

CITY OF MENASHA
COMMON COUNCIL
Third Floor Council Chambers
140 Main Street, Menasha
Monday, September 15, 2014
MINUTES

A. CALL TO ORDER

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

B. PLEDGE OF ALLEGIANCE

C. ROLL CALL/EXCUSED ABSENCES

PRESENT: Aldermen Englebert, Benner, Nichols, Taylor, Sevenich, Langdon, Keehan, Zelinski

ALSO PRESENT: Mayor Merkes, CA/HRD Captain, PC Styka, AFC Sipin, CDD Keil, ASD Steeno, PRD Tungate, PHD McKenney, LD Lenz, City Sanitarian Drew, Clerk Galeazzi

DEPT. HEAD EXCUSED: DPW Radtke

D. PUBLIC HEARING

1. [The proposed rezoning of the property located west of 1011 E Midway Road, which includes parcel number 7-00901-00, 7-00902-00 and 7-00903-00, R-1 Single Family to Planned Unit Development.](#)

CDD Keil gave an overview of the request to rezone three parcels along Midway Road. There is a proposal to build a 40 unit senior housing complex.

No one spoke. Mayor Merkes called the public hearing to a close.

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

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

Nancy Barker, 506 Keyes Street, Menasha. Bridge Tower Museum proposal.

Tom Grade, 999 Brighton Drive and Paul Brunette, 1334 Mayer Street, Menasha. Bricks from Menasha Hotel to be used as walkway.

F. REPORT OF DEPARTMENT HEADS/STAFF/CONSULTANTS

1. [Introduction of PHD Nancy McKenney.](#)

Mayor Merkes introduced Public Health Director Nancy McKenney. He gave a brief description of her previous positions and her job responsibilities as Public Health Director.

2. [NMFR – Dive Team Emergency Procedure.](#)

AFC Sipin gave a brief synopsis' of a recent incident requiring the assistance of the dive team.

AFC Sipin explained what procedures boaters need to follow when they come upon an emergency operation of the dive team.

3. [Proclamation Presentation to the Menasha Macs.](#)

Moved by Ald. Benner, seconded by Ald. Langdon to approve Proclamation Saluting the 2014 Northeastern Wisconsin Champion Menasha Athletic Association (MACs).

Motion carried on voice vote.

Mayor Merkes presented the proclamation to representatives of the Menasha MACs, Larry Konetzke, Tom Konetzke, Joan Smogoleski and Mac Shumann.

4. Clerk Galeazzi - the following minutes and communications have been received and placed on file:
Minutes to receive:

- a. [Administration Committee, 9/2/14.](#)
- b. [Board of Public Works, 9/2/14.](#)
- c. [Library Board, 8/21/14.](#)
- d. [Plan Commission, 9/9/14.](#)
- e. [Police Commission. 8/28/14.](#)

Communications:

f. [Mayor Merkes; Proclamation Concerning the City of Menasha to Raise Awareness of Bullying and Recognizing October as "Bullying Prevention Month"](#).

g. [ASD Steeno; 2014 Equalized Value and 5 Year History of Equalized Values.](#)

Moved by Ald. Benner, seconded by Ald. Keehan to receive Minutes and Communications A-G

General discussion on Comm. G.

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, 9/2/14.](#)

Board of Public Works, 9/2/14 – Recommends the Approval of:

2. [Street Use Application – St. Mary's Central Homecoming Parade; Friday, October 3, 2014; 4:30 PM – 5:30 PM](#)

3. [Street Use Application – Menasha High School Homecoming Parade; Friday, October 10, 2014; 5:30 PM– 6:15 PM](#)

4. [Change Order - Al Dix Concrete, Inc.; Contract Unit No. 2013-01; Midway Road Walk Construction; ADD: \\$9,338.73 \(Change Order No. One\)](#)

5. [Change Order - Northeast Asphalt, Inc.; Contract Unit No. 2014-01; New Street Construction, Gambsky Grove \(Harold Drive\) and First Addition to Southfield; DEDUCT: \\$29,167.80 \(Change Order No. One\)](#)

6. [Payment – Al Dix Concrete, Inc.; Contract Unit No. 2013-01; Midway Road Walk Construction; \\$13,111.20 \(Payment No. 3 & Final\)](#)

7. [Payment – Northeast Asphalt, Inc.; Contract Unit No. 2014-01; New Street Construction, Gambsky Grove \(Harold Drive\) and First Addition to Southfield; \\$30,339.75 \(Payment No. 3 & Final\)](#)

Plan Commission, 9/9/14 – Recommends the Approval of:

8. [The rezoning of parcels 7-00901-00, 7-00902-00 and 7-00903-00 from R-1 Single Family Residential to PUD Planned Unit Development and to approve the site plan subject to the following conditions:](#)

1. [That a bike/pedestrian easement not less than 15 feet in width connecting the existing path in the Midway Road right of way to Cottonwood Drive and/or Barker Park be granted to the City of Menasha prior to an Occupancy Permit being granted.](#)

2. [That a temporary easement be granted to the City of Menasha not less than 30 feet in width for the purpose of constructing the bike/pedestrian path.](#)

3. [That a site grading and erosion control plan be submitted for review and approval by the Public Works Department.](#)

4. [That a storm water management plan meeting the post construction storm water management requirements of Chapter 7 of the Menasha Code of Ordinances be submitted for review and approval by the Public Works Department.](#)

5. [That a site lighting plan meeting the requirements of Section 13-1-12\(h\) of the Menasha Code of Ordinances be submitted for review and approval by the Plan Commission.](#)

6. [That a landscaping plan meeting the requirements of Section 13-1-12\(g\) of the Menasha Code of Ordinances be submitted for review and approval by the Plan Commission.](#)

7. [That a description or samples of building materials meeting the requirements of Section 13-1-12\(f\) of the Menasha Code of Ordinances be submitted to the Plan Commission for review and approval.](#)

8. [That a detail drawing of the dumpster enclosure and mechanical equipment enclosure \(if any\) be submitted to the Plan Commission for review and approval.](#)

9. [That a CSM be created to combine the three parcels prior to final building plan approval.](#)

Ald. Taylor requested to remove from Consent Agenda item 8, Plan Commission recommendation.

Moved by Ald. Benner, seconded by Ald. Keehan to approve Consent Agenda items 1-7.

Motion carried on roll call 8-0.

H. ITEMS REMOVED FROM CONSENT AGENDA

Moved by Ald. Benner, seconded by Ald. Keehan to approve Consent Agenda item 8, Plan Commission recommendation.

General discussion ensued on the zoning of the property, proposed project, future uses of the property. Shawn McKibben from Oak Park Place addressed the Council on their concerns and questions.

Motion carried on roll call 8-0.

I. ACTION ITEMS

1. [Accounts payable and payroll for the term of 9/4/14 to 9/11/14 in the amount of \\$2,092,960.24.](#)

Moved by Ald. Nichols, seconded by Ald. Keehan to approve accounts payable and payroll.

Discussion ensued on expenditures.

Motion carried on roll call 8-0.

2. [Beverage Operators License Applications for the 2013-2015 licensing period.](#)

Moved by Ald. Nichols, seconded by Ald. Keehan to approve beverage operators license applications as listed on memo date 9/10/14.

Motion carried on roll call 8-0.

J. ORDINANCES AND RESOLUTION

1. [O-24-14 An Ordinance Amending Title 2, Chapter 1 of the Code of Ordinances \(Polling Places\) \(Introduced by Alderman Nichols\)\(Recommended by the Administration Committee\).](#)

Moved by Ald. Nichols, seconded by Ald. Taylor to adopt O-24-14 An Ordinance Amending Title 2, Chapter 1 of the Code of Ordinances (Polling Places).

Motion carried on roll call 8-0.

K. APPOINTMENTS

1. Reappointment of Richard Sturm, 120 Greenwood Court, Menasha, to the Parks and Recreation Board for the term of 10/1/14-10/1/17.
2. Reappointment of Nancy Barker, 506 Keyes Street, Menasha, to the Parks and Recreation Board for the term of 10/1/14-10/1/17.

Moved by Ald. Sevenich, seconded by Ald. Langdon to approve reappointments of Richard Sturm and Nancy Barker to Parks and Recreation Board.

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)

Tom Flenz, 1341 Tuckaway Court, Menasha. Concern about addition of pedestrian trail to Cottonwood/Tuckaway area.

Lisa VanderHeiden, 1351 Tuckaway Court, Menasha. Concern about addition of pedestrian trail to Cottonwood/Tuckaway area.

O. ADJOURNMENT

Moved by Ald. Englebert, seconded by Ald. Langdon to adjourn at 7:25 p.m.

Motion carried on voice vote.

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