03	34.37	Air Filter
		1/5/2012	3-213410004	731-1022-541.38-03	28.55	Elbow
		1/5/2012	3-213410067	731-1022-541.38-03	58.46	Air Filter
		1/5/2012	3-213480108	731-1022-541.38-03	16.50	Filter
			Total for check: 32075		137.88	
PITNEY BOWES	32076	1/5/2012	4842044-DC11	100-1001-514.24-04	316.47	Lease
			Total for check: 32076		316.47	
RECREONICS INC	32077	1/5/2012	586610	100-0704-552.24-03	4,648.34	ADA Lift
			Total for check: 32077		4,648.34	
REDI-WELDING CO	32078	1/5/2012	14314	731-1022-541.30-18	97.00	Sign Trck Tool Box
			Total for check: 32078		97.00	
SECURITY FENCE & SUPPLY CO INC	32079	1/5/2012	2011-21489-IN	731-1022-541.82-01	344.42	PWF Fence
			Total for check: 32079		344.42	
SERWE IMPLEMENT CO INC	32080	1/5/2012	130170	731-1022-541.38-03	119.78	Hand Grip
			Total for check: 32080		119.78	
STAPLES ADVANTAGE	32081	1/5/2012	8020374158	731-1022-541.30-10	32.31	Supplies
				100-1008-541.30-18	8.52	Supplies

AP Check Register

Check Date: 1/5/2012

Vendor Name	Check Number	Check Date	Invoice Number	Account Number	Amount	Description
STAPLES ADVANTAGE...	32081...	1/5/2012...	8020374158...	100-0703-553.30-10	30.83	Supplies
		1/5/2012	8020437615	100-0801-521.30-10	674.22	Office Supplies
			Total for check: 32081		745.88	
STREICHER'S INC	32082	1/5/2012	1887901	100-0804-521.30-15	3.25	Whistles
			Total for check: 32082		3.25	
SUPERIOR CHEMICAL CORP	32083	1/5/2012	77586	100-0000-132.00-00	286.80	Seal/Carpet Cleaner
			Total for check: 32083		286.80	
SWIDERSKI EQUIPMENT INC	32084	1/5/2012	IF10241	731-1022-541.38-03	31.59	Filter
			Total for check: 32084		31.59	
TAPCO	32085	1/5/2012	1383264	100-1008-541.24-04	2,492.00	Maintenance/Testing
				100-1008-541.30-18	33.00	Maintenance/Testing
			Total for check: 32085		2,525.00	
THEDACARE	32086	1/5/2012	9200491146	100-0801-521.21-05	168.00	Inmate Charges
			Total for check: 32086		168.00	
TRIUMPH ELECTRIC INC	32087	1/5/2012	13567	100-0501-522.24-03	256.66	431 First Overhead Door Repair
			Total for check: 32087		256.66	
UNIFIRST CORPORATION	32088	1/5/2012	0970101334	731-1022-541.20-01	113.44	Uniform/Equipment Clean
		1/5/2012	0970101844	731-1022-541.20-01	101.41	Towels/Coveralls/Shirts
			Total for check: 32088		214.85	
US CELLULAR	32089	1/5/2012	200267787-094	100-0201-512.22-01	35.90	Captain
				100-0401-513.22-01	12.06	Stoffel

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US CELLULAR...	32089...	1/5/2012...	200267787-094...	100-1019-552.22-01	10.46	Racine/Tayco Bridge
				743-0403-513.22-01	221.39	James/Lacey/Jackson
				601-1020-543.22-01	5.10	Confined Space
				100-1001-514.22-01	62.37	Alix
				100-0601-551.22-01	7.56	Powell
				100-0801-521.22-01	308.65	PD
				100-0919-531.22-01	48.92	Nett
				100-0904-531.22-01	48.39	Drew
				100-1002-541.22-01	134.04	Radtke
				100-0702-552.22-01	39.53	Tungate
			100-0703-553.22-01	128.73	Maas	
			100-0304-562.22-01	18.73	Keil	
			731-1022-541.22-01	51.93	Jacobson	
			100-1008-541.22-01	7.68	Bursack	
			601-1020-543.22-01	5.10	Sewer Truck	
			Total for check: 32089	1,146.54		
US LUBRICANTS	32090	1/5/2012	50006276	731-1022-541.30-18	316.25	Supplies
			Total for check: 32090		316.25	
US SLING & SUPPLY	32091	1/5/2012	178783	731-1022-541.30-18	157.20	Chain
			Total for check: 32091		157.20	
VARITECH INDUSTRIES INC	32092	1/5/2012	122595	731-1022-541.38-03	353.04	Coupler/Motor
			Total for check: 32092		353.04	
WE ENERGIES	32093	1/5/2012		100-0703-553.22-03	37.50	Menasha Conservancy
			Total for check: 32093		37.50	
WINNEBAGO COUNTY	32094	1/5/2012	ATS	310-0409-571.61-01	5.862	13.ATS

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WINNEBAGO COUNTY...	32094...	1/5/2012...	ATS...	310-0410-571.61-02	3,272.56	ATS
			Total for check: 32094		9,134.69	
WINNEBAGO COUNTY CLERK OF COURTS	32095	1/5/2012	1964960	100-0000-201.03-00	150.00	Bond/MP11-4067
			Total for check: 32095		150.00	
WINNEBAGO COUNTY TREASURER	32096	1/5/2012	2155	100-0805-521.25-01	514.60	Jail Charges
			Total for check: 32096		514.60	
ZARNOTH BRUSH WORKS INC	32097	1/5/2012	0136792-IN	625-1005-541.30-15	407.00	Cablewrap
			Total for check: 32097		407.00	
					213,979.55	

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JF AHERN CO	32098	1/12/2012	A 104808	100-0703-553.24-03	41.95	Extinguisher Maintenance Barker Park
		1/12/2012	A 104809	100-0703-553.24-03	41.95	Extinguisher Maintenance Resthaven Cemetery
		1/12/2012	A 104810	100-0703-553.24-03	41.95	Extinguisher Maintenance Hart Park
		1/12/2012	A 104811	100-0703-553.24-03	48.90	Extinguisher Maintenance Koslo Park
		1/12/2012	A 104812	100-0903-531.24-03	41.95	Extinguisher Maintenance Health Dept
		1/12/2012	A 104813	100-0703-553.24-03	41.95	Extinguisher Maintenance Shepard Park
		1/12/2012	A 104818	100-0704-552.24-03	81.85	Extinguisher Maintenance Jefferson Pool
		1/12/2012	A 104819	207-0707-552.24-03	48.90	Marina Fire Extinguisher
		1/12/2012	A 104820	100-0703-553.24-03	513.60	Extinguisher Maintenance Memorial Building
		1/12/2012	A 104822	100-0703-553.24-03	116.85	Extinguisher Maintenance Jefferson Park
ALWAYS READY SERVICES		1/12/2012	A 104823	100-0703-553.24-03	20.85	Extinguisher Maintenance Smith Park
		1/12/2012	A 104825	100-0920-531.24-03	62.80	Extinguisher Maintenance Senior Center
		1/12/2012	A 106765	100-0703-553.24-03	6.95	Extinguisher Maintenance Clovis Park
			Total for check: 32098	1,110.45		
APPLETON HYDRAULIC COMPONENTS	32100	1/12/2012	22363	731-1022-541.38-03	119.41	Seal Kits
			Total for check: 32100	119.41		
APPLETON SCHOOL DISTRICT	32101	1/12/2012	PROPERTY TAX	100-0000-203.05-00	746,798.06	Property Taxes
			Total for check: 32101	746,798.06		
ASCAP	32102	1/12/2012		100-0703-553.32-01	320.00	Licensing Fee
			Total for check: 32102	320.00		
ASSESSMENT TECHNOLOGIES LLC	32103	1/12/2012	3547	100-0402-513.21-04	30.00	Correct Personal Property
			Total for check: 32103	30.00		

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AVASTONE TECHNOLOGIES LLC	32104	1/12/2012	158189-A	743-0403-513.34-02	1,900.00	Training/Registration
			Total for check: 32104		<u>1,900.00</u>	
BADGER HIGHWAYS CO INC	32105	1/12/2012	156091	601-1020-543.30-18	57.96	Cold Mix
				100-1003-541.30-18	140.07	Cold Mix
				100-1003-541.30-18	(140.07)	Reverse Transaction
			Total for check: 32105		<u>57.96</u>	
BADGER STOP	32106	1/12/2012	11-0061	743-0403-513.24-04	400.00	Technical Support
			Total for check: 32106		<u>400.00</u>	
						1/1/12 - 12/31/15
BAHCALL RUBBER CO INC	32107	1/12/2012	559736-001	731-1022-541.38-03	16.63	Crimp Fitting
			559736-003	731-1022-541.38-03	58.51	Banjo Mesh & Valve
			Total for check: 32107		<u>75.14</u>	
BECK ELECTRIC INC	32108	1/12/2012	H 110	100-0801-521.24-03	82.77	Install Receptacle/Police
			H 127	100-0703-553.24-02	81.25	Curtis Reed Plaza
			H 158	100-1008-541.24-04	731.25	Oneida & Manitowoc Accident 2011-23 12/19/11
			Total for check: 32108		<u>895.27</u>	
BRAZEE ACE HARDWARE	32109	1/12/2012	016228	100-0703-553.30-18	11.98	Hinge
			Total for check: 32109		<u>11.98</u>	
BUSINESS ORIENTED SOFTWARE SOLUTION	32110	1/12/2012	BSCLIC1110012	743-0403-513.30-15	3,997.50	Support Central
			Total for check: 32110		<u>3,997.50</u>	
CALUMET COUNTY TREASURER	32111	1/12/2012	PROPERTY TAX	100-0000-203.01-00	519,029.97	Property Taxes

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CALUMET COUNTY TREASURER...	32111...	1/12/2012...	PROPERTY TAX...	100-0000-203.08-00	22,136.73	Property Taxes
			Total for check: 32111		541,166.70	
CDW GOVERNMENT INC	32112	1/12/2012	C290009	743-0403-513.30-15	106.44	Emergency Replacement
		1/12/2012	C701163	743-0403-513.30-15	296.04	Logear 8PT Combo
			Total for check: 32112		402.48	
CONFIDENTIAL ASSISTANCE PROGRAM	32113	1/12/2012	2012-04	100-0202-512.21-05	2,790.00	January-December, 2012
			Total for check: 32113		2,790.00	
DEPARTMENT OF WORKFORCE DEVELOPMENT	32114	1/12/2012	3342200	100-1019-552.15-09	3,401.00	December, 2011
				625-1010-541.15-09	726.00	December, 2011
			Total for check: 32114		4,127.00	
EJ ARENA SPORTS	32115	1/12/2012	141465	100-0702-552.30-18	58.00	Skate Sharpening
			Total for check: 32115		58.00	
EVANS TITLE COMPANIES	32116	1/12/2012	925-650163737	492-0304-562.21-08	120.00	Misc Recording
			Total for check: 32116		120.00	
EZ GLIDE GARAGE DOORS AND OPENERS	32117	1/12/2012	0123700-IN	100-0501-522.24-03	721.00	Repair overhead door Station 35
			Total for check: 32117		721.00	
FERGUSON ENTERPRISES INC #448	32118	1/12/2012	0722031	100-0703-553.24-03	28.08	Plumbing Part
			Total for check: 32118		28.08	
FOX VALLEY TECHNICAL COLLEGE	32119	1/12/2012	PROPERTY TAX	100-0000-203.04-00	760,874.65	Property Taxes
			Total for check: 32119		760,874.65	

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GALLS	32120	1/12/2012	511846571	100-0801-521.29-05	340.47	Compact Speaker/LED light
			Total for check: 32120		340.47	
GANNETT WISCONSIN MEDIA	32121	1/12/2012	0006045409	100-0405-513.29-02	1,145.69	Legal Ads
			Total for check: 32121		1,145.69	
GERBER LEISURE PRODUCTS INC	32122	1/12/2012	22473	100-0703-553.30-18	73.00	Spring Assemblies
			Total for check: 32122		73.00	
GERDAU	32123	1/12/2012	47009041	100-1003-541.30-15	(121.12)	Credit
		1/12/2012	47009117	100-1003-541.30-15	1,483.79	Pockets/Plates/Forms
			Total for check: 32123		1,362.67	
GUNDERSON CLEANERS	32124	1/12/2012	1439996	100-0801-521.30-13	31.61	Cleaning Service
			Total for check: 32124		31.61	
H&K WOODS INC	32125	1/12/2012	1069	100-0703-553.24-03	153.60	Dried Lumber
			Total for check: 32125		153.60	
HOLMES AUTOMOTIVE RECYCLING INC	32126	1/12/2012	751	731-1022-541.38-03	200.00	Vehicle Parts
			Total for check: 32126		200.00	
HOME DEPOT CREDIT SERVICES	32127	1/12/2012	1021196	100-0703-553.24-03	12.07	DIY SHIMS & Equipment
		1/12/2012	1031060	100-0703-553.24-03	39.68	CDX
		1/12/2012	1033282	100-0601-551.24-03	27.04	Artwall & Maint/Library
		1/12/2012	2034509	100-0601-551.24-03	40.23	Artwall/Library
		1/12/2012	8030047	100-0703-553.24-03	49.44	Diegrind/Surface Kit
		Total for check: 32127		168.46		

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HR DIRECT	32128	1/12/2012	INV0063879	100-0202-512.30-10	83.96	Attendance Calendar
			Total for check: 32128		83.96	
INDEPENDENT INSPECTIONS LTD	32129	1/12/2012	305598	100-0301-523.21-06	10,561.18	Permits for Dec 2011
			Total for check: 32129		10,561.18	
INTERSTATE BATTERY OF GREEN BAY	32130	1/12/2012	99073175	731-1022-541.38-03	49.95	LHD
			Total for check: 32130		49.95	
JOHN'S REPAIR & TOWING LLC	32131	1/12/2012	42757	100-0801-521.29-05	125.00	Towing
			Total for check: 32131		125.00	
KAEMPFER & ASSOCIATES INC	32132	1/12/2012	16338	601-1020-543.21-02	361.93	Project E145-01.07
		1/12/2012	16339	601-1020-543.21-02	402.91	Project E145-01.10
		1/12/2012	16340	601-1020-543.21-02	171.33	Project E145-09.01
		1/12/2012	16341	601-1020-543.21-02	214.15	Project 145-10.01
		1/12/2012	16342	601-1020-543.21-02	1,632.75	Project E145-10.09
			Total for check: 32132		2,783.07	
KITZ & PFEIL INC	32135	1/12/2012	112114-0020	100-1001-514.30-18	11.22	Adhesive/Adapter/Hardware
				100-0801-521.24-03	5.28	Adhesive/Adapter/Hardware
		1/12/2012	112209-0020	100-0920-531.24-03	3.21	Adapters
		1/12/2012	112214-0246	100-0801-521.29-05	6.18	Electrical Connectors
		1/12/2012	112314-0068	100-0501-522.24-03	6.82	Water Heater Supplies
				100-0801-521.24-03	6.82	Water Heater Supplies
		1/12/2012	112314-0219	100-0801-521.29-05	37.00	Squad Wiring
		1/12/2012	112514-0085	100-0501-522.24-03	8.95	PPF Water Heater
		1/12/2012	112814-0002	100-0702-552.30-18	13.48	Cable Ties
		1/12/2012	112909-0020	601-1020-543.30-18	13.26	Couplings/Sewer Truck
		1/12/2012	112909-0029	100-1001-514.30-18	17.82	Stud Finder/Hardware
		1/12/2012	113014-0010	100-0702-552.30-18	0.89	Letters

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KITZ & PFEIL INC...	32135...	1/12/2012	120114-0021	100-0501-522.24-03	20.67	Big Lights/Outlet
		1/12/2012	120114-0113	731-1022-541.30-18	31.50	Keys
				266-1027-543.30-18	7.50	Keys
		1/12/2012	120209-0026	100-0703-553.30-18	7.19	Protect Spray
		1/12/2012	120209-0029	731-1022-541.30-13	14.38	Buff Pad
		1/12/2012	120214-0151	731-1022-541.30-18	8.98	Brushes
		1/12/2012	120514-0088	100-1001-514.30-18	28.77	Sheeting/Duct Tape
		1/12/2012	120514-0089	731-1022-541.24-03	18.49	Misc Hardware
		1/12/2012	120614-0003	100-1008-541.30-18	3.77	Gas Cylinder
		1/12/2012	120714-0001	100-1001-514.30-15	18.05	Brushes/Supplies
		1/12/2012	120714-0046	100-0801-521.24-03	12.07	Misc Hardware
		1/12/2012	120714-0124	100-0703-553.30-18	23.99	Misc Hardware
		1/12/2012	120814-0018	731-1022-541.30-18	6.74	Post Level
		1/12/2012	120814-0032	100-0703-553.24-03	42.09	Misc Hardware
		1/12/2012	120814-0057	100-0920-531.24-03	3.85	Misc Hardware
		1/12/2012	121214-0116	100-0703-553.30-18	4.80	Misc Hardware
		1/12/2012	121314-0035	731-1022-541.30-18	8.09	Ring Terminal
		1/12/2012	121414-0067	601-1020-543.30-18	8.99	Rim Blade
		1/12/2012	121414-0082	601-1020-543.30-18	10.33	Primer/PVC Cement
		1/12/2012	121414-0174	100-0801-521.29-05	12.00	Spare Squad Keys
		1/12/2012	121509-0011	100-0801-521.29-05	30.55	Fuseholders
		1/12/2012	121514-0130	100-0703-553.30-18	8.62	Whisk Brooms
		1/12/2012	121514-0131	100-0703-553.30-18	2.06	Zinc Quick Link
	1/12/2012	121514-0141	100-1001-514.24-03	7.56	Misc Hardware	
	1/12/2012	121614-0010	731-1022-541.30-18	7.52	Elbows	
	1/12/2012	121614-0046	731-1022-541.30-18	5.92	Brushes	
	1/12/2012	121614-0099	100-0801-521.29-05	0.62	Misc Hardware	
	1/12/2012	121914-0086	100-0920-531.24-03	13.56	Corner Iron/Valve/Brace	
	1/12/2012	122009-0018	100-0703-553.30-18	16.14	Misc Hardware	
	1/12/2012	122014-0010	100-0703-553.30-18	2.69	LIQ Hardener	
			Total for check: 32135		518.42	

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KOZLOWSKI, ALLEN	32136	1/12/2012	KOZLOWSKI	100-0000-441.13-00	27.00	Refuse Cart Downgrade	
				Total for check: 32136	27.00		
KUNDINGER FLUID POWER INC	32137	1/12/2012	50165719	731-1022-541.38-03	83.45	Hoses/Standpipe	
				50165924	731-1022-541.38-03	35.81	Metric Standpipe
				50166508	731-1022-541.38-03	31.77	Connector & Adapter
				Total for check: 32137	151.03		
LAKE PARK VILLAS HOMEOWNERS ASSN	32138	1/12/2012	100-0703-553.21-06	100-0703-553.21-06	518.52	Invoices Lake Park Villas	
				100-0703-553.22-03	35.35	Invoices Lake Park Villas	
				100-1012-541.22-03	42.86	Invoices Lake Park Villas	
				625-1010-541.22-03	32.14	Invoices Lake Park Villas	
				Total for check: 32138	628.87		
LINCOLN CONTRACTORS SUPPLY INC	32139	1/12/2012	60688201	731-1022-541.82-01	186.00	Post Driver Accessories	
				Total for check: 32139	186.00		
KEN MADER CONSTRUCTION	32140	1/12/2012	100-0702-552.30-18	100-0702-552.30-18	120.00	Hay for Hayride	
				Total for check: 32140	120.00		
MANAWA TELEPHONE CO	32141	1/12/2012	743-0403-513.22-01	743-0403-513.22-01	39.95	Internet Service	
				Total for check: 32141	39.95		
MARSHALL & ILSLEY TRUST COMPANY NA	32142	1/12/2012	4020973	100-0202-512.21-06	260.00	Monthly Fees	
				Total for check: 32142	260.00		
MATTHEWS TIRE & SERVICE CENTER	32143	1/12/2012	41361	731-1022-541.38-02	890.00	Tires & Repair	
				41385	731-1022-541.38-02	549.87	Tire and Repair
				41417	731-1022-541.38-02	663.79	Tire & Repair

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MATTHEWS TIRE & SERVICE CENTER...	32143...	1/12/2012	41449	731-1022-541.38-02	514.74	Tires & Repair
			Total for check: 32143		2,618.40	
MENARDS-APPLETON EAST	32144	1/12/2012	98597	100-0920-531.24-03	19.97	Cord/Dishwasher connector
				100-1001-514.24-03	12.87	IT Shelf
			Total for check: 32144		32.84	
MENASHA EMPLOYEES CREDIT UNION	32145	1/12/2012	20120112	100-0000-202.05-00	15,751.00	PAYROLL SUMMARY
			Total for check: 32145		15,751.00	
MENASHA EMPLOYEES CREDIT UNION	32146	1/12/2012	20120112	100-0000-202.10-00	131.44	PAYROLL SUMMARY
			Total for check: 32146		131.44	
MENASHA JOINT SCHOOL DISTRICT	32147	1/12/2012	PROPERTY TAX	100-0000-203.03-00	3,360,134.62	Property Taxes
			Total for check: 32147		3,360,134.62	
TOWN OF MENASHA POLICE DEPARTMENT	32148	1/12/2012		100-0000-201.03-00	144.00	Bond MEPD 12-99
			Total for check: 32148		144.00	
MENASHA TREASURER	32149	1/12/2012		100-0000-441.13-00	96.47	Remove Add Refuse/Cart 306 Elm/3-146
				100-0000-441.14-00	5.00	Remove Add Refuse/Cart 306 Elm/3-146
				100-0000-441.13-00	289.41	Remove Add Refuse/Cart 6-1170/910-916 Woodland
			Total for check: 32149		390.88	
MENASHA UTILITIES	32150	1/12/2012		100-1012-541.22-03	19,236.69	Dec 2011 Street Lighting
			Total for check: 32150		19,236.69	

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MINNESOTA LIFE INSURANCE COMPANY	32151	1/12/2012		100-0000-204.07-00	2,454.95	February, 2012 Life Ins
				Total for check: 32151	2,454.95	
MORPHOTRAK INC	32152	1/12/2012		743-0403-513.24-04	421.18	Maintenance Fast ID
				Total for check: 32152	421.18	
MORTON SAFETY	32153	1/12/2012		731-1022-541.30-18	72.00	Right to Know Center
				Total for check: 32153	72.00	
N&M AUTO SUPPLY	32154	1/12/2012		731-1022-541.38-03	(66.83)	Tank Heater
				386921	5.69	Air Tool Lubricant
				387525	29.70	Anco Winter Blade
				388287	40.02	Halogen Capsule
				Total for check: 32154	8.58	
NEENAH POLICE DEPARTMENT	32155	1/12/2012		100-0000-201.03-00	500.00	BOND/MEPD 11-4071
				Total for check: 32155	500.00	
NEENAH-MENASHA MUNICIPAL COURT	32156	1/12/2012		100-0000-201.03-00	454.00	BOND/MEPD 11-3416
				100-0000-201.03-00	75.00	BOND/MEPD 12-47
				Total for check: 32156	529.00	
NETMOTON WIRELESS INC	32157	1/12/2012		743-0403-513.24-04	1,184.49	Mobility XE Maintenance
				Total for check: 32157	1,184.49	
NETWORK HEALTH PLAN	32158	1/12/2012		100-0000-204.08-00	108,359.58	January, 2012 Employees
				100-0000-204.11-00	5,715.48	January, 2012 Cobra
				Total for check: 32158	114,075.06	

AP Check Register
Check Date: 1/12/2012

Vendor Name	Check Number	Check Date	Invoice Number	Account Number	Amount	Description
NEWSC	32159	1/12/2012	724	625-1010-541.32-01	1,500.00	2012 Membership
	Total for check: 32159				1,500.00	
OFFICE DEPOT	32160	1/12/2012	2254717	100-0201-512.30-10	20.48	Office Supplies
				100-0202-512.30-10	21.78	Office Supplies
				100-0203-512.30-10	15.13	Office Supplies
				100-0204-512.30-10	12.06	Office Supplies
				100-0405-513.30-10	7.05	Office Supplies
Total for check: 32160				84.85		
OFFICEMAX INC	32161	1/12/2012	589609	100-1002-541.30-10	96.31	Office Equipment
	Total for check: 32161				96.31	
OUTAGAMIE COUNTY	32162	1/12/2012	91337	100-0805-521.25-01	1,540.00	Inmate Lodging
	Total for check: 32162				1,540.00	
PACKER CITY INTERNATIONAL	32163	1/12/2012	3-213490014	731-1022-541.38-03	47.41	Lube Filter/Plug
		1/12/2012	3-213530019	731-1022-541.38-03	30.04	Anco Blades
	Total for check: 32163				77.45	
PBBS EQUIPMENT CORPORATION	32164	1/12/2012	99482	267-0102-581.24-02	956.00	Boiler Repair/198 River
	Total for check: 32164				956.00	
POSTAL ANNEX	32165	1/12/2012	183000	100-0801-521.30-11	17.46	December, 2011
		1/12/2012	183023	731-1022-541.30-11	10.11	December, 2011
		1/12/2012	183432	731-1022-541.24-03	16.24	December, 2011
		1/12/2012	183805	100-0801-521.30-11	16.69	December, 2011

AP Check Register

Check Date: 1/12/2012

Vendor Name	Check Number	Check Date	Invoice Number	Account Number	Amount	Description
POSTAL ANNEX...	32165...	1/12/2012	184185	100-0801-521.30-11	7.81	December, 2011
			Total for check: 32165		68.31	
PSS WORLD MEDICAL INC	32166	1/12/2012	81519878	100-0801-521.30-18	55.54	Cabinet Lock/Hardware
			Total for check: 32166		55.54	
REDI-WELDING CO	32167	1/12/2012	14320	100-1016-543.30-18	266.68	Dumpster Bottoms
			Total for check: 32167		266.68	
RESOURCE RECOVERY SYSTEMS INC	32168	1/12/2012	34906	266-1027-543.21-06	24,060.00	Custom Grinding/December
			Total for check: 32168		24,060.00	
ROAD EQUIPMENT	32169	1/12/2012	WA539178	731-1022-541.38-03	26.15	Connector/Junction Box
			Total for check: 32169		26.15	
DIANE SCHABACH	32170	1/12/2012		207-0707-552.21-06	4,130.38	Net Gas Sales
				207-0707-552.21-06	1,324.83	Credit Card Fees
			Total for check: 32170		5,455.21	
SECURITY FENCE & SUPPLY CO INC	32171	1/12/2012	2011-21505-IN	731-1022-541.38-01	297.73	PWF Fence
			Total for check: 32171		297.73	
SERVICEMASTER BUILDING MAINTENANCE	32172	1/12/2012	134826	100-0801-521.20-01	1,395.00	Police Dept
		1/12/2012	134827	100-0801-521.20-01	50.00	Police Garage
			Total for check: 32172		1,445.00	
STREICHER'S INC	32173	1/12/2012	1893081	100-0801-521.30-15	136.99	Protective Mask
			Total for check: 32173		136.99	

AP Check Register
Check Date: 1/12/2012

Vendor Name	Check Number	Check Date	Invoice Number	Account Number	Amount	Description
TEL/COM	32174	1/12/2012	MAIN 3601	100-1002-541.30-18	150.00	Two 2-Way Radios
				625-1010-541.30-18	50.00	Two 2-Way Radios
				Total for check: 32174		200.00
TREEO'S TREE SERVICE INC	32175	1/12/2012	2651	100-0706-561.20-06	1,400.00	Remove Trees/Resthaven
				Total for check: 32175		1,400.00
UNIFIRST CORPORATION	32176	1/12/2012	097 0102352	731-1022-541.20-01	101.41	Mats/Mops/Shirts Coveralls
				Total for check: 32176		101.41
UNITED WAY FOX CITIES	32177	1/12/2012	20120112	100-0000-202.09-00	47.48	PAYROLL SUMMARY
				Total for check: 32177		47.48
UNITEL INC	32178	1/12/2012	35248	743-0403-513.21-04	133.50	Phone System Support
				Total for check: 32178		133.50
VERIZON WIRELESS	32179	1/12/2012	2666157552	100-0703-553.22-01	5.95	Park Phones
				601-1020-543.22-01	(8.99)	Credit
				625-1010-541.22-01	(8.98)	Credit
				601-1020-543.22-01	22.92	Monthly Charges
				625-1010-541.22-01	22.91	Monthly Charges
Total for check: 32179		433.81				
VISION INSURANCE PLAN OF AMERICA	32180	1/12/2012	106947	100-0000-204.10-00	1,047.70	January, 2012
				100-0000-204.10-00	(42.30)	January, 2012
				Total for check: 32180		1,005.40

AP Check Register

Check Date: 1/12/2012

Vendor Name	Check Number	Check Date	Invoice Number	Account Number	Amount	Description
WAVERLY SANITARY DISTRICT	32181	1/12/2012		100-0703-553.22-05	38.79	2170 Plank Road
			Total for check: 32181		<u>38.79</u>	
WAVERLY SANITARY DISTRICT	32182	1/12/2012		PROPERTY TAX 100-0000-203.07-00	78,450.85	Property Taxes
			Total for check: 32182		<u>78,450.85</u>	
WC INDUSTRIAL SUPPLY COMPANY	32183	1/12/2012		0016424-IN 731-1022-541.38-03	164.78	Bearing/Timken
			Total for check: 32183		<u>164.78</u>	
WE ENERGIES	32184	1/12/2012		100-1008-541.22-04	10.35	Public Works Facility
			Total for check: 32184		<u>10.35</u>	
WE ENERGIES	32185	1/12/2012		267-0102-581.22-04	1,118.33	Steam Utility
			Total for check: 32185		<u>1,118.33</u>	
WIL-KIL PEST CONTROL	32186	1/12/2012		1964960 731-1022-541.20-07	64.00	Public Works Facility
			Total for check: 32186		<u>64.00</u>	
WINNEBAGO COUNTY CLERK OF COURTS	32187	1/12/2012		100-0000-201.03-00	150.00	Bond/MEPD 11-4107
				100-0000-201.03-00	285.00	Bond/MEPD 11-4103
				100-0000-201.03-00	150.00	Bond/MEPD 12-18
			Total for check: 32187		<u>585.00</u>	
WINNEBAGO COUNTY REGISTER OF DEEDS	32188	1/12/2012		625-0000-201.19-00	60.00	Dollar General
				100-0203-512.21-08	30.00	Aspen Maui
			Total for check: 32188		<u>90.00</u>	
WINNEBAGO COUNTY TREASURER	32189	1/12/2012		LF118075 100-1016-543.25-01	10,780.89	Landfill
				100-1017-543.25-01	3,467.82	Landfill

AP Check Register
Check Date: 1/12/2012

Vendor Name	Check Number	Check Date	Invoice Number	Account Number	Amount	Description	
WINNEBAGO COUNTY TREASURER...	32189...	1/12/2012...	LF118075...	266-1027-543.25-01	270.80	Landfill	
				266-1027-543.25-03	14.00	Landfill	
				Total for check: 32189		14,533.51	
WINNEBAGO COUNTY TREASURER	32190	1/12/2012	PROPERTY TAX	100-0000-203.02-00	1,749,551.57	Property Taxes	
				100-0000-203.08-00	55,312.60	Property Taxes	
			Total for check: 32190		1,804,864.17		
WISCONSIN COUNCIL 40 PER CAPITA TAX	32191	1/12/2012	20120112	100-0000-202.07-00	271.05	PAYROLL SUMMARY	
			Total for check: 32191		271.05		
WISCONSIN SUPPORT COLLECTIONS	32192	1/12/2012	20120112	100-0000-202.03-00	1,308.93	PAYROLL SUMMARY	
			Total for check: 32192		1,308.93		
YMCA OF THE FOX CITIES	32193	1/12/2012	CM010112	100-0920-531.21-06	22,125.00	Senior Center-1st Quarter	
			Total for check: 32193		22,125.00		
2012 WCPA-WPLF WINTER CONFERENCE	32194	1/12/2012	WCPA	100-0801-521.34-02	325.00	WI Police Leadership Conf	
			Total for check: 32194		325.00		
					7,566,210.56		



Memorandum

To: Common Council
From: Greg Keil, CDD *GK*
Date: January 12, 2012
RE: Valley Marine Mart Lease

Valley Marine Mart is not in agreement with the terms of the lease agreement as approved by the Common Council at its December 19, 2011 meeting. The owners of Valley Marine Mart have requested an opportunity to address the Common Council regarding this matter.

VALLEY MARINE MART LEASE

This lease is entered into between Valley Marine Mart, Inc., (hereafter referred to as "Valley Marine") as lessee, and the City of Menasha, a municipal corporation, (hereafter referred to as "City") as lessor. The terms of conditions of this lease are as follows:

1. Valley Marine shall lease premises including the property described as follows: Commencing at the southeast corner of Lot 9, Block 11, of the Original Plat of Menasha, City of Menasha, Winnebago County, Wisconsin, thence southerly along a line parallel to the east line of said Lot 9, 50 feet to the south ROW line of the vacated section of Water Street described in Doc. #743218, Winnebago County R.O.D., the point of beginning, thence continuing southerly 68 feet, more or less, to the north bank of the US Government Canal, thence westerly along the north bank of the said canal to a point intersecting with the west ROW line of Barlow Street extended from and parallel to said ROW line, thence northerly 65 feet, more or less, to a point intersecting with the south ROW line of the said vacated segment of Water Street, thence easterly 230 feet more or less to the P.O.B. Said area containing 19,590 sq. ft., more or less.
2. Valley Marine shall maintain and keep the premises in reasonable condition, including but not limited to the shore wall and structures and cutting the grass.
3. Any boats parked on premises must be parked in a neat and orderly fashion and appearance.
4. No vehicles other than boats or boat trailers may be stored or parked on leased premises.
5. The initial lease term will be from January 1, 2012 to July 1, 2013. After the initial lease term, this lease will automatically renew for successive one year terms from July 1 to June 30 unless written notice is given by either party to the other party not less than 60 days prior to the annual renewal date.
6. Upon default of any provision of this lease by Valley Marine, such as the failure of Valley Marine to insure, to make any payments due, the filing of a petition, voluntarily or involuntarily in bankruptcy, or the failure of Valley Marine to comply with any terms of this lease or its repayment agreement with the City, the City shall have the right to terminate the lease and to remove Valley Marine from the premises in addition to any other remedy available at law or in equity.
7. Annual rent from Valley Marine to the City will be \$1782.00 with payments to be made quarterly due on January 1, April 1, July 1 and October 1.
8. Valley Marine shall indemnify and hold harmless the City of Menasha for all claims filed as a result of the use of leased premises by Valley Marine and shall file with the City of Menasha a Certificate of Insurance showing that Valley Marine has liability insurance in at least an amount of a \$1,000,000 umbrella.

It is understood that the leased premises are part of City-owned land that is currently being considered for a number of potential uses. The existence of this lease shall not be construed such that Valley Marine receives a prescriptive right nor any other right to the use of this property for the future other than by the terms of this lease.

Dated at Menasha, Wisconsin this ____ day of _____, 2011

City of Menasha, by:

VALLEY MARINE MART, INC., by:

Donald Merkes, Mayor

Doug Bodway, President

Deborah A. Galeazzi, City Clerk

, Secretary

This document drafted by
City Attorney Pamela A. Captain



MEMORANDUM

To: Mayor and Common Council

From: PRD Tungate and Parks and Recreation Board

Date: January 11, 2012

RE: Resolution R-2-12 Relating to 2012 Parks and Recreation Fees

On December 12, 2011 and January 9, 2012 the Park Board reviewed all current fees for programs and services. Resolution R-2-12 lists the recommended changes for approval by the Common Council. A summary of the Board's action includes:

- A detailed breakdown of all special event charges for items like picnic tables, garbage cans, etc. Fees for these items had previously been charged but not shown on the complete list of fees. Electrical charges for each special event will be done by reading each meter and invoicing the event by using the current rate recommended by Menasha Utilities.
- Several cemetery rates were increased to bring us more in line with other local municipal rates and to cover labor expenses.
- An emphasis was made towards increasing non-resident pass rates at the pool. This, combined with other fee increases and rate restructuring at the pool, should improve the pool revenue picture for 2012.

RESOLUTION R-2-12

RESOLUTION PERTAINING TO CHANGES IN FEES FOR PARKS AND RECREATION PROGRAMS AND SERVICES FOR 2012

Introduced by Ald. Langdon

WHEREAS, SECTION 2-4-6(e), of the Code of Ordinances of the City of Menasha provides that the Parks and Recreation Board will establish fees for parks and recreation programs and services subject to approval of the Common Council; and,

WHEREAS, the Parks and Recreation Board has reviewed all current fees and recommends approval of changes for 2012 as forth below and deemed necessary for the proper operation of recreation programs and other activities under the Board's control.

NOW, THEREFORE BE IT RESOLVED that the Common Council accepts the recommendations of the Parks and Recreation Board and approves fee changes for 2012 as follows:

	Current		Proposed	
	Fee	NR	Fee	NR
Grunski Runski Pre-registration	\$ 15	\$ 15	\$ 16	\$ 16
Grunski Runski Late Registration	\$ 17	\$ 17	\$ 18	\$ 18
Adult Basketball (sponsor)	\$190	\$190	\$200	\$200
Adult Basketball (team)	\$250	\$250	\$265	\$265
Adult Grave	\$550	\$725	\$575	\$750
Infant Grave	\$225	\$275	No Change	\$300
Infant Opening	\$250	\$300	\$325	\$375
Saturday Opening	\$165	\$190	\$200	\$250
Winter Burial (Dec.1 – April 1)	\$ 75	\$100	\$100	\$120
Weekday OT Burial	\$ 0	\$ 0	\$100	\$175
Marina – Overnight	\$0.70/ft	\$0.70/ft	\$0.75/ft	\$0.75/ft
Hart Park Shelter	\$ 25	\$ 45	\$ 30	\$ 50
Marina Terrace (on Main Street)	\$ 20	\$ 20	\$ 20	\$ 20
Use of 220 Amp Cord (per cord)	\$ 10	\$ 10	\$ 10	\$ 10
*Stage (trailer only)	\$100	\$100	\$100	\$100
*Stage (two row)	\$200	\$200	\$200	\$200
2 yd Recycling Dumpster	\$ 45	\$ 45	\$ 45	\$ 45
Bleacher (3 row)	\$ 15	\$ 15	\$ 15	\$ 15
Bleacher (5 row)	\$ 20	\$ 20	\$ 20	\$ 20
Picnic Table (each)	\$ 4	\$ 4	\$ 4	\$ 4
Bench (each)	\$ 3	\$ 3	\$ 3	\$ 3
Garbage Container (each)	\$ 3	\$ 3	\$ 3	\$ 3
Recycling Stand (each, bag needed)	\$ 2	\$ 2	\$ 2	\$ 2
Special Event Electric Use	\$ 0	\$ 0	Meters to be read, charges invoiced	
Riverwalk Gift Brick	\$ 75	\$ 75	\$100	\$100
Pool – 3 & Under	Free	Free	Change to 2 & Under - Free	
Pool – 4-17	\$ 2.50	\$ 2.50	Change to 3-17 - \$2.50	
Swim Lessons	\$ 21	\$ 30	\$ 25	\$ 35
Groups of 20 or More (each)	\$ 2	\$ 2	\$ 2.25	\$ 2.25
Pool Rental (by hour)	\$115	\$115	\$145	\$145
Season/A.M. Swim Pass (Youth)	\$ 34	\$ 39	\$ 35	\$ 55
Season/A.M. Swim Pass (Senior)	\$ 34	\$ 39	\$ 35	\$ 55
Non-Resident Family of 2 Pool Pass	NA	\$ 75	NA	\$ 90
Non-Resident Family of 3 Pool Pass	NA	\$ 95	NA	\$110
Non-Resident Family of 4 Pool Pass	NA	\$110	NA	\$125

*assumes weekday set up/take down

Passed and approved this _____ day of _____, 2012.

Donald Merkes, Mayor

Deborah A. Galeazzi, City Clerk

Katherine Bauer
709 Lincoln St
Menasha, WI 54952
January 9, 2012

Menasha Common Council
Menasha, WI 54952

Dear Menasha Council Members:

Please accept this communication as my Letter of Interest as the Menasha Representative with the Neenah Menasha Sewer Commission. My current position expired on December 31, 2011 and I am hoping that you find my qualifications for the same position acceptable for reappointment. Below is a synopsis of my qualifications.

Business Experience

My current employment is with a 401(k) Plan Administrator which offers 401(k) and payroll services located in Depere, WI. With this company, my position is entitled Compliance Officer. My position monitors all ERISA, Dept of Labor, IRS, SSA, and Homeland Security regulations along with all state and local tax regulations and assures that all processes and reporting requirements are in compliance.

In addition, I am a member of the IRS Taxpayer Advocate Group, the SSA W2 system and benefit reporting revamp, the American Payroll (APA) Tax Compliance Committee, and Governmental Liaison with the Northeast Wisconsin American Payroll Association. Over the years, I have developed an extensive network of contacts within the IRS, SSA, Department of Labor, many states and local agencies, all of which assist me in my quest for compliant systems and allow me to provide input with potential governmental policies.

I have authored two white papers, one of which was used by the state of Montana (and rumor has it Idaho is using it as a template) to streamline their tax collection and reconciliation processes. Currently, I'm writing a 3rd white paper addressing the simplification of federal and state tax reporting of employment taxes, which is currently an extreme cost burden to employers

Skills required for this position include a comprehensive ability to read, understand, and apply tax regulations in a business setting, comprehensive accounting skills and the ability to translate regulations into a strategically effective, least cost, compliant approach.

Academic Background

MBA – Cardinal Stritch University – 1998

BBA (Accounting and Human Resources) – University of Wisconsin Oshkosh – 1991

Personal Background – (Note: these items are included as an indication of the sources of my motivation for this position, namely public service to my community along with a basic understanding of sewer plant processes.)

Great Grandfather, John Bauer, was the plumbing inspector for the City of Appleton
Grandfather and father were plumbers.

Grandfather, Walter J Dougherty, was the Menasha City Clerk from 1939 – 1952.

Addressing Council Concerns

I understand that current Menasha Council members have valid concerns regarding the upgrade to the sewer plant and the storage building. The fear, “will this be the next steam plant?” is a reasonable fear. Rest assured that as the Representative of Menasha I have communicated this fear to the current Sewer Commission and please recall that I constantly questioned the previous administration when poor Steam Plant results were beginning to surface. It is with lessons learned from the Steam Plant debacle that solutions for the current Sewer projects were and are being developed and deployed placing the Sewer Commission with greater control over vendor selection, selection of parts, installation, costing, applying for grants, etc. In short, the projects are not being placed solely into the hands of third party vendors thereby keeping strategic decision making at the helm of the Commission. Discussions and planning have been ongoing for approximately three years and continuing. If you would like to gain further confidence in our proceedings, I encourage Menasha Council members to attend Sewer Commission meetings which are scheduled the 4th Tuesday of each month from 8:00AM to 11:00AM. If you have any questions outside of these meetings, I would be happy to discuss or assist you in any way in matters that are of concern to the Menasha Council regarding the Sewer Commission strategies.

Conclusion

I am hoping that with my business and personal background listed above, you will find my business acumen, education, personal family education, and developed skills, namely critical thinking, ability to communicate, strategic planning experience, understanding of financial matters, and the ability to work within a group setting translatable for the position of Sewer Commissioner for the City of Menasha.

Sincerely,

Katherine Bauer



MEMORANDUM

To: Common Council
From: Mayor Merkes
Date: 12 January 2012
RE: NM Sewerage Commission Appointment

I am pleased to submit Kathy Bauer as my appointment to the sewerage commission for the term of January 16, 2012 to December 31, 2014. I believe that it is imperative to the future success of our community to have quality board members with skills and certifications that provide value to the tasks at hand of the board. Ms. Bauer brings to the table skills that are extremely valuable including: a MBA, Human Resources experience, and exposure to real world business practices. Furthermore, Ms. Bauer has demonstrated that she possesses critical thinking skills and is willing to ask tough questions based on knowledge from lessons learned in past successes or failures.

Commission Background:

The NM Sewerage Commission was formed in 1982 by action of the City of Menasha, City of Neenah, Town of Menasha Sanitary District, Town of Neenah Sanitary District, & Town of Harrison Waverly Sanitary District. Ordinance O-33-82 establishes that the mayors of Menasha & Neenah each appoint two commission members and the presidents of the sanitary districts each appoint one commission member; the appointments confirmed by the governing body.

Menasha Members Background:

Kathy Bauer was originally appointed by Mayor Laux in 2006
Ray Zellinski was originally appointed by Mayor Laux in 1994

Menasha's future is dependent on the vision and abilities of the people who are employed here, and the people serving on our boards and committees. It is my philosophy to consistently recruit and retain the most qualified people available for both volunteer and staff positions. It is my belief that Ms. Bauer's appointment is consistent with that philosophy and that her insight will add value to the commission and citizens of Menasha.

I ask that you confirm this appointment as being in the best interest of the community.

January 3, 2012

Mayor Don Merkes
City Hall
140 Main St.
Menasha, WI 54952

Dear Mayor Merkes:

I am completing my twelfth year on the Committee on Aging at the Menasha Senior Center.

I still find it to be an exciting time to be a member of this committee. With the collaboration of the YMCA and now with the planning of our new entrance at the Senior Center, I would like to continue on the Committee on Aging.

Thank you for your consideration to my request.

Sincerely,



Lee J. Murphy
812 Ida St.
Menasha, WI 54952

cc: Sue Nett

1-12-12

Mayor Merkes and Council,
I would appreciate being
considered to be reappointed
to the Menasha Committee on
Ageing for another term.

As a former Alderman and
member of the committee for
several years I feel I can
bring some experience to it.

Since we have collaborated
with the Y our Center has
shown quite an increase in visits
which is a plus for the city.

I feel we have many good
things in the future and I
would like to be part of it.

Thank you for your consideration.

Sue Steffen

Calculation of impact of R-1-12 on employee fringe benefits

Update: 01/12/2012

Prepared by: Public Health Director-City Comptroller/Treasurer

Policy:

- 1) Only employees working 50% or more of regular full-time hours are eligible for pro-rated benefits
- 2) Pro-rated benefits for current year are based upon number of hours worked in previous year
- 3) Pro-rated benefits are in direct relation to percentage of hours worked

Current policy is a matrix based upon hours worked in the previous year

If the employee worked:

Less than 640 hours you receive zero benefits

at least 640 hours but less than 976 hours , the employee is eligible for 1/3 benefits

at least 976 hours but less than 1300 hours , the employee is eligible for 1/2 benefits

at least 1300 hours but less than 1950 hours , the employee is eligible for 2/3 benefits

Currently, there are three City employees that would be impacted by this change

This number could increase or decrease in the future depending upon what is requested and approved in future City budgets

Currently these three City employees work a total of 3,519 hours annually and receive wages and benefits in the amount of \$126,809.65

If these employees were to receive the maximum benefits available to them

the amount they would receive in wages and fringes benefits would total \$148,151.42

The actual amount would be determined by the employee and how much they would contribute towards those benefits individually

RESOLUTION R-1-12

A RESOLUTION TO RESTRUCTURE PRO-RATED BENEFIT LEVELS FOR REGULAR PART-TIME EMPLOYEES

Introduced by Alderman Krueger

WHEREAS, the City of Menasha offers a competitive array of indirect compensation to regular full-time employees; and

WHEREAS, regular part-time employees may be eligible for limited benefits on a pro-rated basis; and

WHEREAS, it is in the best interest of the City of Menasha to change from the current range system to a system where the limited benefit eligibility corresponds, and is equivalent to, the FTE status of each part-time position that is designated as half-time (.5) or higher.

NOW THEREFOR BE IT RESOLVED, that the City of Menasha changes its Personnel Policy Handbook, Benefits Eligibility, restructuring benefit levels for regular part-time employees to a system where the limited benefit eligibility corresponds, and is equivalent to, the FTE status of each part-time position that is designated as half-time (.5) or higher.

Passed and approved this ____ day of _____, 2012.

Donald Merkes, Mayor

Attest:

Deborah A. Galeazzi, City Clerk