

**CITY OF MENASHA
COMMON COUNCIL
Third Floor Council Chambers
140 Main Street, Menasha
Tuesday, September 4, 2012**

WORKSHOP – 5:00 PM

Presentation from Rae Anne Beaudry, The Horton Group, Health Benefit Division – Health Insurances

**6:00 PM
AGENDA**

- A. CALL TO ORDER
- B. PLEDGE OF ALLEGIANCE
- C. ROLL CALL/EXCUSED ABSENCES
- D. PUBLIC HEARING
 - 1. [Proposed City of Menasha Year 2030 Comprehensive Plan amendment](#)
- 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. [NM Sewerage Commission Update – Randy Much](#)
Possible Motion to Adjourn into Closed Session pursuant to Wisconsin Statutes 19.85(1)(e) Deliberating or negotiating the purchasing of public properties, the investing of public fund or conducting other specified public business, whenever competitive or bargaining reasons require a closed session (US Sonoco)
 - 2. Motion to reconvene into Open Session
 - 3. Clerk Galeazzi - the following minutes and communications have been received and placed on file:
Minutes to receive:
 - a. [Administration Committee, 8/20/12](#)
 - b. [Board of Public Works, 8/20/12](#)
 - c. [Board of Health, 6/13/12](#)
 - d. [Committee on Aging, 7/12/12](#)
 - e. [NM Fire Rescue Joint Finance and Personnel, 8/28/12](#)
 - f. [NM Fire Rescue Joint Fire Commission, 8/29/12](#)
 - g. [NM Sewerage Commission, 7/24/12](#)
 - h. [Parks and Recreation Board, 8/13/12](#)
 - i. [Plan Commission, 8/21/12](#)
 - j. [Redevelopment Authority, 5/1/12, 8/23/12](#)
 - k. [Safety Committee, Public Works/Parks, 7/24/12](#)
 - l. [Water & Light Commission, 7/25/12, 8/22/12](#)Communications:
 - m. [WI Dept. of Administration, 8/20/12; Incorporation of a portion of Town of Harrison, Calumet County and Buchanan, Outagamie County, Wisconsin, as a village Calumet County Circuit Court Case No. 2012CV28](#)
 - n. [Comp Stoffel, 8/25/12; Refinancing wrap up](#)
 - o. [Customers First!, The Wire newsletter, August 2012](#)
 - p. [Menasha Historical Society Newsletter, August 2012](#)
 - q. [Robert Mittelstaedt, Alliance Industries to PP Homan, 8/21/12; IDB loan](#)
 - r. [PP Homan, 8/28/12; Status Update on lake Park Development Activity](#)

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, 8/20/12
2. Joint Common Council and Menasha Utilities, 8/22/12

Administration Committee, 8/20/12; recommends approval of:

3. NMFR Station 36, 901 Airport Road, Counter-offer to Endter Investment for \$125,000, property as is, city to do environmental, occupancy should be within six months of purchase, respond to counter-offer within two weeks and same terms as FP One.

Board of Public, 8/20/12; recommends approval of:

4. Street Use Application – Community First Fox Cities Marathon; Sunday, September 23, 2012; 6:00 AM – 2:00 PM (Community First Credit Union)
5. Street Use Application – SMC Homecoming Parade; Friday, October 5, 2012; 5:00 PM – 6:00 PM (St. Mary Central HS)
6. Payment – Northeast Asphalt, Inc.; Contract Unit No. 2012-03; Street Reconstruction, Concrete Curb & Gutter, Asphalt Pavement; Paris Street/Manitowoc Street; \$96,029.12 (Payment No. 1)

Plan Commission, 8/21/12; recommends approval of:

7. Circle of Friends – Province Terrance - CSM with the condition that an easement release be obtained from the grantees of the existing utility easement between lots 16 and 17 of the Province Terrace plat.

NM Fire Joint Finance and Personnel Committee, 8/28/12 recommends approval of:

8. Acknowledging the Purchase order \$6,900.30 is the correct amount for purchase order #12-65 and purchase order #94 in the amount of \$6,090.50 is not the correct amount, which is a difference of \$809.80.
9. Filling the vacated firefighter position after Shift Commander Flunker retires on October 23, 2012.
10. Acceptance of the Regional smoke detector grant of \$52,630.00 with NMFR's required portion of the matching fund be \$767.48. The Memorandum of Understanding will be approved pending final review and approval by both City legal councils.
11. Accept the FEMA AFG Rehab Grant totaling \$25,051.10. NMFR's required 25% match of \$6,262.78 will be funded through NMFR's All Other Equipment account/line (#8133)
12. The purchase of five (5) Masimo Rad-57 with CO units at a cost of \$3,851.00 per unit, for a total of \$19,255.00 plus shipping of \$55.00 totaling \$19,310.00. Approve the purchase of one (1) #RHK3000 Core Warming Package from DQE at a price of \$1,138.10 plus shipping. Approve the purchase of two (2) #RHK2000 Core Cooling packages from DQE at a price of \$1,480.00 each for a total of \$2,960.00 plus shipping. Purchase of 1 package #RHK1000 Rehab Shelter Package from DQE at a price of \$1,395.00 plus shipping for a grand total of \$25,051.10, which includes shipping costs.
13. The AFG Cascade System grant for a total of \$24,289.86 with NMFR's required 25% match of \$6,072.47 will be funded through NMFR's All Other Equipment account/line (#8133) and approve purchasing the system from Resolve Specialty Products, LLC for a total of \$24,289.86

H. ITEMS REMOVED FROM CONSENT AGENDA

I. ACTION ITEMS

1. Accounts payable and payroll for the term of 8/21/12 to 8/30/12 in the amount of \$927,231.10
2. Alcohol Beverage License Application, Class B Beer, Beyer Properties, LLC, d/b/a Fox Cinema, 400 Third Street, Menasha, Vicki L. Beyer, agent, for the 2012-2013 licensing year.
3. Authorization to apply for Traffic Enforcement Grant 2012-13 for Police Department.

J. ORDINANCES AND RESOLUTIONS

1. O-14-12 – An Ordinance Amending the City of Menasha Year 2030 Comprehensive Plan

K. APPOINTMENTS

None

L. HELD OVER BUSINESS

1. Approval of Common Council Minutes 8/6/12 (held 8/20/12)

M. CLAIMS AGAINST THE CITY

None

N. PUBLIC COMMENTS ON ANY MATTER LISTED ON THE AGENDA

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

O. ADJOURN

MEETING NOTICE

Common Council – Monday, September 17, 2012

Common Council - 6:00 pm

Administration Committee – 6:30 p.m.

Board of Public Works – 7:00 p.m.

CITY OF MENASHA
Public Hearings

NOTICE IS HEREBY GIVEN that the City of Menasha Plan Commission and Common Council will hold public hearings regarding the proposed amendment of the City of Menasha Year 2030 Comprehensive Plan. Public hearings will be held as follows:

Plan Commission Informal Public Hearing

Date: Tuesday, August 7, 2012
Time: 3:30 p.m. or shortly thereafter
Place: City Hall Council Chambers, 140 Main Street, Menasha

Common Council Formal Public Hearing

Date: Tuesday, September 4, 2012
Time: 6:00 p.m. or shortly thereafter
Place: City Hall Council Chambers, 140 Main Street, Menasha

The proposed City of Menasha Year 2030 Comprehensive Plan amendment is for a change in the land use classification on the Future Land Use Map from "Community Commercial" to "Industrial" for an area 8.16 in acres, located south of Fourth St, North of Third St, East of Racine St, and West of DePere St in the City of Menasha, Winnebago County, Wisconsin, as illustrated in the map below.



Copies of the proposed City of Menasha Year 2030 Comprehensive Plan Amendment are available for viewing at the Community Development Department, 2nd Floor, Menasha City Hall, 140 Main St, Menasha, WI, or a copy may be obtained by contacting the Community Development Department at (920) 967-3650.

Should you desire additional information regarding the proposed City Year 2030 Comprehensive Plan amendment, please call Kara Homan, Principal Planner, Community Development Department at (920) 967-3650.

Deborah A. Galeazzi
City Clerk

Publish: Monday, July 30, 2012



August 30, 2012

Mayor Don Merkes
City of Menasha
140 Main Street
Menasha, WI 54952

RE: NMSC Wastewater Treatment Plant Modification Project

Dear Mayor Merkes;

This is a follow up to our meeting today with yourself and other City of Menasha employees to discuss the status of the NMSC project – where we are and what actions need to occur for us to proceed with the project and to obtain Clean Water Fund (CWF) financing.

- In October 2011, the NMSC obtained short term financing (bond anticipation note) to bridge the gap in financing until CWF proceeds would be obtained. The projection at that time was to receive CWF proceeds by May 2012. The short term financing is structured with a December 1, 2012 due date.
- Plant equipment was bid and ordered.
- The project included the NMSC building a bio-solids storage building in the Town of Greenville, and as you are well aware, that effort fell apart and did not occur.
- The results of not building in the Town of Greenville created delays in completing the plant design; uncertainty of a bio-solids site created design delays due to the uncertainty of where some pieces of equipment related to solids dewatering may be placed in the plant design.
- Eventually decisions were made which allowed for the continuation and completion of the plant design.
- The delay in the plant design also delayed when we would receive CWF proceeds.
- The NMSC is now in a situation of the short term financing coming due on December 1, 2012 and CWF proceeds now are projected to be obtained in January 2013 creating the need to redo the short term financing. The short term financing needed will exceed the limit our local institution is able to provide and they will need to seek additional funding with other financial institutions to meet the immediate needs of the NMSC.
- To obtain the additional short term financing, the NMSC is expected to provide assurances to the local bank we have commitments from the communities they will obtain CWF financing for the NMSC project. The local bank indicated the conditional approvals already passed would be problematic in redoing the short term financing.
- The bid opening for the Wastewater Treatment Plant Modification project is scheduled for September 13.
- Special Meeting to award bids – contingent on financing, is scheduled for September 18.

RECEIVED AUG 31 2012

- There are some equipment delivery timing issues that require us to have a contractor on site by mid-October.
- The project includes replacing the backup generator to comply with current EPA air emission standards and to continue receiving income from WPPI as a stand-by unit (\$58,000/yr). Failure to have this unit installed and operational by December 31, 2012 to meet current air emission standards will require us to spend an additional \$1,000,000 (approx.) to meet the new air emission standards.
- As indicated earlier, the current schedule for anticipated receipt of CWF proceeds is now January 2013. We have met with the other communities and anticipate their support and removal of restrictions placed on the NMSC for obtaining the CWF.
- During this entire process, the NMSC Attorney has been working on obtaining some form of guarantee from Sonoco; Sonoco has not said no to having a form of guarantee. We feel we are moving closer to reaching an acceptable agreement.

Items needed by the NMSC to continue:

- Community commitment to the Project and CWF borrowing from all communities with no conditional approvals.
- All communities to accept the Agency Agreement in concept (copy attached).
- Submittal of the variance request to the State to receive the variance to issue taxable CWF Bonds (copy attached).
- Signing the Clean Water Fund Application.

Thank you for your consideration of these important issues. We will be available at the September 4, 2012 City of Menasha Council meeting to answer questions, but in the meanwhile please don't hesitate to call to discuss this further.

Very Truly Yours,



Randall Much
General Manager

CITY OF MENASHA
ADMINISTRATION COMMITTEE
Third Floor Council Chambers
140 Main Street, Menasha
August 20, 2012
MINUTES

A. CALL TO ORDER

Meeting called to order by Chairman Klein at 6:15 p.m.

B. ROLL CALL/EXCUSED ABSENCES

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

EXCUSED: Alderman Benner

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

C. MINUTES TO APPROVE

1. Administration Committee, 8/6/12

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

Motion carried on voice vote.

D. DISCUSSION/ACTION ITEMS

1. Disposition of NMFR Station 36, 901 Airport Road, including Offer to Purchase—
Endter Investment, LLC (Ald. Klein)

CDD Keil gave a brief update on the status of the Offer to Purchases from Endter Investment and FP One. FP One declined the counter-offer from the City. Endter Investment is still interested in the property.

Moved by Ald. Zelinski, seconded by Ald. Krueger to recommend to Common Council to counter-offer to Endter Investments for \$125,000, the property as is, acceptable environmental report and they should respond within two weeks of the offer.

General discussion ensued on the terms of the counter-offer.

Ald. Krueger stated he will be abstaining.

Moved by Ald. Zelinski, seconded by Ald. Klein to amend to include in the counter-offer that occupancy should be within six months of purchase.

Motion on amendment carried on roll call 5-1.

Ald. Klein, Taylor, Sevenich, Langdon, Zelinski – yes

Ald. Englebert – no

Ald. Krueger - abstain

Motion to recommend to Common Council to counter-offer to Endter Investment for \$125,000, property as is, acceptable environmental report, occupancy should be within six months of purchase, and respond to counter-offer within two weeks carried on roll call 5-1

Ald. Klein, Taylor, Sevenich, Langdon, Zelinski – yes

Ald. Englebert – no

Ald. Krueger - abstain

E. ADJOURNMENT

Moved by Ald. Langdon, seconded by Ald. Zelinski to adjourn at 6:45 p.m.

Motion carried on voice vote.

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

CITY OF MENASHA
Board of Public Works
Third Floor Council Chambers
140 Main Street, Menasha
August 20, 2012
MINUTES

DRAFT

A. CALL TO ORDER

Meeting called to order by Chairman Taylor at 6:48 p.m.

B. ROLL CALL/EXCUSED ABSENCES

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

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

C. MINUTES TO APPROVE

1. August 6, 2012

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

Motion carried on voice vote.

D. ACTION ITEMS

1. Street Use Application – Community First Fox Cities Marathon; Sunday, September 23, 2012; 6:00 AM – 2:00 PM (Community First Credit Union)

Moved by Ald. Klein, seconded by Ald. Englebert to recommend to Common Council Street Use Application for Community First Fox Cities Marathon, Sunday Sept. 23, 2012, 6:00AM-2:00PM (Community First Credit Union).

Motion carried on voice vote.

2. Street Use Application – SMC Homecoming Parade; Friday, October 5, 2012; 5:00 PM – 6:00 PM (St. Mary Central HS)

Moved by Ald. Englebert, seconded by Ald. Benner to recommend to Common Council Street Use Application for SMC Homecoming Parade, Friday Oct. 5, 2012, 5:00-6:00PM (St. Mary Central HS).

Motion carried on voice vote.

3. Payment – Northeast Asphalt, Inc.; Contract Unit No. 2012-03; Street Reconstruction, Concrete Curb & Gutter, Asphalt Pavement; Paris Street/Manitowoc Street; \$96,029.12 (Payment No. 1)

DPW Radtke explained the project is almost complete.

Moved by Ald. Zelinski, seconded by Ald. Krueger to recommend to Common Council Payment to Northeast Asphalt Inc, Contract Unit No. 2012-03, Street Reconstruction Concrete Curb and Gutter, Asphalt Pavement, Paris Street/Manitowoc Street, \$96,029.12 (Payment No. 1)

Motion carried on roll call 8-0.

E. ADJOURNMENT

Moved by Ald. Krueger, seconded by Ald. Langdon to adjourn at 6:53 p.m.

Motion carried on voice vote.

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

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

**CITY OF MENASHA
BOARD OF HEALTH
Minutes
June 13, 2012**

- A. Meeting called to order at 11:10 AM by Chairman C. Rusin.
- B. Present: Dorothy Jankowski, Lori Asmus, Candyce Rusin, Dr. Teresa Rudolph, Sue Nett
- C. MINUTES TO APPROVE
1. Motion to approve minutes from May 9, 2012 meeting made by D. Jankowski and seconded by T. Rudolph. Motion carried.
- D. REPORT OF DEPT HEADS/STAFF/CONSULTANTS
1. May 2012 Communicable Disease Report distributed and discussed. Sexually transmitted diseases remain as one of higher numbers for communicable diseases reported.
 2. Community Health Improvement Plan Update. The coalition is focusing on healthy weight but has not yet finalized which population segment to target. The next meeting is June 21st.
 3. Mass Clinic Walk Through Update. S. Nett reported there was a good turnout of volunteers. L. Asmus attended and reported there were many good suggestions made throughout the walk-thru by those present.
 4. Quality Improvement Grant Project Update. The department has decided to put together an orientation packet for the required objective for the QI grant.
 5. 2010 Wisconsin Local Health Department Survey distributed. The per capita tax levy for Menasha is reported as \$6.65. Winnebago County HD's reported tax levy per capita is \$14.73 and Calumet County HD's is \$17.11.
 6. Pertussis Update. S. Nett reported there are still confirmed cases of whooping cough being reported. A letter was sent home to all families in the schools with end of year report cards, reminding parents to keep children home and themselves home when ill and especially when coughing. The health department is this week alone following up on a confirmed case and several suspect cases.
- E. ACTION ITEMS
1. Approval of TB Dispensary Contract 2012-13. S. Nett explained the TB Dispensary program and how the department can get reimbursement for providing certain TB related services. The contract format is changed. This is a renewal of a contract that has been in existence for a number of years. Motion to approve the TB Dispensary Contract for 7-1-12 through 6-30-13 and authorize signature made by T. Rudolph and seconded by L. Asmus. Motion carried.
 2. Neenah Joint School District Request for School Nurses Proposal. S. Nett explained she had received a written request from Neenah Joint School District to submit a proposal to provide school nursing services for the 2012-13 school year.

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

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

S. Nett explained the requirements for staffing and expected duties. Discussion ensued about the need to hire additional staff, part time and the amount of time it would take administration to learn and provide appropriate services, and the liability of training new staff and providing services to a new and unknown population. L. Asmus stated it wasn't the responsibility of the MHD to provide services outside of the city. C. Rusin stated staff in this department including administration already had enough on their plate and didn't see how anything more could be added or the quality of service the department was noted for would decline. D. Jankowski agreed and said if staff are to remain providing excellent service, why would we jeopardize that? Motion made by L. Asmus and seconded by D. Jankowski to decline submitting a proposal to provide school nursing services for the 2012-13 school year to Neenah Joint School District. Motion carried.

3. Reinspection Fees for Licensed Establishments Listed Under DHS 172 (i.e. swimming pools, water attractions, whirlpools) S. Nett explained reinspection fees were overlooked for pools when a reinspection fee was established for eating establishments. The eating establishments reinspection fees were set at approximately 50% of the license fee, an established practice statewide. (See attached) Recommendation is the same for the water attractions and pools. Motion to recommend to the common council for approval the proposed reinspection fees for water attractions, pools, and whirlpools made by T. Rudolph and seconded by L. Asmus. Motion carried.

F. HELD OVER BUSINESS

1. Mobile Restaurant Registration Fee. S. Nett explained the registration process for mobile restaurants and suggested the fee be \$30 which would cover the cost of doing the registration and background check as well as any inspections that may be needed for the mobile restaurant to do business in the city of Menasha. There was a brief discussion on whether this fee would be reviewed annually. S. Nett explained this fee would be part of the annual review of fees for eating and drinking establishments. S. Nett also reminded board members this is for mobile restaurants not permitted in the city of Menasha. Motion to approve a mobile restaurant registration fee of \$30 for the licensing period 7-1-12 to 6-30-12 made by D. Jankowski and seconded by T. Rudolph. Motion carried.

- G. Motion to adjourn at 12:05 PM made by L. Asmus and seconded by D. Jankowski. Motion carried. No meeting in July due to vacations. Next meeting August 8, 2012.

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

**CITY OF MENASHA
COMMITTEE ON AGING
Minutes
July 12, 2012**

- A. Meeting called to order at 7:50 AM by Chairman J. Klundt.
- B. Present: Peg Malueg, John Ruck, Mary Lueke, Lee Murphy, Joyce Klundt, Jean Wollerman
Excused: Sue Nett, Sue Steffen
Guests: Craig Sachs (McMahon Associates), Adam Alix
- C. MINUTES TO APPROVE
 - 1. Motion to approve minutes from June 14, 2012 meeting made by P. Malueg and seconded by L. Murphy. Motion carried.
- D. REPORT OF DEPT HEADS/STAFF/CONSULTANTS
 - 1. Senior Center Older Adult Director J. Wollerman discussed upcoming activities at the senior center and reported on June activities. Attendance for June was 1493 contacts. While this was the lowest attendance in the past 3 months, it is the highest for June attendance in the past 5 years.
- E. New Business
 - 1. None
- F. HELD OVER BUSINESS
 - 1. Presentation on Architectural Design Project-Craig Sachs, McMahon Associates
 - 2. Discussion on Architectural Design Project. Committee members reviewed the plan presented by Mr. Sachs. Changes were suggested for the desk area to enclose the area so as to form a noise barrier. Committee members also discussed elevating the overhang outside to accommodate a bus delivering and picking up center participants. C. Sachs to make changes and will move ahead to give a cost estimate.
- G. Motion to adjourn at 9:10 AM made by L. Murphy and seconded by M. Lueke. Motion carried. Next meeting August 9, 2012.

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

Neenah-Menasha Fire Rescue
Joint Finance & Personnel Committee Meeting
August 28, 2012 – 5:30 p.m.
3rd Floor Council Chambers – City of Menasha

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

Also Present: Chief Auxier, DC DeLeeuw, Director Stoffel, Office Manager Theisen and Shift Commander Dan Schultz.

Members of the Public: Mayor Merkes, Mike Janke, Nate Monfort and George Van Schyndel.

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

Public Forum: No members of the public asked to speak.

Approval of minutes: The Committee reviewed the meeting minutes of July 24, 2012.
MSC Ramos/Klein to approve the meeting minutes of July 24, 2012 all voting aye.

Budget Report: The Committee reviewed the July 2012 budget report. Chief Auxier noted that our current overtime budget is dwindling due to a long-term work comp injury. There may be some FMLA requests in the near future that will impact staffing. He stated that he would have a better idea of this at the September meeting and how this will affect our budget. It was noted that our Special Operations overtime budget is over right now, however, we are anticipating over \$13,000 in reimbursement from the State and this will make up the overage. **MSC Ahles/Langdon to accept the July 2012 budget and place on file, all voting aye.**

Monthly Activity Report: The Committee reviewed the July 2012 activity report. Ald. Sevenich asked if there is a specific time frame for when buildings need to be repaired after a fire. Chief Auxier noted that we notify the Building Inspector and they follow up. **MSC Ramos/Klein to accept the July 2012 activity report and place on file, all voting aye.**

5:40 p.m. Ald Stevenson entered the meeting and took over conducting the meeting.

Automatic Aid Report: The Committee reviewed the current automatic aid report. Ald. Ahles asked if the radio communication system issues have been fixed. Chief Auxier noted there is some small issues that have arose and they have been worked on. Dispatching is working well. Ald. Stevenson asked about the number of calls that are cancelled in route. It was noted that it is common and this is due us receiving further information after the initial dispatch and do not have to have a full response and it is nothing unique with automatic aid. **MSC Klein/Sevenich to accept the automatic aid report and place on file, all voting aye.**

Review of Purchase Order #12-65(#94): Chief Auxier noted that we mistakenly printed off the wrong purchase order when this came before our Committee last month for review. It was asked that this be acknowledged with our Committee and both Common Councils be made of the error so the correction can be made. Ald. Langon asked how long we keep purchase orders on file. DC DeLeeuw said we have everything from consolidation. Director Stoffel noted by State Law we are required to keep things a specific time period. **MSC Ahles/Klein recommend the Common Councils of Neenah and Menasha acknowledge the Purchase order \$6,900.30 is the correct amount for purchase order #12-65 and purchase order #94 in the amount of \$6,090.50 is not the correct amount, which is a difference of \$809.80, all voting aye.**

Approval of Firefighter Replacement: Chief Auxier noted that this item was discussed briefly at last month's meeting. He has meet with Mayors Scherck and Merkes to discuss various scenarios that could be done with this position. Mayor Merkes felt with the impending retirement in October, and with automatic aid in place, it would be an appropriate time to view how Station 36 is staffed. Three different options were reviewed with the Mayors and the Committee. Discussion was held on all three options and how they would impact the staffing levels of the Department, how the work would be completed and the overall budget impact for 2012 and 2013 budgets.

Ald. Ahles said he reviewed the information and is supportive filling the vacant position. He noted NMFR has model on a successful merger. Administration and union members have voluntarily worked with the Council's to help save money. They have worked well to provide a high quality service to both Communities. He feels if we are looking at saving money within the overall City budgets then all Departments within the Communities have to be looked at and possible merge to save money and it's unfair to continue to ask NMFR to make changes. Ald. Klein said he supports filling the vacant position. He asked how his position would be filled. Chief Auxier noted the Shift Commander position would be filled within by a qualified current member. Depending upon who fills that position then others are moved up to fulfill the open positions. The last position that is filled is a firefighter and this would be started at the starting firefighter wage. **MSC Sevenich/Ahles recommends the Common Councils of Neenah and Menasha fill the vacated firefighter position after Shift Commander Flunker retires on October 23, 2012, all voting aye.**

2013 Cost Distribution Formula: The Committee reviewed the proposed cost distribution formula that was prepared by both City Finance Directors. Chief Auxier handed out the 2011 cost distribution formula for review. Per the merger agreement, this needs to be reviewed by this Committee before September of each year. City of Neenah's share will be increasing from 59.78% to 60.51% and City of Menasha's share will be reduced from 40.22% to 39.49%. Ald. Sevenich asked who determines this formula and is there other areas that can be looked at. Director Stoffel noted that it was hard to determine a formula is agreed upon by all and during the merger talks it was felt this was a fair way to pay for services. The primary reason for the change is due to the number of calls that increased for the City of Neenah. Ald. Stevenson noted that when this merger agreement was created it was agreed upon by all and this was put together to not have one City have a

dramatic increase each year that affects their budget. The Committee reviewed the merger agreement that discusses the formula **MSC Sevenich/Klein to recognize and accept the cost distribution formula as of 12-31-11 based on the formula factors, the City of Neenah's share for the 2013 budget is 60.51% and the City of Menasha's share is 39.49%, all voting aye.**

Regional Smoke Detector Grant: Chief Auxier noted that Office Manager Theisen and AC Green worked with three other Departments to apply for a regional smoke detector grant. The intent of the grant is to make sure houses have working smoke detectors. Households that meet certain criteria will be targeted for installation. Ald. Klein asked if carbon monoxide were included. Office Manager Theisen stated they were not as this is a unique requirement for the State of Wisconsin. This grant is a Federal grant and it was felt that if we asked for this we would be turned down, as it is not a federal requirement right now. Ald. Ahles asked about sustainability. It was noted that we do have to show good faith effort to sustain the program. Other Departments have secured funding and we have to maintain and document an attempt to secure other funds for a period of three years. He also asked if we have a marketing plan in place to work on this. It was confirmed that we do. **Ald. Sevenich/Langdon recommends the Common Councils of Neenah and Menasha approve acceptance of the Regional smoke detector grant of \$52,630.00 with NMFR's required portion of the matching fund be \$767.48. The Memorandum of Understanding will be approved pending final review and approval by both City legal councils, all voting aye.**

FEMA AFG Rehab Grant: Chief Auxier noted that SC Dan Schultz writes our grants and in 2008, he wrote and we were awarded a grant. We didn't spend all of the money and closed out the grant and returned surplus money back to FEMA. We were recently contacted by FEMA and were asked if we had a need and/or met criteria of their grant guidelines to spend these surplus funds. SC Schultz did review the requirements for the grant that would help us use these surplus funds and found that we were able to meet the criteria for both the Rehab and Cascade system. NMFR's required grant match fee would be 25%, \$6,262.78, and we do have current budget dollars that we could use for the required match. We do have current budget funds available in our All Other Equipment (#8133) to use in paying our portion of the grant. The Committee reviewed the Rehab grant that was awarded and it was noted that this is a need for our firefighters and is not something we could not fund due to current budget constraints. **MSC Ahles/Sevenich recommend the Common Councils of Neenah and Menasha accept the FEMA AFG Rehab Grant totaling \$25,051.10. NMFR's required 25% match of \$6,262.78 will be funded through NMFR's All Other Equipment account/line (#8133), all voting aye.**

Due to the time constraints that FEMA has placed on this grant, we are required to accept and spend the funds within a short time frame. Therefore, SC Schultz asked that approval be given to purchase the items from the grant dollars. Ald. Ahles asked about consumable supplies and the shelf life of these units. SC Schultz said they are long lasting units no shelf life. The vendor notified him that these units do not require us to budget on an annual basis for replacement. The warming and cooling packages do have some re-usable supplies that would require minimal costs for us can be covered in our

current budget. Ald. Ahles asked for an update once this in place on how this system is working and benefits of the system.

MSC Sevenich/Langdon recommend the Common Councils of Neenah and Menasha approve the purchase of five (5) Masimo Rad-57 with CO units at a cost of \$3,851.00 per unit, for a total of \$19,255.00 plus shipping of \$55.00 totaling \$19,310.00.

Approve the purchase of one (1) #RHK3000 Core Warming Package from DQE at a price of \$1,138.10 plus shipping. Approve the purchase of two (2) #RHK2000 Core Cooling packages from DQE at a price of \$1,480.00 each for a total of \$2,960.00 plus shipping. Purchase of 1 package #RHK1000 Rehab Shelter Package from DQE at a price of \$1,395.00 plus shipping for a grand total of \$25,051.10, which includes shipping costs, all voting aye.

AFG Cascade System: Chief Auxier noted the same surplus grant funds would be utilized to purchase a new cascade system. Ald. Klein asked how the system worked. Chief Auxier noted that this is to refill the breathing tanks on site of major incidents. Right now we have to shuttle bottles back and forth or call in a mutual aid request from another department. Shuttling delays having air available for our firefighters on scene, which in turn delays our fire fighting tactics. Our incident at the Futek fire in Neenah was a major incident. It required us to call in mutual aid from two different departments. Ald. Ahles asked if this unit is portable. SC Schultz noted this would be placed on E32. Ald. Klein asked about installation. SC Schultz noted the price includes installation in the price. It was noted we were able to obtain the best pricing from a local vendor in Menasha. Due to this vendor being a direct manufacturer we were able to save money on the unit. **MSC Sevenich/Ramos the Common Councils of Neenah and Menasha approve the AFG Cascade System grant for a total of \$24,289.86 with NMFR's required 25% match of \$6,072.47 will be funded through NMFR's All Other Equipment account/line (#8133) and approve purchasing the system from Resolve Specialty Products, LLC for a total of \$24,289.86, all voting aye.**

MSC Sevenich/Klein to adjourn at 6:50 p.m., all voting aye.

Respectfully Submitted,

Al Auxier
Chief

AA/tt

Neenah-Menasha Fire Rescue
Joint Fire Commission Meeting
August 29, 2012 – 12:00 p.m.
3rd Floor Council Chambers – City of Menasha

Present: Commissioners Keating, Liebhauser, Mattes, Kubiak

Excused: Commissioners Lewis and John

Commissioner Kubiak called the meeting to order at 12:00 p.m.

Meeting Minutes: The Commission reviewed the meeting minutes from May 23, 2012. **MSC Mattes/Keating to approve the meeting minutes of May 23, 2012, all voting aye.**

Activity Report: The Commission reviewed the activity report. This is informational only and no action is required.

Budget Report: The Commission reviewed the July 2012 budget report. This is informational only and no action is required.

Fire Office Promotion Eligibility List: Chief Auxier noted that the testing and promotional process for Fire Officer has been completed. The list was reviewed and all personnel were placed on the list based upon seniority. **MSC Keating/Liebhauser to accept the Fire Officer promotional list, which will be in place for three years, and expire on August 29, 2015, all voting aye.**

Driver Promotion Eligibility List: Chief Auxier stated this process was completed for promotions. The list was reviewed and all personnel were placed on the list based upon seniority. **MSC Mattes/Keating to accept the Driver/Engineer promotional list, which will be in place for three years, and expire on August 29, 2015, all voting aye.**

Shift Inspector Eligibility List: Chief Auxier said the process for the Shift Inspectors promotion has been completed. The list was and all personnel were placed on the list based upon seniority. **MSC Mattes/Liebhauser to accept the Shift Inspector promotional list, which will be in place for three years, and expire on August 29, 2015, all voting aye.**

Shift Commander Vacancy: Chief Auxier noted this position would be vacated with Shift Commander Flunker's retirement on October 23, 2012. The current contract does state filling this position is under the discretion of the Chief. Discussion was held on the process for filling this position. It was decided that Chief Auxier, Deputy Chief DeLeeuw and HR Deputy Director Barber will coordinate the interview process for this position and will include personnel from outside departments, if needed. The recommendation from Chief Auxier would be made to the Fire Commission.

Firefighter of the Year: Chief Auxier noted that SC Flunker has received three awards this year. Wisconsin State Firefighter of the Year from VFW and Eagles. He also received Public Educator of the Year. Mike will be recognized by both Common Council's in October.

Executive Fire Officer Completion: Chief Auxier noted Captain Victor Voss has completed the Executive Fire Officer Program. This is a four year commitment and the Department appreciates the time and effort he put into this. Captain Voss was recognized by both Common Council's.

MSC Mattes/Liebhauser recognizes both SC Mike Flunker and Captain Voss for their accomplishments and thanked them for their dedicated service to NMFR, all voting aye.

MSC Keating/Mattes to adjourn at 12:45 p.m., all voting aye.

Respectfully Submitted,

Al Auxier
Chief

AA/tt

NEENAH-MENASHA SEWERAGE COMMISSION

Regular Meeting

Tuesday July 24, 2012

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

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

Excused: Commissioner Jim Gunz.

Also Present: Tom Kispert, Chad Olsen, Amy Vaclavik, Nick Vande Hey (McMAHON); Paul Much, Rob Franck (MCO).

Commissioners discussed the minutes from the Regular Meeting and Closed Session of June 26, 2012, from the Special Meeting and Closed Session of July 6, 2012, and from the Special Meeting and Closed Session of July 16, 2012. Commissioner Falck indicated there is an incorrect spelling in the July 6, 2012 closed session meeting minutes for Glatfelter. After discussion, motion made by Commissioner Zielinski, seconded by Commissioner Bauer to approve the minutes of the Regular Meeting and Closed Session of May 22, 2012, the Special Meeting of July 6, 2012, the Special Meeting Closed Session of July 6, 2012 as corrected, and for the Special Meeting and Closed Session of July 16, 2012. Motion carried unanimously.

Correspondence

The following correspondence was discussed:

- A. June 28, 2012 letter to William Zielinski, President NMSC from Meja Maka, DNR.
RE: Clean Water Fund Program Financial Assistance Application-Biosolids Building.
- B. June 29, 2012 letters to NMSC municipalities from Amy Vaclavik, McMahon.
RE: Variance Request for Clean Water Fund Loan.

Amy Vaclavik reported the State has approved the letters submitted by the City of Neenah and the Town of Menasha.

- C. July 9, 2012 letter to Dale Youngquist, President NMSC from Heidi Schmitt Marquez, DNR.
RE: Application for Reissuance of NMSC WPDES Permit Number WI0026085-08-0.

Manager Much reported the effluent temperature needs to be monitored for one year as part of the renewal process. This monitoring has begun.

Old Business

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

New Business

Budget, Finance, Personnel

Accountant Voigt presented the financial statements for the month of June 2012. The operating income for the year is sufficient and the rates should remain the same through the 3rd quarter. President Youngquist questioned the deferred debits and receivables; the deferred debits relate to attorney bills for the Fox River and the negative receivable is due to the year end 2011 adjustment for operations. After discussion, motion made by Commissioner Zielinski, seconded by Commissioner Bauer to approve the Financial Statements for the month of June. Motion carried unanimously.

For discussion purposes, Accountant Voigt requested input from the Commissioners for budget items for the 2013 budget. Commissioner Zielinski questioned if the Commission should consider looking at holding meeting twice per month. Accountant Voigt was instructed to put this item on the August meeting agenda.

Accountant Voigt presented the Accountant's Report and Cash Flow Projection for the month of June. The interest rates have not changed; MCO generated \$5,100 in income to the Commission in June. Accountant Voigt reported on changes to the cash flow projection and the projected cash shortage in December. After discussion, motion made by Commissioner Zielinski, seconded by Commissioner Hamblin to accept the Accountant's Report and cash flow projection for June. Motion carried unanimously.

Motion made by Commissioner Falck, seconded by Commissioner Zielinski to approve operating and payroll fund vouchers #133039 through #133101 in the amount of \$494,318.81 for the month of June 2012 and Construction Fund Vouchers #131 through #132 in the amount of \$17,078.091 for the month of June 2012. Motion carried unanimously.

Accountant Voigt presented MCO Invoices #16586, #16621 and #16620 in the amounts of \$118,845.45, \$325.60 and \$410.27. After discussion, motion made by Commissioner Zielinski, seconded by Commissioner Bauer to approve for payment MCO Invoices #16586, #16621 and #16620 and to pay the invoices after August 1, 2012. Motion carried unanimously.

Accountant Voigt presented for payment McMAHON invoices #50006 - \$14,470.00; #50007 - \$48,650.00; #50005 - \$1,519.00; #49788 - \$5,971.92; and #40007 - \$712.45. After discussion, motion made by Commissioner Hamblin seconded by Commissioner Zielinski to approve for payment invoices #50006, #50007, #50005, #49788 and #40007. Motion carried unanimously.

Neenah Mayor Scherck and Attorney Godlewski entered the meeting.

Attorney Thiel discussed the recap of 3 sets of unpaid bills with Davis & Kuelthau (Attorney Pam Captain entered the meeting). The unpaid bills are for: NRDA (Whiting case) – the insurance carriers are no longer paying towards these costs, United States (cleanup issue) – insurance

companies are paying except for disputed costs, and insurance matters (arbitration). Davis & Kuelthau have also requested the NMSC to be the first payer of bills for their services and not the insurance companies; the Commission would then seek payment from the insurance companies for reimbursement. Attorney Thiel indicated this is risk shifting – shift the risk of getting reimbursed to the Commission. After discussion, motion by Commissioner Bauer, seconded by Commissioner Sambs that the NMSC does not agree to be the first payer on bills from Davis & Kuelthau. Additional discussion followed: Commissioner Zelinski questioned if the Commission does not pay, who would – it would be the insurance carriers. Attorney Godlewski questioned what effect the arbitration case has on the issue – this will be discussed further in closed session. After discussions, motion carried unanimously. The insurance matters is an older bill with charges relating to the arbitration hearing; Tara Mathison (Davis & Kuelthau) provided Attorney Thiel a good explanation of the charges and the substantial discount provided on this service. About \$40,000 of the \$79,000 invoice is for the arbitration case, the balance of the invoice is for other insurance matters. Attorney Thiel recommends a motion to pay this invoice. Commissioner Bauer questioned being able to receive the detail on these invoice for review – these bills are currently reviewed by Attorneys Thiel, Godlewski, and Captain. This was further discussed, after discussion motion by Commissioner Sambs, seconded by Commissioner Bauer to approve for payment matter #01428.0248 subject to Attorney Thiel seeking further credits. Motion carried unanimously. Attorney Thiel discussed the \$24,000 balance remaining on charges after the insurance company review of the invoices. After discussion, motion by Commissioner Bauer, seconded by Commissioner Falck to approve for payment the outstanding balance in matter 01408.0300 subject to Attorney Thiel seeking further credits. Motion carried unanimously. Attorney Thiel indicated no action should be taken on the remaining bills from Davis & Kuelthau – he would need to look at these bills closer before authorizing any payment. President Youngquist reminded the Commissioners the cities of Neenah and Menasha have been paying these bills and we want to make sure they are kept in the loop. Mayor Scherck questioned why this is the practice if the Commission is not fully involved. President Youngquist responded the other communities were not involved in the Commission when this occurred. Attorney Thiel added there has been no legal opinion on this and how it is being handled.

Tom Kispert discussed Certificate for Payment #1 for Contract G – Grit Removal from Energenecs, Inc. and Certificate for Payment #1 for Contract K – Digester Mixer from Energenecs, Inc. The shop drawings are approved and the 5 percent payment for Contracts G and K can be approved. After discussion, motion made by Commissioner Bauer, seconded by Commissioner Sambs to approve for payment Certificate for Payment #1 for Contract G to Energenecs, Inc. in the amount of \$7,329.00 and Certificate for Payment #1 for Contract K to Energenecs, Inc. in the amount of \$11,110.00. Motion carried unanimously.

Operations, Engineering, Planning

Manager Much reported the facility is operating well. The plant experienced an effluent violation for mercury; an analogy was provided as to what constitutes a nanogram per liter (ng/l) – one drop of detergent in a string of railroad tank cars ten miles long; the NMSC effluent limit for mercury is 6 ng/l. Commissioner Bauer questioned where is the mercury coming from. Manager Much responded we have been testing industries and the collection system and we have not found any hot spots in the system. Commissioner Zielinski questioned if it is true in saying it is always from dental. This is the greatest potential for the source. Manager Much reported a sodium hypochlorite tank is failing; a contractor is scheduled to come in today to make temporary

repairs, new tanks are in the plans for the current rebuild. Commissioner Falck questioned the repair costs. Rob Franck responded it is estimated at a couple thousand dollars; further detail was provided on how the tank will be repaired. Manager Much reported on the methane engine; the unit when running provides significant income, we have been informed the methane gas cleaning equipment located in the blower building is not up to current code. Tom Kispert referenced the memo in the packet on this subject. There are four options listed in the memo, a fifth option would be to take out the gas cleaning equipment and install in a new building. Tom further explained the options on how to proceed; based on code compliance, he recommends taking the system offline. President Youngquist questioned how long can we take before we take the unit offline, we have been running this unit for years under the same circumstance. Commissioner Sambs questioned if there is the danger of explosion. There is that chance, but it is no longer code compliant and we cannot be grandfathered to allow. Manager Much questioned if we could bypass the building and run the gas straight to the engine. This is not an option with the current piping. President Youngquist indicated this is a safety issue; we should have a motion on how to proceed. Motion made by Commissioner Falck, seconded by Commissioner Hamblin to shut down the methane engine and take it offline for safety reasons per the memo from McMahon. Motion carried unanimously. Commissioners further discussed how to salvage the unit. After discussion, motion by Commissioner Falck, seconded by Commissioner Hamblin to accept the Operating Report for June. Motion carried unanimously.

Nick Vande Hey discussed who the Fox-Wolf Watershed Alliance is. Nick further reported there was a delay in providing the agreement for services due to the attorney review of the agreement and in getting the agreement finalized. We are now going around to the communities for discussions. Green Bay Met has estimated it would cost them \$125-\$200 million to build a facility just for treating phosphorus. Storm water systems are also affected by the TMDL; this will have an impact on all communities in the area. By working together with the other facilities it will provide benefit to all if adaptive management and water quality trading would be the method used for phosphorus reduction. The Fox-Wolf Watershed Alliance will contract with McMahon as the engineer; Tom Kispert, Chad Olsen, Nick Vande Hey would be involved. Commissioner Sambs questioned where would all the money come from. This agreement would consist of a \$10,000 fee to each signer as well as a grant that would be received. President Youngquist stated this was presented a couple months ago initially by McMahon; the NMSC has the same thoughts as Grand-Chute Menasha West – this is a good idea but we don't want to be the first. It was reported that Appleton has taken steps for joining. Manager Much indicated with the new discharge permit, this may be a tool we will be required to use. Commissioner Bauer questioned where we are in the process based on the gantt chart. The process has not started. President Youngquist indicated he feels we should join the group before spending any more money on phosphorus studies. Commissioner Falck questioned if we need a proposal for estimated construction project costs; Chad Olsen will bring a proposal to perform the analysis of estimated construction costs to meets limits to the next meeting. Attorney Thiel questioned where are the phosphorus limit numbers coming from; the EPA has had this in the works for many years. After discussions motion by Commissioner Falck, seconded by Commissioner Hamblin to approve entering into the agreement for services with Fox-Wolf Watershed Alliance. Motion carried unanimously.

Tom Kispert reported on the EPA air permit. This permit is regarding the genset unit; Tom doesn't have the proposal completed for the assistance in preparing the permit application, he will have it at the next Commission meeting.

Tom Kispert explained the purpose of the Construction of Wastewater Treatment Modification agreement for services. The previous agreement with McMahon was to get the plans and specs ready and to submit; this will occur on July 31 or August 1. The next steps in the process are to advertise for bids, have a walk thru with prospective bidders (August 30), hold a bid opening (September 13), and award the contract (September 18). There are concerns if this agreement isn't approved; Tom indicated this agreement includes bidding phase services, he would take a leap of faith and perform the services to proceed with the bidding prior to having a signed agreement. The construction schedule is predicted to take 15-months; Tom still needs to confirm if the 15-month schedule is reasonable during the walk-thru. He may receive some pushback from the contractors that they would need more time. Manager Much advised we have the technical committee set up and this would be a good item for them to review. The Committee consists of Gordon Falck, Tim Hamblin, Mike Sams. Attorney Thiel questioned the price of the agreement; Tom reported to get the total price we would need to look in two places in Exhibit C. Page 1 lists several categories of services totaling \$1,083,000 and page 3 has the fee for the on-site project representative for \$318,700. The on-site project representative is the person who will be here full time during the project with a part time technician. The total contract amount would be \$1,401,700. The initial estimates last September were \$1.52-\$1.82 million which included the biosolids storage building. Commissioner Zielinski questioned the total listed on page 1; the total contract amount listed does not add up to the amount for each category. Tom will check further in this discrepancy.

The Commission skipped to the agenda items relating to the Clean Water Fund. Amy Vaclavik reported on the Clean Water Fund (CWF). The new chlorine tanks can be included in the CWF if we order them ahead of time; since the price is over \$25,000 we would need 3 quotes. Amy reported she needs confirmation from Attorney Thiel for equipment purchased that was not the lowest bid price that it was handled in an appropriate manner. Commissioners further discussed replacing the current chlorine storage tanks. After discussion motion by Commissioner Sams, seconded by Commissioner Bauer to use the replacement fund to order two replacement tanks to replace the failing sodium hypochlorite tanks at a cost not to exceed \$30,000. Further discussion ensued on the installation of the tanks and who would install. Commissioner Falck indicated it was his intent that we should order these tanks now to have them on site if there was a total failure of the current tanks. It was the consensus the tank installation should be included in the project for the contractor to install. After further discussion was complete; vote was taken to purchase replacement tanks, motion to purchase the tanks carried unanimously. Amy reported to the Commission she had misunderstood when the BAN would come due; she thought the due date was December 31, the actual due date is December 1. This does create some concern on her part for the cash flow for the Commission.

The Commission returned to the agenda as published. Tom Kispert reported there will be the contractor walk thru near the end of August. Tom questioned if the Commission would like to take formal action to submit the final documents to the DNR or if they should just be sent. Tom should just send the documents. Tom reported we will need to submit plans to the City of Menasha Planning Commission for doing asphalt work. The Commission will need to look at site

lighting and landscaping to meet current requirements. Tom questioned the Commissioners if they would like a plaque included with the project; it would be similar to the current plaques in the lobby. It was the consensus to include a plaque in the project. The Commission discussed insurance for the project; staff was instructed to look at minutes from previous meetings on actions that may have been taken earlier on this subject and to put this on the agenda for the next meeting. Tom will find out what insurance levels Grand Chute Menasha West required during their project. Tom reminded the Commission the 2010 year model genset will need to be installed and operational by December 31 to meet EPA air emission mandates. In order to be able to meet this deadline we will need to get shop drawings for the new switchgear and get the new switchgear ordered ahead of schedule. A change order will be used to add the switchgear to the Cummins NPower contract and this cost would be deducted from the general contract. Tom will have the cost detail and change order at the next meeting. Tom discussed using local firms for system programming and service work. Attorney Thiel provided an opinion on using a contractor for highly specialized services. Manager Much and Rob Franck discussed who should hire this firm and it was felt it would be best to include this firm as a subcontractor under the current Systems Control & SCADA contract with McMahon. Further discussion and explanation ensued on the detail of the technical services this subcontractor would be providing.

Tom Kispert presented and discussed change order #1 for Contract P for a deduct of \$93.84. After discussion motion by Commissioner Falck, seconded by Commissioner Hamblin to approve change order #1 for Contract P to deduct \$93.84. Motion carried unanimously.

The Commission decided to take a short break at 10:55 am; the meeting resumed at 11:04 am.

Attorney Thiel discussed the agreement from Steinacker Farms to landsread Commission biosolids. They have been given verbal approval and have been doing so. Attorney Thiel created an amendment to the current biosolids removal contract; also included was a change of terms with a 60-day cancellation notice. Attorney Thiel is looking for a motion to approve the contract amendment. President Youngquist questioned if the Steinacker's were shown this amendment; we don't think they have been shown this amendment. After discussion, motion by Commissioner Sambs, seconded by Commissioner Zielinski to approve the biosolids removal contract amendment. Motion carried unanimously.

Manager Much reported on a request from a firm named Agrapur to accept their waste while they shut down a portion of their system. They are asking several treatment plants if they would be willing to accept their waste. This would occur over a 3-week period. We would need to review our current rate structure to verify if the rates are sufficient to cover our costs. After discussion motion made by Commissioner Sambs, seconded by Commissioner Hamblin to accept the waste from Agrapur on a limited basis. Motion carried unanimously.

Motion made by Commissioner Zielinski, seconded by Commissioner Falck to convene into closed session pursuant to Wis. Stats. § 19.85(1)(e) to discuss strategy concerning the Contracted Industrial User as it affects the financing of the Sewer Plant Project. Also, pursuant to Wis. Stats. § 19.85(1)(e) to discuss identified real estate options for placement of a building to be used by the Commission and hauling and spreading proposals for which bargaining reasons and developing acquisition strategy require a closed session to protect the public investment and

spending of public funds. Also, pursuant to Wis. Stats. § 19.85(1)(e) to confer and review oral legal advice by legal counsel to the Commission as to potential litigation with Insurance Carriers as it relates to the lawsuit(s) commonly referred to as the Fox River litigation, and to take action in closed session concerning legal bills. By roll call vote taken, motion carried unanimously, by Commissioners Zielinski, Bauer, Falck, Hamblin, Sambas, Youngquist.

Meeting convened into closed session at 11:20 a.m.

After discussions, motion made by Commissioner Zielinski, seconded by Commissioner Hamblin to adjourn the closed session and return in Regular open session. By roll call vote taken, motion carried unanimously by Commissioners Zielinski, Bauer, Falck, Hamblin, Sambas, Youngquist. The Commission returned to Regular open session at 12:06 p.m.

Motion made by Commissioner Hamblin, seconded by Commissioner Zielinski to adjourn the meeting. Motion carried unanimously. Meeting adjourned at 12:06 p.m.

President

Secretary

THE NEXT REGULAR MEETING IS SCHEDULED FOR TUESDAY August 28th, 2012.

CITY OF MENASHA
Parks and Recreation Board
Smith Park – 301 Park Street, Menasha
August 13, 2012
DRAFT MINUTES

A. CALL TO ORDER

The meeting was called to order by Chr. Dick Sturm at 6:04 p.m.

B. ROLL CALL/EXCUSED ABSENCES

MEMBERS PRESENT: Chr. Dick Sturm, Ald. Kevin Benner, Sue Pawlowski, Ron Suttner, Nancy Barker, Luke Schiller, Lisa Hopwood

MEMBERS EXCUSED:

OTHERS PRESENT: PRD Tungate, PS Maas, Ald. Dan Zielinski, Ald. Mike Taylor, Paul Feider

C. MINTUES TO APPROVE

1. **Minutes of the July 9, 2012 Park Board Meeting**

Moved by L. Hopwood, seconded by L. Schiller to approve the July 9, 2012 Park Board minutes. Motion carried.

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

Five (5) minute time limit for each person.

1. Ald. M. Taylor read into the record a letter from Jim Bartz, Chairman of the Heckrodt Wetland Reserve Board. The letter cited Heckrodt's concerns about vandalism, Reserve rule violations and habitat destruction. Heckrodt is seeking permission to install a fence along the west line of their management area.

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

1. **Department Report – PRD Tungate**

PRD Tungate reported on Council approval of the City's 5-Year Park and Open Space Plan, Grunski Runski held Aug. 11, Pool Dive-In Movie event on Aug. 16, Fall program planning, pool study, Army Reserve building tour and the upcoming 2013 department budget.

2. **Park, Pool and Vandalism Report – PS Maas**

Barker Farm Park restroom was tagged twice by vandals, concrete work done on edge of skatepark, trying to keep the lagoon clear of weeds behind the Memorial Building.

F. DISCUSSION

1. **Recommendation for Army Reserve Buildings and Property (photos available at meeting)**

Staff described a recent tour of the building and the poor condition that it is in. PS Maas had photos showing several problem areas. Asbestos, a non-winterized boiler system, foundation problems, leaky pipes, lead paint, and a roof in poor condition were the most noteworthy issues. Ald. K. Benner and Chair D. Sturm would like to tour the building before next month's meeting and because the Board's recommendation will be discussed at the September Plan Commission meeting.

2. **Heckrodt Wetland Reserve Fence Proposed Along Friendship Trail (aerial photo available at meeting)**

The Board reviewed information contained in Jim Bartz's letter. L. Schiller stated that Heckrodt has seen a loss of species diversity because of human intervention- both legal and not along the west edge of their managed property. D. Sturm summarized that we also must look at the impacts of a fence to the trail user- both aesthetically, loss of access and possible perceived or

real safety concerns by feeling hemmed in between two fences. PRD Tungate will seek a Police perspective on the safety question. Part of the fence would clearly be on HWR managed property, some would be on City land that is considered part of the trail corridor and thus falls under Park Board authority. There was discussion on perhaps bringing in a neutral, third party to help the two sides come to some sort of compromise. The Board would like to make some type of decision on this matter at next month's meeting.

3. **Letter from Paul and Julie Feider – Concerns about Municipal Beach**

Paul Feider explained his concern about Muni Beach users coming on his land and dock during the swimming season. Several alternatives were discussed. Park staff was not in favor of adding more buoys because of past anchor problems and lack of effectiveness. Park staff will pursue placing a sign near the property boundary and will work with Mr. Feider on suggesting some type of sign or method of marking his dock as private property.

4. **Vending in Parks Update- PRD Tungate**

PRD Tungate reported that Street Eats has stopped vending near the pool. This was attempted on a trial basis. Big Pigeons Swim Team was also vending by the pool. Neither vendor was very successful. It was felt that Jefferson Park is not as productive of a site that most vendors think it might be. PRD Tungate will still bring back a park vending policy for the Board's consideration next month.

G. ACTION ITEMS

1. **None**

H. PUBLIC COMMENT ON ANY MATTER LISTED ON THE AGENDA

Five (5) minute time limit for each person

1. **None**

I. ADJOURNMENT

Moved by R. Suttner, seconded by L. Hopwood, to adjourn at 8:07 p.m. Motion carried.

**CITY OF MENASHA
Plan Commission
Council Chambers, City Hall – 140 Main Street
August 21, 2012
DRAFT MINUTES**

A. CALL TO ORDER

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

B. ROLL CALL/EXCUSED ABSENCES

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

PLAN COMMISSION MEMBERS EXCUSED: Commissioner Sturm

PLAN COMMISSION MEMBERS ABSENT: None

OTHERS PRESENT: CDD Keil, PP Homan, Don Snyder, Jim Wiegert, and Scott DeWitt

C. MINUTES TO APPROVE

1. **Minutes of the August 7, 2012 Plan Commission Meeting**

Motion by Comm. Schmidt, seconded by DPW Radtke to approve the August 7, 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. **Options for Regulating Electronic Billboards**

CDD Keil reviewed the existing ordinance requirements relating to billboards. Don Snyder from Next Media explained his proposal to exchange some existing billboards for a new electronic billboard (at an existing billboard location) in the STH 441 corridor. Public service types of announcements would be provided free of charge as part of the exchange. He further explained that he has been working with other communities in the Fox Valley on similar proposals.

Commissioners discussed:

- The brightness of displays with different color backgrounds.
- The timing/length of information displayed.
- Whether the electronic billboard would distract drivers.
- Possibilities for and implications of using the electronic billboard to promote Menasha.
- Potential for improved appearance of billboards with electronic displays.

The consensus was that staff should draft ordinance language to accommodate electronic billboards for consideration at a future meeting.

ACTION ITEMS

1. **Alternative Building Material for 1427 Province Terrace (DeWitt Office)**

PP Homan reported that the cement board siding used on the rear and south side of the building had been replaced with vinyl siding, which change was not approved by the Plan Commission. The owner, Scott DeWitt explained that the cement board siding was in poor condition, and that he replaced it to improve the appearance of the building. He was not aware that such a change needed to be reviewed by the Plan Commission.

Plan Commissioners discussed:

- The suitability and durability of vinyl siding on a commercial building.
- Establishing a precedent by allowing vinyl siding as a secondary building material.
- The extent of coverage of the vinyl siding on the building.

The consensus was that the owner should present additional information about the quality and durability of the vinyl siding at a future meeting.

2. **Circle of Friends CSM – Province Terrace**

CDD Keil stated that the owner of the Circle of Friends day care facility was seeking to acquire additional property to accommodate increased parking demand. The CSM would split what is now Lot 16 in the Province Terrace plat.

Motion by Ald. Benner, seconded by Comm. Sturm to recommend approval of the CSM with the condition that an easement release be obtained from the grantees of the existing utility easement between lots 16 and 17 of the Province Terrace plat. The motion carried.

3. **Site Plan Amendment – Circle of Friends Child Learning Center Addition – 1180 Province Terrace**

Jim Wiegert, owner of Circle of Friends, described the proposal to add on to the west side of the building and create additional parking on what is now Lot 16 of the Province Terrace plat. CDD Keil stated that the amendment complies with site plan requirements.

Commissioners discussed:

- Site lighting.
- Building materials (reuse of the applied brick and new cement board siding).
- The condition of the trail abutting the site and the need for improvement.

Ald. Benner made, and DPW Radtke seconded a motion to recommend approval of the Circle of Friends site plan amendment. The motion carried.

G. ADJOURNMENT

Motion by Ald. Benner, seconded by Comm. Cruickshank to adjourn at 4:50 p.m.
The motion carried.

Minutes respectfully submitted by CDD Greg Keil.

CITY OF MENASHA
Redevelopment Authority
Council Chambers, 3rd Floor, City Hall – 140 Main Street
May 1, 2012
DRAFT MINUTES

A. CALL TO ORDER

The meeting was called to order at 5:08 p.m. by Vice-Chairman Bob Stevens.

B. ROLL CALL/EXCUSED ABSENCES

REDEVELOPMENT AUTHORITY MEMBERS PRESENT: Ald. Jim Englebort, Bob Stevens, Kip Golden and Susan Schrage

REDEVELOPMENT AUTHORITY MEMBERS EXCUSED: Linda Kennedy, Gail Popp and Kim Vanderhyden

OTHERS PRESENT: CDD Keil, PP Homan, Ald. Klein, Dave Wuestenberg and Comp Stoffel.

C. MINUTES TO APPROVE

1. Minutes of the February 29, 2012 Redevelopment Authority Meeting

Motion by Ald. Jim Englebort, seconded by Kip Golden to approve the February 29, 2012 Redevelopment Authority meeting minutes.

The motion carried.

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

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

No one spoke.

E. COMMUNICATION

1. Menasha Redevelopment Authority Bylaws

CDD Keil discussed the provisions of the bylaws related to the election of officers.

F. DISCUSSION

1. Update on Lake Park Villas Branding/Marketing

PP Homan reported that Ark Media had met with the commercial and residential brokers to gain insight as to the issues to be confronted in marketing Lake Park Villas and how the brokers were planning on directing their approach to marketing the properties. Additional interviews will be conducted with existing LPV businesses and residents to learn what brought them to LPV and what they see as opportunities to make marketing the development more successful.

2. Redevelopment Authority Responsibility as may be Related to the Lake Park Villas Phase II Homeowners Association

CDD Keil reviewed the obligations that the City of Menasha has as the majority owner in the LPV homeowners association and indicated that these obligations would now be those of the RDA as the result of the land transfer from the city to the RDA. The RDA will now need to name a representative to attend LPV HOA monthly board meetings and to create a budget to fund its 58% share of the HOA common area maintenance expenses.

F. ACTION ITEMS

1. Election of Officers

a. Chairman

Ald. Jim Engelbert made, and Kip Golden seconded a motion nominating Kim Vanderhyden as Chairman. Acting Chairman Bob Stevens called for additional nominations, and there being none, Ald. Engelbert made and Kip Golden seconded a motion to close the nominations and cast a unanimous ballot for Kim Vanderhyden as Chairman. The motion carried.

b. Vice Chairman

Ald. Jim Engelbert made, and Kip Golden seconded a motion nominating Bob Stevens as Vice-Chairman. Acting Chairman Bob Stevens called for additional nominations, and there being none, Kip Golden made and Ald. Engelbert seconded a motion to close the nominations and cast a unanimous ballot for Bob Stevens as Vice-Chairman. The motion carried.

2. Amendment to Listing Agreement – Grubb & Ellis / Pfefferle

CDD Keil stated that he had a conversation with Pat Connor, one of the commercial brokers with Grubb & Ellis/Pfefferle, regarding the amount of commission earned on lot sales at amounts less than the asking price. Grubb & Ellis/Pfefferle is now proposing that the minimum commission earned would be based on 80% of the asking price.

The consensus of the members present was to have the proposal referred to the City Attorney to draft as an amendment to the Listing Agreement, and be subject to the approval of the RDA chairman.

ADJOURNMENT

Motion by Ald. Jim Englebert, seconded by Kip Golden to adjourn at 5:40 p.m.

The motion carried.

Minutes respectfully submitted by Greg Keil, Community Development Director.

CITY OF MENASHA
Redevelopment Authority
Council Chambers, 3rd Floor, City Hall – 140 Main Street
August 23, 2012
DRAFT MINUTES

A. CALL TO ORDER

The meeting was called to order at 5:05 p.m. by Chairman Kim Vanderhyden.

B. ROLL CALL/EXCUSED ABSENCES

REDEVELOPMENT AUTHORITY MEMBERS PRESENT: Ald. Jim Englebert, Bob Stevens, Linda Kennedy, Gail Popp, Kim Vanderhyden and Susan Schrage

REDEVELOPMENT AUTHORITY MEMBERS EXCUSED: Kip Golden

OTHERS PRESENT: CDD Keil, PP Homan, Ald. Klein, Dave Wuestenberg, CAHRD Pamela Captain and CT Stoffel. Also present were persons from the Lake Park Villas Phase II Homeowners Association including Pat and Bernie Sandlin, Donald Mayer, Tom and Ellen Maxymek, Larry and Carol Waitrovich, and Mona Boulos.

C. MINUTES TO APPROVE

1. Minutes of the May 1, 2012 Redevelopment Authority Meeting

Motion by Bob Stevens, seconded by Kim Vanderhyden to approve the May 1, 2012 Redevelopment Authority meeting minutes.

The motion carried.

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

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

No one spoke.

E. DISCUSSION

1. Marketing Strategy

PP Homan reviewed the activities that had been undertaken by Ark Media to develop the branding and positioning of the Lake Park Villas residential and commercial development. Interviews had been conducted with the commercial and residential brokers as well as with residents of the homeowners association and businesses in Lake Park Square. These interviews were used to characterize the development and its residents and to formulate profiles of prospective buyers and to create a position statement. Next steps will involve developing the associated Lake Park website marketing materials.

Discussion was held regarding the amount budgeted for Ark Media and what remains. The cost and content of a proposed video and power point template (\$8,000 and \$1,600, respectively) and the venues for these media were also discussed.

2. Lot Sale Activity Report

a. Residential

PP Homan summarized a report prepared by Amy Rockwell of Coldwell Banker. The properties have been listed on the MLS and there have been five inquiries and 120 web site hits, but no offers have been received.

b. Commercial

PP Homan summarized a report from Elizabeth Ringgold of Grubb/Ellis – Pfefferle. The properties are listed on Loopnet and emails have been sent out to numerous brokers and individuals informing them of the availability of the lots. Elizabeth and Community Development staff have been working with a prospect who is potentially interested in purchasing four lots. A substantial amount of demographic and other property related information has been forwarded to the prospect, and he is formulating a conceptual plan for site development.

3. TID #12 Update

PP Homan reported that the Department of Revenue has issued its Statement of Changes in TID Value for TID #12, which showed a reduction in value from the 2011 base year value. This was attributed to the slower than expected installation of infrastructure, which resulted in fewer fully improved lots being assessed on January 1, 2012. The Assessor and Community Development staff will be providing information to the Department of Revenue to re-determine the base value.

Discussion was held on the implications of this situation, since no increment will be available this year to offset expenditures. Comptroller Stoffel indicated that no increment was projected into the 2012 budget. The adjustment to the base value will be reflected in 2013 increment.

4. Lake Park Villas Phase II Homeowners Association

CDD Keil stated the documents listed below were provided to the RDA to familiarize members with the homeowners association and the development as the RDA is now the owner of the vacant lots, and is a majority member of the homeowners association. Persons in the gallery requested that a representative(s) of the Phase II HOA participate in re-drafting the covenants.

a. Restated Protective Covenants

CDD Keil reported the covenants will need to be amended to remove sections that, since the dissolution of Wisco, no longer apply. These changes will be brought forward at the HOA annual meeting scheduled for September 27.

b. Restated Bylaws

c. Revised Rules and Regulations

d. Home Standard Minimums

5. Homeowners Association for Outlot 2 Parcel

CDD Keil stated that a new homeowners association will need to be formed to manage the pond in Outlot 2. Staff has been preparing the covenants and bylaws, which will be presented to the property owners abutting the pond for their consideration.

Discussion was held as to whether the two lots abutting the pond in the existing Phase II HOA should be included in the new HOA as well.

F. ACTION ITEMS

1. Disposition of Garage

CAHRD Captain reported on the status of the garage. An agreement has been reached with JLKP wherein they agreed to release their ownership claim if the city would pay the delinquent taxes on the property. CDD Keil stated that there is some uncertainty as to how the land in the vicinity of the garage may be developed pending a decision on extending a street from Lake Park Square, etc. He also reported that there is interest by several residents in the Phase II HOA to lease the garage for storage. No action was taken, however, a report will be made at the LPV Phase II HOA annual meeting.

2. **Removal of Silos**

CDD Keil stated that the removal of the silos was a stipulation in the development agreement with ponds of Menasha. A quote of \$1,500 was received to raze the structures (this did not include trucking the debris). Several persons in the gallery objected to the removal of the silos. No action was taken.

3. **Redevelopment Authority Representative on Lake Park Villas Homeowners Association**

CDD Keil stated that he had been representing the city on the HOA since the retirement of former City Attorney Jeff Brandt. Since the RDA is now the owner, it should pick a representative. Consensus was that CDD Keil should continue as the representative at least through the Phase II HOA annual meeting.

4. **2013 Budget**

CDD Keil presented a draft budget which included the following:

Expenses

- \$25,000 – RDA Portion of HOA Common Area Maintenance
- \$1,500 – 2,000 - Silo Removal
- \$2,000 – 2,500 – Survey/Engineering for Lot Reconfiguration
- ? Marketing

Discussion was held on what might be a suitable budget for marketing and which venues should be considered. Consensus developed that a marketing budget of up to \$20,000 should be established and that a total budget of \$50,000 for RDA activities should be presented to the Common Council.

Revenues

- ? - Commercial and Residential Lot Sales
- 0 - 2012 TIF Increment
- ? - Garage Lease

Discussion was held on what might be expected for lot sales, but no amount was set. Also discussed was the RDA's obligation to repay the city and how that would be handled if the revenues were insufficient. Comptroller Stoffel explained that no funds are expected to be received from the RDA in the city's 2013 budget. In the future, debt payments would need to be deferred if revenues are insufficient.

5. **Reconfiguration of Lots**

CDD Keil stated that the lots in proximity to the roundabout at Fountain Way and Georgetown Place will need to be reconfigured due to relocation of the street to the north, and the pending abandonment of the roundabout.

G. ADJOURNMENT

Motion by Linda Kennedy, seconded by Gail Popp to adjourn at 7:07 p.m.

The motion carried.

Minutes respectfully submitted by Greg Keil, Community Development Director.



**Public Works / Parks Safety Committee
July 24, 2012
Minutes**

Meeting called to order at 9:10 AM.

Present: Jeff Nieland, Todd Drew, Kevin Schmahl, Vince Maas

Absent: Jim Julius, Tim Jacobson, Ken Popelka, Vince Maas, Pam Captain, Corey Gordon, Mark Radtke

A. Motion to approve minutes from June 26, 2012 held due to no quorum present for the meeting – Minutes held for August meeting.

B. Old Business

1. **Hearing Conservation** – Ipod use, power washer – Ipod use and radio ear muffs will not be used in cases where hearing protection is required. Drew discussed updated noise study conducted with Ben Rank – CVMIC most notably the power washer in the vehicle garage exceeded 85dba and therefore requires hearing protection to operate.
2. **Chemicals/PPE/ Training** – Drew reinforced the importance to have appropriately trained employees using chemicals. Drew also requested that a comprehensive list of summer employees be provided prior to work beginning.
3. **PPE Use General** – Drew cited that DPW/Parks employees were noted not using required PPE. Drew requested that supervisors reinforce the requirement to use PPE when appropriate.

C. New Business

1. **Monthly Safety Topic** “Turn it off Before it turns on You!” regarding Lock out Tag out was distributed and discussed.
2. **Injury Review.** 1 injury reported
Reported injury citing pain and weakness in right knee due to repetitive use of gas and brake pedals. Employee also cited possibly arthritis. No medical attention – but cited as possible, no loss days.
3. **Jefferson Park** – CVMIC walk thru findings reviewed. Many of the items addressed prior to meeting. Items related to deck and mechanical systems to be corrected after pool closes for the season.

D. Training

1. Hearing screening training – Item to be reviewed in August.
2. Summer Help Training – Additional discussion in August. Discussion regarding having all Summer help attend / finish safety and other training prior to work beginning – proposed mid May. Drew also requested that a comprehensive list of summer help be provided.
3. New DPW/Parks employees to be trained on July 26, 2012 @ 7:00am. Drew requested to be informed as soon as new employees are hired.
4. No other training suggestions made.

E. Motion to adjourn at 10:50 AM made by J. Nieland and seconded by C. Gordon.
Motion carried.

REGULAR MEETING OF THE WATER AND LIGHT COMMISSION

July 25, 2012

Draft

Commission President Allwardt called the Regular Meeting of the Water and Light Commission to order at 8:00 A.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; Tim Gosz, Water Plant Supervisor; Kristin Hubertus, Business Operations Accountant; Paula Maurer, Customer Services Manager; Lonnie Pichler, Electric and Water Distribution Supervisor; and John Teale, Technical Services Engineer. Don Voogt, McMahon Associates was also present.

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

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

- A. Minutes of the Regular Meeting of June 27, 2012.
- B. Approve and warrant payments summarized by checks dated July 5 - 25, 2012, which includes Net Payroll Voucher Checks and Operation and Maintenance Voucher Checks for a total of \$803,006.19, and Operation and Maintenance Vouchers and Rebates to be paid prior to the next Regular Meeting. Motion approved unanimously on roll call.
- C. Correspondence, as listed.
 - Copy of MEUW 2012 Charlie Bradburn Pillars of Public Power
 - Copy of letter dated June 20 to Menasha Utilities, from Larry Landsness, WI DNR, re: SWTR Compliance Summary
 - Copy of June 29 Menasha Utilities Wellness Committee Meeting Notes/Ideas
 - Copy of memorandum dated June 29 to WPPI Benefit Plan Trust Board/ Participant Municipal/Utility Leaders, re: projected premium increase for 2013
 - Copy of WI Dept. of Employee Trust Funds Employer Bulletin dated June 29
 - Copy of letter to Menasha Utilities dated July 3, from WI DNR Financial Assistance Specialist Meja Maka, re: Safe Drinking Water Loan Program
 - Copy of letter dated July 16 to Menasha Utilities, from Community Clothes Closet, re: Being Cool for School Program

Mike King, Post Crescent, arrived at 8:05 a.m.

Item IV. June Financial and Project Status Reports – Business Operations Accountant Hubertus reported the consumption of electricity increased by .75% overall compared to budget for the month of June. Several projects in electric have been delayed and most of them will be part of next year's budget.

Water consumption increased 48% during the month primarily due to our resale and industrial customers using more water.

Energy Services, Telecommunications and Steam were the same as last month.

After discussion, the Commission accepted the June Financial and Project Status Reports 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 for informational.

Item VII. Unfinished Business, Amendment #1 to McMahon Agreement for Professional Services – Comm. President Allwardt stated the concern of the Commission from the previous meeting was why these services weren't included in the original estimate.

Don Voogt, McMahon Associates, discussed the issue of PLC programming being part of construction costs and not being included in the engineering scope. He also reviewed the short time frame for submitting information to the Safe Drinking Water Loan Program and stated this project was dependent on available funding. The project was overly simplified when it was first envisioned and there was very little interaction with engineering staff. It did make the list late in the year and there was a narrow amount of time to comply with the SDWL deadlines.

Co-General Manager/Business Operations Krause added the cost for Amendment #1 was included in the overall cost of the project.

After further discussion, Mr. Voogt asked to resubmit a revised amendment for action at the next meeting and the Commission agreed.

Mr. Voogt departed.

City Ordinance Regarding Fluoride Treatment of Water – Water Plant Supervisor Gosz reviewed the historical information regarding treating the water with fluoride in the City of Menasha. Currently there is no City ordinance addressing this issue, and the Water Plant is meeting recommended levels. In most cases the fluoride issue is a decision made by the community, and the Commission referred this item to the Public Health Department for guidance.

Comm. President Allwardt advanced Item VIII, New Business, Recognition of Quarter Century Club Inductees for 2012 and presented Stephen Ellisen, Water Plant Operator, with a certificate of recognition and appreciation for his 25 years of service. Tina Jansen, Electric Distribution Technician Assistant, was also recognized for her 25 years of service, but was unable to attend this meeting.

Update on Water Plant Plan/Intake – Co-General Manager/Engineering and Operations Sturm discussed the revised response that once reviewed by the City Attorney will be put into letter format as a reply to the DNR deficiencies listed in the 2010 Sanitary Survey. In discussions with the DNR it was agreed to collaborate on criteria to determine the source water is from the best available source which is practicable and to address all deficiencies listed in the 2010 survey.

Mr. Sturm also reported on discussions with AB & H, now part of the Donahue Water Engineering Group, who completed the original 1999 water quality study. A copy of this study will be provided to the Commission via email for their information. A meeting will be scheduled with Donahue to discuss the past study and criteria for the upcoming study.

Commissioner Zelinski departed at 9:30 a.m.

New Business, Radio System Communication Agreement – Technical Services Engineer Teale reviewed the status of our current radio system and on discussions with the Department of Public Works, whose system does not meet new FCC regulations set to take effect January 1, 2013.

Staff recommends the joint purchase of the capital equipment for the new radio system with the City of Menasha in the amount of \$20,000, but use the existing radio system until the time is deemed necessary to use the new system. \$15,000 was budgeted in 2012 for the Radio System Repeater Relocation, and the remaining \$5,000 will come from the Network Server.

Mrs. Krause added approval would be needed from the PSC on the interdepartmental agreement.

The motion by Comm. Guidote, seconded by Comm. Roush, was unanimous to approve the joint purchase of the capital equipment as recommended by staff, and to approve the Radio System Communications Agreement with the City of Menasha.

Mike King, Post Crescent, departed at 9:35 a.m.

Item IX. Project Reports, Telecommunications Update – Mrs. Krause stated staff is working on a marketing/business plan and this item will be on the August meeting agenda.

Water Plant Projects – Mr. Gosz reported most of the time and efforts by staff have focused on taking care of the raw water.

Water Distribution Projects – Electric and Water Distribution Supervisor Pichler gave an update on the status of the main construction project.

Metering Practices and Plan – Mr. Sturm reported on a meeting with Forester Engineering; staff is waiting on a proposal for meter field verification. He added reports have been received from Chapman Metering and they will be reviewed by the internal group.

Item X. Staff Reports, Co-General Manager/Engineering and Operations – there were no additional questions to the report presented.

Project Engineer – Project Engineer Grenell handed his report out at the meeting. He gave an update on the breaker leak at the Northside Substation and stated it will be scheduled for repair in September.

Electric and Water Distribution/Safety Report, Telecommunications & Substations, Water Plant, and Co-General Manager/Business Operations – there were no additional questions to the reports presented.

Customer Services – Customer Services Manager Maurer added the new lobby hours were working well.

Mayor Merkes thanked Mrs. Maurer and Energy Services Representative Lisa Miotke for their efforts in the Utility having a presence at the downtown Farmer’s Market.

Energy Services Representative/Key Accounts – 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. Guidote, seconded by Comm. Roush, was unanimously approved on roll call to adjourn at 9:50 a.m.

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.

REGULAR MEETING OF THE WATER AND LIGHT COMMISSION

August 22, 2012

Draft

Commission President Allwardt called the Regular Meeting of the Water and Light Commission to order at 8:00 A.M., with Commissioners Joe Guidote, Don Merkes, and Joanne Roush 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; Tim Gosz, Water Plant Supervisor; Kristin Hubertus, Business Operations Accountant; Paula Maurer, Customer Services Manager; Lonnie Pichler, Electric and Water Distribution Supervisor; and the Press. Don Voogt, McMahon Associates was also present.

Those absent were: Commissioner Dan Zelinski and John Teale, Technical Services Engineer.

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

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

- A. Minutes of the Regular Meeting of July 25, 2012.
- B. Approve and warrant payments summarized by checks dated August 2 - 22, 2012, which includes Net Payroll Voucher Checks and Operation and Maintenance Voucher Checks for a total of \$854,622.73, and Operation and Maintenance Vouchers and Rebates to be paid prior to the next Regular Meeting. Motion approved unanimously on roll call.
- C. Correspondence, as listed.
 - Copy of memorandum dated July 19 to WPPI Energy Member Utility Managers, from Mike Peters, re: 2013 Cost Projection
 - Copy of memorandum dated July 20 to Menasha Utilities, from Cities & Villages Mutual Insurance Company, re: 2012 Liability Dividend Report
 - Copy of SDWLP SFY 2013 Draft Funding List dated July 26
 - Copy of minutes from August 2 Wellness Committee Meeting
 - Copy of memorandum dated August 8 to WPPI Benefit Plan Trust Board/ Participant Municipals/Utility Leaders, from Jim Stawicki, re: Trust Update

Item IV. July Financial and Project Status Reports – Business Accountant Hubertus reported the consumption of electricity increased by 4.31% overall compared to budget, with the residential class alone showing a 22.46% increase. The month of July shows the highest demand reached in the past several years.

Water consumption increased 51% compared to budget primarily due to a large industrial customer using more water, and overall consumption has not been this high since 2008. Water treatment expense chemicals are higher than budget due to higher production because of demand and source water quality.

Under the Telecommunications Utility it was noted the dark fiber customer will be going away by the end of the year.

After discussion, the Commission accepted the July Financial and Project Status Reports 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 for informational purposes. Co-General Manager/Business Operations Krause distributed a revised purchase order list to include P.O. #7391 to Northeast Asphalt in the amount of \$15,060 for blacktop at the Water Plant. This item was included in the 2012 budget.

Item VII. Unfinished Business, Amendment #1 (Revised) to McMahon Agreement for Professional Services – Co-General Manager/Engineering & Operations stated this item was discussed at the last meeting and the revised amendment shows a price reduction of \$2,600.

The motion by Comm. Roush, seconded by Comm. Guidote, was unanimous on roll call to approve Amendment #1 to the Agreement for Professional Services which increases the lump sum fee for construction services to \$19,500.

City Ordinance Regarding Fluoride Treatment of Water – Water Plant Supervisor Gosz reported the City of Menasha Health Department position coincides with the Wisconsin Department of Health Services on fluoridation of community water.

Update on Water Plant Plan/Intake – Mr. Sturm indicated the Alvord, Burdick & Howson reports from 1999 and 2001 were included in the packet. A meeting was held with Donahue & Associates to discuss past studies, potential future studies, and preliminary pricing. The path forward would be to issue RFQs to a number of firms who we feel qualified to do that work. The RFQ will hopefully be written this month to get the process under way.

Also included in the packet was a draft of the Sanitary Survey response as it was sent to the City Attorney. Once official approval is received from the City Attorney, it will be mailed to the DNR.

Mr. Gosz added some equipment has been purchased to do some of our own testing in-house on some of the parameters in determining the quality of the water.

Item VIII. New Business, Business Plan for Telecommunication Utility – Mrs. Krause noted the plan summarized the history, customer structure, regulatory structure, current financials and future strategies. The focus would be to further evaluate and explore the strategies identified and to make adjustments to maintain a breakeven point.

This Business Plan will be discussed in more detail during the strategic management meeting next month.

Weir Motor Project at Head House – Mr. Gosz reported the Commission had requested this project be brought back with further details and justification. Automation will give plant personnel advantages over the existing mode of operation and gives the operator better control

over the potassium permanganate feed which will improve efficiency and water quality. The motor project was budgeted for 2012, and there is a reasonable payback. The Commission concurred with proceeding with this project.

Item IX. Project Reports, Telecommunications Update and Water Plant Projects – there were no updates to these projects.

Water Distribution Projects – Electric and Water Distribution Supervisor Pichler added the water main projects are going well, and crews are working on the canal crossing today.

Metering Practices and Plan – Mr. Sturm added plans are being made to start visits to our 13.8 kV customers and continue to make visits to the 34.5 kV customers when access is available. When a meeting is scheduled with the internal Best Practices group, a decision will be made on which consultant to use for our field visits and how far to continue those.

Customer Services Manager Maurer gave an update on the WPPI meeting held August 15. A draft plan is being written, and a final meeting will be scheduled for some time in October. There are many comments that will be included in the final plan that can be utilized in Menasha and other communities.

Item X. Staff Reports, Co-General Manager/Engineering and Operations – Mr. Sturm reported there is a meeting later today with a potentially interested party in the Steam Plant.

Project Engineer – Project Engineer Grenell gave an update on the Northside Substation breaker leak. This has been a continuing maintenance issue and it will be reviewed during budget.

Electric and Water Distribution/Safety Report – Mr. Pichler added there is an outage today at Menasha High School for a service upgrade. Trenching will begin tomorrow at Ponds of Menasha for the Cypress Homes Project, and the Lake Road West overhead to underground project has been completed.

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

Co-General Manager/Business Operations – Mrs. Krause reported on an employee appreciation lunch held in July, and ThedaCare EAP Civility in the Workplace training held the beginning of August. Both of these events were very well received from employees, and good feedback from the training was received. The Wellness Luncheons have also been very popular.

Customer Services – Comm. Roush thanked Mrs. Maurer for participation in the Farm Market and for creating a positive experience in the community.

Energy Services Representative/Key Accounts – there were no additional questions to the report presented.

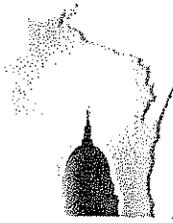
Item XI. No one from the Gallery was heard on any items discussed at this Meeting.

Item XII. The motion by Comm. Roush, seconded by Comm. Guidote, was unanimously approved on roll call to adjourn at 9:30 a.m.

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.



WISCONSIN DEPARTMENT OF
ADMINISTRATION

SCOTT WALKER
GOVERNOR

MIKE HUEBSCH
SECRETARY

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

August 20, 2012

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

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

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

Rich Eggleston
2358 Fitchburg Road
Fitchburg, WI 53593

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

Gentlemen:

Please find enclosed materials that were submitted either prior to our July 31st public hearing in the Town of Harrison, or within the 10-day period for submitting materials following the hearing.

Also, the Board meeting that we had tentatively scheduled for Wednesday, September 12th here in Madison from 1:30 to 5:00pm has been confirmed. So please mark this date in your calendar, as well as the tentative December 4th meeting date here in Madison.

Sincerely,

Erich Schmidtke
Municipal Boundary Review

cc: Ed Eberle, Incorporation Review Board Chair
Mark Herman, DOA attorney
Celine Romenesko, Petitioners' Representative
Rick Kindschi, Petitioners Alternate Representative
Travis Parish, Town of Harrison Administrator
Andrew Rossmeissl, Petitioners' Attorney
Kevin Davidson, City of Kaukauna Attorney
Pam Captain, City of Menasha Attorney
John St Peter, Town of Buchanan Attorney
Gary Sharpe, Calumet County Circuit Court Judge

8-9-12

Erich Schmidke:

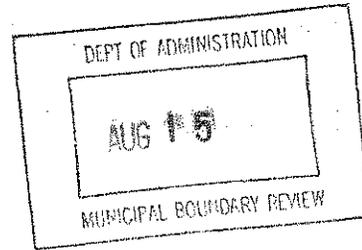
I support Harrison's plan to convert the urbanized north west portion of the town into a village.

Duaine Stillman

Duaine Stillman
1216 Honey Bunch Ct.
Appleton WI 54915-4697

August 6, 2012

Erich Schmidtke & Incorporation Review Board
Division of Intergovernmental Relations
Wisconsin Department of Administration
PO Box 1645
Madison, WI 53701



RE: Proposed Incorporation of portions of the Towns of Harrison and Buchanan, Calumet and Outagamie Counties, WI as a Village. Calumet County Circuit Court Case #12-CV-28

We are submitting written comments opposed to the above incorporation because the petition does not meet the following standards contained in section 66.0207, Wis. Stats.:

66.0207 (1)(a) characteristics of territory

The entire territory of the proposed village must be reasonably homogeneous. The incorporation petition is only taking a small portion of the community commonly referred to as "Darboy" and serviced by both the Darboy and Waverly Sanitary Districts. The proposed village is splitting a current homogeneous and compact community with similar characteristics, churches, and retail stores in half. It is also splitting territory that is serviced by two established sanitary districts. In order to avoid destroying the community identity, the entire area known as "Darboy", in the Towns of Harrison and Buchanan and serviced by the Darboy and Waverly Sanitary Districts which would be approximately 7 square miles, should be incorporated.

Another issue with the current boundaries is not following natural drainage basins. (See Map 27 of the application of Watersheds) The southern portion of the proposed village is being cut off from Lake Winnebago by excluding the properties along the lakefront. There is a Garners Creek Storm Water Utility that serves and drains through the majority of the Darboy area, yet only a small portion is seeking to become incorporated in this petition. It is our position that by splitting up an area even further will make it more difficult for these entities to provide cost effective service and hinders the community.

The name of the proposed village also destroys the true identity of the area by calling it the "Village of Harrison" instead of the "Village of Darboy". The entire Darboy area (approximately 7 square miles) needs to be incorporated initially, if any incorporation happens, because it will never happen later. Members of the Harrison Town Board and Buchanan Town Board signed a 20 year boundary agreement against any annexations without Town Board approval and a Town Board is never going to willingly give up tax base. We question why all of the urbanized area of the two towns currently serviced by the two sanitary districts was not included (See Map 32 of the application for Sewer Service Areas).

66.0207 (b) Territory beyond the Core

Instead of including additional urbanized area that is currently being serviced by the two sanitary districts, the petition includes several hundred acres (see Map 32) that is currently vacant farm land. A portion of this vacant farm land (South of Manitowoc Rd., West of Hwy N, North of Hwy 10) has a footnote that the area is in the 50 year plan but needs additional infrastructure to be serviced. With the current state of the economy and other land available that does not need additional expensive infrastructure, there is no way this is going to be developed on a substantial scale within the next 3

years as required by statute. The majority of the hundreds of acres of farmland included in the petition will not be developed within the next 3 years. The Town of Harrison has only received approximately 12 new home building permits so far this year and the majority of this farmland would be future home sites. Many improvements must be done to this farmland to even make it residential lots before houses could even be constructed. Because of the slow economy, developers are not willing to invest millions of dollars to improve this land to make it buildable. The Town of Harrison has had less than 20 acres of new residential development in this proposed incorporated area in the past 4 years. According to this standard, this incorporation petition should be denied because of the large amount of territory beyond the core (farmland) included.

66.0207 (2)(a) Tax Revenue

The future tax revenue is not sufficient to support the "extra" anticipated cost of governmental services because of redundant levels of government with the proposed shared services agreement and increased costs of administering a town and village of Harrison vs. a single town. In addition, the Town of Harrison currently has 24 hour police protection by statute provided by the Calumet County Sheriff's department. If this new village is formed, because it is a village over 5,000 people, they will now need to either form their own police department or contract police services with another entity. The police cost alone is estimated to be over \$350,000 more per year. At the current tax levy for the new village area, this would be about a 17% tax increase that would have to be funded either through a referendum or borrowing from the state trust fund like the Village of Combined Locks is doing to avoid levy limits. The budget presented to you in the incorporation packet shows the same tax rate because expenditures were reduced from other areas such as the road budget to show the same tax rate. The reduced amounts are substantially below what is actually being spent today and the current town runs very efficiently at a tax rate of only \$2.67 so there is very little room to be able to actually cut anything from other areas and maintain the levels of services the residents are currently receiving.

66.0207 (2)(c) Impact on Remainder of the Town

The new village will immediately seek annexations of the remaining urbanized area of the town. This will take away Town tax base. In addition, the petition explains keeping everything "status quo" as far as services. By creating another entity, now the Town of Harrison has to work with the Village of Harrison to accomplish any tasks. The Town of Harrison still has to provide a large amount of services to urbanized areas not being incorporated, while giving up other tax base. The town will still need equipment to service an urbanized area, even though they have less of it which increases costs for the remaining residents.

66.0207 (2)(d) Impact on the metropolitan community

The new proposed village will want to annex other urbanized land quickly and we see the Town of Harrison opposing these annexations as it would take away from their tax base. The Town of Harrison has opposed all annexations that were outside of boundary agreements. The Town of Harrison has shown it is not afraid to engage in court cases as is demonstrated by current court cases with the City of

Kaukauna and other entities regarding annexations. If new annexation court cases would be filed, these could become quite expensive for both the Town and new Village. This is one reason why all the urbanized area should have been proposed to be incorporated to avoid these situations. In addition, the Town of Harrison and Town of Buchanan have a boundary agreement which takes away the ability of Buchanan residents to annex to the new village as the Buchanan Town Board must approve any annexation requests. We do not agree with taking away the rights of residents. This is not what government and the United States Constitution and freedoms are about.

In addition, the Town of Harrison does not have good relationships with many of their neighboring municipalities. Based on the past track record of the Town of Harrison, we believe this new village would become another municipality that the Town of Harrison will not work well with. This is especially concerning given the shared services agreements that are proposed.

Closing

As the only two Town of Harrison Supervisors that are currently living in the proposed incorporation area, we are asking you to deny this petition for incorporation based on the facts provided above. While we are not against incorporating the larger "Darboy" urbanized area of approximately 7 square miles, we are opposed to only incorporating this smaller 4.6 square mile section as submitted in the incorporation petition. If any area is going to incorporate, the entire urbanized area that is sharing the same identity, natural boundaries, school districts, sanitary districts, churches, retail stores, natural drainage basins, transportation facilities, and social customs should be incorporated. To make a new village a chance to be sustainable and absorb increased costs, it must be the entire urbanized area and not just a subset of it.

We have expressed many of these concerns before this petition was filed, but unfortunately it was submitted on a 3-2 vote by the Town of Harrison Town Board.

Thank you for your time and consideration.



Matt Lancaster
Town of Harrison Supervisor
W5828 Sweet William Dr.
Appleton, WI 54915
(920) 954-5664



Tom Uitenbroek
Town of Harrison Supervisor
N9551 State Park Rd.
Appleton, WI 54915
(920) 830-3220

RES #120723-4

A RESOLUTION IN SUPPORT OF THE INCORPORATION OF A PORTION OF
THE TOWN OF HARRISON AS THE VILLAGE OF HARRISON

WHEREAS, the Town of Harrison, Calumet County, wishes to incorporate an area of the town as the Village of Harrison; and

WHEREAS, the process for incorporation is governed under Wisconsin State Statute; and

WHEREAS, there are standards to be applied by the circuit court (§66.0205) and the Incorporation Review Board (§66.0207); and

WHEREAS, one of the standards to be applied by the Incorporation Review Board is *Impact on the Metropolitan Community* and the effect of the incorporation on governmental problems affecting the metropolitan community; and

WHEREAS, the Towns of Menasha and Harrison work cooperatively to solve regional issues that affect the metropolitan community including the regional transportation network, public safety, and economic development; and

WHEREAS, the Town of Menasha finds that the incorporation will not substantially hinder the solution of governmental problems affecting the metropolitan community.

NOW THEREFORE BE IT RESOLVED, that the Town of Menasha Board of Supervisors supports the incorporation of a portion of the Town of Harrison as the Village of Harrison.

Adopted this 23rd day of July, 2012

Requested by: Dale Youngquist, Town Chairman

Submitted by: Dale Youngquist, Town Chairman



Dale Youngquist, Town Chairman



Attest: Karen Backman, Town Clerk

RESOLUTION NO. 2012-04

RESOLUTION SUPPORTING THE INCORPORATION OF A PORTION OF THE
TOWN OF HARRISON

WHEREAS, the Town Board of the Town of Harrison, located in Calumet County, Wisconsin did create an Incorporation Committee to assess the potential benefits of and residents' interest in becoming a village; and

WHEREAS, the Incorporation Committee found that there would be significant benefits to incorporating and voted unanimously to forward the incorporation application to the Wisconsin Department of Administration; and

WHEREAS, the Town Board agrees with this recommendation; and

WHEREAS, the Town Board believes that it is in the best interests of the Town to incorporate a portion of the town into a village.

NOW, THEREFORE, BE IT RESOLVED that the Town Board of the Town of Harrison, Calumet County, Wisconsin does hereby support the incorporation of a portion of the Town of Harrison into a village.

BE IT FURTHER RESOLVED that the Clerk of the Town of Harrison be directed to send a copy of this resolution to the Erich Schmidtke at the Wisconsin Department of Administration.

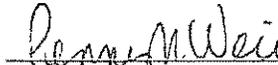
Adopted by the Town of Harrison Town Board this 24th day of July, 2012.

By:



John Stotten, Town Chairman

Attest:



Penny M. Weir, Town Clerk



MEMORANDUM

TO: Mayor Merkes, Council President Sevenich and the members of the City of Menasha Common Council

FROM: Comptroller/Treasurer Stoffel *ts*

DATE: 08/29/2012

SUBJECT: Refinancing wrap-up

The refinancing of City G.O. debt to lower interest rates and the restructuring of some balloon principal payments to long term repayment schedules, started on June 18th, will be completed on Tuesday, September 4th when bondholders receive their principal and interest payments.

This transaction involved lowering the interest rates on over \$20,000,000 of the City's outstanding G.O. Debt and saving property tax payers/utility rate payers just under \$3,000,000 in interest cost over the life of the loans (see attached). My thanks to the State of Wisconsin Board of Commissioners of Public Lands for their input and guidance in helping to make this refinancing of G. O. debt so successful. The City may not be in a position to enter the market with bonds to sell to the public, but that should not deter the City from continuing to look for ways to save taxpayer dollars on past borrowings.

I also want to thank the Mayor and Common Council for their trust and support in allowing the Finance Department to move forward with this transaction.

Should you have questions concerning this matter, please contact me.

Repayment of State Trust Fund Loan
 Update: 08/17/2012
 Prepared by: City Comptroller/Treasurer

ORIGINAL ISSUE		5.00%		\$ 2,880,853	
	<u>Payment</u>	<u>Interest</u>	<u>Principal</u>	<u>Balance</u>	
2012	\$230,582.37	\$ 135,755.26	\$94,827.11	\$2,786,025.89	
2013	230,582.37	139,301.29	91,281.08	2,694,744.81	
2014	230,582.37	134,737.24	95,845.13	2,598,899.68	
2015	230,582.37	129,944.98	100,637.39	2,498,262.29	
2016	230,582.37	125,255.34	105,327.03	2,392,935.26	
2017	230,582.37	119,646.76	110,935.61	2,281,999.65	
2018	230,582.37	114,099.98	116,482.39	2,165,517.26	
2019	230,582.37	108,275.86	122,306.51	2,043,210.75	
2020	230,582.37	102,440.43	128,141.94	1,915,068.81	
2021	230,582.37	95,753.44	134,828.93	1,780,239.88	
2022	230,582.37	89,011.99	141,570.38	1,638,669.50	
2023	230,582.37	81,933.48	148,648.89	1,490,020.61	
2024	230,582.37	74,705.14	155,877.23	1,334,143.38	
2025	230,582.37	66,707.17	163,875.20	1,170,268.18	
2026	230,582.37	58,513.41	172,068.96	998,199.22	
2027	230,582.37	49,909.96	180,672.41	817,526.81	
2028	230,582.37	40,988.33	189,594.04	627,932.77	
2029	230,582.37	31,396.64	199,185.73	428,747.04	
2030	230,582.37	21,437.35	209,145.02	219,602.02	
2031	230,582.12	10,980.10	219,602.02	0.00	
	<u>\$4,611,647.15</u>	<u>\$ 1,730,794.15</u>	<u>\$2,880,853.00</u>		

REFINANCED ISSUE		4.00%		\$ 2,880,853	
	<u>Payment</u>	<u>Interest</u>	<u>Principal</u>	<u>Balance</u>	
2012	\$288,974.42	\$ 194,147.31	\$94,827.11	\$2,786,025.89	
2013	208,744.23	64,727.40	144,016.83	2,642,009.06	
2014	208,744.23	105,680.36	103,063.87	2,538,945.19	
2015	208,744.23	101,557.81	107,186.42	2,431,758.77	
2016	208,744.23	97,536.84	111,207.39	2,320,551.38	
2017	208,744.23	92,822.06	115,922.17	2,204,629.21	
2018	208,744.23	88,125.17	120,559.06	2,084,070.15	
2019	208,744.23	83,362.81	125,381.42	1,958,688.73	
2020	208,744.23	78,562.20	130,182.03	1,828,506.70	
2021	208,744.23	73,140.27	135,603.96	1,692,902.74	
2022	208,744.23	67,716.11	141,028.12	1,551,874.62	
2023	208,744.23	62,074.98	146,669.25	1,405,205.37	
2024	208,744.23	56,362.21	152,382.02	1,252,823.35	
2025	208,744.23	50,112.93	158,631.30	1,094,192.05	
2026	208,744.23	43,767.68	164,976.55	929,215.50	
2027	208,744.23	37,168.62	171,575.61	757,639.89	
2028	208,744.23	30,388.62	178,355.61	579,284.28	
2029	208,744.23	23,171.37	185,572.86	393,711.42	
2030	208,744.23	15,748.46	192,995.77	200,715.65	
2031	208,744.28	8,028.63	200,715.65	-	
	<u>\$4,255,114.84</u>	<u>\$ 1,374,261.84</u>	<u>\$2,880,853.00</u>		

RATEPAYER SAVINGS \$ 356,532.31

Repayment of State Trust Fund Loan
 Update: 08/17/2012
 Prepared by: City Comptroller/Treasurer

ORIGINAL ISSUE		5.50%	\$ 13,930,000	
	<u>Payment</u>	<u>Interest</u>	<u>Principal</u>	<u>Balance</u>
2011	\$1,005,000.00	\$ 861,229.18	\$143,770.82	\$13,786,229.18
2012	1,083,000.00	760,319.98	322,680.02	13,463,549.16
2013	1,160,000.00	740,495.20	419,504.80	13,044,044.36
2014	1,360,000.00	717,422.44	642,577.56	12,401,466.80
2015	1,360,000.00	682,080.67	677,919.33	11,723,547.47
2016	1,360,000.00	646,561.67	713,438.33	11,010,109.14
2017	1,360,000.00	605,556.00	754,444.00	10,255,665.14
2018	1,360,000.00	564,061.58	795,938.42	9,459,726.72
2019	1,360,000.00	520,284.97	839,715.03	8,620,011.69
2020	1,360,000.00	475,399.55	884,600.45	7,735,411.24
2021	1,360,000.00	425,447.62	934,552.38	6,800,858.86
2022	1,360,000.00	374,047.24	985,952.76	5,814,906.10
2023	1,360,000.00	319,819.84	1,040,180.16	4,774,725.94
2024	1,360,000.00	263,329.41	1,096,670.59	3,678,055.35
2025	1,360,000.00	202,293.04	1,157,706.96	2,520,348.39
2026	1,360,000.00	138,619.16	1,221,380.84	1,298,967.55
2027	1,370,410.77	71,443.22	1,298,967.55	-
2028	-	-	-	-
	<u>\$22,298,410.77</u>	<u>\$8,368,410.77</u>	<u>\$13,930,000.00</u>	

REFINANCED ISSUE		4.00%	\$ 13,930,000	
	<u>Payment</u>	<u>Interest</u>	<u>Principal</u>	<u>Balance</u>
2011	\$1,005,000.00	\$ 861,229.18	\$143,770.82	\$13,786,229.18
2012	1,393,399.36	1,070,719.35	322,680.01	13,463,549.17
2013	1,191,582.19	312,796.98	878,785.21	12,584,763.96
2014	1,191,582.19	503,390.56	688,191.63	11,896,572.33
2015	1,191,582.19	475,862.89	715,719.30	11,180,853.03
2016	1,191,582.19	448,459.42	743,122.77	10,437,730.26
2017	1,191,582.19	417,509.21	774,072.98	9,663,657.28
2018	1,191,582.19	386,546.29	805,035.90	8,858,621.38
2019	1,191,582.19	354,344.86	837,237.33	8,021,384.05
2020	1,191,582.19	321,734.42	869,847.77	7,151,536.28
2021	1,191,582.19	286,061.45	905,520.74	6,246,015.54
2022	1,191,582.19	249,840.62	941,741.57	5,304,273.97
2023	1,191,582.19	212,170.96	979,411.23	4,324,862.74
2024	1,191,582.19	173,468.47	1,018,113.72	3,306,749.02
2025	1,191,582.19	132,269.96	1,059,312.23	2,247,436.79
2026	1,191,582.19	89,897.47	1,101,684.72	1,145,752.07
2027	1,191,582.15	45,830.08	1,145,752.07	-
2028	-	-	-	-
	<u>\$20,272,132.17</u>	<u>\$ 6,342,132.17</u>	<u>\$13,930,000.00</u>	

TAXPAYER SAVINGS \$ 2,026,278.60

Repayment of State Trust Fund Loan
 Update: 08/20/2012
 Prepared by: City Comptroller/Treasurer

	ORIGINAL ISSUE		5.25%		\$ 3,675,000
	<u>Payment</u>		<u>Interest</u>	<u>Principal</u>	<u>Balance</u>
2012	\$231,788.16	\$	213,541.95	\$18,246.21	\$3,656,753.79
2013	319,462.88		215,369.98	104,092.90	3,552,660.89
2014	319,462.88		184,044.15	135,418.73	3,417,242.16
2015	319,462.88		177,030.34	142,432.54	3,274,809.62
2016	319,462.88		170,117.87	149,345.01	3,125,464.61
2017	319,462.88		161,917.61	157,545.27	2,967,919.34
2018	319,462.88		153,757.20	165,705.68	2,802,213.66
2019	319,462.88		145,173.91	174,288.97	2,627,924.69
2020	319,462.88		136,518.82	182,944.06	2,444,980.63
2021	319,462.88		126,669.18	192,793.70	2,252,186.93
2022	319,462.88		116,682.08	202,780.80	2,049,406.13
2023	319,462.88		106,177.39	213,285.49	1,836,120.64
2024	319,462.88		95,388.90	224,073.98	1,612,046.66
2025	319,462.88		83,519.99	235,942.89	1,376,103.77
2026	319,462.88		71,296.56	248,166.32	1,127,937.45
2027	319,462.88		58,439.57	261,023.31	866,914.14
2028	319,462.88		45,039.22	274,423.66	592,490.48
2029	319,462.88		30,698.19	288,764.69	303,725.79
2030	319,462.65		15,736.86	303,725.79	
	<u>\$5,982,119.77</u>		<u>\$2,307,119.77</u>	<u>\$3,675,000.00</u>	

	REFINANCED ISSUE		4.00%		\$ 3,675,000
	<u>Payment</u>		<u>Interest</u>	<u>Principal</u>	<u>Balance</u>
2012	\$337,104.26	\$	318,858.05	\$18,246.21	\$3,656,753.79
2013	284,254.10		84,956.91	199,297.19	3,457,456.60
2014	284,254.10		138,298.26	145,955.84	3,311,500.76
2015	284,254.10		132,460.03	151,794.07	3,159,706.69
2016	284,254.10		126,734.54	157,519.56	3,002,187.13
2017	284,254.10		120,087.49	164,166.61	2,838,020.52
2018	284,254.10		113,520.82	170,733.28	2,667,287.24
2019	284,254.10		106,691.49	177,562.61	2,489,724.63
2020	284,254.10		99,861.83	184,392.27	2,305,332.36
2021	284,254.10		92,213.29	192,040.81	2,113,291.55
2022	284,254.10		84,531.66	199,722.44	1,913,569.11
2023	284,254.10		76,542.76	207,711.34	1,705,857.77
2024	284,254.10		68,421.25	215,832.85	1,490,024.92
2025	284,254.10		59,601.00	224,653.10	1,265,371.82
2026	284,254.10		50,614.87	233,639.23	1,031,732.59
2027	284,254.10		41,269.30	242,984.80	788,747.79
2028	284,254.10		31,636.35	252,617.75	536,130.04
2029	284,254.10		21,445.20	262,808.90	273,321.14
2030	284,253.99		10,932.85	273,321.14	
	<u>\$5,453,677.95</u>		<u>\$ 1,778,677.95</u>	<u>\$3,675,000.00</u>	

TAXPAYER SAVINGS \$ 528,441.82

Repayment of State Trust Fund Loan
 Update: 08/17/2012
 Prepared by: City Comptroller/Treasurer

ORIGINAL ISSUE		3.75%	\$ 1,185,000	
	<u>Payment</u>	<u>Interest</u>	<u>Principal</u>	<u>Balance</u>
2012	\$18,041.23	\$ 3,714.04	\$14,327.19	\$1,170,672.81
2013	156,089.76	47,164.27	108,925.49	1,061,747.32
2014	156,089.76	39,815.52	116,274.24	945,473.08
2015	156,089.76	35,455.24	120,634.52	824,838.56
2016	156,089.76	31,016.19	125,073.57	699,764.99
2017	156,089.76	26,241.19	129,848.57	569,916.42
2018	156,089.76	21,371.87	134,717.89	435,198.53
2019	156,089.76	16,319.94	139,769.82	295,428.71
2020	156,089.76	11,108.93	144,980.83	150,447.88
2021	156,089.68	5,641.80	150,447.88	-
	<u>\$1,422,848.99</u>	<u>\$ 237,848.99</u>	<u>\$1,185,000.00</u>	

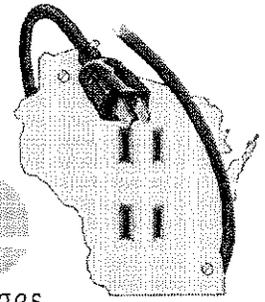
REFINANCED ISSUE		3.00%	\$ 1,185,000	
	<u>Payment</u>	<u>Interest</u>	<u>Principal</u>	<u>Balance</u>
2012	\$39,707.29	\$ 25,380.10	\$14,327.19	\$1,170,672.81
2013	148,528.26	20,398.57	128,129.69	1,042,543.12
2014	148,528.26	31,276.29	117,251.97	925,291.15
2015	148,528.26	27,758.73	120,769.53	804,521.62
2016	148,528.26	24,201.77	124,326.49	680,195.13
2017	148,528.26	20,405.85	128,122.41	552,072.72
2018	148,528.26	16,562.18	131,966.08	420,106.64
2019	148,528.26	12,603.20	135,925.06	284,181.58
2020	148,528.26	8,548.80	139,979.46	144,202.12
2021	148,528.18	4,326.06	144,202.12	-
	<u>\$1,376,461.55</u>	<u>\$ 191,461.55</u>	<u>\$1,185,000.00</u>	

TAXPAYER SAVINGS \$ 46,387.44

RATEPAYER SAVINGS \$ 356,532.31
TAXPAYER SAVINGS 2,601,107.86
TOTAL SAVINGS \$ 2,957,640.17

A Coalition
to preserve
Wisconsin's
Reliable and
Affordable
Electricity

Customers First! the Wire



Plugging you in to electric industry changes

608/286-0784 • P.O. Box 54 • Madison, WI 53701 • www.customersfirst.org • AUGUST 2012 • Vol. 17, No. 8

What a difference a decade makes

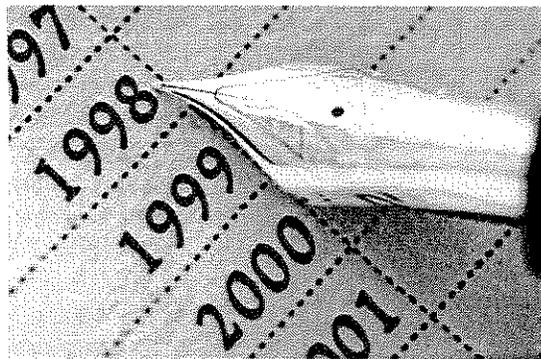
Wisconsin is enduring a blistering summer without electric reliability problems—a pretty big deal considering that the cool summer of 1997 saw some interruptible customers go dark.

All three Wisconsin nuclear units were off-line for repairs in 1997, leaving roughly one-fifth of in-state generation capacity unavailable. Meanwhile, a notoriously weak transmission system made power imports from neighboring states problematic.

This summer Wisconsin has been in no danger of power shortages, despite near-record energy consumption.

What happened in between?

Last month Public Service Commission



Chair Phil Montgomery told WISBUSINESS.COM there were 18 new generation facilities built since the late '90s, adding more than

5,500 megawatts of capacity. With more in the pipeline, "We probably have 10,000 more megawatts than when we started this process."

The transmission network has also been strengthened. American Transmission Company has built more than 500 miles of new lines, upgraded more than 1,700 miles, and invested some \$2.7 billion in the grid since 2001.

That has all contributed to higher rates than Wisconsinites paid in 1997. On the other hand, the threat of rolling blackouts—very real in 1995, '97, and '98—is history. 💡

Court okays PSC wind farm approval

The 2009 regulatory approval of an Alliant Energy wind farm was properly granted under the Certificate of Authority (CA) process rather than the more elaborate Certificate of Public Convenience and Necessity (CPCN) procedures, the Wisconsin Supreme Court decided in a 5-2 ruling last month.

The commission's action had been challenged by the Wisconsin Industrial Energy Group (WIEG) and Citizens Utility Board (CUB), who argued that regulatory review in the CA process is less demanding and that because the project's nameplate capacity exceeds 100 megawatts, the CPCN review process should have been applied.

The commission's choice of the CA

Continued on page 2...

PSC denies rehearing on transmission line

The Public Service Commission said "no" last month to a pair of opposition groups and a dozen individuals petitioning for a rehearing of issues in the approval of a western Wisconsin transmission line. By mid-August we'll know if the petitioners intend to pursue the matter in the courts.

Two groups opposed to the CapX2020 transmission project, the Citizen Energy Task Force and NoCapX2020, were among those filing a total of 14 rehearing petitions. The individual filers are all residents in the area of the planned 345-kilovolt line between Alma and Holmen. It would be the easternmost segment of a much larger network of new transmission lines mainly crossing Minnesota.

The PSC finalized its order approving the 48-mile line May 30. The rehearing petitions, among other things, said commissioners cited an incorrect cost figure—a number the PSC had previously acknowledged would change because it ordered minor route adjustments to avoid a wildlife area and to accommodate expected development in the Village of Holmen. The final cost estimate of \$211,100,000 is about \$9 million higher than had been anticipated prior to the route adjustments.

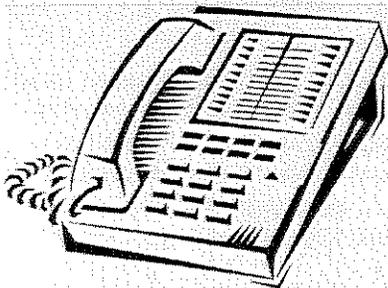
Petitioners also contradicted findings that the line would help deliver wind energy from points west, and that it would enhance system reliability.

Denial of the petitions triggered a 30-day window in which project opponents must decide whether they will go to court seeking judicial review of the PSC decision. 💡



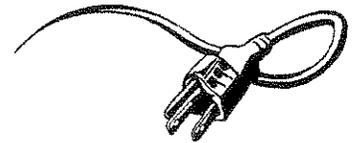
THE WIRE is a monthly publication of the Customers First! Coalition—a broad-based alliance of local governments, small businesses and farmers, environmental groups, labor and consumer groups, retirees and low-income families, municipal electric utilities, rural electric cooperatives, wholesale suppliers, 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



In most of the U.S., electricity demand peaks during the hottest summer days with homes and businesses running air conditioners, fans, and dehumidifiers. String together several especially hot, humid days, like we've had this summer, and demand can strain supplies and erode the reliability of the power grid.

While Wisconsin's electric generation capacity has been more than sufficient in meeting demand this summer (see related article on page 1), electricity customers in Texas are again facing possible power shortages and higher prices because of capacity shortages. You may recall that last summer the Electric Reliability Council of Texas (ERCOT)—the entity which manages the electric grid in the state's deregulated market—had to declare emergencies seven times and cut power to interruptible customers twice to avoid widespread rolling outages. The Wall Street Journal reported, "The emergency shines a light on the vulnerabilities of Texas' deregulated market," noting, "State officials have few tools to stimulate construction of new power plants."



Bromley

It seems the "vulnerabilities" in Texas continue this summer. In its 2012 Summer Reliability Assessment, the North American Electric Reliability Corporation ranked the Texas grid the top reliability issue in the country and warned, "ERCOT does not appear to have sufficient resources to maintain required resource adequacy levels." In other words, Texas, once again, is short of electricity.

ERCOT officials reassured customers that they have enough power to avoid blackouts, but they already called on customers to conserve electricity when the summer's first heat wave struck in late June. Voluntary conservation efforts may help Texans avoid power outages in the short term, but the lack of new supply has officials and consumers concerned about long-term reliability.

To encourage investment in new power plants, the Texas Public Utility Commission recently raised the price cap for wholesale electricity from \$3,000 a megawatt-hour to \$4,500. Regulators believe that higher wholesale prices will attract investors by making Texas power sales more profitable. Consumers are worried the higher cap will lead to higher electric rates without improved reliability. "No one knows how much this will cost Texas," said Texas Coalition for Affordable Power Board President Jay Doegey in an interview with public radio, "or even whether it will result in more generation coming online. But one outcome seems likely: Texas consumers will end up paying more." 

Court okays PSC wind farm approval

Continued from page 1...

process hinged on the fact that the 200-megawatt Bent Tree Wind Project would be located in Freeborn County, Minnesota, and commissioners decided applying the CPCN law to an out-of-state facility "would exceed the jurisdiction of Wisconsin laws and lead to unreasonable results," in the words of the decision written by Justice Patience Roggensack.

The court ruled that customers were adequately protected because, "Under the CA statute, the [commission] may refuse to authorize construction projects that would impair utility efficiency, provide unnecessary facilities, or increase cost without a corresponding increase in value."

But Justice Ann Walsh Bradley, in a dissent joined by Chief Justice Shirley Abrahamson, argued to the contrary.

Bradley cited then-commissioner Lauren Azar, who disagreed with use of the CA process and held, in the words of Bradley's dissent, that absent CPCN review, "Large out-of-state projects could be certified with minimal scrutiny."

Bradley said the best answer would be new legislation addressing PSC oversight of out-of-state facilities, but in the meantime, statutory language requiring an exercise of authority outside Wisconsin could be bypassed as invalid under the "severability" doctrine.

A judicial proceeding would be required in order to invalidate a portion of statute law. 

Focus launches new programs

Suspended last year to preserve funds for energy efficiency projects, renewable energy programs for businesses resumed in July under Wisconsin's Focus on Energy program. Also featured in the new program lineup are incentives for residential installations.

The July 1 launch came exactly one year after incentives for renewable projects undertaken by private businesses were suspended.

Among new programs unveiled last month are:

- The New Homes Program, certifying homes that are more durable, energy-efficient, and combustion-safe than others constructed in accordance with the current Wisconsin building code.

- The Renewable Energy Program, offering cash rebates for eligible, new renewable energy systems in homes that meet energy efficiency requirements.

- The Renewable Energy Competitive Incentive Program, offering financial support for businesses installing biomass, biogas, geothermal, PV, solar thermal, and wind energy.

More detailed information is available at www.focusonenergy.com.

Lasee tries again for tighter wind rules

The statewide wind-energy siting standards that took effect earlier this year don't provide adequate protection for human health, a state senator told the Public Service Commission (PSC) in July.

In a July 8 letter, Senator Frank Lasee asked the PSC to develop new wind-siting rules that, in his view, would meet statutory requirements to protect against health effects associated with proximity to wind turbines. Lasee (R-De Pere) told PSC Chair Phil Montgomery, "Medical Professionals from the Brown County Department

Energy saver tip

Use exhaust fans to vent kitchen heat and cooking odors? Of course you do! What about when you're taking a shower? Running a bathroom exhaust fan is a wise use of energy because it will lighten the load for your air conditioner. You'll avoid extra cooling and dehumidification costs and also help preserve interior surfaces.

Rail amendment in Farm Bill

It's too early to know if the legislation will even come to a vote, but a requirement to renew a study of freight rail monopolies on—among others—energy customers has made its way into the 2012 Farm Bill.

Thanks to the bipartisan work of Wisconsin and Minnesota members of Congress, the legislation also contains language directing the secretary of agriculture to participate in proceedings of the rail-regulating Surface Transportation Board on behalf of rural interests. Minnesota Democrat Tim Walz sponsored and Wisconsin Republican Reid Ribble co-authored that amendment.

CURE (Consumers United for Rail Equity) has been active in lobbying both states' congressional delegations for reforms that could mitigate prices paid to monopoly rail providers for shipping bulk materials such as agricultural products and supplies and power-plant fuel.

At press time for this edition of *The Wire*, Congress had no plans to take up the Farm Bill before its August recess. Only eight days of September floor activity were scheduled before the 20th, when the current Farm Bill expires and federal law automatically reverts back to the provisions of the Farm Bill of 1949.



MEUW board members Wayne Johnson, Marshfield Utilities (left), and Jim Coultts, Cedarburg Light and Water, discuss the rail issue with Rep. Ribble during a July visit.

Duke merger fight not over

A few weeks ago the pact to form the nation's new largest utility was a done deal but the surprise ouster of a top executive has put the

merger of Duke Energy and Progress Energy back on full boil.

North Carolina regulators (both companies are headquartered in the state but Duke has facilities reaching into the Midwest) could end up imposing new conditions on the merger they approved June 29. The controversy—and a full-blown investigation—revolves around questions of whether Duke misled regulatory commissioners by saying ex-Progress CEO Bill Johnson would head the merged companies, only to force his resignation days after the merger was concluded.

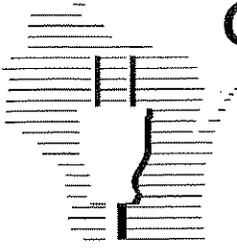
As reported by the *Charlotte Observer*, testimony at a two-day hearing in July revealed Johnson had been on shaky ground with the Duke board of directors half a year before the merger was approved, and possibly as early as 2010. Days after the approval, Johnson was forced out and Duke CEO Jim Rogers installed in the top slot. Among key issues were low performance ratings for three Progress nuclear plants, including one that has been idle for three years and in need of repairs that could cost \$1 billion. Late last month, the *New York Times* reported assertions by Johnson that Duke had tried to back out of its acquisition of the smaller company.

of Health have concluded that wind turbines in Brown County are causing negative health effects in people that are living near them."

Chapter 196 of the statutes says the siting rules must include "setback requirements that provide reasonable protection from any health effects, including health effects from noise and shadow flicker, associated with wind energy systems."

Lasee told Montgomery the PSC-led council that wrote the existing rules "ignored" studies that showed negative health effects, and that since the rules were written, "a number of additional peer-reviewed studies" have reached similar conclusions.

However, advocacy group RENEW Wisconsin cited an April 30 letter from Department of Health Services Deputy Secretary Kitty Rhoades saying, "Our review of current scientific knowledge indicates that levels of noise, flicker and infrasound measured from wind turbines at current setback distances do not reach those that have been associated with objective physical health effects."



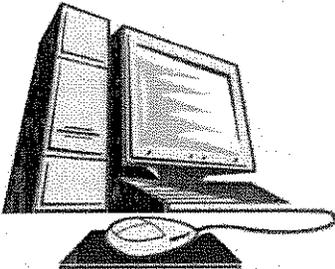
Customers First!

P.O. Box 54
Madison, WI 53701

A Coalition

to preserve
Wisconsin's
Reliable
and Affordable
Electricity

Be sure
to check out the
Customers First!
website at



www.customersfirst.org



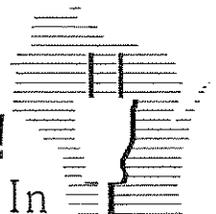
Quotable Quotes

"So we are in an enviable position of not only having adequate supply to address the brownout issue, but we are helping keep a large part of the Midwest up and running."

—Public Service Commission Chair Phil Montgomery,
reflecting on the strength of Wisconsin's electric
infrastructure compared with the 1990s, and quoted in
WISBUSINESS.COM, July 6, 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.

Customers First!
Plugging Wisconsin In



MENASHA HISTORICAL SOCIETY NEWS

August - September 2012

Your officers and board members have been especially busy this summer and we would like to share with you the happenings within YOUR society. Hopefully, you all saw us represented in the Memorial Day Parade. Yes, our President was driving his decorated car with the recently purchased Menasha Historical Society magnetic signs attached on both sides for exposure. Smiling board members were the passengers and we are hoping some of you will agree to participate in the future.

We held a small sale, in conjunction with the Doty Island Rummage Sale, in which we sold some of our duplicated items, continue to have our paperback books for sale and have sold a few books on Craigslist.

Maintaining our Monday (9-12:30) hours prove to be interesting as more and more people are stopping in to use our Resource Center, purchase our historical books and then look around at our interesting artifacts. However, as time goes on our rooms are getting very dirty. Several girls from Menasha High School did some dusting and now we need help vacuuming under and around.

For the past 2 years we have been on-again-off-again collaborating with an author, who grew up in Menasha, to supply pictures from our resource center. The new "Menasha" book has now been published and we are selling them (\$21.99) at the Resource Ctr./Museum on Mondays 9:00 a.m. - 12:30 p.m. OR if that is not convenient please call Jean 722-7349 or Bob 725-0250 and we will make other arrangements including hand-delivering them if necessary. They are for sale at several stores however we do not receive any of those proceeds. If purchased directly from us we will receive all of the profits.



UPCOMING EVENTS

SEPTEMBER 13 – NOON (due to Packer game in evening) - Smith Park Pavilion

In case of inclement weather the event will be held inside the Memorial Building. Everyone is asked to bring a dish to pass. If you have a favorite bring along the recipe to share with others.

Spanish hamburger/buns, coffee/lemonade, cups, plates and utensils will again be furnished by the society.

A brief history of how, when, and why the caboose was given to the Menasha Historical Society will be presented by Dick Loehning. It will also be opened up for a tour of the inside. We take pride in having it in our possession.

OCTOBER 11 – 7:00 p.m. – Menasha Public Library

History of James Island and the Trestle Trail-presented by Menasha High School Senior, Gideon Hoekstra.

We are so thrilled to have the younger generation interested in the wealth of history Menasha has to offer and hope this encourages other students. We need to pass our knowledge on to keep Menasha's history alive.

NOVEMBER 8 – 7:00 p.m. – Menasha Public Library

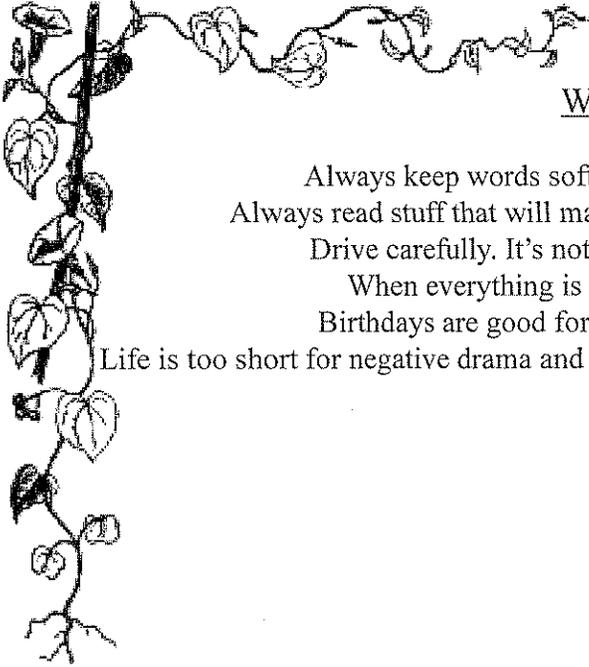
Honoring and recognizing our Viet Nam veterans will include personal interviews.

This program is under the direction of Mark Ropella.

DECEMBER 13 – Annual Christmas Dinner

(Details will follow)

March, April & May programs for 2013 will be announced in upcoming newsletters.



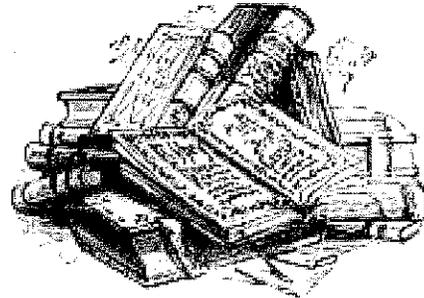
WORDS OF WISDOM

Always keep words soft and sweet—just in case you have to eat them!
Always read stuff that will make you look good in case you die in the middle of it!
Drive carefully. It's not only cars that can be recalled by their Master!

When everything is coming your way you're in the wrong lane!

Birthdays are good for you. The more you have, the longer you live!

Life is too short for negative drama and petty things. So laugh insanely, love truly and forgive quickly!!



REMINDER:

Dues: \$15/individual, \$25/couple and are payable at the September meeting or may be mailed directly to:

Menasha Historical Society

P. O. Box 255

Menasha, WI 54952

Thank you.

RESOURCE CENTER & MUSEUM

(Located at 640 Keyes Street)

P.O. Box 255

Menasha, WI 54952

jchew2366@yahoo.com

menashahistorical@yahoo.com

www.menashahistorical.webs.com

OFFICERS & BOARD OF DIRECTORS

PRESIDENT

Bob Smarzinski

VICE-PRESIDENT

Jean Chew

SECRETARY

Dolores Gear

TREASURER

Nancy Ropella

RESOURCE DIRECTOR

Katie LaMore

ADVISOR

Paul Brunette

EX-OFFICIO

Nancy Barker

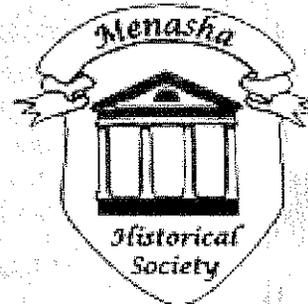
Sylvia Biebel

Stacey Hoekstra

Tom Konetzke

Dick Loehning

Carol Sweet



From: [Robert Mittelstaedt](#)
To: [Kara Homan](#)
Cc: [Gretchen DeCoster](#)
Date: Tuesday, August 21, 2012 11:27:13 AM

Good Morning Kara,

As we discussed late last week, Alliance Industries will no longer be pursuing the IDB loan. After an extensive review of financing options, Alliance has secured a more favorable financing package with one of it's current banking partners. I would personally like to thank both you and Greg for the hard work you put into this part of the project. I would also like to extend my gratitude to both the Mayor and the City Council for their receptiveness of Alliance's growth plans in this community.

Sincerely,

Bob Mittelstaedt

CONFIDENTIALITY STATEMENT: The information contained in this e-mail message, including attachments, is the confidential information of, and/or is the property of, Alliance Industries. The information is intended for use solely by the individual or entity named in the message. If you are not an intended recipient or you received this in error, then any review, printing, copying, or distribution of any such information is prohibited, and please notify the sender immediately by reply e-mail and then delete this e-mail from your system.



MEMORANDUM

TO: Menasha Common Council
FROM: Kara Homan^{KH}, AICP, Principal Planner
DATE: August 28, 2012

RE: Status Update on Lake Park Development Activity

This memo was prepared at the request of the Redevelopment Authority to provide you with an overview of development activity for the four developments located at Lake Park within Tax Incremental District (TID) #12. The RDA has engaged Ark Media Group (Menasha) to assist in marketing and branding of Lake Park area. A brand/position document has been developed, and a new website for the development should be launched during the 3rd quarter of 2012.

Ponds of Menasha

Since late December, 2011, 14 building permits have been issued for new homes in the development. Ten are complete, and another 4 are in various stages of construction. Four homes have either sold or have accepted offers.

Cottages @ Lake Park

To date, 2 building permits have been issued for condos in the development. One was completed in the summer of 2011, and another is currently under construction as a build-to-suit for a client. A third building footprint has an accepted offer.

Lake Park Villas

Coldwell Banker, the realtors for this development has received several inquiries from potential buyers, but none that have been of a quality that would lead to an offer to purchase. Community Development Staff, at the recommendation of Coldwell Banker, is working with the Lake Park Villas Homeowners Association to amend the Phase II HOA Covenants to clean up references to Wisco as the required builder, the clubhouse, fitness club membership, future development phases, and other provisions that are no longer applicable today. This will ensure there is no confusion in the real estate community regarding the development.

Lake Park Square

Grub & Ellis|Pfefferle, the realtors for this development, and Community Development staff have been working with one prospective buyer who is gathering detailed site information as they determine whether to make an investment in Lake Park Square. They are currently working with a consultant to develop a concept plan for the site, and are evaluating what types of uses would be suitable for the location.

CITY OF MENASHA
COMMON COUNCIL
Third Floor Council Chambers
140 Main Street, Menasha
Monday August 20, 2012
MINUTES

DRAFT

A. CALL TO ORDER

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

B. PLEDGE OF ALLEGIANCE

C. ROLL CALL/EXCUSED ABSENCES

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

EXCUSED: Alderman Benner

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

DEPT. HEAD EXCUSED: PHD Nett

D. PUBLIC HEARING

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

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

No one spoke.

F. REPORT OF DEPARTMENT HEADS/STAFF/CONSULTANTS

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

Minutes to receive:

a. Administration Committee, 8/6/12

b. Board of Public Works, 8/6/12

c. Landmarks Commission, 8/8/12

d. Plan Commission, 8/7/12

e. Redevelopment Authority, 5/1/12

f. Winnebago County Joint Review Board, 8/7/12

Communications:

g. Comp Stoffel, 8/15/12; Statement of Equalized values for 2011-2012

h. Heckrodt Wetland Reserve, 8/9/12; Letter regarding vandalism and rule violations at the reserve

i. PC Styka, 8/15/12; Elementary Police School Liaison Position

j. WI Dept. of Administration, 8/10/12; Preliminary Estimate of January 1, 2012 population-Win. & Cal. Cnty

Moved by Ald. Sevenich, seconded by Ald. Englebert to receive Minutes and Communications A-J.

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, 8/6/12

Administration Committee, 8/6/12; recommends approval of:

2. Promissory Note to WPPI (final external expenses WPPI sale-leaseback transaction)

Board of Public Works, 8/6/12; recommends approval of:

3. Street Use Application – Labor Day Parade; Monday, September 3, 2012; 9:30 AM – 11:30 AM; (Fox Valley Area Labor Council & Labor Temple Coop Association)

4. Change Order – Terra Engineering & Construction Corporation; City of Menasha Wastewater Collection System Rehabilitation Improvements, Phase 4 Project; Sanitary Sewer Rehabilitation; Contract E145-11-01A; 60-Day Time Extension to Complete Punch List Items and Provide Project Close-Out/Documentation (Change Order No. 7)

5. Payment – MCC, Inc.; Contract Unit No. 2012-02; New Street Construction-Concrete Curb & Gutter; Kelly Lake Drive, South ½ of Woodland Hills Subdivision; \$41,280.66 (Payment No. 1)

Plan Commission, 8/7/12; recommends approval of:

6. The Arroyo Certified Survey Map on Abbey Avenue

Ald. Sevenich requested to remove item 1, Common Council Minutes of 8/6/12, from Consent Agenda.

Moved by Ald. Sevenich, seconded by Ald. Englebert to approve Consent Agenda items 2-6.

Motion carried on roll call 7-0.

H. ITEMS REMOVED FROM CONSENT AGENDA

Moved by Ald. Sevenich, seconded by Ald. Englebert to approve Consent Agenda item 1, Common Council Minutes of 8/6/12

Discussion: Ald. Sevenich requested that his comments at the meeting about Comm. M, (PC Styka memo, 8/1/12, Vehicle Purchase), be added to the minutes.

Mayor Merkes commented this should be discussed with the Clerk and City Attorney.

Moved by Ald. Sevenich, seconded by Ald. Zelinski to hold the item.

Item held.

I. ACTION ITEMS

1. Accounts payable and payroll for the term of 8/9/12 to 8/16/12 in the amount of \$4,597,577.15

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

Motion carried on roll call 7-0.

2. Request of Nauts Landing, Inc to change the trade name on the "Class B" liquor license from Nauts Landing to Aspen Landing for the 2012-2013 licensing year.

Moved by Ald. Klein, seconded by Ald. Englebert to approve request of Nauts Landing Inc.

Motion carried on voice vote

J. ORDINANCES AND RESOLUTIONS

1. R-33-12 - Resolution adopting amendment #2 to the project plan for city of Menasha Tax Incremental District #1 for the purpose of designating TID #1 as a distressed Tax Incremental District (As recommended by Plan Commission)

Moved by Ald. Sevenich, seconded by Ald. Krueger to adopt R-33-12.

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

K. APPOINTMENTS

1. Mayor's reappointments to the Redevelopment Authority

a. Alderman Jim Englebert, 1209 Greendale St. for the term of August 31, 2012 to August 31, 2017

b. Bob Stevens, 360 1st Street, for the term of August 31, 2012 to August 31, 2017

Moved by Ald. Sevenich, seconded by Ald. Krueger to approve appointments A&B.

Motion carried on voice vote.

L. HELD OVER BUSINESS

M. CLAIMS AGAINST THE CITY

N. PUBLIC COMMENTS ON ANY MATTER LISTED ON THE AGENDA

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

No one spoke.

O. RECESS TO ADMINISTRATION COMMITTEE, BOARD OF PUBLIC WORKS AND PERSONNEL COMM.

Moved by Ald. Klein, seconded by Ald. Langdon to recess at 6:10 p.m.

Motion carried on voice vote.

Reconvened at 7:14 p.m.

DRAFT

- P. Moved by Ald. Benner, seconded by Ald. Krueger to adjourn into Closed Session at 7:14 p.m. pursuant to Wis. Stats. §19.85(1)(g): Conferring with legal counsel for the governmental body who is rendering oral or written advise concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved. (Petition for the Proposed Incorporation for the Village of Harrison, 12-CV-28; and Notice of injury and circumstances of claim - Town of Harrison, Celine Romenesko, Rick Kindschi)
Motion carried on roll call 7-0.
- Q. May reconvene into Open Session to act on items discussed in Closed Session
No Action
- R. ADJOURN
Moved by Ald. Englebert, seconded by Ald. Langdon to adjourn at 7:49 p.m.
Motion carried on voice vote.

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

CITY OF MENASHA
Special Joint Common Council and
Menasha Electric and Water Utility Commission
Senior Center
116 Main Street, Menasha
August 22, 2012
MINUTES

A. CALL TO ORDER

Meeting called to order by Mayor Merkes and Comm. Allwardt at 6:05 p.m.

B. ROLL CALL/EXCUSED ABSENCES

PRESENT: Aldermen Klein, Taylor, Sevenich, Krueger, Englebort, Benner
Comm. Allwardt, Guidote, Roush, Merkes

EXCUSED: Ald. Langdon, Zelinski

ALSO PRESENT: Mayor Merkes, City Attorney Captain, Menasha Utilities Co-General Managers
Krause and Sturm, Deputy Clerk Sewall

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

No one spoke.

D. DISCUSSION/ACTION ITEMS

1. Presentation of Proposals for Staffing Study for City and Utilities
 - a) Springsted Inc.

Kathy Thomas and Dave Unmacht explained Springsted's proposal and handed out additional information pertaining to their proposal. They gave background information on their organization and a history of their work.

Common Council, Water & Light Commission and City of Menasha staff asked questions and made comments.

- b) Human Resources Group

Dan Stahl and Lyle Heller explained their proposal and handed out additional information pertaining to their proposal. They gave background information on their organization and a history of their work.

Common Council, Water & Light Commission and City of Menasha staff asked questions and made comments.

Both organizations left and discussion ensued regarding the two proposals.

Ald. Taylor was excused from the meeting at 6:45 p.m.

Common Council and Water & Light Commission gave consent to hear comments from the gallery.

Tim Jacobson, City of Menasha Public Works Superintendent – Gave his opinion on the two proposals.

Tony Hoppe, Menasha Utilities Electric Distribution – Gave his opinion on the two proposals.

General discussion continued.

Moved by Ald. Englebert, seconded by Ald. Krueger to accept proposal of Springsted, Inc. not to exceed \$17,017.00 from account number 267-0102-581-2101(refunded legal escrow account).
Motion carried on roll call 4-1. (Ald. Sevenich – no)

Moved by Comm. Guidote, seconded by Comm. Roush to accept proposal of Springsted, Inc. not to exceed \$14,483.00 from account number 923 (legal expenses).
Motion carried on roll call 4-0.

A short recess ensued.

2. Disposition of Steam Utility Building

Mayor Merkes went over the strengths and challenges associated with each option on the decision tree for the disposition of the steam utility building.
Discussion ensued.

Moved by Comm. Roush, seconded by Comm. Guidote to recommend to Common Council that Atty. Captain draft an ordinance and documentation necessary to dissolve the steam utility and revert the assets to City control by December 31, 2012.

Motion carried on roll call 4-0.

Moved by Ald. Krueger, seconded by Ald. Klein to direct Atty. Captain to draft an ordinance and documentation necessary to dissolve the steam utility and revert the assets to City control by December 31, 2012.

Motion carried on roll call 5-0.

E. ADJOURNMENT

Moved by Ald. Klein, seconded by Ald. Sevenich to adjourn at 8:00 p.m.
Motion carried on voice vote.

Moved by Comm. Guidote, seconded by Comm. Roush to adjourn at 8:00 p.m.
Motion carried on voice vote.

Respectfully submitted by
Kristin Sewall, Deputy Clerk

Approved by the Wisconsin Department of Regulation and Licensing
4-1-00 (Optional Use Date)
9-1-00 (Mandatory Use Date)

WB-15 COMMERCIAL OFFER TO PURCHASE

1 ~~BROKER DRAFTING THIS OFFER ON~~ _____ ~~(DATE)~~ IS (AGENT OF SELLER) (AGENT OF BUYER) (DUAL AGENT) ~~(STRIKE ONE)~~

2 **GENERAL PROVISIONS** The Buyer, Endter Investments, LLC or assigns
3 offers to purchase the Property known as (Street Address) 901 Airport Road, a/k/a City of Menasha Fire Station #2 in the
4 City Menasha of Menasha County of Winnebago, Wisconsin, (insert additional
5 description, if any, at lines 293 - 297 or attach as an addendum per line 298), on the following terms:

6 ■ **PURCHASE PRICE:** Eighty Thousand and 00/100 Dollars
7 _____ Dollars (\$ 80,000.00)

8 ■ **EARNEST MONEY** of \$ 00.00 accompanies this Offer and earnest money of \$ \$5,000.00
9 will be paid within 30 days of acceptance.

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

11 ■ **ADDITIONAL ITEMS INCLUDED IN PURCHASE PRICE:** Seller shall include in the purchase price and transfer, free and clear of encum-
12 brances, all fixtures, as defined at lines 117 - 120 and as may be on the Property on the date of this Offer, unless excluded at lines 15 - 16, and
13 the following additional items: _____

14
15 ■ **ITEMS NOT INCLUDED IN THE PURCHASE PRICE:** *CAUTION: Address rented fixtures or trade fixtures owned by tenants, if*
16 *applicable.* _____

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

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

21 **BINDING ACCEPTANCE** This Offer is binding upon both Parties only if a copy of the accepted Offer is delivered to Buyer on or before
22 May 30, 2012. *CAUTION: This Offer may be withdrawn prior to delivery of the accepted Offer.*

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

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

28 Seller's recipient for delivery (optional): Mayor Don Merkes

29 Seller's delivery address: City of Menasha City Hall, 140 Main Street, Menasha, WI

30 Buyer's recipient for delivery (optional): Chris Endter with a copy to Andrew Rossmelssl, 800 N. Lynndale Drive, Appleton, WI

31 Buyer's delivery address: 1190 Goss Avenue, Menasha, WI

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

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

34 Buyer: (_____) Seller: (_____)

35 **LEASED PROPERTY** If Property is currently leased and lease(s) extends beyond closing, Seller shall assign Seller's rights under said lease(s)
36 and transfer all security deposits and prepaid rents thereunder to Buyer at closing. The terms of the (written)(oral) ~~(STRIKE ONE)~~ lease(s), if any,
37 are Seller represents that there are no leases affecting the subject property.

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

41 **PLACE OF CLOSING** This transaction is to be closed at the place designated by Buyer's mortgagee or Evans Title Company
42 _____ no later than July 30, 2012 unless another date or place is agreed to in writing.

43 **CLOSING PRORATIONS** The following items shall be prorated at closing: real estate taxes, rents, water and sewer use charges, garbage pick-
44 up and other private and municipal charges, property owner's association assessments, fuel, payments under governmental agricultural programs
45 and _____. Any income, taxes or expenses shall accrue to Seller and be prorated through
46 the day prior to closing. Net general real estate taxes shall be prorated based on (the net general real estate taxes for the current year, if known,
47 otherwise on the net general real estate taxes for the preceding year) (_____)

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

51 **PROPERTY CONDITION PROVISIONS**

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

55 ~~(COMPLETE DATE OR STRIKE AS APPLICABLE)~~ and _____

56 _____ ~~(INSERT CONDITIONS NOT ALREADY INCLUDED IN THE CONDITION REPORT)~~

57 ■ A "condition affecting the Property or transaction" is defined as follows:

58 (a) planned or commenced public improvements which may result in special assessments or otherwise materially affect the Property or the
59 present use of the Property;

60 (b) government agency or court order requiring repair, alteration or correction of any existing condition;

61 (c) completed or pending reassessment of the Property for property tax purposes;

62 (d) structural inadequacies which if not repaired will significantly shorten the expected normal life of the Property;

63 (e) any land division involving the Property, for which required state or local approvals were not obtained;

64 (f) construction or remodeling on the Property for which required state or local approvals were not obtained;

65 (g) any portion of the Property being in a 100 year floodplain, a wetland or shoreland zoning area under local, state or federal regulations;

66 (h) that a structure on the Property is designated as a historic building or that any part of the Property is in a historic district;

67 (i) material violations of environmental laws or other laws or agreements regulating the use of the Property;

68 (j) conditions constituting a significant health or safety hazard for occupants of the Property;

69 (k) underground or aboveground storage tanks for storage of flammable, combustible or hazardous materials including but not limited to gasoline
70 and heating oil, which are currently or which were previously located on the Property; **NOTE: The Wisconsin Administrative Code contains**
71 **registration and operation rules for such underground storage tanks.**

72 (l) high voltage electric (100 KV or greater) or steel natural gas transmission lines located on but not directly serving the Property;

73 (m) material levels of hazardous substances located on Property or previous storage of material amounts of hazardous substances on Property;

74 (n) other conditions or occurrences which would significantly reduce the value of the Property to a reasonable person with knowledge of the
75 nature and scope of the condition or occurrence.

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

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

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

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

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

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

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

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

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

129 PROPERTY ADDRESS: 901 Airport Road, Menasha, WI [page 3 of 5, WB-15]
 130 OPTIONAL FINANCING CONTINGENCY: THE CONTINGENCY AT LINES 132 THROUGH 160 IS A PART OF THIS OFFER IF MARKED, SUCH
 131 AS WITH AN "X," AT LINE 132. IT IS NOT PART OF THIS OFFER IF IT IS MARKED N/A OR LEFT BLANK.
 132 FINANCING CONTINGENCY: This Offer is contingent upon Buyer being able to obtain: CHECK APPLICABLE FINANCING BELOW
 133 land contract financing from Seller at closing as further described at lines 136 to 153 and 161 to 168.
 134 a conventional INSERT LOAN PROGRAM (fixed) (adjustable) STRIKE ONE rate first mort-
 135 gage loan commitment as further described at lines 136 to 149 and 154 to 178, within 30 days of acceptance of this Offer.
 136 The financing selected shall be in an amount of not less than \$ 80,000.00 for a term of not less than 20 years, amortized
 137 over not less than 20 years. If the purchase price under this Offer is modified, the financed amount, unless otherwise provided, shall be
 138 adjusted to the same percentage of the purchase price as in this contingency and the monthly payments shall be adjusted as necessary to main-
 139 tain the term and amortization stated above.
 140 IF FINANCING IS FIXED RATE the annual rate of interest shall not exceed 5% % and monthly payments of principal and interest shall
 141 not exceed \$ N/A.
 142 IF FINANCING IS ADJUSTABLE RATE the initial annual interest rate shall not exceed _____ % The initial interest rate shall be fixed for
 143 _____ months, at which time the interest rate may be increased not more than _____ % per year. The maximum interest rate during the
 144 mortgage term shall not exceed _____ %. Initial monthly payments of principal and interest shall not exceed \$ _____. Monthly
 145 payments of principal and interest may be adjusted to reflect interest changes.
 146 MONTHLY PAYMENTS MAY ALSO INCLUDE 1/12th of the estimated net annual real estate taxes, hazard insurance premiums, and private
 147 mortgage insurance premiums. The mortgage may not include a prepayment premium. Buyer agrees to pay a loan fee in an amount not
 148 to exceed _____ % of the loan. (Loan fee refers to discount points and/or loan origination fee, but DOES NOT include Buyer's other closing
 149 costs.) Note: Unless otherwise agreed, Buyer's delivery of any document labeled a loan commitment will satisfy this contingency.
 150 IF FINANCING IS BY LAND CONTRACT \$ _____ shall be paid at closing (in addition to earnest money), interest rate following payment
 151 default shall be _____ %, the default period shall be _____ days for payments and _____ days for performance of any other
 152 obligations. Interest shall be calculated on a prepaid basis. Any amount may be prepaid on principal without penalty at any time. Buyer under-
 153 stands that if the term of the land contract is shorter than the amortization period a balloon payment will be due at the end of the term.
 154 LOAN COMMITMENT: Buyer agrees to pay all customary financing costs (including closing fees), to apply for financing promptly, and to provide
 155 evidence of application promptly upon request by Seller. If Buyer qualifies for the financing described in this Offer or other financing acceptable
 156 to Buyer, Buyer agrees to deliver to Seller a copy of the written loan commitment no later than the deadline for loan commitment at line 135.
 157 Buyer's delivery of a copy of any written loan commitment (even if subject to conditions) shall satisfy the Buyer's financing contingency
 158 unless accompanied by a notice of unacceptability. CAUTION: BUYER, BUYER'S LENDER AND AGENTS OF BUYER OR SELLER
 159 SHOULD NOT DELIVER A LOAN COMMITMENT TO SELLER WITHOUT BUYER'S PRIOR APPROVAL OR UNLESS ACCOMPANIED BY A
 160 NOTICE OF UNACCEPTABILITY.
 161 LAND CONTRACT: If this Offer provides for a land contract both Parties agree to execute a State Bar of Wisconsin Form 11 Land Contract, the
 162 terms of which are incorporated into this Offer by reference. Prior to execution of the land contract Seller shall provide the same evidence of mer-
 163 chantable title as required above and written proof, at or before execution, that the total underlying indebtedness, if any, is not in excess of the pro-
 164 posed balance of the land contract, that the payments on the land contract are sufficient to meet all of the obligations of Seller on the underlying
 165 indebtedness, and that all creditors whose consent is required have consented to the land contract sale. Seller may terminate this Offer if creditor
 166 approval cannot be obtained. Seller may terminate this Offer if Buyer does not provide a written credit report which indicates that Buyer is credit
 167 worthy based upon reasonable underwriting standards within 15 days of acceptance. Buyer shall pay all costs of obtaining creditor approval and
 168 the credit report. Seller shall be responsible for preparation and the expense of preparation of all closing documentation, including the land contract.
 169 FINANCING UNAVAILABILITY: If financing is not available on the terms stated in this Offer (and Buyer has not already delivered an acceptable
 170 loan commitment for other financing to Seller), Buyer shall promptly deliver written notice to Seller of same including copies of lender(s)' rejection
 171 letter(s) or other evidence of unavailability. Unless a specific loan source is named in the financing contingency, Seller shall then have 10 days to
 172 give Buyer written notice of Seller's decision to finance this transaction on the same terms set forth in the financing contingency, and this Offer
 173 shall remain in full force and effect, with the time for closing extended accordingly. If Seller's notice is not timely given, this Offer shall be null and
 174 void. Buyer authorizes Seller to obtain any credit information reasonably appropriate to determine Buyer's credit worthiness for Seller financing.
 175 SELLER TERMINATION RIGHTS: If Buyer does not make timely delivery of the loan commitment, Seller may terminate this Offer provided that
 176 Seller delivers a written notice of termination to Buyer prior to Seller's actual receipt of a copy of Buyer's written loan commitment.
 177 NOTE: IF PURCHASE IS CONDITIONED ON BUYER OBTAINING FINANCING FOR OPERATIONS OR DEVELOPMENT CONSIDER ADDING
 178 A CONTINGENCY FOR THAT PURPOSE.
 179 TITLE EVIDENCE
 180 CONVEYANCE OF TITLE: Upon payment of the purchase price, Seller shall convey the Property by warranty deed (or other conveyance as
 181 provided herein) free and clear of all liens and encumbrances, except municipal and zoning ordinances and agreements entered under them,
 182 recorded easements for the distribution of utility and municipal services, recorded building and use restrictions and covenants, general taxes levied
 183 in the year of closing and _____
 184 _____ (provided none of the
 185 foregoing prohibit present use of the Property), which constitutes merchantable title for purposes of this transaction. Seller further agrees to com-
 186 plete and execute the documents necessary to record the conveyance. WARNING: If Buyer contemplates improving or developing Property,
 187 or a change in use, Buyer may need to address municipal and zoning ordinances, recorded building and use restrictions, covenants
 188 and easements which may prohibit some improvements or uses. The need for building permits, zoning variances, environmental audits,

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

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

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

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

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

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

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

221 If Buyer defaults, Seller may:

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

225 If Seller defaults, Buyer may:

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

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

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

236 **EARNEST MONEY**

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

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

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

260 PROPERTY ADDRESS: 901 Airport Road, Menasha, WI [page 5 of 5, WB-15]

261 TIME IS OF THE ESSENCE "TIME IS OF THE ESSENCE" as to: (1) earnest money payment(s); (2) binding acceptance; (3) occupancy;
262 (4) date of closing; (5) contingency deadlines STRIKE AS APPLICABLE and all other dates and deadlines in this Offer except:
263 _____, If "Time is of the Essence"

264 applies to a date or deadline, failure to perform by the exact date or deadline is a breach of contract. If "Time is of the Essence" does not apply
265 to a date or deadline, then performance within a reasonable time of the date or deadline is allowed before a breach occurs.

266 DOCUMENT REVIEW CONTINGENCY: This Offer is contingent upon Seller delivering the following documents to Buyer within
267 _____ days of acceptance: CHECK THOSE THAT APPLY

- 268 [] Documents evidencing that the sale of the Property has been properly authorized, if Seller is a business entity.
269 [] A complete inventory of all furniture, fixtures and equipment included in this transaction which is consistent with
270 representations made prior to and in this Offer.
271 [] Uniform Commercial Code lien search as to the personal property included in the purchase price, showing the Property
272 to be free and clear of all liens, other than liens to be released prior to or at closing.
273 [] Other

274
275 This contingency shall be deemed satisfied unless Buyer, within _____ days of the earlier of receipt of the final record to be delivered or the dead-
276 line for delivery of the documents, delivers to Seller a written notice indicating that this contingency has not been satisfied. The notice shall iden-
277 tify which document(s) have not been timely delivered or do not meet the standard set forth for the document(s).

278 X ENVIRONMENTAL EVALUATION/INSPECTION CONTINGENCY: This Offer is contingent upon: CHECK THOSE THAT APPLY

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

289 This contingency shall be deemed satisfied unless Buyer, within 30 days of acceptance, delivers to Seller a copy of the environmental site
290 assessment/inspection report(s) and a written notice listing the defect(s) identified in the environmental site assessment/inspection report(s) to
291 which Buyer objects. Defects do not include conditions the nature and extent of which Buyer had actual knowledge or written notice before
292 signing the Offer. Buyer agrees to deliver a copy of the report and notice to listing broker, if Property is listed, promptly upon delivery to Seller.

293 ADDITIONAL PROVISIONS/CONTINGENCIES See additional contingencies at Addendum A.

294
295
296
297

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

302 This Offer was drafted on May 14, 2012 [date] by [Licensee and firm] Andrew J. Rossmelssl, Herring Clark Law Firm Ltd.

303 [Signature]
304 Buyer's Signature Print Name Here: Chris Endter Social Security No. or FEIN (optional) Date 3/15/12

305 [Signature]
306 Buyer's Signature Print Name Here: Gilbert Mader Social Security No. or FEIN (optional) Date 5-15-2012

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

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

312 (X)
313 Seller's Signature Print Name Here: _____ Social Security No. or FEIN (optional) Date

314 (X)
315 Seller's Signature Print Name Here: _____ Social Security No. or FEIN (optional) Date

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

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

ADDENDUM A

1. This Offer is contingent upon Buyer receiving a commitment from the City of Menasha and/or the Wisconsin Department of Transportation, as applicable, to maintain ingress and egress to and from the subject property to Airport Road.
2. This Offer is contingent upon the City of Menasha paying the actual cost to repair the roof of the structure located on the subject premises, not to exceed \$20,000.00. Buyer and Seller are aware that Seller received approximately \$39,000.00 in insurance proceeds to repair said roof; Seller may retain any portion of said proceeds not needed to repair the roof and/or any portion of said proceeds in excess of \$20,000.00.
3. This Offer is contingent upon Buyer receiving a commitment from the City of Menasha to allow no less than eight (8) outdoor parking stalls on the subject premises with access to Airport Road.
4. This Offer is contingent upon the City of Menasha rezoning the subject property to C1.
5. This Offer is contingent upon Buyer, at Buyer's expense, obtaining a survey of the subject property demonstrating that all the improvements to the subject property are located within the legal boundaries of the subject property.

City of Menasha COUNTER-OFFER to WB-15 COMMERCIAL OFFER TO PURCHASE dated May 15, 2012 by Endter Investments, LLC or assigns for the property address: 901 Airport Road, Menasha, Wisconsin.

1. At line 6 & 7: Change purchase price to \$125,000.
2. At line 22: Change date to September 18, 2012.
3. At line 42: Change date to September 28, 2012.
4. Delete lines 51 through 56 and add: Property sold "as is." Seller discloses that the building contains asbestos.
5. At lines 280 and 285: Change from Seller's expense to Buyer's expense.
6. Delete paragraphs 2 and 4 of ADDENDUM A.
7. Add: Seller shall provide a Phase I environmental audit report indicating that no hazardous conditions exist on the Property except as disclosed above. Buyer may elect to terminate this Offer within 21 days of the Buyer's receipt of a copy of the report in the event that the results reveal material environmental matters unacceptable to Buyer and all earnest money shall be returned to Buyer within five (5) business days of the Seller's receipt of Buyer's notice terminating the Offer.
8. Add: City shall have the right to repurchase the Property for the purchase price Buyer pays in the event that site is not occupied, evidenced by the issuance of an occupancy permit, within six months of closing.

Dated this _____ day of September, 2012.

CITY OF MENASHA

Counter-Offer accepted this _____ day of September, 2012.

Endter Investments, LLC



STREET USE APPLICATION

Event: Community First Fox Cities Marathon
 Sponsored by: Community First Credit Union
 Responsible Person: Jesse Drake
 Address: 2616 S. Oneida St.
Appleton, WI 54912-1315
 Phone: (920) 882-5219 office - or - (920) 450-0083 cell
 Email Address: jesse.drake@communityfirstcu.org

Street Use Date: 9/23/2012
 Start Time: 6:00 AM
 End Time: 2:00 PM
 Number of Units: 5,000 + participants
 (Parades)

Street Route: (Attach Map) Marathon + Half Marathon starts @ UW-Fox Valley and finishes @
 Description of Use Riverside Park in Neenah - please see attached maps and explanations.

Liability Insurance has been secured in the amount of \$ 2,000,000 with the City of Menasha named as the additional insured. This is primary insurance.
 Insurance Company Paroubek Insurance Agency Policy No. CP003166813
 (Attached is a copy of the certificate of insurance and endorsement, each naming the City of Menasha as additional insured).

Date: 3/2/2012 Applicant's Signature: Jesse Drake

Permit Fee: Each application for a Street Use Permit shall be accompanied by a fee of \$25.00 along with a Special Event Fee of \$25. Please make checks payable to City of Menasha in the amount of \$50.00.

pdct #8736

Note to events planning to use City Parks and/or greenspace: Any multi-day event or event which plans to sell beer and/or wine to the public must appear before the Parks and Recreation Board.

TO BE COMPLETED BY CITY STAFF (Revised January 16, 2012)

Scheduled Park & Recreation Board Review Date: _____
 Not Required: Approved: _____ Denied: _____

Scheduled Common Council Review Date: 9/14/12
 Approved: _____ Denied: _____

APPROVAL:
 Police Dept. [Signature] Fire Dept. [Signature] Public Works Dept. [Signature] City Attorney [Signature]



2012 Community First Fox Cities Marathon Start Line:

UW-Fox Valley, Midway Road – Menasha

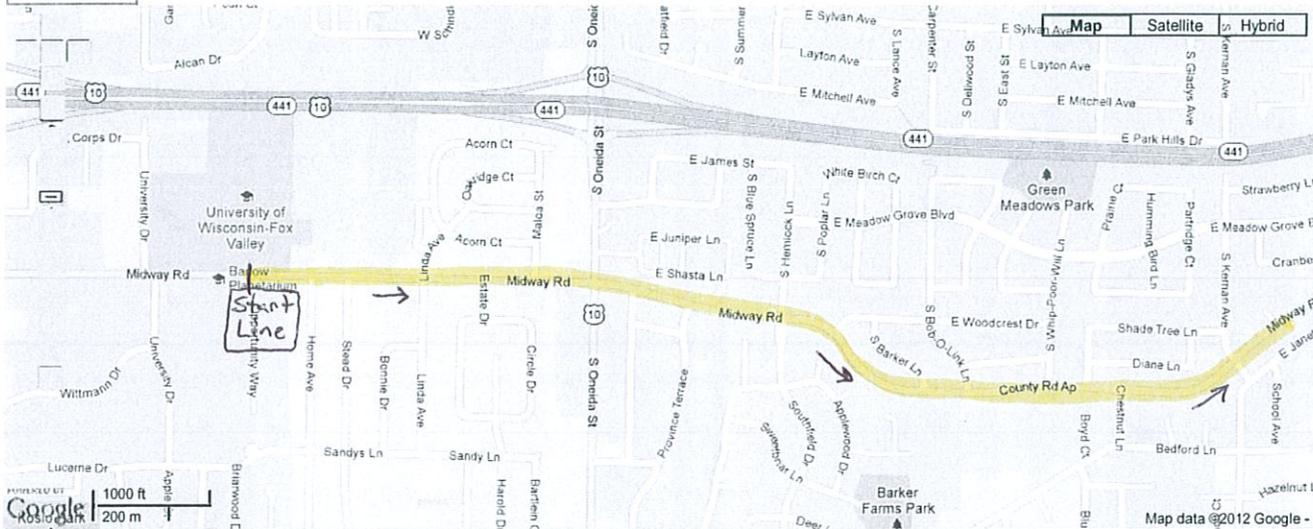
- Requesting Midway Road from University Avenue to Hwy. 10/Oneida Street to be closed (all 4 lanes) to traffic from 5:30 a.m. until 7:15 a.m.
 - State Patrol will secure the Oneida St/Midway Rd intersection
- City of Menasha Police officers (in conjunction with the Town of Menasha Police officers) are needed at Midway Rd/University Ave intersection to direct traffic into UW-Fox Valley and Sabre Lanes parking lots (as well as traffic and shuttle busses south on University Ave.)
 - Time Frame: 5:30 – 7:15 a.m.



LOGIN | Become a member

Create a New Route

Distance:
0 miles
0 km



Elevation Profile



Total climb: -- feet / -- m

Total elevation change: -- feet / -- m



About

- Associations
- Bylaws & Regulations
- Employment & Internships
- Organizational Directory
- Annual Report
- Event Sanctions
- Memberships
- Course Certification

News

- Athlete Bios
- Social Media
- Stats
- Records
- Top-Marks Lists
- Committees
- Hall of Fame

Sports

- Track & Field
- Cross Country
- Road Running
- Race Walking
- Mountain / Ultra / Trail

Groups

- Youth Athletes
- Masters Athletes
- Elite Athletes
- Athlete Alumni
- Coaches
- Officials
- Athlete Representatives
- Event Directors
- Media

Events

- Search the Calendar
- Team USA Events
- National Championships
- USA Running Circuit
- Visa Championship Series
- Television Schedule
- USATF Annual Meeting

Customer Service

- Log In
- Individual Memberships
- Club Memberships
- Store Returns & Exchanges
- Contact Us
- Privacy & Other Policies

© 2001-2012 USA Track & Field, Inc. All Rights Reserved.

Select Language ▼



2012 Community First Fox Cities Marathon (City of Menasha section):

The Fox Cities Marathon will re-enter the City of Menasha on Manitowoc Road and exit the City of Menasha at the Walnut St/Nicolet Blvd. intersection – entering the City of Neenah.

- Please place traffic cones on the left side of the road (allowing for the runners lane width to be HALF of the width of the entire road) – runners will be running in the left-hand side, against the normal flow of traffic. This arrangement will continue to allow traffic as well as provide runners a safe part of the road during the race.
- Please place 'No Parking' signs where it is not already prohibited, on all roads of the Marathon route
 - Manitowoc Road/Plank Road
 - Melissa Street
 - 7th Street
 - London Street
 - Konemac Street
 - 3rd Avenue
 - Jefferson Park
 - Broad Street (running the wrong way on the 1-way street)
 - Racine Street (over Racine Street Bridge – left hand and middle lanes reserved for runners, 1-way traffic only allowed across Bridge – northbound traffic only)
 - Ahnaip Street
 - Walnut Street

LOGIN | Become a member

Create a New Route

Distance:
0 miles
0 km



Elevation Profile



0

Total climb: -- feet / -- m

Total elevation change: -- feet / -- m



About

- Associations
- Bylaws & Regulations
- Employment & Internships
- Organizational Directory
- Annual Report
- Event Sanctions
- Memberships
- Course Certification

News

- Athlete Bios
- Social Media
- Stats
- Records
- Top-Marks Lists
- Committees
- Hall of Fame

Sports

- Track & Field
- Cross Country
- Road Running
- Race Walking
- Mountain / Ultra / Trail

Groups

- Youth Athletes
- Masters Athletes
- Elite Athletes
- Athlete Alumni
- Coaches
- Officials
- Athlete Representatives
- Event Directors
- Media

Events

- Search the Calendar
- Team USA Events
- National Championships
- USA Running Circuit
- Visa Championship Series
- Television Schedule
- USATF Annual Meeting

Customer Service

- Log In
- Individual Memberships
- Club Memberships
- Store Returns & Exchanges
- Contact Us
- Privacy & Other Policies

© 2001-2012 USA Track & Field, Inc. All Rights Reserved.

Select Language ▼



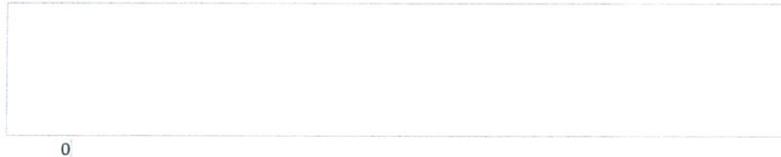
LOGIN | Become a member

Create a New Route

Distance:
0 miles
0 km



Elevation Profile



Total climb: -- feet / -- m
Total elevation change: -- feet / -- m



VISA



GILL ATHLETICS



About

- Associations
- Bylaws & Regulations
- Employment & Internships
- Organizational Directory
- Annual Report
- Event Sanctions
- Memberships
- Course Certification

News

- Athlete Bios
- Social Media
- Stats
- Records
- Top-Marks Lists
- Committees
- Hall of Fame

Sports

- Track & Field
- Cross Country
- Road Running
- Race Walking
- Mountain / Ultra / Trail

Groups

- Youth Athletes
- Masters Athletes
- Elite Athletes
- Athlete Alumni
- Coaches
- Officials
- Athlete Representatives
- Event Directors
- Media

Events

- Search the Calendar
- Team USA Events
- National Championships
- USA Running Circuit
- Visa Championship Series
- Television Schedule
- USATF Annual Meeting

Customer Service

- Log In
- Individual Memberships
- Club Memberships
- Store Returns & Exchanges
- Contact Us
- Privacy & Other Policies

© 2001-2012 USA Track & Field, Inc. All Rights Reserved.

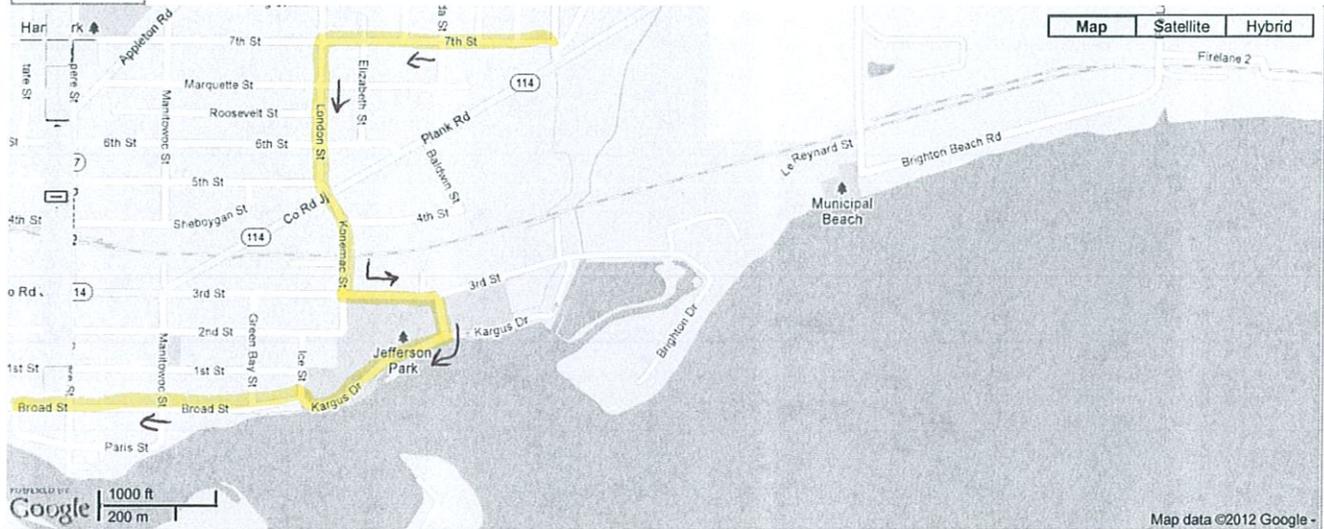
Select Language ▼



LOGIN | Become a member

Create a New Route

Distance: 0 miles 0 km



Elevation Profile



Total climb: -- feet / -- m
Total elevation change: -- feet / -- m



About

- Associations
Bylaws & Regulations
Employment & Internships
Organizational Directory
Annual Report
Event Sanctions
Memberships
Course Certification

News

- Athlete Bios
Social Media
Stats
Records
Top-Marks Lists
Committees
Hall of Fame

Sports

- Track & Field
Cross Country
Road Running
Race Walking
Mountain / Ultra / Trail

Groups

- Youth Athletes
Masters Athletes
Elite Athletes
Athlete Alumni
Coaches
Officials
Athlete Representatives
Event Directors
Media

Events

- Search the Calendar
Team USA Events
National Championships
USA Running Circuit
Visa Championship Series
Television Schedule
USATF Annual Meeting

Customer Service

- Log In
Individual Memberships
Club Memberships
Store Returns & Exchanges
Contact Us
Privacy & Other Policies

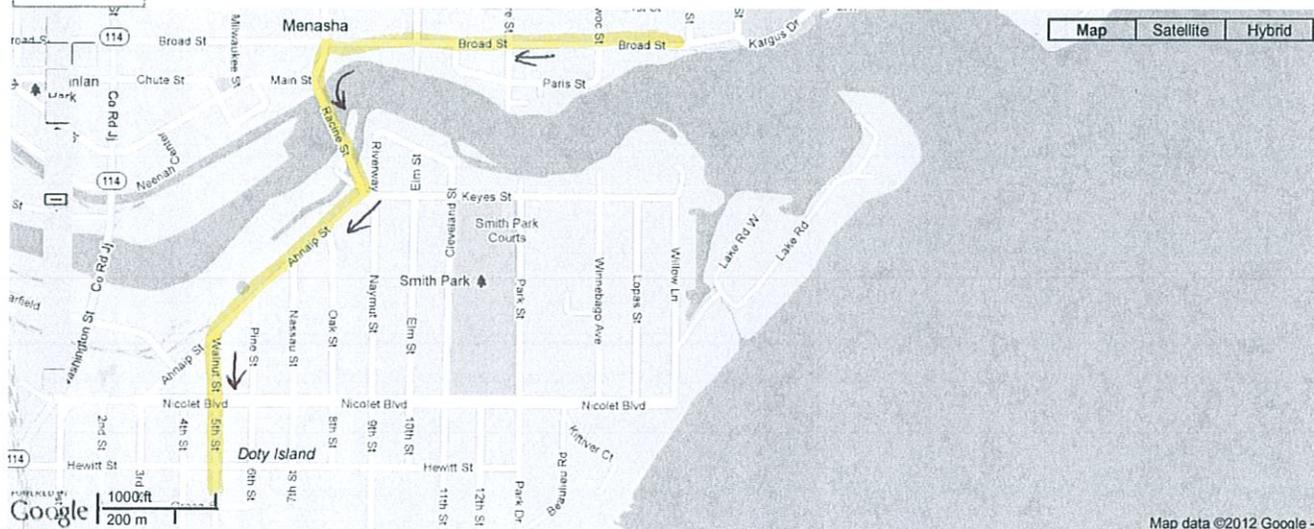
© 2001-2012 USA Track & Field, Inc. All Rights Reserved.

Select Language

LOGIN | Become a member

Create a New Route

Distance:
 0 miles
 0 km



Elevation Profile



Total climb: -- feet / -- m

Total elevation change: -- feet / -- m



About

- Associations
- Bylaws & Regulations
- Employment & Internships
- Organizational Directory
- Annual Report
- Event Sanctions
- Memberships
- Course Certification

News

- Athlete Bios
- Social Media
- Stats
- Records
- Top-Marks Lists
- Committees
- Hall of Fame

Sports

- Track & Field
- Cross Country
- Road Running
- Race Walking
- Mountain / Ultra / Trail

Groups

- Youth Athletes
- Masters Athletes
- Elite Athletes
- Athlete Alumni
- Coaches
- Officials
- Athlete Representatives
- Event Directors
- Media

Events

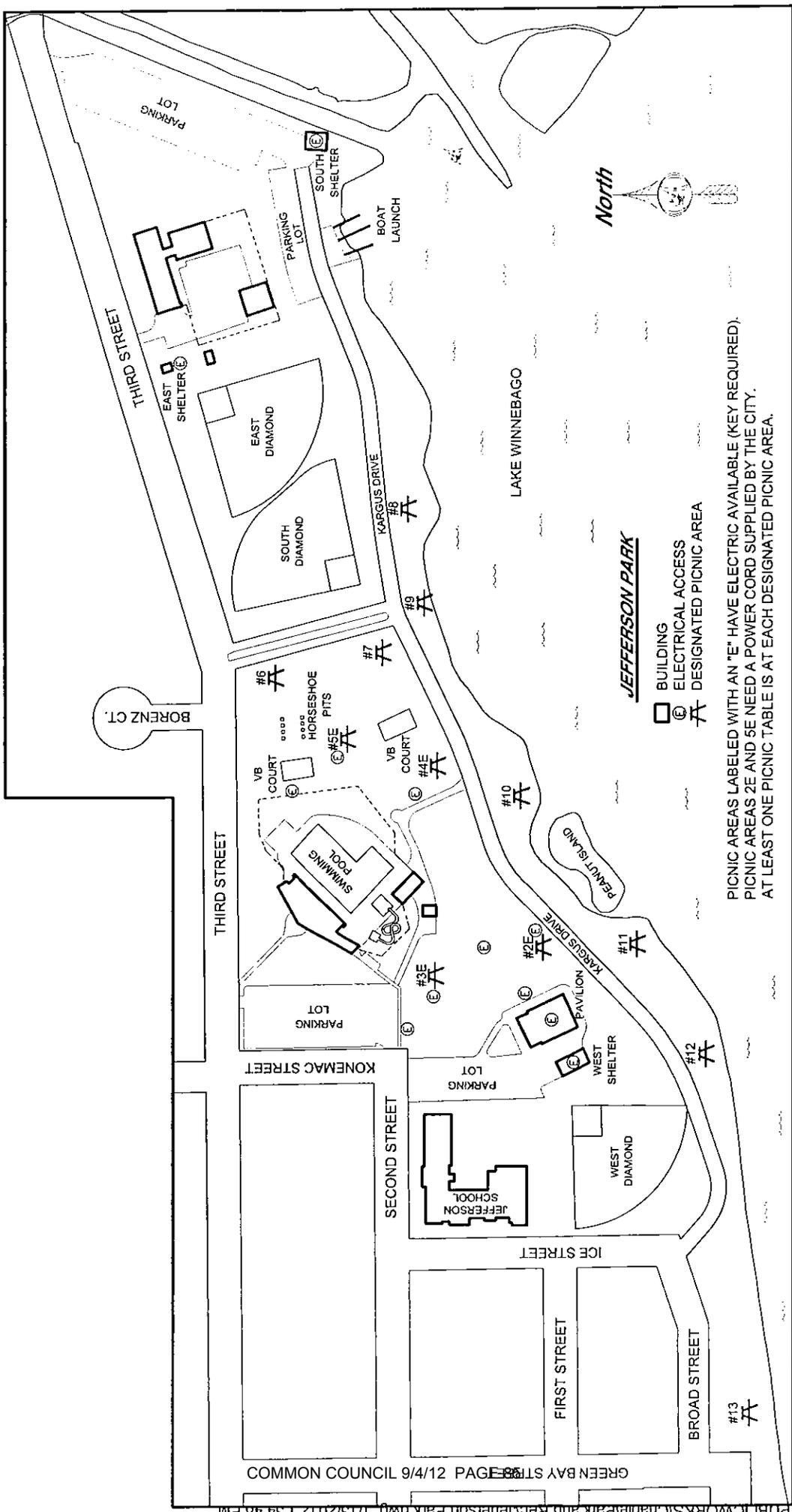
- Search the Calendar
- Team USA Events
- National Championships
- USA Running Circuit
- Visa Championship Series
- Television Schedule
- USATF Annual Meeting

Customer Service

- Log In
- Individual Memberships
- Club Memberships
- Store Returns & Exchanges
- Contact Us
- Privacy & Other Policies

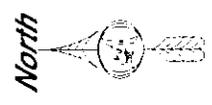
© 2001-2012 USA Track & Field, Inc. All Rights Reserved.

Select Language ▼



- BUILDING
- Ⓜ ELECTRICAL ACCESS
- ⌘ DESIGNATED PICNIC AREA

PICNIC AREAS LABELED WITH AN "E" HAVE ELECTRIC AVAILABLE (KEY REQUIRED).
 PICNIC AREAS 2E AND 5E NEED A POWER CORD SUPPLIED BY THE CITY.
 AT LEAST ONE PICNIC TABLE IS AT EACH DESIGNATED PICNIC AREA.





CERTIFICATE OF LIABILITY INSURANCE

OP ID: BP

DATE (MM/DD/YYYY)

08/06/12

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

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

PRODUCER Paroubek Insurance Agency Inc 301 N. Broadway, SUite 206 De Pere, WI 54115	920-347-9115	CONTACT NAME:	
	920-347-9116	PHONE (A/C, No, Ext):	FAX (A/C, No):
		E-MAIL ADDRESS:	
		PRODUCER CUSTOMER ID #: FOXCI-1	
INSURER(S) AFFORDING COVERAGE			NAIC #
INSURED Fox Cities Marathon c/o Mary Sullivan 2616 S Oneida St Appleton, WI 54912	INSURER A:	Secura Insurance Companies	22543
	INSURER B:		
	INSURER C:		
	INSURER D:		
	INSURER E:		
	INSURER F:		

COVERAGES

CERTIFICATE NUMBER:

REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSR	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	GENERAL LIABILITY	X		CP003166813	08/02/12	02/01/13	EACH OCCURRENCE \$ 1,000,000
	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC						DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 300,000 MED EXP (Any one person) \$ EXCLUDED PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COM/POP AGG \$ 2,000,000
A	AUTOMOBILE LIABILITY			A003166814	08/02/12	02/01/13	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000
	<input type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS <input checked="" type="checkbox"/> NON-OWNED AUTOS						BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$
	UMBRELLA LIAB						EACH OCCURRENCE \$
	EXCESS LIAB						AGGREGATE \$
	DEDUCTIBLE						\$
	RETENTION \$						\$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY						<input type="checkbox"/> W/C STATUTORY LIMITS <input type="checkbox"/> OTHER E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$
	ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH)	Y/N		N/A			
	If yes, describe under DESCRIPTION OF OPERATIONS below						

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (Attach ACORD 101, Additional Remarks Schedule, if more space is required)
 Fox Cities Marathon 9/21/12 - 9/23/12; The City of Menasha is listed as Additional Insured on the General Liability in regard to the referenced marathon, subject to policy forms, conditions & exclusions.
 cschmidt@ci.menasha.wi.us

CERTIFICATE HOLDER**CANCELLATION**

City of Menasha
 Attn Carol Schmidt
 140 Main St
 Menasha, WI 54952

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

© 1988-2009 ACORD CORPORATION. All rights reserved.



SECURA INSURANCE, A Mutual Company

P. O. BOX 819 APPLETON, WI 54912-0819
COMMERCIAL GENERAL LIABILITY

20-CP-003166813-2/001
 RENEWAL OF 20-CP-003166813-1

ACCOUNT NUMBER: 00007210678
 NAMED INSURED AND MAILING ADDRESS

AGENCY AND MAILING ADDRESS 484330 04

FOX CITIES MARATHON INC
 C/O MARY SULLIVAN
 2616 S ONEIDA ST
 APPLETON WI 54912

PAROUBEK INS AGY INC
 STE 206
 301 N BROADWAY
 DE PERE WI 54115

POLICY PERIOD: From 08/02/2012 to 02/01/2013 AT 12:01 A.M. STANDARD TIME AT YOUR MAILING ADDRESS SHOWN ABOVE.

LIMITS OF INSURANCE		
GENERAL AGGREGATE	\$	2,000,000
PRODUCTS-COMPLETED OPERATIONS AGGREGATE	\$	2,000,000
PERSONAL INJURY & ADVERTISING INJURY	\$	1,000,000
EACH OCCURRENCE	\$	1,000,000
DAMAGE TO PREMISES RENTED TO YOU	\$	300,000 ANY ONE PREMISES
MEDICAL EXPENSE	\$	EXCLUDED ANY ONE PERSON

PROPERTY DAMAGE DEDUCTIBLE: See Manuscript Forms

STATE - 1

LOCATION OF ALL PREMISES YOU OWN, RENT OR OCCUPY:
 LOC # 1: 2616 S ONEIDA ST, APPLETON WI 54915

LOC CLASSIFICATION	CODE	PREMIUM BASIS	PMS RATE	PDTS RATE
1 EXHIBITIONS - IN BUILDINGS - NO ADMISSION CHARGED - NOT-FOR-PROFIT ONLY PRODUCTS-COMPLETED OPERATIONS ARE SUBJECT TO THE GENERAL AGGREGATE LIMIT	63220	EACH	1 986.133	INCL
1 EXHIBITIONS - IN BUILDINGS - NO ADMISSION CHARGED - NOT-FOR-PROFIT ONLY PRODUCTS-COMPLETED OPERATIONS ARE SUBJECT TO THE GENERAL AGGREGATE LIMIT	63220	EACH	1 641.174	INCL

Branch copy

07-20-12

JAH ID87



SECURA INSURANCE, A Mutual Company

P. O. BOX 819 APPLETON, WI 54912-0819

COMMERCIAL GENERAL LIABILITY

20-CP-003166813-2/001
RENEWAL OF 20-CP-003166813-1

ACCOUNT NUMBER: 00007210678
NAMED INSURED AND MAILING ADDRESS

AGENCY AND MAILING ADDRESS 484330 04

FOX CITIES MARATHON INC
C/O MARY SULLIVAN
2616 S ONEIDA ST
APPLETON WI 54912

PAROUBEK INS AGY INC
STE 206
301 N BROADWAY
DE PERE WI 54115

POLICY PERIOD: From 08/02/2012 to 02/01/2013 AT 12:01 A.M. STANDARD TIME AT YOUR MAILING ADDRESS SHOWN ABOVE.

LOC CLASSIFICATION	CODE	PREMIUM BASIS	PMS RATE	PDTS RATE
1 EXHIBITIONS - IN BUILDINGS - NO ADMISSION CHARGED - NOT-FOR-PROFIT ONLY PRODUCTS-COMPLETED OPERATIONS ARE SUBJECT TO THE GENERAL AGGREGATE LIMIT	63220	EACH	1 556.809	INCL
1 CLUBS - CIVIC, SERVICE OR SOCIAL - HAVING BUILDINGS OR PREMISES OWNED OR LEASED - NOT-FOR-PROFIT ONLY PRODUCTS-COMPLETED OPERATIONS ARE SUBJECT TO THE GENERAL AGGREGATE LIMIT	41668	AREA	50 89.248	INCL
1 EXHIBITIONS - IN BUILDINGS - NO ADMISSION CHARGED - NOT-FOR-PROFIT ONLY PRODUCTS-COMPLETED OPERATIONS ARE SUBJECT TO THE GENERAL AGGREGATE LIMIT	63220	EACH	1 148.108	INCL

ADDITIONAL INSURED(S)

CITY OF MENASHA PER FORM: CG2026 (07-04)
140 MAIN ST
MENASHA WI 54952

CITY OF NEENAH PER FORM: CG2026 (07-04)
211 WALNUT ST
NEENAH WI 54956

FOX VALLEY TECHNICAL COLLEGE PER FORM: CG2026 (07-04)
1825 N BLUEMOUND RD
APPLETON WI 54915

MEMBERS OF THE CONDO ASSOCIATION PER FORM: CG2026 (07-04)
1455 MIDWAY RD
MENASHA WI 54952

PENTECOSTALS OF THE FOX CITIES PER FORM: CG2026 (07-04)
1445 MIDWAY RD
MENASHA WI 54952

Branch copy

07-20-12

JAH ID87



STREET USE APPLICATION

Event: SMC Homecoming Parade
 Sponsored by: St. Mary Central HS
 Responsible Person: Michelle Jungbauer
 Address: 1050 Zephyr Dr
Neenah, WI 54956
 Phone: 920-722-7796
 Email Address: mjungbauer@tcces.k12.wi.us

Street Use Date: 10/5/12
 Start Time: 5:00 pm
 End Time: 6:00 pm
 Number of Units: 25-30
 (Parades)

Street Route: (Attach Map) Start 528 Second St, left on Milwaukee St, Right on Main
 Description of Use left on Taylor/Washington/Commercial, left onto Church St +
Right on Main disband +
block down

Liability Insurance has been secured in the amount of \$ 500,000 with the City of Menasha named as the additional insured. This is primary insurance.
 Insurance Company Catholic Mutual Relief Policy No. 8878
 (Attached is a copy of the certificate of insurance and endorsement, each naming the City of Menasha as additional insured).

Date: 7/3/12 Applicant's Signature: Michelle Jungbauer

Packet # 4958

Permit Fee: Each application for a Street Use Permit shall be accompanied by a fee of \$25.00 along with a Special Event Fee of \$25. Please make checks payable to City of Menasha in the amount of \$50.00.

Note to events planning to use City Parks and/or greenspace: Any multi-day event or event which plans to sell beer and/or wine to the public must appear before the Parks and Recreation Board.

TO BE COMPLETED BY CITY STAFF (Revised January 16, 2012)

Scheduled Park & Recreation Board Review Date: _____
 Not Required: Approved: _____ Denied: _____

Scheduled Common Council Review Date: 9/4/12
 Approved: _____ Denied: _____

APPROVAL:
 Police Dept. [Signature] Fire Dept. [Signature] Public Works Dept. MR City Attorney [Signature]



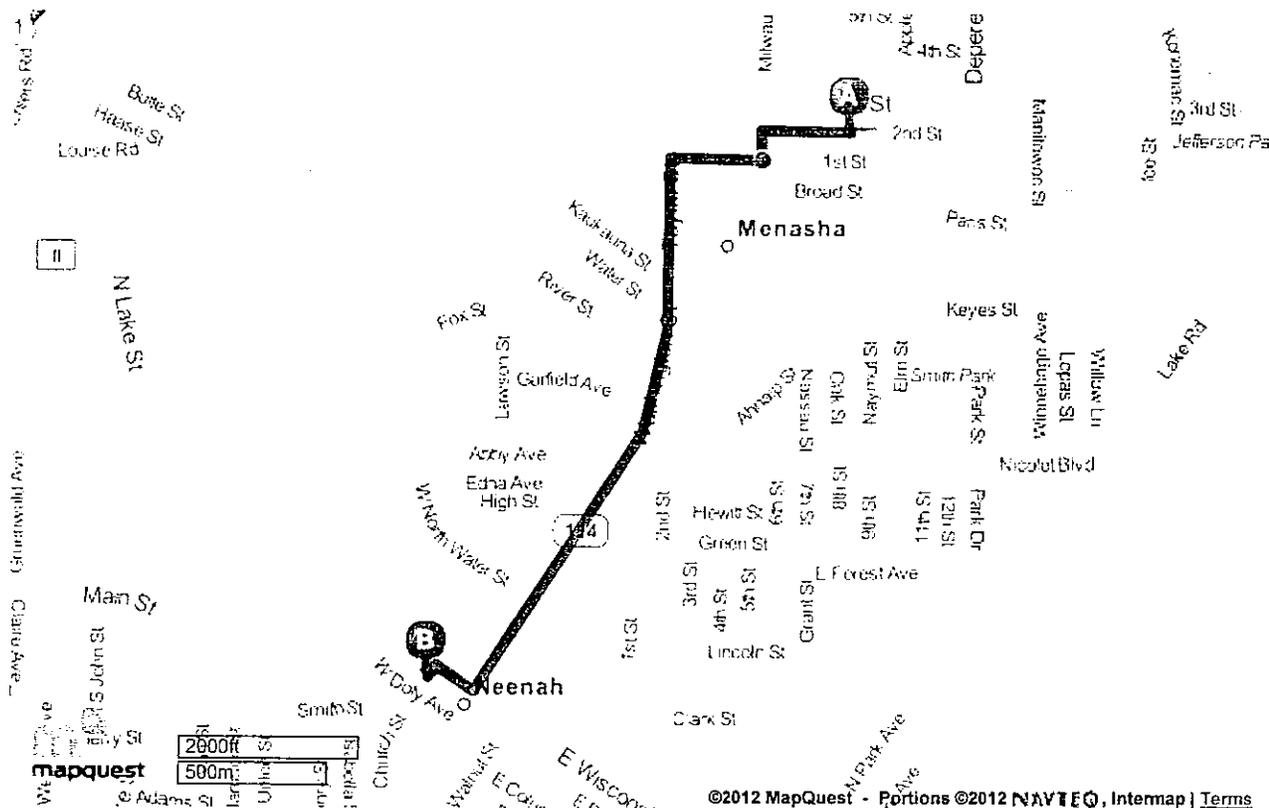
Notes

Trip to:

[100-199] Church St

Neenah, WI 54956

1.84 miles / 6 minutes



©2011 MapQuest, Inc. Use of directions and maps is subject to the MapQuest Terms of Use. We make no guarantee of the accuracy of their content, road conditions or route usability. You assume all risk of use. [View Terms of Use](#)

Certificate of Coverage

Date: 7/10/2012

Certificate Holder Catholic Diocese of Green Bay P.O. Box 23825 Green Bay, WI 54305-3825	<p>This Certificate is issued as a matter of information only and confers no rights upon the holder of this certificate. This certificate does not amend, extend or alter the coverage afforded below.</p> <p>Company Affording Coverage</p> THE CATHOLIC MUTUAL RELIEF SOCIETY OF AMERICA 10843 OLD MILL RD OMAHA, NE 68154
Covered Location St. Mary Central High School #766 1050 Zephyr Drive Neenah, WI 54956	

Coverages

This is to certify that the coverages listed below have been issued to the certificate holder named above for the certificate indicated, notwithstanding any requirement, term or condition of any contract or other document with respect to which this certificate may be issued or may pertain, the coverage afforded described herein is subject to all the terms, exclusions and conditions of such coverage. Limits shown may have been reduced by paid claims.

Type of Coverage	Certificate Number	Coverage Effective Date	Coverage Expiration Date	Limits
Property				Real & Personal Property
D. General Liability <input checked="" type="checkbox"/> Occurrence <input type="checkbox"/> Claims Made	8878	7/1/2012	7/1/2013	Each Occurrence
				General Aggregate
				Products-Comp/OP Agg
				Personal & Adv Injury
				Fire Damage (Any one fire)
				Med Exp (Any one person)
Excess Liability				Each Occurrence
				Annual Aggregate
Other				Each Occurrence
				Claims Made
				Annual Aggregate
				Limit/Coverage

Description of Operations/Locations/Vehicles/Special Items (the following language supersedes any other language in this endorsement or the Certificate in conflict with this language)

Coverage only extends for claims arising out of St. Mary Central High School's 2012 Homecoming Parade to take place through the streets of the City of Menasha on October 5, 2012.

Holder of Certificate Additional Protected Person(s) City of Menasha 140 Main Street Menasha, WI 54952-3151	Cancellation <p>Should any of the above described coverages be cancelled before the expiration date thereof, the issuing company will endeavor to mail <u>30</u> days written notice to the holder of certificate named to the left, but failure to mail such notice shall impose no obligation or liability of any kind upon the company, its agents or representatives.</p> <p>Authorized Representative </p>
--	--

0015002200

ENDORSEMENT
(TO BE ATTACHED TO CERTIFICATE)

Effective Date of Endorsement 10/5/2012 Charge _____ Credit _____
Cancellation Date of Endorsement 10/6/2012
Certificate Holder Catholic Diocese of Green Bay
Location St. Mary Central High School #766

Certificate No. 8878 of The Catholic Mutual Relief Society is amended as follows:

SECTION II - ADDITIONAL PROTECTED PERSON(S)

It is understood and agreed that Section II- Liability (only with respect to Coverage D - General Liability, Coverage F - Medical Payments to Others and Coverage H- Counseling Errors and Omissions) is amended to include as an Additional Protected Person(s) members of the organizations shown in the schedule, but only with respect to their liability for the Protected Person(s) activities or activities they perform on behalf of the Protected Person(s).

It is further understood and agreed that coverage extended under this endorsement is limited to and applies only with respect to liability assumed by contract or agreement; and this extension of coverage shall not enlarge the scope of coverage provided under this certificate or increase the limit of liability thereunder. Unless otherwise agreed by contract or agreement, coverage extended under this endorsement to the Additional Protected Person(s) will not precede the effective date of this certificate of coverage endorsement or extend beyond the cancellation date.

Schedule - ADDITIONAL PROTECTED PERSON(S)

City of Menasha
140 Main Street
Menasha, WI 54952-3151

Remarks (the following language supersedes any other language in this endorsement or the Certificate in conflict with this language) :

Coverage only extends for claims arising out of St. Mary Central High School's 2012 Homecoming Parade to take place through the streets of the City of Menasha on October 5, 2012.

PKS-122 (1-99)


Authorized Representative

Certificate of Payment

Date: August 15, 2012

Payment Request: One

Contractor: Northeast Asphalt, Inc.

Address: W6380 Design Drive, Greenville, WI 54942

Contract Unit No.: 2012-03

Project Description: Street Reconstruction – Concrete Curb & Gutter
Asphalt Pavement Alternate for Concrete Pavement
Paris Street/Manitowoc Street

Original Contract Amount	\$ 216,014.12
Change Order No.: _____ Amount: \$ _____	
Previous Change Order(s): \$ _____	
Total Contract Amount (Including Change Orders)	\$ 216,014.12
Total Earned to Date (Summary Attached)	\$ 101,083.28
Less Retainage	\$ 5,054.16
Amount Due	\$ 96,029.12
Previous Payments	\$ 0
Amount Due this Payment	\$ 96,029.12

Estimate Period: From July 9, 2012 to August 15, 2012

I certify that all bills for labor, equipment, materials and services are paid for which previous certificates for payment were issued.

Date: _____ By: _____

Lien Waivers from all subcontractors and suppliers shall accompany each Request for Payment. Affidavit of Compliance with Prevailing Wage Rates shall accompany Request for Final Payment.

Recommended for Payment

Director of Public Works: _____ Date: _____

Common Council Approval Date: _____

Finance Department

<u>Account Number</u>	<u>Budget</u>	<u>Charge to Account</u>
	\$	
	\$	
	\$	
	\$	

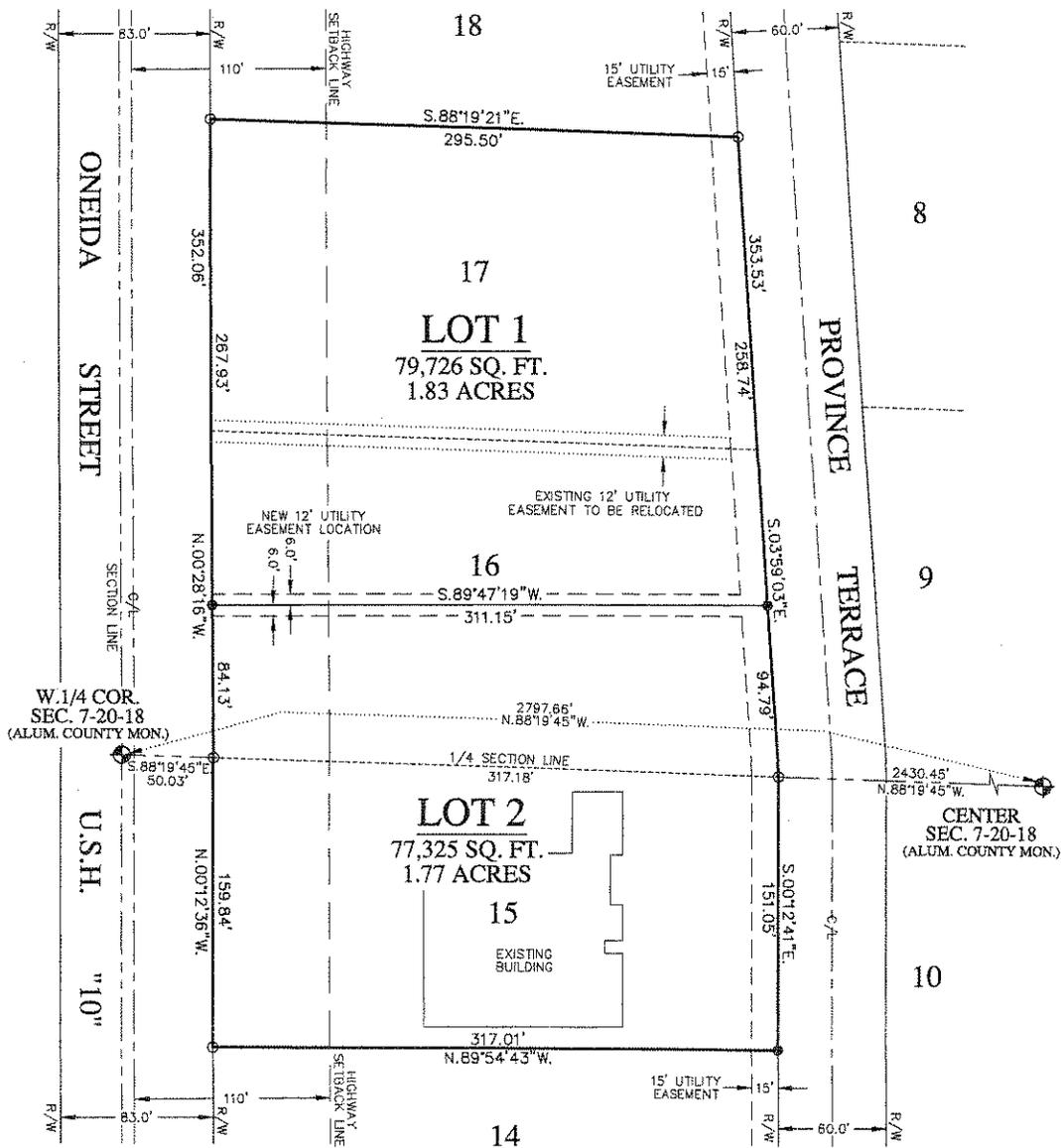
s:\PUBLICWORKS PUBLICWORKS\Contracts\Forms\Certificate of Payment.docx

City of Menasha Contract Unit No. 2012-03
Street Reconstruction Concrete Curb & Gutter, Asphalt Pavement - Paris Street / Manitowoc Street

ITEM	QUANTITY	DESCRIPTION			YTD	
			BASE BID	UNIT PRICE	ITEM TOTAL	QUANTITY
1	2,724	Unclassified Excavation/CY	\$ 5.65	\$ 15,390.60	2742	\$ 15,492.30
2	4,784	Fine Grading and Compaction/SY	\$ 0.85	\$ 4,066.40		\$ -
3	374	24" Concrete Curb and Gutter/LF	\$ 7.75	\$ 2,898.50	280	\$ 2,170.00
4	2,947	30" Concrete Curb and Gutter/LF	\$ 8.13	\$ 23,959.11	2210	\$ 17,967.30
5	2,756	3" Crushed Stone Base Course/Ton	\$ 9.56	\$ 26,347.36	1378	\$ 13,173.68
6	574	Placement of Salvaged Pulverized Material/CY	\$ 5.05	\$ 2,898.70	430	\$ 2,171.50
7	1,686	Lawn and Terrace Restoration/SY	\$ 3.40	\$ 5,732.40	421	\$ 1,431.40
8	619	Asphalt Binder 2 1/4" Thick Type E-1 19.0 mm/Ton	\$ 49.80	\$ 30,826.20	0	\$ -
9	482	Asphalt Surface 1 3/4" Thick Type E-1 12.5 mm/Ton	\$ 55.30	\$ 26,654.60	0	\$ -
10	4,298	6" Thick Concrete Driveway Apron & Sidewalk Remove and Replace/SF	\$ 5.05	\$ 21,704.90	3223	\$ 16,276.15
11	2,616	3" Thick Asphalt Driveway Remove and Replace/SF	\$ 2.90	\$ 7,586.40	0	\$ -
12	460	4" Concrete Walk & Handicap Ramp Remove and Replace/SF	\$ 4.80	\$ 2,208.00	400	\$ 1,920.00
13	118	15" SDR 35 PVC Pipe/LF	\$ 28.00	\$ 3,304.00	88	\$ 2,464.00
14	173	12" Class V Concrete Pipe/LF	\$ 30.00	\$ 5,190.00	130	\$ 3,900.00
15	262	15" Class V Concrete Pipe/LF	\$ 36.00	\$ 9,432.00	197	\$ 7,092.00
16	16	18" SDR 35 PVC Pipe/LF	\$ 59.00	\$ 944.00	16	\$ 944.00
17	41	4" SDR 35 PVC Pipe/LF	\$ 22.00	\$ 902.00	30	\$ 660.00
18	2	New 4" Diameter Manhole/Ea	\$ 1,400.00	\$ 2,800.00	2	\$ 2,800.00
19	1	Remove and Replace 5" Diamer Manhole/Ea	\$ 2,400.00	\$ 2,400.00	1	\$ 2,400.00
20	2	New 2' x 3' Inlet/Ea	\$ 1,400.00	\$ 2,800.00	2	\$ 2,800.00
21	3	Remove and Replace 2' x 3' Inlet/Ea	\$ 1,600.00	\$ 4,800.00	3	\$ 4,800.00
22	180	4" Under Pavement Drain/LF	\$ 6.50	\$ 1,170.00	180	\$ 1,170.00
23	93	Salvaged Pulverized Material for Storm sewer Removal/CY	\$ 3.50	\$ 325.50	93	\$ 325.50
24	93	Storm Sewer Removal Excavation/CY	\$ 5.65	\$ 525.45	93	\$ 525.45
25	9	Manhole Adjustmen/Ea	\$ 200.00	\$ 1,800.00		\$ -
26	3	Water Valve Adjustment/Ea	\$ 75.00	\$ 225.00		\$ -
27	3	Inlet Adjustment/Ea	\$ 200.00	\$ 600.00	3	\$ 600.00
28	102	Full Depth Pavement Saw Cutting/LF	\$ 1.50	\$ 153.00		\$ -
29	12	Concrete Curb Head Saw Cutting/LF	\$ 30.00	\$ 360.00		\$ -
30	810	No. 4 Epoxy Coated Rebar/LF	\$ 1.00	\$ 810.00		\$ -
31	5	Tree and Stump Removal/Ea	\$ 800.00	\$ 4,000.00	5	\$ 4,000.00
32	1	Traffic Control/LS	\$ 100.00	\$ 100.00	1	\$ 50.00
33	1	Erosion Control/LS	\$ 1,100.00	\$ 1,100.00	1	\$ 550.00
34	1	Construction Mobilization/Demobilization; Project Coordination; all incidental utility and misc. roadway work; and all other project work area restoration and clean-up to an equal and/or better preconstruction condition as required and related to the overall project/LS	\$ 2,000.00	\$ 2,000.00	1	\$ 1,000.00
Total (Items 1-34)				\$ 216,014.12		\$ 101,083.28

CERTIFIED SURVEY MAP NO. _____

Being a re-division of Lots 15, 16 and 17 of Province Terrace Subdivision,
located in the NW1/4 of the SW1/4 and in the SW1/4 of the NW1/4,
Section 7, Town 20 North, Range 18 East, City of Menasha, Calumet County, Wisconsin

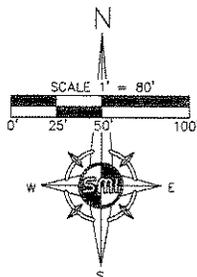


LEGEND

- ⊙ - GOVERNMENT CORNER
- - EXISTING IRON PIPE
- - IRON ROD SET WEIGHING 1.50 lbs./ft

SURVEY PREPARED FOR:
WIEGERT ENTERPRISES LLC
N 5999 OLD KESHENA ROAD
SHAWANO, WI 54166

BEARINGS ARE REFERENCED
TO THE WEST LINE OF THE
NORTHWEST 1/4 OF SECTION
7, RECORDED AS N.00°26'16"W.



STEINBRECHER & MENEAU, INC.
ENGINEERS & SURVEYORS
MANITOWOC, WI.
PHONE: (920) 684-5583 FAX: (920) 684-5584

CERTSURV\12300CS(K)
SHEET 1 OF 2

CERTIFIED SURVEY MAP NO. _____

SURVEYOR'S CERTIFICATE

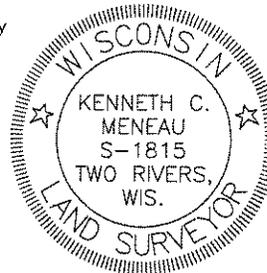
I, Kenneth C. Meneau, Registered Land Surveyor with Steinbrecher & Meneau, Inc. do hereby certify that we have surveyed and mapped the following described tract:

A tract being a re-division of Lots 15, 16 and 17 of Province Terrace Subdivision, located in the NW1/4 of the SW1/4 and in the SW1/4 of the NW1/4, Section 7, Town 20 North, Range 18 East, City of Menasha, Calumet County, Wisconsin and described as follows:

Commencing at the West 1/4 Corner of said Section 7; thence S.88°19'45"E. along the 1/4 section line, 50.03 feet to the east right-of-way line of Oneida Street (U.S.H. "10"), being the southwest corner of said Lot 16 and the point of beginning; thence N.00°28'16"W. along said right-of-way line, 352.06 feet to the northwest corner of said Lot 17; thence S.88°19'45"E. along the north line of said Lot 17, 295.50 feet to the northeast corner of said Lot 17 and the west right-of-way line of Province Terrace; thence S.03°59'03"E. along said right-of-way line, 353.53 feet to the southeast corner of said Lot 16; thence continue along said right-of-way line S.00°12'41"E., 151.05 feet to the southeast corner of said Lot 15; thence N.89°54'43"W. along the south line of said lot 15, 317.01 feet to the southwest corner of said Lot 15 and the east right-of-way line of Oneida Street (U.S.H. "10"); thence N.00°12'36"W. along said right-of-way line, 159.84 feet to the point of beginning.

Said tract contains 157,051 square feet (3.60 acres) of land.

I further certify that the attached map is a true representation of said property and correctly shows the exterior boundary lines and correct measurements thereof. Also that I have fully complied with the requirements of Chapter 236.34 of the Wisconsin Statutes and the Municipal Code of the City of Menasha, Wisconsin.



Dated _____

Kenneth C. Meneau R.L.S. 1815

OWNER'S CERTIFICATE

We, the undersigned, hereby certify that we caused the land described above to be surveyed, divided and mapped, all as shown and represented on this map.

Dated this _____ day of _____, 2012.

Dated this _____ day of _____, 2012.

(print or type name)

(print or type name)

(signature)

(signature)

STATE OF WISCONSIN }
 } SS
_____ COUNTY }

STATE OF WISCONSIN }
 } SS
_____ COUNTY }

Personally came before me on the _____ day of _____, 2012, the above named owners to me known to be the persons who executed the foregoing instrument and acknowledged the same.

Personally came before me on the _____ day of _____, 2012, the above named owners to me known to be the persons who executed the foregoing instrument and acknowledged the same.

(Notary name)

(Notary name)

my commission expires _____

my commission expires _____

COMMON COUNCIL RESOLUTION

Resolved by the Common Council of the City of Menasha, that this Certified Survey Map is hereby approved. Passed and approved by resolution number

_____ this _____ day of _____, 2012.

Dated this _____ day of _____, 2012.

Mayor

City Clerk

TREASURER'S CERTIFICATE

I hereby certify that there are no unpaid taxes or unpaid special assessments on any of the lands shown hereon.

City Treasurer

County Treasurer

Date:

Date:

CERTSURV\12300CS(K)
SHEET 2 OF 2



Memorandum

TO: NMFR Joint Finance & Personnel Committee Members

FROM: Deputy Chief Steve DeLeeuw

DATE: August 9, 2012

RE: Purchase Order #94

During our June 24, 2012 meeting, we reviewed purchase order #94 in the amount of \$6,090.54. This was to order various lengths of fire hose. Our Committee along with both Common Councils approved this purchase order. I started the process of ordering hose after approvals were obtained and it was brought to my attention that I attached an incorrect copy of the purchase order. I had inadvertently printed off a copy of the 2006 purchase order versus the 2012 purchase order.

In an email to all Finance & Personnel Committee members, it was felt we could continue with purchasing the fire hose and we would bring the error to your attention, along with both Common Council's. I'm attaching a copy of both purchase orders for your review. We wanted to make everyone aware of the situation. As directed by Committee members, I have ordered the various lengths of fire hose that is needed for our Department.

I apologize for the mix-up and error.

SD/tt

Attachment



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

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

Purchase Order

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

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

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

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

Ordered By Steven DeLeeuw	Department Fire	Telephone # (920) 886-6200	Tax Exempt # 0000377026	Federal EIN 39-6005543
-------------------------------------	---------------------------	--------------------------------------	-----------------------------------	----------------------------------

Operating Budget
 Capital Project
 Capital Equipment/Outlay

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

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

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

Special Instructions: AS PER BUDGET

SUBTOTAL	\$6,090.50
TAX	EXEMPT
TOTAL	\$6,090.50

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

Finance Director Approval



RE: Purchase Order #94 - Various Lengths of Hoses

Al E Auxier to: Todd Stevenson

08/01/2012 07:06 AM

"cklein@ci.menasha.wi.us", "jahles@kcc.com",
Cc: "mlangdon@ci.menasha.wi.us", "SDeLeeuw@nmfire.org",
"sramos@ci.neenah.wi.us", "ssevenich@ci.menasha.wi.us",

We will move forward with presenting the correct purchase order amount through committee and the council. Thanks for your advice.

Al Auxier
Fire Chief
Neenah-Menasha Fire Rescue
aauxier@nmfire.org
(920)886-6203, office
(920)209-9509, cell

From: Todd Stevenson <stevensont@sadoff.com>

:

To: "TTheisen@nmfire.org" <TTheisen@nmfire.org>, "jahles@kcc.com" <jahles@kcc.com>, "sramos@ci.neenah.wi.us" <sramos@ci.neenah.wi.us>, "ssevenich@ci.menasha.wi.us" <ssevenich@ci.menasha.wi.us>, "cklein@ci.menasha.wi.us" <cklein@ci.menasha.wi.us>, "mlangdon@ci.menasha.wi.us" <mlangdon@ci.menasha.wi.us>

Cc: "AAuxier@nmfire.org" <AAuxier@nmfire.org>, "SDeLeeuw@nmfire.org" <SDeLeeuw@nmfire.org>

Date: 07/31/2012 10:48 AM

Subject: RE: Purchase Order #94 - Various Lengths of Hoses

bjc

cc:

I'm ok proceeding with payment, assuming no one else has an issue with it. I would ask that a copy of this email be presented at the next Committee meeting and the Committee make a formal acknowledgment of the actual amount paid. The actual amount should be read into the record at the Council level, for a couple of reasons. 1) to recognize the Council's responsibilities and authority and 2) to protect staff.

Todd M. Stevenson
Purchasing Manager
stevensont@sadoff.com

Sadoff Iron & Metal
240 W. Arndt St.
Fond du Lac, WI 54936-1138

Fond du Lac, WI 54936-1138
T 920-906-5645
F 920-924-6926
www.sadoff.com

-----Original Message-----

From: TTheisen@nmfire.org [<mailto:TTheisen@nmfire.org>]
Sent: Tuesday, July 31, 2012 9:32 AM
To: jahles@kcc.com; sramos@ci.neenah.wi.us; Todd Stevenson;
ssevenich@ci.menasha.wi.us; cklein@ci.menasha.wi.us; mlangdon@ci.menasha.wi.us
Cc: AAuxier@nmfire.org; SDeLeeuw@nmfire.org
Subject: Purchase Order #94 - Various Lengths of Hoses

Gentlemen - on June 26, 2012 our F&P Committee approved and recommended both Common Council's approve Purchase Order #94 for the total of \$6,090.50. This was then forwarded to both Common Council's and approved by them. Today Steve was submitting the purchase order and we caught that there was a typo. The purchase order should have been \$6,900.30 not \$6,090.50, which is a difference of \$809.80. Director Easker recommended that we send out an email to all of you to explain what happened and if there are any objections with moving forward and paying this invoice or do you want us to re-submit it to Finance & Personnel and both Council's. Can you please advise as soon as possible? Thank you and we apologize for the error.

Tara Theisen
Office Manager
Telephone: (920) 886-6200
Fax: (920) 886-6208

This message (including any attachments) may contain confidential and privileged information intended for a specific purpose and may be protected by law. If you are not the intended recipient, please delete this message and any attachments. You are hereby notified that any disclosure, copying, or distribution of this message, or any attachments, or the taking of any action based on it, is strictly prohibited. Opinions, conclusions, and other information in this message that do not relate to the official business of Sadoff & Rudoy Industries, LLP shall be understood as neither given nor endorsed by them.



RE: Purchase Order #94 - Various Lengths of Hoses

Shiloh Ramos to: Ahles, John

08/01/2012 12:19 AM

Todd Stevenson, "TTheisen@nmfire.org",
Cc: "ssevenich@ci.menasha.wi.us", "cklein@ci.menasha.wi.us",
"mlangdon@ci.menasha.wi.us", "AAuxier@nmfire.org",

I agree with the plan as below. I do agree that it should be presented at both the committee and council level to ensure full transparency.

Thanks,
Shiloh

-----"Ahles, John" <jahles@kcc.com> wrote: -----

To: Todd Stevenson <stevensont@sadoff.com>, "TTheisen@nmfire.org" <TTheisen@nmfire.org>, "sramos@ci.neenah.wi.us" <sramos@ci.neenah.wi.us>, "ssevenich@ci.menasha.wi.us" <ssevenich@ci.menasha.wi.us>, "cklein@ci.menasha.wi.us" <cklein@ci.menasha.wi.us>, "mlangdon@ci.menasha.wi.us" <mlangdon@ci.menasha.wi.us>
From: "Ahles, John" <jahles@kcc.com>
Date: 07/31/2012 11:19AM
cc: "AAuxier@nmfire.org" <AAuxier@nmfire.org>, "SDeLeeuw@nmfire.org" <SDeLeeuw@nmfire.org>
Subject: RE: Purchase Order #94 - Various Lengths of Hoses

I agree with Todd. Seems like the best solution at this time.

Thanks
John Ahles
Buyer
KC South
(920)-721-5362
Fax: (920)-225-4549
jahles@kcc.com

"Never interrupt someone doing something you said couldn't be done."
Amelia Earhart

-----Original Message-----

From: Todd Stevenson [mailto:stevensont@sadoff.com]
Sent: Tuesday, July 31, 2012 10:48 AM
To: TTheisen@nmfire.org; Ahles, John; sramos@ci.neenah.wi.us; ssevenich@ci.menasha.wi.us; cklein@ci.menasha.wi.us; mlangdon@ci.menasha.wi.us
Cc: AAuxier@nmfire.org; SDeLeeuw@nmfire.org
Subject: RE: Purchase Order #94 - Various Lengths of Hoses

I'm ok proceeding with payment, assuming no one else has an issue with it. I would ask that a copy of this email be presented at the next Committee meeting and the Committee make a formal acknowledgment of the actual amount paid. The actual amount should be read into the record at the Council level, for a couple of reasons. 1) to recognize the Council's responsibilities and authority and 2) to protect staff.

Todd M. Stevenson
Purchasing Manager
stevensont@sadoff.com



RE: Purchase Order #94 - Various Lengths of Hoses
Ahles, John, Todd Stevenson, Tara Theisen,
Chris Klein to: sramos@ci.neenah.wi.us, Stan Sevenich, Mark
Langdon
Cc: Al Auxier, Steve DeLeeuw

07/31/2012 04:10 PM

I agree as well. Make sure it is included on the next agenda.

Thanks.

Chris Klein
District 1 Alderman
730 Keyes St.
920-740-7641

From: Ahles, John [jahles@kcc.com]
Sent: Tuesday, July 31, 2012 11:19 AM
To: Todd Stevenson; Tara Theisen; sramos@ci.neenah.wi.us; Stan Sevenich; Chris Klein; Mark Langdon
Cc: Al Auxier; Steve DeLeeuw
Subject: RE: Purchase Order #94 - Various Lengths of Hoses

I agree with Todd. Seems like the best solution at this time.

Thanks
John Ahles
Buyer
KC South
(920)-721-5362
Fax: (920)-225-4549
jahles@kcc.com

"Never interrupt someone doing something you said couldn't be done."
Amelia Earhart

-----Original Message-----

From: Todd Stevenson [mailto:stevensont@sadoff.com]
Sent: Tuesday, July 31, 2012 10:48 AM
To: TTheisen@nmfire.org; Ahles, John; sramos@ci.neenah.wi.us;
ssevenich@ci.menasha.wi.us; cklein@ci.menasha.wi.us; mlangdon@ci.menasha.wi.us
Cc: AAuxier@nmfire.org; SDeLeeuw@nmfire.org
Subject: RE: Purchase Order #94 - Various Lengths of Hoses

I'm ok proceeding with payment, assuming no one else has an issue with it.
I would ask that a copy of this email be presented at the next Committee
meeting and the Committee make a formal acknowledgment of the actual amount
paid.

The actual amount should be read into the record at the Council level, for a
couple of reasons. 1) to recognize the Council's responsibilities and
authority and 2) to protect staff.

Todd M. Stevenson
Purchasing Manager
stevensont@sadoff.com



RE: Purchase Order #94 - Various Lengths of Hoses
Mark Langdon to: Tara Theisen

07/31/2012 01:02 PM

Yes, I am ok with the price also.

Alderman Mark Langdon
District 4 Menasha

From: TTheisen@nmfire.org [TTheisen@nmfire.org]
Sent: Tuesday, July 31, 2012 9:32 AM
To: jahles@kcc.com; sramos@ci.neenah.wi.us; stevensont@sadoff.com; Stan Sevenich; Chris Klein; Mark Langdon
Cc: Al Auxier; Steve DeLeeuw
Subject: Purchase Order #94 - Various Lengths of Hoses

Gentlemen - on June 26, 2012 our F&P Committee approved and recommended both Common Council's approve Purchase Order #94 for the total of \$6,090.50. This was then forwarded to both Common Council's and approved by them. Today Steve was submitting the purchase order and we caught that there was a typo. The purchase order should have been \$6,900.30 not \$6,090.50, which is a difference of \$809.80. Director Easker recommended that we send out an email to all of you to explain what happened and if there are any objections with moving forward and paying this invoice or do you want us to re-submit it to Finance & Personnel and both Council's. Can you please advise as soon as possible? Thank you and we apologize for the error.

Tara Theisen
Office Manager
Telephone: (920) 886-6200
Fax: (920) 886-6208

As a local governmental entity, the City of Menasha is subject to Wisconsin statutes relating to open records. Any e-mail received by anyone at the City of Menasha, as well as any e-mail sent by someone from the City of Menasha are subject to these laws. Unless otherwise exempted from the Open Records law, senders and receivers of City e-mail should presume that any e-mail is subject to release upon request.



RE: Purchase Order #94 - Various Lengths of Hoses
Todd Stevenson, TTheisen@nmfire.org,
Ahles, John to: sramos@ci.neenah.wi.us,
ssevenich@ci.menasha.wi.us,
Cc: "AAuxier@nmfire.org", "SDeLeeuw@nmfire.org"

07/31/2012 11:19 AM

I agree with Todd. Seems like the best solution at this time.

Thanks
John Ahles
Buyer
KC South
(920)-721-5362
Fax: (920)-225-4549
jahles@kcc.com

"Never interrupt someone doing something you said couldn't be done."
Amelia Earhart

-----Original Message-----

From: Todd Stevenson [mailto:stevensont@sadoff.com]
Sent: Tuesday, July 31, 2012 10:48 AM
To: TTheisen@nmfire.org; Ahles, John; sramos@ci.neenah.wi.us;
ssevenich@ci.menasha.wi.us; cklein@ci.menasha.wi.us; mlangdon@ci.menasha.wi.us
Cc: AAuxier@nmfire.org; SDeLeeuw@nmfire.org
Subject: RE: Purchase Order #94 - Various Lengths of Hoses

I'm ok proceeding with payment, assuming no one else has an issue with it.
I would ask that a copy of this email be presented at the next Committee meeting and the Committee make a formal acknowledgment of the actual amount paid.

The actual amount should be read into the record at the Council level, for a couple of reasons. 1) to recognize the Council's responsibilities and authority and 2) to protect staff.

Todd M. Stevenson
Purchasing Manager
stevensont@sadoff.com

Sadoff Iron & Metal
240 W. Arndt St.
Fond du Lac, WI 54936-1138
T 920-906-5645
F 920-924-6926
www.sadoff.com

-----Original Message-----

From: TTheisen@nmfire.org [mailto:TTheisen@nmfire.org]
Sent: Tuesday, July 31, 2012 9:32 AM
To: jahles@kcc.com; sramos@ci.neenah.wi.us; Todd Stevenson;
ssevenich@ci.menasha.wi.us; cklein@ci.menasha.wi.us; mlangdon@ci.menasha.wi.us
Cc: AAuxier@nmfire.org; SDeLeeuw@nmfire.org
Subject: Purchase Order #94 - Various Lengths of Hoses

Gentlemen - on June 26, 2012 our F&P Committee approved and recommended both Common Council's approve Purchase Order #94 for the total of \$6,090.50. This



RE: Purchase Order #94 - Various Lengths of Hoses

TTheisen@nmfire.org, jahles@kcc.com,
Todd Stevenson to: sramos@ci.neenah.wi.us,
ssevenich@ci.menasha.wi.us,
Cc: "AAuxier@nmfire.org", "SDeLeeuw@nmfire.org"

07/31/2012 10:48 AM

I'm ok proceeding with payment, assuming no one else has an issue with it. I would ask that a copy of this email be presented at the next Committee meeting and the Committee make a formal acknowledgment of the actual amount paid.

The actual amount should be read into the record at the Council level, for a couple of reasons. 1) to recognize the Council's responsibilities and authority and 2) to protect staff.

Todd M. Stevenson
Purchasing Manager
stevensont@sadoff.com

Sadoff Iron & Metal
240 W. Arndt St.
Fond du Lac, WI 54936-1138
T 920-906-5645
F 920-924-6926
www.sadoff.com

-----Original Message-----

From: TTheisen@nmfire.org [mailto:TTheisen@nmfire.org]
Sent: Tuesday, July 31, 2012 9:32 AM
To: jahles@kcc.com; sramos@ci.neenah.wi.us; Todd Stevenson;
ssevenich@ci.menasha.wi.us; cklein@ci.menasha.wi.us; mlangdon@ci.menasha.wi.us
Cc: AAuxier@nmfire.org; SDeLeeuw@nmfire.org
Subject: Purchase Order #94 - Various Lengths of Hoses

Gentlemen - on June 26, 2012 our F&P Committee approved and recommended both Common Council's approve Purchase Order #94 for the total of \$6,090.50. This was then forwarded to both Common Council's and approved by them. Today Steve was submitting the purchase order and we caught that there was a typo. The purchase order should have been \$6,900.30 not \$6,090.50, which is a difference of \$809.80. Director Easker recommended that we send out an email to all of you to explain what happened and if there are any objections with moving forward and paying this invoice or do you want us to re-submit it to Finance & Personnel and both Council's. Can you please advise as soon as possible? Thank you and we apologize for the error.

Tara Theisen
Office Manager
Telephone: (920) 886-6200
Fax: (920) 886-6208

This message (including any attachments) may contain confidential and privileged information intended for a specific purpose and may be protected by law. If you are not the intended recipient, please delete this message and any attachments. You are hereby notified that any disclosure, copying, or

distribution of this message, or any attachments, or the taking of any action based on it, is strictly prohibited. Opinions, conclusions, and other information in this message that do not relate to the official business of Sadoff & Rudoy Industries, LLP shall be understood as neither given nor endorsed by them.



Memorandum

TO: NMFR Joint Finance & Personnel Members

FROM: Chief Al Auxier

DATE: August 23, 2012

RE: Filling Vacant Firefighter Position

As a result of meetings and conversations with both Mayor Scherck and Mayor Merkes on allowing Neenah-Menasha Fire Rescue, NMFR, to fill the vacant Firefighter position when Shift Commander Mike Flunker retires, Mayor Merkes has requested that NMFR look into options available in providing a level of service that is expected and possible costs savings if the position is left vacant. Consideration for any options that could possibly arise stem from the implementation of the Automatic Aid Agreement between the Appleton Fire Department and Neenah-Menasha Fire Rescue.

Existing staffing levels at Station 36 in Menasha were established when the Cities of Neenah and Menasha merged the Neenah and Menasha Fire Departments. It was decided to staff Station 36 with four Firefighters shown in Attachment #1 under Station 36/Engine 36. Mainly because, as Engine 36 and the crew moved east and away from Station 36 they would be left on their own to attack fires and handle emergencies for an extended period(s) of time as it would take additional time for other NMFR engines and crews to get on scene to assist them. The secondary reason to have four Firefighters was to utilize one of the Firefighter positions to fill the position of Shift Inspector. Shift Inspectors are a specialized position within NMFR and accomplish many tasks associated with inspections and prevention in Menasha for NMFR.

With the implementation of the Automatic Aid Agreement it meant that there would be a responding unit from the Appleton Fire Department that would now be responding to assist Engine 36 as they responded east. Thus, creating an opportunity to review staffing levels at Station 36. The key position that would change if any changes are made would have to involve the Shift Inspector position at Station 36. Three options exist as to how staffing would be accomplished at Station 36 and those options are:

Option #1:

Leave staffing as it currently is with four Firefighters at Station 36 as shown in Attachment #1, line 1, with staffing at 17. During discussions to merge the two departments it was determined that both the Cities of Neenah and Menasha would not decrease the minimum number line Firefighters on duty in either city. The number of Firefighters for Neenah was ten and the number for Menasha was seven. This was accomplished by reducing the number of Administrative Staff to the number we currently have which is five, including an Administrative Assistant.

By creating and utilizing a Firefighter at Station 36 to fill a Shift Inspector position it allows NMFR to complete required fire prevention activities. First and foremost, is that during the workday, 7:00 am to around 4:00 pm, the Shift Inspector completes building inspections required by State statute. There are 620 properties that need to be inspected in Menasha, some annual but most semi annual inspections.

The Shift Inspector is also responsible for completing numerous fire prevention activities that occur throughout the entire 24 hours that he/she is on duty. The Shift Inspector assists with inspection and witnessing testing of fire prevention systems and appurtenances, answers calls with question and concerns involving the fire codes, deals with responding to calls that require his/her expertise many of which are outside the normal workday to accommodate businesses, citizens, organizations and contractors that need their assistance.

Finally, the Shift Inspector is responsible for doing investigations, some small that require just a limited amount of time but there are large ones also that require intensive amounts of time. These investigations handle everything from digging through large amounts of fire debris to interviewing witnesses. These require extensive amounts of time to do reports and usually are done outside the normal workday usually in the evening or at night.

Option #2:

Adjust overtime budget to account for possible changes in staffing at Station 36 with the net effect of reducing overtime budget. To meet the Shift Inspector responsibilities NMFR would call in overtime for the initial 8 hours, 7:00 am to 3:00 pm, of the workday thus allowing the Shift Inspector conduct building inspections during those 8 hours. For the remaining 16 hours of the day, 3:00 pm to 7:00 am the next day, the Shift Inspector would fill the role of the third Firefighter on Engine 36 as shown in Attachment #1, lines 2 & 3 for staffing levels at Station 36/Engine 36.

In trying to establish an appropriate amount that NMFR could expect to reduce overtime I took the short shift overtime that was paid out for 2009, 2010 & 2011, the amounts are shown on Attachment #2, and created an average for those three years, \$83,039.40. I then took that average and multiplied by 33%, 8 hours or a third of the 24 hour day, and found that it would cost NMFR \$27,403.00 for overtime that would be paid out to fill the third position at Station 36 while the Shift Inspector does the required inspections, see Attachment #3, first section.

The net result of subtracting the overtime that NMFR would pay out from the three-year average would be a reduction of the overtime budget for 2013 of \$55,636.40. This would result in a reduction of \$33,665.58 (60.51% per the 2013 cost sharing formula) for Neenah and a reduction of \$21,970.81 (39.49% per the cost sharing formula) for Menasha; see Attachment #3, first section.

Option #3:

Leave the projected vacant Firefighter position in the department unfilled. This is an extreme case and would involve some necessary restructuring of NMFR in the future if this position(s) would continue to be left unfilled. If you look at Attachment #2, Firefighter Position Cost(s), you will see that projected savings for starting Firefighter wage with benefits would cost or save around \$50,399.70. This would result in a reduction of \$30,496.86 (60.51% per the 2013 cost sharing formula) for Neenah and a reduction of \$19,902.84 (39.49% per the cost sharing formula) for Menasha.

Should we continue to not fill future vacant positions and get to a point where there are three Shift Inspector positions left unfilled it would be necessary to restructure. NMFR would need to add one-day person to fill the need for inspections to be completed in Menasha. NMFR currently only has one person working a day position, Monday through Friday, in Fire Prevention/Inspection Bureau, that person is Assistant Chief Vernon Green. With the current duties and responsibilities AC Green would not be able to complete the Menasha building inspections. There is nothing in the wage table(s) that spells out what to pay but even if NMFR is able to fill that Inspector position with a project wage and benefit cost of \$65,000.00, shown on Attachment #2 and I am not sure if that would be the accurate amount or not.

Additionally, if three firefighter positions were left unfilled we would need to maintain the current level budgeted for overtime and reinstate the money saved in Option #2, \$55,636.40. The net result of this option as NMFR moves forward would be approximate savings of one starting Firefighter's wage and benefit amount shown on Attachment #2, \$50,399.70.

There are many other variables to Option #3 that would be pure speculation on my behalf. This is the best analysis I can give for the immediate future. So, if you have any question or concerns please feel free to contact me and I will try to do my best in giving you correct and accurate answers.

Thank you for taking time to review and consider the items mentioned in this lengthy memo.

Attachment #1

**Neeah-Menasha Fire Rescue
Staffing Assignments**

Administration: Chief, Deputy Chief, Assistant Chief/Training & Assistant Chief/Fire Marshall

Staffing	Station 32/ Command 32	Station 32/ Engine 32	Station 32/ Quint 32	Station 35/ Engine 35	Station 36/ Engine 36	Station 31/ Engine 31
17	Shift Commander	Officer Driver Firefighter	Officer Driver	Officer Driver Firefighter	Officer Driver Firefighter Shift Inspector	Officer Driver Firefighter Shift Inspector
17 0700 to 1500 hours	Shift Commander	Officer Driver Firefighter	Officer Driver	Officer Driver Firefighter	Officer Driver Firefighter Shift Inspector	Officer Driver Firefighter Shift Inspector
16 1500 to 0700 hours	Shift Commander	Officer Driver Firefighter	Officer Driver	Officer Driver Firefighter	Officer Driver SI/Firefighter	Officer Driver Firefighter Shift Inspector

Attachment #2

Firefighter Position Cost(s)

Starting Firefighter Wage 2013	\$38,769.00
Increase for fringe benefits	30%
Total compensation	\$50,399.70
Neenah's Cost (60.51%)	\$30,496.86
Menasha's Cost (39.49%)	\$19,902.84

Short Shift Overtime for 2009, 2010 & 2011

Short shift overtime 2009	\$82,322.11
Short shift overtime 2010	\$88,787.27
Short shift overtime 2011	\$78,008.83
Total	\$249,118.21
Average short shift overtime for years 2009, 2010 & 2011	\$83,039.40

Shift Inspector Position Cost(s)

Starting Shift Inspector Wage 2013	\$50,000.00
Increase for fringe benefits	30%
Total compensation	\$65,000.00
Neenah's Cost (60.51%)	\$39,331.50
Menasha's Cost (39.49%)	\$25,668.50

Attachment #3

Options for Shift Inspector/Firefighter Working 8, 9 or 10 hours

Shift Inspector working 8 hours & filling with 8 hours of overtime
3 year average for overtime \$83,039.40
Percent of day (8 hours = 33%) 33%
Overtime costs \$27,403.00
Proposed reduction in overtime \$55,636.40
Neenah's Share (60.51%) \$33,665.58
Menasha's Share (39.49%) \$21,970.81

Shift Inspector working 9 hours & filling 9 hours overtime

3 year average for overtime \$83,039.40
Percent of day (9 hours = 37%) 37%
Overtime costs \$30,724.58
Proposed reduction in overtime \$52,314.82
Neenah's Share (60.51%) \$31,655.70
Menasha's Share (39.49%) \$20,659.12

Shift Inspector working 10 hours & filling 10 hours overtime

3 year average for overtime \$83,039.40
Percent of day (10 hours = 42%) 42%
Overtime costs \$34,876.55
Proposed reduction in overtime \$48,162.85
Neenah's Share (60.51%) \$29,143.34
Menasha's Share (39.49%) \$19,019.51



Memorandum

TO: Al Auxier
Chief

FROM: Tara Theisen
Office Manager

DATE: August 8, 2012

RE: Regional Smoke Detector Grant Award

We were recently notified by FEMA that we have been awarded a Regional Smoke Detector Grant. This grant application was applied for on behalf of NMFR, Town of Menasha, Town of Grand Chute and Green Bay Fire & Rescue. The total grant award was \$54,390. There is a required 10% match fee of \$5,439, with NMFR's share being \$766.65. It should be noted that some of the grant award fees included wages that the Town of Menasha put into the budget and also additional match money for a grant that the Town of Grand Chute wrote separately from this regional grant. These monies were subtracted from the award.

The distribution of the formula for paying the match was based upon how many households each Department would receive detectors for and a percentage was applied appropriately. The information is listed below:

Fire Department	Dollar Amount	Percentage	Additional Costs
Town of Menasha	\$ 670.49	13.30%	\$210.00 personnel costs
Grand Chute	\$ 552.58	15.90%	\$1,760.00 Extinguisher Trainer Grant (GCFD's grant)
NMFR	\$ 767.48	22.10%	N/A
Green Bay Fire	\$1,688.45	48.70%	
Total	\$3,679.00 (\$1,760 is Grand Chute's sole responsibility and not included in these figures)		

It should be noted one condition of the grant is we need to show sustainability for future years. Therefore, we will solicit funds from private business and other grant options to try to cover some of these costs in the future.

I am asking NMFR Joint Finance & Personnel Committee approve the grant for a total of \$52,630 with NMFR's match payment of \$767.48 to be funded through NMFR's 2012 public education budget or NMFR's public education trust fund.

Thank you for your consideration.

1 | PREPARER INFORMATION

2 | CONTACT INFORMATION

3 | APPLICANT INFORMATION

* Please describe your organization and/or community that you serve

The Grand Chute Fire Department (GCFD) serves the Town of Grand Chute, with a population of over 20,919 residents spread over 25 square miles. The Department consists of 21 full-time and 32 paid-on-call firefighters who operate out of two stations. Responding to 1,400 calls annually, We provide fire suppression, hazardous material response, pre-hospital emergency medical care, and assistance for specialized rescue incidents at the first responder level.

Our department makes over 6,300 public education contacts annually through over 100 events, including fire extinguisher trainings, babysitting classes, fire prevention programs, disaster dudes presentations, fire drills, fire safety trainings, fire station tours, school programs, sprinkler demonstrations, and summer parks program presentations. The Fire Prevention Specialist has over eight years of experience and is dedicated one-hundred percent to community outreach and education.

Grand Chute is the largest Town in Wisconsin. We are one of nineteen communities in the Fox Cities metropolitan area with over 370,000 residents. 700,000 people live within a forty-minute drive and 1.3 million live within the eighteen-county New North region. Our daytime population is over 70,000. The 1.2 million square-foot Fox River Mall anchors a major regional shopping center that is surrounded by hotels, restaurants, and entertainment facilities. Several other businesses offer health care and professional services. Industrial firms are involved in manufacturing, distribution, and wholesale trade activities. We are also home to the Gordon Bubolz Nature Preserve, a 775-acre non-profit wildlife preserve education facility, and Plamann Park, a 257-acre county park. Fox Cities Stadium hosts the Wisconsin Timber Rattlers, a Class A minor-league baseball affiliate of the Milwaukee Brewers. Our aggregate assessed value is just over \$2.3 million. Town government employs over 130 full-time staff, owns over 310 acres of land, manages 160,000 square feet of building space, and maintains over 120 miles of streets and ten miles of paved trails. We have two community parks and three neighborhood parks totaling over sixty-seven acres.

* Please describe your organization's need for Federal financial assistance.

This application includes collaborative projects with other fire departments. We are requesting funding assistance because budget constraints within our departments and municipalities leave little room for major equipment purchases. We are not able to develop and implement new programs without these funds. On the revenue side, our departments rely almost exclusively on property tax revenue for their budgets. These funds only increase marginally every year, as the state imposes a limit on municipal tax levies. Problems are compounded by annual decreases in the amount of shared revenue the state provides local governments. On the expenditure side, continued wage increases, combined with escalating costs in benefits (especially health care costs), consume a vast majority of our budgets, and will generally receive priority over equipment purchases.

We are requesting federal assistance because we will not have an opportunity to collect additional revenue in the upcoming years. Within the most recent biennial (2012-2013) Wisconsin State Budget Bill, most local governments will lose 50% of their shared revenue and 15% of their transportation aid from the State this year (with an additional 15% in transportation aid to be cut in 2013). Although the reduction will be minimized by legislation requiring employees to contribute more towards their insurance and retirement funds, our communities will still suffer a net loss. This budget bill hinders our ability to recoup these lost State revenues, however, by placing a freeze on local property tax rates.

4 | REQUEST INFORMATION



5 | REQUEST DETAILS

5.1 | NEWSAP

* 4. How was this target audience determined?

This project involves four fire departments, which serve over 185,000 residents, spread among three cities and two towns in Wisconsin. Using data from the U.S. Census Bureau, we estimate that there are about 1,977 owner-occupied, one-unit detached structures built before 1992 that house residents in poverty who are either age five and under or age sixty-five and older. With an average of 2.43 people per household in Wisconsin, this yields a target population of about 4,804.

*7. In the space provided below, please explain your experience and ability in developing and conducting (i.e., timely and satisfactory project completion) past fire prevention and safety projects. Additionally, please demonstrate the experience and expertise you have in managing the type of project you are proposing:

Our departments make over 51,000 public education contacts annually through over 910 events, which include fire drills, safety trainings, evacuation plans, school programs, and safety fairs. The GBFD Lieutenant responsible for life safety education has over five years of experience and also serves as the public information officer for the department. NMFR has a 15-member Public Education Team that delivers a majority of these programs along with line staff firefighters. The GCFD Fire Prevention Specialist has over eight years of experience and is dedicated one-hundred percent to community outreach and education. The TMFD Public Fire and Life Safety Educator has over seven years of experience is dedicated full-time to community outreach and education.

*8a. Vulnerability Statement : What is the vulnerability in your community that you have identified? What statistics correspond with and support your project and target audience? Please describe the steps which were taken to determine the vulnerability and target audience and describe the methodology for determining all of the above.

This project is a collaborative regional effort of four fire departments that serve over 185,000 residents, spread among three cities and two towns in Wisconsin. The Green Bay Fire Department (GBFD) serves the the City of Green Bay, with over 104,000 residents spread over 44 square miles. Neenah-Menasha Fire Rescue (NMFR) serves the Cities of Neenah and Menasha, two communities with a combined population of over 43,000 residents spread over 14 square miles. Grand Chute Fire Department (GCFD) serves the Town of Grand Chute, with a population of over 20,000 residents spread over 25 square miles. The Town of Menasha Fire Department (TMFD) serves the Town of Menasha, with a population of over 18,000 residents spread over 12 square miles.

Residents who live in homes with properly-operating smoke alarms significantly reduce their risk of injury or death from fire. Smoke alarms alert occupants during the early stages of a fire, which allows them to escape before flames and smoke spread through the residence. Early notification also leads to an earlier 911 call, which results in firefighters dealing with smaller and more manageable fires. Because firefighters are able to respond to incidents more quickly, fire, smoke, and water damage to the affected property is also reduced.

Analysis of fire calls from our communities, however, reveals many instances where alarms did not sound. This includes homes with alarms that were not functioning properly as well as homes without any alarms at all. Over the last four years, an alarm did not sound for 55% of building fires (159 incidents) and for 36% of cooking fires (57 incidents). An alarm did not sound for 39% of incidents with civilian injuries.

It is unknown whether or not an alarm sounded for two civilian casualties our communities suffered during the time period. The first, in June 2009, involved an individual in Green Bay who died from exposure to fire products when a cigarette unintentionally ignited materials and/or there was an electrical equipment failure in a one-story single-unit residential structure. Smoke alarms were present, but unknown whether they were

working at the time. The second, in May 2010, occurred when an individual in Green Bay suffered smoke inhalation injuries when a cigarette unintentionally ignited materials in a one-story single-unit residential structure. Smoke alarms were present, but failed to operate because of missing or disconnected battery. The individual died from these injuries several months later.

Ideally, our departments would install smoke alarms in every home without them. Given personnel and financial limitations, however, we must give priority to households most vulnerable to injury or death from fire. Our departments will collaborate to form the NorthEast Wisconsin Smoke Alarm Program (NEWSAP), which will install smoke alarms in owner-occupied, one-unit detached structures built before 1992 that house residents in poverty who are either age five and under or age sixty-five and older. We chose owner-occupied units because these owners are responsible for installing smoke alarms (state law makes landlords responsible for renter-occupied units). We selected one-unit detached structures because they are more likely to be owner-occupied. We chose structures built before 1992, because state law required residences constructed after 1992 to have hard-wired smoke alarms. We selected residents age five and under or age sixty-five and older because they are the most susceptible to injury or death from fire. We chose residents in poverty because they have the most limited means for purchasing smoke alarms. We estimate that there are about 1,977 households within our communities that fulfill this criteria. With an average of 2.43 people per household in Wisconsin, this yields a target population of about 4,804.

*8b. Implementation Plan: Provide details on the implementation plan which discusses the proposed project's goals and objectives. What are the methods and specific steps that will be used to achieve the goals and objectives? If applicable, what examples can you provide of marketing efforts to promote the project? Who will deliver the project and what partnerships may be involved? How will the materials or deliverables be distributed?

The NorthEast Wisconsin Smoke Alarm Program (NEWSAP) will reduce the risk of fire injuries and casualties in our communities by installing smoke alarms and providing home inspections for our most vulnerable residents. We will also encourage the greater community to inspect existing smoke alarms and install new ones if necessary (which is detailed in a separate project).

The first step of the program involves locating households for smoke alarm installations and safety inspections. Using data from the U.S. Census Bureau, we estimate that there are about 1,977 owner-occupied, one-unit detached structures built before 1992 that house residents in poverty who are either age five and under or age sixty-five and older. From a personnel and workload standpoint, we believe that we can provide smoke alarms for 565 households within the first year of the program (GBFD = 275; NMFR = 125; GCFD = 90; TMFD = 75).

Data from the U.S. Census Bureau can provide us with an idea of where neighborhoods with greater proportions of high-risk households are located. We will then send out postcards to households in these neighborhoods asking those who have occupants who are either age five and under or age sixty-five and older to contact us to schedule an installation. We anticipate about one-third of households who receive cards will return them (so we plan to send out about 1,800 cards total to reach our target of 565 household installations). To more evenly spread installations throughout the year, and shorten the time between a request and actual installation, we will only send out about 300 postcards at a time. We will also partner with government (e.g. county departments of health and human services, aging and disability resource centers) and non-profit agencies (e.g. Housing Partnership of the Fox Cities, Integrated Community Solutions) who work with these populations to find eligible households.

We will then schedule and perform installations. On-duty personnel from our departments will be responsible for installing the alarms, following procedures listed within "Planning and Implementing a Successful Smoke Alarm Installation Program" published by the NFPA. Following these guidelines, we estimate installing an average of four alarms per household. All alarms will be tamper-resistant with ten-year (lifelong) lithium batteries. We will write the installation date in a clearly visible area on the alarm when they are installed. We will remove any old alarms that we find, as we want to leave knowing that all alarms are in proper working order.

While in the home, personnel will take the opportunity to conduct a safety inspection and educate residents on fire drills, home escape plans, and other fire safety measures. Given the high proportion of calls we receive, personnel will be sure to provide information on cooking and chimney flue safety.

Firefighters will document the number of smoke alarms in the home, where they are located, which ones are functional, and reasons why others were non-functioning. This data will allow us to measure how many working smoke alarms were in homes before and after the program.

We estimate it will take forty-five minutes per home to install alarms, discuss testing procedures, conduct the inspection, and deliver the educational message. We will leave behind a magnet (or two), which contains a monthly check-off reminder for testing smoke alarms, as well as an educational brochure with details on fire safety.

In order to evaluate the effectiveness of the program, we will send residents an e-mail, which will be linked to an Internet survey, at six months and twelve months to gather information about actions they have taken regarding home fire safety and smoke alarm testing. Residents without an e-mail address will be contacted by phone.

*8c. Evaluation Plan: Will the proposed project be periodically evaluated for its impact on the community? If yes, describe the methodology and steps you plan to take in order to conduct the evaluation.

The overall goal of NEWSAP is to prevent loss of life, injury, and property damage from fire.

One specific objective is to prevent household fires from occurring in the first place by reducing common factors that lead to fires. We hope to reduce incidents through our department personnel educating residents on various fire safety measures, including specific tips for cooking and chimney flue safety. We will measure progress through a survey documenting residents' actions and behaviors regarding home fire safety. We will gather information from these residents -- at six months and twelve months -- to determine if they are applying any of these safety measures.

Another specific objective is to increase the probability that a smoke alarm will alert occupants should a fire occur. We aim to increase the chance an alarm sounds by installing working alarms in households that do not have them. To measure progress, representatives from our communities will meet at the end of the year to analyze fire calls. Overall, we would expect instances in which a smoke alarm did not sound to decrease. We will check addresses on the call list against those on the smoke alarm list. Should there be a match, we will obtain the call report to see if a smoke alarm sounded and if working smoke alarms were present in the structure. If the report shows that an alarm did not sound, the appropriate department will initiate follow-up contact to determine reasons why it did not.

*8d. Cost Benefit: Does your project demonstrate a high benefit for the cost incurred? Are the costs associated with the project are reasonable for the target audience that will be reached? If so, demonstrate the above in addition to the cost benefits and how you plan to maximize the level of funding that goes directly into the delivery of the project.

This project will cost \$36,790, which includes \$2,300 for postcards and postage to contact residents; \$31,640 for smoke alarms; \$2,100 for paid-on-call personnel wages who will perform some of the installations; \$500 for educational magnets to remind homeowners to test their alarms; and \$250 for educational brochures on fire prevention and safety. This equates to our departments spending roughly \$65 per household to install smoke alarms in accordance with NFPA standards and deliver the educational message.

This program provides a number of benefits to homeowners, firefighters, and the community at large. This program will reduce the risk of injury or fatality for homeowners involved in a fire. Smoke alarms alert occupants during the early stages of a fire, which allows them to escape before flames and smoke spread through the residence. Early notification also leads to an earlier 911 call, which results in firefighters dealing

with smaller and more manageable fires, thereby also enhancing firefighter safety. Because firefighters will respond to incidents sooner, this program will reduce fire, smoke, and water damage to the affected property. During installation, firefighters will have an opportunity to engage in educational dialogue and provide literature on fire safety to homeowners, which will encourage them to take additional measures to prevent fires in their homes, thereby resulting in fewer service calls.

This program does not result in additional costs for homeowners. We will install tamper-resistant alarms with ten-year lithium batteries, so they will not have to pay for replacement batteries during the life of the alarm.

*8e. Sustainability: Is it your organization's intent to deliver this program after the grant performance period? If so, how will the overall activity be sustained and what are the long-term benefits? Examples of sustainable projects can be illustrated through the long-term benefits derived from the delivery of the project, the presence of non-federal partners likely to continue the effort, or the demonstrated long-term commitment of the applicant.

A Fire Prevention and Safety Grant will enable us to make a significant progress towards installing working smoke alarms in the homes of our most vulnerable residents: those in poverty who are either age five and under or age sixty-five and older who live in owner-occupied, one-unit detached structures built before 1992. Although we will not be able to completely eliminate the risk within one year, we will continue to seek other sources of revenue to purchase additional alarms for remaining households. Our departments have successfully secured funds from other government agencies (e.g. Department of Homeland Security, Wisconsin Department of Natural Resources) and businesses (e.g. FM Global, Walmart, a number of local firms). We will continue to seek partnerships with these entities to sustain the program.

Our departments have a history of successfully implementing programs with federal grant funds from FEMA. GBFD received a 2011 AFG award for communication radios; a 2009 AFG award for fire hose; and a 2008 AFG award for a command simulator. NMFR received a 2011 AFG regional award that provided funds for for a driver's simulator, a 2011 AFG departmental award that provided funds for a fire station. GCFD received a 2007 AFG award for SCBA equipment; a 2007 SAFER award to hire six additional firefighters; and a 2006 FPS award for elementary educational materials. TMFD received a 2011 AFG regional award that provided funds for for a driver's simulator; a 2010 AFG award that provided funds for a large diameter hose; a 2008 AFG award that provided funds for a SCBA air compressor and cascade system; and a 2008 FPS award for fire prevention equipment and a 9-1-1 simulator.

8f. Additional Comments: If you have any additional comments about your project, please provide them here.

Our departments have 277 full-time personnel and 88 paid-on-call firefighters who operate out of 15 stations and respond to over 14,600 calls annually. Our departments make over 51,000 public education contacts annually through over 910 events.

Responding to 10,000 calls annually, GBFD provides fire and injury prevention, fire suppression, technical rescue, and emergency medical services. The department makes over 24,000 public education contacts annually through over 240 events, including fire prevention talks, fire safety house demonstrations, school visits, health fairs, and fire station tours. The Lieutenant responsible for life safety education has over five years of experience and also serves as the public information officer for the department.

Responding to 2,300 calls annually, NMFR provides EMS services at the level of First Responder, Fires and Rescues; Ice and Water Rescue for the northern part of Winnebago County; and special operations (structural collapse and trench rescue) for Wisconsin District 3. The department makes over 14,000 public education contacts annually through over 530 events. NMFR has a 15-member Public Education Team that delivers a majority of these programs along with line staff firefighters.

Responding to 1,400 calls annually, GCFD provides fire suppression, hazardous material response, pre-hospital emergency medical care, and assistance for specialized rescue incidents at the first responder level. The department makes over 6,300 public education contacts annually through over 100 events. The Fire

Prevention Specialist has over eight years of experience and is dedicated one-hundred percent to community outreach and education.

Responding to 900 calls annually, TMFD provides fire suppression and first responder emergency medical services (EMS), high/low angle rope rescue, hazardous materials response as a first responder unit, environmental response and protection, and limited recreational water assistance. The department makes over 7,400 public education contacts annually through over 40 events (two major ones). The Public Fire & Life Safety Educator has over seven years of experience is dedicated full-time to community outreach and education.

5.2 | NEWSAP: PSA

* 4. How was this target audience determined?

This project involves four fire departments, which serve over 78,000 households (with over 185,000 residents), spread among three cities and two towns in Wisconsin. Our goal is to reach at least one member of every household through a public service announcement.

*5. In the space provided below, please explain your experience and ability in developing and conducting (i.e., timely and satisfactory project completion) past fire prevention and safety projects. Additionally, please demonstrate the experience and expertise you have in managing the type of project you are proposing:

The four fire departments involved make over 51,000 public education contacts annually through over 910 events.

GBFD makes over 24,000 public education contacts annually through over 240 events, including fire prevention talks, fire safety house demonstrations, school visits, health fairs, and fire station tours. The Lieutenant responsible for life safety education has over five years of experience and also serves as the public information officer for the department.

NMFR makes over 14,000 public education contacts annually through over 530 events, including station tours, fire station open houses, fire safety presentations to local businesses, summer parks programs, community-based safety fairs, juvenile firesetters programs, senior citizen activities, fire extinguisher trainings, evacuation plans/drills in schools and local businesses. NMFR has a 15-member Public Education Team that delivers a majority of these programs along with line staff firefighters.

GCFD makes over 6,300 public education contacts annually through over 100 events, including fire extinguisher trainings, babysitting classes, fire prevention programs, "disaster dudes" presentations, fire drills, fire safety trainings, fire station tours, school programs, sprinkler demonstrations, and summer parks program presentations. The Fire Prevention Specialist has over eight years of experience and is dedicated one-hundred percent to community outreach and education.

TMFD makes over 7,400 public education contacts annually through over 40 events (two major ones), including fire and home safety demonstrations, safety/health fairs, school visits, station tours, neighborhood watch/block parties, residential sprinkler and chimney fire demonstrations, fire extinguisher training, fire drills, career days, fire evacuation, and older adult programs. The Public Fire & Life Safety Educator has over seven years of experience is dedicated full-time to community outreach and education.

*6a. Vulnerability Statement : What is the vulnerability in your community that you have identified? What statistics correspond with and support your project and target audience? Please describe the steps which were taken to determine the vulnerability and target audience and describe the methodology for determining all of the above.

This project a collaborative regional effort of four fire departments that serve over 185,000 residents, spread among three cities and two towns in Wisconsin. The Green Bay Fire Department (GBFD) serves the the City of Green Bay, with over 104,000 residents spread over 44 square miles. Neenah-Menasha Fire Rescue (NMFR) serves the Cities of Neenah and Menasha, two communities with a combined population of over 43,000 residents spread over 14 square miles. Grand Chute Fire Department (GCFD) serves the Town of Grand Chute, with a population of over 20,000 residents spread over 25 square miles. The Town of Menasha Fire Department (TMFD) serves the Town of Menasha, with a population of over 18,000 residents spread over 12 square miles.

Residents who live in homes with properly-operating smoke alarms significantly reduce their risk of injury or death from fire. Smoke alarms alert occupants during the early stages of a fire, which allows them to escape

before flames and smoke spread through the residence. Early notification also leads to an earlier 911 call, which results in firefighters dealing with smaller and more manageable fires. Because firefighters are able to respond to incidents more quickly, fire, smoke, and water damage to the affected property is also reduced.

Analysis of fire calls from our communities, however, reveals many instances where alarms did not sound. This includes homes with alarms that were not functioning properly as well as homes without any alarms at all. Over the last four years, an alarm did not sound for 55% of building fires (159 incidents) and for 36% of cooking fires (57 incidents). An alarm did not sound for 39% of incidents with civilian injuries.

It is unknown whether or not an alarm sounded for two civilian casualties our communities suffered during the time period. The first, in June 2009, involved an individual in Green Bay who died from exposure to fire products when a cigarette unintentionally ignited materials and/or there was an electrical equipment failure in a one-story single-unit residential structure. Smoke alarms were present, but unknown whether they were working at the time. The second, in May 2010, occurred when an individual in Green Bay suffered smoke inhalation injuries when a cigarette unintentionally ignited materials in a one-story single-unit residential structure. Smoke alarms were present, but failed to operate because of missing or disconnected battery. The individual died from these injuries several months later.

Ideally, our departments would install smoke alarms in every home without them. Given personnel and financial limitations, however, we must give priority to households most vulnerable to injury or death from fire. A separate project addresses this risk.

There are over 78,000 households in the communities our departments serve. Our goal is to reach at least one member of every household through a public service announcement that encourages all residents to check the functionality of existing smoke alarms and/or install new alarms. It is especially important for us to reach residents of structures built before 1992, for they were not required to have hard-wired smoke alarms. Using data from the U.S. Census Bureau, we estimate that there are 33,955 households in our communities living in structures built before 1992. With an average of 2.43 people per household in Wisconsin, this yields a target population of about 82,511.

*6b. Implementation Plan: Provide details on the implementation plan which discusses the proposed project's goals and objectives. What are the methods and specific steps that will be used to achieve the goals and objectives? If applicable, what examples can you provide of marketing efforts to promote the project? Who will deliver the project and what partnerships may be involved? How will the materials or deliverables be distributed?

The NorthEast Wisconsin Smoke Alarm Program (NEWSAP) will reduce the risk of fire injuries and casualties in our communities through public service announcements that encourage the residents to inspect existing smoke alarms and install new ones if necessary. We will also install smoke alarms and provide home inspections for our most vulnerable residents (which is detailed in a separate project).

There are over 78,000 households in the communities our departments serve. Our goal is to reach at least one member of every household through our public service announcement. It is especially important for us to reach residents of structures built before 1992, for they were not required to have hard-wired smoke alarms.

A positive externality of this public service announcement campaign, however, is that it encourages residents outside of the communities we serve to check the functionality of existing smoke alarms and/or install new alarms. Using data from The Nielsen Company, we estimate there are 440,000 viewers in the Green Bay television market that serves our (and many other) communities.

We will partner with an independent marketing consultant to develop a public service announcement (PSA) for television. We aim to create a PSA that complements the install, inspect, protect campaign of the U.S. Fire Administration.

We will then purchase thirty advertising spots on local television stations. We will purchase spots during popular programs in order to maximize the size of the audience we reach. We will explore partnerships with these stations to develop additional media events that can further educate the public.

We will also post the PSA on our department and municipal websites to reach an even wider audience.

*6c. Evaluation Plan: Will the proposed project be periodically evaluated for its impact on the community? If yes, describe the methodology and steps you plan to take in order to conduct the evaluation.

The overall goal of NEWSAP is to prevent loss of life, injury, and property damage from fire.

A specific objective for this project is to increase the probability that a smoke alarm will alert occupants should a fire occur. We aim to increase the chance an alarm sounds by broadcasting public service announcements to encourage others to test existing smoke alarms or install new ones. To measure progress, representatives from our communities will meet at the end of the year to analyze fire calls. Overall, we would expect instances in which a smoke alarm did not sound to decrease. If the report shows that an alarm did not sound, the appropriate department will initiate follow-up contact to determine reasons why it did not. One of the questions to ask is whether or not a resident of the structure with the fire saw the PSA.

*6d. Cost Benefit: Does your project demonstrate a high benefit for the cost incurred? Are the costs associated with the project are reasonable for the target audience that will be reached? If so, demonstrate the above in addition to the cost benefits and how you plan to maximize the level of funding that goes directly into the delivery of the project.

This project will cost \$4,000, which includes \$1,000 in production costs for the television announcement and \$3,000 to cover 30 advertising spots. This equates to less than five cents per person targeted.

This project provides a number of benefits to homeowners, firefighters, and the community at large. This program will reduce the risk of injury or fatality for homeowners involved in a fire. Smoke alarms alert occupants during the early stages of a fire, which allows them to escape before flames and smoke spread through the residence. Early notification also leads to an earlier 911 call, which results in firefighters dealing with smaller and more manageable fires, thereby also enhancing firefighter safety. Because firefighters will respond to incidents sooner, this program will reduce fire, smoke, and water damage to the affected property.

*6e. Sustainability: Is it your organizations intent to deliver this program after the grant performance period? If so, how will the overall activity be sustained and what are the long-term benefits? Examples of sustainable projects can be illustrated through the long-term benefits derived from the delivery of the project, the presence of non-federal partners likely to continue the effort, or the demonstrated long-term commitment of the applicant.

A Fire Prevention and Safety Grant will enable us to make a significant progress towards having working smoke alarms in the homes of vulnerable residents: those living in structures built before 1992. Although we will not be able to completely eliminate the risk within one year, we will continue to seek other sources of revenue to purchase additional spots for airing the PSA. Our departments have successfully secured funds from other government agencies (e.g. Department of Homeland Security, Wisconsin Department of Natural Resources) and businesses (e.g. FM Global, Walmart, a number of local firms). We will continue to seek partnerships with these entities to sustain the program.

Our departments have a history of successfully implementing programs with federal grant funds from FEMA. GBFD received a 2011 AFG award for communication radios; a 2009 AFG award for fire hose; and a 2008 AFG award for a command simulator. NMFR received a 2011 AFG regional award that provided funds for for a driver's simulator, a 2011 AFG departmental award that provided funds for a fire station. GCFD received a 2007 AFG award for SCBA equipment; a 2007 SAFER award to hire six additional firefighters; and a 2006 FPS award for elementary educational materials. TMFD received a 2011 AFG regional award that provided funds

for for a driver's simulator; a 2010 AFG award that provided funds for a large diameter hose; a 2008 AFG award that provided funds for a SCBA air compressor and cascade system; and a 2008 FPS award for fire prevention equipment and a 9-1-1 simulator.

6f. Additional Comments: If you have any additional comments about your project, please provide them here.

Our departments have 277 full-time personnel and 88 paid-on-call firefighters who operate out of 15 stations and respond to over 14,600 calls annually. Our departments make over 51,000 public education contacts annually through over 910 events.

Responding to 10,000 calls annually, GBFD provides fire and injury prevention, fire suppression, technical rescue, and emergency medical services. The department makes over 24,000 public education contacts annually through over 240 events, including fire prevention talks, fire safety house demonstrations, school visits, health fairs, and fire station tours. The Lieutenant responsible for life safety education has over five years of experience and also serves as the public information officer for the department.

Responding to 2,300 calls annually, NMFR provides EMS services at the level of First Responder, Fires and Rescues; Ice and Water Rescue for the northern part of Winnebago County; and special operations (structural collapse and trench rescue) for Wisconsin District 3. The department makes over 14,000 public education contacts annually through over 530 events. NMFR has a 15-member Public Education Team that delivers a majority of these programs along with line staff firefighters.

Responding to 1,400 calls annually, GCFD provides fire suppression, hazardous material response, pre-hospital emergency medical care, and assistance for specialized rescue incidents at the first responder level. The department makes over 6,300 public education contacts annually through over 100 events. The Fire Prevention Specialist has over eight years of experience and is dedicated one-hundred percent to community outreach and education.

Responding to 900 calls annually, TMFD provides fire suppression and first responder emergency medical services (EMS), high/low angle rope rescue, hazardous materials response as a first responder unit, environmental response and protection, and limited recreational water assistance. The department makes over 7,400 public education contacts annually through over 40 events (two major ones). The Public Fire & Life Safety Educator has over seven years of experience is dedicated full-time to community outreach and education.

For the NEWSAP smoke alarm project

GBFD = 275 = 48.7%

NMFR = 125 = 22.1%

GCFD = 90 = 15.9%

TMFD = 75 = 13.3%

INTERGOVERNMENTAL AGREEMENT
FOR NEWSAP: NORTHEAST WISCONSIN REGIONAL SMOKE ALARM PROGRAM
DRAFT: 24 AUGUST 2012

This Intergovernmental Agreement entered into as of the 1st day of October, 2012 by and between the Town of Grand Chute, operating the Grand Chute Fire Department (GCFD); The City of Green Bay, operating the Green Bay Fire Department (GBFD); The Cities of Neenah and Menasha, operating Neenah Menasha Fire Rescue (NMFR); and The Town of Menasha, operating the Town of Menasha Fire Department (TMFD).

WITNESSETH

WHEREAS, GCFD applied and was approved for a Fire Prevention and Safety (FP&S) Grant, a part of the Assistance to Firefighters Grants (AFG) program from the Federal Emergency Management Agency (FEMA); and

WHEREAS, the purpose of the application was to request funding to create the Northeast Wisconsin Regional Smoke Alarm Program (NEWSAP)

WHEREAS, NEWSAP will reduce the risk of fire injuries and casualties in our communities by installing smoke alarms and providing home inspections for our most vulnerable residents: owner-occupied, one-unit detached structures built before 1990 that house residents in poverty who are either age five and under or age 65 and older; and

WHEREAS, four fire departments have agreed to participate in the program and provide the necessary local funding share; and

WHEREAS, an intergovernmental agreement under the authority of Wis. Stat. 66.0301 is necessary to detail the various rights and responsibilities for participating departments

NOW THEREFORE, in consideration of the mutual promises contained herein, the parties agree to participate in NEWSAP, subject to the following terms and conditions:

1. PROGRAM GOVERNANCE

- a. PARTICIPATING DEPARTMENT. At the time of this agreement, GCFD, GBFD, NMFR, and TMFD are Participating Departments, who shall each be responsible for:
 - i. Assigning a representative to the Executive Committee.
 - ii. Paying a contributing share for the first phase of NEWSAP.
 - iii. Paying all invoices from the Lead Department within 30 days.
 - iv. All wages, disability payments, pensions, workers' compensation claims, medical expenses, clothing, and regular personnel and operational costs for employees working on NEWSAP-related activities.

- b. LEAD DEPARTMENT. At the time of this agreement, GCFD will serve as the Lead Department, who shall be responsible for:
 - i. Scheduling and organizing meetings of the Executive Committee.
 - ii. Serving as the fiscal agent for the program.
 - iii. Collecting funds from Participating Departments, providing 30 days notice of payment due.
 - iv. Disbursing funds to a Participating Department within 30 days of receipt of an invoice.
- c. EXECUTIVE COMMITTEE
 - i. Each Participating Department shall have one voting representative on the Committee, though additional personnel may attend.
 - ii. A representative from at least three-fourths of Participating Departments must be present to conduct official business.
 - iii. Official actions shall be made by a simple majority vote.
 - iv. The Committee must meet at least once per calendar year.
 - v. The Committee shall:
 - 1. Prepare an annual work plan and budget.
 - 2. Create, review, and update NEWSAP program policies.
 - 3. Create, review, and update educational materials.
 - 4. Seek funding opportunities for subsequent phases of NEWSAP.
- d. ADDITIONS
 - i. No Participating Department shall be added to NEWSAP prior to July 19, 2013.
 - ii. After July 19, 2013, the Executive Committee may approve the addition of a Participating Department, subject to the terms of this agreement.
- e. TERMINATION. A Participating Department will be terminated from NEWSAP and the Executive Committee if:
 - i. The Department fails to send a representative to three consecutive Executive Committee meetings.
 - ii. The Department fails to make required payments within 60 days of a written notice from the Lead Department.
 - iii. The Department intentionally violates the terms of this agreement.
 - iv. After July 19, 2013, and with 60-day prior written notice, requests to no longer participate.

2. PERIOD OF PERFORMANCE

- a. The first phase of NEWSAP shall be from October 1, 2012 to July 19, 2013.
- b. The second phase of NEWSAP shall be from July 20, 2013 to December 31, 2013.
- c. Subsequent phases starting on or after January 1, 2014 shall close on or before December 31 of the same year in order to simplify financial accounting.
- d. The Executive Committee shall decide whether or not to commence a subsequent phase of the program.

3. FINANCIAL CONTRIBUTION

- a. The cost for the first phase of NEWSAP is \$36,790; these funds must be expended between July 20, 2012 and July 19, 2013.
- b. A Fire Prevention and Safety (FP&S) Grant, a part of the Assistance to Firefighters Grants (AFG) program from the Federal Emergency Management Agency (FEMA), provides \$33,111 in federal funds for the first phase of NEWSAP.
- c. Participating Departments must provide a total of \$3,679 in local match funds.
- d. The contributing share of each Participating Department for the first phase of the project shall be based on the following table:

DEPARTMENT	NUMBER OF HOMES	CONTRIBUTING SHARE	MATERIAL COST	LABOR COST
GCFD	90	\$552.58	\$552.58	\$0
GBFD	275	\$1,688.45	\$1,688.45	\$0
NMFR	125	\$767.48	\$767.48	\$0
TMFD	75	\$670.49	\$460.49	\$210.00
TOTAL	565	\$3,679.00	\$3,469.00	\$210.00

- e. No portion of the local contributing share is refundable upon termination from NEWSAP.
- f. The contributing share of each Participating Department for future phases of the program -- after July 19, 2013 -- shall be determined by the Executive Committee.

4. OTHER STIPULATIONS

- a. Counterparts. This agreement may be signed in counterparts, which taken together constitutes the whole agreement of the parties.
- b. Amendments. This agreement may not be modified, except in writing signed by all parties, to the original agreement.
- c. Severability. Should any provisions of this agreement violate state or federal law, all other provisions shall remain in full force and effect.

IN WITNESS WHEREOF, the parties hereto accept the terms of this agreement as of the 1st day of October 2012.

**Firefighter Rehab/EMS Grant Award
Neenah-Menasha Fire Rescue**

Shift Commander Dan Schultz
Grant Administrator
COMMON COUNCIL 9/4/12 PAGE 129

INDEX:

Section 1: Grant Award

Section 2: Grant Application Narrative

Section 3: Equipment Purchase Recommendations

Section 4: CO- Pulse Oximeter Supporting Documents

Section 5: Equipment Bids

Amendment Package



Federal Emergency Management Agency
Washington, D.C. 20472

Ms. Tara Theisen
Neenah Menasha Fire Rescue
125 East Columbian Ave.
Neenah, Wisconsin 54956-3013

Re: Grant No. EMW-2008-FR-00414

Dear Ms. Theisen:

This letter is written in response to your amendment request regarding a change within the scope of the grant as stated. You may obtain the items listed in the amendment, and your request is hereby approved for purchasing. As a result of this approval, your Grant Period of Performance and Article III of your Grant Agreement Articles are amended to extend your grant from November 3, 2008 through October 1, 2012.

Please maintain copies of all bids/quotes, purchase receipts, vouchers, etc., along with a copy of this letter in your grant file. All other terms and conditions remain unchanged.

If you have any further questions and/or concerns please contact me at 202-786-9542.

Sincerely,

Jane L. Early
Grant Management Specialist
202-786-9542

Section 2: Grant Application Narrative

Rehab Award 2008 Surplus Funds Amendment Grant Award

SECTION 1 Project Description:

Neenah Menasha Fire Rescue would like to meet the NFPA Standard of 1584, "Rehabilitation Process for Members During Emergency Operations and Training Exercises". Currently we are limited in achieving areas of the standard like having an SOG in place, Rehydration fluids on scene, Ambulance with ALS capabilities on scene, and an accountability system in place. We currently cannot meet areas of the standard like cooling and warming assistance other than with the heat and cooling of our apparatus cabs and the environment. We do not have any way to remove people to a place other than around our apparatus, because we are limited to our apparatus for shelter. And our apparatus currently provides our best rehabilitation areas for rest and recovery. Per the standard, we are to have an area sufficient distance from the effects of operations on the scene. If we currently did this we would have our members standing out in the middle of nowhere sitting on the ground. We would also like to be able to better monitor our personnel for the effects of CO poisoning, to prevent the possibility of even mild CO poisoning causing mental confusion, leading to poor decision making, putting both the exposed firefighter, as well as, others at risk. Our plan is to fully meet the NFPA standard 1584 with the addition of the following equipment to compliment our current limited abilities we have. The equipment would include the following: Rehab package, with a total cost of \$25,650 to include: Rehab Shelter Package, \$1,395 (shelter, folding table, (4) relaxation chairs, (2) folding chairs, army cot, plastic tote, shelter lights, extension cord, power adapter, waste container. Core Cooling Package, \$2,960 (two misting rehab fans, two misting rehab showers, two core cooler rehab chairs, core cooling kits, cooling towels, change out t-shirts). Core Warming Kit, \$1,139 (rehab area heater, blanket, emergency warming blankets, Change out sweatshirts, change out sweatpants, change out socks, jersey gloves, stocking caps, storage bin). Five (5) Pulse CO-Oximeter with adult sensor, carry case, and quick reference guide, \$4,000 each x 5 = \$20,000. Shipping charges of approximately \$156. Since we have the ability to respond to our own responses, mutual aid, Mutual Aid Box Alarm System responses, and Automatic Aid responses, we will distribute most of the equipment between three emergency response apparatus. The Co-Oximeter's will be distributed between each of our four front line Engines and Command emergency apparatus, guaranteeing that there will be equipment and monitoring electronics to meet the protective needs of our firefighting personnel no matter if they are on one of our incidents or at one of our neighboring communities. As I write this we just had crews come off a fire ground where they rotated for about 19 hours on a house fire, we were unable to provide any remote rehab area and the firefighter's had to stay close to the apparatus for warmth throughout the night.

SECTION 2 Cost/Benefit:

With the financial struggles of our two communities we will not be able to fund expanding our current SOG on firefighter rehabilitation. We would continue with no way to cool or warm our firefighter's or civilian's cores, or provide a remote shelter away from incidents or monitor their CO/oxygen intake levels. The current budgets have pushed out our apparatus replacement plans five years, we are taking items like SCBA replacements out of our capital expenditure plans and will only replace them when they begin to fail, hopefully not at a bad time. The equipment package that we are requesting has tools that have a long life expectancy and will assist in providing firefighter safety for a long time. The cost of the equipment package is a small cost in comparison to others awarded throughout the AFG program and has a value comparable to that of PPE, SCBA's or any other firefighter safety item. It has a cost value of only \$377 per department member on a one-time purchase and is a bonus to other departments that we respond to or receive help from. The ability to use the equipment on the rescue of our citizens is a bonus. No other fire departments in our area have this equipment, and if requested to assist them on an incident we will have equipment to help their personnel in those situations. I would consider these costs reasonable compared to the high benefit that we would receive from this Rehabilitation Package to meet NFPA 1584.

SECTION 3 Statement of Effect:

The benefit of this equipment will provide an immediate impact on the safety of our firefighters while operating on all emergency incidents and training operations. The equipment as described and requested above will allow us to monitor the conditions of our firefighter's and those operating on our emergency incidents and training operations. We will be able to stabilize and maintain a safe core temperature in hot and cold environments. We will be able to provide them rest and recovery areas that are in a safe location and we will be able to monitor their carbon monoxide intake, along with oxygen saturation to understand the conditions they are working in to help provide safe working conditions. By analyzing CO levels in a rehab area we will be able to determine what operational tactics need to change and adjusting in the proper ways before it is too late. This will be used on all emergency incidents where Heat, Cold or CO issues are present. It is an opportunity for us to study in a scientific form the effects our firefighters are facing while training and at emergencies. We can use this information to see the effects of our current air monitoring SOG's and possible advanced medical care they may need if exposed. The Core Cooler kit will be used on all fire incident and incident/training when the possibility of an individual's core could have the chance of rising into areas of operation/health concerns. The Core Warming kit will be used on incidents that are impacted by our strong Wisconsin winters with temperature below freezing. This will include fire, water/ice rescues, HAZMAT, and special operations activities. We will be able to use this kit in conjunction of our water/ice rescue responses for the core warming of civilians that we rescue from the chilling waters surrounding our communities and our rescuer's during rehab (since Jan 2010 we have had 6 incidents that had rescue/recovery of civilian's that accounted for 5 deaths in 4 of the incidents in ice/water conditions). The CO-Oximeter's will also provide a bonus for our community in that we will request from our Medical Director that our First Responder's have the ability to use these meters

on the public for Carbon Monoxide incidents. Currently, our local ALS provider does not carry this type of unit on any ambulances in our communities (in initial discussion we feel he will grant us this ability). Upon receipt of the award and equipment, we will modify our current SOG to meet and fully comply with NFPA 1584. This equipment has the opportunity to be used on any of the average 2,300 calls that we have each year. Any of the calls we go on have the potential of the need for some level of recovery for our firefighters and protection of our civilians, for that reason the equipment could be used on all or in part on any incident.

SECTION 4 Other information:

The consequences of not having this proposal funded are simple and sobering. Without an accurate means of detecting CO on the fire ground, firefighters may be allowed to continue fire ground operations, even after exposure to CO. This will place them at increased risk of acute medical problems, including the possibility of death. Further consequences include repeated exposure to CO of firefighting personnel, resulting in long-term health problems including heart and brain damage. Acute CO poisoning can decrease myocardial function and vasodilatation, leading to decreased oxygen delivery to the myocardium, often resulting in dangerous cardiac rhythms. Long-term health risks, including heart and brain damage, increase with exposure to CO, this we want to eliminate. The short and long-term health risks, associated with exposure to CO, are the same for the general public as is with fire ground personnel, and the consequences will be just as serious. CO poisoning is a silent killer that attacks without warning, with signs and symptoms mimicking the flu, often resulting in improper diagnosis. Without CO detection equipment, the risk of misdiagnosing CO poisoning of patients on medical calls will continue. NMFR responds to over an average of 2,300 calls annually; 30% representing fire calls, with the remaining representing medical and trauma calls. Many of the fire calls, even if not a fully involved structure fire, involve some kind of exposure to smoke that necessitates the need for CO detection equipment. A review of the NMFR's run statistics indicates that fair amount of the medical calls responded to on an annual basis involve a medical problem who have signs and symptoms of a common ailment that, in reality, may have resulted from CO poisoning, this further necessitating the need for CO detection equipment. The approval of this grant application with CO-Oximeter's gives us a bonus for our citizens on a high volume of EMS calls, in addition to that of our firefighter's.

**Section 3:
Equipment Purchase Recommendation**

Section 3: Equipment Purchase Recommendation

Neenah Menasha Fire Rescue under the FEMA AFG grant guidelines will pay 25% of the totals listed below in the packages. The total cost of the proposed items to be purchased would be \$24,748.10 plus shipping of \$303.00 for a total of \$25,051.10. Neenah-Menasha Fire Rescue share would be \$6,262.78. FEMA share would be \$18,788.32.

CO-Oximeters:

Purchase five (5) Masimo Rad-57 with CO at a price of \$3,851.00 each, for a total of \$19,255.00 plus shipping (\$55.00 approximately).

No other vendors offer this technology, it is proprietary to Masimo. It can only be purchased factory direct.

Core Warming Package:

Purchase one package, #RHK3000 Core Warming Package, from DQE at a price of \$1,138.10 plus shipping.

No other packages can be found by a supplier, we could piece a package together locally with no projected savings.

Core Cooling Package:

Purchase two packages, #RHK2000 Core Cooling Package, from DQE at a price of \$1,480.00 each, for a total of \$2,960.00 plus shipping.

No other packages can be found from one supplier, when comparing individual components they break down as follows with no savings when packaged:

TPI – Portable 18” Self Contained Mister \$699.00 each x 2 = \$1,398.00

EMS Innovations “ICE” system “Rehab kit 3” Rehab Chair = \$6,300.00

TPI rehab chairs are more complex therefore more expensive, however, we feel that the standard chairs from DQE will meet the requirements we need for our operations.

Radford Brother Industrial Supply Misting Shower \$366.33 each x 2 = \$732.46

When adding up buying the items separately the cost is higher then buying the packages from DQE.

Rehab Shelter Package:

Purchase one package, #RHK1000 Rehab Shelter Package, from DQE at a price of \$1,395.00 plus shipping.

Package from DQE is most complete and the best price with options included, no other manufacturer that we could find offered a similar package.

When priced separately items we could find were as follows:

EMS Innovations Push Up Command Tent portable shelter \$495.00. (Tent only).

Folding chairs \$90.00 each x 6 = \$540.00.

EMS Innovations military style cot \$63.00.

Rehab area toolbox \$259.95.

Folding table \$75.00.

*Core Warming, Cooling, and Shelter package shipping estimated at \$248.00 total.



40 Parker
Irvine, CA 92618
Tel: 949-297-7000
Fax: 949-297-7001

January 4, 2011

To Whom It May Concern:

Masimo Corporation is a technology company that develops and manufactures non-invasive medical devices.

Masimo is the sole manufacturer of the Rad-57 product, which can non-invasively measure carboxyhemoglobin, methemoglobin, SpO₂ and pulse rate.

The Rad-57 is the only medical device that has been cleared by the Federal Food and Drug Administration (FDA) to non-invasively measure carboxyhemoglobin and methemoglobin in the blood stream through a finger sensor. This device is only sold directly from Masimo, and is not available through any other distribution outlet to the Fire and EMS market.

Masimo's specialized technology is the gold standard by which SpO₂ is measured, and utilizes this technology to provide unparalleled performance through patient motion and low perfusion conditions.

Sincerely,

Thomas L. Cox
EMS Channel Manager
Masimo Corporation
40 Parker
Irvine, CA 92618





Fire/EMS Government Quotation & Order Form

Order Desk:	40 Parker Irvine, CA 92618-1604	Quotation Number:	60068
Phone:	1.800.326.4890	Quotation Date:	August 9, 2012
Email:	Customerorders@masimo.com	Quotation Expiration:	September 30, 2012
Fax:	1.877.236.0280		

Customer Name:	Neenah-Menasha Fire Rescue	Customer Contact:	Dan Schultz
Address:	125 E Columbian Ave	Phone Number:	920-886-6200
City, State, Zip:	Neenah, WI 54956-3013	Fax Number:	
Building:		E-Mail Address:	dschultz@nmfire.org

Customer Bill To:	AP Contact:
Address:	Phone Number:
City, State, Zip:	Fax Number:
Building:	E-Mail Address:

Payment Terms:	Net 30 days from shipment	Masimo Sales Contact:	Bob Owen
Delivery:	Within 30 days after receipt of order	Phone Number:	(253) 627-2145
Shipping Point:	Origin. Shipping charges prepaid & invoiced	Fax Number:	(253) 461-1721
Price:	Excludes sales tax and shipping charges	E-Mail Address:	rowen@masimo.com
Tax Exempt	Yes - No	Tax Resale Number:	

Optional Payment	Credit Card number	Name On Card	Expiration Date
Visa:			
Master Card:			
Amex:			

	Part ID	Description	Qty	MSRP	Unit Price	Total Price
1	9216	Rad-57 Handheld	5		\$ 695.00	\$ 3,475.00
2	2296	Carboxyhemoglobin (SpCO) parameter [valid for the life of the device on which it is installed]	5		\$ 2,450.00	\$ 12,250.00
3	2696	RAINBOW DCI, SpO2/SpCO/SpMet, 1/BX	5		\$ 695.00	\$ 3,475.00
4	2405	Rainbow RC-1 Rainbow 20-pin Patient Cable, 1 ft	5		\$ 215.00	\$ 0.00
5	2208	Water Resistant Protective Carrying Case for Battery operated portable handhelds, Red	5		\$ 0.00	\$ 0.00
6		Shipping (estimate only and subject to change)	5		\$ 11.00	\$ 55.00
7	PS7645	SpO2/SpCO-EMTs Manual by Brian Bledsoe	5		\$ 14.95	\$ 0.00
8	6333	Rad-57 Training DVD	1		\$ 0.00	\$ 0.00
9	31740	Operator's Manual, Rad-57	1		\$ 0.00	\$ 0.00
10	33650	QUICK REFERENCE GUIDE, RAD-57 CONFIG EMS	10		\$ 4.67	\$ 0.00

Total	\$ 19,255.00
--------------	---------------------

On site training provided at no charge

Special Instructions:

Purchase Orders issued pursuant to this Quotation shall include this Quotation or reference the Quotation Number. Purchase Orders issued pursuant to this Quotation and accepted by Masimo shall be subject to Masimo Terms and Conditions of Sale and are incorporated herein by reference. They may be reviewed at <http://www.masimo.com/t&c.htm>. In the event Customer elects to pay by Credit Card, Customer shall provide Credit Card information in the Payment Section above or in the event that Customer uses this Quotation as Customers Purchase Order Form, Customer shall provide the



Fire/EMS Government Quotation & Order Form

Purchase Order below.

ALL PURCHASE ORDERS SHOULD BE FAXED TO 877.236.0280.

Purchase Order
#:

Authorized Signature:

Agreed to: Customer
Name

Masimo

Printed Name

Title

Date



Quotation

Quote: 104430
 Date: 8/9/2012
 Page: 1

9910 North by Northeast Blvd, Suite 600
 Fishers IN 46037-9085
 Phone: 800-355-4628
 Fax: 317-295-9822

Bill To:
 Neenah Menasha Fire Rescue

 125 East Columbian Avenue

 Neenah WI 54956

Ship To:
 Neenah Menasha Fire Rescue

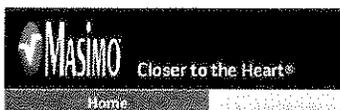
 125 East Columbian Avenue

 Neenah WI 54956

Purchase Order No.	Customer ID	Salesperson ID	Shipping Method	Payment Terms	Req Ship Date
	NEENA01		OLD DOMINION	Net 30	0/0/0000

Quantity	Item Number	Description	UOM	Discount	Unit Price	Extended Price
1	RHK1000	Rehab Shelter Package	Each	\$0.0000	\$1,395.0000	\$1,395.00
2	RHK2000	Core Cooling Package	Each	\$0.0000	\$1,480.0000	\$2,960.00
1	RHK3000	Core Warming Package	Each	\$0.0000	\$1,138.1000	\$1,138.10

Subtotal	\$5,493.10
Misc	\$0.00
Tax	\$0.00
Freight	\$248.00
Trade Discount	\$0.00
Total	\$5,741.10



- About Masimo
- Rainbow Pulse CO-Oximetry
- Rainbow Acoustic Monitoring
- Signal Extraction Pulse Oximetry
- SEDLine Brain Function Monitoring
- Patient SafetyNet Remote Monitoring
- Multigas Monitoring
- OEM Products & Solutions
- Clinical Evidence
- News & Media
- Investors
- Contact

Technology Overview | Radical-7 | Rad-87 | Rad-57 | Pronto-7 | Pronto | Sensors & Cables

MASIMO Rad-57™



> Click here for Rad-57 for Fire/EMS markets

The world's most versatile handheld oximeter, featuring fully upgradable rainbow® technology.

Get Masimo SET® oxygen saturation, pulse rate, and perfusion index now—and upgrade later to total hemoglobin, oxygen content, carboxyhemoglobin, methemoglobin, and Pleth Variability Index (PVI)®.

Saving Lives



> Read first-hand accounts of how Rad-57 is making a definitive, lifesaving difference for patients and emergency first responders in real-life situations.

FEATURED PROGRAM:

BTR-CR

Masimo's new risk-share program for Blood Transfusion Related Cost Reduction using noninvasive and continuous total hemoglobin (SpHb™) monitoring.

To learn more, click here >>



2011 MASIMO ANNUAL REPORT

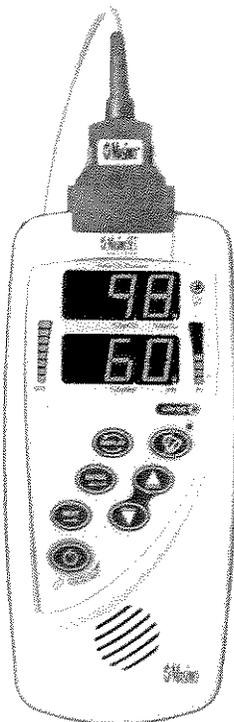
Download the 2011 Masimo Annual Report



To Download, Click Here >



Non-CME Clinical Education Videos



Pictured above is the Rad-57 in SpO₂ mode. Display features will vary based on the noninvasive measurements loaded onto the device.

Technology

- > More than 100 independent and objective studies demonstrate Masimo SET provides the most reliable SpO₂ and pulse rate measurements even under the most challenging clinical conditions, including patient motion and low peripheral perfusion.
- > Masimo rainbow SET technology analyzes multiple wavelengths of light to accurately measure total hemoglobin (SpHb®), oxygen content (SpOC™), carboxyhemoglobin (SpCO®), methemoglobin (SpMet®), and Pleth Variability Index (PVI) noninvasively and continuously.

Clinical Benefits

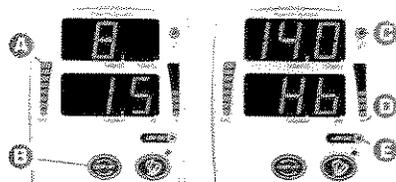
- > **Masimo SET pulse oximetry** - Virtually eliminates false alarms without missing true clinical events.
- > **Upgradable rainbow SET Pulse CO-Oximetry measurements include:**
 - > Total Hemoglobin (SpHb)
 - > Oxygen Content (SpOC)
 - > Carboxyhemoglobin (SpCO)
 - > Methemoglobin (SpMet)
 - > Pleth Variability Index (PVI)

Screen Displays

A: SIQ bar provides continuous indication of signal quality levels.

C: The Alarm Status Indicator flashes when an alarm condition is present.

B: Pressing the display button allows user to toggle between parameters loaded on device.



D: PI bar provides continuous indication of perfusion index

E: Low Signal I.Q.® (S:I.Q.) Indicator highlights conditions of low signal quality.

The Masimo Rad-57's easy-to-read screen provides at-a-glance patient status data.

Product Overview

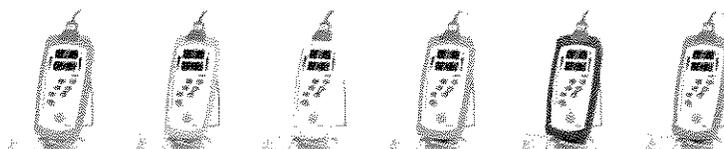
- > Quick and easy-to-use—requires no user calibration and does not require patient cooperation or consciousness.
- > Complete replacement for existing handheld pulse oximeters, with factory-ordered options or simple field-installed software upgrades to continuous monitoring and spot check measurements of SpHb, SpCO, SpCO, SpMet and PVI.
- > Rugged and lightweight—ideal for field or hospital settings.
- > Awarded Airworthiness Release Certification by the United States Army.



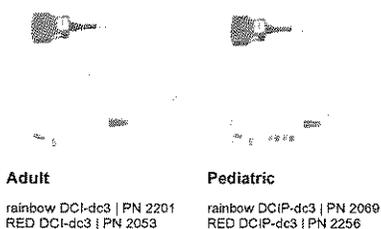
Features

- > User may program default power-up settings.
- > Delivers more than 10 hours of continuous battery life.
- > Up to 72 hours of trending memory.
- > FastSat® tracks rapid changes in arterial O₂ with unmatched fidelity.
- > SmarTone™ beeps in sync with pulse, even under patient motion conditions.
- > Sensitivity options of APOD®, Normal, and MAX™ provide flexibility to support a range of clinical applications.

Protective boots are available in your choice of seven different colors.



Reusable Sensor Options



Adult

rainbow DCI-dc3 | PN 2201
RED DCI-dc3 | PN 2053

Pediatric

rainbow DCIP-dc3 | PN 2069
RED DCIP-dc3 | PN 2256

- > Rad-57 Comes standard with Oxygen Saturation (SpO₂), Pulse Rate, and Perfusion Index (PN9188)
- > rainbow® reusable sensors available in 3 ft., 8 ft. and 12 ft. cable lengths.
- > Red reusable sensors available in 3 ft. and 12 ft. cable lengths.
- > Masimo Rad-57 can also be used with Masimo LNOP® and LNCS® adhesive sensors.
- > rainbow sensors must be used when reading SpHb, SpCO and SpMet. Red sensors can be used for SpO₂, PR and PI only.

Available Upgrades	PN
Hemoglobin (SpHb) and Oxygen Content (SpOC)	2630
Carboxyhemoglobin (SpCO)	2296
Methemoglobin (SpMet)	2297

37°C

DQE

KEEP YOUR CORE™

Rehab products to maintain your
37°C core body temperature.

Perform at your best and
KEEP YOUR CORE.™

Sustaining a core body temperature
of 37°C (98.6°F) while working in
challenging environments is essential
to staying safe, healthy, and productive.

All 37°C rehab products are designed
to support the NFPA 1584 Rehab

Standard to make it easier to maintain

high activity levels while ensuring
emergency responder safety.

Rehab Packages That Fit Your Needs

These packages make it easy to know which
emergency incident rehabilitation products
are needed for a rehab area.

◀ **REHAB SHELTER PACKAGE RHK1000**

◀ **CORE COOLING PACKAGE RHK2000**

◀ **CORE WARMING PACKAGE RHK3000**

◀ **HYGIENE PACKAGE RHK4000**

◀ **COMPLETE REHAB SOLUTION PACKAGE
RHK5000**

All four rehab packages are combined to form a
comprehensive rehab equipment solution.

Additional package information available at
www.dqeready.com/37C.



REHAB SHELTER PACKAGE *RHK1000*

Rehab starts with establishing an area for rest, recovery, and relief from the elements. The Rehab Shelter Package contains the following:

- A. REHAB AREA SHELTER *RH3000*
- B. REHAB AREA FOLDING TABLE *RH2013*
- C. REHAB RELAXATION CHAIR (4 EACH) *RH2003*
- D. FOLDING CHAIR (2 EACH) *MC4047*
- E. ARMY COT *MC4046*
- F. REHAB AREA TOOLBOX *RH2020*
- G. REHAB SHELTER LIGHT (2 EACH) *RH3100*
- H. EXTENSION CORD *HM1070*
- I. 3-WAY POWER ADAPTER *HM1071*
- J. SACK-IT™ CLEAN-UP DISPENSER *HM375*



A. REHAB AREA SHELTER RH3000

Provides shade and protection from the elements for rehab setup. The frame is rust-resistant and the water and fire-resistant fabric meets CPAI-84 requirements.

- ◀ 10' x 10' white canopy stays attached to the frame for quick setup
- ◀ "REHAB" is printed on two sides of the shelter for easy identification
- ◀ Four removable sidewalls provide additional sun and wind protection
- ◀ Roller bag included

B. REHAB AREA FOLDING TABLE RH2013

Durable and portable folding table that supports medical monitoring or other rehab functions. Open size: 24"W x 48"L x 29"H.

C. REHAB RELAXATION CHAIR RH2003

Extra wide, comfortable chair with a cushioned armrest, back, and seat for relaxation during rehab. Constructed of durable nylon with a steel collapsible frame. Seat height: 18". Weight limit: 500 lbs. Unit weight: 15 lbs.

D. FOLDING CHAIR MC4047

Compact, sturdy chair suitable for use on any type of ground. Folds to 1" thick for easy storage. Seat height: 17". Open size: 16"W x 17"L x 29"H. Weight limit: 300 lbs. Unit weight: 4 lbs.

E. ARMY COT MC4046

Sturdy cot with enhanced stability, along with compact storage to maximize space. Rust-resistant frame. Water and stain-resistant material made of 100% polyester with PVC backing. Open size: 77"L x 28"W x 18"H. Unit Weight: 25 lbs. Weight Limit: 375 lbs.

F. REHAB AREA TOOLBOX RH2020

Compact plastic tote containing supplies for setting up a rehab area and evaluating the medical status of responders. The toolbox contains:

- ◀ **Rehab Resource Guide RH2023**
Practical resource on setting up a rehab area and medical conditions that may be encountered during a response. Spiral bound and made of durable, water and tear-resistant paper. Toolbox contains 4.

- ◀ **Rehab ID Vests RH2027**

Identify rehab workers during an emergency response incident. The lime green vests with reflective stripes are printed with rehab on the front and back. Made of durable nylon mesh material. Toolbox contains 4.

- ◀ **Rehab Area Signs RH2021**

Designate the various areas within a rehab setup. Signs are easily hung on the shelter with attached magnet clips. The pack of five, weather-resistant signs designate the areas: Medical Monitoring, Gear Drop, Check In/Out, Rest and Recovery, and EMS Treatment.

- ◀ **Check In/Out Notepad RH2024**

Twenty-page tablet for recording names, department, unit, and company of emergency responders reporting to rehab. Set of 3.

- ◀ **Medical Monitoring Notepad RH2025**

Twenty-page tablet for recording vital signs, medical status, and rehab measures taken. Set of 3.

- ◀ **Rehab Timing Clock RH2022**

Electronic clock with large backlit display for referencing rehab area check in and out time.

G. REHAB SHELTER LIGHT RH3100

Hanging fluorescent light for illuminating a shelter area. High-impact lamp protector included. Hooks hang either horizontally or vertically. 15 watt, 7,000 hour bulb included. Replacement bulbs (RH3101) available.

H. EXTENSION CORD HM1070

Safe for outdoor use for rehab supplies requiring electricity. Length: 50'.

I. 3-WAY POWER ADAPTER HM1071

Connects up to three rehab setup supplies to a power source.

J. SACK-IT™ CLEAN-UP DISPENSER HM375

Collect and contain waste with this portable clean-up kit. Contains a folding PVC bag holder and a box of 20 super-thick, 3-mil bags with draw-cord closure. Replacement bags (HM380) available.

CORE COOLING™ PACKAGE RHK2000

During hot summer months, keep cool with Core Cooling products.

- A. MISTING REHAB SHOWER RH7000
- B. KORE KOOLER™ REHAB CHAIR (2 EACH) RH2001
- C. MISTING REHAB FAN RH5000
- D. CORE COOLING™ KIT (10 EACH) RHK2004
- E. CORE COOLING™ TOWELS RH2005
- F. CHANGE-OUT T-SHIRTS RH2006-XL
CHANGE-OUT T-SHIRTS RH2006-3XL



A. MISTING REHAB SHOWER RH7000

Convenient and portable, this shower incorporates specially designed misting nozzles that produce tiny, 10 micron water droplets that evaporate quickly in hot, dry air, resulting in a decrease in air temperature. Six mist nozzles in a 360° configuration. Dimensions: assembled 73" H x 27.5" W. Weight: 10 lbs.

B. KORE KOOLER™ REHAB CHAIR RH2001

Provides an effective means of lowering body temperature through hand and forearm immersion. Seat height: 16". Chair weight: 11 lbs. Weight limit: 300 lbs. Vented carrying bag and two Reservoir Bags included. Replacement Reservoir Bags (RH2002) available.

C. MISTING REHAB FAN RH5000

Reduce air temperature by up to 35°F. This industrial quality fan sits on top of a ten gallon cooler (included), and cools a 180 square foot area for five hours on 10 gallons of water.

D. CORE COOLING KIT RHK2004

Targeted cooling for fast heat relief. This kit eliminates the need for sharing buckets and re-sanitizing towels between users. Open the bucket, fill with cool water, and begin cooling with Core Cooling Towels. Contains one disposable bucket and two 17"x 26" Core Cooling Towels.

E. CORE COOLING TOWELS RH2005

Simply rinse with cool water, wring out, and apply to skin around the head, neck, chest or forearms for quick core cooling. Box contains ten, 17"x 26" Core Cooling Towels. Made of patented PVA Chamois cooling material.

F. CHANGE-OUT T-SHIRTS RH2006-XL; RH2006-3XL

Cotton-polyester t-shirts to change into during the rehab process to keep dry. Pack of 6.



CORE WARMING PACKAGE *RHK3000*

Warm up quickly with core warming products.

- A. REHAB AREA HEATER *RH5100*
- B. BLANKET (10 EACH) *CTMC40091*
- C. EMERGENCY WARMING BLANKETS *MC4023*
- D. CHANGE-OUT SWEATSHIRTS
RH2007-XL
CHANGE-OUT SWEATSHIRTS
RH2007-3XL
- E. CHANGE-OUT SWEATPANTS
RH2008-XL
CHANGE-OUT SWEATPANTS
RH2008-3XL
- F. CHANGE-OUT SOCKS (2 EACH) *RH2011*
- G. JERSEY GLOVES (2 EACH) *RH2009*
- H. STOCKING CAPS *RH2010*
- I. STORAGE BIN *HM250*



A. REHAB AREA HEATER *RH5100*

Portable, freestanding 1500W radiant heater that will quickly raise the temperature of a sheltered rehab area by 15 degrees or more. 120V. Some assembly required.

B. BLANKET *CTMC40091*

Heavy, 100% polyester, gray blanket for quick warming in cold environments. Dimensions: 40" x 80". Individually wrapped. \$5.75

C. EMERGENCY WARMING BLANKETS *MC4023*

Ultra light, compact Mylar™ blanket retains body heat for emergency warming, especially when combined with Blanket (CTMC40091). Packaged in a pocket-sized 3" x 5" x 1" wrapping. Unfolded 52" x 84". Pack of 25.

D. CHANGE-OUT SWEATSHIRTS *RH2007-XL; RH2007-3XL*

Cotton-polyester navy sweatshirts to keep warm and dry during the rehab process. Pack of 6.

E. CHANGE-OUT SWEATPANTS *RH2008-XL; RH2008-3XL*

Cotton-polyester navy sweatpants to keep responders warm and dry during the rehab process. Pack of 6.

F. CHANGE-OUT SOCKS *RH2011*

Wet feet are most susceptible to cold weather, and a pair of dry socks can make all the difference in being warm and comfortable. Pack of 6 pair.

G. JERSEY GLOVES *RH2009*

Warm cold and wet hands with 100% cotton knit, brown jersey gloves. 9 oz. Pack of 6 pair.

H. STOCKING CAPS *RH2010*

Comfortable synthetic blend navy stocking caps. Pack of 6.

I. STORAGE BIN *HM250*

Handy storage for rehab supplies. High-density polyethylene with attached hinged cover opens and closes easily for ready access. Hand grips for carrying. Non-slip bottom surface. Dimensions: 28" x 20.5" x 15.5".

Section 4:
CO-Pulse Oximeter Supporting Documents



August 8, 2012

Dear Sirs,

I am the Medical Director for Gold Cross Ambulance and Neenah-Menasha Fire Rescue. I am writing this letter in support of their proposal to purchase a transcutaneous carbon monoxide detector device for use on their Fire / Rescue apparatus.

This technology will be utilized to assist in detecting carbon monoxide poisoning which is otherwise difficult to diagnose. I have written a protocol for use of this equipment by First Responders and it has been approved by the State of Wisconsin Bureau of EMS.

I want to thank you for your support in helping bring this technology to the community. Please do not hesitate to contact me should you have other questions or need additional information.

Most Sincerely,

A handwritten signature in black ink, appearing to read "Mark D. Westfall", is written over a faint, larger version of the same signature.

Mark D. Westfall, D.O.

Medical Director, Gold Cross Ambulance Service

(920-428-0929)



Gold Cross Ambulance / Medical First Responder Carbon Monoxide Screening Protocol

Background;

*First Responder Agencies have committed to screen a large number of patients for unexpected Carbon Monoxide

*Carbonate Monoxide is a colorless, odorless, and tasteless gas that has an affinity for hemoglobin approximately 200-250 times stronger than oxygen.

Prerequisite;

- * Commercially manufactured and FDA reviewed Carbon Monoxide Monitor
- * Completion of approved training
- * Passage of didactic assessment / test
- * Monitoring device used in conjunction with ambient Carbon Monoxide Detector.

Procedure;

1) Insure scene safety. If ambient Carbon Monoxide is suspected and/or ambient Carbon Monoxide Detector is alarming, move patient(s) from area prior to treatment.

2) Apply finger probe according to manufactures guidelines for patients who have one or more of the following symptoms.

Headache	Confusion
Dizziness	Drowsiness
Nausea and or Vomiting	Syncope
Weakness	Seizure
Fatigue	Dyspnea
Chest Pain	Altered Mental Status

3) Monitor levels for not less than two minutes.
Leave probe in place if level is 10 or above

4) Initiate Oxygen therapy as indicated

5) Record level at 30 seconds and at 2 minutes.

6) Complete Advanced skill quality review form.

**Section 5:
Alternate Equipment Bids**



EMS Innovations, Inc.

When disaster strikes. . .Rely on simply the best!

P.O. Box 239
 Pasadena, MD 21123-0239
 Corporate Office: 888-236-1267
 Fax Order Line: 410-255-1299

DATE: August 9, 2012

TO: Neenah - Menasha Fire Rescue
 125 E. Columbian Ave.
 NEENAH, WI 54956
 Attn. Dan Schultz
 Shift Commander/Grant Administrator
 (920) 886-6200
DSchultz@nmfire.org

Contact: Dan Kinney
 Direct Line: 515-657-2396
 Email: dkinney@emsinnovations.com

QTY.	ITEM #	DESCRIPTION	UNIT PRICE	LINE TOTAL
1	EM552	ReHab Kit 3 - ICE System and 4 ICE Chairs	\$ 6,300.00	\$ 6,300.00
		OR		
		If you would like to substitute or add other attachments		
		Costs are: Cooling Pads \$350, Cooling Vests \$120		
		System Incules: ICE Cooling Unit (24v Battery, Battery charger, & Power cable,		
		1 - Multi Port Connection manifold to attach 4 accessories		
1	EM408	Push-Up Command Tent (Colors available - Red, Yellow, Blue, Green)	495.00	495.00
		Size - 11' x 16' with 4 removeable sides w/door		
		FREIGHT	223.00	223.00

SUBTOTAL	\$ 7,018.00
SALES TAX	
TOTAL	\$ 7,018.00

Quote is good for 30 days. Shipping is prepay and add.

Thank you for your business!!
www.emsinnovations.com

STAY COOL!

A major component of the EMS Innovations Rehab Trailer!

Water-based Rehabilitation System

Effectively rehabilitate your crew with the ICE System® and reduce heat stroke, hyperthermia, and dehydration. This rehabilitation system uses NO ICE or special chemicals, but cools the body with ordinary tap water pumped through tubing which is sewn into all of the attachments shown and others not pictured. This versatile and adaptable system cools not only for rehab but for mortuary use and even for hypothermic therapy for victims of stroke or heart attack. Use ICE® for controlled and effective cooling for better outcomes.

EMS INNOVATIONS INC. ICE (Interchangeable Cooling Environment)

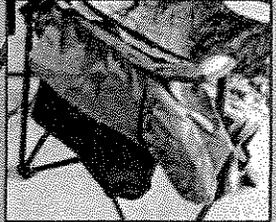
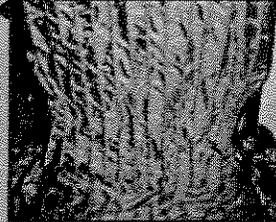
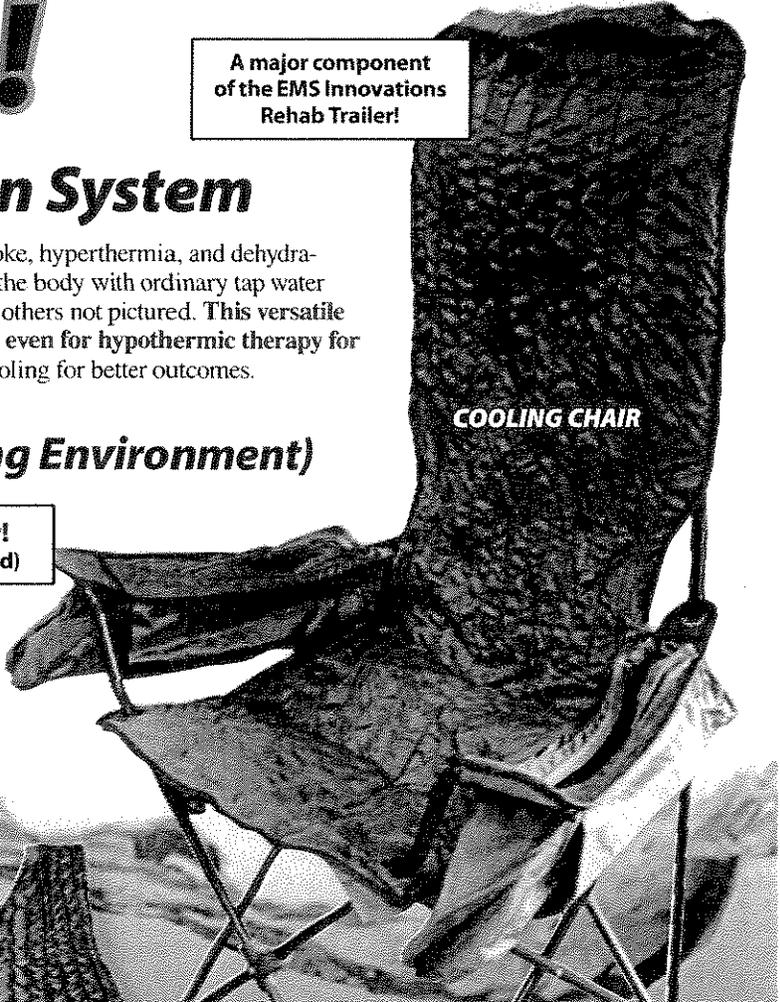
US Patent Pending
All Rights Reserved

Just add Water!
(no block ice needed)

COOLING CHAIR

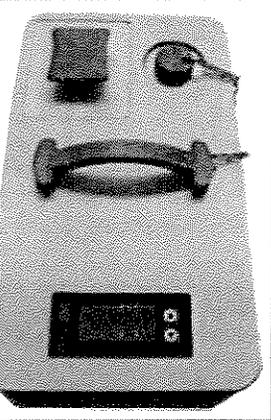


ONE SIZE FITS ALL COOLING VEST



Multiple cooling surfaces and an adjustable pillow increase comfort.

"Cooling pockets" provide a cool area for arms and water bottles.



Top view



LCD Panel

	KIT #	KIT NAME	COMPONENTS OF EACH KIT*	PRICE PER KIT
REHABILITATION	EM550	REHAB Kit 1	1 - ICE Unit, 1 - Multi-Port Connection Hose, 4 - Cooling Vests	\$6,500.00
	EM551	REHAB Kit 2	1 - ICE Unit, 1 - Multi-Port Connection Hose, 8 - Cooling Vests	\$7,000.00
	EM552	REHAB Kit 3	1 - ICE Unit, 1 - Multi-Port Connection Hose, 4 - Cooling Chairs	\$7,000.00
	EM553	REHAB Kit 4	2 - ICE Units, 1 - Multi-Port Connection Hose, 8 - Cooling Chairs	\$13,000.00
	EM554	REHAB Kit 5	1 - ICE Unit, 1 - Multi-Port Connection Hose, 2 - Cooling Vests, and 2 - Cooling Chairs	\$7,000.00
	EM555	REHAB Kit 6	1 - ICE Unit, 1 - Multi-Port Connection Hose, 4 - Cooling Vests, and 4 - Cooling Chairs	\$8,000.00
	EM538	2-Wheel Cart	Accessory Cart for ease of transport	\$104.00

*Each ICE Unit includes a 24v Battery, Battery Charger, and Power Cable.

- Applications in:
- Ambulances
 - Fire Trucks
 - Hospitals
 - HAZMAT Trucks
 - Military
 - Training
 - Rehabilitation
 - PICU
 - ICU
 - Morgue
 - Patient Transport

- Indications:
- Prevention
 - Intervention
 - Preservation



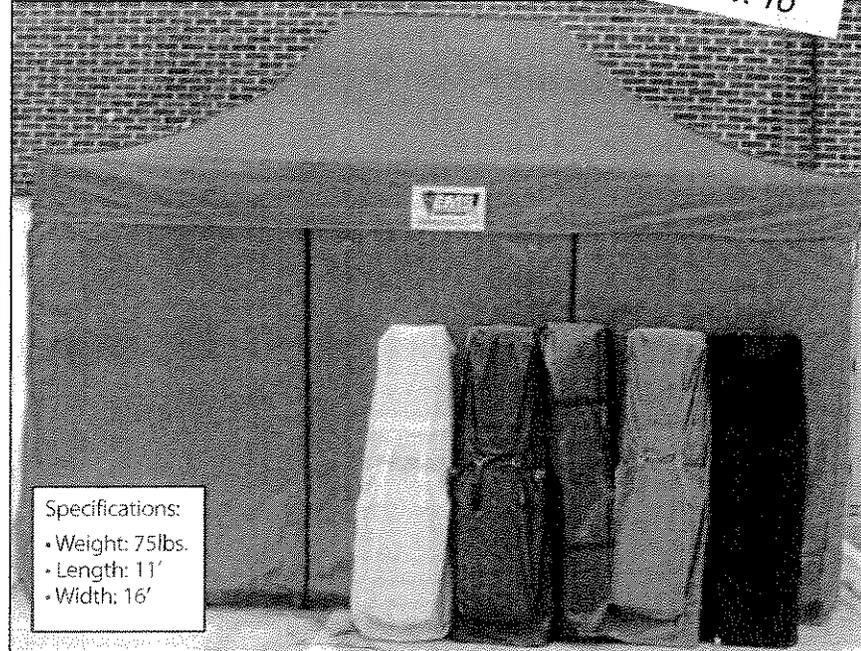
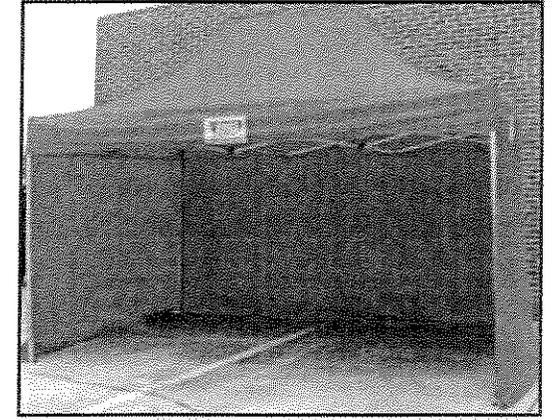
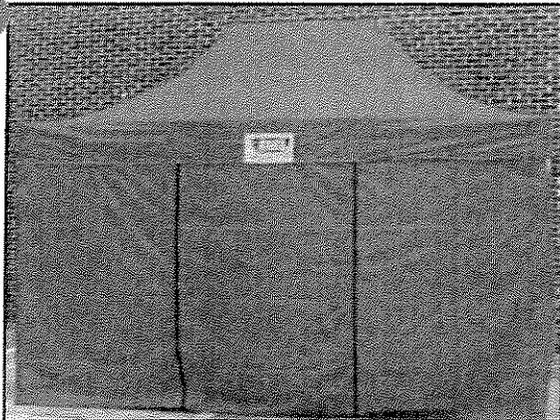


Push-Up Command Tent

with Collapsible Frame and Removable Side Walls

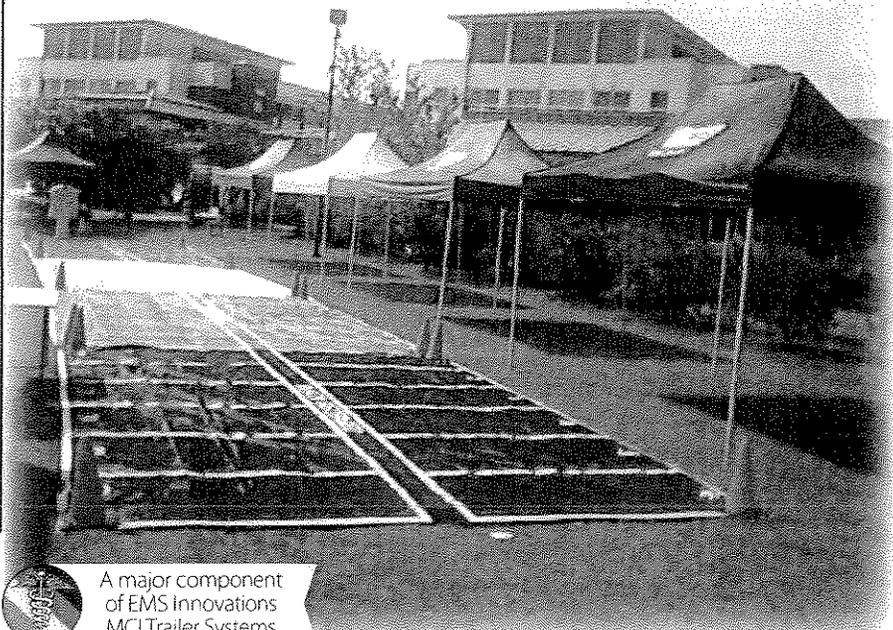
Large Size!
11' x 16'

Removable side walls for multiple configurations!



Specifications:
 • Weight: 75lbs.
 • Length: 11'
 • Width: 16'

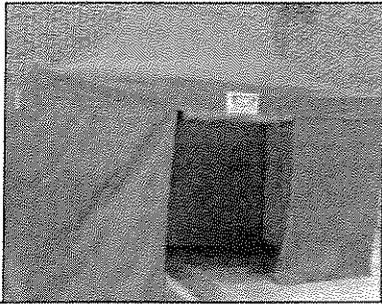
This instant tent canopy is a perfect, no-fuss outdoor shelter with 4 removable sidewalls. It has a rust-resistant Aluma-Steel Frame for ultimate strength and a 600 Denier Water Resistant Polyester Top. The heavy duty bag will make transporting your canopy a breeze!



A major component of EMS Innovations MCI Trailer Systems

Combine with our other triage equipment for a rapidly deployable field triage site!

The sturdy tent sides can be fully closed, removed or hung from the center of the tent like curtains.



New roll-up door!

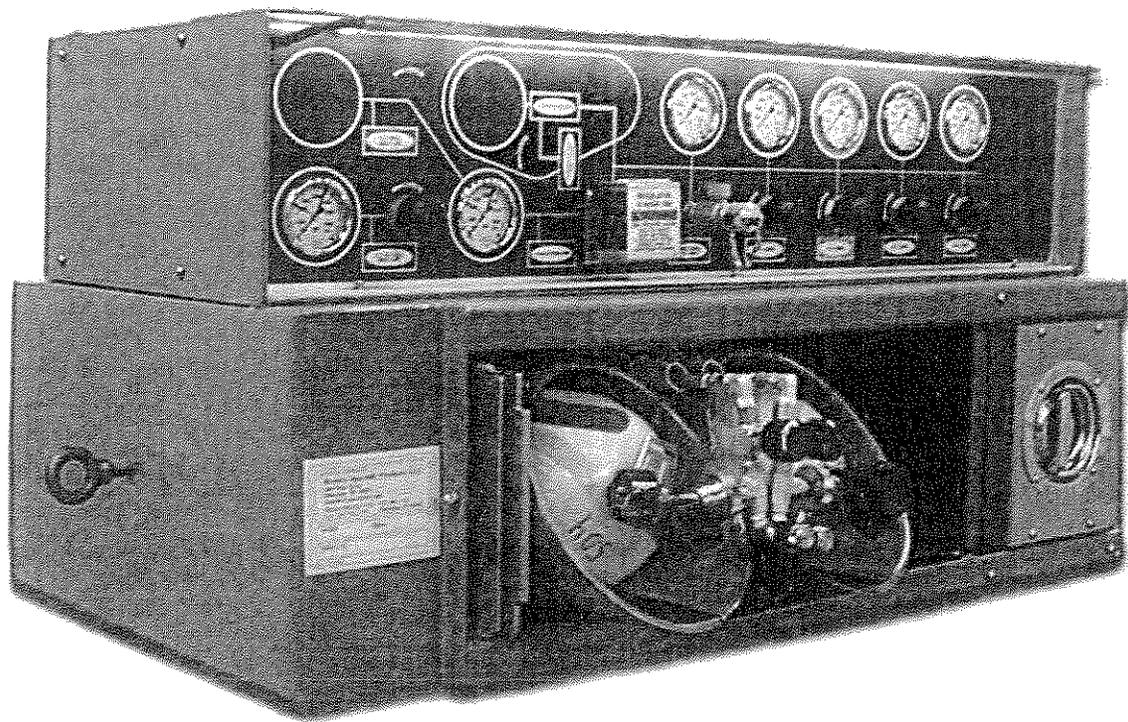
EM405	Push-Up Command Tent, Dark Green.....	WAS \$595	NOW \$495*
EM406	Push-Up Command Tent, Yellow.....	WAS \$595	NOW \$495*
EM407	Push-Up Command Tent, Red.....	WAS \$595	NOW \$495*
EM408	Push-Up Command Tent, Green.....	WAS \$595	NOW \$495*
EM409	Push-Up Command Tent, Blue.....	WAS \$595	NOW \$495*
EM410	Push-Up Command Tent, Black.....	WAS \$595	NOW \$495*



UNIQUE PRODUCTS AND SOLUTIONS FOR DISASTER RESPONSE
 Phone: (888) 236-1267 • Fax: (410) 255-1299 • www.emsinnovations.com

*While supplies last

Firefighter Cascade System Grant Award Neenah-Menasha Fire Rescue



Shift Commander Dan Schultz
Grant Administrator
COMMON COUNCIL 9/4/12 PAGE 158

INDEX:

Section 1: Grant Award

Section 2: Grant Application Narrative

Section 3: Equipment Purchase Recommendations

Section 4: Equipment Bids

Amendment Package



Federal Emergency Management Agency
Washington, D.C. 20472

Ms Tara Theisen
Neenah Menasha Fire Rescue
125 East Columbian Ave.
Neenah, Wisconsin 54956-3013

Re: Grant No. EMW-2008-FR-00414

Dear Ms Theisen:

FEMA received your amendment request. Your department would like to request a scope of work change. Your request has been approved. Please maintain copies of bids/quoted, purchase receipts, etc. along with a copy of this letter in your file. All other terms and conditions remain unchanged.

Sincerely,

Nicole Turner
Grants Management Specialist

Section 2: Grant Application Narrative

Cascade Award 2008 Surplus Funds Amendment Grant Award

We are in need of a (4) bottle cascade system with air fill station and explosion containment chamber. This is needed due to increased SCBA (Self Contained Breathing Apparatus) use on fire grounds and the lack of resources available to fill the SCBA tanks. We had this item on our needs list for many years, but the restricted budgets did not allow for the purchase of this item. Recently, we had a fire at an industrial facility in the City of Neenah that caused a large need for extra SCBA tanks. The facility was a total loss and the need for filling SCBA's was the major need we felt we were missing in the operations at that incident when we did our incident debriefing. We utilized two different communities for their "air wagons (trailers)" and they were limited on keeping up with the demand. But, this fire showed an area that we knew we were lacking in and its value for firefighter safety. Now the questions is how do we fund the project. This also showed that if we were lacking in supplying air to our firefighters with the use of mutual aid, it would be a reciprocal problem if they were in the same situation. In a larger scale situation it can limit our firefighters activities in hazardous environments (fire, hazmat, carbon monoxide, etc.). This can jeopardize our operations and put firefighters and civilian at risk. Limited air supplies can cause our firefighters to have to back out to a safe environment and limit the aggressiveness that is needed to quickly suppress a fire or save a civilian. In our recent industrial fire that caused the most recent problem, more air bottles could have allowed more firefighters to be actively involved in the fire or in closer proximity to hazardous environments. This can give us a safer more aggressive attack getting firefighters more involved in eliminating the problem areas of the incident. Without the numbers of bottles filled we restrict the amount of firefighters that would be in the bad environment. This causes overload to the firefighters based on workload they have to deal with and limited personnel. Increased workload of our firefighters lead to an increased risk at heart related issues and overheating, clearly not what we want. Requested equipment: Installation of a 2-bottle SCBA fill enclosure with a four-bank cascade control panel. One (1) Space Saver model 300H two bottle horizontal fill enclosure \$4925.37. One (1) four bank air control panel with one regulator \$4254.49. Four (4) 6,000-psi D.O.T. air storage cylinders with valves and adapters \$ 4600 (total for all four). Hose assemblies to connect cylinder to control panel \$400. Mounting brackets for the cylinders \$720. One (1) Air driven booster pump, Hyd Intn'l 6,000 psi out and ACP adaption \$8350.00. Installation labor \$1040. Total cost of project \$24,289.86. With your funding support, we will be better prepared for long-term fire operations that currently push our Self Contained Breathing Air cylinders to the limit. We would be able to go deeper into our emergency operation without worrying about running out of air and leaving our personnel and civilians at risk. If we call in resources outside of our community, from neighboring fire departments, we need to be able to fill their air bottles when they assist us. This system would also allow our department to be more valuable to neighboring communities in assisting in their operations in filling air bottles in their time of need. The value of this request goes beyond our community borders and will benefit more then just our fire department. Our recent industrial fire has shown that our area is in need of additional resources capable of filling SCBA's while on emergency incidents. By helping us fill this need you help more then just our fire department and our community.

Section 3: Equipment Purchase Recommendation

Neenah Menasha Fire Rescue under the FEMA AFG grant guidelines will pay 25% of the totals listed below in the packages. The total cost of the proposed items to be purchased would be \$24,289.86. Neenah-Menasha Fire Rescue share would be \$6,072.47. FEMA share would be \$18,217.39.

Resolve Specialty Products, LLC. Is the low bid and is a local supplier in the City of Menasha. They are the product manufacturer, so we would be purchasing direct. The purchase price with installation is **\$24,289.86.**



RSPspacesaver.com

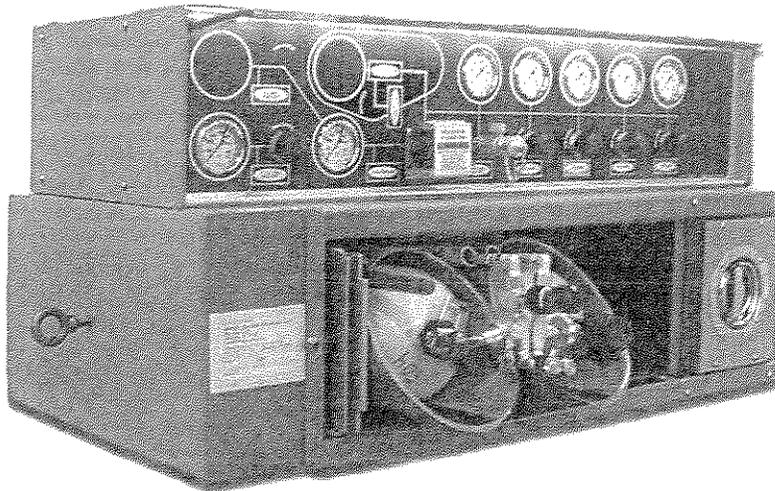
1865 Bud Drive
PO Box 410
Menasha, WI
54952
Office: (920) 470-3774
Fax: (920) 735-1700
Email: info@RSPspacesaver.com



**2 Cylinder Cascade
Filling Station**

Model 300H
Patent # 6,494,549

The SpaceSaver model 300H is a cascade air system fill enclosure designed for mobile SCBA or SCUBA cylinder filling. Model 300H utilizes an advanced horizontal design to maximize the use of critical space and allows for compartmental mounting over the rear wheels, or elsewhere on the vehicle as space permits. The unit will contain SCBA and SCUBA cylinders and all fragments in the event of a rupture during the filling process. This unit allows for the filling of two (2) SCBA or SCUBA cylinders either simultaneously or individually. Combined with our Air Control System the 300H can be customized to fit your space needs.



**Shown with optional
Air Control Panel.**

FEATURES

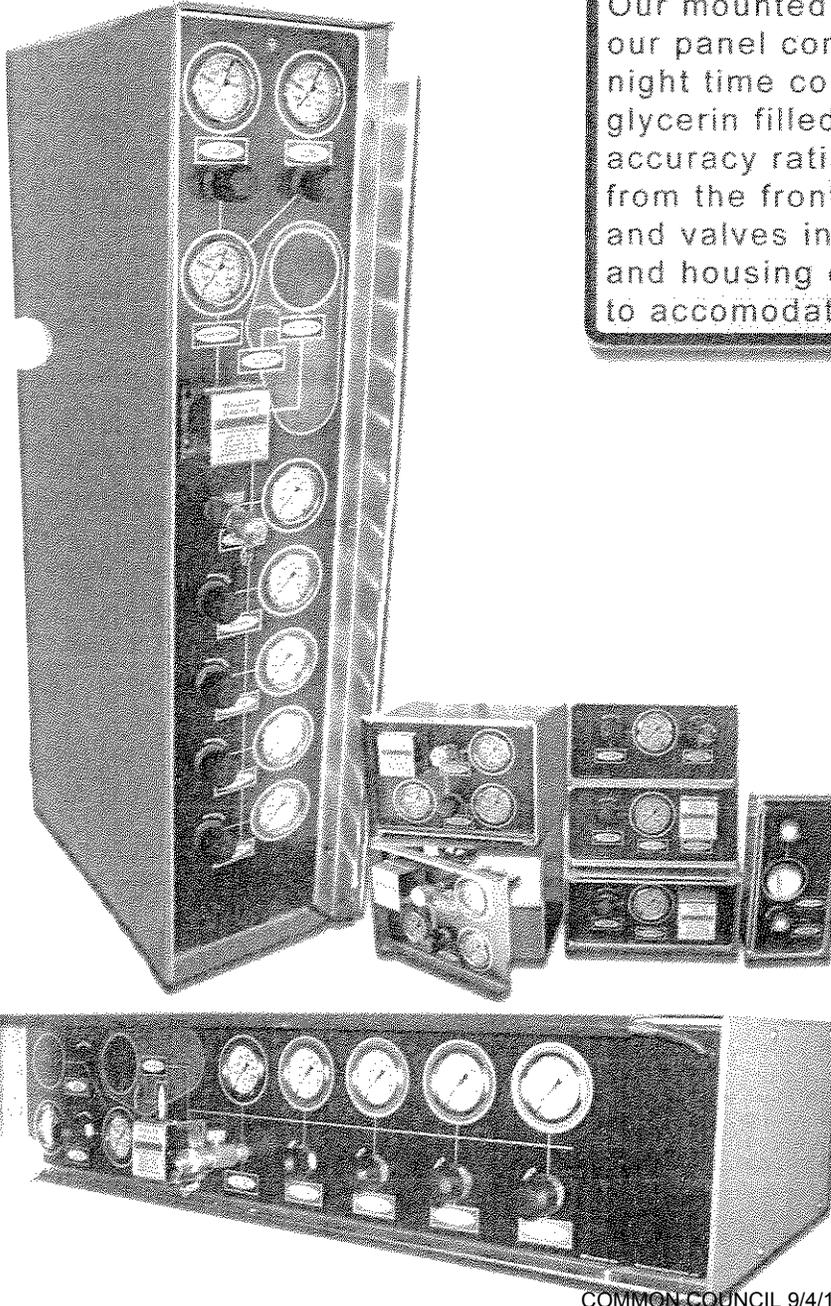
- Body constructed with 3/16" & 3/8" Plate Steel for maximum safety and protection from rupture.
- Door constructed with 1/4" Stainless Steel.
- Ergonomic design with assistance devices to assure smooth operation and reduce operator fatigue.
- Automatic safety interlock system prevents operation until unit is secured.
- Smallest and most space efficient horizontal 2 cylinder fill station available.
- H: 13" W: 42.50" D: 25"
Weight: 400 lbs.
- Optional air control panel can be mounted either as shown or installed remotely.



1865 Bud Drive
 PO Box 410
 Menasha, WI
 54952
 Office: (920) 470-3774
 Fax: (920) 735-1700
 Email: info@RSPspacesaver.com

Air Control Panel Systems

Our high quality Air Control Systems are designed using only the finest components available, yet maintain very competitive cost points. Our panels are intuitively designed with embedded color graphics to help assure proper operation in the field. Our mounted 12 volt shielded light bar guarantees our panel controls remain clearly visible even in night time conditions. These panels feature premium glycerin filled gauges which have a superb 1.5% accuracy rating. The panel housing swings open from the front to allow for easy access to gauges and valves in the event service is needed. Panels and housing cabinets can be custom manufactured to accomodate any of your needs.



SELECTIONS

- Superior quality glycerin filled gauges featuring 1.5% measurement accuracy rating.
- Low Pressure gauges measure pressure from 0 - 600 psi.
- High Pressure gauges measure pressure from 0-7500 psi.
- Pressure Regulators are fitted with adjustable relief valves.
- Embedded color graphics help assure proper operation.
- 3/16" aluminium panel with knockouts for future expansion.
- 3/16" painted aluminium housing
- Panel Housing Dimensions 42.5" X 9.75" X 18"
- Custom sizing available.



RSPspacesaver.com

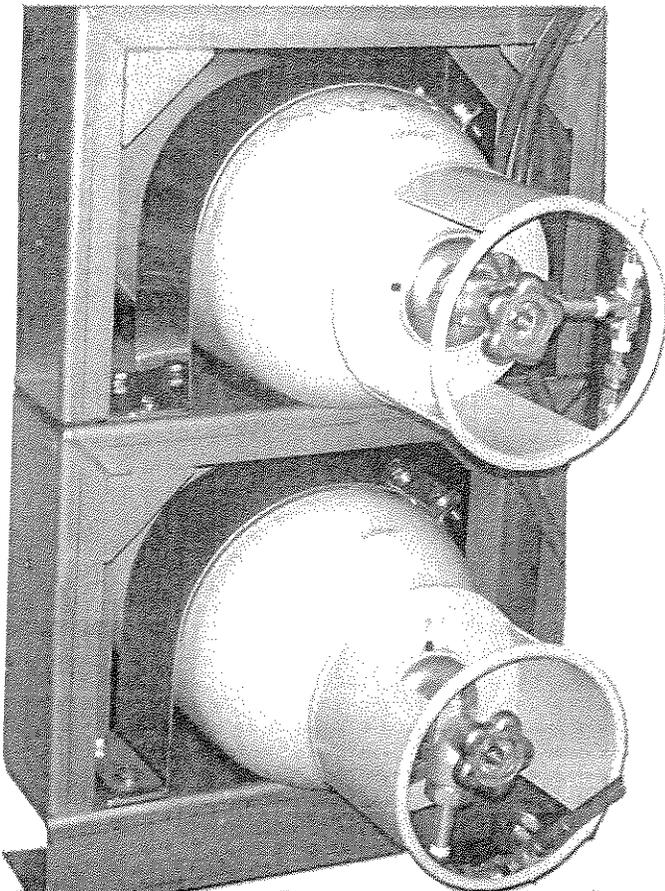
1865 Bud Drive
PO Box 410
Menasha, WI
54952
Office: (920) 470-3774
Fax: (920) 735-1700
Email: info@RSPspacesaver.com

STACKER®

**ASME / DOT / UN
Stackable Cylinder
Mounting Solution**

*Patent Pending

The **Stacker** is a reinforced stainless steel mounting bracket for ASME or DOT air storage cylinders in either fixed or mobile applications. The **Stacker** is one of the most versatile mounting brackets in the market today. The **Stacker** bracket is fabricated using high strength stainless steel for maximum durability and lifespan. Our integrated reinforced design allows for the stacking of multiple units to any height and width necessary. This design allows the cylinders to be placed side by side and/or stacked vertically to meet individual space constraints. The **Stacker's** stainless steel restraining bands are affixed with traction materials to insure cylinders are secured.



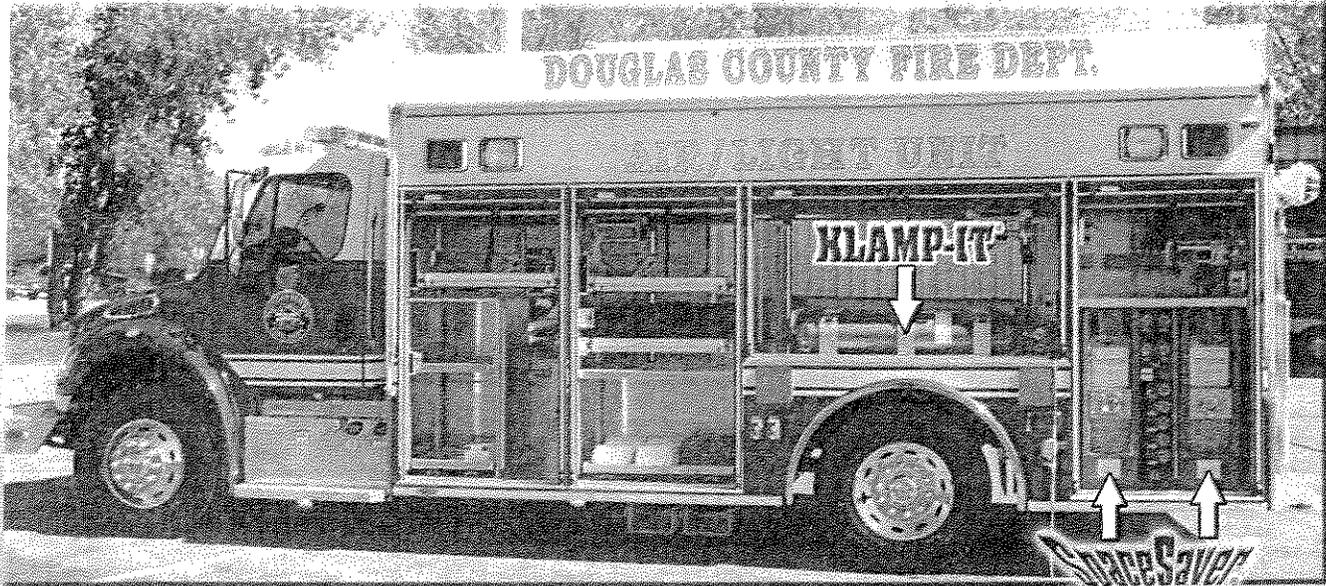
Shown in a 2 unit stacked configuration.

- Bracket framework consists of 11 gauge high strength stainless steel and reinforced with .25" stainless steel plates.
- Restraining bands are built from 14 gauge high strength stainless steel and additionally augmented with traction materials.
- Framework: L:17.50" W:4.50" H:12"
- Bands: 9.5" X 9.5" Adjustable
- Support Base: L:17.50" W:4.50" H:3.50"
- Shown as 2 units stacked with optional support base attached.
- As shown L:17.50" W:4.50" H:27.50"
- Support base can be additionally reinforced with high density polypropylene blocks (not shown)



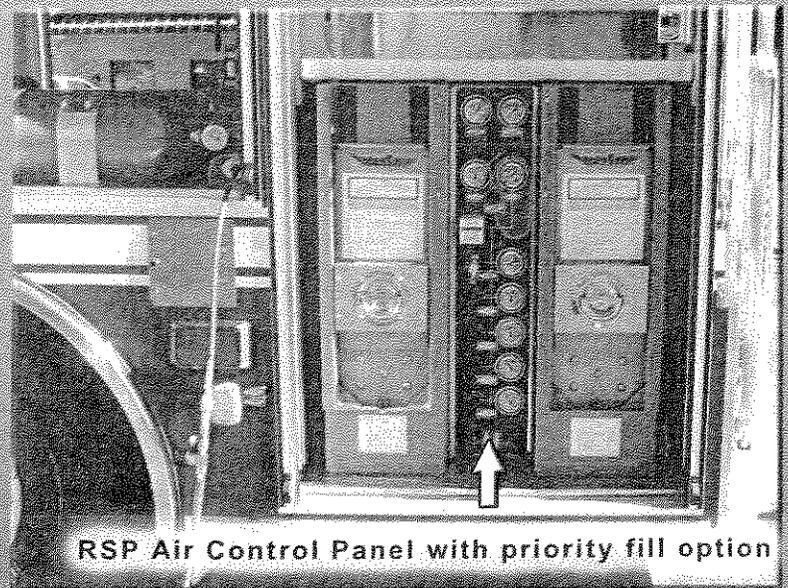
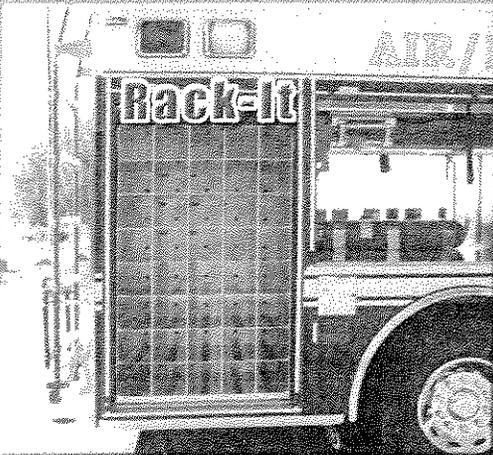
Cascade Breathing Air System Installation Sample

Resolve Specialty Products offers a complete solution to cover any cascade breathing air systems needs. The SpaceSaver system is designed to minimize installation space requirements to leave you with more room for life saving equipment and gear. Each individual part of the system was designed with this space premium focus in mind while still keeping the system from requiring costly body modifications.



Shown above is a completed breathing air system installation featuring the Klamp-It mounting system, two SpaceSaver 100A fill enclosures, and the RSP air control system. This particular installation utilizing multiple SpaceSaver units with a centralized air control system is very popular due to its extremely small footprint and versatility. This configuration allows for the simultaneous or separate filling of 1-4 cylinders and has a combined footprint of only 5.71 square feet. The Klamp-IT bracket used is a four cylinder side-by-side horizontal configuration taking up almost no additional space.

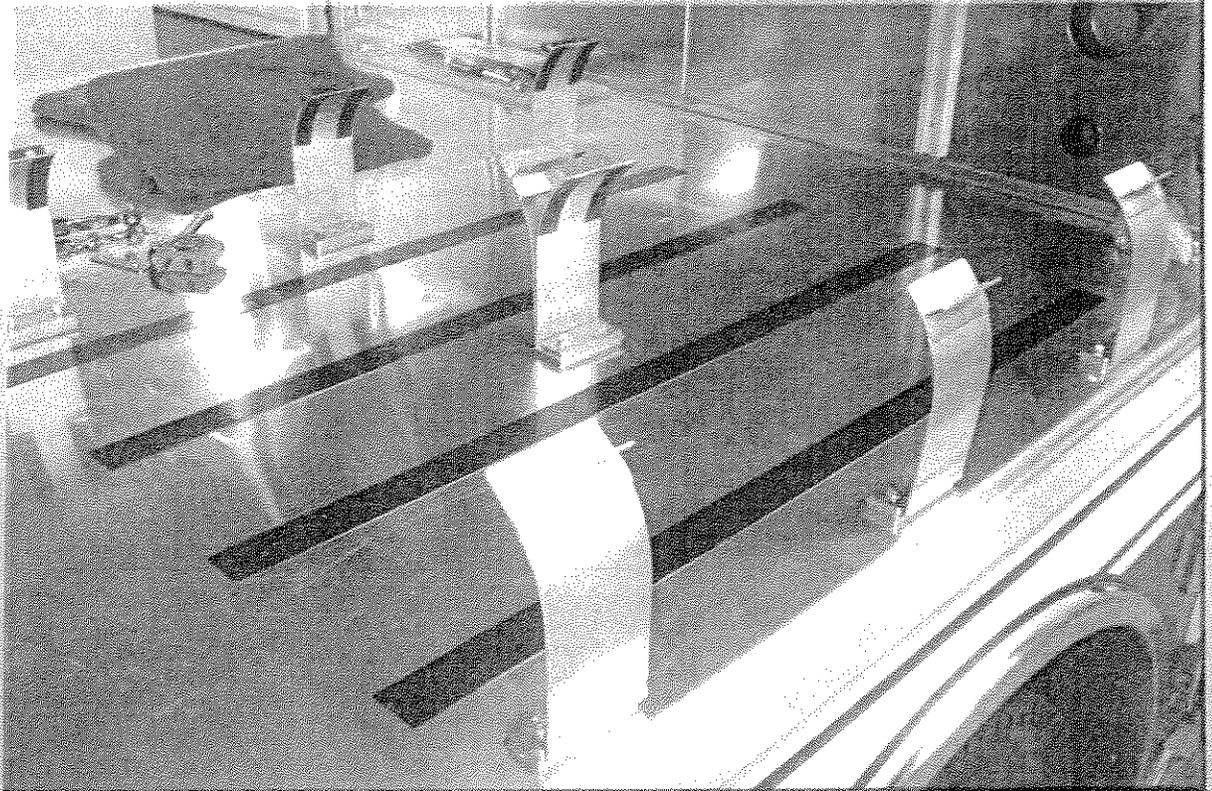
The ultra compact design of our Rack-It cylinder storage system allows for the storage of 40 DOT cylinders in a single compartment while offering weight counter-balance to the vehicle.



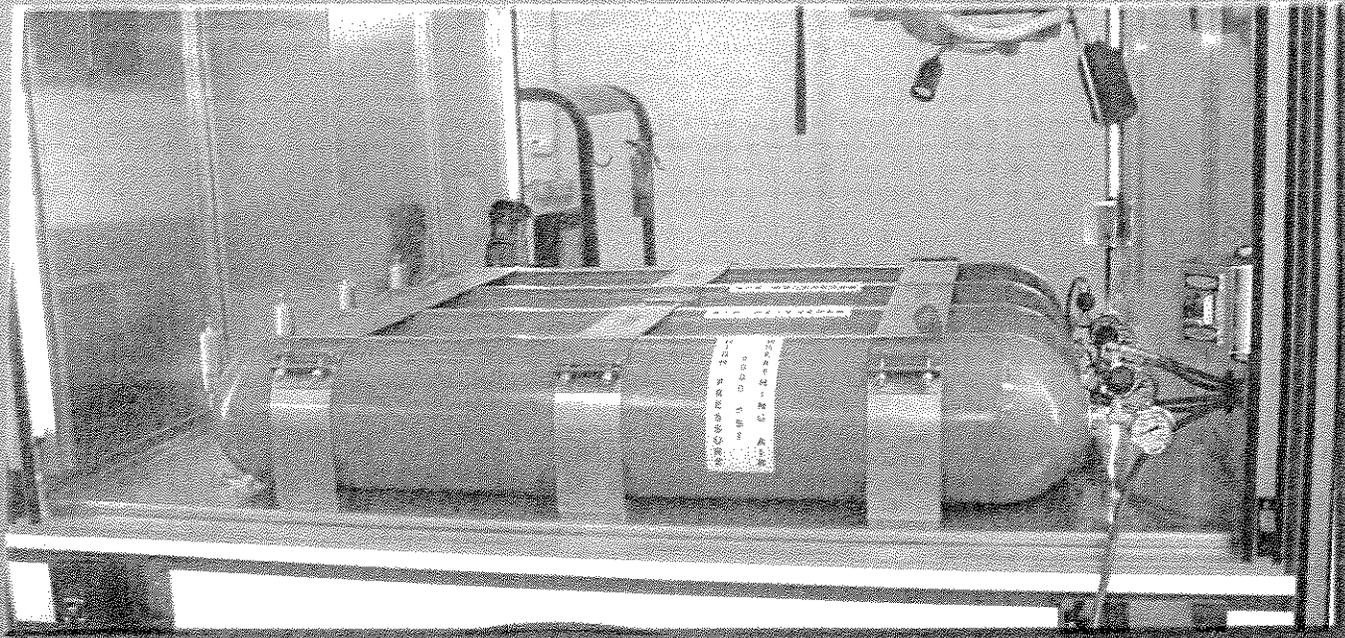


Klump-It bracketing system Installation Sample

Pictured right is a Klump-It bracket system installed with the top section removed for cylinder installation. In this particular 4 cylinder side by side horizontal installation, the cylinders are secured on the top and bottom with full length four cylinder bands and in the center with separate two cylinder bands. This type of installation offers excellent stability, traction, and security.



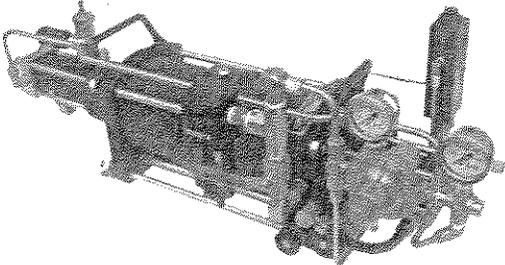
Below is the completed installation of a Klump-It bracketing system. This system allows for easy access to the cylinders themselves as well as the air regulation for the cylinders.



6000-PSI BREATHING AIR BOOSTER PACKAGE

MODEL: HIHPG3-27003

Breathing Air Booster Package for Fire Departments answers multiple requirements. It enables the full use of 6000-psi air storage on mobile truck units maximizing the volume of air at the scene. It ensures full 4500-6000 psi SCBA tank fills even if the air storage tanks (in-station or on the Mobile unit) drop as low as 1000-psi. Smaller departments may not need a unit both in-station, and truck mounted. The truck mounted unit can be easily setup to fill 4500-6000 psi SCBA both parked in-station, or at the fire scene; and be driven with a low pressure conventional air compressor, or "Bootstrap" directly from the High-Pressure air storage supply in either location.

Controls Included: <ul style="list-style-type: none"> • Automatic stop control adjusted to any pre-selected pressure up to 6,000-psi • Manual start & stop • Safety relief valve • Gas inlet gauge • Air drive gauge 	
Specifications:	
<ul style="list-style-type: none"> • Dimensions: 30"L x 13"D x 17"H • Weight: 64-pounds • Displacement per cycle: 6.2 cu-in • Maximum outlet pressure: 9,000-psi 	

Performance:

Approximate fill-time for a 45 cu-ft cylinder to 4,500-psi*

System pressure after Equalization	Approx. fill-time	Approx. fill rates
2500-psi	36-seconds	32-scfm
2300-psi	43-seconds	30-scfm
2000-psi	56-seconds	26-scfm
1500-psi	86-seconds	20-scfm
1000-psi	160-seconds	13-scfm

* Based on 90-psi shop air and 45 cycles per minute.

**Section 4:
Equipment Bids**



RESOLVE SPECIALTY PRODUCTS, LLC

1865 Bud Drive
Menasha, WI 54952
Telephone (920) 470-3774
Home Office FAX (920) 722-4540
Shop FAX (920) 735-1700
RSPspacesaver.com
Date: 06/15/12

TO: Neenah-Menasha Fire Rescue
FAX: 886-6208
Att: Dan Schultz

Subject: Air System Pricing

Pages: 1

Dan,

The retail pricing you requested for the N&M new fire apparatus is as follows:

One (1) SpaceSaver® model 100A two bottle fill enclosure without the base is \$6,374.87

Less \$1,000 show demo discount = \$5,374.87

One (1) SpaceSaver® model 300H two bottle fill enclosure is \$5,525.37

Less \$600 show demo discount = \$4,925.37

One (1) Four bank air control panel is \$4,954.49

Less \$700.00 show demo discount = \$4,254.49

Panel includes:

Side, back and top painted housing to match the fill enclosure. A 12 volt "LED" light with a brushed stainless steel light shield attached to a non-glare black finished panel.

Four (4) HC-6000 DOT air storage cylinders with valves and adapters \$6,132.00

Less \$1,532.00 demo discount = \$4,600.00

Four (4) 526BA -06-06-4-4-3 hoses =\$400.00

One (1) Four bottle racks for above DOT storage cylinders = \$720.00

One (1) Air driven booster pumper, Hyd. Intn'l 6,000 psi out and ACP adaption \$8,350.00.

Labor for mounting all of the above equipment in our shop \$1040.00

Body compartment floors must be reinforced by body manufacturer for this equipment.

A 12 volt lead must be dropped by the body manufacturer for the light connection.

Sincerely,

Dennis R. Van Daalwyck

Resolve Specialty Products LLC

Email: Info@RSPspacesaver.com

Hi Mike,

Here are the options for the Cascade system on Job#20001

Install a 2 bottle SCBA fill enclosure with a four bank cascade control panel.

Option 1: SpaceSaver model 300H two bottle horizontal fill enclosure \$ 5064

Option 2: SpaceSaver model 100A two bottle vertical fill enclosure \$ 5843

Either option also requires the following:

one (1) four bank air control panel with one regulator \$ 4540

four (4) 6,000 psi d.o.t. air storage cylinders with valves and adapters \$ 4650 (total for all four).

Hose assemblies to connect cylinder to control panel \$ 618

Mounting brackets for the cylinders \$ 650

Misc.hardware/shop supply \$45.00

Installation labor \$ 1550

Note: We offered both options above to see which enclosure will fit better in your compartment, sizes are below.

The 100A measurements are 42.50" high x 13" wide x 23" deep.

The 300H measurements are 13" high x 42.50" wide x 25" deep. Both need the control panel which measures 42.50" long x 9.75" wide x 18" deep.

Thanks!

Leslie Niles

FAE - Owner

Office: 920-954-0887

Cell: 920-213-9632



NOTE: My email address has changed to nilesleslie@gmail.com

CITY OF MENASHA DISBURSEMENTS

Accounts Payable for 8/21/12-8/30/12 Checks # 34541-34720	\$ 746,620.95
Payroll Checks for 8/23/12	<u>180,610.15</u>
Total	\$ 927,231.10

Medical Expense Reimbursement Trust-Retirement Pay Out

Menasha Employees Credit Union-Employee Deductions

United Way-Employee Donations

Wisconsin Support Collections-Child/Spousal Support

WI SCTF-Child Support Annual Fee

**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: 8/21/2012

Vendor Name	Check Number	Check Date	Invoice Number	Account Number	Amount	Description
A TO Z DATABASES	34541	8/21/2012	500243	100-0601-551.30-14	1,000.00	LIBRARY MATERIALS
	Total for check: 34541				1,000.00	
KELLY AGHESON	34542	8/21/2012	08162012	100-0601-551.20-05	100.00	PERFORMANCE FEE
	Total for check: 34542				100.00	
AMAZON	34544	8/21/2012	061844556948	100-0601-551.30-14	67.85	LIBRARY MATERIALS
		8/21/2012	061845168006	100-0601-551.30-14	197.87	LIBRARY MATERIALS
		8/21/2012	061846641565	100-0601-551.30-14	(6.00)	CREDIT
		8/21/2012	061847958094	100-0601-551.30-14	30.60	LIBRARY MATERIALS
		8/21/2012	061849196723	100-0601-551.30-14	(20.00)	CREDIT
		8/21/2012	108255282567	100-0601-551.30-14	31.07	LIBRARY MATERIALS
		8/21/2012	108257956626	100-0601-551.30-14	35.30	LIBRARY MATERIALS
		8/21/2012	119610233481	100-0601-551.30-14	123.26	LIBRARY MATERIALS
		8/21/2012	119610585156	100-0601-551.30-14	19.99	LIBRARY MATERIALS
		8/21/2012	119611837419	100-0601-551.30-14	575.17	LIBRARY MATERIALS
		8/21/2012	119616391253	100-0601-551.30-14	66.90	LIBRARY MATERIALS
		8/21/2012	119617366376	100-0601-551.30-14	(0.03)	CREDIT
		8/21/2012	119619448729	100-0601-551.30-14	34.59	LIBRARY MATERIALS
		8/21/2012	197613466704	100-0601-551.30-14	(20.98)	CREDIT
		8/21/2012	197613585216	100-0601-551.30-14	209.56	LIBRARY MATERIALS
		8/21/2012	197615860885	100-0601-551.30-14	31.98	LIBRARY MATERIALS
		8/21/2012	197615912093	100-0601-551.30-14	15.99	LIBRARY MATERIALS
		8/21/2012	197619548016	100-0601-551.30-14	(10.49)	CREDIT
		8/21/2012	302058441136	100-0601-551.30-14	36.98	LIBRARY MATERIALS
	Total for check: 34544				1,419.61	
AUDIOGO	34545	8/21/2012	45633	100-0601-551.30-14	187.91	LIBRARY MATERIALS
	Total for check: 34545				187.91	
BAKER & TAYLOR INC	34547	8/21/2012	2027167064	100-0601-551.30-14	67.56	LIBRARY MATERIALS
		8/21/2012	2027167746	100-0601-551.30-14	74.43	LIBRARY MATERIALS

AP Check Register
Check Date: 8/21/2012

Vendor Name	Check Number	Check Date	Invoice Number	Account Number	Amount	Description
BAKER & TAYLOR INC...	34547...	8/21/2012	2027169449	100-0601-551.30-14	15.09	LIBRARY MATERAILS
		8/21/2012	2027174687	100-0601-551.30-14	9.51	LIBRARY MATERAILS
		8/21/2012	2027175690	100-0601-551.30-14	320.27	LIBRARY MATERAILS
		8/21/2012	2027177049	100-0601-551.30-14	58.72	LIBRARY MATERAILS
		8/21/2012	2027184847	100-0601-551.30-14	265.13	LIBRARY MATERAILS
		8/21/2012	2027187380	100-0601-551.30-14	280.11	LIBRARY MATERAILS
		8/21/2012	2027190705	100-0601-551.30-14	312.83	LIBRARY MATERAILS
		8/21/2012	2027195467	100-0601-551.30-14	132.07	LIBRARY MATERAILS
		8/21/2012	2027197599	100-0601-551.30-14	150.01	LIBRARY MATERAILS
		8/21/2012	2027202142	100-0601-551.30-14	47.77	LIBRARY MATERAILS
		8/21/2012	2027206534	100-0601-551.30-14	292.54	LIBRARY MATERAILS
		8/21/2012	2027218141	100-0601-551.30-14	32.65	LIBRARY MATERAILS
		8/21/2012	2027218371	100-0601-551.30-14	216.86	LIBRARY MATERAILS
		8/21/2012	2027218384	100-0601-551.30-14	122.46	LIBRARY MATERAILS
		8/21/2012	2027229671	100-0601-551.30-14	393.20	LIBRARY MATERAILS
		8/21/2012	2027230928	100-0601-551.30-14	19.08	LIBRARY MATERAILS
		8/21/2012	2027234692	100-0601-551.30-14	88.43	LIBRARY MATERAILS
		8/21/2012	2027236698	100-0601-551.30-14	485.75	LIBRARY MATERAILS
		8/21/2012	2027243748	100-0601-551.30-14	74.15	LIBRARY MATERAILS
		8/21/2012	2027245585	100-0601-551.30-14	467.41	LIBRARY MATERAILS
	8/21/2012	5012103377	100-0601-551.30-14	109.16	LIBRARY MATERAILS	
	Total for check: 34547				4,035.19	
BRAZEE ACE HARDWARE	34548	8/21/2012	018845	100-0601-551.30-13	4.99	HOUSEKEEPING SUPPLIES
	Total for check: 34548				4.99	
BRILLIANCE AUDIO INC	34549	8/21/2012	IN0674090	100-0601-551.30-14	354.57	LIBRARY MATERAILS
	Total for check: 34549				354.57	
CDW GOVERNMENT INC	34550	8/21/2012	M567985	100-0601-551.30-10	127.60	OFFICE SUPPLIES
	8/21/2012	N003827	100-0601-551.30-10	127.67	OFFICE SUPPLIES	

AP Check Register
Check Date: 8/21/2012

Vendor Name	Check Number	Check Date	Invoice Number	Account Number	Amount	Description
CDW GOVERNMENT INC...	34550...	8/21/2012	N756481	100-0601-551.30-10	48.55	OFFICE SUPPLIES
			Total for check: 34550		303.82	
CENTER POINT LARGE PRINT	34551	8/21/2012	1028780	100-0601-551.30-14	131.22	LIBRARY MATERIALS
			Total for check: 34551		131.22	
EBSCO	34552	8/21/2012	1339011	100-0601-551.30-14	(181.73)	CREDIT
		8/21/2012	5852	100-0601-551.30-14	6,558.73	LIBRARY MATERIALS
			Total for check: 34552		6,377.00	
ELISHA D SMITH PUBLIC LIBRARY	34553	8/21/2012	08162012	100-0601-551.21-06	20.00	PROFESSIONAL SERVICES
			Total for check: 34553		20.00	
GALE	34554	8/21/2012	96745514	100-0601-551.30-14	38.92	LIBRARY MATERIALS
		8/21/2012	96752355	100-0601-551.30-14	14.39	LIBRARY MATERIALS
			Total for check: 34554		53.31	
SANDRA JOSEPH	34555	8/21/2012	08162012	100-0601-551.30-14	30.00	LIBRARY MATERIALS
			Total for check: 34555		30.00	
KITZ & PFEIL INC	34556	8/21/2012	0705090015	100-0601-551.30-18	26.77	DEPT SUPPLIES
		8/21/2012	0706140091	100-0601-551.24-03	11.24	BLDG REPAIRS/ MAINTENANCE
		8/21/2012	0718140089	100-0601-551.24-03	6.55	BLDG REPAIRS/ MAINTENANCE
		8/21/2012	0720090051	100-0601-551.30-18	13.33	DEPT SUPPLIES
		Total for check: 34556		57.89		
KONE INC	34557	8/21/2012	220937047	100-0601-551.24-03	424.68	BLDG REPAIRS/ MAINTENANCE
			Total for check: 34557		424.68	

AP Check Register
Check Date: 8/21/2012

Vendor Name	Check Number	Check Date	Invoice Number	Account Number	Amount	Description
LIBRARY STORE INC	34558	8/21/2012	19421	100-0601-551.30-18	23.25	23.25 DEPT SUPPLIES
	Total for check: 34558				<u>23.25</u>	
MADER NEWS AGENCY INC	34559	8/21/2012	83698	100-0601-551.30-14	122.00	122.00 LIBRARY MATERIALS
	Total for check: 34559				<u>122.00</u>	
MARIS ASSOCIATES	34560	8/21/2012	0398	100-0601-551.30-14	31.50	31.50 LIBRARY MATERIALS
	Total for check: 34560				<u>31.50</u>	
MCCLOONE INSURANCE GROUP	34561	8/21/2012	93687	100-0601-551.21-06	30.00	30.00 PROFESSIONAL SERVICES
	Total for check: 34561				<u>30.00</u>	
MIDWEST TAPE	34562	8/21/2012	90290417	100-0601-551.30-14	163.89	163.89 LIBRARY MATERIALS
	Total for check: 34562				<u>163.89</u>	
MINITEX	34563	8/21/2012	79443	100-0601-551.30-18	1,444.00	1,444.00 DEPT SUPPLIES
	Total for check: 34563				<u>1,444.00</u>	
NEOPOST USA	34564	8/21/2012	48879106	100-0601-551.30-11	281.64	281.64 POSTAGE METER CONTRACT
	Total for check: 34564				<u>281.64</u>	
OFFICE DEPOT CREDIT PLAN	34565	8/21/2012	1798461	100-0601-551.30-10	17.49	17.49 OFFICE SUPPLIES
	Total for check: 34565				<u>17.49</u>	
PENWORTHY COMPANY	34566	8/21/2012	529882	100-0601-551.30-14	119.72	119.72 LIBRARY MATERIALS
	Total for check: 34566				<u>119.72</u>	

AP Check Register
Check Date: 8/21/2012

Vendor Name	Check Number	Check Date	Invoice Number	Account Number	Amount	Description
PROQUEST LLC	34567	8/21/2012	70180352	100-0601-551.30-14	1,515.00	LIBRARY MATERIALS
			Total for check: 34567		1,515.00	
RANDOM HOUSE INC	34568	8/21/2012	1084545828	100-0601-551.30-14	33.75	LIBRARY MATERIALS
			Total for check: 34568		33.75	
RHYME BUSINESS PRODUCTS	34569	8/21/2012	423521	100-0601-551.30-18	35.99	DEPT SUPPLIES
			Total for check: 34569		35.99	
SHOWCASES	34570	8/21/2012	267387	100-0601-551.30-18	51.03	DEPT SUPPLIES
			Total for check: 34570		51.03	
UNIQUE BOOKS INC	34571	8/21/2012	357537.3	100-0601-551.30-14	19.90	LIBRARY MATERIALS
		8/21/2012	357538.4	100-0601-551.30-14	23.58	LIBRARY MATERIALS
		8/21/2012	358343.2	100-0601-551.30-14	10.49	LIBRARY MATERIALS
		8/21/2012	358345.3	100-0601-551.30-14	21.69	LIBRARY MATERIALS
		8/21/2012	358347.2	100-0601-551.30-14	10.49	LIBRARY MATERIALS
		Total for check: 34571		86.15		
UNIQUE MANAGEMENT SERVICES INC	34572	8/21/2012	226640	100-0000-441.19-00	205.85	COLLECTION AGENCY FEE
			Total for check: 34572		205.85	
US POSTAL SERVICE	34573	8/21/2012	08162012	100-0601-551.30-11	305.00	POSTAGE FOR METER
			Total for check: 34573		305.00	

AP Check Register
Check Date: 8/21/2012

<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 DEPT OF JUSTICE	34574	8/21/2012	G3228DUP	100-0601-551.21-06	21.00	PROFESSIONAL SERVICES
			Total for check: 34574		<u>21.00</u>	

18,987.45

AP Check Register
Check Date: 8/23/2012

Vendor Name	Check Number	Check Date	Invoice Number	Account Number	Amount	Description
JF AHERN CO	34575	8/23/2012	167488	731-1022-541.21-06	110.90	Truck Extinguisher
			Total for check: 34575		<u>110.90</u>	
AIRGAS NORTH CENTRAL	34576	8/23/2012	9903520959	731-1022-541.21-06	109.69	Cylinders
			Total for check: 34576		<u>109.69</u>	
AMERICAN INDUSTRIAL MEDICAL INC	34577	8/23/2012	13088	100-0902-524.21-05	25.00	Database Mgmt/Audiograms
			Total for check: 34577		<u>25.00</u>	
AMERICAN RED CROSS	34578	8/23/2012	10130467	100-0801-521.34-02	228.00	CPRI/AED
			Total for check: 34578		<u>228.00</u>	
CITY OF APPLETON	34579	8/23/2012	207229	100-0302-542.25-01	13,338.00	August 2012 Valley Tansit
			Total for check: 34579		<u>13,338.00</u>	
ARING EQUIPMENT CO INC	34580	8/23/2012	397170	731-1022-541.38-03	151.89	Radio
			Total for check: 34580		<u>151.89</u>	
ASSOCIATED APPRAISAL CONSULTANTS	34581	8/23/2012	13390	100-0402-513.21-09	4,991.75	July Services
				100-0402-513.30-11	20.25	Postage
				100-0402-513.21-04	59.76	July Internet Postings
			Total for check: 34581		<u>5,071.76</u>	
BADGER HIGHWAYS CO INC	34582	8/23/2012	157734	625-1010-541.30-18	22.68	3/4-in Clear
			Total for check: 34582		<u>22.68</u>	
BECK ELECTRIC INC	34583	8/23/2012	AU0712-COM-PK10	207-0707-552.24-03	97.50	Marina West Shore Wall
			Total for check: 34583		<u>97.50</u>	

AP Check Register
Check Date: 8/23/2012

Vendor Name	Check Number	Check Date	Invoice Number	Account Number	Amount	Description
BERGSTROM FORD OF NEEVAH	34584	8/23/2012	18024	100-0801-521.29-05	36.48	Covers
				Total for check: 34584	36.48	
BLUE PRINT SERVICE CO INC	34585	8/23/2012	52218	100-0301-523.30-18	85.00	Printer Ink/Maint Kit
				100-0304-562.30-18	85.00	Printer Ink/Maint Kit
				100-1002-541.30-18	260.75	Printer Ink/Maint Kit
				625-1002-541.30-18	86.92	Printer Ink/Maint Kit
Total for check: 34585	517.67					
BOARDMAN & CLARK LAW FIRM	34586	8/23/2012	8927	100-0201-512.21-01	2,309.50	Professional Services
				Total for check: 34586	2,309.50	
BRAZEE ACE HARDWARE	34587	8/23/2012	018854	100-0703-553.30-18	10.53	Tube/Hose/Clamp
				Total for check: 34587	10.53	
TRAVIS BRICCO	34588	8/23/2012	SKATEBOARD	100-0702-552.20-03	93.00	Skateboard Lessons
				Total for check: 34588	93.00	
CALUMET COUNTY TREASURER	34589	8/23/2012	7-00357	100-0000-201.03-00	1,240.89	Online Tax Payment/7-357
				Total for check: 34589	1,240.89	
CASPERS TRUCK EQUIPMENT INC	34590	8/23/2012	60712	741-0000-193.00-00	62,626.00	Crane Body Knapheide
				Total for check: 34590	62,626.00	
COCA-COLA REFRESHMENTS	34591	8/23/2012	3538124908	100-0704-552.30-17	128.30	Pool Concessions
				Total for check: 34591	128.30	

AP Check Register
Check Date: 8/23/2012

Vendor Name	Check Number	Check Date	Invoice Number	Account Number	Amount	Description
COMDATA	34592	8/23/2012	M22140627	100-0702-552.30-18	172.01	Rec Supplies
			Total for check: 34592		<u>172.01</u>	
CULLIGAN WATERCARE SERVICES	34593	8/23/2012		100-1001-514.20-01	18.90	Cooler Rental
				731-1022-541.30-13	6.30	Cooler Rental
				100-0704-552.30-10	248.50	Water
			Total for check: 34593		<u>273.70</u>	
DIGICORPORATION	34594	8/23/2012	124698	100-0801-521.29-01	155.70	Business Cards
				100-0000-134.00-00	(23.70)	Business Cards
			Total for check: 34594		<u>132.00</u>	
EJ ARENA SPORTS	34595	8/23/2012		100-0000-441.25-00	43.44	Ice Skate Rental
			Total for check: 34595		<u>43.44</u>	
ELECTRIC CITY	34596	8/23/2012	65115	100-0702-552.30-18	146.19	Race Numbers
			Total for check: 34596		<u>146.19</u>	
EWALD CHEVROLET BUICK LLC	34597	8/23/2012	6181	100-0801-521.80-03	20,491.00	Chevrolet Colorado
			Total for check: 34597		<u>20,491.00</u>	
FASTENAL COMPANY	34598	8/23/2012	WINEE77709	100-1008-541.30-18	31.98	Caution Tape
			Total for check: 34598		<u>31.98</u>	
FOX STAMP SIGN & SPECIALTY	34599	8/23/2012	212878	100-0702-552.30-18	5.00	Sign
			Total for check: 34599		<u>5.00</u>	

AP Check Register
Check Date: 8/23/2012

Vendor Name	Check Number	Check Date	Invoice Number	Account Number	Amount	Description
GOLD CROSS AMBULANCE SERVICE INC	34600	8/23/2012	0029229-IN	826-0703-553.30-18	1,849.99	AED
			Total for check: 34600		1,849.99	
HAWKINS INC	34601	8/23/2012	3370582 RI	100-0704-552.30-18	3,305.86	Pool Chemicals
			Total for check: 34601		3,305.86	
INFINITY TECHNOLOGY INC	34602	8/23/2012	482079	743-0403-513.30-15	41.78	Cables for new switches
			Total for check: 34602		41.78	
JOHN DEERE FINANCIAL	34603	8/23/2012	61459380	100-0703-553.30-18	81.50	Blade/Pruner
	34603	8/23/2012	61565021	100-0703-553.30-18	212.00	
			Total for check: 34603		293.50	
JX ENTERPRISES INC	34604	8/23/2012	0079936IN	731-1022-541.38-03	431.90	
		8/23/2012	E222120095	731-1022-541.38-03	(5.00)	
		8/23/2012	G-222010010	731-1022-541.38-03	(431.90)	Level 1 Core/Credit
		8/23/2012	G-222080035	731-1022-541.38-03	(431.90)	Core/Credit
		8/23/2012	G-222140002	731-1022-541.38-03	16.03	Rings/Switch
		8/23/2012	G222120019	731-1022-541.38-03	8.42	Clamp
		8/23/2012	G222120022	731-1022-541.38-03	(4.22)	O Ring Return
		8/23/2012	G222130037	731-1022-541.38-03	(178.38)	Pin Return
		8/23/2012		731-1022-541.29-04	636.25	Sensor Repair
			Total for check: 34604		41.20	
KJ WASTE SYSTEMS INC	34605	8/23/2012		266-1027-543.21-06	842.00	
			Total for check: 34605		842.00	
KOBUSSEN BUSES LTD	34606	8/23/2012	184297	100-0702-552.20-05	146.00	Bus Trip
			Total for check: 34606		146.00	

AP Check Register
Check Date: 8/23/2012

Vendor Name	Check Number	Check Date	Invoice Number	Account Number	Amount	Description
KONE INC	34607	8/23/2012	220971284	100-1001-514.20-04	270.21	Maintenance
			Total for check: 34607		<u>270.21</u>	
LEVENHAGEN CORPORATION	34608	8/23/2012	046789A-IN	100-0000-131.00-00	29,946.31	
		8/23/2012	78877	207-0707-552.38-01	2,627.40	Fuel
		8/23/2012	79013	207-0707-552.38-01	613.66	Fuel
		8/23/2012	79023	207-0707-552.38-01	913.53	Fuel
		8/23/2012	79031	207-0707-552.38-01	2,588.56	Fuel
		8/23/2012	79071	207-0707-552.38-01	4,574.31	Fuel
		8/23/2012	79156	207-0707-552.38-01	2,198.55	Fuel
		8/23/2012	79168	207-0707-552.38-01	3,396.84	Fuel
		8/23/2012	79169	207-0707-552.38-01	5,078.25	Fuel
			Total for check: 34608		<u>51,937.41</u>	
MATTHEWS TIRE & SERVICE CENTER	34609	8/23/2012	44099	731-1022-541.38-02	132.99	Tires
		8/23/2012	44100	731-1022-541.38-02	576.00	Replace Tire
		8/23/2012	44101	731-1022-541.38-02	215.49	Replace Tire
		8/23/2012	44117	731-1022-541.38-02	132.99	Tires
			Total for check: 34609		<u>1,057.47</u>	
MCC INC	34610	8/23/2012		625-1010-541.82-02	38,365.36	Contract #2012-02
				479-1003-541.82-02	4,843.50	Contract #2012-02
				625-0000-201.04-00	(1,928.20)	Contract #2012-02
		Total for check: 34610		<u>41,280.66</u>		
MCNEILUS TRUCK & MFG COMPANY	34611	8/23/2012	1938907	741-0000-193.00-00	25,264.00	Can Currotto
			Total for check: 34611		<u>25,264.00</u>	
MICHELLE MEIER	34612	8/23/2012	HATTIEMINER	822-0413-554.30-16	250.00	Hattie Miner
			Total for check: 34612		<u>250.00</u>	Scholarship

AP Check Register
Check Date: 8/23/2012

Vendor Name	Check Number	Check Date	Invoice Number	Account Number	Amount	Description
MEMORIAL FLORISTS INC	34613	8/23/2012	02724404	100-0701-533.30-18	189.00	Resthaven
	Total for check: 34613				<u>189.00</u>	
MENARDS-APPLETON EAST	34614	8/23/2012	79453	100-0801-521.24-03	17.22	Sealer PD Gun Range
		8/23/2012	80050	625-1010-541.30-18	16.72	
	Total for check: 34614				<u>33.94</u>	
MENASHA EMPLOYEES CREDIT UNION	34615	8/23/2012	20120823	100-0000-202.05-00	14,353.00	PAYROLL SUMMARY
	Total for check: 34615				<u>14,353.00</u>	
MENASHA JOINT SCHOOL DISTRICT	34616	8/23/2012	MOBILEHOMEAUG	100-0000-412.00-00	6,138.62	August Mobile Home
	Total for check: 34616				<u>6,138.62</u>	
POSTMASTER	34617	8/23/2012		100-0702-552.30-11	1,110.75	Fall Activity Guide
	Total for check: 34617				<u>1,110.75</u>	
MENASHA TREASURER	34618	8/23/2012	REC	100-0702-552.30-18	161.98	Rec Program Supplies
	Total for check: 34618				<u>161.98</u>	
MENASHA TREASURER	34619	8/23/2012	PD	100-0801-521.30-11	14.00	Petty Cash
				100-0801-521.30-18	27.77	Petty Cash
				100-0801-521.34-03	14.95	Petty Cash
Total for check: 34619				<u>56.72</u>		
MODERN DAIRY INC	34620	8/23/2012	203573	100-0704-552.30-17	475.54	Concessions
		8/23/2012	204104	100-0704-552.30-17	337.10	Concessions
		8/23/2012	204263	100-0704-552.30-17	384.90	Concessions
Total for check: 34620				<u>1,197.54</u>		

AP Check Register
Check Date: 8/23/2012

Vendor Name	Check Number	Check Date	Invoice Number	Account Number	Amount	Description
DAVID MOORE	34621	8/23/2012	061212DM	100-0702-552.30-18	50.00	Measure Grunski Course
				Total for check: 34621	50.00	
N&M AUTO SUPPLY	34622	8/23/2012	412031	731-1022-541.38-03	56.72	Filters
				412315	77.28	Kit/Halogen Capsule
				Total for check: 34622	134.00	
NORTHEAST ASPHALT INC	34623	8/23/2012	1160545	100-1003-541.82-02	559.70	
				Total for check: 34623	559.70	
OFFICE DEPOT	34624	8/23/2012	2829516	100-0201-512.30-10	15.35	Supplies
				100-0202-512.30-10	47.10	Supplies
				100-0204-512.30-10	5.15	Supplies
				100-0203-512.30-10	3.35	Supplies
				100-0101-511.30-10	1.36	Supplies
Total for check: 34624	72.31					
PAGESETTERS OF THE FOX CITIES	34625	8/23/2012		100-0702-552.30-18	123.00	Equipment Fee
				Total for check: 34625	123.00	
PACKER CITY INTERNATIONAL	34626	8/23/2012	3-222120034	731-1022-541.38-03	14.64	Filters
				Total for check: 34626	14.64	
PAVEMENT MAINTENANCE INC	34627	8/23/2012	8355B	479-1003-541.82-02	2,635.85	
				100-1003-541.20-10	2,744.70	
				Total for check: 34627	5,380.55	

AP Check Register
Check Date: 8/23/2012

Vendor Name	Check Number	Check Date	Invoice Number	Account Number	Amount	Description
PRIORITY 1 AUTO & POLICE	34628	8/23/2012		100-0801-521.29-05	2,660.00	Intall Equip/Squad
				Total for check: 34628	2,660.00	
RED	34629	8/23/2012		0W51968A	33.77	
				Total for check: 34629	33.77	
REGISTRATION FEE TRUST	34630	8/23/2012		100-0801-521.29-05	70.50	
				Total for check: 34630	70.50	
REINDERS INC	34631	8/23/2012		1396118-00	484.13	Caster Wheel/Tire
				2607639	79.98	Pump
				Total for check: 34631	564.11	
ROUTE 41 PIZZA LLC	34632	8/23/2012		131057	58.95	Rec Program
				Total for check: 34632	58.95	
SCHENCK BUSINESS SOLUTIONS	34633	8/23/2012		585139	5,000.00	Audft
				Total for check: 34633	5,000.00	
DAN SCHROEDER	34634	8/23/2012		100-0702-552.20-03	150.00	Archery Class
				Total for check: 34634	150.00	
ST ELIZABETH HOSPITAL	34635	8/23/2012		100-0801-521.21-05	39.39	
				Total for check: 34635	39.39	
STAPLES ADVANTAGE	34636	8/23/2012		100-0304-562.30-10	3.22	Supplies
				100-0702-552.30-10	21.98	Supplies
				100-0704-552.30-10	12.72	Supplies
				100-1002-541.30-10	6.45	Supplies

AP Check Register
Check Date: 8/23/2012

Vendor Name	Check Number	Check Date	Invoice Number	Account Number	Amount	Description
STAPLES ADVANTAGE...	34636...	8/23/2012...	8022518652...	100-1001-514.30-10	6.45	Supplies
		8/23/2012	8022580382	100-0202-512.30-10	99.74	Shredder
			Total for check: 34636		150.56	
THOMAS STOFFEL	34637	8/23/2012		100-0401-513.33-01	15.75	August Mileage
			Total for check: 34637		15.75	
STREICHER'S INC	34638	8/23/2012	1950356	100-0801-521.30-15	149.90	First Defense
		8/23/2012	1950414	100-0801-521.19-03	45.00	Mourning Bands
			Total for check: 34638		194.90	
SUNGARD PUBLIC SECTOR INC	34639	8/23/2012	54349	743-0403-513.24-04	2,806.00	Maintenance Agreement
			Total for check: 34639		2,806.00	
SYN-TECH SYSTEMS	34640	8/23/2012	73899	731-1022-541.24-06	703.00	Module Assy
		8/23/2012	74142	731-1022-541.24-06	262.21	Module Assy
			Total for check: 34640		965.21	
TANYA LEWELLYN	34641	8/23/2012	LEWELLYN	100-0000-441.23-00	15.00	Refund
			Total for check: 34641		15.00	
TRADER PLUMBING INC	34642	8/23/2012	35705	731-1022-541.24-03	310.25	Replace Broken Sink
			Total for check: 34642		310.25	
UNIFIRST CORPORATION	34643	8/23/2012	097 0118396	731-1022-541.20-01	160.32	Uniform/Supply Cleaning
			Total for check: 34643		160.32	

AP Check Register
Check Date: 8/23/2012

Vendor Name	Check Number	Check Date	Invoice Number	Account Number	Amount	Description
UNIFORM SHOPPE	34644	8/23/2012	211758	100-0801-521.30-18	287.75	Shirts/Pants
				Total for check: 34644	287.75	
UNITED WAY FOX CITIES	34645	8/23/2012	20120823	100-0000-202.09-00	27.48	PAYROLL SUMMARY
				Total for check: 34645	27.48	
VALLEY CHEMICAL LLC	34646	8/23/2012	0038886-IN	100-0704-552.20-04	785.50	Pool Cleaner Repairs
		8/23/2012	0038892-IN	100-0704-552.30-18	617.40	Pool Chemicals
				Total for check: 34646	1,402.90	
VERIZON WIRELESS	34647	8/23/2012	2780057945	100-0703-553.22-01	45.72	Telephone
				100-0702-552.22-01	46.06	Telephone
		8/23/2012	2780057947	743-0403-513.30-15	79.98	iPad Data Plan
			Total for check: 34647	171.76		
WE ENERGIES	34648	8/23/2012		100-0703-553.22-04	8.41	2170 Plank Road
				Total for check: 34648	8.41	
WG INC	34649	8/23/2012	213784	100-0702-552.30-18	20.00	Rec Sign
				100-0704-552.30-18	15.20	Pool Signs
		8/23/2012	213827	100-0704-552.30-18	76.80	Sign-Special Event
			Total for check: 34649	233.60		
WIL-KIL PEST CONTROL	34650	8/23/2012	2075992	100-1019-552.21-06	26.00	Rat/Mouse/Spiders
		8/23/2012	2076435	100-1019-552.21-06	104.00	Exterior Insect
				Total for check: 34650	130.00	

AP Check Register
Check Date: 8/23/2012

Vendor Name	Check Number	Check Date	Invoice Number	Account Number	Amount	Description
WINNEBAGO COUNTY TREASURER	34651	8/23/2012	2-92	100-1013-541.30-18	2,822.25	Taxes 2-92
					<u>2,822.25</u>	
				Total for check: 34651		
WINNEBAGO COUNTY TREASURER	34652	8/23/2012		100-0706-561.34-02	70.00	Workshop
					<u>70.00</u>	
				Total for check: 34652		
WISCONSIN DEPT OF JUSTICE	34653	8/23/2012	L7101T	100-0801-521.21-06	63.00	Name Searches
					<u>63.00</u>	
				Total for check: 34653		
WISCONSIN EMERGENCY MANAGEMENT	34654	8/23/2012	MARINA	207-0707-552.32-01	205.00	Inventory Fee Notice Marina
		8/23/2012	POOL	100-0703-553.32-01	405.00	Inventory Fee Notice/Pool
				Total for check: 34654	<u>610.00</u>	
WISCONSIN SUPPORT COLLECTIONS	34655	8/23/2012	20120823	100-0000-202.03-00	1,869.86	PAYROLL SUMMARY
					<u>1,869.86</u>	
				Total for check: 34655		
ZEP SALES & SERVICE	34656	8/23/2012	30492893	731-1022-541.30-18	254.36	Degreaser
					<u>254.36</u>	
				Total for check: 34656		
4X CONCRETE INC	34657	8/23/2012	77956	625-1003-541.30-18	1,463.00	
				100-0703-553.30-18	270.00	
				Total for check: 34657	<u>1,733.00</u>	
					<u>286,448.02</u>	

AP Check Register
Check Date: 8/30/2012

Vendor Name	Check Number	Check Date	Invoice Number	Account Number	Amount	Description
ACCURATE	34658	8/30/2012	1211659	731-1022-541.30-18	207.59	Brakeleen/Primer/Brush
			Total for check: 34658		<u>207.59</u>	
ALL-SPORT TROPHY	34659	8/30/2012	46059	100-0702-552.30-18	433.00	Grunski
			Total for check: 34659		<u>433.00</u>	
APPLETON ELECTRONICS SUPPLY LLC	34660	8/30/2012	7537	100-0704-552.24-04	127.18	Timer
			Total for check: 34660		<u>127.18</u>	
APPLETON SIGN COMPANY	34661	8/30/2012	5046	100-0801-521.29-05	496.55	Squad Graphics
			Total for check: 34661		<u>496.55</u>	
APPLETON TROPHY & ENGRAVING	34662	8/30/2012	46298	100-0702-552.30-18	26.90	Special Event
			Total for check: 34662		<u>26.90</u>	
ARCTIC GLACIER INTERNATIONAL INC	34663	8/30/2012	164215311	100-0704-552.30-18	160.00	Pool/Ice Cubes
			Total for check: 34663		<u>160.00</u>	
BADGER HIGHWAYS CO INC	34664	8/30/2012	157778	100-1003-541.82-02	81,253.76	Holmix Asphalt
			Total for check: 34664		<u>81,253.76</u>	
BERGSTROM	34665	8/30/2012	18657	731-1022-541.38-03	181.60	Wheel Asy/Kit
			Total for check: 34665		<u>181.60</u>	
BLUE PRINT SERVICE CO INC	34666	8/30/2012	52678	100-1002-541.30-18	107.06	Black Printhead
			625-1010-541.30-18	35.69	Black Printhead	
		Total for check: 34666		<u>142.75</u>		

AP Check Register
Check Date: 8/30/2012

Vendor Name	Check Number	Check Date	Invoice Number	Account Number	Amount	Description
BRAZEE ACE HARDWARE	34667	8/30/2012	019003	100-0703-553.24-03	22.99	Mem Dance Floor
				Total for check: 34667	22.99	
CALLUMET COUNTY TREASURER	34668	8/30/2012		492-0304-562.25-01	4,165.81	Delinquent Tax Statement
				Total for check: 34668	4,165.81	
CARDMEMBER SERVICE	34671	8/30/2012		100-0601-551.30-14	64.93	Michaels, Grand Chute
				100-0601-551.30-14	3.03	Tom's Drive-In
				100-0601-551.30-14	63.72	Kitz & Pfeil
				100-0601-551.30-14	305.00	Racing Electronics
				100-0702-552.34-02	70.00	WI Park & Rec Seminar
				100-0702-552.30-10	31.85	Home Depot
				100-0702-552.30-18	169.00	Dollar Tree/Programs
				100-0702-552.20-05	480.00	Mecan River Outfit/Trip
				100-0702-552.30-18	18.53	Walgreens/Supplies
				100-0703-553.24-03	(129.89)	Blake Stevens/Credit
				100-0704-552.30-13	71.80	Unoclean/Soap/Pool
				731-1022-541.30-13	70.65	Water Right Services
				100-1001-514.20-01	54.00	Water Right Services
				100-0801-521.30-13	18.00	Water Right Services
				100-0703-553.24-03	343.56	Blake Stevens/Mem Floor
				100-0703-553.24-03	389.66	Blake Stevens/Mem Floor
				100-0703-553.24-03	16.03	ShopKo/Mem Floor - Towels
				100-0703-553.24-03	10.69	ShopKo/Mem Floor - Towels
				100-0703-553.24-03	27.28	Walgreens/Mem - Sealant
				100-0201-512.30-10	15.96	State Bar of WI
				743-0403-513.34-04	12.95	Experts Exchange/Database
				100-0920-531.32-01	62.15	GoDaddy.com/Sr Ctr Renew
				743-0403-513.22-01	3.95	PayPal/Cell Phone Holders
				100-0704-552.22-01	16.87	Vonage/Pool Phone Line
				100-0801-521.30-15	35.64	Amazon
				100-0801-521.30-15	10.36	Amazon
				100-0801-521.34-03	51.04	Domino's

AP Check Register
Check Date: 8/30/2012

Vendor Name	Check Number	Check Date	Invoice Number	Account Number	Amount	Description
CARDMEMBER SERVICE...	34671...	8/30/2012...	...	100-0801-521.34-02	220.00	IACP
				100-0801-521.30-15	46.50	Amazon.com
				100-0801-521.34-03	397.20	Delta Air
				100-0801-521.30-18	143.92	Evidence Supplies
				100-0801-521.24-04	42.75	US Flagstore
				100-0801-521.29-05	42.13	Datacom Cables Inc
				100-0801-521.30-10	17.06	Imakestamps.com
				100-0801-521.34-02	199.00	Fred Pryor Careertrack
				100-0801-521.32-01	244.00	DEA Registration
				100-0801-521.30-15	26.08	Ammunition To Go
				100-0803-521.34-03	470.00	American Association
				100-0801-521.30-15	50.29	Ammunition To Go
				100-0803-521.34-03	209.20	Delta Air
				100-0801-521.24-02	45.95	Dictation Warehouse
CASPERS TRUCK EQUIPMENT INC	34672	8/30/2012	60793	731-1022-541.38-03	29.30	Spring Extn/Bolt
		8/30/2012	60821	731-1022-541.38-03	206.70	Solenoid
			Total for check: 34672		236.00	
			Total for check: 34671		4,762.75	
				109.91	Agri Direct Inc	
DIGICORPORATION	34673	8/30/2012	124910	100-0702-552.30-18	25.00	Grunski Race Map
			Total for check: 34673		25.00	
DUMKE & ASSOCIATES &	34674	8/30/2012		100-0903-531.29-06	2,077.50	316 Racine Street
			Total for check: 34674		2,077.50	

AP Check Register
Check Date: 8/30/2012

Vendor Name	Check Number	Check Date	Invoice Number	Account Number	Amount	Description
FAHRNER ASPHALT SEALERS LLC	34675	8/30/2012	20379	100-0703-553.82-02	5,488.00	Sealcoat/Crackseal
				Total for check: 34675	5,488.00	
FOND DU LAC JOB & CAREER CENTER	34676	8/30/2012		100-0202-512.34-02	77.00	Labor Law Clinic/Brunn
				Total for check: 34676	77.00	
HORN PRECAST	34677	8/30/2012	4534	625-1010-541.30-18	243.00	
				Total for check: 34677	243.00	
INTERSTATE BATTERY OF GREEN BAY	34678	8/30/2012	90078846	731-1022-541.38-03	287.85	
				Total for check: 34678	287.85	
JX ENTERPRISES INC	34679	8/30/2012	G-222120022	731-1022-541.38-03	178.38	Fix Credit Taken in Error
				Total for check: 34679	178.38	
KUNDINGER FLUID POWER INC	34680	8/30/2012	50198307	731-1022-541.38-03	83.81	Filter
				Total for check: 34680	83.81	
LA POLICE GEAR INC	34681	8/30/2012	1724008	100-0801-521.30-15	665.00	
				Total for check: 34681	665.00	
LEVENHAGEN CORPORATION	34682	8/30/2012	79318	207-0707-552.38-01	2,034.33	Fuel/Marina
				Total for check: 34682	2,034.33	
LOWE'S BUSINESS ACCOUNT/GEMB	34683	8/30/2012	01040	100-0703-553.30-18	53.75	Hardware
		8/30/2012	10866	100-0704-552.30-13	37.06	Cleaners/Hardware
				Total for check: 34683	90.81	
MATTHEWS TIRE & SERVICE CENTER	34684	8/30/2012	44242	731-1022-541.38-02	80.99	Tire

AP Check Register
Check Date: 8/30/2012

Vendor Name	Check Number	Check Date	Invoice Number	Account Number	Amount	Description
MATTHEWS TIRE & SERVICE CENTER...	34684...	8/30/2012	44254	731-1022-541.38-02	56.25	Flat Repair
				Total for check: 34684	137.24	
POSTMASTER	34685	8/30/2012		266-1027-543.30-11	1,110.75	Horizon Newsletter
				Total for check: 34685	1,110.75	
MENASHA UTILITIES	34687	8/30/2012		100-1008-541.22-03	319.66	Electric
				100-0000-123.00-00	13.08	Electric
				100-1012-541.22-03	84.66	Electric
				100-0305-562.22-03	19.72	Electric
				100-0305-562.22-06	17.50	Storm
				100-0304-562.22-03	23.47	Electric
				625-0304-562.22-03	14.84	Electric
				100-1013-541.22-03	50.60	Electric
				100-1013-541.22-06	187.51	Storm
				207-0707-552.22-03	1,954.69	Electric
				207-0707-552.22-05	372.02	Water
				207-0707-552.22-06	31.88	Storm
				100-0703-553.22-03	1,612.28	Electric
				100-0703-553.22-05	6,423.19	Water
				100-0703-553.22-06	198.14	Storm
				100-1001-514.22-03	1,878.23	Electric
				100-1001-514.22-05	457.50	Water
			743-0403-513.21-04	3,061.36	Outside Svcs	
			100-1014-543.22-06	12.50	Storm	
			100-1019-552.22-03	94.55	Electric	
			100-1019-552.22-05	376.46	Water	
			601-1020-543.22-03	36.59	Electric	
			Total for check: 34687	17,240.43		
TOWN OF MENASHA UTILITY DISTRICT	34688	8/30/2012		100-0701-533.22-06	298.46	Stormwater/206 North St

AP Check Register
Check Date: 8/30/2012

Vendor Name	Check Number	Check Date	Invoice Number	Account Number	Amount	Description
TOWN OF MENASHA UTILITY DISTRICT...	34688...	8/30/2012...	...	100-0701-533.22-06	26.51	Stormwater/Undev Land
	Total for check: 34688				324.97	
MORTON SAFETY	34689	8/30/2012	707445	731-1022-541.30-18	38.90	Ear Muffs
	34689	8/30/2012	707459	100-0704-552.30-10	23.50	First Aid
Total for check: 34689				62.40		
NACCHO	34690	8/30/2012	73536	100-0903-531.32-01	60.00	Membership Renewal
	Total for check: 34690				60.00	
NEENAH-MENASHA MUNICIPAL COURT	34691	8/30/2012		100-0000-201.03-00	241.00	Bond/MEPD 12-2638
Total for check: 34691				241.00		
NEENAH-MENASHA SEWERAGE COMMISSION	34692	8/30/2012	2012-130	601-1021-543.21-01	39,863.10	Legal Reimbursement
	Total for check: 34692				39,863.10	Fox River Cleanup
CITY OF NEENAH	34693	8/30/2012		100-0501-522.25-01	262,957.00	Fire/Rescue Services
	Total for check: 34693				262,957.00	
JOSEPH A POLZIEN	34694	8/30/2012		100-0801-521.32-01	41.50	Reimburse
	Total for check: 34694				41.50	Inspector Certification
RED	34695	8/30/2012	0B168662	100-0801-521.19-03	13.73	Collar Pins
	Total for check: 34695				13.73	
RIESTERER & SCHNELL INC	34696	8/30/2012	391124	731-1022-541.38-03	85.45	Filter
	Total for check: 34696				85.45	

AP Check Register
Check Date: 8/30/2012

Vendor Name	Check Number	Check Date	Invoice Number	Account Number	Amount	Description
ROUTE 41 PIZZA LLC	34697	8/30/2012	0012466-IN	100-0702-552.30-18	39.47	Special Event
			Total for check: 34697		<u>39.47</u>	
DR TERESA RUDOLPH	34698	8/30/2012		100-0903-531.21-05	150.00	City Physician
			Total for check: 34698		<u>150.00</u>	
SAM'S CLUB/GEGRB	34699	8/30/2012		100-0704-552.30-17	1,250.92	Concessions
			Total for check: 34699		<u>1,250.92</u>	
SMALL QUANTITY BOXES	34700	8/30/2012	45641	100-0801-521.30-18	68.68	Telescope Tubes
			Total for check: 34700		<u>68.68</u>	
SMT MANUFACTURING & SUPPLY	34701	8/30/2012	0019271-IN	731-1022-541.38-03	6.90	Bell
	8/30/2012	0019283-IN	731-1022-541.38-03		36.32	Block
			Total for check: 34701		<u>43.22</u>	
SOMMERVILLE FLAG	34702	8/30/2012		100-0703-553.30-18	524.00	Flags
			Total for check: 34702		<u>524.00</u>	
SPORTS GRAPHICS	34703	8/30/2012	0812-026	100-0702-552.30-18	1,541.25	Grunski Shirts
			Total for check: 34703		<u>1,541.25</u>	
STAPLES ADVANTAGE	34704	8/30/2012	8022580381	100-0304-562.30-10	72.62	Office Supplies
			Total for check: 34704		<u>72.62</u>	
STREICHER'S INC	34705	8/30/2012	1952266	100-0801-521.30-15	402.39	
			Total for check: 34705		<u>402.39</u>	
SYN-TECH SYSTEMS	34706	8/30/2012	74540	731-1022-541.24-06	495.00	Maintenance Agreement

AP Check Register
Check Date: 8/30/2012

Vendor Name	Check Number	Check Date	Invoice Number	Account Number	Amount	Description
SYN-TECH SYSTEMS...	34706...	8/30/2012	74786	731-1022-541.24-06	267.21	Cable Assy/AIM 2 Module
				Total for check: 34706	762.21	
TAPCO	34707	8/30/2012	1400842	100-1008-541.30-18	254.48	Traffic Signal
				Total for check: 34707	254.48	
THEDACARE	34708	8/30/2012	9200608843	100-0801-521.21-05	58.00	Venipuncture
				Total for check: 34708	58.00	
TRUGREEN	34709	8/30/2012	076262	100-0703-553.20-06	172.00	Lawn Service/Smith Park
		8/30/2012	076263	100-0703-553.20-06	40.00	Lawn Service/Curtis Reed
				Total for check: 34709	212.00	
UNIFIRST CORPORATION	34710	8/30/2012	097 0118888	731-1022-541.20-01	125.67	Uniform/Supply Cleaning
				Total for check: 34710	125.67	
UNITED SIGN CORPORATION	34711	8/30/2012		100-1008-541.30-18	6,054.00	Wayfinding Signage
				Total for check: 34711	6,054.00	
UR WASHINSTUFF INC	34712	8/30/2012	10047	100-0801-521.29-05	28.55	5 Car Washes
		8/30/2012	10048	100-0801-521.29-05	119.91	21 Car Washes
		8/30/2012	10049	100-0801-521.29-05	97.07	17 Car Washes
		8/30/2012	10050	100-0801-521.29-05	108.49	19 Car Washes
				Total for check: 34712	354.02	
US PETROLEUM EQUIPMENT	34713	8/30/2012	195230	731-1022-541.24-06	255.65	Kit
				Total for check: 34713	255.65	

AP Check Register
Check Date: 8/30/2012

Vendor Name	Check Number	Check Date	Invoice Number	Account Number	Amount	Description
VALLEY CHEMICAL LLC	34714	8/30/2012	0039052-JN	100-0704-552.30-18	587.40	Pool Chemicals
			Total for check: 34714		<u>587.40</u>	
WE ENERGIES	34715	8/30/2012		100-1001-514.22-04	26.35	901 Airport Road
				100-0000-123.00-00	22.53	
				100-1001-514.22-04	30.64	
				100-0801-521.22-04	31.11	
				100-0920-531.22-04	8.41	
				100-0601-551.22-04	36.54	
				100-0703-553.22-04	57.65	
				100-0704-552.22-04	496.96	
			207-0707-552.22-04	24.06		
			731-1022-541.22-04	79.74		
			Total for check: 34715		<u>813.99</u>	
WE ENERGIES	34716	8/30/2012		267-0102-581.22-04	8.38	198 River St
			Total for check: 34716		<u>8.38</u>	
WIL-KIL PEST CONTROL	34717	8/30/2012	2098334	731-1022-541.20-07	64.00	
			Total for check: 34717		<u>64.00</u>	
WINNEBAGO COUNTY CLERK OF COURTS	34718	8/30/2012		100-0000-201.03-00	150.00	Bond Report #12-2484
			Total for check: 34718		<u>150.00</u>	
WINNEBAGO COUNTY TREASURER	34719	8/30/2012	3332	100-0203-512.21-08	30.00	Rec Satisfaction
		8/30/2012	RF101040	266-1029-543.25-01	1,638.00	Appliances
			Total for check: 34719		<u>1,668.00</u>	
WWMA	34720	8/30/2012		100-0902-524.32-01	30.00	Membership

AP Check Register
Check Date: 8/30/2012

Vendor Name	Check Number	Check Date	Invoice Number	Account Number	Amount	Description
WWMA...	34720...	8/30/2012...	...	100-0902-524.33-02	90.00	Conference Registration
				Total for check: 34720	120.00	
					<u>441,185.48</u>	



MEMO

To: Common Council

From: Debbie Galeazzi, Clerk

Subject: Beyer Properties LLC, d/b/a Fox Cinema
400 Third Street

Date: August 30, 2012

An application for a Class "B" Fermented Malt Beverage for the 2012-2013 liquor licensing year has been submitted by Beyer Properties LLC, d/b/a Fox Cinema, 400 Third Street.

The Police Dept. has done background checks on all members of the LLC and the agent and find no reason to deny a license. The Fire Department, Health Department and Building Inspectors have inspected the property and have no reason to hold up the liquor license approval. All financial obligations to the City are current.

ORIGINAL ALCOHOL BEVERAGE LICENSE APPLICATION

Submit to municipal clerk.

For the license period beginning _____ 20____ ;
 ending June 30 2013

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

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

Applicant's Wisconsin Seller's Permit Number: <u>456-1027095918-04</u>	
Federal Employer Identification Number (FEIN):	
LICENSE REQUESTED ▶	
TYPE	FEE
<input type="checkbox"/> Class A beer	\$
<input checked="" type="checkbox"/> Class B beer	\$
<input type="checkbox"/> Wholesale beer	\$
<input type="checkbox"/> Class C wine	\$
<input type="checkbox"/> Class A liquor	\$
<input type="checkbox"/> Class B liquor	\$
<input type="checkbox"/> Reserve Class B liquor	\$
Publication fee	\$ <u>50.00 pd</u>
TOTAL FEE	\$

1. The named INDIVIDUAL PARTNERSHIP LIMITED LIABILITY COMPANY
 CORPORATION/NONPROFIT ORGANIZATION

hereby makes application for the alcohol beverage license(s) checked above.

2. Name (individual/partners give last name, first, middle; corporations/limited liability companies give registered name): Chris & Vicki Beyer (Chris William)(Vicki Lynn) Beyer Properties LLC

An "Auxiliary Questionnaire," Form AT-103, must be completed and attached to this application by each individual applicant, by each member of a partnership, and by each officer, director and agent of a corporation or nonprofit organization, and by each member/manager and agent of a limited liability company. List the name, title, and place of residence of each person.

Title	Name	Home Address	Post Office & Zip Code
President/Member	Chris W. Beyer	873 Highland Park Rd,	Neenah
Vice President/Member	Vicki L. Beyer	873 Highland Park Rd,	Neenah
Secretary/Member			
Treasurer/Member			
Agent ▶	Vicki L. Beyer	873 Highland Park,	Neenah
Directors/Managers			

3. Trade Name ▶ Beyer Properties, LLC dba Fox Cinema Business Phone Number 920-740-0363
 4. Address of Premises ▶ 400 Third St Post Office & Zip Code ▶ Menasha, WI 54952

5. Is individual, partners or agent of corporation/limited liability company subject to completion of the responsible beverage server training course for this license period? Yes No
 6. Is the applicant an employe or agent of, or acting on behalf of anyone except the named applicant? Yes No
 7. Does any other alcohol beverage retail licensee or wholesale permittee have any interest in or control of this business? Yes No
 8. (a) Corporate/limited liability company applicants only: Insert state WI and date 6/09 of registration.
 (b) Is applicant corporation/limited liability company a subsidiary of any other corporation or limited liability company? Yes No
 (c) Does the corporation, or any officer, director, stockholder or agent or limited liability company, or any member/manager or agent hold any interest in any other alcohol beverage license or permit in Wisconsin? Yes No
 (NOTE: All applicants explain fully on reverse side of this form every YES answer in sections 5, 6, 7 and 8 above.)

9. Premises description: Describe building or buildings where alcohol beverages are to be sold and stored. The applicant must include all rooms including living quarters, if used, for the sales, service, and/or storage of alcohol beverages and records. (Alcohol beverages may be sold and stored only on the premises described.) Fox Cinema Cafe Kitchen/storage only

10. Legal description (omit if street address is given above): 400 Third St Menasha, WI
 11. (a) Was this premises licensed for the sale of liquor or beer during the past license year? Yes No
 (b) If yes, under what name was license issued? _____
 12. Does the applicant understand they must file a Special Occupational Tax return (TTB form 5630.5) before beginning business? [phone 1-800-937-8864] Yes No
 13. Does the applicant understand a Wisconsin Seller's Permit must be applied for and issued in the same name as that shown in Section 2, above? [phone (608) 260-2776] Yes No
 14. Is the applicant indebted to any wholesaler beyond 15 days for beer or 30 days for liquor? Yes No

READ CAREFULLY BEFORE SIGNING: Under penalty provided by law, the applicant states that each of the above questions has been truthfully answered to the best of the knowledge of the signers. Signers agree to operate this business according to law and that the rights and responsibilities conferred by the license(s), if granted, will not be assigned to another. (Individual applicants and each member of a partnership applicant must sign; corporate officer(s), members/managers of Limited Liability Companies must sign.) Any lack of access to any portion of a licensed premises during inspection will be deemed a refusal to permit inspection. Such refusal is a misdemeanor and grounds for revocation of this license.

SUBSCRIBED AND SWORN TO BEFORE ME
 this 10th day of August, 2012
Deborah A. Galeazzi
 (Clerk/Notary Public)

Chris W. Beyer
 (Officer of Corporation/Member/Manager of Limited Liability Company/Partner/Individual)
Chris W. Beyer
 (Officer of Corporation/Member/Manager of Limited Liability Company/Partner)

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

My commission expires _____

TO BE COMPLETED BY CLERK			
Date received and filed with municipal clerk	Date reported to council/board	Date provisional license issued	Signature of Clerk / Deputy Clerk
<u>8/10/12</u>			
Date license granted	Date license issued	License number issued	



To: Members of the Common Council

From: Chief Tim Styka

Date: August 29, 2012

RE: Traffic Enforcement Grant 2012-13

I have received notification from the Wisconsin Department of Transportation that our agency is eligible for \$40,000 in traffic enforcement grants. The grants run from October 2012 through September 2013. The grants will supplement the traffic enforcement program we started this year by allowing officers to work on traffic details with no additional cost to the City. In addition, we can utilize a portion of the funds for equipment directly related to traffic enforcement.

I should note that the grant does require the City to match 25% of the award. However, the match will be done with activities that our agency is already doing. Therefore, the matching aspect of this program will have no impact on this year or next year's budget.

I am requesting your approval to move forward with the application process which will allow us to accept the grant funds. As always we will continue to seek out similar opportunities and programs in the future to further the traffic safety mission for our community.

AN ORDINANCE AMENDING THE CITY OF MENASHA YEAR 2030 COMPREHENSIVE PLAN

Introduced by Mayor Merkes on the recommendation of the Plan Commission.

WHEREAS, the Common Council adopted the *City of Menasha Year 2030 Comprehensive Plan* (hereinafter "Comprehensive Plan") in May of 2008, following extensive public participation; and,

WHEREAS, the State Comprehensive Planning Law requires that the City follow the same administrative procedures for adoption defined under Wisconsin Statutes, Section 66.1001(4), to amend the Comprehensive Plan; and

WHEREAS, the City has held at least one public hearing on this ordinance, in compliance with the requirements of section 66.1001(4)(d) of Wisconsin Statutes, and provided other opportunities for public involvement as required by Section 2-4-5(g)(3)e. of the Municipal Code;

WHEREAS, on August 7, 2012, the Plan Commission of the City of Menasha adopted Plan Commission Resolution R-1-2012 recommending to the Common Council the adoption of the proposed Year 2030 Comprehensive Plan amendment; and,

NOW, THEREFORE, the Common Council of the City of Menasha does ordain as follows:

SECTION 1: Sec. 13-1-9 is hereby amended as follows:

The City of Menasha Year 2030 Comprehensive Plan, Map 8-3 Future Land Use is hereby amended to re-designate the proposed future land use from "Community Commercial" to "Industrial" for an area comprised of 8.16 acres, located south of Fourth St., north of Third St., east of Racine St., and West of DePere St. in the City of Menasha, Winnebago County, Wisconsin, as depicted in the attached Exhibit A.

SECTION 2: This ordinance shall become effective upon its passage and publication as provided by law.

Passed and approved this _____ day of September, 2012.

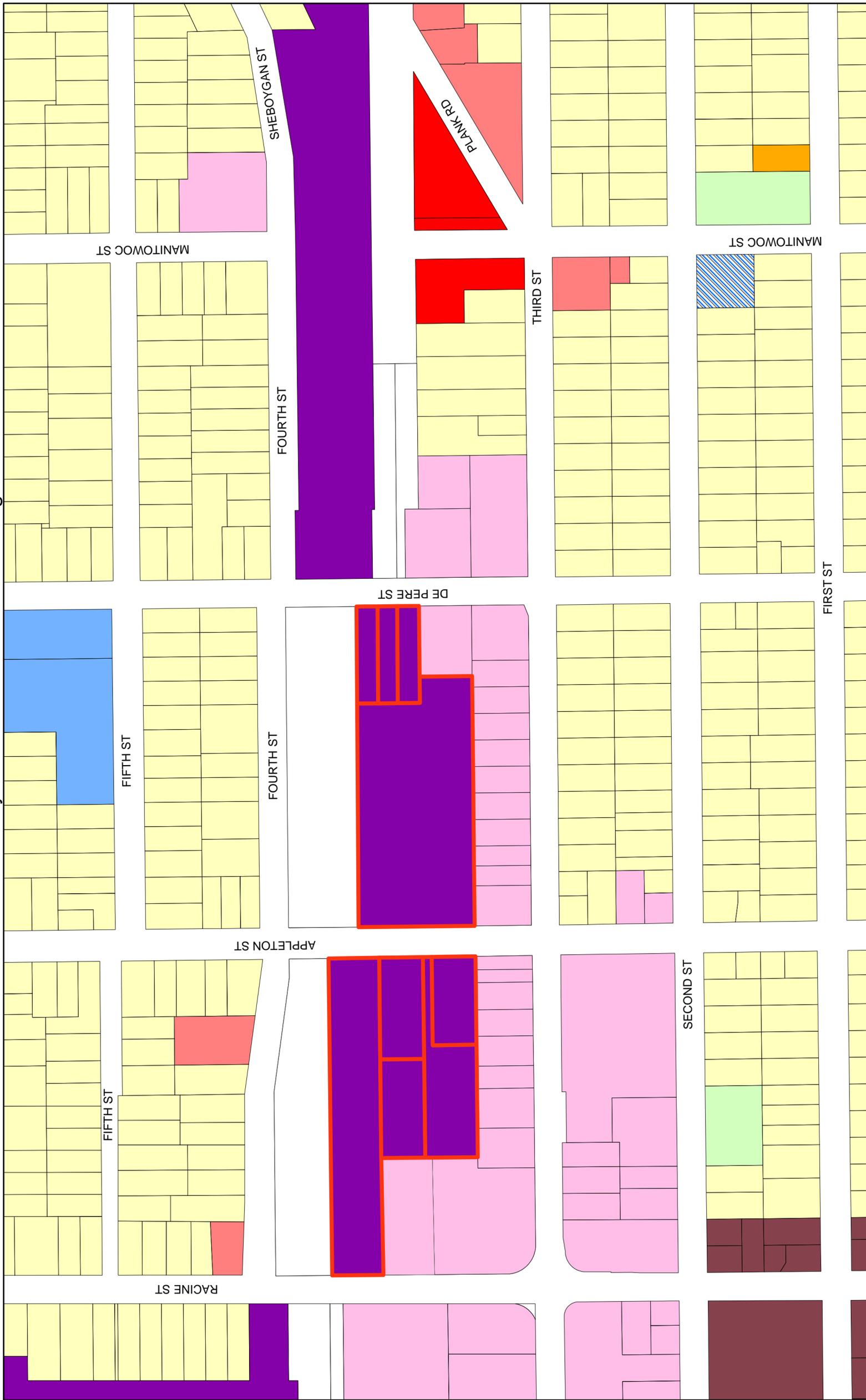
Donald Merkes, Mayor

ATTEST:

Deborah A. Galeazzi, City Clerk

Exhibit A:

Proposed Amendment to Future Land Use Map From Community Commercial to Industrial Designation



Legend

	Single Family Residential		Industrial		Utilities/Communication
	Multiple Family Residential		Transportation		Parks and Recreation
	Community Commercial		Government/Institutional		Parcels Reclassified

0 150 300
Feet

N
E
S
W

Plan Commission Resolution 1-2012

A RESOLUTION APPROVING AN AMENDMENT TO THE CITY OF MENASHA YEAR 2030
COMPREHENSIVE PLAN FUTURE LAND USE MAP

WHEREAS, the City of Menasha, pursuant to Section 62.23 of the Wisconsin Statutes, has established a Plan Commission; and,

WHEREAS, the Common Council adopted the *City of Menasha Year 2030 Comprehensive Plan* (hereinafter "Comprehensive Plan") in May of 2008, following extensive public participation; and,

WHEREAS, it is proposed to change the future land use designation of parcels of land as mapped on the attached Exhibit A from Community Commercial to Industrial on the future land use map adopted as part of the Comprehensive Plan; and,

WHEREAS, the Plan Commission has reviewed the proposed amendment to the Comprehensive Plan and find it meets at least one of the criteria required for amending the Future Land Use Map, as found in Section 2-4-5(g)(3)e.4. of the Municipal Code; and,

WHEREAS, the Plan Commission finds that the Comprehensive Plan, with the proposed amendment, contains all of the required elements specified in Section 66.1001(2) of the Wisconsin Statutes and that the Comprehensive Plan, with the proposed amendment, is internally consistent; and,

WHEREAS, the City has duly noticed and held an informal public hearing on the proposed amendment, as well as notified all property owners within 100 feet of the proposed Future Land Use Map amendment, following the procedures set forth in Section 2-4-5(g)(3)e.(2)(vi) of the Municipal Code,

NOW, THEREFORE, BE IT RESOLVED, THAT:

Section 1. Pursuant to Section 66.1001(4)(b) of the Wisconsin Statutes, the City of Menasha Plan Commission hereby approves the attached amendment to the City of Menasha Year 2030 Comprehensive Plan.

Section 2. That the Plan Commission does hereby recommend said Comprehensive Plan amendment to the City of Menasha Common Council for adoption by ordinance, after a 30-day public review and comment period and public hearing, pursuant to Sections 66.1001(4)(c) and 66.1001(4)(d) of the Wisconsin Statutes.

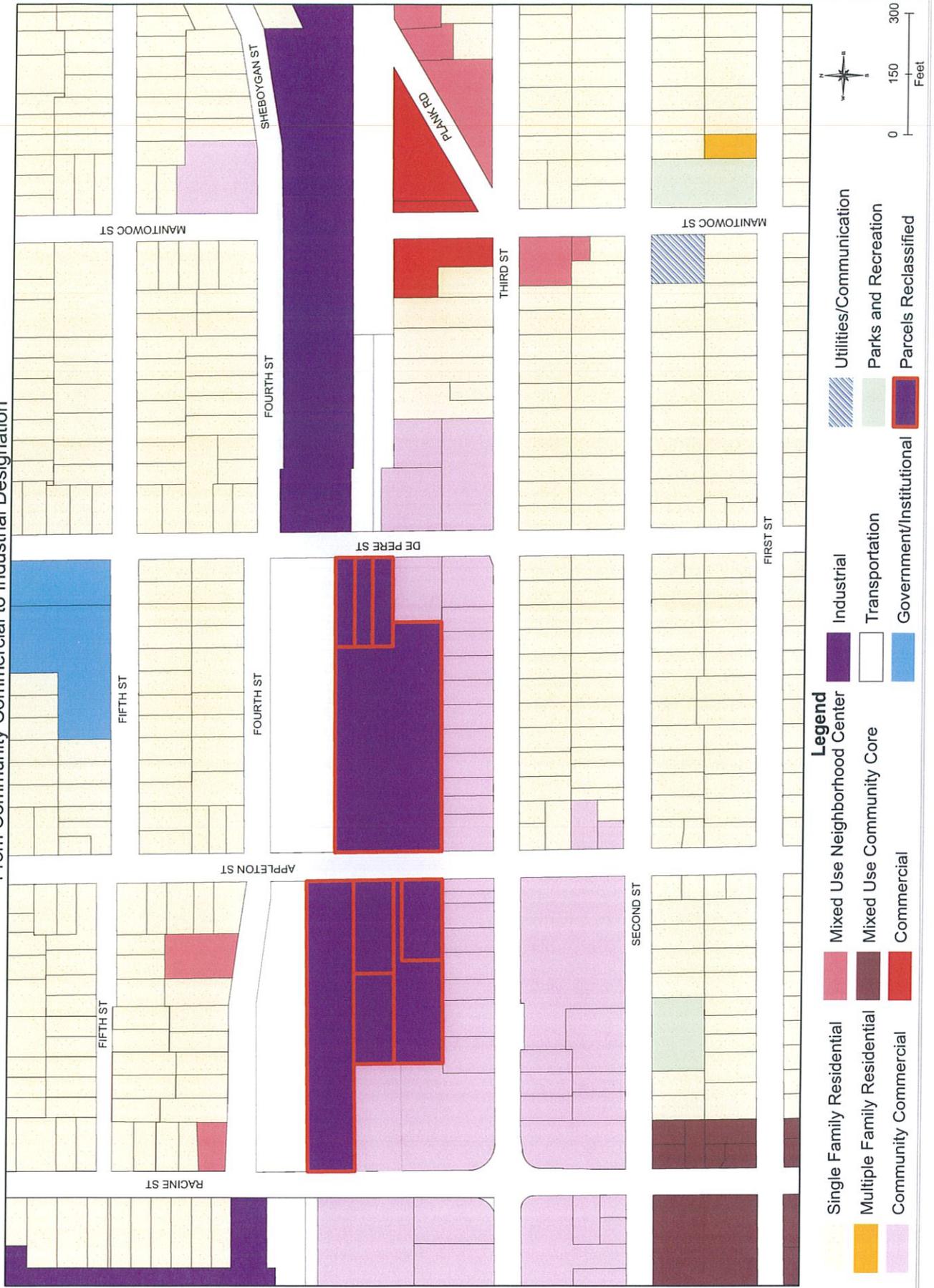
Adopted: August 7, 2012



Don Merkes, Mayor

Attest: Deborah A. Galeazzi
Deborah A. Galeazzi, City Clerk

Exhibit A: Proposed Amendment to Future Land Use Map From Community Commercial to Industrial Designation





TO: City of Menasha Plan Commission

FROM: Kara Homan, ^{KH}AICP, Principal Planner

DATE: August 1, 2012

RE: **Proposed Comprehensive Plan Amendment to Future Land Use Map**

Enclosed, please find materials related to a proposed Comprehensive Plan Amendment, which is being requested by Community Development staff. The proposed amendment is necessary to ensure compliance with State Statutes pertaining to the formation of Tax Incremental District (TID) #13. The proposed TID #13 is being proposed to support the retention and expansion of Alliance Industries. More details on the Alliance Industries Expansion project can be found in the memo pertaining to TIF #13.

Currently, the Future Land Use Map depicts the Alliance Industries Site for Community Commercial. During the time when the Comprehensive Plan was prepared, the site was dilapidated and in disrepair. Today, we are faced with the expansion of a thriving industrial business that has chosen to put down roots and expand within the City of Menasha. We are also faced with a substantial amount of area designated for commercial uses that, during previous discussions regarding the comprehensive plan, has been contemplated as more than the market likely will bear during the life of the Comprehensive Plan.

Although the current Alliance Industries site occupies only 3 parcels, staff recommends changing the future land use designation for the entire Alliance Site, along with parcels immediately to the east and south of the site, as staff anticipates acquisition of additional parcels will be necessary to adequately provide for stormwater control and employee parking.

Section 2-4-5(g)(3)4 of the City's Municipal Code provides criteria for when a Future Land Use Map amendment is appropriate, as copied below:

4. *Approval Criteria*

(i) *Approval for Future Land Map Changes. To change a designation, the proposed Future Land Use map amendment must meet at least one of the following criteria listed below. Additional documentation may be needed to address the public facilities, needs, and services that may be necessary to support the proposed designation. Such services may include water, sanitary sewer, storm drainage, transportation (all modes), police and fire protection, and schools.*

- *Respond to a substantial change in conditions beyond the property owner's control applicable to the area within which the subject property lies;*

- *Better implement applicable comprehensive plan policies than the current map designation;*
- *Correct an obvious mapping error;*
- *Address an identified deficiency in the Comprehensive Plan.*

Staff believes this proposed amendment clearly fits criteria #2, as it better implements applicable comprehensive plan policies than the current map designation, in particular those outlined in the Economic Development Element (see attached Goals & objectives section, with applicable goals & objectives highlighted).

Staff is cognizant of potential land use conflicts that exist with the adjacent residential areas. Given that the majority of the proposed areas are currently already zoned for Industrial use, this change in future land use designation would not affect what exists and what is currently already allowed per zoning. The proposed expansion on the Alliance site will trigger the city's transitional area requirements for residences south of the addition. The proposed TID #13 plan provides for additional streetscaping improvements to better buffer neighbors to the north, and is negotiating additional provisions within the Redevelopment Agreement with Alliance for additional landscaping and aesthetic improvements.

In conclusion, the retention and expansion of a locally owned and operated business, expansion of the city's tax base, and creation of a substantial number of living wage jobs far outweighs any negative effects of continued use of the site for industrial use. In fact, the improvements anticipated to result from the proposed project will further mitigate continued and expanded industrial use. Staff recommends approval of the proposed resolution to amend the future land use map.

6.9 Economic Development Goals and Objectives

Following are the goals and objectives developed by the City of Menasha regarding economic development.

Goal: Support the economic development initiatives in the community and region to promote the creation of jobs and income opportunities.

Objectives

1. Cooperate with other communities and organizations regarding comprehensive planning and economic development issues.
2. Promote dialogue and continue to strengthen relationships between city government and local businesses.
3. Support the efforts of the Menasha Action Council, Doty Island Development Council, counties, Redevelopment Authority, local chamber of commerce, and area economic development groups.
4. Monitor the need for additional local economic development programs.

Goal: Maintain and improve the utility, communication, and transportation infrastructure systems that promote economic development.

Objectives

1. Use aesthetic enhancements and provide adequate pedestrian facilities to encourage consumer activity.
2. Maintain and, where appropriate, create partnerships with other jurisdictions and utilities for future infrastructure planning.
3. Respond to the infrastructure needs of businesses when they are consistent with the city's comprehensive plan.

Goal: Promote the retention and expansion of existing businesses.

Objectives

1. Promote business retention, expansion, and recruitment efforts.
2. Support existing businesses by establishing cooperative public-private efforts to foster long-term retention.
3. Explore options for creating a formal business retention and expansion program.

Goal: Promote entrepreneurial development and new business attraction efforts.

Objectives

1. Pursue local, state, and federal funding and assistance that will help entrepreneurs start new businesses.
2. Distinguish and promote features unique to the city to create a unique identity for the community.
3. Consider the potential impacts of proposed business development on the city and its existing economic base.

Goal: Maintain a quality workforce to strengthen businesses and maintain a high standard of living.

Objectives

1. Encourage and promote initiatives and programs that make Menasha a desirable place to live, work, and conduct business.
2. Encourage area technical colleges, universities and work force development agencies in their efforts.

Goal: Support and pursue opportunities to increase and diversify the city's tax base.

Objectives

1. Promote the efficient use of available commercial and industrial land.
2. Support economic development initiatives to increase local economic development opportunities.
3. Support development and redevelopment that will add to the long-term economic stability of the community.
4. Support development in the city's existing TIF districts that are consistent with the TIF project plan.
5. Support activities which further develop or redevelop the city's commercial areas.
6. Support activities which further develop or redevelop the city's industrial areas.
7. Engage the Plan Commission, Redevelopment Authority, and local economic development organizations in identifying and pursuing redevelopment activities.

6.10 Economic Development Policies and Recommendations

Policies and recommendations build on goals and objectives by providing more focused responses and actions to the goals and objectives. Policies and recommendations become the tools that the community should use to aid in making land use decisions. Policies and recommendations that direct action using the words “will” or “shall” are advised to be mandatory and regulatory aspects of the implementation of the comprehensive plan. In contrast, those policies and recommendations that direct action using the word “should” are advisory and intended to serve as a guide.

1. Commercial development shall be steered to Commercial and/or “mixed use” designated areas consistent with the Preferred Land Use Plan Map and associated recommendations.
2. Future commercial development should be concentrated within and adjacent to the Commercial and/or “mixed-use” designated areas and expand outwards.
3. Highway corridor development shall be directed to designated, planned commercial and/or “mixed-use” areas.
4. Emphasis should be placed on retention and expansion in the city’s existing industrial areas.
5. The city will work with other local and regional entities in attracting other types of industrial sectors complementary to the local economic base.
6. Continually pursue outside resources including economic development related grants, programs, or tax incentives.
7. Utilize existing state, county, and regional programs to provide financial incentives to businesses.
8. Where feasible, facilitate public-private partnerships.
9. Support initiatives that provide educational and training programs and those that provide family- and high-wage employment. Collaborate with public, private, and partnership programs that will provide skilled workers for higher paying jobs.
10. Maintain a listing of available sites and redevelopment areas using Location One Information System (LOIS) and/or other available marketing tools.
11. Consider the establishment of design standards and a design review process for new/expansion/remodel commercial and industrial projects.
12. The development of economic area plans should be pursued within the planning period, for example; downtown redevelopment plans, highway commercial corridor plans, etc.

13. Continue to work with the Menasha Action Council, the Doty Island Development Council, the Menasha Landmarks Commission, and other interests in completing a strategic planning process aimed at determining a shared vision for the downtown.
14. Consider designation as a Main Street Community through the Wisconsin Department of Commerce Main Street Program.
15. Monitor the parking availability and hours of operation to determine existing and projected parking needs in the downtown.
16. Engage the Menasha Redevelopment Authority in redevelopment project planning, feasibility assessments, financing and implementation.
17. Promote the utilization of green building and community design standards such as LEED and consider incentives such as TIF assistance and density bonuses.
18. Utilize TIF financing to overcome site obsolescence and other physical and economic barriers to site development and redevelopment.

6.11 Economic Development Programs and Resources

The following programs and resources are currently utilized by the community or are available for use by the community to implement the goals, objectives, policies, and recommendations identified.

Calumet County Industrial Development Board

The Calumet County Industrial Development Board is dedicated to improving and maintaining the thriving economic environment that it enjoys today. The Calumet County staff is committed to providing the best economic development assistance possible to provide positive economic surroundings.

Community Development Block Grant for Economic Development (CDBG-ED)

The CDBG-ED program was designed to assist businesses that will invest private funds and create jobs as they expand or relocate to Wisconsin. The Wisconsin Department of Commerce awards the funds to a general-purpose unit of government (community) which then loans the funds to a business. When the business repays the loan, the community may retain the funds to capitalize a local revolving loan fund. This fund can then be utilized to finance additional economic development projects within the community. For more information contact the Wisconsin Department of Commerce.

Community Development Block Grant for Public Facilities for Economic Development (CDBG-PFED)

The Public Facilities for Economic Development (PFED) program is designed to assist communities with expanding or upgrading their infrastructure to accommodate businesses that

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

DRAFT

A. CALL TO ORDER

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

B. PLEDGE OF ALLEGIANCE

C. ROLL CALL/EXCUSED ABSENCES

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

EXCUSED: Alderman Langdon

ALSO PRESENT: Mayor Merkes, CA/HRD Captain, PC Styka, FC Auxier, C/T Stoffel, PRD Tungate, LD Lenz, PP Homan, Eng Supv. Montour, Clerk Galeazzi and the Press.

DEPT HEAD EXCUSED: PHD Nett

D. PUBLIC HEARING

1. Proposed Resolution Relating to the Designation of Tax Incremental District #1 as a Distressed Tax Incremental District

PP Homan gave a brief history and current status of TID #1.

No one spoke.

2. Proposed Final Resolution Authorizing Public Improvements and Levying Special Assessments Against Benefited Property (Midway Road)

Eng. Supv Montour explained where the sidewalks will be installed along Midway Road. Its expected construction to begin in September.

Cal Watters, 1303 Midway Road, Menasha. Sidewalks not necessary on both sides of Midway Rd.

George Reddin, 1233 Midway Road, Menasha. Installing sidewalks only on north side of Midway Rd.

Mark Veley, 1381 Midway Road, Menasha. Opposed to sidewalks on south side of Midway Rd.

Dan Betters, 895 Midway Road, Menasha. Only install sidewalks on north side of Midway Rd.

Tom Walsh, Fox Cities Greenways. Support sidewalks on both sides of Midway Rd.

Letter from formerly Alderman Sue Wisneski supporting sidewalks.

Eng. Supv Montour addressed questions asked during public hearing.

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

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

Tom Walsh, Fox Cities Greenways. Supports Council adopting Open Space and Recreational Facility Plan.

F. REPORT OF DEPARTMENT HEADS/STAFF/CONSULTANTS

1. Winnebago County Emergency Management Director Linda Kollmann – Presentation of Disaster Relief Check

Linda Kollmann, Winnebago County Emergency Management presented a check to the City in the amount of \$59,323.62 from the Wisconsin Disaster Fund for expenses incurred during a severe storm in April 2011.

2. FC Auxier – Presentation of Executive Fire Officer Program Certificate to Victor Voss

FC Auxier presented Captain Victor Voss with a certificate from the National Fire Academy for completing the Senior Fire Officer Executive Program.

DRAFT

F. REPORT OF DEPARTMENT HEADS/STAFF/CONSULTANTS, cont'd.

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

Minutes to receive:

- a. Administration Committee, 7/16/12
- b. Board of Public Works, 7/16/12
- c. Committee on Aging, 6/14/12
- d. Landmarks Commission, 7/11/12
- e. Library Board, 7/19/12
- f. NM Fire Rescue, Joint Finance & Personnel Committee, 7/24/12
- g. NM Sewerage Commission, 6/26/12
- h. NM Sewerage Commission, 7/6/12, 7/16/12; Special Meeting
- i. Personnel Committee, 7/16/12

Communications:

- j. CA/HRD Captain, 7/31/12; Health Insurance Workshop
- k. Comp. Stoffel, 8/2/12; Information request regarding TIF 1
- l. Notice of Public Hearing, July 31, 2012 re: Proposed Incorporation of Portions of the Towns of Harrison and Buchanan, Calumet and Outagamie Counties, WI, as a Village. Calumet County Circuit Court Case #12-CV-28
- m. PC Styka, 8/1/12; Vehicle Purchases
- n. PP Homan, 8/2/12; Response from FP One, LLC to the City's Counter Offer for NMFR Station 36
- o. Resident and Former Alderman Sue Wisneski, 7/31/12; Midway Road sidewalks

Moved by Ald. Sevenich, seconded by Ald. Benner to receive Minutes and Communications A-O.

Discussion: Ald. Krueger, Comm. M. (PC Styka memo on vehicle purchase). General discussion ensued on the Police Dept. budget

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, 7/16/12
2. Special Joint Common Council and Town of Harrison, 7/30/12

Administration Committee, 7/16/12; recommends approval of:

3. Advanced Tooling Specialists Loan Extension

Board of Public Works, 7/16/12; recommends approval of:

4. Street Use Application – Twisted Pistons Cruise In; Thursday, August 16, 2012; 1:00 PM – 10:00 PM; (Menasha Action Council)

5. Authorization to Execute Agreement with Menasha Utilities for Use of Communications Equipment on Existing Tower at the Public Works Facility Property

Personnel Committee, 7/16/12; recommends approval of:

6. Position changes and employee pay rate schedule for positions that were formerly covered by collective bargaining agreement, including Bridge Tenders and Park Casual and incorporate into the Personnel Policy Handbook including paragraphs 17 and 21 on Attachment 1

Moved by Ald. Sevenich, seconded by Ald. Krueger to approve Consent Agenda items 1-6.

Motion carried on roll call 7-0.

H. ITEMS REMOVED FROM CONSENT AGENDA

I. ACTION ITEMS

1. Accounts payable and payroll for the term of 7/19/12 to 8/2/12 in the amount of \$987,581.09

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

Discussion on expenditures.

Motion carried on roll call 7-0.

DRAFT

I. ACTION ITEMS, cont'd.

2. Alcohol Beverage License Application, Class A Beer, Dolgencorp, LLC, d/b/a Dollar General Store, 1135 Appleton Road, Menasha, Ted Druckrey, agent, for the 2012-2013 licensing year
Moved by Ald. Klein, seconded by Ald. Englebert to approve Class "A" Beer license for Dolgencorp LLC.
Motion carried on roll call 7-0.

J. ORDINANCES AND RESOLUTIONS

1. R-30-12 Resolution for the adoption of the Open Space and Recreation Facilities Plan(Held 7/16/12)
Moved by Ald. Sevenich, seconded by Ald. Englebert to adopt R-30-12.
Discussion: PRD Tungate explained the plan is direction for staff for future projects and budgets.
Moved by Ald. Benner, seconded by Ald. Englebert to amend the plan to include population trends and projections for Calumet County.
Motion on amendment carried on voice vote.
Motion as amended carried on roll call 7-0.

2. R-31-12 A Resolution Relating to the Designation of City of Menasha Tax Incremental District #1 as a Distressed Tax Incremental District
Moved by Moved by Ald. Sevenich, seconded by Ald. Englebert to adopt R-31-12.
Discussion ensued on TID procedures.
Motion carried on roll call 7-0.

3. R-32-12 A Final Resolution Authorizing Public Improvements and Levying Special Assessments Against Benefited Property (Midway Road sidewalks)
Moved by Ald. Taylor, seconded by Ald. Sevenich to adopt R-32-12.
Motion carried on roll call 7-0.

K. APPOINTMENTS

1. Mayor's appointment to the AD-HOC Sustainability Board
 - a. Danielle Handler, 2 Sherman Place, Appleton, WI 54911-UW Fox Valley, Students for Sustainability
Moved by Ald. Sevenich, seconded by Ald. Benner to approve appointment of Danielle Handler.
Motion carried on voice vote.

L. HELD OVER BUSINESS

1. Alliance Industries expansion project (Held 7/16/12):
 - a. Business Loan Agreement
 - b. Redevelopment AgreementMoved by Ald. Taylor, seconded by Ald. Krueger to table.
Motion carried on roll call 7-0.
2. City of Menasha Open Space and Recreation Facilities Plan 2012-2016 (Held 7/16/12)
No action required.

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. RECESS TO ADMINISTRATION COMMITTEE AND BOARD OF PUBLIC WORKS

- Moved by Ald. Benner, seconded by Ald. Englebert to recess at 7:25 p.m. to Administration Committee and Board of Public Works
Motion carried on voice vote.

Reconvened at 7:45 p.m.

DRAFT

P. Moved by Ald. Benner, seconded by Ald. Zelinski to Adjourn at 7:45 p.m. into Closed Session pursuant To Wis. Stats. §19.85(1)(g): Conferring with legal counsel for the governmental body who is rendering oral or written advise concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved. (Petition for the Proposed Incorporation for the Village of Harrison, 12-CV-28; and Notice of injury and circumstances of claim - Town of Harrison, Celine Romenesko, Rick Kindschi and PCB Litigation)
Motion carried on roll call 7-0.

Q ADJOURN

Moved by Ald. Sevenich, seconded by Ald. Klein to adjourn at 8:45 p.m.
Motion carried on voice vote.

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