

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

**CITY OF MENASHA
COMMON COUNCIL
Third Floor Council Chambers
140 Main Street, Menasha
Monday, February 20, 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, 2/6/12](#)
 - b. [Board of Public Works, 2/6/12](#)
 - c. [IT Steering Committee, 2/14/12](#)
 - d. [Parks and Recreation Board, 2/14/12](#)
 - e. [Plan Commission, 2/7/12](#)
 - f. [Water & Light Commission, 12/21/11; Closed session](#)
 - g. [Water & Light Commission, 12/21/11](#)Communications:
 - h. [Calumet County Circuit Court, 2/13/12; Petition filed for Incorporation of a portion of the Towns of Harrison & Buchanan as the Village of Harrison](#)
 - i. [Community Development Dept., 2/16/12; Building Permit Summary](#)
 - j. [Customers First! Newsletter, The Wire February 2012](#)
 - k. [Human Resources Director Captain, 2/3/12; Union status](#)
 - l. [Menasha Utilities Co-General Managers, 2/15/12; Water project update](#)
- 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, 2/6/12](#)
- Board of Public Works, 2/6/12; recommends approval of:
2. [Change Order – City of Menasha Wastewater Collection System Rehabilitation Improvements – Phase 4 Project; Sanitary Manhole Lining; Contract E145-11-01C; Infrastructure Technologies, Inc.; ADD: \\$3,072.75 \(Change Order No. 3 and Final\)](#)
 3. [Payment - City of Menasha Wastewater Collection System Rehabilitation Improvements – Phase 4 Project; Sanitary Manhole Lining; Contract E145-11-01C; Infrastructure Technologies, Inc.; \\$32,899.19 \(Payment No. 2 and Final\)](#)
- H. ITEMS REMOVED FROM CONSENT AGENDA
- I. ACTION ITEMS
1. [Accounts payable and payroll for the term of 2/9/12 to 2/16/12 in the amount of \\$3,831,275.19](#)

J. ORDINANCES AND RESOLUTIONS

K. APPOINTMENTS

L. HELD OVER BUSINESS

1. [R-2-12 – A Resolution Pertaining to Changes in Fees for Parks and Recreation Programs and Services for 2012 \(Introduced by Ald. Langdon, recommended by the Parks & Recreation Board\)](#)

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, March 5, 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.**

DRAFT

CITY OF MENASHA
ADMINISTRATION COMMITTEE
Third Floor Council Chambers
140 Main Street, Menasha
February 6, 2012
MINUTES

A. CALL TO ORDER

Meeting called to order by Chairman Klein at 7:27 p.m.

B. ROLL CALL/EXCUSED ABSENCES

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

EXCUSED: Alderman Langdon

ALSO PRESENT: Mayor Merkes, CA/HRD Captain, PC Styka, FC Auxier, CDD Keil,
C/T Stoffel, PHD Nett, PRD Tungate, Clerk Galeazzi

C. MINUTES TO APPROVE

1. Administration Committee, 1/16/12

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

Motion carried on voice vote.

D. ACTION/DISCUSSION ITEMS

1. Special Event Policy (Ald. Krueger)

General discussion ensued on changes to the current Special Event Policy as recommended by Ald. Krueger. Concerns were discussed.

It was suggested to keep item on the agenda for further discussion.

2. Guidelines for Licensed Transient/Mobile Restaurants (Ald. Klein)

General discussion ensued on guidelines introduced by Ald. Klein. Concerns were discussed.

Ald. Klein will make some revisions to guideline and bring back to Committee for discussion.

E. ADJOURNMENT

Moved by Ald. Krueger, seconded by Ald. Zelinski to adjourn at 8:45 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
February 6, 2012
MINUTES

A. CALL TO ORDER

Meeting called to order by Chairman Taylor at 8:50 p.m.

B. ROLL CALL/EXCUSED ABSENCES

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

EXCUSED: Alderman Langdon

ALSO PRESENT: CDD Keil, Clerk Galeazzi

C. MINUTES TO APPROVE

1. January 16, 2011

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

Motion carried on voice vote.

D. ACTION ITEMS

1. Change Order – City of Menasha Wastewater Collection System Rehabilitation Improvements – Phase 4 Project; Sanitary Manhole Lining; Contract E145-11-01C; Infrastructure Technologies, Inc.; ADD: \$3,072.75 (Change Order No. 3 and Final)

Moved by Ald. Krueger, seconded by Ald. Englebert to recommend to Common Council.
Motion carried on roll call 7-0.

2. Payment - City of Menasha Wastewater Collection System Rehabilitation Improvements – Phase 4 Project; Sanitary Manhole Lining; Contract E145-11-01C; Infrastructure Technologies, Inc.; \$32,899.19 (Payment No. 2 and Final)

Moved by Ald. Krueger, seconded by Ald. Englebert to recommend to Common Council.
Motion carried on roll call 7-0.

E. ADJOURNMENT

Moved by Ald. Krueger, seconded by Ald. Benner to adjourn at 8:55 p.m.

Motion carried on voice vote.

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

**City of Menasha
Information Technology Steering Committee
Gegan Room
Menasha Public Library
Tuesday, February 14, 2012
3:30 P.M.
Minutes**

A. Call to Order

Meeting called to order at 3:34 PM by VICE-CHAIRMAN Benner.

B. Roll Call/Excused Absences

Present: VICE-CHAIRMAN Benner, COMP Stoffel, DPW Radtke, ITMgr Lacey, PC Styka, PHD Nett and PP Homan (4:48 PM)

Excused:

Also Present: ES Montour, ITSupv James and PO Zemlock (3:40 PM)

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

Motion by PP Homan, seconded by PHD Nett to approve the minutes of the January 10, 2012 IT Steering Committee meeting as submitted. 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 with the Committee his handout (attached) noting that for the first month of the year, almost 20% of the budget had been expended. This was due to purchases of hardware being done as soon as the budget was in place for 2012. ITMgr Lacey also commented on on-going projects including implementation of RSA security for the Police Department, and the start-up of the RAIDS mapping website which is being used to pinpoint criminal activity in the City of Menasha. PP Homan raised concerns about this particular project and

how it draws comparisons to other communities in the region that may not be updating information as regularly as the City of Menasha Police Department.

F. ACTION ITEMS – (1) Committee update and discussion on loss of email service during week of January 30th, 2012

ITMgr Lacey informed the Committee that the City email system was out of service for a continuous 50 hours during the week of January 30th. This loss of service was brought on by the uploading of a very large video file attached to an email. This caused files on email servers to become corrupt, starting a very long process of recovery and eventual return to regular service. The need to make the videos available to other departments is a regular occurrence, but since this shutdown, ITMgr Lacey has devised a different way for the viewing departments to access the videos and not overload the email system.

Discussion then turned to how other departments were informed or not informed of the problem, how long it would take to return to service and what alternatives were available. VICE-CHAIRMAN Benner commented that this was a real life scenario and the City should learn from it. Things do not always work as planned but before cell phones, websites and emails, work did get accomplished, although probably more slowly.

ACTION ITEMS – (2) Committee discussion and action on using "Twitter" for expanding social media outreach into the community

PO Zemlock opened the discussion on how "Facebook" has become a useful tool in crime prevention and investigation and he would like to see the department take another step using the technology of "Twitter". "Twitter" could be an assist because it could get information out in real-time concerning criminal activity and someone could be in the area of the incident and have information that would be useful to the Police Department. The tweet would also automatically post to the "Facebook" wall so other people would also be made aware of the incident.

Motion by PP Homan, seconded by ITMgr Lacey, to allow a 90 day trial period for the Police Department to use "Twitter" with the stipulations that a disclaimer be displayed giving notice that other people could also read the tweet and that a way to respond to open records requests be established. Motion carried.

ACTION ITEMS – (3) Committee discussion and action on next IT Steering Committee meeting date – March 13th, second Tuesday

After discussion, motion by ITMgr Lacey, seconded by COMP Stoffel, that the next Information Technology Steering Committee meeting will be held on Tuesday, March 13th at 3:30 PM in the Gegan Room of the Menasha Public Library. Motion carried.

G. ADJOURNMENT

Motion by ITMgr Lacey, seconded by COMP Stoffel to adjourn. Motion carried. Meeting adjourned at 5:00 PM.

Respectfully submitted,

Thomas Stoffel
Committee Secretary

	Budget \$	YTD \$	% used YTD
Total Budget	\$430,734	\$85,704	19.91%

January-February, 2012

I.T. Department

Projects

January 10 through February 14, 2012

Open Requests/Projects

- **Hardware**

- Police "N" band Wireless Access point implementation.
- Police RSA security implementation.
- Police Squad laptop deployment
- Squad laptop configuration and testing of new data transfer environment.
- Configuration and distribution of new equipment for 2012
- Implementation of NetMotion system for Squad Cellular signal reliability.

Software

- Website updates
- Health Charting 80% complete
- BOSS Help Desk and IT management system implementation
- Research Parking Ticket writing system

Current Requests/Projects

- **Software**

- Assist Assessor Dept with reporting.
- Gathering desktop software/hardware information for inventory reconciliation.
- Install CAD on Chief Styka's PC

- **Hardware**

- Build and configure new e-mail server
- Build and configure new File server
- Configure backup solution to accommodate our new equipment.

- **Application**

- Boss IT Desktop management and Helpdesk application implementation.

- **Administration**

- Working with Utilities on feasibility of a shared file server.

Completed Requests/Projects

- **Application**

- Generated updated inventory spreadsheet.
- Exported data from our Law Records Management System to feed the RAIDS on-line crime mapping website.
- Resolved E-Mail Server crash.

- **Hardware**

- Deploy laptop for City Attorney and Community Liaison Officer
- Prepped five laptops and five laser printers for City Polling place registration
- Deployed new PC for Police Chief.
- Built Arbitrator 360 Back End Server due to the specs required.

- **Administration**

- Research and purchase items from 2012 Budget
- Train network Intern on City environment and assign/track tasks.

CITY OF MENASHA
Parks and Recreation Board
Council Chambers, City Hall – 140 Main Street
February 14, 2012
DRAFT MINUTES

A. CALL TO ORDER

The meeting was called to order by Chr. D Sturm at 6:00 p.m.

B. ROLL CALL/EXCUSED ABSENCES

MEMBERS PRESENT: Chr. Dick Sturm, Ald. Mark Langdon, Lisa Hopwood, Luke Schiller and Nancy Barker

MEMBERS EXCUSED: Sue Pawlowski and Ron Suttner

OTHERS PRESENT: PRD Tungate, PS Maas, Ald. Chris Klein, Ald. Steve Krueger and Mayor Merkes

C. MINTUES TO APPROVE

1. **Minutes of the January 9, 2012 Plan Commission Meeting**

Moved L. Schiller, seconded by N. Barker to approve the minutes of the January 9, 2012 Park Board meeting. Motion carried 5-0.

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

Five (5) minute time limit for each person.

1. No one spoke.

E. REPORT OF DEPARTMENT HEADS/STAFF/YOUTH LIAISON OR CONSULTANTS

1. **Director's Report – Highlight Summer Trip Series, Sponsored with Neighboring Communities – PRD Tungate**

PRD Tungate reported on a summer bus trip collaboration with the City of Menasha, Town of Menasha and Neenah/Menasha YMCA. Winter Gala February 4 was also a success despite the lack of snow.

2. **Park Project and Vandalism Report – PS Maas**

PS Maas reported on some vandalism at Hart Park and some tree damage in Jefferson Park. Park Crew working on street trees, park signs, storage area at pool and have built a ski trail groomer. Warm temperatures have made it difficult to maintain good ice at Hart Park.

3. **Update on Neenah/Menasha Park Corps and Friends of the Menasha Pool – PRD Tungate**

PRD Tungate reported on recent activities of the Neenah/Menasha Parks Corps. They are planning a spring kick-off event and final touches to the website are being made. Friends of Menasha Pool will be meeting in late February. Some leaders of the group have been unable to meet recently. The group has reviewed most of the proposed changes to the Menasha Pool and concur with the changes.

F. DISCUSSION

1. **Intent of Ordinance O-4-10 Selling of Merchandise in Parks and Public Grounds**

The Board discussed the reasons for changing ordinance O-4-10 back in 2010. Discussion was held on how or if a differentiation should be made between not for profit and for profit events. It was noted that not-for-profit organizations must follow the bylaws or mission of their organization. Ald. Langdon asked why events in general are held and believed there should be

no distinction between a for-profit and not-for-profit event when it comes to fees. He asked what non-profit groups have given back to the city lately. It was stated that over the years, Neenah-Menasha Rotary and others have donated to various city projects, with the latest possibly being in 2010 (lighting project near Heckrodt). PRD Tungate suggested that in the case of Moosefest that the Board could wait until the event becomes successful before seeking a donation beyond regular park fees. No action on this item was taken.

2. **Proposal to Create a Small Greenspace Inside the Marina – Harbormaster Schabach and Staff**

A preliminary plan to create a small fenced in greenspace on the east end of the Marina was proposed and discussed. Harbormaster Schabach would like the area to enhance the Marina for existing renters as well as being an area that would attract visitors to small Marina gatherings. Harbormaster Schabach would fundraise for an outdoor fire ring. Park Staff would do the fencing work. The plan will be brought back to the March meeting.

G. ACTION ITEMS

1. **Discuss Previously Recommended Department Fees and Charges for 2012**

Moved by L. Schiller, seconded by N. Barker to recommend resolution R-2-12 relating to changes in fees for parks and recreation programs and services in 2012. Discussion was held on the change to a \$5 fee for any electric receptacle or pedestal. Motion carried 5-0.

2. **2012 Menasha Pool Schedule**

PRD Tungate reviewed the final changes to the 2012 Pool Schedule to meet the Common Council's goal of a \$10,000 reduction in expenses for 2012. Some new pool programs and swim times were added; however, there were also some reduction in public open swim hours. Staff is hoping the change will be viewed as a positive and the pool will not see a loss in season pass or daily admission revenues.

H. PUBLIC COMMENT ON ANY MATTER LISTED ON THE AGENDA

Five (5) minute time limit for each person

1. Ald. Chris Klein stated he supported a standard fee across the board for profit and non-profit events.

I. ADJOURNMENT

Moved by L. Schiller, seconded by L. Hopwood to adjourn at 8:27 p.m. Motion carried 5-0.

**CITY OF MENASHA
Plan Commission
Council Chambers, City Hall – 140 Main Street
February 7, 2012
DRAFT MINUTES**

A. CALL TO ORDER

The meeting was called to order at 3:31 PM by Mayor Merkes.

B. ROLL CALL/EXCUSED ABSENCES

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

PLAN COMMISSION MEMBERS EXCUSED: Commissioner Schmidt

PLAN COMMISSION MEMBERS ABSENT: None

OTHERS PRESENT: CDD Keil and PP Homan

C. MINUTES TO APPROVE

1. **Minutes of the January 17, 2012 Plan Commission Meeting**

Motion by Ald. Benner, seconded by DPW Radtke to approve the January 17, 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

F. ACTION ITEMS

1. **Sale of City-Owned Parcel at Manitowoc/Melissa Street – Tonic**

Commissioners discussed:

- Whether there were potential city uses for the parcel
- Its relationship to other neighboring parcels
- How it would be used by the prospective purchaser
- The use of the parcel for signage and possible landscaping
- The value of the parcel relative to others in the vicinity and its value as a stand-alone non-conforming parcel compared to being part of a larger conforming lot

The consensus was to hold this item pending more information from the prospective purchaser regarding his intentions for the parcel.

G. ADJOURNMENT

Motion by Ald. Benner, seconded by Comm. Cruickshank to adjourn at 3:55 p.m.

The motion carried.

CLOSED SESSION OF THE WATER AND LIGHT COMMISSION

December 21, 2011

Draft

Commission President Mark Allwardt called the Closed Session to order at 7:20 p.m., upon the unanimously approved motion by Comm. Roush, and seconded by Comm. Merkes, pursuant to Section 19.85 (1) (c) of the Wisconsin Statutes for the purpose of considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility. RE: Review of Co-General Managers

Commissioners Guidote, Merkes, Roush, and Zelinski were present on roll call by Commission President Allwardt.

The purpose of the Closed Session was to discuss the performance evaluation of the Co-General Managers.

There being no further business, the motion by Comm. Roush, seconded by Comm. Merkes, was unanimously approved to adjourn at 7:54 p.m.

BY: JOSEPH P. GUIDOTE
Secretary

NOTE: THESE MINUTES ARE NOT TO BE CONSIDERED OFFICIAL UNTIL ACTED UPON AT THE NEXT REGULAR MEETING, THEREFORE, ARE SUBJECT TO REVISION.

REGULAR MEETING OF THE WATER AND LIGHT COMMISSION

December 21, 2011

Draft

Commission President Allwardt called the Regular Meeting of the Water and Light Commission to order at 5:00 P.M., with Commissioners Joe Guidote, Don Merkes, Joanne Roush, and Dan Zelinski present on roll call. Also present were Melanie Krause, Co-General Manager/Business Operations; Dick Sturm, Co-General Manager/Engineering and Operations; Steve Grenell, Project Engineer; Lonnie Pichler, Electric and Water Distribution Supervisor; Dave Rodriguez, Customer and Utility Services Manager; Jerry Sturm, Water Plant Supervisor; and John Teale, Technical Services Engineer.

Those absent were: Kristin Hubertus, Business Operations Accountant

Item II. No one from the Gallery was heard on any topic of public concern to the Utility.

Item III. Motion made by Comm. Merkes, seconded by Comm. Roush, was unanimous on roll call to approve the following:

- A. Minutes of the Regular Meeting of November 16, 2011, as amended.
- B. Minutes of the Closed Session of November 16, 2011.
- C. Approve and warrant payments summarized by checks dated Nov. 24, and Dec. 1 - 21, 2011, which includes Net Payroll Voucher Checks, and Operation and Maintenance Voucher Checks for a total of \$919,033.69, and Operation and Maintenance Vouchers and Rebates to be paid prior to the next Regular Meeting. Motion approved unanimously on roll call.
- D. Correspondence, as listed.
 - Copy of letter dated November 15, 2011, to Melanie Krause, Menasha Utilities, from Daniel Kiefer, Cornerstone Church, re: Donation to Food Pantry
 - Copy of memorandum dated November 16, 2011 to WPPI Energy Member Managers, from Tammy Freeman, re: typical Bill Comparison Summary
 - Copy of letter dated November 21, 2011, to Melanie Krause, Menasha Utilities, from Nancy Richards, Double Portion Soup Kitchen & Pantry, re: Donation to Food Pantry
 - Copy of letter dated December 5, 2011, to Menasha Utilities, from Stephen Borden, St. Joseph Food Program, re: Donation to Food Pantry

Comm. Zelinski requested a correction be made to Item VIII from the November meeting minutes indicated he voted no to approving the meeting time change for the January 2012 Regular Meeting.

Item IV. October Financial and Operations Statement – Comm. Zelinski questioned the impact of a potential customer closing. Customer and Utility Services Manager Rodriguez commented the customer is a 1.3 to 1.5 MW customer, and the financial impact was not reviewed yet

Co-General Manager/Business Operations Krause stated the November financial and operations statements will be provided for the January meeting, but December will not be done until after the audit in February.

After discussion, the Commission accepted the October Financial and Operations Statement as presented.

Item V. Claims Against The Utility – there were no claims discussed at this meeting.

Item VI. Purchase Orders over \$10,000.00 issued since the last Commission meeting were presented. Mrs. Krause stated the purchase orders were all 2012 budgeted items, with six being for Water Plant chemicals. The motion by Comm. Guidote, seconded by Comm. Merkes, was unanimous to approve the purchase orders as presented.

Item VII. Unfinished Business, Grievance Procedure – Mrs. Krause reviewed the items changed in the City policy prior to approval. The motion by Comm. Merkes, seconded by Comm. Zelinski, was unanimous to approve the Grievance Procedure Policy as amended.

2012 Commission Meeting Calendar – the request was made at the previous meeting to hold some of the 2012 meetings during the work day. The January meeting was approved to be held at 8:00 am, with budget meetings to be held at 5:00 pm.

The motion was made by Comm. Merkes, seconded by Comm. Roush, to hold the 2012 Commission meetings at 8:00 am except for the budget meetings.

The motion was made by Comm. Zelinski to amend the previous motion to starting the Commission meetings at 1:00 pm; Comm. Merkes seconded the motion for discussion.

After further discussion, Comm. President called for a vote on the motion to change the meeting time to 8:00 am, with the exception for the budget meetings. The motion carried 4 – 1, with Comm. Zelinski voting no.

Item VIII. New Business, David J. Rodriguez Resolution of Appreciation – the motion by Comm. Roush, seconded by Comm. Guidote, was unanimous to approve the following:

RESOLUTION OF APPRECIATION

WHEREAS, David J. Rodriguez was employed at Menasha Utilities from March 25, 1981, through April 19, 2012, and

WHEREAS, David J. Rodriguez dedicated over 30 years of his life to the Menasha Utilities, serving as Coal & Ash Man, Accounting Clerk, and Customer & Utility Services Manager;

WHEREAS, David J. Rodriguez's positive attributes were the dedication he gave to his work, his determination and team spirit, the knowledge of his job, and the respect, courtesy, and cooperative attitude he portrayed towards his co-workers;

NOW THEREFORE BE IT RESOLVED by the Menasha Utilities Commission and the Co-General Managers to extend to David J. Rodriguez our Sincere Appreciation and Thanks for his dedication and service to the Community.

RESOLVED FURTHER, by the Menasha Utilities Commission and the Co-General Managers that a copy of this resolution be tendered to him as a record of this Appreciation and Thanks.

Passed and approved this 21st day of December, 2011.

Gerald J. Sturm Resolution of Appreciation - the motion by Comm. Roush, seconded by Comm. Zelinski, was unanimous to approve the following:

RESOLUTION OF APPRECIATION

WHEREAS, Gerald J. Sturm was employed at Menasha Utilities from October 31, 1977, through January 6, 2012, and

WHEREAS, Gerald J. Sturm dedicated over 34 years of his life to the Menasha Utilities, serving as Maintenance "B", Stationary Fireman, Power Plant Operator, Water Plant Operator, Water Plant Worker/ Relief Operator; Water Plant Technician Trainee/Relief Operator, Chief Water Plant Operator, and Water Plant Supervisor;

WHEREAS, Gerald J. Sturm's positive attributes were the dedication he gave to his work, his determination and team spirit, the knowledge of his job, and the respect, courtesy, and cooperative attitude he portrayed towards his co-workers;

NOW THEREFORE BE IT RESOLVED by the Menasha Utilities Commission and the Co-General Managers to extend to Gerald J. Sturm our Sincere Appreciation and Thanks for his dedication and service to the Community.

RESOLVED FURTHER, by the Menasha Utilities Commission and the Co-General Managers that a copy of this resolution be tendered to him as a record of this Appreciation and Thanks.

Passed and approved this 21st day of December, 2011.

APPA Legislative Rally – Co-General Manager/Engineering and Operations Dick Sturm reviewed the information for the March 12 – 14 Legislative Rally in Washington, DC. Application grants for travel need to be submitted to WPPI by January 16.

Water Plant Supervisor Job Description – Mrs. Krause reviewed the minor modifications made to the job description, and once approved, an ad will be placed in the newspaper and posted internally.

During discussion, Comm. Merkes suggested modifying the desirable education and experience to state a Bachelors Degree in Science Engineering or water related field is preferred, with a minimum of five years experience.

The motion by Comm. Guidote, seconded by Comm. Roush, was unanimously approved to make the proposed changes to the job description.

Non-Represented Compensation – Comm. President Allwardt stated information was given on current wage ranges for the non-represented employees, and payroll increases for all employees since 2000.

Comm. Merkes made a motion for a 1% cost of living increase for all non-represented employees; Comm. Roush seconded the motion for discussion.

After discussion, Comm. Guidote made a motion to amend the previous motion to a 1.25% increase comparable to the increase to be received by union employees; Comm. Roush seconded the motion.

Commissioners Allwardt, Guidote, and Roush voted yes to amend the motion; Commissioners Merkes and Zelinski voted no.

A vote was taken on the motion as amended with all voting yes.

Review of Co-General Managers – Comm. President Allwardt stated discussions will be held with the management team, same as last year. Everyone should hold those discussions and have their write-up by the January 25 meeting with final appraisals in February or March at the latest.

Item IX. Project Reports, Bondholder Settlement and WPPI Energy Transaction – Mrs. Krause added the judgment will become final on December 31. Mayor Merkes stated the court order was approved as of December 1, and it would become non-appealable as of December 31. There have been some questions as to the disposition of the plant, and there may be an item on the Council agenda in January or February for discussion.

Telecommunications Update – Technical Services Engineer Teale added there has been no update from the current dark fiber customer.

Water Projects – Project Engineer Grenell gave updates on the scrapper rebuild, soda ash material, lab counter top and sink, and canal recirculation pump. The bid notices for the water tower and high lift station projects will be placed in the newspaper next week.

Item X. Staff Reports, Co-General Manager/Engineering and Operations – Mr. Dick Sturm gave an update on the status of the Steam Plant, communications with GE on leased equipment, and continued discussions on the EPA settlement.

Project Engineer – Mr. Grenell stated the Tayco Substation will be evaluated next year.

Electric and Water Distribution/Safety Report – Electric and Water Distribution Supervisor Pichler added cable has been installed at the Ponds of Menasha, and there was one main break during the month of November.

Telecommunications & Substations and Water Plant – there were no additional questions to the reports presented.

Co-General Manager/Business Operations – Mrs. Krause stated she is in the process of reviewing resumes in application for lineman and Customer Service Manager. The post-employment health benefit option for non-represented staff is also being reviewed.

Customer and Utility Services – there were no additional questions to the report presented.

Item XI. No one from the Gallery was heard on any items discussed at this Meeting

Item XII. The motion by Comm. Roush, seconded by Comm. Merkes, was unanimously approved on roll call at 7:20 p.m. to convene into Closed Session pursuant to Section 19.85 (1) (c) of the Wisconsin Statutes for the purpose of considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility. RE: Review of Co-General Managers

By: MARK L. ALLWARDT
President

JOSEPH P. GUIDOTE
Secretary

NOTE: THESE MINUTES ARE NOT TO BE CONSIDERED OFFICIAL UNTIL ACTED UPON AT THE NEXT REGULAR MEETING, THEREFORE, ARE SUBJECT TO REVISION.

In the Matter of INCORPORATION
OF A PORTION OF LANDS COMPRISING
THE TOWN OF HARRISON, Calumet County,
as a Village Pursuant to the Provisions of
Ch. 66, Wisconsin Statutes.

NOTICE OF HEARING

Case No. 12-CV-28

PLEASE TAKE NOTICE that a Petition for Incorporation of a portion of the Town of Harrison and the Town of Buchanan as the Village of Harrison has been filed with the Circuit Court of Calumet County, Wisconsin. The Circuit Court of Calumet County, the Honorable Gary L. Sharpe presiding as a substitute Judge, will hold a hearing regarding such Petition for Incorporation at the Fond du Lac County Courthouse, 160 South Macy Street, Fond du Lac, Wisconsin 54935, at 2:30 P.M. on Monday, the 27th day of February, 2012. The territory to be incorporated lies within Calumet County and Outagamie County, Wisconsin. A legal description and scale map showing the boundaries of the existing Town of Harrison and the proposed Village of Harrison is attached as **Exhibit 1** and is on file with the Circuit Court of Calumet County, Wisconsin, Case No. 12-CV-28. The representative of the Petitioners is Celine Romenesko; the alternate representative is Rick Kindschi.

Dated: February 9, 2012.

HERRLING CLARK LAW FIRM LTD.
Attorneys for Petitioners

BY: 

Andrew J. Rossmeissl
State Bar No. 1054026

P. O. ADDRESS:
800 North Lynndale Drive
Appleton, WI 54914
(920) 882-3219

RECEIVED

FEB 13 2012

CITY OF MENASHA

BY: 

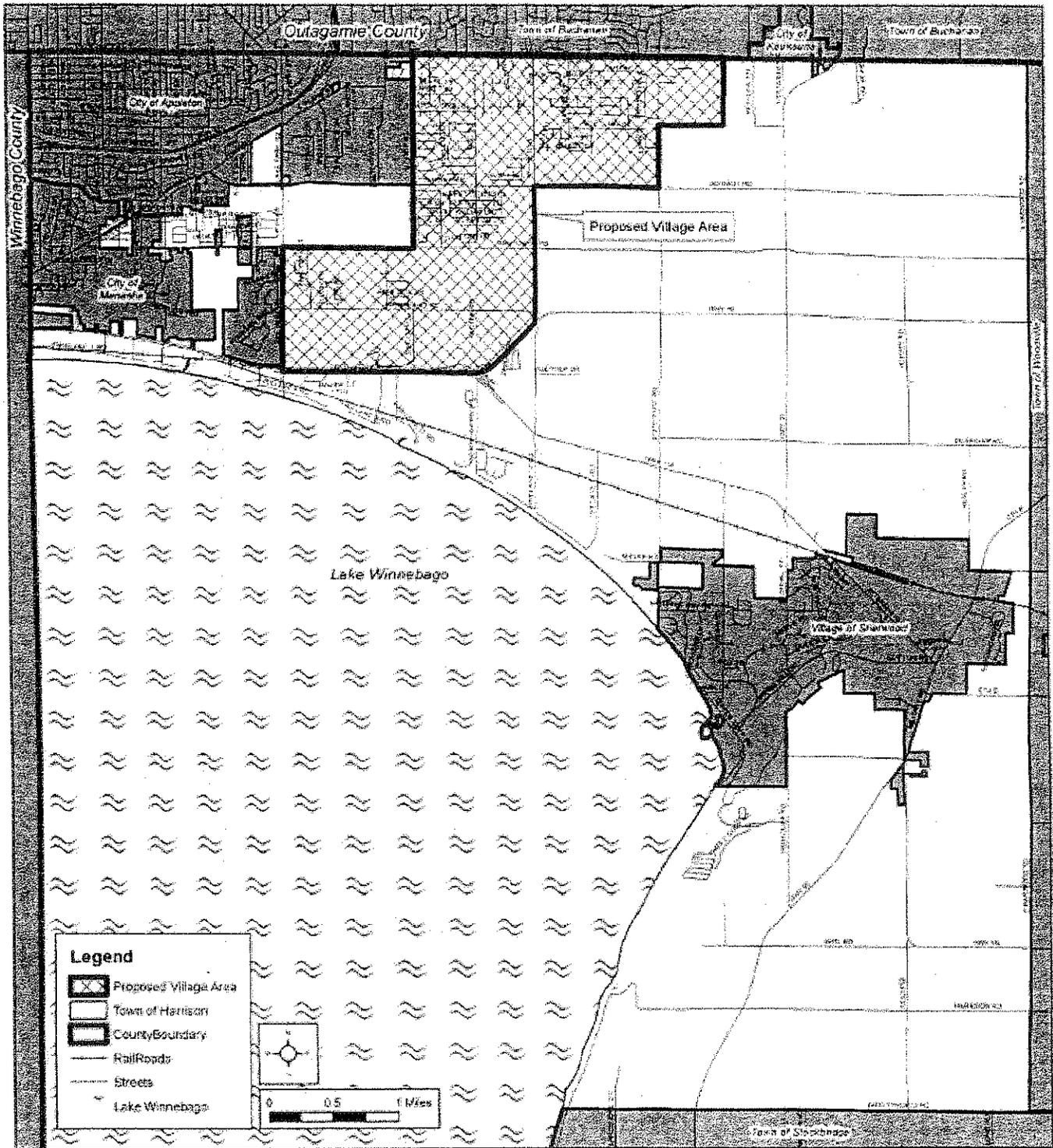


EXHIBIT 1

LEGAL DESCRIPTION

All of Section 2 and Part of Sections 1, 3, 9, 10, 15 & 16, Township 20 North, Range 18 East, Town of Harrison, Calumet County, and Part of Sections 32, 33, 34 & 35, Township 21 North, Range 18 East, Town of Buchanan, Outagamie County, Wisconsin and described as follows:

Beginning at the Intersection of the North line of the Northeast 1/4 said Section 1 and the Northerly extension of the East right-of-way line of Prosperity Drive; Thence S00°06'12"E, 1,430.04 feet along the extended East right-of-way line of Prosperity Drive; Thence S14°24'54"W, 159.56 feet; Thence S00°06'12"E, 1198.88 feet along the extended East right-of-way line of Prosperity Drive to the South line of Northeast 1/4 of said Section 1; Thence N89°36'44"W, 40.00 feet along the South line of Northeast 1/4 of said Section 1 to the Center 1/4 corner of said Section 1; Thence N89°47'05"W, 2,610.34 feet along the South line of the Northwest 1/4 of said Section 1 to the West 1/4 corner of said Section 1; Thence S00°21'02"W, 2,619.04 feet along the West line of the Southwest 1/4 of said Section 1 to the Southwest corner of said Section 1; Thence N88°21'50"W, 2,621.64 feet along the South line of the Southeast 1/4 of said Section 2 to the South 1/4 corner of said Section 2; Thence S89°16'59"W, 2,598.23 feet along the South line of the Southwest 1/4 of said Section 2 to the Southwest corner of said Section 2; Thence S00°00'43"E, 2,629.36 feet along the West line of the Northeast 1/4 of said Section 10 to the East 1/4 corner of said Section 10; Thence S00°38'14"W, 2,624.20 feet along the West line of the Southeast 1/4 of said Section 10 to the Southeast corner of said Section 10; Thence S00°48'35"W, 455.07 feet along the East line of the Northeast 1/4 of said Section 15 to the Centerline of U.S. Highway 10; Thence 3,460.26 feet along the centerline of said U.S. Highway 10 to the Center 1/4 corner of Section 15; Thence N89°11'31"W, 2,624.13 feet along the South line of the Northwest 1/4 of said Section 15 to the West 1/4 corner of said Section 15; Thence N89°46'10"W, 2,614.42 feet along the South line of the Northeast 1/4 of said Section 16 to the Center 1/4 corner of said Section 16; Thence N89°49'56"W, 2,636.03 feet along the South line of the Northwest 1/4 of said Section 16 to the West 1/4 corner of said Section 16 and the Southerly Extension of the City of Menasha Corporate Boundary; Thence N00°36'55"E, 2,634.16 feet along the City of Menasha Corporate Boundary, it's Southerly Extension and the West line of the Northwest 1/4 of said Section 16 to the Northwest corner of said Section 16; Thence N00°38'30"E, 2,595.58 feet along the City of Menasha Corporate Boundary and the West line of the Southwest 1/4 of said Section 9 to the Westerly extension of the South right-of-way line of Manitowoc Road (mapped 80 foot right-of-way); Thence Easterly, 2,620.66 feet along the South right-of-way line of Manitowoc Road and it's Westerly extension to the East line of the Southwest 1/4 of said Section 9; Thence Easterly, 2,659.35 feet along the South right-of-way line of Manitowoc Road and it's Easterly extension to the East right-of-way line of Coop Road (66 foot wide road per City of Appleton Corporate Boundary) Thence N00°25'44"E, 40.00 feet along the East right-of-way line of Coop Road to the centerline of said Coop Road; Thence N00°30'00"E, 2,626.90 feet along the East right-of-way line of Coop Road to the North line of the Northwest 1/4 of said Section 10; Thence N00°22'54"E, 5,078.87 feet along the City of Appleton Corporate Boundary, it's Northerly extension and along the East right-of-way line of Coop Road to the Easterly extension of the South line of Lorna Lane; Thence N00°31'53"E, 32.95 feet along the City of Appleton Corporate Boundary and the East right-of-way line of Coop Road; Thence S89°15'59"E, 7.00 feet along the City of Appleton Corporate Boundary and the East right-of-way line of Coop Road; Thence N00°31'53"E, 203.05 feet along the City of Appleton Corporate Boundary and the East right-of-way line of Coop Road to a vision corner in the Southeast corner of Calumet Street and Coop Road; Thence N45°38'06"E, 70.56 feet along the City of Appleton Corporate Boundary and said vision corner to the South right-of-way line of Calumet Street; Thence N08°58'34"W, 133.89 feet along the City of Appleton Corporate Boundary to the North right-of-way line of Calumet Street; Thence Easterly, 13,029 feet more or less along the North right-of-way line of Calumet Street (C.T.H. KK) through the intersecting Streets to the Northerly extension of the East line of the Northwest 1/4 of said Section 1; Thence South, 50.00 feet to the North 1/4 corner of said Section 1 and the Point of Beginning.

Total area of described parcel is 3,003 acres more or less.



MEMORANDUM

To: Common Council

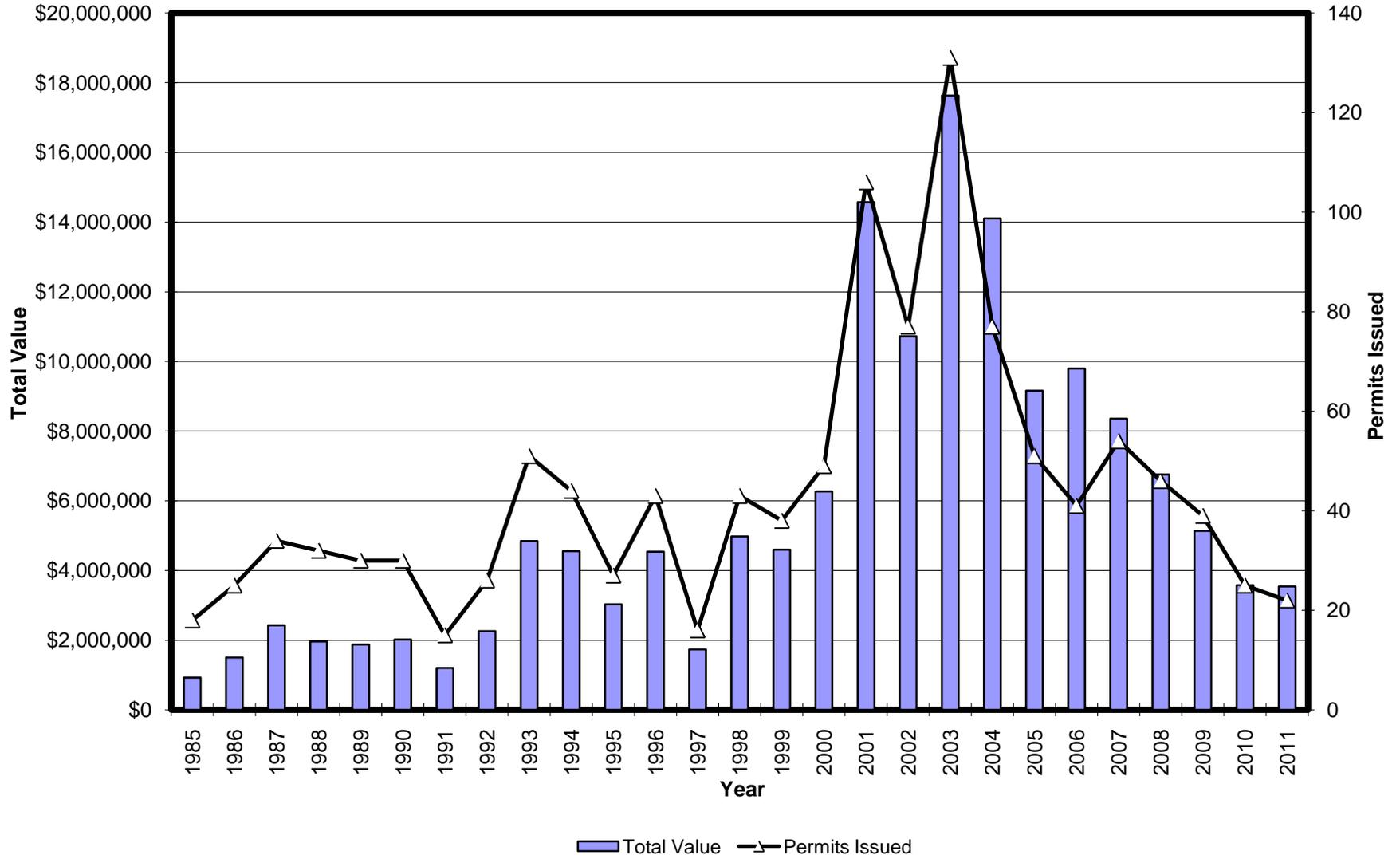
From: Kristi Heim

Date: February 16, 2012

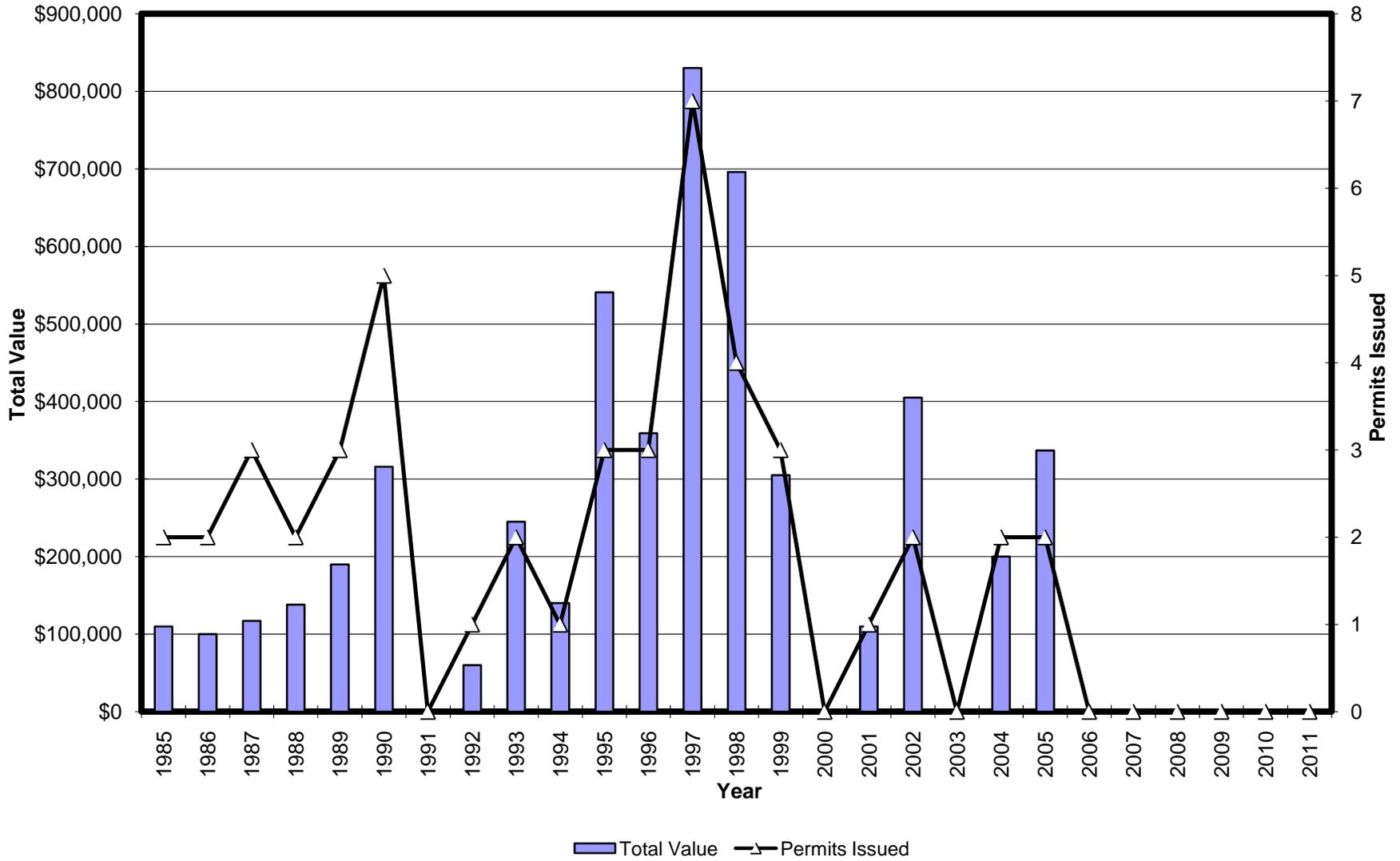
RE: Building Permit Summary

The Community Development Department has assembled the attached building permit summary for the period of 1985-2011 which is being presented for your information.

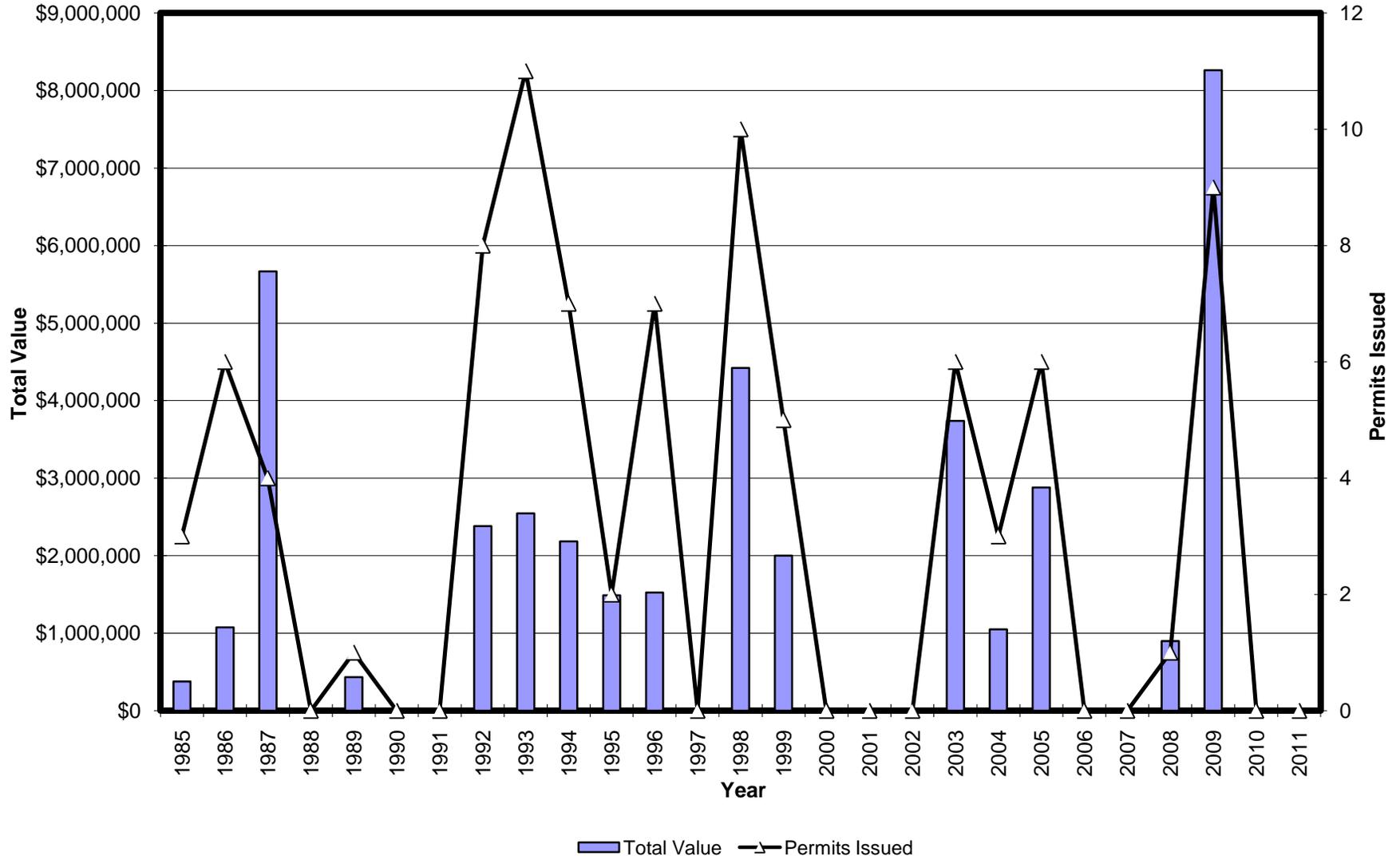
City of Menasha - Single Family Building Permits Summary



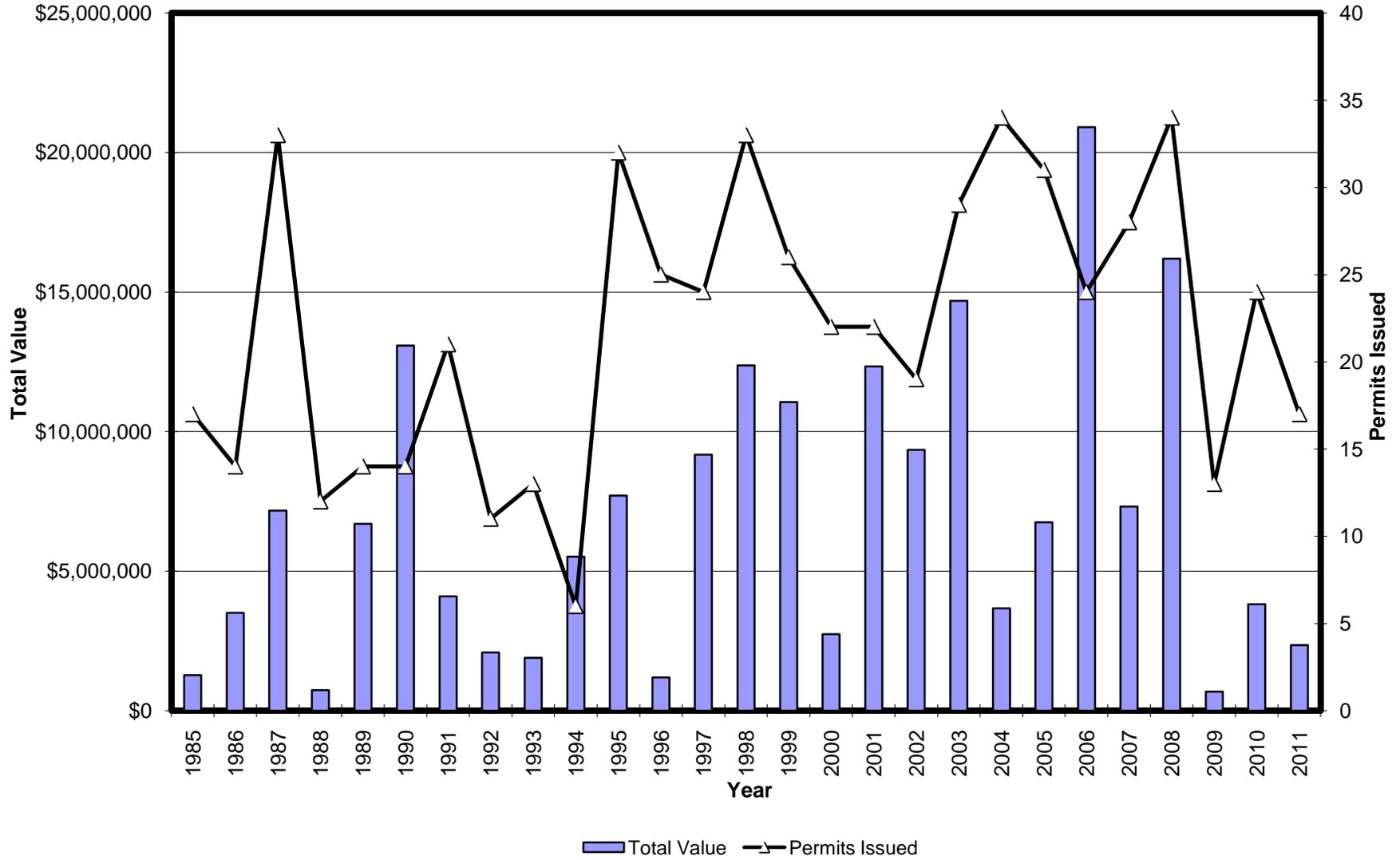
City of Menasha - Two Family Building Permits Summary



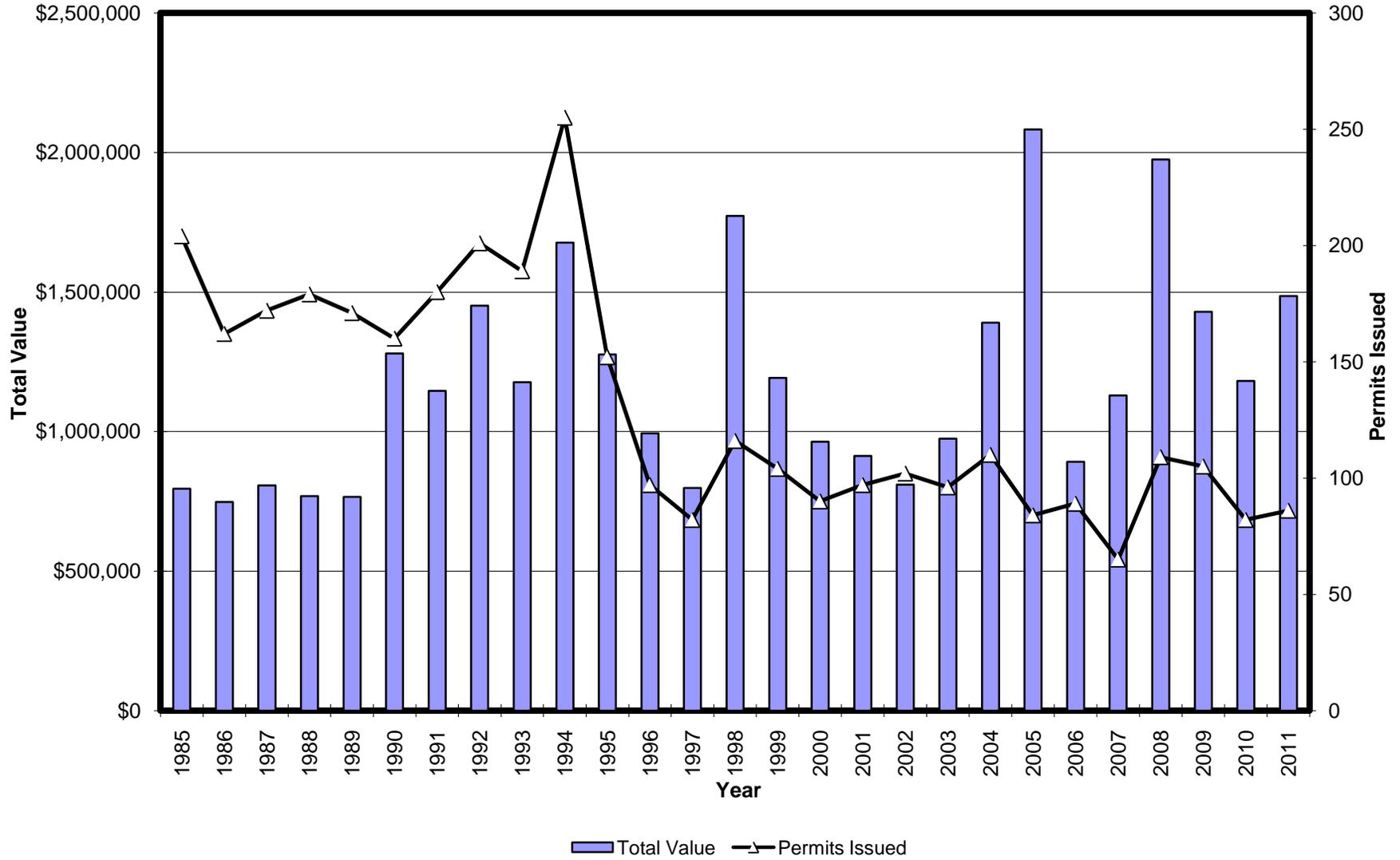
City of Menasha - Multi-Family Building Permits Summary



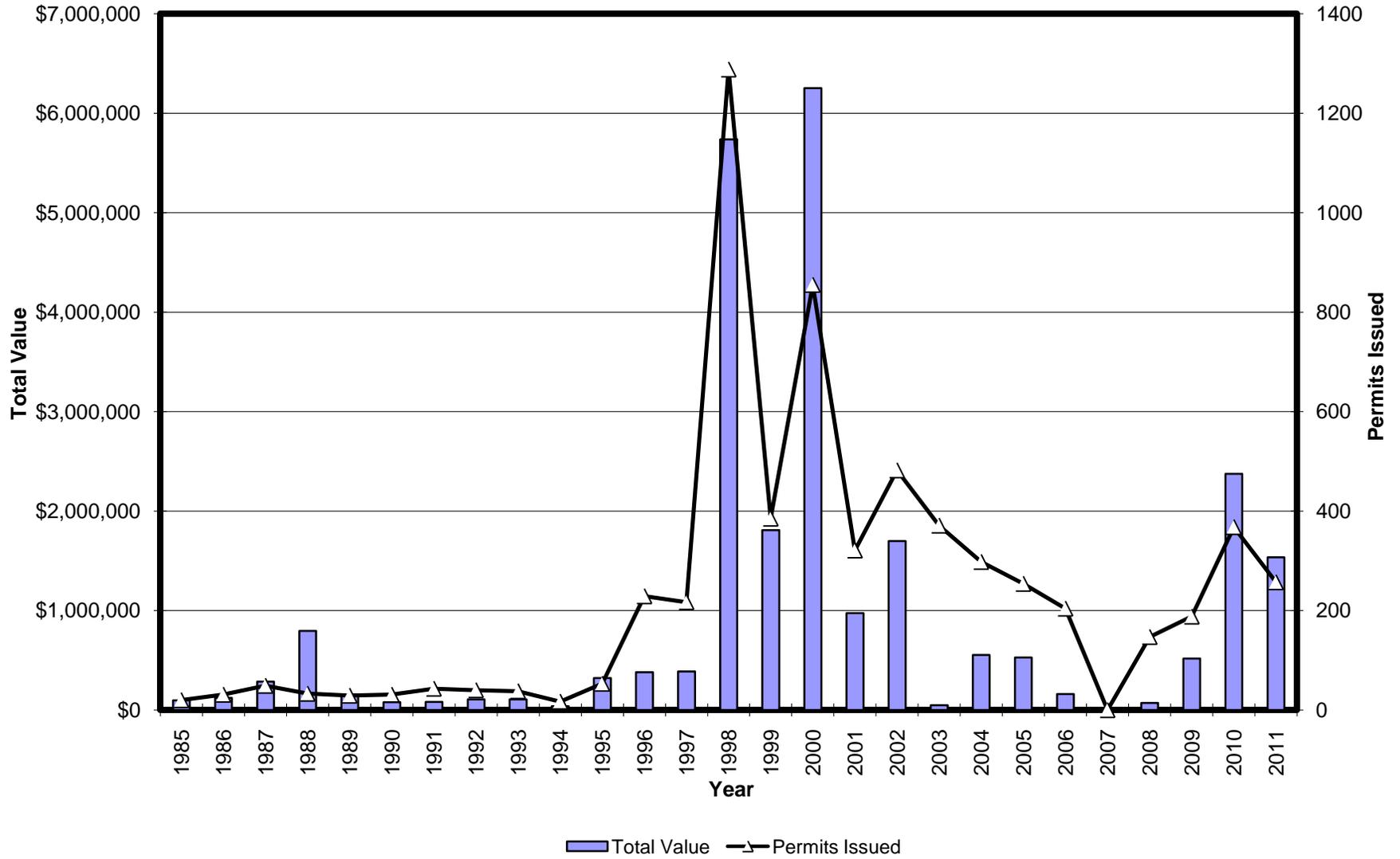
City of Menasha - Commercial/Industrial Permits Summary



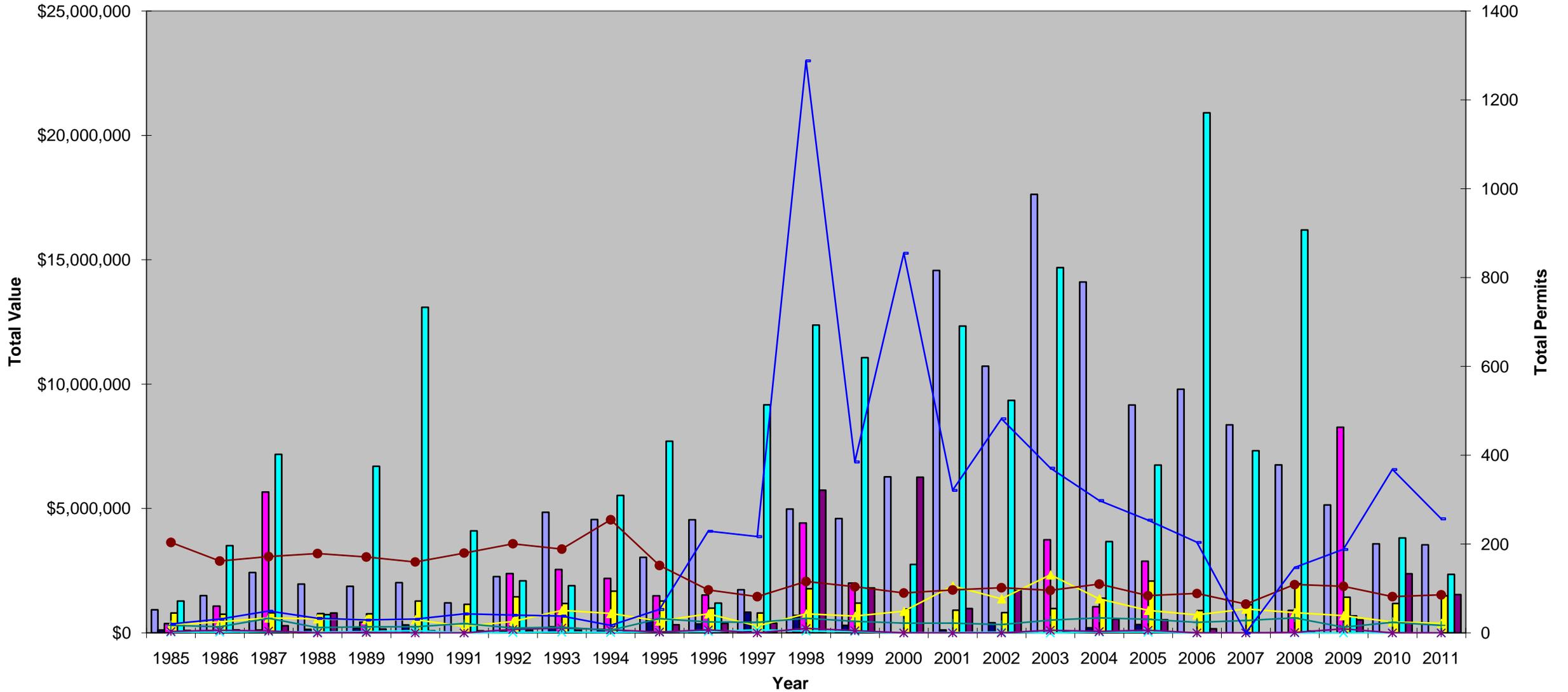
City of Menasha - Additions/Alterations Permits Summary



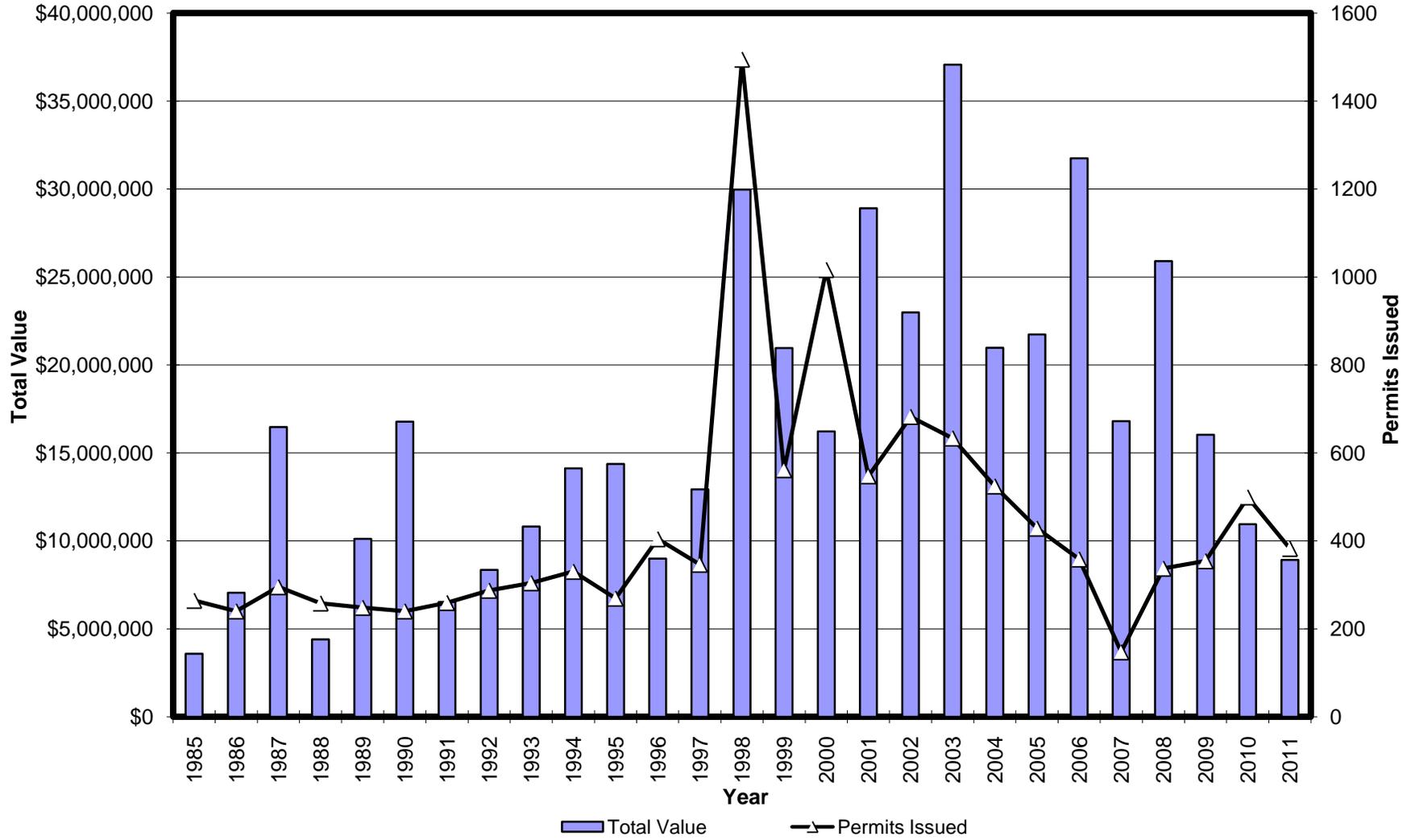
City of Menasha - Other Permits Summary



City of Menasha - Building Permit Summary 1985-2011



City of Menasha - Total Permits Summary

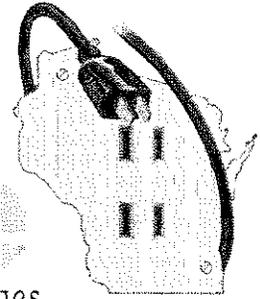


A Coalition
to preserve
Wisconsin's
Reliable and
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the Wire

Plugging you in to electric industry changes



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New wind application filed; rules still in play

The Public Service Commission (PSC) is reviewing the first application in a few years to build a major Wisconsin wind farm. Meanwhile, a new legislative proposal seeks to bypass PSC wind-siting rules that look increasingly likely to take effect soon.

The commission says it's required to take into consideration the statewide siting rules suspended early last year by the Legislature as it considers the application to build a large wind farm in St. Croix County.

Application for a Certificate of Public Convenience and Necessity (CPCN) was filed December 16 for Highland Wind Farm, LLC, by William Rakocy of Hubertus, a principal in

Emerging Energies of Wisconsin, LLC.

The recent lull in Wisconsin wind-energy development had been widely ascribed to the difficulty putting a set of uniform siting standards in place, but that is a direct concern only for projects with a rated capacity of less than 100 megawatts. For projects that size or larger, or for utility-owned systems of any size, the PSC, not local municipalities, has full regulatory jurisdiction.

The Highland project, with its planned 41 turbines in the St. Croix County Town of Forest, has a rated capacity of 102 megawatts. A substation and related transmission infrastructure would be located in the adjacent Town of Cylon.

Documents submitted with the application indicated there were no power purchase agreements in hand but the developers said they were in contact with multiple entities about sales of the wind farm's output.

A PSC determination that the application is complete—still pending at press time for this edition of *The Wire*—would leave the commissioners 180 days (and the possibility of a 180-day extension) to decide whether to grant the CPCN.

That time frame opens multiple possibilities: The siting standards currently under legislative suspension could be modified with a greater setback distance before a regulatory decision is required. Or the standards as currently written could take effect automatically upon the 2011–12 Legislature concluding its regular business next month and be in place well before the PSC has to make a decision. A third possibility arose in

Continued on page 2...

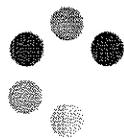
FOCUS offering residential programs

Wisconsin Focus on Energy has announced it's launching a series of new initiatives aimed at promoting residential energy efficiency. New programs being offered this year include:

- Residential Rewards—providing incentives for prequalified water heaters, furnaces, and boilers.

This spring, other incentives for building shell improvements, attic insulation, and renewable energy will become available.

- Home Heating As-



focus on energy™

Partnering with Wisconsin utilities

assistance—energy customers meeting income guidelines will be able to receive increased incentives for prequalified furnaces and boilers.

- Energy Star Lighting—incentives for qualifying lighting and shower heads will be available through participating retailers statewide.
- Single Family Direct Install Program—free home energy evaluations are offered, along with free direct installation of compact fluorescent light bulbs and water-saving measures.
- Appliance Recycling—beginning in March, residential customers who turn in qualifying, older, working appliances such as refrigerators and freezers can obtain incentive payments along with free collection and recycling services.

William Haas, director of program administration, said the new initiatives would allow the Focus program to deliver cost-effective energy savings to new market segments. Questions about the programs or participation can be directed to Focus on Energy customer service at 800-762-7077 or focusinfo@focusonenergy.com. 

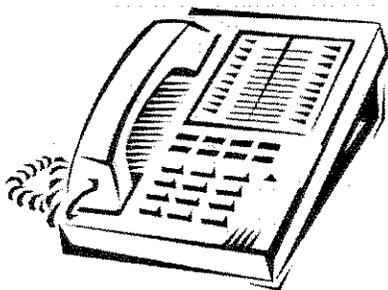
Still time to register for POWER Breakfast

Don't miss the *Customers First!* Coalition 2012 POWER Breakfast, featuring national energy issues consultant Deborah Sliz. It's February 15 at the Concourse Hotel in Madison.

Online registration is available for the free event. Visit www.customersfirst.org or contact *Customers First!* Executive Director Matt Bromley at 608-286-0784 or mbromley@customersfirst.org.

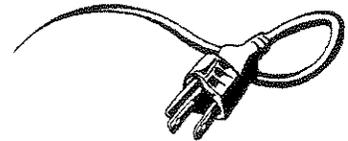
THE WIRE is a monthly publication of the *Customers First!* Coalition—a broad-based alliance of local governments, small businesses and farmers, environmental groups, labor and consumer groups, retirees and low-income families, municipal electric utilities, rural electric cooperatives, wholesale suppliers, and an investor-owned utility. *Customers First!* is a coalition dedicated to preserving Wisconsin's reliable and affordable electricity.

If you have questions or comments about THE WIRE or the *Customers First!* Coalition, please call 608/286-0784.



KEEPING CURRENT

With CFC Executive Director Matt Bromley



A showdown between federal regulators, power grid operators, and state officials continues to loom in New Jersey over the state's authority to encourage development of new power plants. At the heart of the issue are New Jersey's electricity rates, which for years have consistently ranked among the highest in the country and continue to plague a state that deregulated its electricity industry a decade ago with expectations that competition would drive rates downward. When power suppliers failed to enter the market and compete for customers, the promise of falling electricity prices failed to materialize. Now, with insufficient in-state generation capacity and a severely constrained transmission system limiting access to lower cost power, New Jersey consumers are paying additional costs, called capacity payments, to buy electricity on the regional wholesale market operated by the PJM (Pennsylvania-New Jersey-Maryland) Interconnection.

It is these capacity payments that have gotten under the skin of New Jersey officials and utility regulators. The state Board of Public Utilities (BPU) says New Jersey consumers are paying about \$1.4 billion annually in capacity payments, costs that could be avoided, officials say, if the state had more generating capacity. To spur new generation, Governor Chris Christie signed a bill into law last year authorizing the state to contract for up to 2,000 MW of new generating capacity. The law allows the state to enter into 15-year fixed-cost contracts with power generators, with a guaranteed return subsidized by ratepayers. Governor Christie and supporters of the measure say they believe electricity rates will go down in response to the introduction of more suppliers.

Critics say the New Jersey law undermines competitive wholesale markets by giving subsidized generators an unfair advantage. Shortly after the law took effect, the Federal Energy Regulatory Commission (FERC), at the behest of PJM, adopted a rule change that blocks New Jersey's efforts to build new power plants. FERC's decision states, "The commission has previously found, and we reiterate here, that uneconomic entry can provide unjust and unreasonable wholesale rates by artificially depressing capacity prices, and therefore the deterrence of uneconomic entry falls within our jurisdiction."

Despite this setback, state officials seem determined to move forward with plans to increase generation. Last December, staff for the BPU provided a list of recommendations to get around the roadblocks, including the creation of a State Power Authority—a government corporation that owns or purchases generation and sells the power to utilities or other customers.

As the BPU and state officials consider their options, the experience in New Jersey reminds us once again of the challenges involved when a competitive market system doesn't act like one. 💡



Bromley

Wind rules

Continued from page 1...

January, when State Senator Frank Lasee (R-De Pere) introduced Senate Bill 392, which would allow local municipalities to specify setback distances greater than those prescribed in PSC rules.

Current law prohibits any city, village, town, or county from creating conditions for wind-energy developments that are more restrictive than those specified by PSC rules. Lasee's new bill would create an exception, applicable only to setback distances.

It would also undo the PSC's existing abil-

ity to bypass local governments where larger wind projects with a rated capacity of 100 megawatts or more are concerned. It prohibits the PSC from issuing a certificate of public convenience and necessity for a wind project that does not comply with established setback requirements that are more restrictive than under PSC rules.

In any case, the PSC quotes statutory language in saying it is required to "consider whether installation or use of the facility is consistent with the standards specified in the rules promulgated by the commission" and at least temporarily in legislative Limbo. 💡

PGE in hot water over safety diversions

Fifteen months after a pipeline explosion killed eight people and destroyed 38 homes in the San Francisco suburb of San Bruno, a staff report from the California Public Utilities Commission and an independent audit have concluded that Pacific Gas and Electric diverted more than \$100 million from gas safety and operations and used it for other purposes, including shareholder dividends and executive bonuses.

As reported by the *San Francisco Chronicle*, the money, collected from ratepayers, was

shifted over a period of 15 years.

The audit by a Kansas consulting firm wasn't able to trace exactly how the diverted money was spent, but the commission staff report said that during the three years prior to the 2010 explosion, the company spent \$56 million annually on incentives for executives and non-employee directors. The staff found that "a significant portion, in the millions," was awarded to CEO Peter Darbee, who took the top job at PGE in 1999 as an outsider tasked with leading the company in the brave new

world of utility restructuring.

Darbee "retired" in 2011, "felled by inattention to the bread-and-butter basics of the utility business: providing safe and reliable service to customers," a *Wall Street Journal* reporter wrote last April.

The audit found that PGE saved more than 6 percent of the money designated for pipeline safety, replacement, and maintenance by cutting back projects, laying off workers, and using cheaper inspection techniques, the *Chronicle* reported. 💡

Ohio quakes highlight CCS challenges

Carbon capture and storage (CCS) has been on the short list of technologies to make coal-fired generation more environmentally friendly, but a Wisconsin geologist says earth tremors in Ohio illustrate problems to be overcome.

Those tremors—a series of mild earthquakes in an area said to have little history of seismic activity—have pointed a finger of suspicion at deep injection wells used for disposal of wastewater from hydraulic fracturing by the natural gas industry.

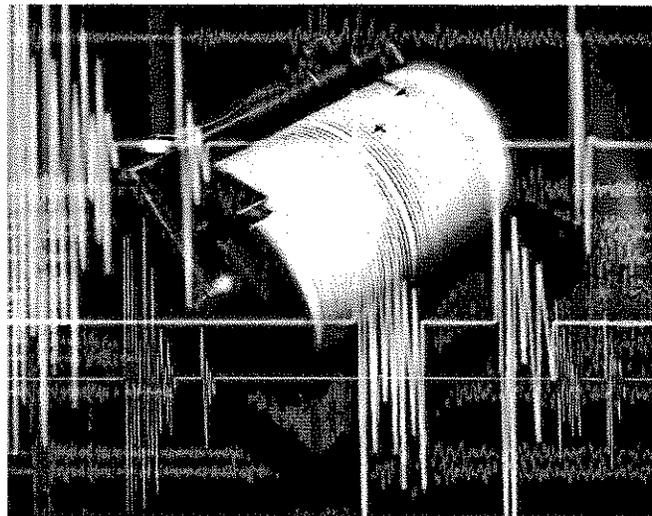
Over the past 12 months, the Youngstown, Ohio, area has experienced 11 minor earthquakes and an injection well in the vicinity is widely suspected of being the cause. State officials ordered the well's operations suspended after a quake measured at 2.7 on the Richter scale jiggled the community on Christmas Eve. One week later, a 4.0 quake rumbled under the town. No injuries were reported.

(On the Richter Scale, each whole number increment represents a quake 10 times stronger than the next lower whole number. The earthquake that struck eastern Japan last March registered 9.0.)

Deep injection wells have been used by the oil and gas industries in Ohio for decades. In January, state officials declared a morato-

rium on such operations in the vicinity of the Youngstown well pending the results of further investigation.

Whatever is found by analyzing the Ohio



tremors, the episode prompts questions about how subterranean rock formations might be affected when carbon dioxide sequestered from power plant emissions and compressed to a liquid state is pumped a mile or more beneath the Earth's surface for permanent storage.

Both CCS and disposal of drilling brine wastes involve forcing liquids into the Earth under pressure, but the two substances won't necessarily behave in identical ways.

University of Wisconsin Extension Geologist David Hart told *The Wire* the storage properties of CO₂ "may be even a little more tricky than the brines" being used in Ohio.

Liquid carbon dioxide would be more chemically reactive. If a geological fault is "locked up because of mineral precipitation," Hart said, the CO₂ might dissolve some of the minerals holding things together and allow the fault to move.

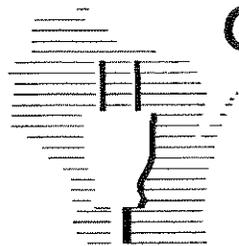
The opposite—a fault that isn't locked in place but is caused to lock—is also a concern, he said. "If those rocks can just slide past each other there's no problem, but if they lock up and build pressure and then they snap...it's the snap that gets you."

Hart said liquefied CO₂ would be less dense than fracking brines and would "buoy up the cap rock that's sealing it in," potentially allowing movement.

"There needs to be a lot of research done," he said. "You need to understand the geochemistry and the stresses, the fracturing and faulting. You need to do some background before you start pushing things underground or you're going to end up with a situation where people are upset." 💡

Energy saver tip

Try timing your showers. You might be surprised to find how much time you spend at what could be a five-minute task. And, you might be pleasantly surprised by the potential savings of energy used in heating water. While you're at it, try draining a few gallons of water from the bottom of your water heater once or twice a year. You'll reduce mineral deposits and make the appliance operate more efficiently. 💡

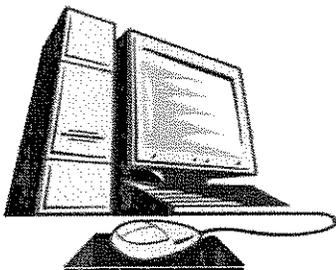


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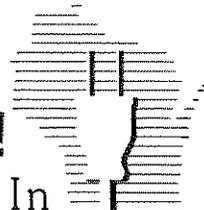
Quotable Quotes

"Our number-one priority is to make our system the safest in the nation."

—Pacific Gas and Electric President Chris Johns, reacting to independent reports that more than \$100 million intended for safety and operations went instead to bonuses and shareholders prior to a fatal 2010 pipeline explosion, quoted in the *San Francisco Chronicle*, January 13, 2012

Help us share our messages with others. If you know of businesses or organizations that would like to learn more about protecting Wisconsin's reliable and affordable electricity, please feel free to copy and share with them all or part of this newsletter, or you can call 608/286-0784 to arrange an informational meeting.

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Plugging Wisconsin In





MEMORANDUM

To: Mayor and Department Heads

From: ^{PA} Pamela A. Captain, Human Resources Director

Date: February 3, 2012

RE: Union Status

The Wisconsin Employment Relations Commission did not receive a union election petition by the January 30, 2012, 4:30 p.m. deadline from City of Menasha employees. Therefore, employees without a contract are no longer represented by a union (formerly Locals 1035 and 1035-B).



Date: February 15, 2012

To: Menasha City Council

From: Dick Sturm and Melanie Krause, Co-General Managers

RE: Water project update

The utility had a bid opening January 19 for four projects listed below that were discussed at the Utility Commission meeting on January 25. At the meeting the utility was asked to get some additional information on the Modifications for the High Lift Station and the Tower project.

WATER PROJECTS:

1. 2,130 feet of 16 inch Transmission Main – Canal Crossing, down Water Street and Lush Street to connect to Broad Street
2. 11,355 feet of Water Main Replacements on Grove, Ida, Arthur, 8th and Paris Street
3. Elevated Water Tank Demolition on Manitowoc Street
4. Standby Generator and Motor Control Modifications at the High Lift Pump Station on Manitowoc Street

Some background on the tower project is that an evaluation of the 1929 water tower on Manitowoc Street was done in November of 2010 to determine whether to repaint and repair the tower, build a new tower at a new location or upgrade the high lift pump station and eliminate the tower. It was determined at that time that the Utility should pursue the option of abandoning the tower and make upgrades the high lift pump station.

All of these projects and the bids will be going back to the Commission at the March 1st meeting. If the Commission recommends these projects to be awarded they will be brought to the Public Works Meeting and Council meeting in March.

If these projects are awarded the two communication companies that currently have antennas on the tower will be contacted and a determination made if the other water tower is a viable option. In the timeline for all these projects the Tower Demolition would be the last step since we would confirm operation of the canal crossing, main replacements and High Lift Station before this would take place.

These projects are all eligible for funding from the Safe Drinking Water loan program with the exception of the Main replacement on Paris Street which will be funded internally.

CITY OF MENASHA
COMMON COUNCIL
Third Floor Council Chambers
140 Main Street, Menasha
Monday, February 6, 2012
MINUTES

A. CALL TO ORDER

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

B. PLEDGE OF ALLEGIANCE

C. ROLL CALL/EXCUSED ABSENCES

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

EXCUSED: Alderman Langdon

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

DEPT. HEAD EXCUSED: DPW Radtke

D. PUBLIC HEARING

1. Special Use Permit – North Star Asset Management, Inc.

Mayor Merkes explained the Special Use Permit is for an electronic message center at 59 Racine St.

No one spoke.

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

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

Kathy Bauer, 709 Lincoln Street. Comments on changes to Special Event Policy; Comments on Guidelines for Licensed Transient/Mobile Restaurants.

F. REPORT OF DEPARTMENT HEADS/STAFF/CONSULTANTS

1. Neenah/Menasha Park Corps Presentation-Gerald Voight

Gerald Voight, Randy Meyer, Brady Keil representing Neenah/Menasha Park Corps gave a presentation on the newly formed group. The function of this group is to match volunteers and resources with park needs. This will service the parks of Neenah, Menasha and Town of Menasha.

2. Clerk Galeazzi – Recall election cost as requested by Government Accountability Board

Clerk Galeazzi explained the costs of elections and the cost for a potential recall election.

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

Minutes to receive:

a. Administration Committee, 1/16/12

b. Board of Public Works, 1/16/12

c. Board of Health, 12/14/11

d. Committee on Aging, 12/8/11

e. Housing Authority, 12/15/12

f. Information Technology Steering Committee, 1/10/12

g. Landmarks Commission, 1/9/12

h. Library Board, 1/19/12

i. NM Fire Rescue, Joint Finance & Personnel Committee, 1/24/12

j. NM Fire Rescue, Joint Fire Commission, 1/25/12

k. NM Sewerage Commission, 12/20/11

l. Parks and Recreation Board, 1/9/12

m. Plan Commission, 1/17/12

n. Police Commission, 1/18/12

o. Redevelopment Authority, 1/18/12, 1/25/12

- p. Safety Committee, City Hall; 12/1/12
- q. Safety Committee, Police; 10/13/11
- r. Safety Committee, Public Works/Parks; 12/20/11
- s. Sustainability Board, 1/17/12
- t. Water & Light Commission, 1/25/12
Communications;
- u. CDD Keil, 2/1/12; Redevelopment Authority Marketing of Lake Park Villas Lots
- v. PRD Tungate, 2/2/12; Parks Department Weekend Snow Removal
- w. Menasha Senior Center; Total monthly visits for 2007-2011
- x. Menasha Senior Center participation 2011

Moved by Ald. Sevenich, seconded by Ald. Zelinski to receive Minutes and Communications A-X
Discussion: Ald. Taylor-Minutes E (Housing Authority), questions on a new Habitat for Humanity house.
Ald. Sevenich-Minutes K (NM Sewerage Comm), requested someone from Commission attend next meeting to answer questions.
Ald. Zelinski-Comm. V (memo on weekend snow removal), questions on reason and what areas.
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, 1/16/12

Administration Committee, 1/16/12; recommends approval of:

2. Accept 2010 City of Menasha Audit Report
3. Approval of the proposed Parochial School fees for school year 2012-2013
4. Amendment to Listing Contract with Drifka Group Inc. for Midway Business Park and Province Terrace Lots

Board of Public Works, 1/16/12; recommends approval of:

5. Payment – ACC Planned Service; Contract No. 2011-01; Public Protection Facility HVAC Equipment Replacement; \$2,000.00 (Payment No. 3 and Final)

Plan Commission, 1/17/12; recommends approval of:

6. The Special Use Permit for the electronic message center at 59 Racine Street NM Fire Rescue, Joint Finance & Personnel Committee, 1/24/12 recommends approval of:
7. Purchase of three new MDC's and related equipment for a total of \$17,897.25
8. Corrosion repair work for Engine 35 and Engine 36 through Pierce for a total of \$15,564.00 for Engine 35 and \$13,635.00 for Engine 36

Ald. Zelinski requested to remove item 8 (Corrosion repair work for Engine 35 & 36) from Consent Agenda
Ald. Benner requested to remove item 6 (Special Use Permit for 59 Racine Street) from Consent Agenda

Moved by Ald. Sevenich, seconded by Ald. Krueger to approve Consent Agenda items 1-5 & 7.
Motion carried on roll call 7-0.

H. ITEMS REMOVED FROM CONSENT AGENDA

Moved by Ald. Benner, seconded by Ald. Krueger to approve Consent Agenda item 6, Special Use Permit for the electronic message center at 59 Racine Street.

Discussion ensued on any concerns of residents and traffic issues.
Motion carried on roll call 7-0.

Moved by Ald. Zelinski, seconded by Ald. Sevenich to approve Consent Agenda item 8, Corrosion repair work for Engine 35 & 36 through Pierce for a total of \$15,564.00 for Engine 35 and \$13,635.00 for Engine 36.

Discussion ensued on quotes received and type of repair.
Motion carried on roll call 7-0.

I. ACTION ITEMS

1. Accounts payable and payroll for the term of 1/19/12 to 1/26/12 in the amount of \$1,115,934.33

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

Questions/Answers/Discussion on expenditures.

Motion carried on roll call 7-0.

2. Regional Fire Department Process Agreement with Fox Valley Technical College for a fee of \$1000.00 and a user fee of \$5.00 per applicant for a one-year term as recommended by the Joint Fire Commission

Moved by Ald. Klein, seconded by Ald. Krueger to approve Regional Fire Dept. Process Agreement with Fox Valley Technical College.

Motion carried on roll call 7-0.

3. Lease agreement with Valley Marine Mart for property adjacent to the US Government Canal

Moved by Ald. Sevenich, seconded by Ald. Benner to approve Lease Agreement with Valley Marine Mart.

Discussion ensued on terms of the lease and repayment agreement.

Moved by Ald. Sevenich, seconded by Ald. Krueger to amend the lease, to pay the City of Menasha a total of \$10,744.53. This amount is comprised of arrearages on lease payments and associated penalties that have accrued to July 1, 2011 in the amount of \$10,077.89 and for use of the premises from July 1, 2011 to March 1, 2012 in the amount of \$666.64. Payments shall be made in equal installments of \$1,074.45 on May 1, 2012, June 1, 2012, July 1, 2012, Aug. 1, 2012, Sept. 1, 2012 and equal installments of \$1,074.45 on May 1, 2013, June 1, 2013, July 1, 2013, Aug. 1, 2013, Sept. 1, 2013.

Motion on amendment carried on voice vote.

Motion as amended carried on roll call 6-1. Ald. Zelinski – no.

J. ORDINANCES AND RESOLUTIONS

K. APPOINTMENTS

1. Mayor's appointment to the Redevelopment Authority

- a. Susan Schrange, 161 Marina Place, Menasha, for the term of Feb. 6, 2012 to August 31, 2014

Moved by Ald. Sevenich, seconded by Ald. Krueger to approve appointment of Susan Schrange.

Motion carried on voice vote.

2. Mayor's appointment to the Board of Review

- a. Jeffrey Nichols, 402 Elm St., Menasha, as an alternate

Moved by Ald. Sevenich, seconded by Ald. Krueger to approve appointment of Jeffrey Nichols.

Motion carried on voice vote.

3. Mayor's reappointment to the Board of Appeals

- a. Ken Kubiak, 1214 Fieldview Dr., Menasha, for the term of February 1, 2012 to February 1, 2015

Moved by Ald. Sevenich, seconded by Ald. Benner to approve appointment of Ken Kubiak.

Motion carried on voice vote

L. HELD OVER BUSINESS

1. 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) (Held 1/16/12)

No action.

M. CLAIMS AGAINST THE CITY

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 7:21 p.m.

Motion carried on voice vote.

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

CITY OF MENASHA DISBURSEMENTS

Accounts Payable for 2/9/12-2/16/12 Checks # 32435-32581	\$3,663,969.07
Payroll Checks for 2/9/12	<u>167,306.12</u>
Total	\$3,831,275.19

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: 2/9/2012

Vendor Name	Check Number	Check Date	Invoice Number	Account Number	Amount	Description
ACCURATE	32435	2/9/2012	1200675	731-1022-541.30-18	50.92	Disc/Nuts
			Total for check: 32435		50.92	
JF AHERN CO	32436	2/9/2012	A104814	100-1001-514.20-01	690.05	Extinguisher Maintenance
		2/9/2012	A104824	100-0801-521.24-03	279.55	Extinguisher Care
			Total for check: 32436		969.60	
APPLETON SCHOOL DISTRICT	32437	2/9/2012		100-0000-203.05-00	133,603.91	Property Tax
			Total for check: 32437		133,603.91	
CITY OF APPLETON	32438	2/9/2012	203687	100-0302-542.25-01	13,338.00	January 2012 Bus Service
			Total for check: 32438		13,338.00	
BAHCALL RUBBER CO INC	32439	2/9/2012	561273-001	625-1010-541.30-18	1,129.53	Leaf Col
		2/9/2012	562374-001	731-1022-541.38-03	62.80	Alum Adptr/Nipple
			Total for check: 32439		1,192.33	
BAYCOM INC	32440	2/9/2012	65210	743-0403-513.30-15	4,168.00	PD Squad Laptop Printer
			Total for check: 32440		4,168.00	
EDMOND BIELARCZYK J	32441	2/9/2012		100-0202-512.21-01	450.00	Dec 13 Cancellation Fee PD
			Total for check: 32441		450.00	
BUBBRICK'S	32442	2/9/2012	549248	100-0801-521.30-10	161.22	Office Supplies
			Total for check: 32442		161.22	
CALUMET COUNTY TREASURER	32443	2/9/2012		100-0000-203.01-00	92,855.67	Property Tax

AP Check Register
Check Date: 2/9/2012

Vendor Name	Check Number	Check Date	Invoice Number	Account Number	Amount	Description
CALUMET COUNTY TREASURER...	32443...	2/9/2012...	...	100-0000-203.08-00	3,960.31	Property Tax
			Total for check: 32443		96,815.98	
CDW GOVERNMENT INC	32444	2/9/2012	D421980	743-0403-513.30-15	68.20	Briefcases/Mouse
		2/9/2012	D631375	743-0403-513.30-15	29.00	Mouse
			Total for check: 32444		97.20	
CRESCENT ELECTRIC SUPPLY COMPANY	32445	2/9/2012	087-372513-00	100-0703-553.24-03	86.72	Cover/Plug/Cable
			Total for check: 32445		86.72	
DEFENSIVE EDGE TRAINING & CONSULT	32446	2/9/2012	701	100-0801-521.34-02	375.00	Course Registration
			Total for check: 32446		375.00	
DEPARTMENT OF WORKFORCE DEVELOPMENT	32447	2/9/2012		100-1019-552.15-09	1,438.00	January Bridge
			Total for check: 32447		1,438.00	
JAMIE DOEREN	32448	2/9/2012	WINTERGALA	826-0703-553.30-18	100.00	Winter Gala
			Total for check: 32448		100.00	
JOHN DREWS	32449	2/9/2012	WINTERGALA	826-0703-553.30-18	100.00	Winter Gala
			Total for check: 32449		100.00	
CHRISTY DUNSMOOR	32450	2/9/2012	WINTERGALA	826-0703-553.30-18	100.00	Winter Gala
			Total for check: 32450		100.00	
FERGUSON WATERWORKS #1476	32451	2/9/2012	0731266	731-1022-541.24-03	43.47	PWF
			Total for check: 32451	100-0501-522.24-03	271.81	Station 35
					315.28	

AP Check Register
Check Date: 2/9/2012

Vendor Name	Check Number	Check Date	Invoice Number	Account Number	Amount	Description
FOX VALLEY TECHNICAL COLLEGE	32452	2/9/2012		100-0000-203.04-00	359,945.66	Property Tax
				Total for check: 32452	359,945.66	
ARTHUR J GALLAGHER RMS INC	32453	2/9/2012		733-0206-512.51-08	570.00	Crime Renewal
				Total for check: 32453	570.00	
GUNDERSON UNIFORM & LINEN RENTAL	32454	2/9/2012		100-0801-521.30-13	30.78	Towel/Mat Cleaning
				Total for check: 32454	30.78	
GUNTA & REAK SC	32455	2/9/2012		733-0206-512.21-01	3,432.75	#1174-02M 6609 PD Crime Prevention
				733-0206-512.21-01	22.00	#1174-02M 6665 PD Crime Prevention
				Total for check: 32455	3,454.75	
H&K WOODS INC	32456	2/9/2012		100-0703-553.30-18	920.25	Cedar
				Total for check: 32456	920.25	
HEARTLAND LABEL PRINTERS INC	32457	2/9/2012		743-0403-513.21-04	155.40	Annual DNS Hosting
				Total for check: 32457	155.40	
HOME DEPOT CREDIT SERVICES	32458	2/9/2012		100-1001-514.24-03	28.26	IT Shelf
				100-0601-551.24-03	78.32	Art Wall
				Total for check: 32458	106.58	
INDEPENDENT INSPECTIONS LTD	32459	2/9/2012		100-0301-523.21-06	3,482.72	January 2012 Permits
				Total for check: 32459	3,482.72	
INTERSTATE BATTERY OF GREEN BAY	32460	2/9/2012		100-1003-541.30-18	34.46	Re-build 18-0
				100-1009-541.30-18	34.46	Re-build 18-0
				625-1010-541.30-18	34.46	Re-build 18-0

AP Check Register
Check Date: 2/9/2012

Vendor Name	Check Number	Check Date	Invoice Number	Account Number	Amount	Description
INTERSTATE BATTERY OF GREEN BAY...	32460...	2/9/2012...	179195...	601-1020-543.30-18	34.47	Re-build 18-0
			Total for check: 32460		137.85	
JX ENTERPRISES INC	32461	2/9/2012	G-220170011	731-1022-541.38-03	457.99	Kit-Super
			Total for check: 32461		457.99	
KONE INC	32462	2/9/2012	150611030	100-0801-521.24-03	1,971.00	Replace Door Edge
			Total for check: 32462		1,971.00	
KUNDINGER FLUID POWER INC	32463	2/9/2012	50168568	731-1022-541.38-03	32.67	metering Valve
		2/9/2012	50168817	731-1022-541.38-03	6.92	Sleeves/Bushings
		2/9/2012	50168947	731-1022-541.38-03	56.58	Hose/Nut/Bushing
			Total for check: 32463		96.17	
LAPPEN SECURITY PRODUCTS INC	32464	2/9/2012	LSPQ21737	100-1001-514.24-03	87.70	City Hall 3rd Floor Key Bypass
			Total for check: 32464		87.70	
MANAWA TELEPHONE CO	32465	2/9/2012		743-0403-513.22-01	39.95	Internet Service
			Total for check: 32465		39.95	
MATTHEWS TIRE & SERVICE CENTER	32466	2/9/2012	41688	731-1022-541.38-02	218.18	Tires/Hardware/Labor
			Total for check: 32466		218.18	
MCNEILUS TRUCK & MFG COMPANY	32467	2/9/2012	1781267	731-1022-541.38-03	88.50	BSH,CON 2.75/2.25
			Total for check: 32467		88.50	
MENARDS-APPLETON EAST	32468	2/9/2012	8052	100-0703-553.30-18	32.65	Wood Glue/Drop Cloths/OSB
		2/9/2012	8386	100-0703-553.30-18	(4.19)	Drop Cloths - Credit
		2/9/2012	8390	100-0702-552.30-18	14.44	Resin Paper/Tape

AP Check Register
Check Date: 2/9/2012

Vendor Name	Check Number	Check Date	Invoice Number	Account Number	Amount	Description
MENARDS-APPLETON EAST...	32468...	2/9/2012	8406	731-1022-541.38-03	12.57	PVC Valve/Couplings
				Total for check: 32468	55.47	
MENASHA EMPLOYEES CREDIT UNION	32469	2/9/2012	20120209	100-0000-202.05-00	14,919.00	PAYROLL SUMMARY
				Total for check: 32469	14,919.00	
MENASHA EMPLOYEES CREDIT UNION	32470	2/9/2012	20120209	100-0000-202.10-00	150.88	PAYROLL SUMMARY
				Total for check: 32470	150.88	
MENASHA JOINT SCHOOL DISTRICT	32471	2/9/2012		100-0000-203.03-00	1,823,859.67	Property Tax
				Total for check: 32471	1,823,859.67	
MENASHA UTILITIES	32472	2/9/2012	003835	100-1008-541.25-01	137.13	Accident 2011-19
				BILLING 2	233.22	Electric
				100-0703-553.22-03	492.53	Electric
				100-0703-553.22-05	209.72	Water/Sewer
				100-0703-553.22-06	91.25	Storm
				100-0903-531.22-03	169.46	Electric
				100-0903-531.22-05	50.09	Water/Sewer
				100-0000-123.00-00	8.03	Electric
				100-0305-562.22-06	2.50	Storm
				601-1020-543.22-03	60.70	Electric
Total for check: 32472	1,454.63					
MENASHA UTILITIES	32473	2/9/2012		267-0102-581.22-04	1,050.87	
				267-0102-581.22-04	(1,050.87)	
				Total for check: 32473	0	

AP Check Register
Check Date: 2/9/2012

Vendor Name	Check Number	Check Date	Invoice Number	Account Number	Amount	Description
MILLER & ASSOCIATES	32474	2/9/2012	21355	100-0702-552.30-15	573.00	Chaise Lounge (2)
			Total for check: 32474		573.00	
			Total for check: 32475			
MINNESOTA LIFE INSURANCE COMPANY	32475	2/9/2012		100-0000-204.07-00	2,445.60	March 2012
			Total for check: 32476		2,445.60	
			Total for check: 32477			
MODERN BUSINESS MACHINES	32476	2/9/2012	26271117	100-1001-514.24-04	66.35	Nov Images Used
		2/9/2012	26271118	100-1001-514.24-04	105.56	Dec Images Used
			Total for check: 32478		171.91	
MORTON SAFETY	32477	2/9/2012	645676	100-0901-515.30-18	14.96	Test Solution
			Total for check: 32479		14.96	
			Total for check: 32480			
NEENAH POLICE DEPARTMENT	32478	2/9/2012		100-0000-201.03-00	113.80	Bond
			Total for check: 32481		113.80	
			Total for check: 32482			
NEENAH-MENASHA MUNICIPAL COURT	32479	2/9/2012		100-0000-201.03-00	202.00	Bond
			Total for check: 32483		341.00	
			Total for check: 32484			
RAY O'HERRON CO INC	32480	2/9/2012	1201292-IN	100-0801-521.19-03	93.45	Badges
		2/9/2012	1201293-IN	100-0801-521.30-18	184.10	Badges
			Total for check: 32485		277.55	
OFFICE DEPOT	32481	2/9/2012	2330678	100-0201-512.30-10	9.84	Office Supplies
			Total for check: 32486		31.98	
			Total for check: 32487			

AP Check Register
Check Date: 2/9/2012

Vendor Name	Check Number	Check Date	Invoice Number	Account Number	Amount	Description
OFFICE DEPOT...	32481...	2/9/2012	2330680	100-0903-531.30-10	18.98	Office Supplies
			Total for check: 32481		72.05	
JEFF OLSON	32482	2/9/2012	WINTERGALA	826-0703-553.30-18	300.00	Winter Gala
			Total for check: 32482		300.00	
ORIENTAL TRADING CO INC	32483	2/9/2012	649021730-01	100-0702-552.30-18	16.99	Program Supplies
			Total for check: 32483		16.99	
PACKER CITY INTERNATIONAL	32484	2/9/2012	3-220130018	731-1022-541.38-03	52.24	Blade
		2/9/2012	3-220160020	731-1022-541.38-03	10.34	Block
		2/9/2012	3-220160028	731-1022-541.38-03	10.34	Block
		2/9/2012	3-220180018	731-1022-541.38-03	13.45	Air Filter
		2/9/2012	3-220180045	731-1022-541.38-03	22.74	Nozzle/Filter/Block
		Total for check: 32484		109.11		
POSTAL ANNEX	32485	2/9/2012	184786	100-0801-521.30-11	7.78	PD
		2/9/2012	184812	100-0801-521.30-11	8.28	PD
		2/9/2012	184896	100-0801-521.30-11	7.78	PD
		2/9/2012	184981	100-0801-521.30-11	8.28	PD
		2/9/2012	185077	100-0904-531.30-11	8.07	Health
		Total for check: 32485		40.19		
PRIME MEDIA	32486	2/9/2012	0002681-IN	100-0801-521.30-18	150.48	36 Rolls Kanzaki Thermal Black Image
			Total for check: 32486		150.48	
J A SEXAUER	32487	2/9/2012	259717601	100-1001-514.24-03	3.24	Third Floor Bypass Control Key
			Total for check: 32487		3.24	

AP Check Register
Check Date: 2/9/2012

Vendor Name	Check Number	Check Date	Invoice Number	Account Number	Amount	Description
SEH	32488	2/9/2012	252660	625-1010-541.21-04	220.00	PermiTrackESC Project 107161
			Total for check: 32488		220.00	
R A SMITH NATIONAL INC	32489	2/9/2012	104440	100-0703-553.21-02	1,300.00	Engineering Gilbert Mill Site
			Total for check: 32489		1,300.00	
STAPLES ADVANTAGE	32490	2/9/2012	8020602819	100-0304-562.30-10	183.82	Supplies
				100-0702-552.30-10	34.51	Supplies
				100-0301-523.30-18	15.67	Supplies
				100-1002-541.30-10	34.54	Supplies
				100-1001-514.30-10	41.76	Supplies
				731-1022-541.30-10	161.18	Office Supplies
				731-1022-541.30-18	123.45	Office Supplies
				100-0703-553.30-18	123.45	Office Supplies
				100-0703-553.30-10	5.13	Office Supplies
			Total for check: 32490		723.51	
UNIFIRST CORPORATION	32491	2/9/2012	097 0104348	731-1022-541.20-01	101.42	Uniform/Equip Cleaning
			Total for check: 32491		101.42	
UNIFORM SHOPPE	32492	2/9/2012	205998	100-0801-521.19-03	195.85	Trousers
			Total for check: 32492		195.85	
UNITED PAPER CORPORATION	32493	2/9/2012	46793	100-0000-132.00-00	40.92	Cleaner
			Total for check: 32493		40.92	
UNITED WAY FOX CITIES	32494	2/9/2012	20120209	100-0000-202.09-00	27.48	PAYROLL SUMMARY
			Total for check: 32494		27.48	
US CELLULAR	32495	2/9/2012	200267787-095	100-0201-512.22-01	40.67	Captain

AP Check Register
Check Date: 2/9/2012

Vendor Name	Check Number	Check Date	Invoice Number	Account Number	Amount	Description
US CELLULAR...	32495...	2/9/2012...	200267787-095...	100-0401-513.22-01	12.38	Stoffel
				100-1019-552.22-01	10.87	Bridge Tenders
				743-0403-513.22-01	323.08	IT Department
				601-1020-543.22-01	5.41	Confined Space
				100-1001-514.22-01	46.70	Allix/Quick
				100-0601-551.22-01	2.07	Powell
				100-0801-521.22-01	529.65	Police
				100-0919-531.22-01	44.57	Health Department
				100-0904-531.22-01	45.60	Drew
				100-1002-541.22-01	137.23	Engineering Department
				100-0702-552.22-01	40.05	Tungate
				100-0703-553.22-01	118.51	Park Department
				100-0304-562.22-01	18.45	Keil
				731-1022-541.22-01	54.42	Public Works Facility
100-1008-541.22-01	6.84	Bursack				
601-1020-543.22-01	5.41	Sewer Truck				
Total for check: 32495				1,441.91		
WAVERLY SANITARY DISTRICT	32496	2/9/2012	100-0000-203.07-00	14,035.04	Property Tax	
				14,035.04		
WC INDUSTRIAL SUPPLY COMPANY	32497	2/9/2012	0016682-IN	731-1022-541.38-03	17.37	472636/NAT
				17.37		
WE ENERGIES	32498	2/9/2012	100-1012-541.22-03	2,218.25	Street Lights	
				100-1008-541.22-04	9.14	455 Baldwin Gas 12/26/11-1/25/12
				100-0703-553.22-03	37.50	US HWY 10 & STH 114 12/22/11-1/24/12
				2,264.89		

AP Check Register
Check Date: 2/9/2012

Vendor Name	Check Number	Check Date	Invoice Number	Account Number	Amount	Description
WIL-KIL PEST CONTROL	32499	2/9/2012	1978104	731-1022-541.20-07	64.00	City Garage Contract
				Total for check: 32499		64.00
WINNEBAGO COUNTY CLERK OF COURTS	32500	2/9/2012		100-0000-201.03-00	150.00	Bond Report #MP 12-0278
				100-0000-201.03-00	235.00	Bond Report #12-293
				Total for check: 32500		385.00
WINNEBAGO COUNTY SHERIFF'S DEPT	32501	2/9/2012		100-0000-201.03-00	235.00	Bond Report #MP 12-0287
				100-0000-201.03-00	285.00	Bond Report #MP 12-0286
				Total for check: 32501		520.00
WINNEBAGO COUNTY TREASURER	32502	2/9/2012		100-0805-521.25-01	308.76	Jail Housing December 2011
				100-0801-521.29-07	7,149.35	LRMS Charge
				266-1027-543.25-01	568.50	Single Stream Recycling January 2012
				Total for check: 32502		8,026.61
WINNEBAGO COUNTY TREASURER	32503	2/9/2012		310-0409-571.61-01	5,878.00	ATS
				310-0410-571.61-02	3,256.69	ATS
				Total for check: 32503		9,134.69
WINNEBAGO COUNTY TREASURER	32504	2/9/2012		100-0000-203.02-00	1,021,075.67	Property Tax
				100-0000-203.08-00	32,281.60	Property Tax
				Total for check: 32504		1,053,357.27
WIS PUBLIC FINANCE PROF LLC	32505	2/9/2012		100-0401-513.21-03	1,500.00	2011 Annual Report Filing Fee
				Total for check: 32505		1,500.00

AP Check Register
Check Date: 2/9/2012

<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>
WISCONSIN SECRETARY OF STATE	32506	2/9/2012		100-0801-521.32-01	20.00	Notary Fee
			Total for check: 32506		20.00	
WISCONSIN SUPPORT COLLECTIONS	32507	2/9/2012	20120209	100-0000-202.03-00	1,740.76	PAYROLL SUMMARY
			Total for check: 32507		1,740.76	
WE ENERGIES	32508	2/9/2012		267-0102-581.22-04	1,050.87	
			Total for check: 32508		1,050.87	
					3,566,362.76	

AP Check Register
Check Date: 2/16/2012

Vendor Name	Check Number	Check Date	Invoice Number	Account Number	Amount	Description
ACCURATE	32509	2/16/2012	1200994	731-1022-541.30-18	74.00	Nuts
		2/16/2012	1201009	731-1022-541.30-18	161.59	Nuts/Bolts
			Total for check: 32509		235.59	
JF AHERN CO	32510	2/16/2012	A110065	731-1022-541.21-06	143.00	Replace Unit
			Total for check: 32510		143.00	South Wall-PWF
ALL-SPORT TROPHY	32511	2/16/2012	45269	100-0702-552.30-18	32.00	Trophy Plates
			Total for check: 32511		32.00	
ALLIED GLOVE & SAFETY PRODUCTS	32512	2/16/2012	1/926740	731-1022-541.30-18	92.13	Insulated Gloves
			Total for check: 32512		92.13	
AMBROSIUS CONCRETE SUPPLIES INC	32513	2/16/2012	271889	100-0703-553.30-18	164.00	Culvert
			Total for check: 32513		164.00	
APPLETON STEEL INC	32514	2/16/2012	28764	100-0703-553.30-18	176.66	Tubing
			Total for check: 32514		176.66	
ARING EQUIPMENT CO INC	32515	2/16/2012	393356	731-1022-541.38-03	346.71	Handle/Paint
			Total for check: 32515		346.71	
BAYCOM INC	32516	2/16/2012	65757	100-0801-521.80-05	4,664.00	Arbitrator 360
		2/16/2012	65758	100-0801-521.80-05	4,529.00	New Squad Docs for MDC's
		2/16/2012	65935	100-0801-521.29-05	18.99	Cable
		2/16/2012	65941	100-0801-521.29-05	162.00	Docking station part
			Total for check: 32516		9,373.99	

AP Check Register
Check Date: 2/16/2012

Vendor Name	Check Number	Check Date	Invoice Number	Account Number	Amount	Description
BERGSTROM	32517	2/16/2012	15596	100-0801-521.29-05	229.05	Moulding/Squad 41
				Total for check: 32517	229.05	
BRUCE MUNICIPAL EQUIPMENT INC	32518	2/16/2012	4120021	741-0000-193.00-00	7,930.00	51" Blower
				Total for check: 32518	7,930.00	
CASPER'S TRUCK EQUIPMENT INC	32519	2/16/2012	57654	731-1022-541.38-03	21.54	Bumper Rubber
				Total for check: 32519	21.54	
CDW GOVERNMENT INC	32520	2/16/2012	D922527	743-0403-513.30-15	53.04	General IT Supplies
				Total for check: 32520	53.04	Surge Protectors
DIGICORPORATION	32521	2/16/2012	120450	100-0801-521.29-01	100.00	Police Dept Envelopes
				Total for check: 32521	52.00	(48.00) Police Dept/Credit
EARTHLINK BUSINESS	32523	2/16/2012		100-0402-513.22-01	7.17	Assessor
				100-0201-512.22-01	7.89	Attorney
				100-0000-123.00-00	15.28	Building Inspector
				100-0203-512.22-01	15.46	Clerk
				100-0304-562.22-01	30.04	Community Development
				100-1001-514.22-01	78.84	City Hall
				100-0401-513.22-01	36.36	Finance
				731-1022-541.22-01	27.28	Garage
				100-0903-531.22-01	50.38	Health
				743-0403-513.22-01	15.60	IT
				100-0601-551.22-01	179.55	Library
				100-0101-511.22-01	9.89	Mayor
100-0702-552.22-01	27.29	Recreation				
100-0703-553.22-01	49.44	Parks				
100-0202-512.22-01	14.43	Personnel				

AP Check Register
Check Date: 2/16/2012

Vendor Name	Check Number	Check Date	Invoice Number	Account Number	Amount	Description
EARTHINK BUSINESS...	32523...	2/16/2012...	...	100-0801-521.22-01	267.11	Police
				100-1002-541.22-01	49.91	Engineering
				100-0920-531.22-01	14.34	Senior
				100-1008-541.22-01	3.73	Sign
				100-0502-522.22-01	43.69	EOC
				207-0000-123.00-00	26.60	Marina
				100-0000-123.00-00	289.49	Menasha Utilities
			Total for check: 32523	1,259.77		
FASTENAL COMPANY	32524	2/16/2012	WINEE71971	100-0704-552.24-04	85.32	
			Total for check: 32524		85.32	
FERRELLGAS	32525	2/16/2012	1061084887	266-1027-543.21-06	78.82	Liquified Petroleum Gas
			Total for check: 32525		78.82	
FIRST SUPPLY LLC - APPLETON	32526	2/16/2012	9184095-00	100-0704-552.24-03	324.91	Plumb parts
		2/16/2012	9188783-00	100-0703-553.30-18	41.63	Plumb parts
		2/16/2012	9190645-00	100-0704-552.24-03	9.97	Plumb parts
			Total for check: 32526		376.51	
FOX STAMP SIGN & SPECIALTY	32527	2/16/2012	206776	100-0702-552.30-10	30.00	Punch
			Total for check: 32527		30.00	
FOX VALLEY TECHNICAL COLLEGE	32528	2/16/2012		100-0000-201.03-00	21.75	
		2/16/2012	TPB0000131987	100-0801-521.34-02	3,923.00	Classes
			Total for check: 32528		3,944.75	
GALLS LLC	32529	2/16/2012	511920482	100-0801-521.29-05	245.99	Dash Light
			Total for check: 32529		245.99	

AP Check Register
Check Date: 2/16/2012

Vendor Name	Check Number	Check Date	Invoice Number	Account Number	Amount	Description
GANNETT WISCONSIN MEDIA #1014	32530	2/16/2012	0006112993	100-0405-513.29-02	701.46	Legals
			Total for check: 32530		701.46	
	32531	2/16/2012	0028842-IN	100-0801-521.30-18	1,355.75	AED Package and Cabinet
			Total for check: 32531		1,355.75	
GUNDERSON UNIFORM & LINEN RENTAL	32532	2/16/2012	1432936	100-0801-521.30-13	31.78	Towel/Mat
			Total for check: 32532		31.78	
	32533	2/16/2012	0000141997	100-0914-531.30-18	72.21	Paper/Chart/Blue 7-Day
			Total for check: 32533		72.21	
JOHN DEERE FINANCIAL	32534	2/16/2012		100-0703-553.30-18	5.11	
			Total for check: 32534		5.11	
	32535	2/16/2012	G-220180016	731-1022-541.29-04	182.75	Repair Peterbilt 340
			Total for check: 32535		182.75	
KITZ & PFEIL INC	32538	2/16/2012	010303-0014	100-0703-553.24-02	39.95	Chain Sharpen
		2/16/2012	010309-0005	100-0703-553.30-18	5.40	Misc Hardware
		2/16/2012	010314-0004	100-0703-553.24-03	10.40	Misc Hardware
		2/16/2012	010314-0057	731-1022-541.82-01	20.69	Screws PWF Fence
		2/16/2012	010314-0107	731-1022-541.82-01	17.52	Screws PWF Fence
		2/16/2012	010414-0004	731-1022-541.38-03	4.75	Connector/Elbow
		2/16/2012	010514-0012	100-0703-553.30-18	14.21	Glue
		2/16/2012	010914-0027	100-0703-553.30-18	3.58	Misc Hardware
		2/16/2012	010914-0030	100-0703-553.24-03	2.51	Pully
		2/16/2012	010914-0039	100-1001-514.30-18	8.53	Brad/Socket
	2/16/2012	011003-0005	100-0703-553.30-18	10.79	Sheet	
	2/16/2012	011014-0012	100-0703-553.24-03	9.26	Misc Hardware	
	2/16/2012	011103-0018	731-1022-541.38-03	12.21	Belt	

AP Check Register
Check Date: 2/16/2012

Vendor Name	Check Number	Check Date	Invoice Number	Account Number	Amount	Description
KITZ & PFEIL INC...	32538...	2/16/2012	011114-0004	100-0703-553.30-18	25.16	Spray Paint/Adapler
		2/16/2012	011114-0122	731-1022-541.30-18	15.71	Ext Cord/Hook
		2/16/2012	011114-0140	100-0501-522.24-03	12.73	Humidifier Drain Line
		2/16/2012	011203-0005	100-0703-553.30-18	16.74	Snowmobile Parts
		2/16/2012	011614-0046	100-1001-514.24-03	6.55	Strap/Window Bolt
		2/16/2012	011614-0093	100-0704-552.24-03	7.64	Pool Storage Room
		2/16/2012	011614-0123	100-1001-514.24-03	0.27	Strap/Bolt
		2/16/2012	011814-0102	731-1022-541.30-18	2.50	Misc Hardware
		2/16/2012	011914-0030	100-0920-531.24-03	3.90	SC-Outlet
		2/16/2012	011914-0047	731-1022-541.30-18	8.16	Insert
		2/16/2012	012014-0006	100-0703-553.30-18	14.95	Roller covers/Brushes
		2/16/2012	012014-0027	731-1022-541.30-18	11.69	Lock nut
		2/16/2012	012014-0043	100-0703-553.30-18	7.18	Enamel
		2/16/2012	122114-0007	100-1001-514.30-18	3.22	Sharpie/Enamel
		2/16/2012	122114-0039	100-1002-541.30-18	8.62	Battery
				625-1010-541.30-18	2.87	Battery
				731-1022-541.82-01	20.66	Bit Holder/Screws Fence PWF
				100-0920-531.24-03	18.70	SC Dishwasher Parts
				100-0703-553.24-03	9.15	Screws
				100-1001-514.24-03	7.97	Corner Iron/Dishsoap IT Shelf
			100-0703-553.24-03	16.24	Sealant/Misc Hardware	
			100-0703-553.24-03	69.58	Washer/Bolts Mem Bldg	
			100-0703-553.24-03	9.24	Misc Hardware Mem Bldg	
			Total for check: 32538	459.23		
LEGACY DISTRIBUTION	32539	2/16/2012	3196	266-1028-543.30-18	81.00	Chain Saw Vest
				Total for check: 32539	81.00	
MID-AMERICAN RESERACH CHEMICAL	32540	2/16/2012	0460139-IN	731-1022-541.30-18	81.80	Dispenser/Deodorizer
				Total for check: 32540	81.80	

AP Check Register
Check Date: 2/16/2012

Vendor Name	Check Number	Check Date	Invoice Number	Account Number	Amount	Description
MATTHEWS TIRE & SERVICE CENTER	32541	2/16/2012	41787	731-1022-541.38-02	39.51	Repair Tire
				Total for check: 32541	39.51	
	32542	2/16/2012	9196	100-0703-553.24-03	27.47	Textured Board
			Total for check: 32542	27.47		
MENASHA JOINT SCHOOL DISTRICT	32543	2/16/2012		100-0000-201.03-00	118.80	
				Total for check: 32543	118.80	
	32544	2/16/2012	PERMIT 39/PI	100-1001-514.30-11	190.00	Permit Renewal
			Total for check: 32544	190.00		
MENASHA UTILITIES	32547	2/16/2012		100-1008-541.22-03	781.54	Electric
				100-1008-541.22-05	31.31	Water
				601-1020-543.22-03	22.84	Electric
				100-0704-552.22-03	211.66	Electric
				100-0704-552.22-05	388.00	Water
				731-1022-541.22-03	1,836.52	Electric
				731-1022-541.22-05	764.05	Water
				731-1022-541.22-06	767.50	Storm
				266-1028-543.22-06	73.13	Storm
				100-0801-521.22-03	1,255.58	Electric
				100-0801-521.22-05	242.54	Water
				100-0801-521.22-06	62.71	Storm
				100-0000-123.00-00	909.22	Electric
				100-0000-123.00-00	175.63	Water
				100-0000-123.00-00	45.41	Storm
			100-0601-551.22-03	3,047.76	Electric	
			100-0601-551.22-05	403.01	Water	
			100-0601-551.22-06	103.75	Storm	
			100-1019-552.22-03	454.23	Electric	
			100-1019-552.22-05	12.11	Water	

AP Check Register
Check Date: 2/16/2012

Vendor Name	Check Number	Check Date	Invoice Number	Account Number	Amount	Description
MENASHA UTILITIES...	32547...	2/16/2012...	...	100-0000-123.00-00	8.31	Electric
				100-0703-553.22-03	1,275.54	Electric
				100-0703-553.22-06	280.63	Storm
				100-0305-562.22-06	7.50	Storm
				100-1001-514.22-03	21,48.90	Airport Road 12/22/11-1/23/12
				100-1001-514.22-05	12.11	901 Airport Road 12/22/11-1/23/12
				100-1001-514.22-06	6.25	901 Airport Road 12/22/11-1/23/12
				100-0801-521.22-03	14.84	430 First Street 12/27/11-1/25/2012
				731-1022-541.22-06	62.50	981 Plank Road 12/22/11-1/25/12
				100-1008-541.25-01	171.67	Traffic Light Racine/3rd
			100-1012-541.25-01	171.67	Traffic Light Racine/3rd	
			100-1012-541.22-03	19,637.80	January 2012 Street Lighting	
			Total for check: 32547	33,258.80		
MENASHA UTILITIES	32548	2/16/2012		267-0102-581.22-03	2,712.41	
				267-0102-581.22-05	165.90	
			Total for check: 32548	2,878.31		
TOWN OF MENASHA UTILITY DISTRICT	32549	2/16/2012	4449	100-0701-533.22-06	295.00	206 North Street
			4450	100-0701-533.22-06	26.25	Stormwater
			Total for check: 32549	321.25		
MORTON SAFETY	32550	2/16/2012	649115	100-0702-552.30-18	8.99	First-aid Supplies
			Total for check: 32550	8.99		
N&M AUTO SUPPLY	32551	2/16/2012	389129	731-1022-541.38-03	(13.80)	Credit/U-Joint
			390743	731-1022-541.38-03	11.74	Halogen Capsule
			391133	100-0703-553.30-18	9.00	Supplies
			Total for check: 32551	6.94		
NEENAH-MENASHA MUNICIPAL COURT	32552	2/16/2012		100-0000-201.03-00	391.80	Bond Report #12-381

AP Check Register
Check Date: 2/16/2012

Vendor Name	Check Number	Check Date	Invoice Number	Account Number	Amount	Description
NEENAH-MENASHA MUNICIPAL COURT...	32552...	2/16/2012...	...	100-0000-201.03-00	129.20	Bond Report #12-61
				100-0000-201.03-00	139.00	Bond Report #12-60
				100-0000-201.03-00	139.00	Bond Report #MP11-202
				Total for check: 32552	799.00	
CITY OF NEENAH	32553	2/16/2012	33483	743-0403-513.24-04	8,327.50	2011 Support Tax System
	32554	2/16/2012	33484	100-0501-522.80-05	980.45	Dishwasher/Charis/Stools Coffee Maker
				Total for check: 32553	9,307.95	
NORTHEAST WISCONSIN IMMUN COALITION	32554	2/16/2012		100-0914-531.34-02	100.00	Registration
				Total for check: 32554	100.00	
OSHKOSH TENT & AWNING CO INC	32555	2/16/2012	43768	100-0703-553.30-18	613.80	Letters/Smith/Hart Muni Beach
				Total for check: 32555	613.80	
OUTAGAMIE COUNTY	32556	2/16/2012	91726	100-0805-521.25-01	55.00	Lodging/December 2011
				Total for check: 32556	55.00	
PACESETTERS OF THE FOX CITIES	32557	2/16/2012		100-0702-552.30-18	200.00	Grunski Equipment 2011
				Total for check: 32557	200.00	
PACKER CITY INTERNATIONAL	32558	2/16/2012	3-220190004	731-1022-541.38-03	85.32	Fuel Filler/Block
		2/16/2012	3-220190077	731-1022-541.38-03	8.90	Model 26
		2/16/2012	3-220200069	731-1022-541.38-03	(77.22)	Air Filters - Credit
				Total for check: 32558	17.00	
DENISE QUICK	32559	2/16/2012		100-1001-514.33-01	17.10	January 2012 Mileage
				Total for check: 32559	17.10	

AP Check Register
Check Date: 2/16/2012

Vendor Name	Check Number	Check Date	Invoice Number	Account Number	Amount	Description
REGISTRATION FEE TRUST	32560	2/16/2012	AUT 783SSL	100-0801-521.29-05	75.00	75.00 Plate Renewal
			Total for check: 32560		75.00	
ROSS IMAGING LLC	32561	2/16/2012	112238	743-0403-513.29-01	1,140.00	3rd Floor Copier
				743-0403-513.29-01	787.15	2011 Overage Charges
			Total for check: 32561		1,927.15	
SERVICEMASTER BUILDING MAINTENANCE	32562	2/16/2012	135260	100-0801-521.20-01	1,395.00	Contract Janitorial PD
		2/16/2012	135261	100-0801-521.20-01	50.00	Clean Garage PD
			Total for check: 32562		1,445.00	
SHERWIN-WILLIAMS CO	32563	2/16/2012	8045-6	100-0703-553.30-18	165.16	Slain
			Total for check: 32563		165.16	
SKID & PALLET	32564	2/16/2012	40	100-0703-553.30-18	42.00	Mulch/Clovis Playground
			Total for check: 32564		42.00	
SMILEMAKERS	32565	2/16/2012	6450765	100-0909-531.30-18	57.91	Stickers
			Total for check: 32565		57.91	
STAPLES ADVANTAGE	32566	2/16/2012	8020807317	100-0702-552.30-10	27.74	Office Supplies
		2/16/2012	8020807319	100-0304-562.30-10	51.71	Office Supplies
				731-1022-541.30-18	71.27	
				731-1022-541.30-10	2.46	
			Total for check: 32566		203.68	

AP Check Register
Check Date: 2/16/2012

Vendor Name	Check Number	Check Date	Invoice Number	Account Number	Amount	Description
UNIFIRST CORPORATION	32567	2/16/2012	097 0104845	731-1022-541.20-01	102.97	102.97 Uniform/Supply Cleaning
			Total for check: 32567		<u>102.97</u>	
UNITED PAPER CORPORATION	32568	2/16/2012	47200	100-0000-132.00-00	81.84	81.84 Cleaner
			Total for check: 32568		<u>81.84</u>	
VALLEY GASKET INC	32569	2/16/2012	98028	100-0704-552.24-04	19.08	19.08
		2/16/2012	98369	100-0704-552.24-03	12.00	12.00 Ring
			Total for check: 32569		<u>31.08</u>	
VARITECH INDUSTRIES INC	32570	2/16/2012	123190	731-1022-541.38-03	41.61	41.61 Valve
			Total for check: 32570		<u>41.61</u>	
VERIZON WIRELESS	32571	2/16/2012	2691725567	100-0801-521.22-01	399.90	399.90 Police Charges
				100-0703-553.22-01	(5.95)	(5.95)
				601-1020-543.22-01	8.99	8.99
				625-1010-541.22-01	8.98	8.98
			Total for check: 32571		<u>411.92</u>	
WAI	32572	2/16/2012		100-0801-521.32-01	100.00	100.00 2012 Renewal
			Total for check: 32572		<u>100.00</u>	
WAVERLY SANITARY DISTRICT	32573	2/16/2012		100-0703-553.22-05	42.09	42.09 Barker Farm Pavilion Sewer/Water
			Total for check: 32573		<u>42.09</u>	
WC INDUSTRIAL SUPPLY COMPANY	32574	2/16/2012	0015835-IN	731-1022-541.38-03	69.44	69.44 Bearing
			Total for check: 32574		<u>69.44</u>	
WE ENERGIES	32575	2/16/2012		100-0701-533.22-03	8.24	8.24 North Street Electric
			Total for check: 32575		<u>8.24</u>	

AP Check Register

Check Date: 2/16/2012

Vendor Name	Check Number	Check Date	Invoice Number	Account Number	Amount	Description
WE ENERGIES...	32575...	2/16/2012...	...	100-0701-533.22-03	8.64	North Street 12/29/11-1/30/12 Elec
				100-0903-531.22-04	50.20	316 Racine Street 1/2/12-1/31/12
			Total for check: 32575		67.08	
WINNEBAGO COUNTY SHERIFF'S DEPT	32576	2/16/2012		100-0000-201.03-00	285.00	Bond Report #MP 12-345
			Total for check: 32576		285.00	
WINNEBAGO COUNTY TREASURER	32577	2/16/2012		100-0000-201.03-00	68.80	
			LF118169	100-1016-543.25-01	10,626.88	Landfill
				100-1017-543.25-01	3,360.00	Landfill
			RF101039	266-1029-543.25-01	1,469.00	Appliance Recycling
Total for check: 32577		15,524.68				
WISCONSIN DEPT OF REVENUE	32578	2/16/2012		100-0702-552.32-01	10.00	Seller's Permit
			Total for check: 32578		10.00	
WISCONSIN DEPT OF SAFETY & PROF SVC	32579	2/16/2012		100-0801-521.32-01	5.00	Amendment to Application
			Total for check: 32579		5.00	
WISCONSIN PARK & RECREATION ASSN	32580	2/16/2012	21142	100-0702-552.34-02	29.95	Webinar
			Total for check: 32580		29.95	
WLECHA	32581	2/16/2012		100-0801-521.32-01	35.00	Membership
			Total for check: 32581		35.00	
					96,555.44	