

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

**CITY OF MENASHA
COMMON COUNCIL
Third Floor Council Chambers
140 Main Street, Menasha
Monday, October 6, 2014**

WORKSHOP - 5:00 PM

Cities and Villages Mutual Insurance Company (CVMIC) Presentation

**6:00 PM
AGENDA**

- A. CALL TO ORDER
- B. PLEDGE OF ALLEGIANCE
- C. ROLL CALL/EXCUSED ABSENCES
- D. PUBLIC HEARING
- E. PUBLIC COMMENTS ON ANY MATTER OF CONCERN TO THE CITY
(five (5) minute time limit for each person)
- F. REPORT OF DEPARTMENT HEADS/STAFF/CONSULTANTS
 - 1. Clerk Galeazzi - the following minutes and communications have been received and placed on file:
Minutes to receive:
 - a. [Board of Public Works, 9/15/14.](#)
 - b. [Housing Authority, 9/17/14.](#)
 - c. [Landmarks Commission, 9/17/14.](#)
 - d. [Library Board, 9/18/14.](#)
 - e. [Neenah-Menasha Sewerage Commission, 8/26/14.](#)
 - f. [NMFR Joint Finance & Personnel Committee, 9/30/14.](#)
 - g. [Parks and Recreation Board, 9/8/14.](#)
 - h. [Plan Commission, 9/30/14.](#)
 - i. [Redevelopment Authority, 9/22/14.](#)
 - j. [Water and Light Commission, 8/27/14.](#)
 - k. [Water and Light Commission Special Meeting, 9/3/14.](#)
 - l. [Waverly Sanitary District, 9/18/14.](#)
Communications:
 - m. [NMFR Chief Auxier; 9/19/14, Quarry Quest.](#)
 - n. [Mark Zelinski, Commodore, Appleton Yacht Club to PRD Tungate; September 2014, Thank you letter.](#)
 - o. [PRD Tungate; Gilbert Site Project Bid, 10/2/14.](#)
 - p. [CCD Keil; Termination of Province Terrace Trail TE Grant, 10/1/14.](#)
 - q. [CCD Keil; Updated Site Plan/Building Elevations – Oak Park Place, 10/2/14.](#)
 - r. [Deborah Wetter, General Manager of Valley Transit to Mayor Merkes; Valley Transit Request for Funding for the Connector, 9/16/14.](#)
 - s. [Menasha Historical Society News, October 2014.](#)
- 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, 9/15/14.](#)

Board of Public Works, 9/15/14 – Recommends the Approval of:

2. Payment – MCC, Inc.; Contract Unit No. 2014-02; Street Reconstruction – London Street, Lakecrest Drive, Sunset Drive, Emily Street, Ninth Street, DePere Street, Parkview Place; \$33,939.38 (Payment No. 1).
3. Authorization to Execute WisDOT Agreement for STH 441/Appleton Road Interchange.

NMFR Jt. Finance & Personnel, 9/30/14 – Recommends the Approval of:

4. Distributing the unspent 27 pay period accrued wages/fringes back to each City. The City of Neenah's share would be 60.1% for a total of \$133,703 and the City of Menasha's share would be 39.9% for a total of \$88,765.
5. Affinity Occupational Health as the vendor for NMFR's 2015 physicals and the City of Neenah's health risk assessment vendor for the lab work for a total cost not to exceed the budgeted amount of \$25,000.

Plan Commission, 9/30/14 – Recommends the Approval of:

6. The Special Use Permit for 321 Konemac Street with the following conditions:
 - That security lighting be installed in compliance with the lighting standards of Section 13-1-12(h) of the Menasha Code of Ordinances.
 - That any outdoor storage of refuse or recyclables be in compliance with the standards of Section 13-1-12(h) of the Menasha Code of Ordinances.
 - That there be no outdoor storage of motor vehicles, parts equipment or supplies.
 - That no motor vehicle repairs be conducted outside of the principal structure.
 - Any vehicles displayed for sale outdoors shall be moved inside the principal structure at the close of business each day.
 - That hours of operation shall be limited to 7:00AM to 7:00PM.
7. The Certified Survey Map on Midway Road adjacent to Barker Park.

H. ITEMS REMOVED FROM CONSENT AGENDA

I. ACTION ITEMS

1. Accounts payable and payroll for the term of 9/18/14 to 10/2/14 in the amount of \$1,469,745.43.
2. Beverage Operators License Applications for the 2013-2015 licensing period.

J. ORDINANCES AND RESOLUTION

1. O-27-14 An Ordinance Amending Title 13, Chapter 1 of the Code of Ordinances. Making Certain Changes to the District – Parcel #7-00901-00, Parcel #7-00902-11, and #7-00903-00. (Introduced by Mayor Merkes) (Recommended by the Plan Commission).
2. R-22-14 Resolution approving a 2014 Budget Adjustment for the purchase of a fire truck and the accompanying borrowing with the State Trust Fund Loan Program. (Introduced by Mayor Merkes).
3. R-23-14 Resolution approving application to the Board of Commissioners of Public Lands to borrow \$595,000 from the State Trust Funds, and authorizing the borrowing and the issuance of certificates of indebtedness and levying a tax in connection therewith. (Introduced by Mayor Merkes).
4. R-24-14 Resolution approving application to Board of Commissioners of Public Lands to borrow \$2,804,500 from the State Trust Funds, and authorizing the borrowing and the issuance of certificates of indebtedness and levying a tax in connection therewith. (Introduced by Mayor Merkes).

K. APPOINTMENTS

1. Council reappointment of Mark Allwardt, 1401 Jennie Street, Menasha, to the Menasha Water & Light Commission, for the term of 10/1/2014 to 10/1/2019.

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)

O. RECESS TO COMMITTEES

P. ACTION ITEM

1. [Board of Public Works, 10/6/14 – Recommends the Approval of Recommendation to Award Senior Center Renovation, \\$319,000, Commonwealth Construction.](#)

Q. ADJOURNMENT

Motion to adjourn 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. (PCB Litigation).

MEETING NOTICE
Monday, October 20, 2014 – 6:00 p.m.
Committee Meetings to Follow

CITY OF MENASHA
Board of Public Works
Third Floor Council Chambers
140 Main Street, Menasha
September 15, 2014
MINUTES

DRAFT

A. CALL TO ORDER

Meeting called to order by Chairman Sevenich at 7:35 p.m.

B. ROLL CALL/EXCUSED ABSENCES

PRESENT: Aldermen Englebert, Benner, Nichols, Taylor, Sevenich, Langdon, Keehan, Zelinski
ALSO PRESENT: Mayor Merkes, CA/HRD Captain, PC Styka, CDD Keil, ASD Steeno,
Clerk Galeazzi

C. MINUTES TO APPROVE

1. [September 2, 2014](#)

Moved by Ald. Taylor, seconded by Ald. Keehan to approve minutes.
Motion carried on voice vote.

D. DISCUSSION / ACTION ITEMS

1. [Payment – MCC, Inc.; Contract Unit No. 2014-02; Street Reconstruction – London Street, Lakecrest Drive, Sunset Drive, Emily Street, Ninth Street, DePere Street, Parkview Place; \\$33,939.38 \(Payment No. 1\)](#)

Moved by Ald. Taylor, seconded by Ald. Englebert to recommend to Common Council Payment to MCC, Inc. for Contract Unit No. 2014-02, Street Reconstruction of London Street, Lakecrest Drive, Sunset Drive, Emily Street, Ninth Street, DePere Street and Parkview Place in the amount of \$33,939.38 (Payment No. 1).

Motion carried on roll call 8-0.

2. [Authorization to Execute WisDOT Agreement for STH 441/Appleton Road Interchange](#)

Moved by Ald. Taylor, seconded by Ald. Englebert to recommend to Common Council Authorization to Execute WisDOT Agreement for STH 441/Appleton Road Interchange.

Motion carried on roll call 8-0.

3. [Proposal by Volunteer Resident Group to Operate Tayco Street Bridge Tower Museum](#)

Steve Krueger, 943 Clovis Avenue, Menasha, addressed the members on the proposal presented by volunteers to operate the Tayco Street Bridge Tower Museum.

Tom Grade and Paul Brunette as members of the Landmarks Commission offered to have the Landmarks Commission oversee the museum and work with City staff and volunteers on the operation of the museum.

General discussion ensued on the operation of the museum, having a plan in place on who is responsible for museum and artifacts, and whether it should be part of a standing committee,

Chairman Sevenich stated this item will remain on agenda for discussion.

E. ADJOURNMENT

Moved by Ald. Taylor, seconded by Ald. Keehan to adjourn at 8:05 p.m.

Motion carried on voice vote.

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

CITY OF MENASHA
Housing Authority
Council Chambers, City Hall – 140 Main Street
September 17, 2014
DRAFT MINUTES

A. CALL TO ORDER

The meeting was called to order at 5:50 p.m. by Frank Haffner.

B. ROLL CALL/EXCUSED ABSENCES

MEMBERS PRESENT: Commissioners Ald. Mike Keehan, Frank Haffner, Christine Kaup, Tim Maurer and Larry Haase.

MEMBERS EXCUSED/ABSENT: Cliff Fischer, Mike Sheleski

OTHERS PRESENT: CDD Keil and Mary Bach.

C. MINUTES TO APPROVE

1. **Minutes of the October 29, 2013 Housing Authority Meeting**

Motion by Comm. Haase, seconded by Ald. Keehan to approve the October 29, 2013 Housing 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.

1. No one spoke.

E. REPORT OF DEPARTMENT HEADS/STAFF/CONSULTANTS

1. None.

F. DISCUSSION ITEMS

1. **Review and Discussion of the CDBG Program Changes**

Mary Bach reviewed correspondence from the Department of Administration DOA concerning accessing the regional RLF fund for housing projects. These funds cannot be accessed unless our local RLF fund balance is less than \$5,000. Commissioners discussed practical difficulties imposed by the small amount of the fund balance due to fluctuations in the fund as loans are repaid and other considerations with regard to accessing funds as may be related to the amount of funds required to complete a project.

2. **Loan Subordination Policy**

Mary Bach reviewed the current loan subordination policy. Commissioners discussed the advantages and disadvantages of requiring current mortgage holders to roll the CDBG loan amount into their primary mortgage when they are refinancing. Consensus was to incorporate that requirement into the subordination policy at this time. Mary Bach also reported that the \$1,000 limit on loan closing costs is no longer consistent with the amounts now common in loan transactions, and recommended the amount be raised to \$1,500.

Motion by Comm. Haffner, seconded by Ald. Keehan to amend the CDBG Loan Subordination Policy to increase the allowable amount of closing costs to \$1,500.

Commissioners also requested that staff conduct an evaluation of current loans to verify the loan

recipients were still residing on the property.

G. ACTION ITEMS

1. Review of CDBG/HOME Rehab Requests for Funding

Applicant #133. Emergency furnace replacement in the amount of \$14,955.

Motion by Comm. Haase, seconded by Ald. Keehan to approve \$14,955 for emergency replacement of the furnace.

The motion carried.

Applicant #134. Emergency furnace and water heater replacement in the amount of \$9,339.

Motion by Ald. Keehan, seconded by Comm. Kaup to approve \$9,339 for the emergency furnace and water heater.

The motion carried.

Applicant #135. Roof repair/replacement and gutters/downspouts in an amount up to \$1,800.

Motion by Comm. Haase, seconded by Comm. Maurer to approve up to \$1,800 for

The motion carried.

G. ADJOURNMENT

Motion by Comm. Haase, seconded by Ald. Keehan to adjourn at 6:55 p.m.

The motion carried.

Minutes respectfully submitted by Greg Keil, CDD.

CITY OF MENASHA
Landmarks Commission
Council Chambers, 3rd Floor, City Hall – 140 Main Street
September 17, 2014
DRAFT MINUTES

A. CALL TO ORDER

Meeting called to order by Chairman Grade at 4:30 PM.

B. ROLL CALL/EXCUSED ABSENCES

LANDMARKS MEMBERS PRESENT: Ald. James Taylor and Commissioners Alison Mayer, Paul Brunette, and Tom Grade.

LANDMARKS MEMBERS EXCUSED:

LANDMARKS MEMBERS ABSENT:

OTHERS PRESENT: CDD Keil, PP Homan, and Richard Loehning, Christine Putman, Kim Vanderhyden, Joe Nemecek, Dan Pamerter, Steve Krueger, Jean Chew, Tom Konezke, Kathy Humski, Nicholas Jevne, Mayor Merkes and Marnie Burton.

C. MINUTES TO APPROVE

1. **Minutes of the August 13, 2014 Landmarks Commission Meeting**

Motion by Ald. Brunette, seconded by Ald. Taylor to approve the August 13, 2014 Landmarks Commission meeting minutes. The motion carried.

D. PUBLIC COMMENT ON ANY ITEM OF CONCERN ON THIS AGENDA OR ANY ITEM RELATED TO THE RESPONSIBILITIES OF THE LANDMARKS COMMISSION

No one spoke.

E. COMMUNICATIONS

1. **Peg Docter Resignation**

Motion by Ald. Taylor, seconded by Comm. Mayer to accept the resignation of Peg Docter. The motion carried.

2. **Wisconsin Historical Society 2014 Conference**

Ald. Taylor expressed an interest in attending.

3. **Kristi Lynch Resignation**

Motion by Ald. Taylor, seconded by Comm. Mayer to accept the resignation of Kristi Lynch. The motion carried.

F. ACTION ITEMS

1. **None.**

G. DISCUSSION ITEMS

1. **2015 Community Development Budget for Landmarks Commission**

Discussion ensued and the consensus was to budget \$1,000 to continue plaques.

2. **Signatures Collected for Preservation of History – Comm. Brunette**

Ald. Taylor spoke to actions by individual Landmarks Commissioners. The petition was not authorized by the Landmarks Commission. CDD Keil stated it is ok to present to the Landmarks Commission to see if they endorse and/or accept the signatures.

Motion by Comm. Mayer, seconded by Ald. Taylor to accept the signatures for the preservation of history. The motion carried.

3. **What does Landmarks Commission Consider a Landmark – Comm. Brunette**

Make copy of the latest survey – hard copy and .pdf. Comm. Brunette listed off National Register buildings. Ald. Taylor would like a copy of the Landmarks Commission authority.

4. **Display Boards/Posters – 212 Main Street – Comm. Mayer**
Comm. Mayer indicated Jeff Maroszek, owner, has authorized the Landmarks Commission to create window displays for his front façade windows at 212 Main Street. PP Homan will provide Comm. Mayer with a request for photos that were made by email the Mr. Maroszek in 2013.
5. **Salvaged Items from Hotel – Comm. Brunette**
Comm. Brunette worked with the developers to create a list of items they wished to be salvaged. Developers willingly provided him with all requested items. Comm. Brunette commended Kim Vanderhyden and John Bergstrom for their cooperation.
6. **Update on Hotel and Bank Site**
Comm. Brunette stressed the value of old buildings and desire to preserve the bank facades. PP Homan indicated the developers were still in the process of designing the structure and securing tenants.
7. **Future Landmarks Commission Activities/Projects**
 - Outreach to business owners
 - Past projects include the bridge tower museum and the pedestrian link.
8. **Façade Improvement Program Grant/Loan Balance**
Balance remains at approximately \$5,000 when accounting for the Lemon Loves Lime (192 Main) Grant and Loan.

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

1. Joe Nemecek – Noted a historic picture book & indicated Ken Syring has photos.
2. Tom Konetzke – Questioned rights with regard to tying into adjacent building; likes Club Liquor façade; wants to track down the hotel's time capsule.
3. Dan Pamerter – 165-167 Main Street – wants to be kept up to date with what is going on with his building. Expressed concerns about on-street and lot parking and what effect demolition of adjacent buildings might have on his building.
4. Marnie Burton – 646 DePere Street – values historic properties and questioned where responsibility lies with regard to decision about historic structures.

I. ADJOURNMENT

Motion by Ald. Taylor, seconded by Comm. Brunette to adjourn at 5:38 PM. The motion carried.

Respectfully submitted by PP Homan.

Minutes of Regular Meeting
ELISHA D. SMITH PUBLIC LIBRARY TRUSTEES
Elisha D. Smith Public Library Gegan Room
September 18, 2014

Call to order at 4:02 p.m. by President Murray.

Present: Crawmer, Eisen, Golz, Kiley, Murray, VanderHeyden and Kaminski

Absent: Nichols and Wicichowski

Also Present: Director Lenz, J. Bongers (Head of Adult Services) and K. Dreyer (Administrative Assistant).

Guests: John Straw (VFW Post 2126), Dave Mix (VFW Post 2126), Mike Taylor (American Legion), Cliff Fischer (VFW Post 2126), Erv Willes (VFW Post 2126), Jim Englebert (VFW Post 2126) and Paul Riederer (Miron Construction)

Public Comment/Communication

Members of VFW Post 2126 and the American Legion are planning to move the Veterans Memorial from outside in the front of the library. The monument sunburst has been broken off (and repaired) and bricks have been cracking/chipping from kids skateboarding and rollerblading. Miron Construction is donating their work to move the monument and then fill in the hole with concrete. They would like to complete this project by Veterans Day, November 11. This group is also communicating with the city's Parks Department. Eisen asked if the Parks Department submitted a plan/design and timeline to the Library Board with a rendering of what the area will look like outside the library so we have a better idea of what is being proposed and the end result. Murray indicated that the veterans do not need our permission to take their property but it is up to the Board to decide what to do with the entrance and make sure that the area is safe for the library's patrons. This will be taken to the library board's Building and Grounds Committee and then the board will call a special meeting to decide.

[Everyone listed under Guests left the meeting.]

Consent Business

Motion made by Kiley to approve the Library Board meeting minutes from August 21, 2014, and accept the Finance Committee meeting minutes of August 15, 2014, the Fundraising Committee meeting minutes of August 21, 2014 and the Investment Committee meeting minutes of September 8, 2014, seconded by Golz. Motion carried unanimously.

Authorization of Bills

Motion made by Eisen to authorize payment of the September list of bills from the 2014 budget as presented, seconded by VanderHeyden. Golz asked about the bill from Kone. The elevator pistons were out of sync so the technician removed the buffers and resynced the jack units, and the torque for the rear door needed adjusting. Motion carried unanimously.

Director's Report/Information Items

1. August Statistics. Circulation was down about 4.6% this year. While the number of programs offered was down slightly the program attendance is up 8.9%.
2. Budget Update. Lenz reported that 65% of the year has passed and 64% of the budget has been spent. Even though the budget line for wages looks like it has been spent, the combined total of salaries and wages are 62% spent, and the rest was a retirement payout.
3. Endowment Report. There were no questions about the endowment report.
4. Staff Reports. The driveway apron has been repaired. There are funds in the budget for a boiler expansion tank replacement but it was suggested by ACC that we not do it at this time.

The proceeds of the September used book sale were \$3,011.30.

The Staff Training Session will take place tomorrow, Friday, September 19 so the library will not open until 1:00pm. The board was invited to attend.

5. Strategic Plan Update. This report shows the goals and objectives that have been completed are in blue; and those in green are in process. There have been no changes since last month.

6. Fundraising Committee Report.

The committee is moving forward with the Chili Cook-Off fundraiser. Ten restaurants have agreed to make chili. Kiley reported that \$6.15 was received from the aluminum can collection.

Discussion/Action Items

7. Staff Request for Unpaid Leave. At last month's meeting, the board granted leave for Library Aide Stadmueller until September 19. She needs more time to recover. Her doctor has provided a return to work form stating that she can return on October 6. Motion made by Golz to approve an extension of her unpaid leave and seconded by VanderHeyden. Motion carried unanimously.
8. Recommendations of the Investments Committee. Golz reported that according to the donor's wishes the Community Foundation Memorial Fund should be spend down and used for specific purposes. The library agreed to use 10% of the Graves Memorial Fund and 5% of the Vollmer Memorial Fund for children's books. The Howe Fund should be used to purchase children's books and the Loeshner Fund for library materials including media materials on needlework, toys, dollhouses and American cuisine. The Howe and Loescher donors did not designate a percentage. The Investment Committee is recommending withdrawing 10% from the Graves Fund, 5% from the Howe Fund, 5% from the Vollmer Fund, and 5% from the Loescher Fund for a total of \$2,083 to use as designated. Book plates will be placed inside each book showing where the donation came from and a list will be created to show what was purchased from each fund. Motion made by VanderHeyden to approve the withdrawal of \$2,083 from the library's Community Foundation Memorial Fund for purchases to be made according to donor wishes and that a withdrawal based on the same percentages occur once each year with board approval. Seconded by Holz. Motion carried unanimously.

The Investment Committee also recommended leaving the budget draft as presented at last month's board meeting.

The Endowment Fund budget was reviewed. The meeting room improvements budget has increased for 2015. The children's material's designation is higher due to the disbursement of the Memorial Funds.

9. 2015 Budget.

The 2015 budget draft is the same as presented last month except for changes presented by Alix: staff, electricity, heat, building repair/maintenance, janitorial and housekeeping supplies. The budget does not include a cost of living adjustment, since that information has not yet been provided by the Mayor. Eisen asked why the electricity has increased instead of decreased with the new lighting balances. He also commented that new materials drive circulation and circulation has been lower since the materials budget has decreased. We need to have a certain level of funds to achieve our goals and deliver services to our patrons. The Endowment Fund is not intended to replace funds in the city budget but to enhance them. There was also a discussion about carrying over funds into the next year and pending retirements. The approval of the 2015 budget draft was postponed. A special meeting will be scheduled.

10. Review of Trustee Essentials: Chapter 21.

Postponed until next month.

Adjournment

Motion to adjourn the meeting at 5:14pm was made by Kiley and seconded by Golz. Motion carried unanimously.

Respectfully submitted,
Kathy Dreyer, recording secretary

NEENAH-MENASHA SEWERAGE COMMISSION

Regular Meeting

Tuesday August 26, 2014

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

Present: Commissioners Mike Sambs, Raymond Zielinski, Tim Hamblin, Kathy Bauer, Steve Coburn, Dale Youngquist; Manager Randall Much, Accountant Roger Voigt.

Excused: Commissioner Jim Gunz.

Also Present: Chad Olsen, Tom Kispert (McMAHON); Rob Franck, Paul Much (MCO); Kurt Van Grinsven (August Winter & Sons); Jon Myers, Brian Nieckula (Atlas Copco).

Public Forum. No one in attendance for public forum.

July 22, 2014 Meeting minutes: Motion by Commissioner Hamblin, second by Commissioner Zielinski to approve the minutes from the July 22, 2014 Regular Meeting. Motion carried unanimously.

Correspondence

The following correspondence was discussed:

August 8, 2014 letter from Maureen Hubeler, DNR to Dale Youngquist, NMSC.
RE: Disbursement Request #26 will have expended 94.11% of Clean Water Fund Assistance.

July 29, 2014 letter from Robert Hannes, DNR to Dale Youngquist, NMSC.
RE: Approval of change orders.

Old Business

There is no Old Business to be discussed.

New Business

Operations, Engineering, Planning

HSI Blower Status Update. Jon Myers introduced Brian Nieckula, the Regional Municipal Sales Manager. Jon informed the Commission the new piping is installed. The Commission was also updated on some nagging issues: CPUSA is working on the control programming; the drive on unit 6; heat exchanger #2 fan became loose; unit #4 bearing change. It is his hope to have all issues completed by the September meeting. President Youngquist commented on the progress being made. Rob Franck informed the Commission we have been taking pictures of the alarm screens and sending them to technicians so they can also see what we are seeing; Manager Much reported the faults have been frequent. Tom Kispert explained the issue with the loan closing and having issues with equipment – we cannot close out this portion of the project until the issues are resolved. Jon Myers indicated they would be willing to provide a letter of credit to help close out the loan.

To accommodate those in attendance, President Youngquist proceeded to Agenda item 6-F, August Winter & Sons and Paint Coating Warranty.

Kurt Van Grinsven discussed 6 outstanding punch list items and the final completion date for these items. Tom Kispert added his doubt in meeting the listed completion dates due to Square D; Square D has missed all promised dates. Tom recommends extending the completion date of September 12 to September 19 for item #2: O&M to be revised by Faith and Square D for resubmittal to McMahon for approval. After discussion, motion by Commissioner Coburn second by Commissioner Hamblin to accept the final completion date schedule from August Winter & Sons with the revised completion date for item #2 per McMahon recommendation. Motion carried unanimously. Commissioners discussed the Paint Coating Warranty being offered; Manager Much and Tom Kispert are okay with the proposed warranty. After discussion, motion by Commissioner Zielinski second by Commissioner Sambs to approve the Paint Coating Warranty (Revised 8/7/14) from August Winter & Sons, Inc. Motion carried unanimously.

The meeting returned to the Agenda as published.

Phosphorus Removal – Chad Olsen reported there is no further update at this time.

McMahon Agreement to evaluate scenarios and costs associated with water quality trading and statewide phosphorus variance. Chad Olsen discussed the proposed agreement; trading is currently the only viable option verses construction. Grand Chute Menasha West has approved the agreement, Clearwater Paper is in the process of approving; the other dischargers are discussing approving the agreement. After discussion, motion by Commissioner Zielinski second by Commissioner Coburn to approve the agreement with McMahon Associates. Motion carried unanimously. President Youngquist reported he suggested to Grand Chute Menasha West to hold a joint meeting with the other dischargers who approved the agreement for discussions on this issue.

Manager Much reported there is a phosphorus analyzer available to monitor effluent phosphorus and will automatically adjust chemical feed pumps; he estimated the payback to be a year or less with the savings in chemical usage – this unit would help control the amount of alum being used. The unit costs approximately \$14,000; Manager Much recommends using McMahon to program the SCADA system while we have their staff here on site programming other equipment. Chad Olsen was instructed to bring in a proposal for McMahon to program this unit into the SCADA system.

Construction Progress Update. Tom Kispert reviewed his memo to the Commission. The Commission has seen the punch list of items to be completed; it is down to one page. The previous target date for completion was August 26; there will be a change order presented at the next meeting updating the final completion date extension to September 19.

Tom Kispert discussed Certificate for Payment #18 with August Winter & Sons, Inc. in the amount of \$397,653.55. After discussion, motion by Commissioner Zielinski second by Commissioner Coburn to approve for payment Certificate for Payment #18 with August Winter & Sons, Inc. in the amount of \$397,653.55. Motion carried unanimously.

Tom Kispert discussed change orders #44 and #45 for plant modifications. After further discussion, motion by Commissioner Zielinski, second by Commissioner Samsb to approve change order #44 for a contract increase of \$1,720.00 with August Winter & Sons, Inc. for plant modifications. Motion carried unanimously. Motion by Commissioner Zielinski second by Commissioner Hamblin to approve change order #45 for a contract decrease of \$18,095.82 with August Winter & Sons, Inc. for plant modifications. Motion carried unanimously.

Tom Kispert reported on future items: polymer system upgrade, and time extension change order. The O&M manual should be ready this week; next week Wednesday at the latest. SCADA functionality testing is being worked on; the goal is to be finished by the end of September. The GIS system should be all wrapped up by the 2nd week of October. Options for transmitting data to the plant from the 9th Street metering station are being looked at; initially the hope was to use a tower in the Town of Menasha. This will not be a feasible option. Tom reviewed the Summary Logs. President Youngquist questioned the equipment items to be completed. Tom reported on the status of the Heat Exchangers and the Centrifuge. The heat exchangers have two units to be placed into service and the centrifuge needs to have performance testing done on our final sludge product; we needed to wait for the painter to complete their tasks before the digesters could be put back into service. Once the digesters are back in service and performing, these items can be completed.

Motion by Commissioner Zielinski, second by Commissioner Hamblin to approve for payment McMahan invoices #49285, #49286, #49287, and #49288 related to the Construction Project in the amounts of \$260.00, \$3,699.07, \$1,200.00, and \$2,200.00. Motion carried unanimously.

Motion by Commissioner Zielinski, second by Commissioner Hamblin to approve for payment McMahan invoices #49289, #49290, #49291, #49292 and #49293 related to additional services for the construction project in the amounts of \$14,360.55, \$2,681.86, \$312.50, \$274.56 and \$466.35. Motion carried unanimously.

Manager Much discussed the Operating Report for the month of July 2014. The plant is operating fairly smooth; there has been an issue with the digester, we needed sodium bicarbonate to stabilize, it is now working normally. After discussion, motion by Commissioner Coburn, second by Commissioner Hamblin to accept the Operating Report for the month of July 2014. Motion carried unanimously.

Budget, Finance, Personnel

President Youngquist requested to move and discuss Agenda item 6-J Draft 2015 Budget as the last item.

Accountant Voigt discussed the financial statements and the cash & investment report for the month of July 2014. MCO generated \$4,000 in revenues to the Commission during the month of July. After discussion, motion by Commissioner Zielinski, second by Commissioner Samsb to accept the Accountant's Report for the month of July 2014. Motion carried unanimously.

Motion by Commissioner Zielinski, second by Commissioner Coburn to approve for payment MCO invoices #18481 and #18521 in the amounts of \$121,833.17 and \$531.65 with payment to be made after September 1, 2014. Motion carried unanimously.

Motion by Commissioner Sambs, second by Commissioner Coburn to approve Operating and Payroll Vouchers #134518 through #134574 in the amount of \$289,780.58 and Construction Voucher #239 in the amount of \$35,057.45 for the month of July 2014. Motion carried unanimously.

Draft 2015 Budget. Motion by Commissioner Zielinski second by Commissioner Coburn to Schedule a Public Hearing at 8:00 am on Tuesday September 23, 2014 prior to the Regular Meeting to receive comment on the Proposed 2015 NMSC Budget. Motion carried unanimously. Commissioners questioned and discussed proposed budget items and requested changes to be made. Specific proposed budget items to be reduced are: Attorney Fees (account 514.1), Commission Meetings (account 520.4), Soil Testing Charges (account 548.0), and Sludge Loader Fuel & Equipment Charges (account 549.0).

Commissioner Coburn reported that Rolling Meadows subdivision in the Town of Neenah may be looking for inclusion into the Sanitary District #2 sewer system. The Commission will be updated if any developments occur.

Motion made by Commissioner Zielinski, seconded by Commissioner Hamblin to adjourn the meeting. Motion carried unanimously. Meeting adjourned at 10:12 a.m.

President

Secretary

**Neenah-Menasha Fire Rescue
Joint Finance & Personnel Committee Meeting Minutes
September 30, 2014 – 5:30 p.m.
Fox Valley Technical College's Conference Room located at
1080 Breezewood Lane, Neenah**

Present: Ald. Englebert, Bates, Kunz, Ramos and Benner.

Excused: Ald. Taylor.

Also Present: Chief Auxier, Director Easker, HR Director Barber and OM Theisen.

Public: Mayor Kaufert and Director Barber.

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

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

Meeting Minutes: The Committee reviewed the meeting minutes from August 26, 2014. Ald. Bates requested one typographical error to be corrected. **MSC Bates/Kunz to approve the August 26, 2014 meeting minutes, all voting aye.**

5:33 p.m. Ald. Benner joined the meeting.

Budget Report: The Committee reviewed the August 2014 budget report. Ald. Kunz said he realizes there are some line items we are over in due to issues beyond our control. He asked if we make the effort to stay within the overall budget. Chief Auxier confirmed since merger we have been able to do this and noted this year will be a challenge due to the vehicle issues, overtime, etc. However, the intent is to stay within the overall budget.

Ald. Benner asked about staffing levels and if we looked at adding another employee to try to reduce overtime budget and if there were things that were not being done due to staffing shortages. Chief Auxier said this has not been looked at as we would have to hire three more firefighters, one on every shift, to balance the shifts. He noted there are options to add day time personnel in the future. At this time, our overtime budget equals one full-time person. We did reduce the overtime budget three years ago because we had automatic aid with AFD and both Cities were impacted by the State shared revenue decreases. If we have to reduce staffing we do so at Station 36 at night. During the day, we make sure we have four people there so we can get inspections and other things done. He felt the best option right now is to look at adding another day time person who can help with inspections, fire prevention activities, plan review, etc. He said if he is allowed to consider this he would like to do so. Ald. Benner noted this is something that should keep open to look at in the future. **MSC Ald. Benner/Benner to approve the August budget report, and place on file, all voting aye.**

Monthly Activity Reports: The Committee reviewed the August activity and automatic aid reports. Ald. Bates asked about the stall elevator calls and if this is the Library. Chief Auxier said there are a few buildings that we have issues with this. She asked if we have a procedure to re-coup time for spending repeatedly. Chief Auxier said no. Ald. Kunz discussed the monthly activity report and noted this report

doesn't reflect costs and/or the amount of time associated with the different types of calls. He asked if there is a way to capture the amount of time calls take so we can look at possibility recouping costs for the Department for things that take longer and if so, this may be something we want to look at in the future.

Discussion was held on the automatic aid calls. Chief Auxier reminded everyone when the new radio system was installed we were not able to have automatic aid as the two counties were on different installation times. It is anticipated the call volume will continue to be close as it has been in the past. Ald. Benner asked about our response times during this time and if there were major issues due to increased response times. Chief Auxier said there were no major issues with calls during that. Ald. Bates asked about the call types on the report. Chief Auxier explained the different types of response types and how they are dispatched. Ald. Ramos asked about the cancelled en route calls and asked why there is a difference in these calls. Chief Auxier said there is a difference in the way Outagamie dispatches. They do a pre-alert system and will call off engine companies once they obtain more information. Ald. Kunz asked if there would be changes so we are not called as much and then called off once more information is obtained. Chief Auxier said he didn't think there would be a change with how they dispatch calls. **MSC Benner/Kunz to approve the August activity and automatic aid report, and place on file, all voting aye.**

Station 31: Chief Auxier gave a tour of the space FVTC currently uses, the out buildings and NMFR's Station. Ald. Bates asked Mayor Kaufert to see if we contacted Neenah High School to see if they have a need for the use of the space. He said they have not but he did contact Gold Cross to see if they were interested. However, this space is larger than what they need at the time. Chief Auxier said different scenerios have been reviewed for possibilities of the use of space but nothing has been finalized.

26 vs 27 Paychecks: The Committee reviewed the memo from both Finance Directors. Director Easker said this is follow-up to the Committee's request for a suggestion on what should be done with these excess funds. Both Finance Directors feel the most equitable way to disburse the funds is taking the average of the cost distribution formula. Ald. Kunz and Ald. Ramos asked why we are distributing it and not using this for funding future paychecks. Director Easker reviewed the reason for the surplus monies and noted if the current contract language was not in place these funds would have been used for funding the 27th paycheck for the union members. Ald. Kunz asked why we would distribute these funds only to have them put back into the account if we are going to need this to fund wages and/or benefits in the future. He feels there should be a defined use on the money versus distributing this back into the general fund. Director Easker said he feels these funds are the "property" of each City as this money was used to fund NMFR's budget. It's surplus funds that have accumulated and there is a need for the Cities to use these now versus sitting for another 10 years to fund the 27th check. He said this Committee has a role to review these surplus funds and make a suggestion to both Common Councils on how to disburse these funds. Ald. Kunz said he feels like there are two different things being said. It's the City's property, and not NMFR's, each City can ultimately decide how to use the money even after a recommendation is made by this Committee. Director Easker said this Committee needs to take action and make a recommendation to both Councils and the money will remain in the current fund until a recommendation is made by this Committee.

Ald. Bates asked about the calculation and if there is an exact way to see how much money each City put into this fund and to determine where the money came from. Director Easker said there is a way but feels this would come out the same way. Ald. Englebert agreed and felt the percentages would be the same.

Director Easker explained how the City of Neenah and the City of Menasha calculate wages when there is a 27th paycheck every 11 years. The City of Neenah funds this for their employees so they do not have a large expense in the 11th year when there are 27 paychecks. The City of Neenah is considered the “agent” for NMFR employees. NMFR employees are under the City of Neenah’s policies, benefits, etc. and therefore, the funding was done the same as everyone assumed, and budgeted, for the way Neenah pays employees. How the current union contract language calls for union members to be done the same way the City of Menasha pays their employees. It was the union who brought the contract language to their attention which avoided a potential overpayment of wages. Chief Auxier said each City funds their wages in two different ways. The firefighters took the brunt of this and their bi-weekly wages were dramatically reduced due to the current contract language. This overfunding is due to their pay cut in 2014. He asked for consideration of the surplus money to be used for funding NMFR’s operating costs.

Ald. Benner asked Director Easker why Neenah accrues the money every year versus returning it and if the City of Neenah benefited interest from this money. Director Easker said as the agent for NMFR, they are required to fund all liabilities for NMFR and wages is considered a liability. All monies set aside to fund NMFR’s liabilities are in their own account and not with any City of Neenah money. The City of Neenah didn’t benefit from the money being in the reserved and interest earned in this account is NMFR’s money.

A lengthy discussion was held on dispersing the money back to each City and whether this money should stay with NMFR’s future budget or go back into the general fund. If the money should be dispersed back or stay within the current account to fund future wages for NMFR. The consensus of the group was the suggested distribution formula, put together by both Finance Directors, was fair and should be used when disbursing the monies back to each City. Ald. Ramos suggested each Mayor and City Council members meet and discuss how these funds would be used in their own City.

Ald. Bates and Ramos felt the money should be returned as it is levied money and if this money has a need to fund an urgent project within the City of Neenah it should be used to fund this. This is the current practice in the City of Neenah for all excess monies. Ald. Englebert said he spoke to Mayor Merkes about the surplus money and they both felt the City of Menasha would either set aside this money to fund a future vehicle replacement or use to offset NMFR’s operating budget. Ald. Benner felt the excess funds should stay with NMFR’s operating budget. Ald. Kunz noted the funds were levied to pay NMFR’s employees and surplus funds should be used to pay NMFR’s employees as this was how the money was levied and intended to be used. The intent of the money wasn’t to have all department heads start lobbying for the money to fund one of their projects.

Ald. Kunz said he has an issue with funding a future liability that doesn’t exist at this time and this should be reviewed at a future meeting.

MSC Englebert/Benner recommends the City of Neenah Common Council and City of Menasha Common Council approve distributing the unspent 27 pay period accrued wages/fringes back to each City. The City of Neenah’s share would be 60.1% for a total of \$133,703 and the City of Menasha’s share would be 39.9% for a total of \$88,765, all voting aye.

2015 Physicals: The Committee reviewed the information regarding the physical process for the firefighters. Ald. Kunz asked about the fee about \$25 and if these services could be pieced out to save money. Director Barber said the \$25 is her charge for the additional lab test the firefighters need and

the rest of the City of Neenah employees do not need and if we pieced out services this may incur extra costs. Ald. Bates asked about approving encumbering future budget expenses. Director Easker said there are times when it is advantageous to do this as it saves money. It has been done for long term software agreements and also with NMFR's physicals as the practicality of saving money overrides this. Ald. Bates asked if these services can be pushed back until after the budget has been reviewed and approved. HR Director Barber said she had to schedule the lab draw dates now as it all ties into open enrollment. If we push the firefighters back it will cost more money.

MSC Ald. Bates/Englebert recommends the City of Neenah and City of Menasha Common Councils approve Affinity Occupational Health as the vendor for NMFR's 2015 physicals and the City of Neenah's health risk assessment vendor for the lab work for a total cost not to exceed the budgeted amount of \$25,000.00, all voting aye.

Proposed 2015 Budget: Director Easker distributed an updated budget. He noted this reflects a reduction of \$13,000 as they finalized the calculations of salaries and fringes in 2015. Ald. Englebert asked when the current contract ended. Chief Auxier said at the end of 2015. Director Easker said the current contract has a wage increase in 2015 and this runs through 2016. The firefighters re-opened their contract to help out both Cities as both Cities had the impact of decreased shared revenue and higher health insurance premiums. In return, they received lower wage increases at the beginning of their contract and agreed to push funding of increases to the back end of their contract. Ald. Bates asked about FVTC's building and positives amounts were. Director Easker said it's actually revenue, not an expense and an error on the report that will be fixed. Ald. Kunz asked about the health insurance and WRS contribution and if the firefighters pay the same as non-union employees. Director Easker confirmed they do. Ald. Kunz asked how changes are made within the budget. Chief Auxier said the merger agreement calls for this Committee to review the budget. If changes are made it is communicated back to this Committee. Ald. Kunz said he has an issue with this process and doesn't feel it is appropriate that the Committee, who has financial oversight, is not allowed to make changes to the budget until the budget is presented to the Common Council. He feels this Committee should be able to look the budget and have authority to review staffing of stations, reduce potential vacation spots on each shift if this is causing a lot of overtime due to people taking off on FMLA, etc. Chief Auxier said for the last 5-6 years the Department and Local 275 firefighters have recognized the issues both Cities had due to shared revenue reductions. Local 275 voluntarily opened their contract and agreed to pay more in health insurance premiums and WRS contributions to help both Cities out and they didn't have to do this as they already had a signed contract. The Department reduced the overtime budget in an effort to help both Cities with their funding. The Department has sacrificed training for shift inspectors, fire investigators, mechanic training, etc. and it's now to the point if we don't start training again their skills be not be kept current and this is the reason for his request in increasing the overtime budget back to what it was previously.

MSC Englebert/Benner to adjourn at 7:20 p.m., all voting aye.

Respectfully Submitted,

Al Auxier
Chief

AA/tt

CITY OF MENASHA
Parks and Recreation Board
Smith Shelter – 140 Main Street
September 8, 2014
DRAFT MINUTES

A. CALL TO ORDER

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

B. ROLL CALL/EXCUSED ABSENCES

MEMBERS PRESENT: Chr. Dick Sturm, Nancy Barker, Sue Pawlowski, Ald. Michael Keehan, Tom Marshall, Lisa Hopwood, Cindy Schaefer-Kemps

MEMBERS EXCUSED:

OTHERS PRESENT: PRD Tungate, PS Maas, Larry Konetzke, Tom Konetzke, Gary Coopman, Michael Taylor, Ald. Dan Zielinski, Tim Gosz (Menasha Utilities Water Dept), Ellen Bucholtz, 733 Second St.

C. MINUTES TO APPROVE

1. **Minutes of the August 11 and August 21, 2014 Park Board Meetings**

Motion by L. Hopwood, seconded by N. Barker to approve the minutes of the August 11 and 21, 2014 meetings

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

Five (5) minute time limit for each person.

1. M. Taylor spoke about the need to look into rehabilitating the playing field and consider several other upgrades to the Koslo Park baseball field. Also mentioned was the recent success of the Menasha Twins Legion and Menasha MACS teams and suggestions on how field improvements could possibly be funded. T. Konetzke stated that the Koslo baseball field was starting to fall behind in terms of quality from most other fields he has been to. Infield improvements are the #1 priority in his mind, followed by the need for a new backstop. G. Coopman and L. Konetzke spoke about things like: the bullpen area, home plate tarp, field watering system, net on top of the backstop, press box, new speakers, amplifiers and bleachers.

E. REPORT OF DEPARTMENT HEADS/STAFF/OR CONSULTANTS

1. **Department Report** – PRD Tungate reported that the Seafoodfest/Fireworks event seemed to go well. Attendance for the fireworks display was estimated to be around one quarter of the normal July 4th fireworks show. Numerous fall/winter programs are starting the week of September 8 or 15.
2. **Park Project and Vandalism Report** – PS Maas reported that the crew was spending time cutting grass. Some work has also been done at the Gilbert site in preparation of the upcoming trail project.
3. **Gilbert and new park site update** – PRD Tungate reported the Gilbert project should be bid out by late September. Progress has been made with Menasha Rotary on becoming a major partner with the City for the development of the new eastside park. The first likely step in park development would be to purchase and install play equipment with help from the Rotary.

F. DISCUSSION

1. **Summary of condition of Winz Park:** Tim Gosz (Water Utility Manager – Menasha Utilities) T. Gosz gave a summary of the condition of the deck and walls of the clearwell and the hard surface recreation area on top. Recently, the deck drains and sidewalls have been repaired. Park works also assisted MU staff by caulking cracks on the entire top deck. Some water leakage is still occurring from the top down and is finding its way out the side walls. T. Gosz mentioned some possible ways of sealing the top deck and possibly removing recreation access to the top deck. PRD mentioned it would be very costly to resurface the entire top deck back to its originally intended uses. E. Bucholtz stated the park still sees some use, but she believed the top deck is probably larger than it needs to be. Conversation was held on the possibility of utilizing the new open space across the street from Winz Park, on the land where the water tower previously stood. MU would like a decision soon from the Park Board and City on whether or not they plan to continue to maintaining the top deck of Winz Park. Conversation was also held on the potential of maintaining a smaller area on the top deck for recreation. Basketball seemed to be the top desired recreation activity amongst the group. The Board would like to hear from more people in the neighborhood and would like staff to set up a public input meeting in the near future.
2. **Koslo Park – upcoming visit by field expert Craig Schendler:** PRD Tungate told the Board that Mr. Schendler was coming to Koslo Park on September 11 to review the baseball field. He was recommended to staff as a person with a lot of experience and knowledge about baseball diamond maintenance. Staff has spoken to Mr. Schendler and believe it will be beneficial to hear what Mr. Schendler has to say about alleviating some field concerns, primarily in the infield area. All field user groups have been invited to the meeting.

G. ACTION ITEMS- None

H. PUBLIC COMMENT ON ANY MATTER LISTED ON THE AGENDA

I. ADJOURNMENT

Moved by S. Pawlowski, seconded by T. Marshall to adjourn at 7:35 pm. Motion carried.

CITY OF MENASHA
Plan Commission
1st Floor Conference Room, City Hall – 140 Main Street
September 30, 2014
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, Ald. Kevin Benner, DPW Radtke and Commissioners Schmidt and Cruickshank

PLAN COMMISSION MEMBERS EXCUSED: Commissioners DeCoster and Sturm.

OTHERS PRESENT: CDD Keil, PP Homan, and Miles Dominowski, and Tony Dold.

C. MINUTES TO APPROVE

1. **Minutes of the September 9, 2014 Plan Commission Meeting**

Motion by Ald. Benner, seconded by Comm. Schmidt to approve the September 9, 2014 Plan Commission meeting minutes. The motion carried.

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

1. No one spoke.

E. COMMUNICATION

1. None.

F. DISCUSSION

1. **Winnebago County-UW Extension Plan Commission Training for Cities & Villages**

PP Homan reported that Community Development Educator Catherine Neiswender from UWEX was exploring the level of interest in creating workshops on planning and zoning issues for plan commissioners at the city and village level, and inquired with commissioner's as to their interest in participating. Commissioner's were favorable toward the idea, but indicated their participation may be limited due to other commitments.

G. ACTION ITEMS

1. **Special Use Permit – 321 Konemac Street – Enclosed Repair Facility**

Motion by DPW Radtke, seconded by Ald. Benner to recommend approval the Special Use Permit

CDD Keil reviewed the revised site plan and commentary from the project architect regarding the suitability of the building for the propose use. He stated that the proposed changes to the building had been reviewed and confirmed by the building inspector. Staff recommended that several conditions be applied to the Special Use Permit and others were suggested by commissioners.

DPW Radtke made and Ald. Benner seconded a motion to recommend approval of the Special Use Permit for 321 Konemac Street with the following conditions:

- That security lighting be installed in compliance with the lighting standards of Section 13-1-12(h) of the Menasha Code of Ordinances.
- That any outdoor storage of refuse or recyclables be in compliance with the standards of Section 13-1-12(h) of the Menasha Code of Ordinances.

- That there be no outdoor storage of motor vehicles, parts equipment or supplies.
- That no motor vehicle repairs be conducted outside of the principal structure.
- Any vehicles displayed for sale outdoors shall be moved inside the principal structure at the close of business each day.
- That hours of operation shall be limited to 7:00AM to 7:00PM

The motioned carried 4-1 with Comm. Schmidt voting no.

2. **Certified Survey Map – Midway Road (Oak Park Place)**

PP Homan stated that the CSM will combine the existing three parcel. Commissioners discussed the status of a small sliver in the northeast corner that is part of one of the existing parcels, but is in the City of Appleton. It was concluded that the remnant sliver would have no impact on the proposed development.

Motion by Ald. Benner, seconded by Comm. Schmidt to recommend approval of the Certified Survey Map on Midway Road adjacent to Barker Park. The motion carried 5-0.

H. ADJOURNMENT

Motion by Ald. Benner, seconded by DPW Radtke, to adjourn at 3:59 PM.

The motion carried.

Minutes respectfully submitted by CDD Keil.

CITY OF MENASHA
Redevelopment Authority
Council Chambers, 3rd Floor, City Hall – 140 Main Street
September 22, 2014
DRAFT MINUTES

A. CALL TO ORDER

The meeting was called to order at 5:02 PM by Chairman Kim Vanderhyden.

B. ROLL CALL/EXCUSED ABSENCES

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

REDEVELOPMENT AUTHORITY MEMBERS EXCUSED: Tim Caudill and Kip Golden.

OTHERS PRESENT: CDD Keil, PP Homan, Mayor Merkes, DAS Steeno, Ald. Dan Zielinski, and Tom Maxymek.

C. MINUTES TO APPROVE

1. **Minutes of the July 23, 2014 Redevelopment Authority Meeting**

Motion by Linda Kennedy, seconded by Bob Stevens, to approve the July 23, 2014 Redevelopment Authority meeting minutes.

The motion carried 5-0.

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

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

No one spoke.

E. COMMUNICATIONS

1. **Second Restated Protective Covenants for Lake Park Villas – Draft**

CDD Keil gave an update on the covenants. HOA annual meeting is set for late October where review and vote on covenant revisions will be made. Revised covenants have been provided to the HOA attorney.

F. DISCUSSION ITEMS

1. **RR Donnelley Acquisition**

CDD Keil provided an overview of the next steps needed to proceed with acquisition of the RR Donnelley properties. Based on staff analysis, next steps include preparation of a purchase agreement that addresses items such as environmental investigation & remediation, demolition, and dealing with costs associated with these items. CDD Keil & PP Homan advocated for securing the services of an attorney that specializes in municipal brownfield/redevelopment issues to ensure all risks are addressed during the negotiations with RR Donnelley.

Motion by Linda Kennedy, seconded by Ald. Englebert to contact entities with professional expertise in environmental and legal matters relating to brownfield redevelopment and bring back cost estimates for retaining their services.

The motion carried 5-0.

2. **Update on Land Purchase and Development Agreement – Mark Winter Homes, Inc.**

PP Homan gave an update on the land purchase and development agreement with Mark Winter

Homes (MWH). MWH is still very interested; however demand for their services has maxed out their capacity. They are currently waiting for a hole in the schedule before they can commit to a timeline to commence.

3. **Update on TID 12**

CDD Keil provided an update on activities and performance of TID #12. Increment for 2014 is approximately \$7 million, building permits have been issued for nearly all lots in Phase I of the Ponds of Menasha, only one lot remains in the Cottages at Lake Park, and Cypress Homes is nearing completion of their model home in Lake Park Villas.

4. **2015 Budget**

CDD Keil discussed 2014 expenses and revenues, and projected 2015 expenditures. 2015 expenses include development incentive, debt payments to the city, development incentives to Mark Winter Homes & Cypress for the Villas development, Lexington Homes for the Ponds of Menasha, property transaction fees, and potential survey work.

Tom Maxymek discussed the forthcoming Homeowners Association budget.

DAS Steeno gave an update on payables and receivables and how they are accounted for.

G. ACTION ITEMS

1. **Lake Park Square Access**

PP Homan distributed the executed intergovernmental agreement between Calumet County, Town & Village of Harrison, City of Menasha, and City of Appleton. This agreement outlines reconstruction of CTH LP to urban standards, provisions for bike and pedestrian accommodations, jurisdictional transfer of the road to local control upon reconstruction, and two access points for the City of Menasha to facilitate development of Lake Park Square.

A general discussion of the access to lake park, and need for an additional road connect to the residential neighborhoods to the west were discussed.

G. ADJOURNMENT

Motion by Ald. Englebert, seconded by Kim Vanderhyden to adjourn at 5:55 p.m.

The motion carried 5-0.

Minutes respectfully submitted by Kara Homan, Principal Planner.

REGULAR MEETING OF THE WATER AND LIGHT COMMISSION

August 27, 2014

Draft

Commission President Allwardt called the Regular Meeting of the Water and Light Commission to order at 8:02 a.m., with Commissioners Roy Kordus, Don Merkes, and Joanne Roush present on roll call. Also present were Melanie Krause, General Manager; Steve Grenell, Project Engineer; Tim Gosz, Water Plant Supervisor; Kristin Hubertus, Business Operations Accountant; Paula Maurer, Customer Services Manager; and John Teale, Technical Services Engineer.

Commissioner Zelinski was absent.

With the absence of Commission Secretary Zelinski, Commission President Allwardt appointed Commissioner Kordus as Acting Secretary.

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

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

- A. Minutes of the Regular Meeting of July 30, 2014
- B. Approve and warrant payments summarized by checks dated July 31 & August 7-28, 2014, which includes Net Payroll Voucher Checks and Operation and Maintenance Voucher Checks for a total of \$1,038,184.07, 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 Menasha Utilities Newsletter dated August 2014
 - Copy of *Wisconsin Water Association* Summer 2014 article “Reconfigure System To Meet Today’s Needs Menasha Electric Water Utilities”
 - Copy of WRWA 2014 President’s Award presented to Menasha Utilities for Meritorious Service to Community
 - Copy of Memorandum from WPPI Energy dated August 11 RE: Typical Bill Comparison Summary
 - Copy of letter from Cities and Villages Mutual Insurance Company dated July 17 RE: 2014 Liability Dividend Report
 - Copy of letter from State of Wisconsin Department of Natural Resources dated August 13 RE: Termination of WPDES Storm Discharge Permit

Business Accountant Hubertus made the Commission aware that the check register is higher due to some large expenses paid in the month of August.

Commissioner Roush commented on the article from Wisconsin Water Association and asked to have Menasha Utilities customers made aware and put it on our website.

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

Item V. No purchase Orders over \$10,000.00 were issued since the last Commission meeting.

Item VI. Unfinished Business, Lead & Copper Testing – When installing new mains, lead services are removed from the main to the curb stop. Water Plant Supervisor Gosz asked the Commission to recommend to the city council an ordinance requiring homeowners to replace lead services from the curb stop to their house whenever the main is replaced. Mr. Gosz went into detail how replacing both parts of the distribution system would help reduce the lead percentile in the drinking water. Staff and Commissioners discussed several options that could be available to customers to comply with this type of ordinance.

Comm. Roush asked staff to look into any funds or financing options that would be available to customers and bring them back to the Commission.

Information on unidirectional flushing was included in the packet. Advantages were discussed along with a plan to test its effectiveness next summer.

Generator Fencing Options – The five foot fencing around the former Manitowoc Tower site will be removed in September at a cost of \$1,500. Bids were received for a new fence around the generator; Security Fence was the low bidder at \$2,400.

The motion by Comm. Roush, seconded by Comm. Kordus, was unanimous to approve \$3,900 for the former Manitowoc Tower site generator fencing.

Item VII. New Business, Performance Evaluation General Manager – Commission President Allwardt stated the process of evaluation would be similar to previous years with 360° feedbacks with the management team.

Out of State Travel – Customer Services Manager Maurer requested authorization to attend the Harris Customer Training Conference in San Diego, CA November 17-21, 2014.

The motion by Comm. Roush, seconded by Comm. Kordus was unanimously approved to authorize Paula Maurer's travel request.

Power Factor Study – Project Engineer Grenell discussed voltage regulation problems, loss of double contingency, and additional heating on transformers that have occurred since an industrial customer removed equipment from service. Proposals for a Power Factor Study on the 34.5kV system have been received; Forster Electrical Engineering was the low bidder at \$7,000.

The motion by Comm. Roush, seconded by Comm. Merkes was unanimous to approve an agreement for engineering services from Forster Electrical Engineering to assess and recommend the application of capacitors on our electrical system (Power Factor Study) in the amount of \$7,000.

Item VIII. Strategic Reports, Monthly Strategic Initiative Update - The July report was discussed. An APPA benchmarking safety report was included along with electric reliability regional figures.

July Financial and Project Status Reports – Electric consumption decreased 5% compared to budget due to low temperatures and a negative DCA rate. Net operating income was \$50,981.00 higher than budget through a combination of decreased power cost and pass through rates. All outstanding projects will be evaluated next month to determine which ones will be moved to the 2015 budget and which ones will be completed this year.

Water consumption decreased by 12.2% compared to budget, with year-to-date up by 1.5%; water treatment costs were 26% below budget; and net operating income is down 19% compared to budget.

After discussion, the Commission accepted the July Financial and Project Status Reports as presented.

Project Reports, Water Plant Projects – Demolition has begun on the Low Lift Pump replacement project. Staff is continuing to investigate the #4 High Lift pump vibration.

Metering Practice & Plan – A list of properties that we access to read meters is being reprioritized for AMR meter to be installed. Staff is obtaining information on utilizing an AMI system for large customers.

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

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

And pursuant to Section 19.85 (1) (e), of the Wisconsin Statutes for the purpose of deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session, and (f) of the Wisconsin Statutes for the purpose of considering financial, medical, social or personal histories or disciplinary data of specific persons, preliminary consideration of specific personnel problems or the investigation of charges against specific persons except where par. (b) applies which, if discussed in public would be likely to have a substantial adverse effect upon the reputation of any person referred to in such histories or data, or involved in such problems or investigations. RE: Delinquent Accounts

By: MARK L. ALLWARDT
President

ROY KORDUS
Acting Secretary

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

SPECIAL MEETING OF THE WATER AND LIGHT COMMISSION

September 3, 2014

Draft

Commission President Allwardt called the Special Meeting of the Water and Light Commission to order at 5:02 p.m., with Commissioners Roy Kordus, Don Merkes, Joanne Roush, and Dan Zelinski present on roll call. Also present were Melanie Krause, General Manager; Steve Grenell, Project Engineer; Tim Gosz, Water Plant Supervisor; Kristin Hubertus, Business Operations Accountant; Paula Maurer, Customer Services Manager; 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. Unfinished Business, Generator Fencing Options – During the August 27, 2014 Commission meeting \$3,900 was approved for the former Manitowoc Tower site generator fencing. A misunderstanding about the price for installation was discovered and the amount requested for the project has been increased \$1,317.00, not including internal labor or any cost from the City for seeding the area.

The motion by Comm. Merkes, seconded by Comm. Roush was unanimous to approve increasing the price from \$3,900 to \$5,217 for the former Manitowoc Tower site generator fencing.

Item VII. New Business, Accomplishments, SWOT and Strategic Planning - Included in the packet was an Accomplishments report that summarizes what has been reported on the monthly Strategic Objectives. The report follows the 2013 Strategic Plan detailing how goals, within the 5 key strategies, were met throughout the past year.

The SWOT analysis was updated, removed from the 2015-2016 Strategic Plan, and presented as a separate item.

The Strategic Plan has been changed from a one year to a two year plan in order to encompass more of a bigger picture prospective. The separate Utilities were combined under each of the 5 key strategic categories to eliminate redundancy and the look of the plan was updated to make it more aesthetically appealing.

Discussion over the Accomplishments report, SWOT Analysis, and Strategic Plan ensued.

The Commission asked to incorporate benchmarks and more detail with notable examples to future Accomplishments reports.

Turning weaknesses and threats on the SWOT Analysis into strengths and opportunities was discussed.

During the Strategic Plan discussion the Commission asked to have more information on Energy Services & Fiber added to the Situational Assessment. For future plans, including a look at underutilized resources and addressing low flow areas was recommended.

Commissioner Kordus departed at 6:32 p.m.

Modifications and updates will be provided in a revised draft plan with the budget.

The Strategic Planning Commission meeting scheduled for September 10th has been cancelled.

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

Item X. The motion by Comm. Roush, seconded by Comm. Allwardt, was unanimously approved on roll call to adjourn at 6:55 p.m.

By: MARK L. ALLWARDT
President

DAN ZELINSKI
Secretary

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

MEETING MINUTES
WAVERLY SANITARY DISTRICT

September 18, 2014

District Office - N8722 County Rd. LP

1) **MEETING WAS CALLED TO ORDER** at 8:00am by President Bartlein.

2) **PRESENT:**

President Bartlein	(DRB)	Systems Operator Krueger	(RWK)
Commissioner Kasten	(DLK)	Systems Operator Van Zeeland	(TGV)
Commissioner Bartlein	(JJB)	Systems Operator Dornfeld	(DWD)
Consultant Sams	(MLS)	Office Manager Girdley	(CMG)
Consultant Fulcer	(LJF)	Admin Assistant Weir	(PMW)
Engineer Martenson	(SCM)	Mark Mommaerts – Harrison Planner	

3) **APPROVAL/ACCEPTANCE OF 8/12/14 MEETING MINUTES:**

MOTION (JJB¹/DLK²) to approve. Motion carried 3-0.

4) **RECEIPT ACKNOWLEDGEMENT/APPROVAL OF JAN-JUL 2014 FINANCIAL AND BUDGET COMPARISON REPORTS:** MOTION (JJB¹/DLK²) to approve. Motion carried 3-0

Invoices were approved for payment and checks were signed prior to the meeting.

5) **COMMUNITIES/CUSTOMERS/SERVICE CONCERNS**

- Firelane 3 Resident Road/Manhole Repair Concern: Cliff Engel, Firelane 3 indicated 30 properties on FL 3 and east half of FL 2 will have private road reconstructed next year. WSD will apply cold patch around manhole this fall.
- Future Lift Station – ECWRPC 9/17/14 meeting addressing Neenah-Menasha SSA Hold Area Designation Removal: SCM reported it was only a discussion item on their agenda and will be decided on at their next meeting. CMG noted Zirbel Dr. resident expressed interest in water/sewer service. Zirbel Dr. is outside sewer service area and they would need to petition Harrison/ECWRPC for annexation into sewer service area.
- Lakeview Stormwater Pond: VOH has received all DNR approvals and is moving ahead to complete pond.
- Oak Park Place Service Inquiry: SCM in in contact with developer and project still in planning stages.

6) **MONTHLY WATER SAMPLE TESTS' RESULTS:** RWK reported five samples taken on 8/13/14 were determined safe by Clean Water Testing. Report on file.

7) **OLD BUSINESS:** 2013 Wisconsin Act 25-Municipal Customer Privacy Bill: Nothing new to report.

8) **DISTRICT'S REPAIR/MAIN EXTENSION/MODIFICATION PROJECTS**

- Fire Hydrant Relocation (Sunshine Auto parking lot): Project is expected to be completed within a month.

9) **GENERAL CONSTRUCTION STATUS (INDIVIDUAL DEVELOPER FUNDED PROJECTS)**

- Papermaker Ridge II: CMG reported final engineering fees have been received meeting all conditions of approval.
- Harrison Apartments – Final Project Acceptance: SCM reported project not ready for acceptance.
- Kambura Acres – Final Project Acceptance: SCM reported project not ready for acceptance.

- Harrisville Place: SCM reported project may be ready for acceptance at next meeting.
- Old Highway Rd (Tim Wittmann): Nothing new to report.

10) **NEW BUSINESS**

- Next meeting is Thursday Oct 16, 2014 (8:00am) at District Office
- District Storm Sewer Bid Acceptance: MOTION (DLK¹/JJB²) to accept bid from Robert J. Immel at \$36,897.50. Motion carried 3-0. This was low bid and included alternate deduct of \$3,000 for direct downspout connections.
- Senate Bill 517 (Act 274) Tax Roll Certification of Unpaid Utility Bills: Nothing new to report.
- City of Menasha's Appeal – Case No. 13-CV-189: Nothing new to report.

11) **OFFICE REPORT:** CMG reported there were 59 residential connection permits and one commercial connection permit end of August compared to 61 residential connection permits at end of August 2013. All tax settlement money has been received.

12) **FIELD REPORT:** RWK reported sewer cleaning of 1/3 the system scheduled for next week.

13) **OTHER BUSINESS TO LEGALLY COME BEFORE THE COMMISSION**

- Sewer Allowance on Aug Monthly Bill Acct #0110: CMG reported sewer allowance was given for water used that didn't go down the sanitary sewer.

14) **ADJOURNMENT:** MOTION (JJB¹/DLK²) to adjourn. Motion carried 3-0. Meeting was adjourned at 8:40am.

Submitted by Penny M. Weir
Administrative Assistant



Memorandum

TO: City of Neenah and Menasha Common Council Members
Mayor Merkes
Mayor Kaufert

FROM: Chief Auxier

DATE: September 19, 2014

RE: Quarry Quest

As you know, Michel's Quarry invited our Dive Team to put together an activity for Quarry Quest. "Beneath the Surface" was a simulated dive scenario. This involved the divers getting into the water, from the surface, diving down and searching for the vehicle and possible victims. Once the vehicle was located, they completed a 360 degree inspection of the vehicle to look for potential victims. Once they found a victim they would communicate that and begin to surface with the victim. Through the entire scenario the diver communicated with the tender who was on shore. They wore GOPRO cameras with a live feed that televised onto three televisions on the surface. While this was happening, the non-divers were at the surface to explain what the divers encounter, how they mitigate problems and how they help the victims who could be in the water with the vehicle. They also discussed boating, open water and ice safety.

The feedback from this event was extremely positive. We are grateful for the opportunity to help the public understand the importance of safety while out enjoying recreational activities on the water. If there is ever an unfortunate accident we were able to help the people present understand the processes involved to conduct rescue efforts under the water. We feel education is a key component and many people present communicated their realization of how important it is to make better choices while enjoying their recreational activities on our area waterways.

Scheels donated the GOPRO's, Eye of Mind donated the live feed housing, Silica donated three televisions and Fox Stamp's help with our banner. We are appreciative of these vendor's for letting us use their equipment and they have all committed to letting us this equipment at future Quarry Quest events.

We are especially grateful for Michels Quarry and their continued support of our Dive Team and our Department.

When we received the invitation to participate at Quarry Quest I had a hard time imagining the activity we could do and would have an impact on the public regarding the importance of safety while out on the water. Once again, I am amazed with another idea our members came up with that achieved our goal of educating the public on water safety and what happens if we ever get a call. Our Dive Team members put a lot of time and effort to coordinate this event and a couple of them spent quite a bit of their off duty time working on this to make sure it was a success. I am grateful for their hard work and dedication to our Department and the citizens we serve in both of our communities.

Thank you for your support of our desire to maintain a Dive Team and for the support you give to our Department.

AA/tt

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Fax (920) 733-8469

City of Menasha – Parks & Recreation Department
Menasha Marina
Attention Brian Tungate – Director
2nd Floor, City Hall
140 Main Street
Menasha, WI 54952

c.c. Diane Schabach

Brian,

As a follow-up to my phone call and on behalf of the Appleton Yacht Club and many of our boaters, I would like to thank your team for its hospitality this summer. Over a dozen Appleton Yacht Club boats were effectively stranded on the Menasha side of the lock for the bulk of the summer. Your City and Marina went above and beyond the call of duty to welcome us, find room for us, and help make it affordable.

We would all like to specifically acknowledge the work that Diane Schabach does on your behalf. Diane has always welcomed our members as we come by for gas or a visit, and she was instrumental in taking care of our members this summer. She is truly a great asset to your organization. Thank you Diane!

Hopefully you will see a lot more of us, getting gas or returning from Lake Winnebago, next summer. And please feel free to come by the AYC anytime as our guest.

Warm regards,

Mark Zelinski

A handwritten signature in black ink that reads 'Mark Zelinski'.

Commodore
Appleton yacht Club
920-621-1456 (cell)



MEMORANDUM

To: Common Council
From: PRD Tungate *BT*
Date: October 2, 2014
RE: Gilbert Site Project Bid

Staff is pleased to inform you that a request for bids has gone out for the Gilbert Trail Development Project. The project was split into two separate bids to hopefully garner more competitive pricing and to allow some of the work to be carried out through the fall and winter months. Most of the trail work will occur next spring, with the expectation that the trail will be open to the public by next summer.

The bid deadline is October 14, 2014.



MEMORANDUM

To: Common Council
From: Greg Keil, CDD
Date: October 1, 2014
RE: Termination of Province Terrace Trail TE Grant

In 2013 Wisconsin Act 20 was created that impacted the scheduling, and ultimately the funding of the Province Terrace Trail that was to be extended from Natures Way to STH 114. This policy change, which we were alerted to in late June of 2014, accelerated the "Commencement of Construction" date to October 27, 2014. This timeline could not be met owing to the procedural requirements for environmental review, land acquisition and plan review imposed by WisDOT and Federal Highway Administration (FHWA) regulations. As a consequence, Federal funding has been revoked.

Prior to this announcement, staff had solicited Requests for Qualifications from engineering design consultants for the preparation of plans and specifications, environmental review, and real estate work associated with the project. We selected the firm CORRE and were about to enter into negotiations on fees when this situation became known. I have engaged CORRE to assist with an assessment of the options for proceeding with the trail construction. Their analysis is incorporated in this memorandum.

Moving forward, the City has a number of options in order to continue with the success of the city-wide and regional trail system.

Potential options include:

- 1) Design & build the Province Trail with local funds (no WisDOT involvement)
- 2) Reapply for a WisDOT grant for the Province Trail
- 3) Reapply for a larger Friendship Trail Extension in the next cycle(assuming building the Province Trail locally)

Our recommendation is to proceed with Option #1 now, and then in 2016 when the next cycle of WisDOT grant applications available, proceed with Option #3.

In order to provide the council with information to consider all options fully, we have listed below the pros & cons to each relative to process differences, timelines and cost:

Option #1: Build Province Trail with 100% local funds (Preferred Option)

WisDOT originally awarded the City of Menasha the grant which had \$314,608 in federal matching funds for this 3,000 LF trail which incorporated 1,000 LF of boardwalk as well. Due to the revised TAP regulations, the City's funding was pulled.

The Community Development Department believes that it is in the City's best interest to proceed with the design and construction of this phase of the Province Trail at 100% local funds due to an expedited timeline and cost savings available and/or comparable costs with the project based on its scope if built with 100% local funds.

Cost-Benefit Analysis: (See Exhibit A)

a) **Timeline:** The WisDOT process adds time on all aspects of the project--including design, real estate and construction. By completing with 100% local funds, the project could start construction significantly earlier.

a. By completing the project locally, this could get constructed in 2015 or early 2016.

b. If WisDOT funds were involved, all deliverables on the project are submitted directly to the Management Consultant (MC), reviewed, resubmitted and routed through WisDOT and FHWA as applicable. The following requirements would add to a standard public bid design and construction project timeline:

i. Environmental Document:

- Archeological and historical screening: + 6 weeks
- Wetland Delineation approval: + 6 weeks
- Environmental Report: + 12 weeks

ii. Design Study Report : + 6 weeks

iii. Real Estate: + 6 months (24 weeks)

iv. Plans, Specs, Bid documents: + 6 weeks

v. Advertisement/ Award: +6 weeks

Total typical additional time: 66 weeks = 1 year, 3 months, 2 weeks*

Note, this is assuming design and real estate services remain at 100% local funding. If both of these were to be included within the WisDOT grant, a minimum of an additional 12 months would be added to the schedule.

c. Since we no longer have the grant, we would then need to re-apply for the project in the next cycle. Applications would be submitted in May 2016, with projects not awarded until October/ November of 2016. So, construction then realistically would not begin until 2018.

b) **Cost:** Although the 80% construction funding through WisDOT is a benefit, through the detailed analysis of all project related elements (design, real estate and construction), it appears that if we were to build with 100% local funds, we would come out slightly ahead .

- a. *Design costs will be reduced.* With WisDOT projects, the following protocols/ forms are required that would not be needed if the project were 100% locally funded:
 - i. Environmental document & WisDOT archeological/historical screening
 - ii. Design Study Report with Transportation Management Plan
 - iii. Specific plan detailing per WisDOT standards
 - iv. More extensive design requirements that necessitate more detailed engineering (e.g. 20,000 lb. loading with 14' wide boardwalk)
 - v. Specific project manual inclusions with state and federal additional special provisions
 - vi. The multitude of Sponsor's Guide checklists
 - vii. Request to Advertise package and Request to Award packages
 - viii. MC, WisDOT and FHWA time would not be charged back to the City at 20%
 - ix. Consultant Design services for project similar scope/ construction estimate:
 - For WisDOT Non-traditional project route: 15% construction costs for design:
 - For same project scope, but 100% local: 10% construction cost:
- b. *Real Estate consultant costs will be reduced:*
 - i. Valuation instruments will be simpler
 - ii. Acquisition would follow the federal Uniform Relocation Act, but would not incorporate the many steps and forms associated with WisDOT real estate acquisition
 - iii. Offering price could be modified internally without WisDOT review/approval
 - iv. Dependent on the level of effort the City would like to see for the valuation instrument, consultant effort could be reduced anywhere from 10-30%
- c. *Construction costs would be reduced:*
 - i. The City would be able to utilize force account labor for elements that would potentially be more cost effective (e.g. landscaping)
 - ii. Design requirement for boardwalk would fit the City's need and be a large reduction in cost vs. WisDOT requirement
 - 1. If required to construct the boardwalk 14' wide and to a 20,000 lb. capacity is estimated to be 150% greater for materials alone
 - 2. Railing required by WisDOT standards in addition to bumper railing if greater than 18" drop from deck to ground
 - iii. By the design timetable being shorter, the construction would be able to occur earlier, thus we would avoid more expensive construction costs due to annual inflation.
 - iv. No Disadvantaged Business Enterprises (DBE) requirements
 - v. Oversight of the construction project could be done with in-house staff similar to other public works projects

- vi. If oversight from consultant is still requested, construction inspection is reduced based on not having to follow WisDOT procedures as noted below
 - 1. Contract modifications being routed twice through the MC and WisDOT
 - 2. Wage rate interviews
 - 3. Review and approval of submittals in accordance with WisDOT specifications
 - 4. Average cost for project of this scope:
 - a. WisDOT Non-Traditional: 8-10% of construction cost
 - b. 100% local let: 5-6 % of construction cost
- vii. MC, WisDOT and FHWA time would not be charged back to the City

c) **Other Considerations:**

- a. The trail would be constructed and completed for community use sooner than later.
- b. If the City completed this section with 100% local funds, this would show a strong commitment towards our trail system relative to other potential grant opportunities in the future.

The Community Development Department believes that it is in the City's best interest to proceed with the design and construction of this phase of the Province Trail at 100% local funds due to an expedited timeline and cost savings available with the project based on its scope if built with 100% local funds.

Option #2: Reapply for a WisDOT grant for the Province Trail

Based on all items listed above in the comparison, the timing of the project would be delayed by a minimum of two and a half years. In addition, based on the specific scope of the project and WisDOT associated requirements, it appears that it would not be cost-effective to proceed with this option, or may be only slightly more cost-effective. Also, with the application, there would be no guarantee that the City would receive the grant, and then the project development would be further delayed .

Option #3: Reapply for a larger Friendship Trail Extension in the next cycle (assuming building the Province Trail locally)

Although WisDOT funds associated with the TAP funding do require additional oversight and specific processes as detailed above, there are projects that merit applying for the funds. Typically, with larger projects and based on the scope of the project as well, the cost for the oversight and design restrictions on a relative level are not as intimidating and therefore the cost benefit analysis works in favor of utilizing the funding.

The Community Development Department feels that it would be in the best interest of the City to build the Province Trail section as noted above in Option #1 with 100% local funds and then apply for funding matches of the larger Friendship Trail (conceptually estimating 1.5 mile of trail vs. the smaller Province Trail of .6 miles) from both WisDOT TAP funds and WisDNR Stewardship funds.

As the trail alignment has not been set, we would then utilize the next year to conceptually develop best alternatives and thereby have a good understanding of project impacts for any grant applications (real estate, environmental, distance, etc.). Having an accurate scope and cost estimate are key to the success of projects with grants (and the applications themselves) and we feel this larger project would be well received from both WisDOT and WisDNR.

Based on past feedback received from agencies involved with this type of project, WisDOT would look favorably on this project for funding for the following reasons:

- 1) The City completed the Province Trail section of their own initiative which is a key link in the trail system.
- 2) The trail alignment compliments roadway improvements that WisDOT has recently done and will continue to complete in the area
- 3) There are a number of regional and statewide partners on the trail who we work with in the design and funding of the project (Calumet County, Town of Harrison, WisDNR, the East Central Wisconsin Regional Planning Commission)
- 4) This would be a regional trail connection which would then extend the alternative transportation into Town and Village of Harrison, Village of Sherwood and ultimately City of Appleton.
- 5) The construction of this segment of trail will be a great connection to Menasha neighborhoods (thus eliminating more short vehicle trips) and the Conservancy.
- 6) The trail system is strongly supported by the East Central Wisconsin Regional Planning Commission

In addition, we believe WisDNR would look favorably on the project for the following reasons:

- 1) The regional link to the trail system is tremendous and trail development and maintenance is a strong goal of WisDNR
- 2) The trail as a whole would traverse some wetlands and then connect with the conservancy which highlights WisDNR's goal of getting people to experience nature.
- 3) The trail has significant partnerships associated with its development
- 4) WisDNR has expressed desire in the past to work with the City of Menasha in development of this system.

Related, WisDNR funds (50/50 match) can be utilized as a match to the local match of WisDOT funds (80/20 match), so if both funds were secured, the City's cost would be minimized further.

We feel it is important to establish the larger trail goals as well as the more immediate needs and because of this, have included this option for the Council's review/ approval.

Menasha Province Trail Cost Benefit Analysis

9.11.14

	Total Cost if WisDOT project		TOTAL Cost if 100% local Project	Difference
	Total Project Cost	Local share		
Design (assumes \$570,000 in construction cost)				
Design Fees (100% local funded, 15% WisDOT, 10% local)	\$ -	\$ 85,500.00	\$ 57,000.00	\$ 28,500.00
MC/WisDOT oversight (20% local match)	\$ 25,000.00	\$ 5,000.00	\$ -	\$ 5,000.00
Inflation delay 2 year design costs	\$ -	\$ 5,206.95	\$ -	\$ 5,206.95
subtotal design	\$ 25,000.00	\$ 95,706.95	\$ 57,000.00	\$ 38,706.95
Real Estate (assumes \$70,000 in real estate)				
Consultant fees (100% local funded)	\$ -	\$ 19,000.00	\$ 13,000.00	\$ 6,000.00
Inflation acquisition costs (+ 2 years WisDOT)	\$ -	\$ 74,263.00	\$ 70,000.00	\$ 4,263.00
subtotal real estate		\$ 93,263.00	\$ 83,000.00	\$ 10,263.00
Construction Estimate				
Grading/excavation (\$28/CY, 370 CY)	\$ 10,360.00	\$ 2,072.00	\$ 10,360.00	\$ (8,288.00)
Stone Base (\$20/TON @ 540TON)	\$ 10,800.00	\$ 2,160.00	\$ 10,800.00	\$ (8,640.00)
Asphalt (\$58 TON/ 370 TON)	\$ 21,460.00	\$ 4,292.00	\$ 21,460.00	\$ (17,168.00)
Boardwalk loading /width requirement WisDOT vs. local standards 12' wide, 10,000 lb: \$150 LF 14' wide, 20,000 lbs: \$262.50 LF (assume 150% cost increase)	\$ 262,500.00	\$ 52,500.00	\$ 135,000.00	\$ (82,500.00)
Boardwalk railing (assume 10% needs railing @ \$25/LF)	\$ 3,500.00	\$ 700.00	\$ -	\$ 700.00
Boardwalk installation (Contractor vs. Wiscorps) WisCorps: labor = \$45/LF Contractor: = \$250/LF	\$ 250,000.00	\$ 50,000.00	\$ 45,000.00	\$ 5,000.00
In-house labor vs. contractor on some elements - save mark up (landscaping)	\$ 10,000.00	\$ 2,000.00	\$ 2,500.00	\$ (500.00)
subtotal DIRECT construction costs	\$ 568,620.00	\$ 113,724.00	\$ 225,120.00	\$ (111,396.00)
MC/WisDOT oversight (20% local match)	\$ 7,500.00	\$ 1,500.00		\$ 1,500.00
Inflation (+ 2 years)	\$ -	\$ 35,017.50	\$ -	\$ 35,017.50
Construction oversight (100% local) (8% WisDOT, or 100% City staff if local)	\$ -	\$ 45,600.00	\$ 13,625.00	\$ 31,975.00
subtotal INDIRECT construction costs	\$ 7,500.00	\$ 82,117.50	\$ 13,625.00	\$ 68,492.50
subtotal ALL construction Costs				\$ (42,903.50)
Net Cost Savings - 100% Local Funded Project over WisDOT Funded Project				\$ 6,066.45

Notes:

Boardwalk costs could vary considerably based on materials chosen

Construction estimates are conceptual based on 1,000 of boardwalk and 2,000 ft 10' wide of asphalt

Design and construction oversight fees are based on average percentages

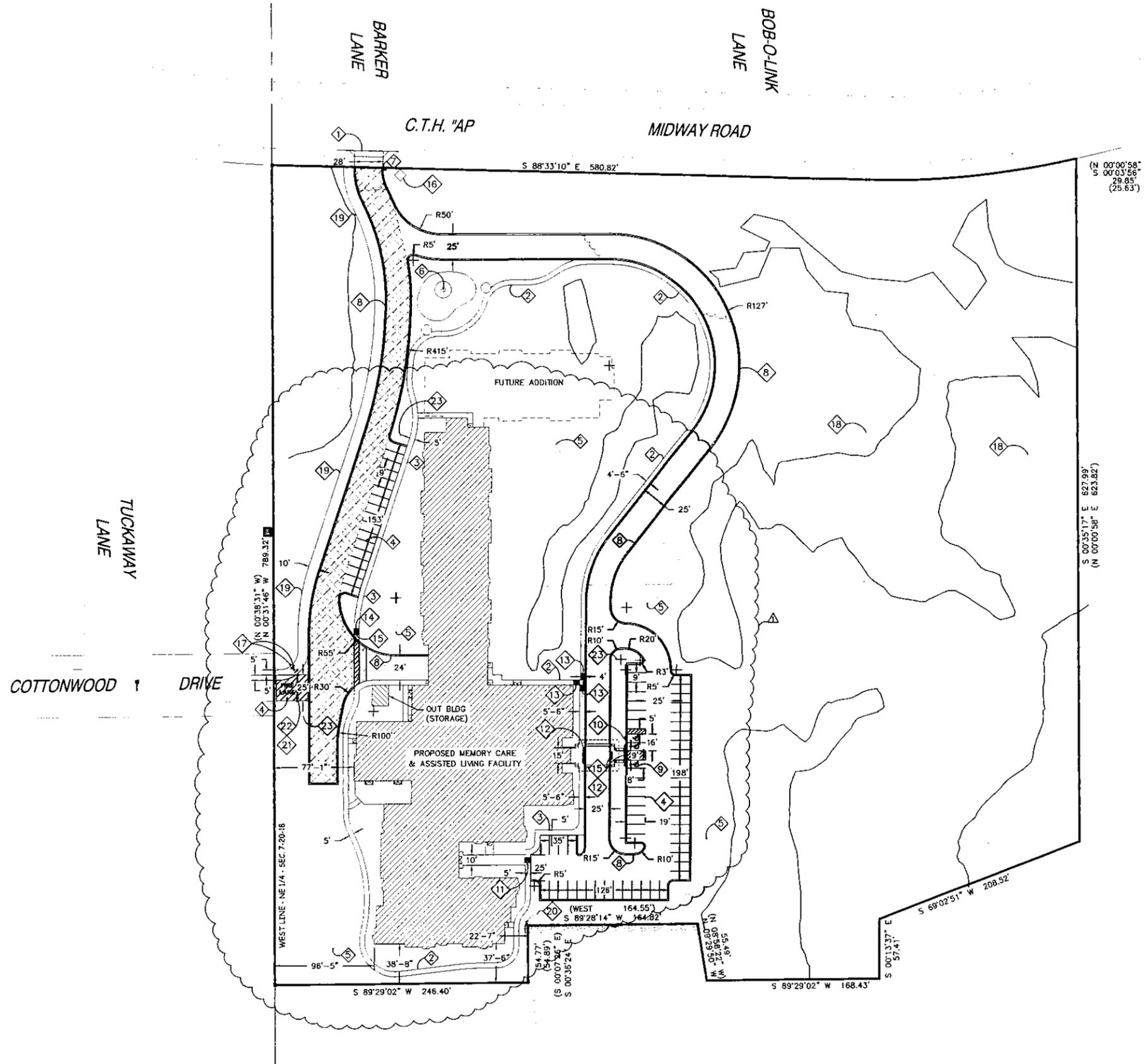
MC/WisDOT Oversight is based on more current percentages than in the project agreement



Memorandum

To: Common Council
From: Greg Keil, CDD *gk*
Date: October 2, 2014
RE: Updated Site Plan/Building Elevations - Oak Park Place

Attached for your information is the updated site plan and building elevations for the proposed Oak Park Place Development which reflect the increased use of brick on the building faces. The site plan is being presented to the Plan Commission of Tuesday, October 7, 2014 for its review and approval.

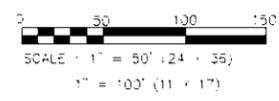


PLAN KEY

- 1 NEW DRIVEWAY APPROACH IN ACCORDANCE WITH CALUMET COUNTY STANDARDS. CONTRACTOR TO OBTAIN STREET EXCAVATION PERMIT FROM THE CITY OF APPLETON TO WORK IN THE RIGHT-OF-WAY
- 2 SIDEWALK (1/CS02)
- 3 THICKENED EDGE SIDEWALK (11/CS02)
- 4 4" PAVEMENT STRIPING WITH NON-EPOXY, TRAFFIC-GRADE PAINT, TYP
- 5 STORMWATER MANAGEMENT AREA (1/CS00)
- 6 FOUNTAIN, SEE LANDSCAPE PLAN
- 7 7' HIGH STOP SIGN (2/CS03)
- 8 18" CURB AND GUTTER (2/CS02)
- 9 VAN ACCESSIBLE STALL, TYP.
- 10 ACCESSIBLE PARKING SIGN, TYP. (3/CS03)
- 11 CURB RAMP, TYPE 1 (1/CS04)
- 12 CURB RAMP, TYPE 2 (2/CS04)
- 13 CURB RAMP, TYPE 3 (3/CS04)
- 14 CURB RAMP, TYPE 4 (4/CS04)
- 15 DETECTABLE WARNING FIELD, TYP. FOR CURB RAMP
- 16 MONUMENT SIGN (BY OTHERS)
- 17 BOLLARD (4/CS03)
- 18 EXISTING WOODED AREA
- 19 MULTI-USE CITY PATH (7/CS02)
- 20 SEGMENTAL RETAINING WALL (3/CS05)
- 21 FIRE ROAD ACCESS GATE (1/CS03)
- 22 EMERGENCY ACCESS ONLY
- 23 FIRE HYDRANT

KEY

- 5 LIGHT DUTY PAVEMENT (5/CS02)
- 6 HEAVY DUTY PAVEMENT (6/CS02)
- 7 PAVED MULTI-USE CITY PATH (7/CS02)
- 4 CONCRETE (4/CS02)
- WETLAND AREAS AS DELINEATED BY R.A. SMITH NATIONAL, INC. ON MAY 8 & MAY 14, 2014



ADD TO BP 09-22-14

ADCI Architectural Design Consultants, Inc.
 30 Wisconsin Dells Parkway • P.O. Box 580
 Lake Delton, WI 53940
 Phone: (608) 254-6181 Fax: (608) 254-2139

**OAK PARK PLACE
 MENASHA
 SITE PLAN**

C102

**PROFESSIONAL
 ENGINEERING
 LLC**

818 N Meadowbrook Ln
 Waunakee, WI 53597
 Phone: (608) 849-9378



September 16, 2014

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

Dear Mayor Merkes,

Since October 2007, Valley Transit, in partnership with United Way Fox Cities, has been providing employment transportation to second and third shift workers who travel outside of Valley Transit's normal operating hours and workers who are beyond a reasonable walk to a bus route. The program was developed based on a need identified in the 2006 Life Study that one of the major challenges for many seeking employment in the Fox Cities was the lack of reliable transportation to get them there. The reason a demand responsive service was chosen is because of the small number of trips taken to any location at a particular time. Demand responsive service was more cost-effective than running additional fixed route service hours or to destinations beyond current routes.

United Way has paid a total of almost \$400,000 to support the Connector since its inception in 2007 and United Way partners have paid an additional \$87,000 during that time. Since all communities and many businesses benefit from their citizens being able to get to jobs, it seems reasonable for the municipalities to start paying part of the local share. United Way is willing to continue to support the service because of its benefit to the Fox Cities but is unable to carry the entire local share burden.

The local share each year is approximately \$120,000. We are proposing that collectively, the municipalities pay \$30,000 (25%) of the local share this year if it does not increase the municipal shares budgeted for 2014. The municipal share would be based on the percent of total Connector trips taken to or from the community during the last full operating year (2013). In addition, Valley Transit is proposing to put \$30,000 of the Connector local share funding into the 2015 municipal share budget.

Without participation by the municipalities it is unlikely that the Connector can continue to operate to provide more than 17,000 trips per year, over 90% of which are for employment and 4% for education.

Initially the service was paid for by federal and state funds that were designated for employment transportation and the local share was paid for by United Way and its partners. In 2013, when the new surface transportation bill, MAP-21, was passed, the percent of the cost



that could be covered by federal and state operating funds was reduced and therefore the local share increased. The number of Connector trips has continued to increase each year. The surveys of people using the Connector indicate that it would be difficult or impossible for them to get to the job without the service. The customers are paying a premium for the privilege of using the Connector. The fares are \$4.00 plus the regular bus fare (\$1.80) for those using the Connector to connect to Valley Transit's fixed route and \$6.00 for trips from 10 p.m. to midnight and from 4-6 a.m. when Valley Transit isn't operating.

I have attached a sheet showing the percent of trips that either started or ended in Menasha, the major origins and destinations for trips in Menasha and Menasha's share of the cost of the Connector for 2014 and 2015.

Please let me know by email or phone whether you would like to discuss this further, who on your staff you would like me to work with, and what the next steps are for us to get approval to pay the share this year out of the budgeted amount and to include it in the budget for next year. My direct number is 920-832-2291 and my email address is deborah.wetter@appleton.org.

Sincerely,



Deborah S. Wetter
General Manager, Valley Transit

cc: Linda Stoll

City of Menasha – Connector Trips 2013

Percent of total trips originating or ending in Menasha –4.8%

Major pick up and drop off locations in Menasha:

Residential Address	57%
Menasha Hotel	14%
Banta School	11%
RR Donnely	7%
Alliance Industries	3%
Orbis	2%
All Others	6%

2014 Cost to Menasha of Connector Service (4.8% of \$30,000) - \$1,440

2015 Cost to Menasha of Connector Service (4.8% of \$30,000) = \$1,440

MENASHA HISTORICAL SOCIETY NEWS

October 2014



Due to temperatures hovering around the 40+ degree mark our annual September "potluck picnic in the park" was held inside the Memorial Bldg. The set-up/take down crew did a great job of preparing the tables and chairs so all had a comfortable, attractive, warm place to eat and enjoy each other's company. A hearty bunch of 29 persons (including the Mayor, an alderwoman and other guests) attended stating "the weather is not going to stop us, just dress for the occasion". Everyone enjoyed Dolores Gear's Spanish hamburgers, Dick Loehning's lemonade and the variety of delicious salads and desserts made by those in attendance. The Superintendent of Parks, Vince Maas, gave an interesting presentation of the past and present flowers beds in Smith Park. Thank you to ALL who made this event a special beginning.

OCTOBER MEETING

WHEN: THURSDAY, OCTOBER 9, 2014

WHERE: HEARTHSTONE HOUSE - 625 W. PROSPECT STREET-APPLETON

TIME: 11:00 A.M. - MEET AT THAT LOCATION

COST: \$5.00 PER PERSON-PAYABLE AT THE DOOR

CALL DOLORES GEAR - 722-3635 BY FRIDAY, OCTOBER 3 IF YOU ARE PLANNING TO ATTEND

THE HEARTHSTONE ASKS FOR A COUNT SO THEY CAN HAVE THE PROPER NUMBER OF HOSTS TO CONDUCT THE TOUR.

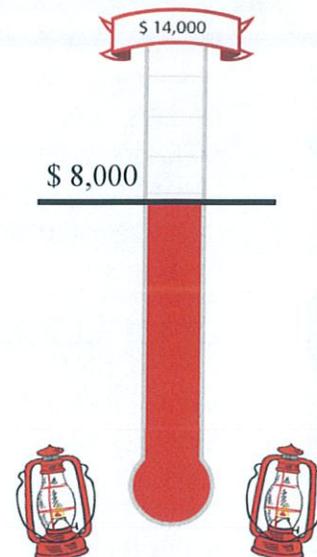
FOLLOWING THE TOUR: (OYO) - LUNCH AT GOOD COMPANY - 110 N. RICHMOND STREET

"LITTLE RED" CABOOSE UPDATE

The caboose has been restored and now it needs a few weeks to cure according to LEKSIII Construction's instructions. We will then begin to put the items back inside and resume tours upon requests. For those who have already contributed we **thank you** for your generosity. We have reached the halfway mark, again proving that things can be accomplished when people work together. If our "Little Red Caboose" letter has slipped to the bottom of your unfinished business this is a reminder that we will continue to accept any and all contributions until our final goal is reached. We are proud to be a part of the history and beauty of Smith Park.

Membership Dues (\$15/individual - \$25/couple)
are payable at this time or may be mailed to:

Menasha Historical Society
P. O. Box 255
Menasha, WI 54952



MENASHA HOTEL

Although we were not able to save the hotel we did acquire the cornerstone through the valiant efforts of the Landmarks Commission led by Tom Grade, Paul Brunette and the cooperation of Kim Vanderhyden who is one of the developers. It will be displayed and preserved at the Menasha Historical site within the Memorial Building. A special thanks also goes to Nick Jevne who diligently was at the site daily 7:00 am –closing, taking pictures of every aspect of the demolition process. He will then process them into a DVD for the historical society to preserve for the future.



THANK YOU

A special thank you to Bob Smarzinski who recently resigned his position as President and board member. He has been a great asset to the historical society for the past 2 years and his accomplishments will not go unnoticed.

SIGNS

AT A CAR DEALERSHIP:----“The best way to get back on your feet-miss a car payment.”

ON A SEPTIC TANK TRUCK:----“Yesterday’s Meals on Wheels.”

ON A PLUMBER’S TRUCK:----“Don’t sleep with a drip. Call your plumber.”

ON AN ELECTRICIAN’S TRUCK:----“Let us remove your shorts.”

ON A MATERNITY ROOM DOOR:----“Push. Push. Push.”

AT A TIRE SHOP IN MILWAUKEE:----“Invite us to your next blowout.”

IN A VETERINARIAN’S WAITING ROOM:----“Be back in 5 minutes. SIT! STAY!

FRONT YARD OF A FUNERAL HOME:----“Drive carefully. We’ll wait!!”



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

VICE-PRESIDENT

SECRETARY

TREASURER

Nancy Barker

Sylvia Biebel

Kathy Humski

Dick Loehning

Jean Chew

Dolores Gear

Nick Jevne

Paul Brunette

Stacey Hoekstra

Tom Konetzke

Nancy Ropella



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

Certificate of Payment

Date: September 10, 2014

Payment Request: 1 (One)

Contractor: MCC, Inc.

Address: P.O. Box 1137, Appleton, WI 54912-1137

Contract Unit No.: 2014-02

Project Description: Street Reconstruction
Concrete Curb & Gutter – Asphalt Pavement – Concrete Sidewalk

Original Contract Amount	\$ 554,283.77
Change Order No.: _____ Amount: \$ _____	
Previous Change Order(s): \$ _____	
Total Contract Amount (Including Change Orders)	\$ 554,283.77
Total Earned to Date (Summary Attached)	\$ 35,725.66
Less Retainage (5%)	\$ 1,786.28
Amount Due	\$ 33,939.38
Previous Payments	\$ 0
Amount Due this Payment	\$ 33,939.38

Estimate Period from September 1, 2014 to September 10, 2014

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

Account Number	Budget	Charge to Account
	\$	
	\$	
	\$	
	\$	

Itemized Bid Tabulation
City of Menasha Contract Unit No. 2014-02
Street Reconstruction - Concrete Curb & Gutter - Asphalt Pavement - Concrete Sidewalk
Various Streets

ITEM	QUANTITY	BASE BID	DESCRIPTION	BASE BID		YTD	
				UNIT PRICE	ITEM TOTAL	QUANTITY	ITEM TOTAL
1	15,479	Pavement / Base Pulverizing		\$ 0.31	\$ 4,798.49	15091.00	\$ 4,678.21
2	1,919	Unclassified Excavation/Pulverized Material		\$ 7.28	\$ 13,970.32	652.00	\$ 4,746.56
3	2,089	Unclassified Excavation		\$ 7.16	\$ 14,957.24	1044.00	\$ 7,475.04
4	79	Backfilling Abandoned Street Section (London Street)		\$ 11.58	\$ 914.82	79.00	\$ 914.82
5	1	Abandon Storm Sewer Including Inlet Removal		\$ 3,823.21	\$ 3,823.21	1.00	\$ 3,823.21
6	20,024	Fine Grading and Compaction		\$ 1.10	\$ 22,026.40		\$ -
7	1,891	3" Crushed Stone Base Course		\$ 13.76	\$ 26,020.16	806.55	\$ 11,098.13
8	547	Pulverized Stone Placement		\$ 6.77	\$ 3,703.19	275.00	\$ 1,861.75
9	277	30" Concrete Curb & Gutter		\$ 15.59	\$ 4,318.43		\$ -
10	658	30" Concrete Curb & Gutter-Remove & Replace		\$ 24.90	\$ 16,384.20		\$ -
11	1,020	30" Mountable (Roll Back) Concrete Curb & Gutter		\$ 15.59	\$ 15,901.80		\$ -
12	390	No. 4 Epoxy Coated Rebar		\$ 1.21	\$ 471.90		\$ -
13	64	Utility Adjustment		\$ 174.03	\$ 11,137.92		\$ -
14	31	Water Valve Adjustment		\$ 116.02	\$ 3,596.62		\$ -
15	1,069	Sawcut		\$ 1.08	\$ 1,154.52		\$ -
16	1,268	Asphalt Binder Course Pavement 2 1/4" Thick		\$ 51.92	\$ 65,834.56		\$ -
17	984	Asphalt Surface Course Pavement 1 3/4" Thick		\$ 57.08	\$ 56,166.72		\$ -
18	1,766	Asphalt Binder Course Pavement 3" Thick		\$ 50.44	\$ 89,077.04		\$ -
19	1,177	Asphalt Surface Course Pavement 2" Thick		\$ 56.48	\$ 66,476.96		\$ -
20	1,198	3" Thick Asphalt Driveway Remove and Replace		\$ 3.40	\$ 4,073.20		\$ -
21	1,408	6" Thick Concrete Driveway Remove and Replace		\$ 4.53	\$ 6,378.24		\$ -
22	15	7" Thick Gravel Driveway		\$ 24.39	\$ 365.85		\$ -
23	955	4" Thick Concrete Sidewalk Remove and Replace		\$ 4.02	\$ 3,839.10		\$ -
24	960	4" Thick Concrete Sidewalk		\$ 3.87	\$ 3,715.20		\$ -
25	385	6" Thick Concrete Handicap Ramp Remove and Replace		\$ 4.53	\$ 1,744.05		\$ -
26	1	Street Rehabilitation on Plank Road (S.T.H. "114)		\$ 4,451.15	\$ 4,451.15		\$ -
27	1,211	Terrace and Lawn Restoration		\$ 6.79	\$ 8,222.69		\$ -
28	1	Erosion Control		\$ 716.72	\$ 716.72	0.25	\$ 179.18
29	1	Traffic Control		\$ 2,118.34	\$ 2,118.34	0.25	\$ 529.59
30	1	Construction Mobile/Demobile; Project Coordination; all incidental utility and miscellaneous 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.		\$ 1,676.72	\$ 1,676.72	0.25	\$ 419.18
Total Base Bid (Items 1-30)				\$	\$ 458,035.76		\$ 35,725.66



Memorandum

DATE: September 10, 2014

TO: Board of Public Works

FROM: Mark Radtke, Director of Public Works *MR*

RE: Authorization to Execute WisDOT Agreement for STH 441/Appleton Road Interchange

Project Description

The Wisconsin Department of Transportation (WisDOT) is finalizing plans for the proposed 2015 STH 441/Appleton Road interchange. This project involves the construction of a four lane divided urban section along Appleton Road from Midway Road north to Valley Road. Included in the scope of work is the construction of roundabouts at the STH 441 ramp terminals, and new traffic signals at the intersections of Appleton Road with Midway Road and Valley Road. Bicycle and pedestrian accommodations are incorporated into the design, and lighting will be installed along Appleton Road and at the roundabouts. This work is scheduled to commence in the spring of 2015.

Terms and Conditions

The proposed State/Municipal Agreement for this project is enclosed for your reference. WisDOT is responsible for all design and construction costs for this project other than costs related to the sanitary sewers and water facilities and the cost for installation of poles and fixtures for the municipal street lighting system. The Town of Menasha Utility District is responsible for the sanitary sewer and water main facilities. WisDOT will fund the underground portion of the municipal lighting system including the bases and conduit. Menasha Utilities is responsible for the cost of the poles and fixtures from the southernmost roundabout to the southern limits of the project. WisDOT will fund the construction, operation and maintenance of the street lighting designated exclusively for the roundabouts.

The City of Menasha should have no direct construction related costs for this project. There are several maintenance related items that will be the responsibility of the City:

- Maintain all drainage facilities (storm sewers, inlets, manholes, etc.), local lighting, sidewalks, pedestrian refuge islands, medians, and landscaping features and amenities funded by Community Sensitive Solutions (CSS)
- Maintain the pavement markings associated with the crosswalks within the project limits
- Maintain all local street name signs

- Maintain landscaping features and amenities within the center of the southernmost roundabout after the 2-year contractor maintenance period required by the construction contract
- Maintain all landscaping around the perimeter of the southernmost roundabout and in the vision corners. Landscaping in the vision corners shall not obstruct the vision of drivers and shall be maintained at a height that will ensure a clear line of sight for motorists and pedestrians
- Provide and maintain any electrical service to the southernmost roundabout
- Maintain all CSS and/or enhancement funded items including landscaping within the terrace and median along the project limits
- Responsible for all non-structural repairs resulting from graffiti, surface deformation, and other cosmetic imperfections on bridge abutments, piers, retaining walls, noise walls, and other structures with aesthetic treatments.

Recommendation

WisDOT is seeking signed agreements prior to November 1, 2014. It is my recommendation the City executes the State/Municipal Agreement for STH 441/Appleton Road interchange pending the City Attorney's final review of the document. I will not be present at Monday's Board of Public Works meeting, but will be available to address any questions or concerns at the next Council meeting. Also, WisDOT officials have offered to appear before the Common Council, if requested, to clarify or explain the agreement and/or project.

Enclosure

Mark Radtke

From: Degrave, Chad - DOT [Chad.Degrave@dot.wi.gov]
Sent: Wednesday, September 03, 2014 3:19 PM
To: Mark Radtke
Cc: Kara Homan; Ebel, Scott - DOT; Vraney, Paul - DOT; Slattery, Kathleen - DOT; Wallner, Aaron J - DOT; Schuurmans, Robert - DOT; DOT DTSD NE Region WIS 441 File
Subject: WIS 441 Appleton Road Interchange Project State Municipal Agreement
Attachments: 1517-75-78 SMA City Menasha_09-03-2014.pdf

Hello Mark,

Based on discussions at the July 28th SMA coordination meeting we have updated the agreement for Appleton Road. Attached is the revised version for your review and approval.

There is no city cost share listed in the agreement. However the agreement does cover the maintenance of multiple items including landscaping, lighting, signing, and pavement marking. It's the Departments expectation that the city will work with the town of Menasha and Menasha Utilities to obtain any additional agreements required for lighting or other shared maintenance items.

During your review if you need the Department to attend any city council or committee meetings just let me know. If there are no comments please send me three signed hard copies of the agreement to 1940 West Mason Street, Green Bay, 54303.

We need to obtain approval of the SMA's by our November 1st PS&E date. Please confirm that you have received this document. Also if you could provide me with an estimated timeframe for approval that would be great.

Any questions let me know.

Thank you,

Chad DeGrave, P.E.

US 41& WIS 441 Design Supervisor
WISDOT NE REGION
920-492-2235 - Office
920-360-1085 - Cell
www.us41wisconsin.gov



[#] REVISION
STATE/MUNICIPAL AGREEMENT
FOR A STATE- LET HIGHWAY
PROJECT

[This agreement supersedes the agreement signed by the Municipality on _____, 20____ and signed by DOT on _____, 20____.]

Revised Date: N/A

Date: September 3, 2014

I.D.: 1517-75-78

Road Name: WIS 47/Appleton Rd. Interchange

Limits: Midway Road to Valley Road

County: Winnebago

Roadway Length: 0.62 Miles

The signatory city, village, town or county, hereinafter called the Municipality, through its undersigned duly authorized officers or officials, hereby requests the State of Wisconsin Department of Transportation, hereinafter called the State, to initiate and effect the highway or street improvement hereinafter described.

The authority for the Municipality to enter into this agreement with the State is provided by Section 86.25(1), (2), and (3) of the Statutes.

NEEDS AND ESTIMATE SUMMARY:

Existing Facility - Describe and give reason for request: WIS 47/Appleton Road is a four lane, variable width median, Urban Principal Collector with 12' lanes, concrete pavement, and curb and gutter. The existing interchange ramp terminals are controlled by traffic signals. There are also traffic signals at the Midway Road and Valley Road intersections. The 441 corridor expansion project influences the major side roads and interchanges. Appleton Road and the adjacent intersections will be reconstructed to accommodate the corridor improvements.

Proposed Improvement - Nature of work: Construct a four lane urban section from Midway Road north to Valley Road. The proposed roadway is divided and, in each direction, consists of two 12' lanes with integral curb and gutter. Work includes construction of roundabouts at the WIS 441 ramp terminals, and new traffic signals at intersections of Midway Road and Valley Road. Sign structure supports will be constructed for lane designation. Bicycle and pedestrian accommodations are incorporated into the design. Lighting will be installed along WIS 47 and at the roundabouts.

Describe non-participating work included in the project and other work necessary to finish the project completely which will be undertaken independently by the municipality: The Municipality is responsible for costs and labor associated with the adjustment of sanitary manholes and water valves. If any of this work is completed by the State, the Municipality will be responsible for 10% of the costs of these items.

PHASE Construction (Participating):	Total Estimated Cost	ESTIMATED COST			
		Federal / State Funds	%	Municipal Funds	%
Project ID 1517-75-78					
Category 1000 – Roadway Items	\$4,630,000	\$4,630,000	100	\$0	0
Category 1100 – Lighting	\$209,000	\$209,000	100	\$0	0
Category 1200 – ITS	\$104,000	\$104,000	100	\$0	0
Category 1300 – Traffic Signals	\$93,000	\$93,000	100	\$0	0
Category 1400 – Landscaping	\$56,000	\$56,000	100	\$0	0
Category 2000 – B-70-113	\$639,000	\$639,000	100	\$0	0
Category 2010 – B-70-114	\$648,000	\$648,000	100	\$0	0
Category 6000 – S-70-228	\$50,000	\$50,000	100	\$0	0
Category 6010 – S-70-229	\$50,000	\$50,000	100	\$0	0
Category 6020 – S-70-230	\$50,000	\$50,000	100	\$0	0
Category 6030 – S-70-231	\$50,000	\$50,000	100	\$0	0
Category 6040 – S-70-232	\$50,000	\$50,000	100	\$0	0
Category 6050 – S-70-233	\$50,000	\$50,000	100	\$0	0
TOTAL COST DISTRIBUTION (without Delivery)	\$6,679,000	\$6,679,000		\$0	
Construction Delivery (15% of Total)	\$1,001,850	\$1,001,850		\$0	
TOTAL COST DISTRIBUTION (includes Delivery)	\$7,680,850	\$7,680,850		\$0	

This request is subject to the terms and conditions that follow (pages 3 – 7) and is made by the undersigned under proper authority to make such request for the designated Municipality and upon signature by the State and delivery to the Municipality shall constitute agreement between the Municipality and the State. No term or provision of neither the State/Municipal Agreement nor any of its attachments may be changed, waived or terminated orally but only by an instrument in writing executed by both parties to the State/Municipal Agreement.

Signed for and in behalf of the City of Menasha (please sign in blue ink)		
Name	Title	Date
Signed for and in behalf of the State (please sign in blue ink)		
Name	Title	Date

TERMS AND CONDITIONS:

1. The initiation and accomplishment of the improvement will be subject to the applicable Federal and State regulations.
2. The Municipality shall pay to the State all costs incurred by the State in connection with the improvement that exceed Federal/State financing commitments or are ineligible for Federal/State financing. Local participation shall be limited to the items and percentages set forth in the Summary of Costs table, which shows Municipal funding participation. In order to guarantee the Municipality’s foregoing agreements to pay the State, the Municipality, through its above duly authorized officers or officials, agrees and authorizes the State to set off and withhold the required reimbursement amount as determined by the State from any moneys otherwise due and payable by the State to the Municipality.
3. Funding of each project Phase is subject to inclusion in an approved program and per the State’s Facility Development Manual (FDM) standards. Federal aid and/or state transportation fund financing will be limited to participation in the costs of the following items as specified in the Summary of Costs:
 - (a) Design engineering and state review services.
 - (b) Real Estate necessitated for the improvement.
 - (c) Compensable utility adjustment and railroad force work necessitated for the project.
 - (d) The grading, base, pavement, curb and gutter, and bridge costs to State standards, excluding the cost of parking areas.
 - (e) Storm sewer mains (not including additional upsizing of storm sewer main requested by Municipality or needed to carry additional municipal storm water), culverts, laterals, manholes, inlets, catch basins, and connections for surface water drainage of the improvement; including replacement and/or adjustments of existing storm sewer manhole covers and inlet grates as needed.
 - (f) Construction engineering incidental to inspection and supervision of actual construction work, except for inspection, staking, and testing of sanitary sewer and water main.
 - (g) Signing and pavement marking necessitated for the safe and efficient flow of traffic, including detour routes.
 - (h) Conditioning, if required, and maintenance of detour routes.
 - (i) Replacement of existing sidewalks necessitated by construction and construction of new sidewalk within the project limits at the time of construction. Sidewalk is considered to be new if it’s constructed in a location where it has not existed before.

- (j) Replacement of existing driveways, in kind, necessitated by the project.
 - (k) New installations or alteration resulting from roadway construction of standard State street lighting and traffic signals or devices. Alteration may include salvaging and replacement of existing components.
4. Work necessary to complete improvements required by freeway reconstruction to be financed by 90% Federal/State, 10% Municipality cost share per State Statute 84.295 include the following items:
 - (a) New installations of, or alteration of, municipal facilities including sanitary sewers and connections, water, gas, electric, telephone, telegraph, fire or police alarm facilities, parking meters, and similar utilities.
 5. Work necessary to complete the improvement to be financed entirely by the Municipality or other utility or Facility Owner includes the following items:
 - (a) New installation or alteration of signs not necessary for the safe and efficient flow of traffic.
 - (b) Roadway and bridge width in excess of standards.
 - (c) Construction inspection, staking, and material testing and acceptance for construction of sanitary sewer and water main.
 - (d) Parking lane costs.
 - (e) Coordinate, clean up, and fund any hazardous materials encountered for city utility construction. All hazardous material cleanup work shall be performed in accordance to state and federal regulations.
 - (f) Coordinate, clean up, and fund any hazardous materials encountered outside of State right of way.
 6. As the work progresses, the Municipality will be billed for work completed which is not chargeable to federal/state funds. Upon completion of the project, a final audit will be made to determine the final division of costs.
 7. If the Municipality should withdraw the project, it shall reimburse the State for any costs incurred by the State in behalf of the project.
 8. The work will be administered by the State and may include items not eligible for federal/state participation.
 9. The Municipality shall at its own cost and expense:
 - (a) Prohibit angle parking.
 - (b) Regulate parking along the highway. The Municipality will file a parking declaration with the State.
 - (c) Regulate or prohibit all parking at locations where and when the pavement area usually occupied by parked vehicles will be needed to carry active traffic in the street.
 - (d) Use the WisDOT Utility Accommodation Policy unless the Municipality adopts a policy which has equal or more restrictive controls.
 - (e) Coordinate with the responsible party regarding remediation, including locating a suitable local site for storage of contaminated soils from the sanitary sewer and water main excavation which cannot be replaced in the project trenches or roadway excavations and coordinate with the responsible party regarding the disposal of such soils.
 - (f) Coordinate with the Wisconsin Department of Natural Resources regarding the discharge into sanitary sewers of contaminated groundwater originating from dewatering of trench excavations for sanitary sewer and water main.
 - (g) Coordinate with the State on changes to highway access within the project limits.

- (h) In cooperation with the State, assist with public relations for the project and announcements to the press and such outlets as would generally alert the affected property owners and the community of the nature, extent, and timing of the project and arrangements for handling traffic within and around the project.
- 10. The Municipality agrees to waive any noise ordinances/restrictions pertaining to the construction of the WIS 441 Project, for the duration of the WIS 441 Project.
- 11. All costs contained in this agreement are estimated costs and include 15% for delivery. Actual construction costs will be based upon as-let bid prices and the final contract quantities required to complete the work.
- 12. Once the maintenance responsibility of the project has been transferred to the Municipality, the State is released from any and all costs associated with the future maintenance and/or removals of improvements included in the project on right-of-way under local jurisdiction.

Project Specific Terms and Conditions

The Municipality shall at its own cost and expense:

1. General

- a) Maintain all portions of the project that lie within its jurisdiction for such maintenance through statutory requirements, in a manner satisfactory to the State and shall make ample provision for such maintenance each year. This agreement does not remove the current municipal maintenance responsibility.
- b) Maintain all features outside or under the traveled way within the project limits, to include but not limited to parking lanes, curb and gutter, drainage facilities (including all storm sewers, inlets, related manholes and structures, local lighting, sidewalks, multi-use paths, retaining walls, pedestrian refuge islands, medians, and landscaping features and amenities funded by Community Sensitive Solutions (CSS).
- c) Maintain all sidewalks and multi-use paths constructed with the project. Maintenance includes, but is not limited to, sidewalk repair, snow removal, ice control, repainting/staining of the colored portions and future replacement (other than future highway projects) of the sidewalk, mowing of the grass in the terrace between any roadway and the sidewalk, and between the sidewalk and right-of-way. Maintenance will include all sidewalks around the intersections and on the approaches. Snow removal and ice control will be completed based on municipal policies.

2. Signing and Pavement Marking

- a) Maintain the pavement markings associated with the crosswalks within the project limits, which includes, but is not limited to, any necessary repainting or replacement except those caused by future highway projects. If the crosswalks are to be delineated, the Municipality is responsible for obtaining any required pedestrian crosswalk marking permits for each crosswalk.
- b) Maintain signs and pavement markings not necessary for the safe and efficient movement of traffic (no parking signs, crosswalk pavement markings not at signalized intersections, etc).
- c) Maintain all local road designation (local road name) signs.
- d) Overhead sign structures at ramp terminals will be maintained by the Department.

3. Roundabouts:

- a) Maintain landscaping features and amenities within the center of the southernmost (northbound ramp terminal) roundabout after 2-year maintenance period specified within the construction contract. No additional landscaping or structures will be allowed in the roundabout without prior approval from the Department. City of Appleton will be responsible for landscaping maintenance within the center of the northernmost (southbound ramp terminal) roundabout.

- b) Maintain all landscaping around the perimeter of the southern roundabout and in the vision corners. Landscaping in the vision corners shall not obstruct the vision of drivers and shall be maintained at a height that will ensure a clear line of sight for motorists and pedestrians. No landscaping or structures will be allowed in the vision corners without prior approval from the State.
- c) Provide and maintain any electrical service to southernmost roundabout center island.

4. Lighting

- a) Maintain and accept responsibility for the energy, operation, maintenance, repair, and replacement of the municipal lighting system.
 - i. Department will fund, install, and maintain lighting from the southern ramp terminal roundabout north to Valley Road.
 - ii. Municipality to maintain lighting from just south of the southern roundabout south to Midway Road.
 - iii. Department will fund and install the underground portions of the municipal maintained lighting system which includes bases and conduit. Menasha utilities will install the above ground portion of the system which includes wire, poles, laminar arms, and luminaries. The municipality is responsible for funding and obtaining a separate agreement with Menasha Utilities and/or other municipalities that share the municipal lighting system.

5. Municipal Utilities

- a) Provide complete plans, specifications, and estimates for sanitary sewer and water main work. The Municipality assumes full responsibility for the design, installation, inspection, testing, and operation of the sanitary sewer and water system. This relieves the State and all of its employees from the liability for all suits, actions, or claims resulting from the sanitary sewer and water system construction.
 - i. Municipality has no sanitary or water facilities within the project limits.

6. Community Sensitive Solutions

- a) Maintain all Community Sensitive Solutions and/or enhancement funded items including but not limited to:
 - i. Landscaping within the project limits, including trees along the sidewalk, as well as median plantings.
- b) City of Appleton to maintain the following:
 - i. Bus Shelters, supporting concrete pads, and other locally-owned facilities such as lighting for the bus shelters.
 - ii. Trash receptacles at bus shelters
 - iii. Bike racks at bus shelters
- c) The Municipality will be responsible for all non-structural repairs resulting from graffiti, surface deformation, and/or other cosmetic imperfections. The Department will be responsible for all structural repairs. The Department will provide five (5) gallons of each color of stain and two (2) formliner panels for each architectural pattern to the Municipality to facilitate participation in maintaining aesthetic treatments for any repairs on decorative facades within project limits. Decorative facades include bridge abutments, piers, retaining walls, noisewalls, and other structures with aesthetic treatments.

7. Work outside project limits

a) None requested

Public Convenience and Safety

While performing any maintenance activities associated with this agreement, the Municipality shall comply with the following conditions.

- (a) Maintain the safety of the traveling public and control traffic using warnings signs, cones, drums and flaggers consistent with the Manual on Uniform Traffic Control Devices.
- (b) Materials and equipment cannot be stored on the right-of-way.
- (c) The Department shall be notified 7 days prior to erecting any lane closures or lane restrictions.
- (d) Avoid maintenance or lane closures during the peak hours of 6:00-9:00am or 3:00-6:00pm.

13. Basis for local participation: None

[END]



MEMORANDUM

DATE: September 18, 2014
TO: Chairman Ramos and Members of the Neenah-Menasha Fire/Rescue Joint Finance and Personnel Committee
FROM: Michael K. Easker, Director of Finance – City of Neenah 
Peggy Steeno, Director of Administrative Services – City of Menasha
RE: Recommendation on Unspent 27 Pay Period Accrued Wages/Fringes

As we have discussed over the past several months, starting in 2004, funds have been budgeted and set aside in each of the past ten years within the Neenah-Menasha Fire/Rescue budget to fund the cost of the additional "27th" pay period that occurs every eleven years when employees are paid on a bi-weekly basis. As a reminder, 2014 is the year in which the 27th pay period occurs. Provisions in the firefighters union contract that are still in force require that those firefighters be paid their annual salary divided by 27 (not 26) in the year when 27 pay periods occur. This consequently then eliminates the need to use those set aside dollars to fund the 27th pay period for those unionized employees, leaving an estimated surplus within that accrued wage/fringe liability account of \$222,468. The following is our joint recommendation on the proper distribution of those funds as well as their potential use.

Regarding distribution, we believe the most equitable way to disburse the funds is to simply use an average of the cost distribution formulas from 2004-2013 (see attached), since those are the years in which the funds were set aside. As the report indicates, that formula average is 60.1% Neenah and 39.9% Menasha. The second attachment provides detail in calculating the surplus of \$222,468 as well as the distribution breakdown when the formula average is applied (\$133,703 – Neenah, \$88,765 – Menasha).

Regarding our recommendation as to the use of the account surplus, we believe that the most efficient and effective use would be to apply those funds to offset future Neenah/Menasha Fire/Rescue operating labor costs.

Please contact either of us directly with any questions.

Thank you for your consideration.

**Neenah-Menasha Fire Rescue
Cost Distribution Formula
Average for Budget Years 2004-2013**

<u>Budget Year</u>	<u>% Neenah</u>	<u>% Menasha</u>	
2004	60.64%	39.36%	100.00%
2005	60.87%	39.13%	100.00%
2006	60.67%	39.33%	100.00%
2007	60.23%	39.77%	100.00%
2008	59.69%	40.31%	100.00%
2009	59.45%	40.55%	100.00%
2010	59.55%	40.45%	100.00%
2011	59.58%	40.42%	100.00%
2012	59.78%	40.22%	100.00%
2013	60.51%	39.49%	100.00%
Average	60.10%	39.90%	100.00%

**Neenah-Menasha Fire Rescue
27 Pay Period Accrued Wages/Fringes**

	<u>Wages</u>	<u>Fringes</u>	
Balance 1/1/2014	\$203,173	\$56,054	
2014 Budget	<u>25,610</u>	<u>5,630</u>	
Sub-Total	228,783	61,684	
Disbursement for Non-Union	(16,284)	(3,580)	
Accrual - Three days for 2014	<u>(39,455)</u>	<u>(8,680)</u>	
Total Available for Distribution	\$173,044	\$49,424	\$222,468
City Share	Neenah	133,703	60.10%
	Menasha	<u>88,765</u>	<u>39.90%</u>
		<u>\$222,468</u>	<u>100.00%</u>



Memorandum

TO: NMFR Joint Finance & Personnel Committee Members

FROM: Al Auxier, Chief
Tara Theisen, Office Manager

DATE: September 18, 2014

RE: 2015 Medical Evaluations

In 2005, NMFR began the annual physical process for line staff members and Administrative personnel who are required to wear an SCBA.

This process involves blood work, physical, spirometry, audiogram, completion of health history paperwork (by the employee), and review of the completed OSHA respirator form. EKG's are performed on a bi-annual basis and chest x-rays are performed every five years for staff members. At times, if medically indicated by the Occupational Health physician, members may be sent for additional testing if the doctor feels this is necessary in order for them to be cleared to wear a respirator for their job.

In 2011, the City of Neenah began the HRA process for all city employees who use the City of Neenah's Health insurance. The lab work completed through the HRA process involves all of the same tests we require our members to have done with the exception of one lab test. In an effort to save money, Tara worked with Heather Barber, HR Director, to have the vendor that is chosen by the City of Neenah for their HRA process, complete the lab work for our staff. They also complete the additional test that we need our members to have so there is only one lab draw for them. These results are then forwarded to the vendor we choose to complete our annual physical process. This ends up in a significant savings for our Department as the City of Neenah has been able to obtain cheaper pricing for these tests due to the number of people they have participating in the HRA process. Due to the unknown chemicals our firefighters are exposed to during structure fires, even while wearing SCBA's and not being able to remove them until after air quality tests have been completed, there is still the risk of them having exposure to unknown chemicals. Therefore, one additional lab test (CBC with differential) is completed annually (during the HRA process), EKG's are performed bi-annually and will need to be performed in 2015. Chest x-rays are performed every five years, unless there would be a medical reason why they needed to have it done sooner. This is to watch for any changes in their lungs that could indicate potential medical issues, including cancer.

The process for our physicals begins in the fall of each year. We work with Heather Barber to set up the lab draws for our staff so they can be performed at the same time as the rest of the City of Neenah employees. In the meantime, a request for pricing is sent out to area vendors. This information is reviewed and a recommendation is made to the Joint Finance & Personnel Committee who reviews and makes a recommendation to both Common Councils.

The physicals are scheduled in December and are conducted, on duty, during January, February and March (if needed). It is ideal to schedule these in the beginning of the year as we are at maximum staffing levels, our requests for public education are low and we are not conducting any outside training due to the weather conditions.

A request for RFP's was sent out to Theda Care at Work, Affinity Occupational Health and Aurora Occupational Health. They were instructed to bid on the physical and other mandatory testing and were required to accept the lab work results provided from the City of Neenah's vendor for the lab work. The costs for the blood work and lab draw will be charged to the health insurance account. However, the CBC with differential (chemical exposure blood test) is not part of the health risk screening blood draw. The vendor will perform this additional test for us and we will be responsible for paying for the cost of this test. Again, this process saves our Department members from having to have two lab draws and will save the Department money. The City of Neenah has chosen Theda Care at Work as the vendor to perform the health risk screenings this year.

Theda Care at Work, Affinity Occupational Health and Aurora Occupational Health submitted bids for our 2015 program and a spreadsheet showing the costs are attached for review.

The actual funding for the physicals will come out of the 2015 budget. In the past, it has been recognized by our Joint Finance Committee, and both Common Councils, they do not usually approve funding for a future budgetary item. However, due to the monetary savings with using the City of Neenah's vendor for the lab work, and the ability to schedule the physicals during a time that is more advantageous for our Department, it was felt this was significant enough for them to approve every year in the fall versus waiting until the actual year to begin the process. Our 2015 line item for professional services has been increased to \$25,000.00. This is to pay for:

- Physicals for all 65 members who are required to wear respirators for their job. (All line staff and two Assistant Chief's).
- Chest x-rays for 64 members. One member is not due until 2016.
- EKG's for all 65 members who are required to wear respirators.
- Potential costs for any additional testing the occupational health physical feels is medically needed in order for them to be approved for respirator use for their job.
- Physicals for any potential new hires in 2016 to replace any personnel who may retire.

I am asking for consideration, and approval, of NMFR's Joint Finance & Personnel Committee and recommendation that both Common Councils approve Affinity Occupational Health as the vendor for NMFR's 2015 physicals and use the City of Neenah's HRA vendor for lab work for a total cost not to exceed \$21,568.00.

If you have any questions or concerns, please feel free to call me at 886-6200.

Enclosure

**2015 Medical RFP Comparison With Lab Work Through City of Neenah's
Provider**

Test	Theda Care		Aurora		Affinity	
	Cost	Total Cost	Cost	Total Cost	Cost	Total Cost
Physical	\$70.00	\$4,550.00	\$90.00	\$5,850.00	\$55.80	\$3,627.00
Respirator Exam	\$34.78	\$2,260.00	\$25.00	\$1,625.00	\$0.00	\$0.00
PFT	\$36.00	\$2,340.00	\$30.00	\$1,950.00	\$20.00	\$1,300.00
Audiogram	\$19.00	\$1,235.00	\$20.00	\$1,300.00	\$14.40	\$936.00
EKG	\$90.90	\$5,908.00	\$75.00	\$4,875.00	\$83.70	\$5,440.00
Chest Xray	\$207.90	\$13,305.00	\$69.00	\$4,416.00	\$135.00	\$8,640.00
Total		\$29,598.00		\$20,016.00		\$19,943.00
HRA Through Neenah	\$25.00	\$1,625.00		\$1,625.00		\$1,625.00
Grand Total		\$31,223.00		\$21,641.00		\$21,568.00

2015 Medical Comparison Without Using the City of Neenah's Vendor

Test	Theda Care		Aurora		Affinity	
	Cost	Total Cost	Cost	Total Cost	Cost	Total Cost
Physical	\$70.00	\$4,550.00	\$90.00	\$5,850.00	\$55.80	\$3,627.00
Respirator Exam	\$34.78	\$2,260.00	\$25.00	\$1,625.00	\$0.00	\$0.00
PFT	\$36.00	\$2,340.00	\$30.00	\$1,950.00	\$20.00	\$1,300.00
Audiogram	\$19.00	\$1,235.00	\$20.00	\$1,300.00	\$14.40	\$936.00
EKG	\$90.90	\$5,908.00	\$75.00	\$4,875.00	\$83.70	\$5,440.00
Chest Xray	\$207.90	\$13,305.00	\$69.00	\$4,416.00	\$135.00	\$8,640.00
Total		\$29,598.00		\$20,016.00		\$19,943.00
Lab work with Provider	\$80.00	\$5,200.00		\$5,200.00		\$5,200.00
Grand Total		\$34,798.00		\$25,216.00		\$25,143.00

true north

ARCHITECTURE

September 24, 2014

Mr. Greg Keil, Director
City of Menasha Community Development
140 Main Street
Menasha, Wisconsin 54952

Reference: ULTRA Motor Source
321 Konemac Street

Dear Mr. Keil:

At the request of Mr. Miles Dominowski, I provided a site inspection and report for the purpose of changing use of the building at 321 Konemac Street from the current Heating and Cooling Shop and Office use to the proposed Motorcycle Repair Shop and Office use.

The following are my findings:

1. The existing building is of 2009 IBC defined Type VB construction, Group S-1 primary use with Group B accessory use, non-separated, non-fire-sprinklered, containing 1,456 GSF single-story slab-on-grade on 0.156 acre lot in the City of Menasha legally known as Lot 2 of CSM 1888 and Tax ID#750061600.
2. The proposed use will be Group S-1 (repair garage) primary use with Group B accessory use, non-separated. The existing building shall comply with requirements of 2009 IBC 406.6 – Repair Garages:
 - a. 406.6.1 General – Repair garages shall not include fuel dispensing facilities. *The proposed facility will not include fuel dispensing facilities.*
 - b. 406.6.2 Mixed Uses – *N/A.*
 - c. 406.6.3 Ventilation – Repair garages shall be mechanically ventilated. *The proposed facility will require installation of a continuous exhaust fan with bottom of intake 12-18" above the floor in the shop and storage areas.*
 - d. 406.6.4 Floor surface – Repair garage floors shall be of concrete or similar noncombustible and non-absorbent materials. *The proposed facility complies.*
 - e. 406.6.5 Heating equipment – Heating equipment shall be installed according to IMC. *The existing heating equipment is sealed combustion with outside air intake.*
 - f. 406.6.6 Gas detection system – *Not required.*
3. The existing building has exit signs, but no egress lighting. Exit signs shall be in working order with battery backup and emergency egress lighting shall be added to provide 1fc illumination in event of power failure along a path of egress to an exterior exit and above the exterior exit door. *The proposed facility will require installation of two exit/emergency egress lights at the main exit and the door between the office and shop area as well as an exterior emergency egress light above both the east and west exterior doors.*

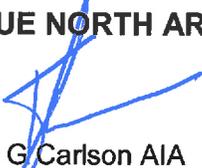
4. The existing building contains a 40-gallon gas water heater in the shop area. *This will be removed and a new electric point-of-use water heater will be installed below the sink in the toilet room.*
5. The existing building shop and storage area have electrical receptacles and switches 48" above the floor.
6. The existing building has fire extinguishers.
7. The existing toilet room is not accessible.
8. The door between the existing shop and office does not have a closer. *Install a new closer on door between the existing shop and office.*
9. There is an existing double-door between the shop and storage room. *Remove double-door to provide clear vision of exit sign at east exterior door and for common ventilation between shop and storage.*

With the completion of the items noted in italics, this building will be in compliance with the 2009 IBC requirements for Repair Garages.

Please contact me if you have any questions.

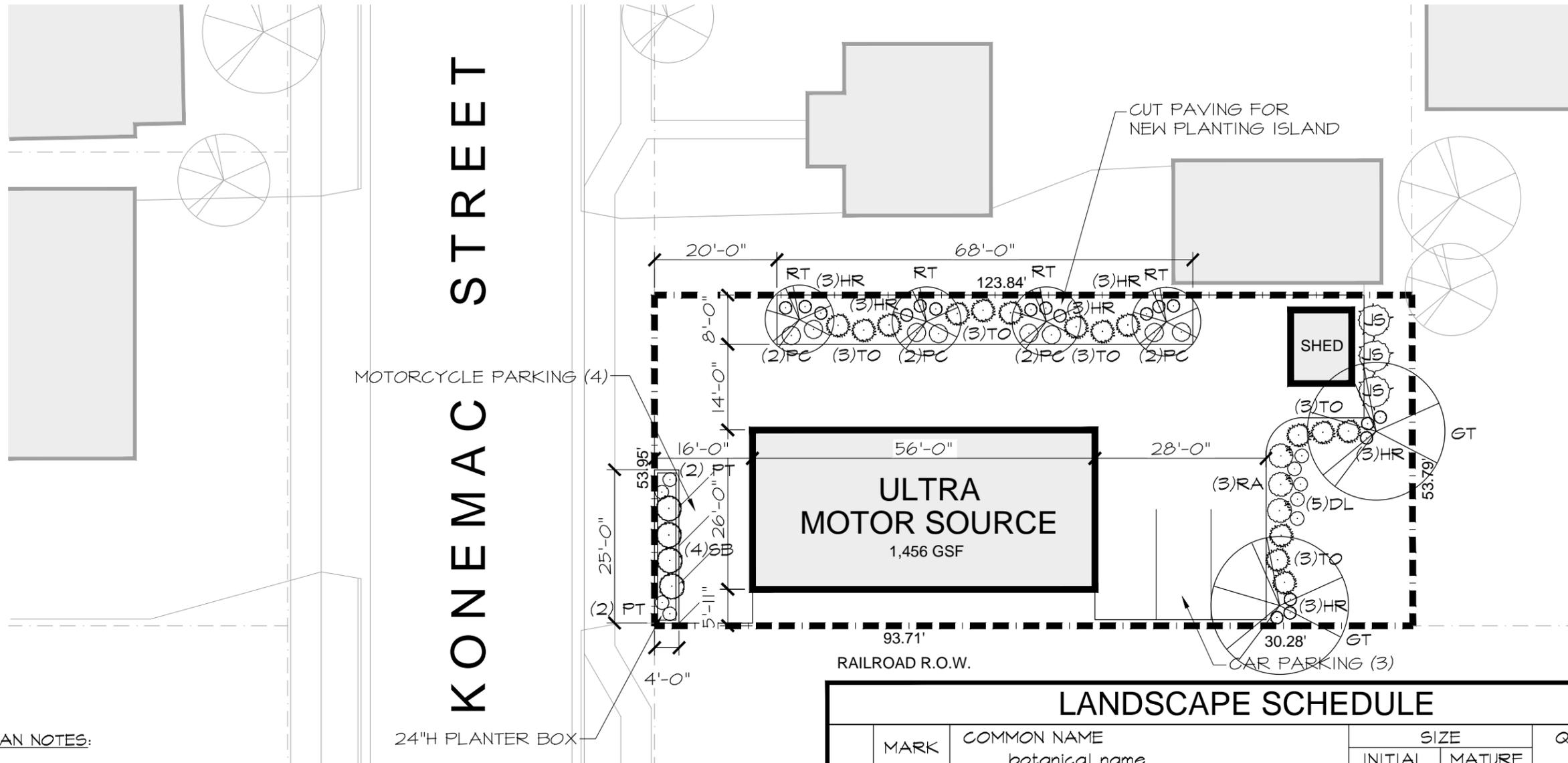
Sincerely,

TRUE NORTH ARCHITECTURE LLC


Tim G Carlson AIA
Managing Member / Architect

Cc: Miles Dominowski, ULTRA Motor Source





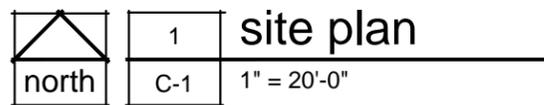
SITE PLAN NOTES:

ZONING: I-2 (COMMERCIAL REPAIR)

ADJACENT: NORTH - I-2 (RESIDENTIAL)
 EAST - R-1 (RESIDENTIAL)
 WEST - I-2 (RESIDENTIAL)
 SOUTH - RAILROAD R.O.W.

PROVIDE TRANSITIONAL BUFFER BETWEEN COMMERCIAL REPAIR AND RESIDENTIAL USE TO ACHIEVE 75% SCREENING WITHIN FIVE YEARS OF PLANTING USING PLANTINGS OF VARIOUS HEIGHTS, TEXTURES, SPECIES, SEASONAL COLOR, AND BOTH EVERGREEN AND DECIDUOUS VARIETIES.

NORTH: 8'X68' PLANTING AREA CONSISTING OF ORNAMENTAL DECIDUOUS TREES, EVERGREEN AND DECIDUOUS SHRUBS AND ORNAMENTAL GRASSES
 EAST: PLANTING AREA CONSISTING OF SHADE TREES, EVERGREEN TREES, AND EVERGREEN AND DECIDUOUS SHRUBS
 WEST: 4'X25' RAISED PLANTER CONSISTING OF DECIDUOUS SHRUBS
 SOUTH: NONE.



LANDSCAPING NOTES:

ALL DISTURBED GROUND AREAS TO BE SEEDED AND MULCHED WITHIN SEVEN (7) DAYS AFTER COMPLETION OF WORK IN THOSE AREAS.

LANDSCAPING CONTRACTOR SHALL BE RESPONSIBLE FOR CONTACTING DIGGERS HOTLINE OR OTHER LOCATOR SERVICE(S) FOR LOCATION OF UNDERGROUND UTILITIES PRIOR TO START OF WORK.

LANDSCAPING CONTRACTOR SHALL BRACE DECIDUOUS SHADE AND ORNAMENTAL TREES AND WRAP TRUNK W/FABRIC UP MINIMUM 36" ABOVE FINISH GRADE.

LANDSCAPE SCHEDULE						
	MARK	COMMON NAME botanical name	SIZE		QTY	
			INITIAL	MATURE		
SHRUBS AND GRASSES	DL	BUSH HONEYSUCKLE <i>diervilla lonicera</i>	1-gal	3'	5	
	HR	DAYLILLY <i>hemerocallis 'rocket city'</i>	4" pot	36"	18	
	PT	MACKAY'S WHITE POTENTILLA <i>potentilla fruticosa 'mackays'</i>	1-gal	2'	4	
	PC	SWITCHGRASS <i>panicum</i>	2 gal	3-5'	8	
	RA	FRAGRANT SUMAC <i>rhus aromatica</i>	3-gal	5'	3	
	SB	GOLDFLAME SPIREA <i>spirea x bumalda 'goldflame'</i>	1-gal	3'	4	
	TO	TECHNY ARBORVITAE <i>thuja occidentalis 'techny'</i>	2 gal	4-6'	15	
	ORNAM TREE	RT	STAGHORN SUMAC <i>rhus typhina</i>	1-1/2"	10-12'	4
		JS	ROCKY MOUNTAIN JUNIPER <i>juniperus scopulorum 'welch'</i>	24"	10'	3
		GT	SUNBURST HONEYLOCUST <i>gleditsia tricanthos inermis</i>	2-1/2"	35'	2

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 True North Architecture LLC

true north ARCHITECTURE
 TRUE NORTH ARCHITECTURE LLC
 1632 West Cloverdale Drive Appleton, Wisconsin 54914
 920.284.2556 e-mail tim@truenortharch.com

SITE PLAN SUBMITTAL
ULTRA MOTOR SOURCE
 321 KONEMAC STREET
 MENASHA WISCONSIN

DATE	24 SEPT 2014
PROJECT NO.	14-409
DRAWN	TGC
CHECKED	TGC

SHEET NO.
C-1

Preliminary

CALUMET COUNTY CERTIFIED SURVEY MAP

I, Donald J. Buza, Professional Land Surveyor, hereby certify:
That I have surveyed, divided and mapped that part of the Northwest ¼ of the Northeast ¼ and part of the Southwest ¼ of the Northeast ¼ of Section 7, Township 20 North, Range 18 East, City of Menasha, Calumet County, Wisconsin, described as follows:

Commencing at the North ¼ corner of Section 7, Township 20 North, Range 18 East; thence S 00°31'45"E along the West line of the Northeast ¼ of said Section 7, 778.00 feet to the South line of Midway Road (C.T.H. "AP") and the point of beginning (POB) of the parcel to be described; thence S 88°33'10"E along said South line of Midway Road (C.T.H. "AP"), 580.82 feet; thence S 88°32'19"E, 202.94 feet; thence S 00°35'17"E, 632.21 feet; thence S 69°02'51"W, 208.52 feet; thence S 00°13'37"E, 57.41 feet; thence S 89°28'15"W, 168.43 feet; thence N 09°29'50"W, 55.49 feet; thence S 89°28'15"W, 164.82 feet; thence S 00°36'24"E, 54.77 feet; thence S 89°29'02"W, 246.40 feet to the West line of the Northeast ¼ of Section 7; thence N 00°31'45"W along said West line of the Northeast ¼ of Section 7, 789.32 feet to the point of beginning.

Subject to (if any) covenants, conditions, restrictions, right-of-ways and easements of record.

That I have made such survey, land division and plat by the direction of Professional Engineering, LLC.
That such plat is a correct representation of all exterior boundaries of the land surveyed and the subdivision thereof made.

That I have fully complied with the provisions of Chapter 236.34 of the Wisconsin Statutes and the Subdivision Ordinances of the City of Menasha in surveying, dividing and mapping the same.

Dated this 26th day of September, 2014.

Donald J. Buza
P.L.S. No. S-2338

CITY TREASURER'S CERTIFICATE

I, being the duly elected, qualified and acting Treasurers of the City of Menasha, do hereby certify that in accordance with the records in our office, there are no unpaid taxes or unpaid special assessments on any of the land included in this certified survey map.

City Treasurer _____ Date _____
Preliminary

COMMON COUNCIL APPROVAL

Resolved, this minor subdivision in the City of Menasha is hereby approved by the Common Council.

Dated this _____ day of _____, 2014.

Mayor _____ Date _____
Clerk _____ Date _____

Prepared by:
Point Of Beginning, Inc.
5709 Windy Drive, Suite D
Stevens Point, WI 54482

Prepared for:
Professional Engineering, LLC
818 North Meadowbrook Lane
Waunakee, WI 53597

Job # 14.479

AP Check Register
Check Date: 9/18/2014

<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>
AAA PORTABLES	47578	9/18/2014	D-14675	100-0703-553.20-09	370.00	Jefferson Park
		9/18/2014	D-14770	100-0000-201.15-00	120.00	Farm to Table Dinner
		9/18/2014	D-15081	100-0703-553.20-09	160.00	Jefferson Pk Boat Launch
		9/18/2014	D-15082	100-0703-553.20-09	115.00	Municipal Beach
	Total for check: 47578				765.00	
ACC PLANNED SERVICE INC	47579	9/18/2014	13062	100-1001-514.24-03	383.75	Install Lighting Controls
	Total for check: 47579				383.75	
ACCURATE	47580	9/18/2014	1410658	731-1022-541.38-03	44.45	Retainers, Wire Clips
		9/18/2014	1412834	731-1022-541.30-18	167.58	Tubing/Eraser
		9/18/2014	1412835	731-1022-541.38-03	(213.00)	Credit
		9/18/2014	1412878	731-1022-541.30-18	92.67	Strap/Washer/Pin
		9/18/2014	1412896	731-1022-541.38-03	536.70	Roter/Pads/Seal Shock Absorber
		9/18/2014	1412949	731-1022-541.38-03	80.90	Shock Absorber
		9/18/2014	1413017	731-1022-541.38-03	(93.78)	Credit
	Total for check: 47580				615.52	
AIRGAS USA LLC	47581	9/18/2014	9030875810	731-1022-541.30-18	157.62	Acetylene
	Total for check: 47581				157.62	
ALWAYS READY SERVICES	47582	9/18/2014	102957	100-0000-132.00-00	144.48	Spray
	Total for check: 47582				144.48	
ARENA, JENNIFER	47583	9/18/2014	ARENA	100-0000-441.25-00	33.00	Course Refund
	Total for check: 47583				33.00	
AT&T	47584	9/18/2014	920R09453009	100-1001-514.22-01	113.90	Alarms

AP Check Register
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<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>
AT&T...	47584...	9/18/2014...	920R09453009...	601-1020-543.22-01	292.50	Alarms
			Total for check: 47584		406.40	
BECK ELECTRIC INC	47585	9/18/2014	S1114-COM-ED13	100-1008-541.24-04	178.75	Accident 2014-15 Washington & Garfield
			Total for check: 47585		178.75	
BERGSTROM	47586	9/18/2014	159120	731-1022-541.29-04	100.00	Repair
			Total for check: 47586		100.00	
BERGSTROM FORD OF NEENAH	47587	9/18/2014	31219	731-1022-541.38-03	75.42	Nut/Link
		9/18/2014	N150071	100-0801-521.80-03	18,477.00	New Police Vehicle
			Total for check: 47587		18,552.42	
BLOCK IRON & SUPPLY CO	47588	9/18/2014	216358	731-1022-541.24-03	7,888.00	Door Work
			Total for check: 47588		7,888.00	
BOBCAT PLUS	47589	9/18/2014	IA07373	731-1022-541.38-03	263.13	Nuts/Bolts/Edgerack
			Total for check: 47589		263.13	
BRUCE MUNICIPAL EQUIPMENT INC	47590	9/18/2014	5142436	731-1022-541.38-03	154.83	Position Sender
			Total for check: 47590		154.83	
CDW GOVERNMENT INC	47591	9/18/2014	NZ78813	100-0801-521.30-12	247.45	Printer for Squads
			Total for check: 47591		247.45	
CHANG, PAO	47592	9/18/2014	CHANG	100-0000-201.15-00	29.00	Hand to Vendor @ FFM
			Total for check: 47592		29.00	

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COMDATA	47593	9/18/2014	M42445640	100-0702-552.30-18	220.19	Grunski Supplies
			Total for check: 47593		220.19	
DAMATO, JASON	47594	9/18/2014	DAMATO	100-0000-201.15-00	71.94	FFM Dinner Supplies
			Total for check: 47594		71.94	
UNEMPLOYMENT INSURANCE	47595	9/18/2014	000006264393	100-0801-521.15-09	491.00	
			Total for check: 47595		491.00	
AL DIX CONCRETE INC	47596	9/18/2014		490-0000-201.04-00	1,000.00	Midway Sidewalk 2013-01
				490-1009-541.82-02	12,111.20	Midway Sidewalk 2013-01
			Total for check: 47596		13,111.20	
EARTHLINK BUSINESS	47598	9/18/2014		100-0402-513.22-01	7.34	Assessor August Telephone
				100-0201-512.22-01	7.14	Attorney August Telephone
				100-0000-123.00-00	16.29	Bldg Insp. Aug Telephone
				100-0203-512.22-01	14.84	Clerk Aug Telephone
				100-0304-562.22-01	26.70	Com Dev Aug Telephone
				100-1001-514.22-01	80.86	City Hall Aug Telephone
				100-0401-513.22-01	36.02	Finance Aug Telephone
				731-1022-541.22-01	28.98	Garage Aug Telephone
				100-0903-531.22-01	54.77	Health Aug Telephone
				743-0403-513.22-01	17.13	I.T. Aug Telephone
				100-0601-551.22-01	189.82	Library Aug Telephone
				100-0101-511.22-01	11.26	Mayor Aug Telephone
				100-0702-552.22-01	30.19	Recreation Aug Telephone
				100-0703-553.22-01	50.72	Parks Aug Telephone
				100-0202-512.22-01	18.04	Personnel Aug Telephone
				100-0801-521.22-01	279.89	Police Aug Telephone
				100-1002-541.22-01	47.04	Engineering Aug Telephone
				100-0920-531.22-01	14.72	Senior Ctr Aug Telephone
				100-1008-541.22-01	4.25	Sign Ctr Aug Telephone

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EARTHLINK BUSINESS...	47598...	9/18/2014...	...	100-0502-522.22-01	44.71	EOC Aug Telephone
				207-0000-123.00-00	29.98	Marina Aug Telephone
				100-0000-123.00-00	335.53	Utilities Aug Telephone
				Total for check: 47598		
FISCHER, KURT	47599	9/18/2014	FISCHER	100-0000-201.03-00	10.00	Parking Ticket Overpay
				Total for check: 47599		
FOX CITIES PARTY RENTAL	47600	9/18/2014	33252	100-0000-201.15-00	718.50	Heaters/Tents/Lighting
				Total for check: 47600		
GALLS LLC	47601	9/18/2014	002347809	100-0801-521.29-04	218.40	Lights/Bracket
		9/18/2014	002358404	100-0801-521.29-04	182.40	Lights/Bracket
		Total for check: 47601			400.80	
GERBER LEISURE PRODUCTS INC	47602	9/18/2014	25329	100-0703-553.24-02	29.00	Clovis Playground
				Total for check: 47602		
GERDAU	47603	9/18/2014	92098092	470-0501-522.82-02	1,012.19	Dowels/Chair
				Total for check: 47603		
GOERL, CHRIS	47604	9/18/2014	GOERL	100-0000-201.10-00	100.00	Return Deposit #11630
				Total for check: 47604		
GRAINGER INC	47605	9/18/2014	9500610168	731-1022-541.38-03	102.00	
				Total for check: 47605		
GREEN BOYZ	47606	9/18/2014		100-0801-521.20-06	47.50	Fertilizer/Weed Control

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GREEN BOYZ...	47606...	9/18/2014...	...	100-0601-551.24-03	47.50	Fertilizer/Weed Control
				Total for check: 47606	95.00	
GRIESBACH READY-MIX LLC	47607	9/18/2014	3109	625-1003-541.30-18	532.50	Concrete DePere & 9th Sts
				100-1009-541.30-18	187.50	Concrete DePere & 9th Sts
				Total for check: 47607	720.00	
GUNDERSON CLEANERS	47608	9/18/2014	202629	100-0801-521.30-13	34.66	Towels/Mats
				Total for check: 47608	34.66	
GUSTMAN CHEVROLET SALES INC	47609	9/18/2014	33020	731-1022-541.38-03	623.14	Modules
		9/18/2014	33177	731-1022-541.38-03	223.85	Cap/Rotor/Filter/Seal
		9/18/2014	33180	731-1022-541.38-03	63.71	Connector/Element/Valve
				Total for check: 47609	910.70	
INFINITY TECHNOLOGY INC	47610	9/18/2014	505509	743-0403-513.21-04	990.00	Monthly Managed Services
				Total for check: 47610	990.00	
INFRATECH	47611	9/18/2014	PR140620	601-1020-543.82-02	21,520.00	Monoform Manhole Rehab
				Total for check: 47611	21,520.00	
JX ENTERPRISES INC	47612	9/18/2014	G-242020006	731-1022-541.29-04	2,448.08	Vehicle Repair
		9/18/2014	G-242040008	731-1022-541.29-04	275.40	Vehicle Repair
				Total for check: 47612	2,723.48	
KJ WASTE SYSTEMS INC	47613	9/18/2014		266-1027-543.21-06	545.00	Recycling
				Total for check: 47613	545.00	

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DANA KRUEGER	47614	9/18/2014		100-0702-552.30-18	24.15	Program Supplies Reimburs
			Total for check: 47614		24.15	
KWIK TRIP INC	47615	9/18/2014		100-0801-521.38-01	135.20	August Fuel
			Total for check: 47615		135.20	
LEVENHAGEN CORPORATION	47616	9/18/2014	0053884	731-1022-541.30-18	235.80	Schf 229 Moly Ultra Red
		9/18/2014	85745	207-0707-552.38-01	3,572.94	Fuel
		9/18/2014	85747	207-0707-552.38-01	5,382.26	Fuel
		9/18/2014	86003	207-0707-552.38-01	1,425.72	Fuel
			Total for check: 47616		10,616.72	
LINCOLN CONTRACTORS SUPPLY INC	47617	9/18/2014	J46676	100-1002-541.30-18	158.24	Rotary Detector Dual Side
				625-1002-541.30-18	52.75	Rotary Detector Dual Side
			Total for check: 47617		210.99	
MATTHEWS TIRE & SERVICE CENTER	47618	9/18/2014	51985	731-1022-541.38-02	153.74	Flat Repair
		9/18/2014	51987	731-1022-541.38-02	561.44	Replace tire
			Total for check: 47618		715.18	
MENARDS-APPLETON EAST	47619	9/18/2014	54256	100-0703-553.24-03	138.93	Util Wrap/Downrod/Henley
		9/18/2014	54646	100-0703-553.24-03	36.36	Plate/Light
			Total for check: 47619		175.29	
MENASHA MUNICIPAL COURT, TOWN OF	47620	9/18/2014		100-0000-201.03-00	406.80	Bond/MEPD 14-102190
			Total for check: 47620		406.80	

AP Check Register

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TOWN OF MENASHA POLICE DEPARTMENT	47621	9/18/2014		100-0000-201.03-00	262.80	Bond/MEPD 14-102249
			Total for check: 47621		262.80	
POSTMASTER	47622	9/18/2014		100-0204-512.30-11	98.00	Postage/Absentee Ballots
			Total for check: 47622		98.00	
MENASHA TREASURER	47623	9/18/2014		100-0000-201.15-00	150.00	FFM Dinner Server Gratuit
				100-0000-201.15-00	22.94	Farm Market
				100-0401-513.30-11	9.80	Postage
				100-0903-531.30-18	8.80	Vision Supplies
				100-0904-531.30-11	7.28	Postage
				100-0904-531.33-03	18.69	Meals
				100-0904-531.30-18	15.00	Supplies
				100-0905-531.30-18	3.99	Supplies
			Total for check: 47623		236.50	
MENASHA TREASURER	47624	9/18/2014	WELL MENASHA	100-0202-512.30-16	1,570.00	Health Trip Incentive
			Total for check: 47624		1,570.00	
MENASHA UTILITIES	47627	9/18/2014		100-1008-541.22-03	46.24	Electric
				100-1008-541.22-05	56.42	Water
				601-1020-543.22-03	22.13	Electric
				100-0704-552.22-03	2,907.20	Electric
				100-0704-552.22-05	2,117.40	Water
				731-1022-541.22-03	1,077.51	Electric
				731-1022-541.22-05	566.80	Water
				731-1022-541.22-06	901.88	Storm
				266-1028-543.22-06	73.13	Storm
				100-0801-521.22-03	2,007.27	Electric
				100-0801-521.22-05	319.35	Water
				100-0801-521.22-06	62.72	Storm
				100-0000-123.00-00	1,453.54	Electric

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MENASHA UTILITIES...	47627...	9/18/2014...	...	100-0000-123.00-00	231.25	Water
				100-0000-123.00-00	45.41	Storm
				100-0801-521.22-03	69.44	Electric
				100-0601-551.22-03	3,921.57	Electric
				100-0601-551.22-05	1,013.45	Water
				100-0601-551.22-06	103.75	Storm
				207-0707-552.22-05	230.60	Water
				100-1019-552.22-03	116.13	Electric
				100-1019-552.22-05	12.38	Water
				100-0000-123.00-00	6.96	Electric
				100-1001-514.22-05	12.38	Water
				100-1001-514.22-06	2.50	Storm
				100-0703-553.22-03	2,211.08	Electric
				100-0703-553.22-05	67.42	Water
				100-0703-553.22-06	667.51	Storm
				485-0304-562.22-06	33.13	Storm
				457-0304-562.22-06	2.50	Storm
				485-0304-562.22-06	15.00	Storm
				457-0304-562.21-10	34.88	Electric
				100-0305-562.22-06	5.00	Storm
501-0304-562.22-06	277.51	Storm				
		9/18/2014	004290	100-1012-541.22-03	16,520.65	August Street Lighting
				741-0000-193.00-00	1,500.00	Bucket Truck
				Total for check: 47627	38,712.09	
TOWN OF MENASHA UTILITY DISTRICT	47628	9/18/2014	2164	100-0703-553.22-05	76.80	1200 Geneva Rd
				100-0703-553.22-05	9.60	Undeveloped Land
				100-0703-553.22-05	927.67	1000 Geneva Rd Koslo
				Total for check: 47628	1,014.07	
MINNESOTA LIFE INSURANCE COMPANY	47629	9/18/2014		100-0000-204.07-00	2,669.14	October Premium
				Total for check: 47629	2,669.14	

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MODERN BUSINESS MACHINES	47630	9/18/2014	26349847	743-0403-513.29-01	171.70	Mthly Pringting Agreeemet
			Total for check: 47630		171.70	
MORTON SAFETY	47631	9/18/2014	894910	601-1020-543.30-18	64.74	Monkey Grip Sfty Cuff
			Total for check: 47631		64.74	
MOUA, MAI SEE	47632	9/18/2014	MOUA	100-0000-201.15-00	30.00	FFM Dinner Supplies
			Total for check: 47632		30.00	
NEENAH MAIN AUTO BODY INC	47633	9/18/2014	58134	100-0801-521.29-04	95.00	Towing
			Total for check: 47633		95.00	
NORTHEAST ASPHALT INC	47634	9/18/2014		470-0000-201.04-00	2,000.00	Harold Dr/Southfield
		9/18/2014	26349847	470-1003-541.82-02	28,339.75	Harold Dr/Southfield
			Total for check: 47634		30,339.75	
OGDEN PLUMBING & HEATING INC	47635	9/18/2014	72677	100-0801-521.24-03	437.40	Replace Roof Bowl at PD
			Total for check: 47635		437.40	
LINDA PALMBACH	47636	9/18/2014		100-0903-531.33-01	12.85	August Expenses
			Total for check: 47636		12.85	
PM SUPPLY - WRIGHT INDUSTRIAL	47637	9/18/2014	49526	100-0000-132.00-00	524.88	Cleaners
			Total for check: 47637		524.88	
HENRY SCHEIN INC	47638	9/18/2014	1705520-01	100-0916-531.30-18	163.98	Dental Supplies
		9/18/2014	7037496-01	100-0916-531.30-18	8.99	Dental Supplies
			Total for check: 47638		172.97	

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SERVICEMASTER BUILDING MAINTENANCE	47639	9/18/2014	13569	100-0704-552.20-01	3,006.00	June/July 2014 Pool
			Total for check: 47639		3,006.00	
SHERWIN WILLIAMS COMPANY	47640	9/18/2014	9190-6	100-1008-541.30-18	738.75	WIS DOT WB WHT
			Total for check: 47640		738.75	
SHERWIN-WILLIAMS CO	47641	9/18/2014	2704-5	100-1008-541.30-18	394.00	Five Gallon
			Total for check: 47641		394.00	
SHOPKO STORES OPERATING CO LLC	47642	9/18/2014	90000014390018	100-0801-521.30-18	1.99	Bandages
				100-0702-552.30-18	10.58	Program Supplies
				100-0702-552.30-18	36.57	Program Supplies
			Total for check: 47642		49.14	
SILVER MOON SPRINGS	47643	9/18/2014	SILVER MOON	100-0000-201.15-00	16.00	FFM Dinner Supplies
			Total for check: 47643		16.00	
SNAP-ON TOOLS	47644	9/18/2014	08251417104	731-1022-541.24-02	750.01	Code Reader-Upgrade
			Total for check: 47644		750.01	
STAPLES ADVANTAGE	47645	9/18/2014	3239738250	100-0202-512.30-10	(13.49)	CREDIT
		9/18/2014	3239738251	100-0201-512.30-10	1.17	Supplies
				100-0202-512.30-10	2.58	Supplies
				100-0203-512.30-10	16.86	Supplies
				100-0204-512.30-10	27.13	Supplies
				100-0405-513.30-10	7.58	Supplies
			Total for check: 47645		41.83	

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GORDON N STOWE AND ASSOCIATES INC	47646	9/18/2014	658473	100-0903-531.24-04	115.00	Calibration of Audiometer
			Total for check: 47646		115.00	
SUPERIOR CHEMICAL CORP	47647	9/18/2014	69206	731-1022-541.30-18	311.64	Degreaser
			Total for check: 47647		311.64	
TEWS, ARDEN	47648	9/18/2014	TEWS	100-0000-201.15-00	24.00	FFM Dinner Supplies
			Total for check: 47648		24.00	
UNIFIRST CORPORATION	47649	9/18/2014	097 0171136	731-1022-541.20-01	120.01	Mat/Mop/Clothing Service
			Total for check: 47649		120.01	
UNITED WAY FOX CITIES	47650	9/18/2014	20140918	100-0000-202.09-00	31.75	PAYROLL SUMMARY
			Total for check: 47650		31.75	
VALLEY CHEMICAL LLC	47651	9/18/2014	0049138-IN	100-0704-552.24-04	85.05	Lid Strainer Pot & Gasket
			Total for check: 47651		85.05	
VERIZON WIRELESS	47652	9/18/2014	9731380448	100-0304-562.22-01	135.42	
			Total for check: 47652		135.42	
VIKING ELECTRIC SUPPLY INC	47653	9/18/2014	8546574	100-0703-553.30-18	675.44	Replacement Lens/Sockets
			Total for check: 47653		675.44	
WALMART COMMUNITY/GEGRB	47654	9/18/2014		100-0702-552.30-18	30.11	Program Supplies
			Total for check: 47654		30.11	

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WAVERLY SANITARY DISTRICT	47655	9/18/2014		100-0703-553.22-05	54.58	2170 Plank Road
			Total for check: 47655		54.58	
WEA INSURANCE TRUST	47656	9/18/2014	GROUP 32104	100-0000-204.11-00	8,288.20	October Premium
				100-0000-204.08-00	117,704.08	October Premium
			Total for check: 47656		125,992.28	
JOE WEIDERT	47657	9/18/2014		489-0304-562.21-02	235.00	Fundraising TIF #11
			Total for check: 47657		235.00	
WINNEBAGO COUNTY TREASURER	47658	9/18/2014	LF121235	266-1027-543.25-01	255.75	August Recycling
			Total for check: 47658		255.75	
WISCONSIN DEPT OF NATURAL RESOURCES	47659	9/18/2014		489-0304-562.21-02	603.00	WPIP Gilbert Riverfront 2014-09-11
			Total for check: 47659		603.00	
WISCONSIN SUPPORT COLLECTIONS	47660	9/18/2014	20140918	100-0000-202.03-00	632.88	PAYROLL SUMMARY
			Total for check: 47660		632.88	
WKZG-FM	47661	9/18/2014	IN-11408123252	100-0000-201.15-00	50.00	FFM
			Total for check: 47661		50.00	
					298,115.09	

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A TO Z DATABASES	47662	9/24/2014		100-0601-551.30-14	1,050.00	Subscription Agreement
			Total for check: 47662		1,050.00	
BAKER & TAYLOR INC	47663	9/24/2014	2029644274	100-0601-551.30-14	329.07	Library Materials
		9/24/2014	2029663094	100-0601-551.30-14	736.47	Library Materials
		9/24/2014	2029672293	100-0601-551.30-14	269.20	Library Materials
		9/24/2014	2029682130	100-0601-551.30-14	287.17	Library Materials
		9/24/2014	2029689155	100-0601-551.30-14	201.56	Library Materials
		9/24/2014	2029706233	100-0601-551.30-14	438.40	Library Materials
		9/24/2014	2029714796	100-0601-551.30-14	275.18	Library Materials
		9/24/2014	2029730014	100-0601-551.30-14	313.41	Library Materials
		9/24/2014	5013262939	100-0601-551.30-14	104.45	Library Materials
		9/24/2014	M48064780	100-0601-551.30-14	66.93	Library Materials
		9/24/2014	M48064781	100-0601-551.30-14	12.73	Library Materials
		9/24/2014	M49006780	100-0601-551.30-14	156.17	Library Materials
			Total for check: 47663		3,190.74	
BLACKSTONE AUDIO INC	47664	9/24/2014	722516	100-0601-551.30-14	47.99	Library Materials
			Total for check: 47664		47.99	
CDW GOVERNMENT INC	47665	9/24/2014	PD84509	100-0601-551.30-10	355.13	Toner
			Total for check: 47665		355.13	
CENTER POINT LARGE PRINT	47666	9/24/2014	1211468	100-0601-551.30-14	133.02	Library Materials
			Total for check: 47666		133.02	
GALE	47667	9/24/2014	52623257	100-0601-551.30-14	28.79	Library Materials
		9/24/2014	52731563	100-0601-551.30-14	51.98	Library Materials
		9/24/2014	52755149	100-0601-551.30-14	38.92	Library Materials

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GALE...	47667...	9/24/2014	53150046	100-0601-551.30-14	26.39	Library Materials
			Total for check: 47667			
KITZ & PFEIL INC	47668	9/24/2014	072109-0020	100-0601-551.24-03	11.60	PC Cement/Misc Hardware
			072114-0079	100-0601-551.24-03	4.70	PCV Pipe/Misc Hardware
			072214-0067	100-0601-551.24-03	11.23	Coupling/Adapter
Total for check: 47668				27.53		
KONE INC	47669	9/24/2014	151062952	100-0601-551.24-03	761.86	Repair
			151071258	100-0601-551.24-03	744.02	Repair
Total for check: 47669				1,505.88		
DON LANGDOK	47670	9/24/2014	953016	100-0601-551.30-14	19.95	Library Materials
			Total for check: 47670			
MADER NEWS AGENCY INC	47671	9/24/2014	34608	100-0601-551.30-14	129.56	Library Materials
			Total for check: 47671			
MARIS ASSOCIATES	47672	9/24/2014	0834	100-0601-551.30-14	95.22	Library Materials
			Total for check: 47672			
MIDWEST TAPE	47673	9/24/2014	0092083017	100-0601-551.30-14	230.84	Library Materials
			0092093578	100-0601-551.30-14	146.91	Library Materials
			0092094490	100-0601-551.30-14	5.99	Library Materials
			0092113704	100-0601-551.30-14	24.99	Library Materials
			0092113706	100-0601-551.30-14	100.93	Library Materials
Total for check: 47673				509.66		

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OFFICE DEPOT CREDIT PLAN	47674	9/24/2014	9250222	100-0601-551.30-10	14.99	Office Supplies
			Total for check: 47674		14.99	
RANDOM HOUSE INC	47675	9/24/2014	1080978041	100-0601-551.30-14	33.75	Library Materials
		9/24/2014	1081029897	100-0601-551.30-14	30.00	Library Materials
		9/24/2014	1081231487	100-0601-551.30-14	37.50	Library Materials
			Total for check: 47675		101.25	
RECORDED BOOKS LLC	47676	9/24/2014	74988261	100-0601-551.30-14	58.49	Library Materials
		9/24/2014	74989658	100-0601-551.30-14	40.49	Library Materials
		9/24/2014	74991314	100-0601-551.30-14	31.96	Library Materials
		9/24/2014	74998613	100-0601-551.30-14	35.99	Library Materials
			Total for check: 47676		166.93	
SERVICEMASTER BUILDING MAINTENANCE	47677	9/24/2014	13364	100-0601-551.20-01	1,425.00	Janitorial Service
			Total for check: 47677		1,425.00	
SHOWCASES	47678	9/24/2014	281040	100-0601-551.30-18	883.22	Supplies
			Total for check: 47678		883.22	
SYNCB/AMAZON	47680	9/24/2014	029185305467	100-0601-551.30-14	8.60	Library Materials
		9/24/2014	029187686603	100-0601-551.30-14	19.98	Library Materials
		9/24/2014	046320040959	100-0601-551.30-14	59.89	Library Materials
		9/24/2014	046321612452	100-0601-551.30-14	229.99	Library Materials
		9/24/2014	046325568201	100-0601-551.30-14	100.56	Library Materials
		9/24/2014	0503512481563	100-0601-551.30-14	44.58	Library Materials
		9/24/2014	05351412385	100-0601-551.30-14	251.65	Library Materials
		9/24/2014	053518924484	100-0601-551.30-14	47.88	Library Materials
		9/24/2014	083914967748	100-0601-551.30-14	77.47	Library Materials
		9/24/2014	083914997011	100-0601-551.30-14	(0.89)	Library Materials/CREDIT
		9/24/2014	083915414458	100-0601-551.30-14	80.34	Library Materials

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SYNCB/AMAZON...	47680...	9/24/2014	083917097452	100-0601-551.30-14	44.88	Library Materials
		9/24/2014	09187362092	100-0601-551.30-14	290.77	Library Materials
		9/24/2014	102671661780	100-0601-551.30-14	(2.55)	Library Materials/CREDIT
		9/24/2014	102672411173	100-0601-551.30-14	24.95	Library Materials
		9/24/2014	102674419579	100-0601-551.30-14	44.97	Misc Hardware
		9/24/2014	102677664761	100-0601-551.30-14	46.97	Library Materials
		9/24/2014	102678719078	100-0601-551.30-14	38.97	Library Materials
		9/24/2014	108134388575	100-0601-551.30-14	103.14	Library Materials
		9/24/2014	108138820818	100-0601-551.30-14	82.32	Library Materials
		9/24/2014	108210706291	100-0601-551.30-14	14.18	Library Materials
		9/24/2014	124806502348	100-0601-551.30-14	34.96	Library Materials
		9/24/2014	194300564811	100-0601-551.30-14	119.92	Library Materials
		9/24/2014	194303281645	100-0601-551.30-14	59.96	Library Materials
		9/24/2014	194306388525	100-0601-551.30-14	34.95	Library Materials
		9/24/2014	250973204160	100-0601-551.30-14	26.99	Library Materials
		9/24/2014	301512858676	100-0601-551.30-14	150.90	Library Materials
			Total for check: 47680		2,036.33	
ISABELLA TAYLOR	47681	9/24/2014		100-0601-551.30-14	17.00	Returned Materials
			Total for check: 47681		17.00	
UNIQUE BOOKS INC	47682	9/24/2014	362968	100-0601-551.30-14	274.70	Library Materials
		9/24/2014	362969	100-0601-551.30-14	87.11	Library Materials
		9/24/2014	362970	100-0601-551.30-14	521.51	Library Materials
		9/24/2014	362971	100-0601-551.30-14	140.05	Library Materials
			Total for check: 47682		1,023.37	
UNIQUE MANAGEMENT SERVICES INC	47683	9/24/2014	271258	100-0000-441.19-00	196.90	Collection Agency Fees
			Total for check: 47683		196.90	

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UPSTART	47684	9/24/2014	5369713	100-0601-551.30-16	227.62	Materials
			Total for check: 47684		227.62	
US BANK EQUIPMENT FINANCE	47685	9/24/2014	261578686	100-0601-551.24-04	142.03	Copier Contract
			Total for check: 47685		142.03	
WINNEFOX AUTOMATED LIBRARY SYSTEM	47686	9/24/2014	2426	100-0601-551.30-11	145.20	Overdue & Hold Notices
			Total for check: 47686		145.20	
WISCONSIN DEPT OF JUSTICE	47687	9/24/2014	G3228	100-0601-551.21-06	14.00	Name Searches
			Total for check: 47687		14.00	
WISCONSIN, STATE OF	47688	9/24/2014	356930	100-0601-551.33-02	50.00	Elevator Permit
			Total for check: 47688		50.00	
					13,654.60	

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ACCURATE	47689	9/25/2014	1413087	731-1022-541.38-03	77.66	Brake Hose/Spindle
		9/25/2014	1413241	731-1022-541.30-18	22.07	Flex Tubing
		9/25/2014	1413364	731-1022-541.38-03	215.76	Brake Pads & Rotor
	Total for check: 47689				315.49	
ADVANTAGE POLICE SUPPLY INC	47690	9/25/2014	14-0902	100-0801-521.30-15	249.75	MK-3 Level 3 OC Stream
	Total for check: 47690				249.75	
AIRGAS USA LLC	47691	9/25/2014	9921132670	100-0703-553.30-18	18.48	Cylinder Rental
		9/25/2014	9921132672	731-1022-541.30-18	180.69	Cylinder Rental
	Total for check: 47691				199.17	
APPLETON HYDRAULIC COMPONENTS	47692	9/25/2014	27957	731-1022-541.38-03	30.64	Bulk Seals
	Total for check: 47692				30.64	
ASSOCIATED APPRAISAL CONSULTANTS	47693	9/25/2014	18106	100-0402-513.21-09	4,991.67	Professional Services
				100-0402-513.30-11	5.28	Postage
		9/25/2014	18107	100-0402-513.21-09	59.76	Internet Posting
Total for check: 47693				5,056.71		
BALDWIN COOKE	47694	9/25/2014	3879524	100-0202-512.30-10	18.02	Monthly Planning Guide
				100-0203-512.30-10	18.02	Monthly Planning Guide
				100-1002-541.30-10	31.61	Monthly Planning Guide
				100-0703-553.30-10	22.54	Monthly Planning Guide
				100-0304-562.30-10	9.01	Monthly Planning Guide
				731-1022-541.30-10	40.65	Monthly Planning Guide
Total for check: 47694				139.85		

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BOMSKI CONSTRUCTION &	47695	9/25/2014		263-0306-562.70-01	1,310.00	CDBG Progra,
			Total for check: 47695		1,310.00	
BUCKLIN'S TREE SERVICE	47696	9/25/2014	7017	625-1010-541.30-18	17.59	3/4" Clear
			Total for check: 47696		17.59	
CDW GOVERNMENT INC	47697	9/25/2014	PC18303	743-0403-513.24-04	128.02	Microsoft License for PC
			Total for check: 47697		128.02	
CLOVERLEAF LANDSCAPING & RETAIL	47698	9/25/2014	7512	100-0501-522.24-03	405.00	Fire Station 36 Project
			Total for check: 47698		405.00	
CULLIGAN WATER CONDITIONING	47699	9/25/2014	718387	100-1001-514.20-01	18.90	Cooler Rental
			Total for check: 47699		18.90	
DUMKE & ASSOCIATES &	47700	9/25/2014	316 RACINE ST	100-0903-531.29-06	2,163.33	316 Racine St
			Total for check: 47700		2,163.33	
EVANS TITLE COMPANIES	47701	9/25/2014	925-650198585	100-0000-123.00-00	45.00	115 Kaukauna Street
			Total for check: 47701		45.00	
FOX VALLEY HUMANE ASSOCIATION	47702	9/25/2014	D14-08-9532	100-0806-532.25-01	1,740.52	July 2014 Services
			Total for check: 47702		1,740.52	
GRIESBACH READY-MIX LLC	47703	9/25/2014	3115	625-1010-541.30-18 470-0501-522.82-02	69.00 1,237.50	Curb & Gutter Station 35 Concrete Work
			Total for check: 47703		1,306.50	
GUSTMAN CHEVROLET SALES INC	47704	9/25/2014	33229	731-1022-541.38-03	50.72	Bracket/Code Lock/Key

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GUSTMAN CHEVROLET SALES INC...	47704...	9/25/2014	33244	731-1022-541.38-03	66.49	Housing & Bolt
		9/25/2014	33264	731-1022-541.38-03	58.62	Seal
	Total for check: 47704				175.83	
MIKE HOPFENSBERGER	47705	9/25/2014		735-0000-466.00-00	43.05	Dental Insurance Refund
Total for check: 47705					43.05	
HORN PRECAST	47706	9/25/2014	5493	625-1010-541.30-18	186.00	Basin & Riser
Total for check: 47706					186.00	
JX ENTERPRISES INC	47707	9/25/2014	G-242120008	731-1022-541.38-03	742.42	Arm-Pitman
		9/25/2014	G-242120014	731-1022-541.38-03	1,517.01	Steering Gear/Core
		9/25/2014	G-242120015	731-1022-541.38-03	145.45	Glass
		9/25/2014	G-242160024	731-1022-541.38-03	95.45	Adjuster-Brake
Total for check: 47707					2,500.33	
KAUKAUNA, CITY OF	47708	9/25/2014		100-0201-512.21-01	8,000.00	Legal Fees
Total for check: 47708					8,000.00	
KROEGER FARMS	47709	9/25/2014		100-0000-201.15-00	56.57	FFM - Refund
Total for check: 47709					56.57	
MATTHEWS TIRE & SERVICE CENTER	47710	9/25/2014	52033	731-1022-541.38-02	619.93	Replace tire
Total for check: 47710					619.93	
MCMAHON	47711	9/25/2014	49675	625-1010-541.21-02	3,042.52	Prof Service to 8/2/14 UNPS Stormwater Planning
Total for check: 47711					3,042.52	
MENARDS-APPLETON EAST	47712	9/25/2014	54778	100-0801-521.24-03	20.56	Panel

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MENARDS-APPLETON EAST...	47712...	9/25/2014	55267	100-0703-553.30-18	10.58	Hand Soap & Refill
			Total for check: 47712		31.14	
MENASHA JOINT SCHOOL DISTRICT	47713	9/25/2014	SEPTMOBILEHOME	100-0000-412.00-00	6,097.81	September Mobile Home
			Total for check: 47713		6,097.81	
MENASHA NEENAH MUNICIPAL COURT	47714	9/25/2014	LEHRER	100-0000-201.03-00	149.00	Bond/MEPD 14-147
			Total for check: 47714		149.00	
MENASHA TREASURER	47715	9/25/2014	PWF	266-1028-543.30-11	49.00	Postage Stamps
			Total for check: 47715		49.00	
MENASHA UTILITIES	47717	9/25/2014		100-1008-541.22-03	280.01	Electric
				100-0000-123.00-00	15.35	Electric
				100-1012-541.22-03	98.17	Electric
				100-0304-562.22-03	24.05	Electric
				625-0304-562.22-03	8.24	Electric
				100-1013-541.22-03	40.79	Electric
				100-1013-541.22-06	277.51	Storm
				207-0707-552.22-03	1,370.46	Electric
				207-0707-552.22-05	340.06	Water/Sewer
				207-0707-552.22-06	48.76	Storm
				100-0703-553.22-03	1,743.62	Electric
				100-0703-553.22-05	4,053.62	Water/Sewer
				100-0703-553.22-06	343.77	Storm
				100-1001-514.22-03	1,573.61	Electric
				100-1001-514.22-05	462.60	Water/Sewer
				743-0403-513.21-04	167.75	Internet Charge
				743-0403-513.21-04	2,310.40	Dark Fiber Charge
				100-0305-562.22-06	2.50	Storm
				100-1014-543.22-06	53.13	Storm
				100-1019-552.22-03	175.90	Electric

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MENASHA UTILITIES...	47717...	9/25/2014...	...	100-1019-552.22-05	80.62	Water/Sewer
				601-1020-543.22-03	31.14	Electric
				501-0304-562.22-03	15.46	3031 Whisper Falls Lane
				501-0304-562.22-06	43.13	3031 Whisper Falls Lane
			Total for check: 47717			
MICHELS MATERIALS	47718	9/25/2014	286696	100-0703-553.30-18	20.80	Screenings
			Total for check: 47718			
MID-AMERICAN RESEARCH CHEMICAL	47719	9/25/2014	0532235-IN	731-1022-541.30-13	270.00	Cleaning Supplies
				601-1020-543.30-18	149.25	Cleaning Supplies
		9/25/2014	0532338-IN	731-1022-541.30-18	171.08	Pro-Flex Coating
			Total for check: 47719			
MODERN BUSINESS MACHINES	47720	9/25/2014	26353314	743-0403-513.29-01	243.10	Printing Agreement
			Total for check: 47720			
CITY OF NEENAH	47721	9/25/2014		100-0000-201.03-00	511.00	DHS Pass Thru Grant
		9/25/2014	34789	100-0303-542.25-01	11,200.00	2014 Dial-A-Ride Program
		9/25/2014	NMFIRESVCS	100-0501-522.25-01	259,083.00	Fire/Rescue Services
		Total for check: 47721				270,794.00
NETWORK HEALTH SYSTEM INC	47722	9/25/2014	322902	100-0202-512.21-06	161.00	Screening/Exam
		9/25/2014	323575	100-0202-512.21-06	81.00	Tests & Screenings
		Total for check: 47722				242.00
PAGEL, PAULA	47723	9/25/2014	PAGEL	100-0000-441.23-00	15.00	Refund - Key Deposit
Total for check: 47723				15.00		

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PERSONNEL EVALUATION INC	47724	9/25/2014	10378	100-0801-521.21-06	220.00	August Billing
			Total for check: 47724		220.00	
JOSEPH A POLZIEN	47725	9/25/2014		100-0803-521.19-03	52.48	Clothing Allowance
			Total for check: 47725		52.48	
PRO-X SYSTEMS LAWNCARE	47726	9/25/2014	121933	100-0703-553.20-06	550.00	Parks Weed Control
			Total for check: 47726		550.00	
DR TERESA RUDOLPH	47727	9/25/2014		100-0903-531.21-05	150.00	City Physician
			Total for check: 47727		150.00	
SCHOOL HEALTH CORPORATION	47728	9/25/2014	2877660-00	100-0903-531.24-04	56.55	Masks for Vision Screen
			Total for check: 47728		56.55	
SMT MANUFACTURING & SUPPLY	47729	9/25/2014	0029418-IN	731-1022-541.38-03	11.92	Bearings
			Total for check: 47729		11.92	
STAPLES ADVANTAGE	47730	9/25/2014	3240861578	100-0801-521.30-10	65.46	Supplies
			Total for check: 47730		65.46	
STATEWIDE RAZING INC	47731	9/25/2014	765	209-0703-553.73-01	33,900.00	Army Reserve Ctr Demo
			Total for check: 47731		33,900.00	
SUNGARD PUBLIC SECTOR INC	47732	9/25/2014	87345	743-0403-513.24-04	2,806.00	Acctg System Maintenance
			Total for check: 47732		2,806.00	

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SWIDERSKI POWER INC	47733	9/25/2014	IF24134	731-1022-541.38-03	188.83	Harness/Solenoid
			Total for check: 47733		188.83	
TREEO'S TREE SERVICE INC	47734	9/25/2014	5285	100-0706-561.20-06	75.00	Grind Stump at 725 State
			Total for check: 47734		75.00	
ULINE	47735	9/25/2014	61227350	100-1001-514.30-13	44.36	Trash Liners
				100-0801-521.30-13	88.72	Trash Liners
			Total for check: 47735		133.08	
UNIFIRST CORPORATION	47736	9/25/2014	097 0171638	731-1022-541.20-01	240.01	Cleaning Service
			Total for check: 47736		240.01	
VERIZON WIRELESS	47737	9/25/2014	9731380442	100-1001-514.22-01	9.80	Telephone
				100-0801-521.22-01	9.80	Telephone
				100-0601-551.22-01	14.48	Telephone
				100-0703-553.22-01	53.42	Telephone
				207-0707-552.22-01	40.01	Telephone
		9/25/2014	9731380443	100-1002-541.22-01	180.23	Telephone
				625-1002-541.22-01	60.08	Telephone
				601-1020-543.22-01	22.44	Telephone
		9/25/2014	9731380444	100-1001-514.22-01	3.81	Mthly Cell Phone Charges
		9/25/2014	9731380445	100-0919-531.22-01	5.33	Cell Data Service
				743-0403-513.22-01	120.03	Cell Data Service
		9/25/2014	9731380446	743-0403-513.22-01	171.70	Cell/Data Service
		9/25/2014	9731380447	100-0801-521.22-01	537.68	Telephone
		9/25/2014	9731748267	100-0801-521.22-01	39.52	Data Service Squad MDC
			Total for check: 47737		1,268.33	

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VIEVU	47738	9/25/2014	10287	100-0801-521.30-15	200.00	Body Worn Video Camera
			Total for check: 47738		200.00	
VISION INSURANCE PLAN OF AMERICA	47739	9/25/2014	151704	100-0000-204.10-00	1,096.14	10/14 Premium
			Total for check: 47739		1,096.14	
WIL-KIL PEST CONTROL	47740	9/25/2014	2517767	100-1019-552.20-07	108.00	Bridgetender Cameras
			Total for check: 47740		108.00	
WINNEBAGO COUNTY CLERK OF COURTS	47741	9/25/2014	BECKER	100-0000-201.03-00	150.00	Bond/MEPD 14-102247
			Total for check: 47741		150.00	
WINNEBAGO COUNTY TREASURER	47742	9/25/2014	6200	263-0306-562.70-01	30.00	Rec Mortgage/CDBG Loan
		9/25/2014	LF121333	100-1017-543.25-01	2,901.96	August Haul to Outagamie
				100-1016-543.25-01	14,699.52	August Haul to Outagamie
				266-1027-543.25-01	451.55	August Haul to Outagamie
				625-1005-541.25-01	6,652.80	August Haul to Outagamie
			Total for check: 47742		24,735.83	
WISCONSIN CHIEFS OF POLICE ASSN INC	47743	9/25/2014		100-0801-521.21-06	377.50	Entry Level Exams
			Total for check: 47743		377.50	
WISCONSIN DEPT OF FINANCIAL	47744	9/25/2014		100-0801-521.32-01	20.00	Notary Renewal/Halderson
			Total for check: 47744		20.00	
WISCONSIN DEPT OF JUSTICE	47745	9/25/2014	L7101T	100-0801-521.21-06	147.00	
				100-0801-521.21-06	91.00	August Name Searches
			Total for check: 47745		238.00	

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WISCONSIN DEPT OF TRANSPORTATION	47746	9/25/2014	2014-164417	100-0801-521.34-02	35.00	TraCS Conference
		9/25/2014	2014-164533	100-0801-521.34-02	35.00	TraCS Conference
		9/25/2014	2014-165160	100-0801-521.34-02	35.00	TraCS Conference
			Total for check: 47746		105.00	
					386,291.66	

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ACC PLANNED SERVICE INC	47747	10/2/2014	13144	100-0601-551.24-03	37.50	Maintenance
				100-0801-521.24-03	37.50	Maintenance
				100-0501-522.24-03	37.50	Maintenance
				100-1001-514.24-03	93.75	Maintenance
Total for check: 47747					206.25	
ACCURATE	47748	10/2/2014	1413598	731-1022-541.30-18	365.92	Shop Supplies
			1413945	731-1022-541.38-03	(30.48)	Poly Rib Belt/CREDIT
			1414413	731-1022-541.38-03	(87.34)	Shock Absorbers/CREDIT
Total for check: 47748					248.10	
AIRGAS USA LLC	47749	10/2/2014	9031310148	731-1022-541.30-18	71.95	Oxygen Ind
Total for check: 47749					71.95	
CITY OF APPLETON	47750	10/2/2014	221056	100-0918-531.21-06	500.00	Preparedness Agreement
			221077	100-0302-542.25-01	13,459.00	Aug 2014 Transit Services
Total for check: 47750					13,959.00	
BADGER LAB & ENGINEERING INC	47751	10/2/2014	INV000058633	601-1020-543.21-02	805.00	Coveris Wastewaters August 18-25, 2014
			INV000058635	601-1020-543.21-02	805.00	Graphics Pkg Wastewaters August 18-25, 2014
			INV000058647	601-1020-543.21-02	620.00	Gunderson Wastewaters August 18-23, 2014
			INV000058648	601-1020-543.21-02	560.00	Whiting Paper Wastewaters August 18-22, 2014
			INV000058674	601-1020-543.21-02	1,010.00	Report #1408247
Total for check: 47751					3,800.00	
BAHCALL RUBBER CO INC	47752	10/2/2014	671662-001	731-1022-541.30-18	43.25	Coil Hose/Bulk Sleeve
			671902-001	731-1022-541.30-18	15.00	Seal Fast
Total for check: 47752					58.25	

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BMO HARRIS BANK NA	47753	10/2/2014	4044986	100-0202-512.21-06	260.00	Monthly Fees
			Total for check: 47753		260.00	
BOBCAT PLUS	47754	10/2/2014	EA01659	625-1003-541.80-03	7,505.25	Breaker/Bobcat Equipment
			Total for check: 47754		7,505.25	
BSA	47755	10/2/2014	BSA/PD	824-0801-521.21-06	170.00	Explorers Entry Fee
			Total for check: 47755		170.00	
CARDMEMBER SERVICE	47758	10/2/2014	0025	100-0801-521.24-03	34.32	PD Drain Ins/Gustave
		10/2/2014	0035	100-0801-521.34-03	80.00	Country Springs Hotel
		10/2/2014	0685	100-1001-514.30-13	509.41	CH Shelf/Uline
		10/2/2014	0721	743-0403-513.29-01	837.00	Tonerbuzz/Printer Toner
		10/2/2014	1096	100-0801-521.29-04	149.52	Del City
		10/2/2014	1355	100-0801-521.29-04	649.52	Paypal *Adamsonindu
		10/2/2014	1362	100-0801-521.34-03	80.00	Country Springs Hotel
		10/2/2014	1534	100-0801-521.30-12	54.99	Amazon.com
		10/2/2014	1611	824-0807-521.30-15	87.16	Activedogs.com
		10/2/2014	1669	100-0304-562.33-02	150.00	UWM SCE/Registration
		10/2/2014	1735	100-0304-562.33-02	150.00	UWM SCE/Registration
		10/2/2014	2018	100-0801-521.29-04	198.51	Paypal *Adamsonindu
		10/2/2014	2410	743-0403-513.30-15	(21.13)	newegg.com/CREDIT
		10/2/2014	3017	731-1022-541.24-03	14.20	Amazon/PWF
		10/2/2014	3995	100-0801-521.34-02	195.00	Paypal *WCPPA
		10/2/2014	4426	100-0202-512.30-16	70.86	Shopko
		10/2/2014	4796	100-0202-512.30-16	16.80	Lamers Dairy
		10/2/2014	5105	100-0201-512.34-02	319.00	EEOC Training
		10/2/2014	5164	100-0801-521.34-03	12.75	Piggly Wiggly
		10/2/2014	5177	743-0403-513.30-15	(85.00)	Monoprice/Ethernet SwitchCREDIT
		10/2/2014	5182	100-0801-521.30-18	339.90	newegg.com
		10/2/2014	5323	100-0801-521.30-18	355.20	Peavey Corp
		10/2/2014	5470	100-0801-521.29-04	84.94	Amazon.com
		10/2/2014	5485	100-0801-521.30-13	20.87	Diamond Traffic/Counter

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CARDMEMBER SERVICE...	47758...	10/2/2014	5654	100-0801-521.30-13	122.88	Appliance Parts PD Compactor Bags
		10/2/2014	6084	824-0807-521.30-15	35.94	Festival Foods
		10/2/2014	6209	100-0704-552.24-05	492.68	Anchor Industries
		10/2/2014	6504	743-0403-513.30-15	106.12	newegg/Server Hard Drive
		10/2/2014	6985	731-1022-541.38-02	143.52	Mower Tire/Pomp's
		10/2/2014	7423	731-1022-541.29-04	353.46	Squad 50/Kolosso Toyota
		10/2/2014	8138	100-0801-521.32-01	6.75	TLO Transunion
		10/2/2014	8289	824-0807-521.30-15	57.98	Pet Supplies Plus
		10/2/2014	8791	100-0601-551.30-11	7.72	Fedex
		10/2/2014	8909	100-0601-551.30-16	14.92	WM Supercenter
		10/2/2014	9352	100-1003-541.30-18	44.04	St Patch/Lowes
		10/2/2014	9375	100-0703-553.30-18	239.69	McMaster-Carr
		10/2/2014	9491	100-0801-521.30-18	78.00	newegg.com
		10/2/2014	9873	731-1022-541.30-11	32.15	UPS Store/Shipping
			Total for check: 47758		6,039.67	
CAREW CONCRETE & SUPPLY CO INC	47759	10/2/2014	979478	100-1003-541.30-18	51.00	
			Total for check: 47759		51.00	
CARGILL INCORPORATED	47760	10/2/2014	2901882055	100-1006-541.30-18	3,076.69	Deicer Salt
			Total for check: 47760		3,076.69	
CONTRACTOR'S SUPPLY & EQUIPMENT INC	47761	10/2/2014	2224770-IN	731-1022-541.38-03	54.70	Throttle Cable Assy/Lever
			Total for check: 47761		54.70	
CRI RECYCLING SERVICE INC	47762	10/2/2014	36573	731-1022-541.21-06	153.00	Granular Recycling/Drum
			Total for check: 47762		153.00	
DIGIPRINT	47763	10/2/2014	144490	100-1016-543.29-01	262.00	Stickers
			Total for check: 47763		262.00	

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TODD DREW	47764	10/2/2014		100-0904-531.33-01	13.00	Mileage
			Total for check: 47764		13.00	
FACTORY MOTOR PARTS CO	47765	10/2/2014	18-1348677	731-1022-541.30-18	71.64	Cleaner
		10/2/2014	18-Z01846	731-1022-541.38-03	373.67	Battery
		10/2/2014	18-Z01951	731-1022-541.38-03	83.86	Batteries
		10/2/2014	18-Z01952	731-1022-541.38-03	11.89	Battery Box
			Total for check: 47765		541.06	
FERGUSON ENTERPRISES #448	47766	10/2/2014	2009420	731-1022-541.24-03	876.89	Waterline/PWF Brine Tank
		10/2/2014	2010009	731-1022-541.24-03	51.67	Waterline Behind PWF
			Total for check: 47766		928.56	
FERGUSON WATERWORKS #1476	47767	10/2/2014	0159097	625-1010-541.30-18	793.58	Curb Inl/Gutter Inl
			Total for check: 47767		793.58	
GERDAU	47768	10/2/2014	92151018	470-0501-522.82-02	196.36	White Water Wax Cure
			Total for check: 47768		196.36	
GRAINGER INC	47769	10/2/2014	9539445552	731-1022-541.24-03	104.85	Vacuum Breaker
			Total for check: 47769		104.85	
GRIESBACH READY-MIX LLC	47770	10/2/2014	3121	470-0501-522.82-02	11,855.25	First St Fire Dept
			Total for check: 47770		11,855.25	
GUNDERSON CLEANERS	47771	10/2/2014	206040	100-0801-521.30-13	34.66	Towels & Mats
			Total for check: 47771		34.66	

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HORST DISTRIBUTING INC	47772	10/2/2014	42117-000	731-1022-541.38-03	602.31	Tie Rod Assy/Steering Arm
			Total for check: 47772			
PATRICK JAMES	47773	10/2/2014	JAMES	743-0403-513.33-01	26.50	August 2014
				743-0403-513.33-01	44.95	September 2014
			Total for check: 47773			
JIM'S PRODUCE	47774	10/2/2014	573035	100-0000-201.15-00	43.00	FFM Dinner Order
			Total for check: 47774			
JX ENTERPRISES INC	47775	10/2/2014	G-242170026	731-1022-541.38-03	58.02	Kit/Seal
			G-242180005	731-1022-541.38-03	40.90	Seal/Gasket
			G-242200027	731-1022-541.29-04	1,684.63	Service
			Total for check: 47775			
KEEPRS INC	47776	10/2/2014	248216-01	100-0801-521.30-15	474.00	Glock Pistol & Sights
			Total for check: 47776			
LEARNING FOR LIFE	47777	10/2/2014	LEARNINGFORLIFE	824-0810-521.32-01	125.00	Explorers Dues
			Total for check: 47777			
LEE RECREATION LLC	47778	10/2/2014	9897-14	100-0703-553.24-02	718.00	Crawl Tube
			Total for check: 47778			
LEVENHAGEN CORPORATION	47779	10/2/2014	054130A-IN	100-0000-131.00-00	9,022.44	Fuel
			054133A-IN	100-0000-131.00-00	12,719.18	Fuel
			Total for check: 47779			

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MATTHEWS TIRE & SERVICE CENTER	47780	10/2/2014	52128	731-1022-541.38-02	27.98	Remount Tires & Hardware
			Total for check: 47780		27.98	
MODERN BUSINESS MACHINES	47781	10/2/2014	26353426	743-0403-513.29-01	208.00	Monthly Print Agreement
			Total for check: 47781		208.00	
N&M AUTO SUPPLY	47783	10/2/2014	496197	731-1022-541.38-03	12.90	Dust Cap/Brake Pad
		10/2/2014	496297	731-1022-541.24-03	19.99	WD40 Gallon
		10/2/2014	496377	731-1022-541.38-03	35.47	Lube & Fuel Filters
		10/2/2014	496730	731-1022-541.38-03	33.11	Serp & Alternator Belts
		10/2/2014	497198	731-1022-541.38-03	168.10	Spark Plug/Filter/Pads
		10/2/2014	497250	731-1022-541.30-18	12.44	Air Intake Cleaner
		10/2/2014	497303	731-1022-541.38-03	111.00	Battery Cable
		10/2/2014	497651	731-1022-541.30-18	30.60	Casters
		10/2/2014	497804	731-1022-541.30-18	8.50	Weld/Epoxy Syringes
		10/2/2014	497836	731-1022-541.30-18	4.76	Circuit Lamp
		10/2/2014	497846	731-1022-541.38-03	36.66	Sway Bar Links
		10/2/2014	498013	731-1022-541.38-03	12.88	Stoplight Switch
		10/2/2014	498060	731-1022-541.38-03	(36.66)	Sway Bar Link/CREDIT
		10/2/2014	498083	731-1022-541.38-03	26.42	Fuel Filter/PostiTrac Add
		10/2/2014	498085	731-1022-541.30-18	7.80	Tube
		10/2/2014	498191	731-1022-541.38-03	12.45	Weather Cap
		10/2/2014	498865	731-1022-541.38-03	10.28	Oil Filters
		10/2/2014	498867	731-1022-541.38-03	4.48	Oil Filter
		10/2/2014	498967	731-1022-541.38-03	5.14	Oil Filter
			Total for check: 47783		516.32	
NATIONAL ELEVATOR INSPEC SERVICES	47784	10/2/2014	0165721	100-1001-514.20-04	91.30	City Hall Inspection
		10/2/2014	0165907	100-0801-521.24-03	91.30	PPF Inspection
			Total for check: 47784		182.60	

AP Check Register

Check Date: 10/2/2014

<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>
NEENAH MAIN AUTO BODY INC	47785	10/2/2014	1797	733-0206-512.73-01	1,689.12	Vehicle Repair
			Total for check: 47785		1,689.12	
NEENAH-MENASHA SEWERAGE COMMISSION	47786	10/2/2014	2014-170	601-1021-543.25-01	35,291.36	October 2014 Wastewater
		10/2/2014	2014-176	601-1021-543.25-01	14,078.00	October 2014 Interest
			Total for check: 47786		49,369.36	
OGDEN PLUMBING & HEATING INC	47787	10/2/2014	72757	100-0920-531.24-03	141.75	Sink Repair/Senior Ctr
			Total for check: 47787		141.75	
OMNNI ASSOCIATES INC	47788	10/2/2014	63303	489-0304-562.21-02	965.00	Menasha Trail Project
			Total for check: 47788		965.00	
PACKER CITY INTL TRUCKS INC	47789	10/2/2014	X103002206:01	731-1022-541.38-03	7.14	Lube/Oil
		10/2/2014	X103002290:01	731-1022-541.38-03	11.60	Air Filter
		10/2/2014	X103002897:01	731-1022-541.38-03	28.60	Filters
		10/2/2014	X103003194:01	731-1022-541.38-03	26.40	Filters
			Total for check: 47789		73.74	
PITNEY BOWES	47790	10/2/2014	4842044-SP14	100-1001-514.24-04	277.65	Postage Machine Rental
			Total for check: 47790		277.65	
POMP'S TIRE SERVICE INC	47791	10/2/2014	320022626	731-1022-541.38-02	107.50	Tire
		10/2/2014	320022729	731-1022-541.38-02	314.64	Tires
		10/2/2014	320022815	731-1022-541.38-02	98.00	Flat Repair
		10/2/2014	320022849	731-1022-541.38-02	1,092.40	Transfrc/Dest LE2 Rubber Snap in Valve
		10/2/2014	320023232	731-1022-541.38-02	55.00	Tire
		10/2/2014	320023233	731-1022-541.30-18	25.75	Shop Supplies
			Total for check: 47791		1,693.29	

AP Check Register

Check Date: 10/2/2014

<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>
ROSS IMAGING LLC	47792	10/2/2014	165440	743-0403-513.29-01	1,822.98	11/4/13 - 9/3/14
			Total for check: 47792		1,822.98	
SANOPI PASTEUR INC	47793	10/2/2014	903433033	100-0913-531.30-18	38.09	Tubersol Test/Ruler
			Total for check: 47793		38.09	
VICKI SCHULTZ	47794	10/2/2014		100-0903-531.33-02	16.10	July/August Expenses
			Total for check: 47794		16.10	
SMT MANUFACTURING & SUPPLY	47795	10/2/2014	0029502-IN	731-1022-541.38-03	130.10	Bearings
		10/2/2014	0029519-IN	731-1022-541.38-03	15.25	Bearings
			Total for check: 47795		145.35	
STAPLES ADVANTAGE	47796	10/2/2014	3240207929	100-0202-512.30-10	77.98	Supplies
		10/2/2014	3240861579	100-0201-512.30-10	20.77	Supplies
				100-0202-512.30-10	16.88	Supplies
				100-0203-512.30-10	10.04	Supplies
				100-0204-512.30-10	2.82	Supplies
			Total for check: 47796		128.49	
SYN-TECH SYSTEMS	47797	10/2/2014	100207	731-1022-541.38-03	473.00	Module Assy/Cable Assy/ Fill Ring
			Total for check: 47797		473.00	
TAPCO	47798	10/2/2014	1465630	100-1008-541.30-18	460.64	Signal Bases
			Total for check: 47798		460.64	
TRI-COUNTY OVERHEAD DOOR INC	47799	10/2/2014	34815	100-1001-514.24-03	498.00	Parking Ramp
			Total for check: 47799		498.00	

AP Check Register
Check Date: 10/2/2014

Date: 10/2/2014

<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>
UNIFIRST CORPORATION	47800	10/2/2014	0970172099	731-1022-541.20-01	113.33	Supply Cleaning
			Total for check: 47800		113.33	
UNITED WAY FOX CITIES	47801	10/2/2014	20141002	100-0000-202.09-00	31.75	PAYROLL SUMMARY
			Total for check: 47801		31.75	
WE ENERGIES	47802	10/2/2014		100-0000-123.00-00	29.65	N-M Fire
				100-1001-514.22-04	34.92	City Hall
				100-0801-521.22-04	40.95	Police
				100-0920-531.22-04	7.94	Senior Center
				100-0601-551.22-04	32.93	Library
				100-0703-553.22-04	57.15	Parks
				100-0704-552.22-04	1,839.47	Pool
				207-0707-552.22-04	22.94	Marina
				731-1022-541.22-04	71.84	Garage
				100-1012-541.22-03	2,249.32	Street Lights
			Total for check: 47802		4,387.11	
JOE WEIDERT	47803	10/2/2014		100-0000-201.15-00	922.12	FFM Dinner
			Total for check: 47803		922.12	
WISCONSIN DEPT OF ADMINISTRATION	47804	10/2/2014		100-0301-523.30-18	753.00	Permit Seals
			Total for check: 47804		753.00	
WDATCP	47805	10/2/2014		100-0000-421.10-00	393.50	Reimb of Agent Fees
			Total for check: 47805		393.50	
WISCONSIN DEPT OF HEALTH SERVICES	47806	10/2/2014		100-0000-421.04-00	1,710.00	Reimb of State Fees
				100-0000-421.11-00	13.50	Reimb of State Fees

AP Check Register
Check Date: 10/2/2014

Date: 10/2/2014

<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 HEALTH SERVICES...	47806...	10/2/2014...	...	100-0000-421.15-00	33.00	Reimb of State Fees
			Total for check: 47806		1,756.50	
WISCONSIN SUPPORT COLLECTIONS	47807	10/2/2014	20141002	100-0000-202.03-00	632.88	PAYROLL SUMMARY
			Total for check: 47807		632.88	
WKZG-FM	47808	10/2/2014	IN-11409124288	100-0000-201.15-00	100.00	FFM Sept Advertisements
			Total for check: 47808		100.00	
					143,759.76	



To: Menasha Common Council
From: Jenny Groeschel and Ginger Tralongo, Police Records
RE: Beverage Operator License (Bartender) Applicants
Date: **October 1, 2014**

The below individuals have applied for a bartender license to serve, dispense and/or sell alcohol at a licensed establishment within the City. They have all met the criteria under the "Guidelines for Operator Licenses" approved by the Common Council. Therefore, staff is recommending the following people be **APPROVED** for an Operator's License for the 2013-2015 licensing period:

Katie Baneck

Ann Sokel

Ciara Haupt

Tori Francart

Muheem Khan

Cc: Chief Styka

ORDINANCE O-27-14

AN ORDINANCE AMENDING TITLE 13, CHAPTER 1
OF THE CODE OF ORDINANCES
(Making Certain Changes to the District - Parcel #7-00901-00, Parcel #7-00902-00,
and 7-00903-00)

Introduced by Mayor Merkes on the recommendation of the Plan Commission.

The Common Council of the City of Menasha does ordain as follows:

SECTION 1: The Zoning Ordinance Title 13 and Zoning District made a part thereof is hereby amended by changing the property at Parcel #7-00901-00, Parcel #7-00902-00, and 7-00903-00 from R-1 Single Family Residence District to Planned Unit Development, described as follows:

Parcel # 7-00901-00:

A parcel of land located in the West ½ of the Northeast ¼ of Section Seven (7), Township Twenty (20) North, Range Eighteen (18) East, City of Menasha, Calumet County, Wisconsin, more fully described as follows:

Commencing at a stone monument marking the Northwest corner of the Northeast ¼ of said Section 7; thence due South along the West line of said Northeast ¼, 777.85 feet, more or less, to a point lying 1455.67 feet North of the intersection of said West line with the centerline of "Old Darboy Road", said point being the point of beginning; thence continuing due South along said West line 786.55 feet; thence due East 247.00 feet; thence due North 382.05 feet; thence due East 342.05 feet; thence due North 382.90 feet; thence North 87° 54' West, a distance of 589.44 feet to the point of beginning.

Parcel # 7-00902-00:

A parcel of land located in the West ½ of the Northeast ¼ of Section Seven (7), Township Twenty (20) North, Range Eighteen (18) East, City of Menasha, Calumet County, Wisconsin, more fully described as follows:

Commencing at the East ¼ corner of Section 7; thence North 86° 38' 16" West, 2643.05 feet along the South line of the Northeast ¼ of Section 7 to the center of Section 7; thence North 0° 04' 20" East, 361.80 feet along the West line of the Northeast ¼ of Section 7 to the centerline of C.T.H. "P"; thence North 59° 42' East, 967.02 feet along said centerline to the Southeasterly corner of lands described in Jacket 985, Image 54-55 and to the West line of Certified Survey Map No. 581; thence North 12° 21' 53" West, 236.74 feet (recorded as N12°18'W, 236.58 feet) along the East line of said described lands and said West line of said Certified Survey Map; thence North 0° 01' 20" West, 79.81 feet along said East and West lines to the point of beginning; thence continuing North 0° 01' 20" West, 627.88 feet along said East line to the North line of said described lands; then North 87° 55' 03" West, 195.91 feet (recorded as N87°54'W) along said North line to the West line of said described lands; then South 0° 02' 29" East, 707.88 feet (recorded as South) along said West line; thence North 69° 33' 23" East, 208.66 feet to the point of beginning.

Parcel # 7-00903-00:

A parcel of land located in the West ½ of the Northeast ¼ of Section Seven (7), Township Twenty (20) North, Range Eighteen (18) East, City of Menasha, Calumet County, Wisconsin, more fully described as follows:

Commencing at a stone monument marking the Northwest corner of the Northeast ¼ of said Section 7; thence due South along the West line of said Northeast ¼, a distance of 1564.40 feet to a point; thence due East 247.00 feet to the point of beginning; thence continuing due East 342.05 feet; thence due North 382.05 feet; thence due West 342.05 feet; thence due South 382.05 feet to the point of beginning. Less and excepting therefrom that portion included in Certified Survey Map No. 850 recorded in Volume 6 of Certified Survey Maps on page 129 as Document No. 161264.

SECTION 2: All Ordinances and parts of Ordinances in conflict with this Ordinance are hereby repealed.

SECTION 3: this Ordinance shall become effective upon its passage and publication as provided by law.

Passed and approved this ____ day of October, 2014.

Donald Merkes, Mayor

ATTEST:

Deborah A. Galeazzi, City Clerk

Resolution R-22-14

A RESOLUTION APPROVING A 2014 BUDGET ADJUSTMENT FOR THE PURCHASE OF A FIRE TRUCK AND THE ACCOMPANYING BORROWING WITH THE STATE TRUST FUND LOAN PROGRAM

Introduced by Mayor Merkes

WHEREAS, The City of Menasha did not include the purchase of a Fire Truck in the 2014 Budget; and

WHEREAS, During the course of the 2014 calendar year to date, there were a substantial number and amount of repairs on an existing Fire Truck that was projected to be replaced in 2015; and

WHEREAS, The City of Menasha Common Council approved the purchase of a new fire truck from Pierce Manufacturing on August 18, 2014, in the amount of up to \$795,000, with the City of Menasha's share totaling 40.40% of the entire purchase; and

WHEREAS, It was recently determined that the total cost of the new Fire Truck is \$743,830.00, net of the trade-in of the old unit, making the City of Menasha portion total \$300,507.32; and

WHEREAS, The City of Menasha is currently executing its 2014 Capital Improvement Borrowing, and is able to include the purchase of the Fire Truck with that borrowing.

NOW, THEREFORE BE IT RESOLVED, by the Mayor and Common Council that staff is hereby authorized and directed to complete the following: (1) to amend the 2014 Budget to include the purchase of the Fire Truck in the amount of \$300,507.32, and (2) to execute a borrowing with the State Trust Fund Loan Program to fund the City's share of the purchase.

Passed and approved this 6th day of October, 2014.

ATTEST:

Donald Merkes, Mayor

Deborah A. Galeazzi, Clerk



MEMORANDUM

To: City of Menasha Common Council

From: Peggy Steeno,  Director of Administrative Services

Date: October 1, 2014

RE: RESOLUTION R-23-14 and R-24-14 – Resolutions Executing 2014 General Obligation Borrowing and 2014 Refinancings

BACKGROUND

Following the approval of: the 2014 Budget, the preliminary borrowing plan for 2014 (Resolution R-19-13), and the recent Fire Truck Purchase, the final step in the process is to execute the borrowings to obtain the needed funds for these purposes.

ANALYSIS

The following are the details regarding the currently recommended borrowings:

2014 Capital Projects Borrowing - \$974,500: This portion of the borrowing includes two pieces:

- The new money borrowing, \$674,000, as approved in the 2014 Budget, for the following: the Senior Center expansion project, the design for the Third Street Bridge, the Fire Station #35 apron improvement, and a number of street improvements, and
- The \$300,500 for the recently approved fire truck.

The combined loan for these two purposes will be ten (10) years in length, and carries an interest rate of 3.5%.

Refinancings - \$2,425,000: The details of the remaining refinancings for 2014 are:

- Refinancing of Series B 2005 General Obligation Refunding Bonds, dated 6/15/2005, \$930,000 - The reason for this refunding is twofold. First and foremost, this obligation is for Lake Park Villas. It is planned that TID #12 will cover this obligation; however, although the development within the district is proceeding as planned, the amount of TIF increment accruing in the early years of the district cannot support the scheduled large debt payments over the next few years. Therefore, it is proposed that this debt be extended additional years, lowering the payments, to allow the TID #12 increment to grow and be able to fund the debt, taking the burden off other funds to cover the debt in the interim. Second, the interest rate on the current obligation is 4.7%, and the new

interest rate will be 3.5%. Note that there is not a prepayment penalty if we are able to pay this loan off in advance of its final maturity.

- Refinancing of Series A 2003 General Obligation Refunding Bonds, dated 12/1/03, \$900,000 – The reason for refinancing this TID #5 obligation is interest savings only. The interest rate on the current debt is 4.00% - 4.60% and the interest rate on the new debt will be 3.5%, thereby saving approximately \$50,600 over the course of the remaining seven (7) years of the loan. The repayment schedule is not changing due to the refinancing.
- Refinancing of the 2001 General Obligation Refunding Bonds, dated 12/15/01, \$280,000 – The reason for refinancing this TID #4 obligation is interest savings only. The interest rate on the current debt is 4.875% and the interest rate on the new debt will be 3.00%, thereby saving approximately \$17,000 over the course of the remaining three (3) years of the loan. The repayment schedule is not changing due to the refinancing.
- Refinancing of the 2004 General Obligation Refunding Bonds, dated 1/1/04, \$315,000 – The reason for refinancing this TID #6 obligation is interest savings only. The interest rate on the current debt is 4.00% - 4.30% and the interest rate on the new debt will be 3.00%, thereby saving approximately \$16,000 over the course of the remaining four (4) years of the loan. The repayment schedule is not changing due to the refinancing.

FISCAL IMPACT

The above amount of \$974,500, for the new money borrowing, will be added to the City's outstanding debt obligations, and be funded through the Debt Service Fund / General Fund. And, the four refinancings are already factored into the current obligations and will be repaid, as applicable, per issue.

RECOMMENDATION

Staff recommends adoption of the above noted resolutions.

RESOLUTION R-23-14

RESOLUTION APPROVING APPLICATION TO BOARD OF COMMISSIONERS OF PUBLIC LANDS TO BORROW \$595,000 FROM THE STATE TRUST FUNDS, AND AUTHORIZING THE BORROWING AND THE ISSUANCE OF CERTIFICATES OF INDEBTEDNESS AND LEVYING A TAX IN CONNECTION THEREWITH

The following preamble and resolutions were presented by Mayor Merkes and were read into the meeting.

By the provisions of sec. 24.66 of the Wisconsin Statutes, all municipalities may borrow money for such purposes in the manner prescribed; and,

By the provisions of Chapter 24 of the Wisconsin Statutes, the Board of Commissioners of Public Lands of Wisconsin is authorized to make loans from the State Trust Funds to municipalities for such purposes. (Municipality as defined by Sec. 24.60(2), Wisconsin Statutes, means a town, village, city, county, public inland lake protection and rehabilitation district, town sanitary district created under sec. 60.71 or 60.72, metropolitan sewerage district created under sec. 200.05 or 200.23, joint sewerage system created under sec. 281.43 (4), school district or technical college district.)

THEREFORE, BE IT RESOLVED, that the City of Menasha, in the Counties of Calumet and Winnebago, Wisconsin, borrow from the Trust Funds of the State of Wisconsin the sum of Five Hundred Ninety Five Thousand And 00/100 Dollars (\$595,000.00) for the purpose of refinancing 2001 (dated 12/15/2001) and 2004 (dated 1/1/2004) GO Refunding Bonds and for no other purpose.

The loan is to be payable within 4 years from the 15th day of March preceding the date the loan is made. The loan will be repaid in annual installments with interest at the rate of 3.00 percent per annum from the date of making the loan to the 15th day of March next and thereafter annually as provided by law.

RESOLVED FURTHER, that there shall be raised and there is levied upon all taxable property, within the City of Menasha, in the Counties of Calumet and Winnebago, Wisconsin, a direct annual tax for the purpose of paying interest and principal on the loan as they become due.

RESOLVED FURTHER, that no money obtained by the City of Menasha by such loan from the state be applied or paid out for any purpose except refinancing 2001 and 2004 GO Refunding Bonds without the consent of the Board of Commissioners of Public Lands.

RESOLVED FURTHER, that in case the Board of Commissioners of Public Lands agrees to make the loan, that the Mayor and Clerk of the City of Menasha in the Counties of Calumet and Winnebago, Wisconsin, are authorized and empowered, in the name of the City to execute and deliver to the Commission, certificates of indebtedness, in such form as required by the Commission, for any sum of money that may be loaned to the City pursuant to this resolution. The Mayor and Clerk of the City will perform all necessary actions to fully carry out the provisions of Chapter 24 Wisconsin Statutes, and these resolutions.

RESOLVED FURTHER, that this preamble and these resolutions and the "aye" and "no" vote by which they were adopted, be recorded, and that the Clerk of this City forward this certified record, along with the application for the loan, to the Board of Commissioners of Public Lands of Wisconsin.

Passed and approved this _____ day of October, 2014

Donald Merkes, Mayor

Deborah A. Galeazzi, City Clerk



MEMORANDUM

To: City of Menasha Common Council

From: Peggy Steeno, ^{PS} Director of Administrative Services

Date: October 1, 2014

RE: RESOLUTION R-23-14 and R-24-14 – Resolutions Executing 2014 General Obligation Borrowing and 2014 Refinancings

BACKGROUND

Following the approval of: the 2014 Budget, the preliminary borrowing plan for 2014 (Resolution R-19-13), and the recent Fire Truck Purchase, the final step in the process is to execute the borrowings to obtain the needed funds for these purposes.

ANALYSIS

The following are the details regarding the currently recommended borrowings:

2014 Capital Projects Borrowing - \$974,500: This portion of the borrowing includes two pieces:

- The new money borrowing, \$674,000, as approved in the 2014 Budget, for the following: the Senior Center expansion project, the design for the Third Street Bridge, the Fire Station #35 apron improvement, and a number of street improvements, and
- The \$300,500 for the recently approved fire truck.

The combined loan for these two purposes will be ten (10) years in length, and carries an interest rate of 3.5%.

Refinancings - \$2,425,000: The details of the remaining refinancings for 2014 are:

- Refinancing of Series B 2005 General Obligation Refunding Bonds, dated 6/15/2005, \$930,000 - The reason for this refunding is twofold. First and foremost, this obligation is for Lake Park Villas. It is planned that TID #12 will cover this obligation; however, although the development within the district is proceeding as planned, the amount of TIF increment accruing in the early years of the district cannot support the scheduled large debt payments over the next few years. Therefore, it is proposed that this debt be extended additional years, lowering the payments, to allow the TID #12 increment to grow and be able to fund the debt, taking the burden off other funds to cover the debt in the interim. Second, the interest rate on the current obligation is 4.7%, and the new

interest rate will be 3.5%. Note that there is not a prepayment penalty if we are able to pay this loan off in advance of its final maturity.

- Refinancing of Series A 2003 General Obligation Refunding Bonds, dated 12/1/03, \$900,000 – The reason for refinancing this TID #5 obligation is interest savings only. The interest rate on the current debt is 4.00% - 4.60% and the interest rate on the new debt will be 3.5%, thereby saving approximately \$50,600 over the course of the remaining seven (7) years of the loan. The repayment schedule is not changing due to the refinancing.
- Refinancing of the 2001 General Obligation Refunding Bonds, dated 12/15/01, \$280,000 – The reason for refinancing this TID #4 obligation is interest savings only. The interest rate on the current debt is 4.875% and the interest rate on the new debt will be 3.00%, thereby saving approximately \$17,000 over the course of the remaining three (3) years of the loan. The repayment schedule is not changing due to the refinancing.
- Refinancing of the 2004 General Obligation Refunding Bonds, dated 1/1/04, \$315,000 – The reason for refinancing this TID #6 obligation is interest savings only. The interest rate on the current debt is 4.00% - 4.30% and the interest rate on the new debt will be 3.00%, thereby saving approximately \$16,000 over the course of the remaining four (4) years of the loan. The repayment schedule is not changing due to the refinancing.

FISCAL IMPACT

The above amount of \$974,500, for the new money borrowing, will be added to the City's outstanding debt obligations, and be funded through the Debt Service Fund / General Fund. And, the four refinancings are already factored into the current obligations and will be repaid, as applicable, per issue.

RECOMMENDATION

Staff recommends adoption of the above noted resolutions.

RESOLUTION R-24-14

RESOLUTION APPROVING APPLICATION TO BOARD OF COMMISSIONERS OF PUBLIC LANDS TO BORROW \$2,804,500 FROM THE STATE TRUST FUNDS, AND AUTHORIZING THE BORROWING AND THE ISSUANCE OF CERTIFICATES OF INDEBTEDNESS AND LEVYING A TAX IN CONNECTION THEREWITH

The following preamble and resolutions were presented by Mayor Merkes and were read into the meeting.

By the provisions of sec. 24.66 of the Wisconsin Statutes, all municipalities may borrow money for such purposes in the manner prescribed; and,

By the provisions of Chapter 24 of the Wisconsin Statutes, the Board of Commissioners of Public Lands of Wisconsin is authorized to make loans from the State Trust Funds to municipalities for such purposes. (Municipality as defined by Sec. 24.60(2), Wisconsin Statutes, means a town, village, city, county, public inland lake protection and rehabilitation district, town sanitary district created under sec. 60.71 or 60.72, metropolitan sewerage district created under sec. 200.05 or 200.23, joint sewerage system created under sec. 281.43 (4), school district or technical college district.)

THEREFORE, BE IT RESOLVED, that the City of Menasha, in the Counties of Calumet and Winnebago, Wisconsin, borrow from the Trust Funds of the State of Wisconsin the sum of Two Million, Eight Hundred Four Thousand, Five Hundred And 00/100 Dollars (\$2,804,500.00) for the purpose of refinancing 2003 (dated 12/1/2003) and 2005 (dated 6/15/2005) GO Refunding Bonds and for 2014 Capital Improvement Borrowing (Street, Sidewalk, Bridge Improvements, Fire Truck, and Sr. Center Renovation) and for no other purpose.

The loan is to be payable within 10 years from the 15th day of March preceding the date the loan is made. The loan will be repaid in annual installments with interest at the rate of 3.50 percent per annum from the date of making the loan to the 15th day of March next and thereafter annually as provided by law.

RESOLVED FURTHER, that there shall be raised and there is levied upon all taxable property, within the City of Menasha, in the Counties of Calumet and Winnebago, Wisconsin, a direct annual tax for the purpose of paying interest and principal on the loan as they become due.

RESOLVED FURTHER, that no money obtained by the City of Menasha by such loan from the state be applied or paid out for any purpose except refinancing 2003 and 2005 GO Refunding Bonds and 2014 Capital Improvement Borrowing without the consent of the Board of Commissioners of Public Lands.

RESOLVED FURTHER, that in case the Board of Commissioners of Public Lands agrees to make the loan, that the Mayor and Clerk of the City of Menasha in the Counties of Calumet and Winnebago, Wisconsin, are authorized and empowered, in the name of the City to execute and deliver to the Commission, certificates of indebtedness, in such form as required by the Commission, for any sum of money that may be loaned to the City pursuant to this resolution. The Mayor and Clerk of the City will perform all necessary actions to fully carry out the provisions of Chapter 24 Wisconsin Statutes, and these resolutions.

RESOLVED FURTHER, that this preamble and these resolutions and the "aye" and "no" vote by which they were adopted, be recorded, and that the Clerk of this City forward this certified record, along with the application for the loan, to the Board of Commissioners of Public Lands of Wisconsin.

Passed and approved this _____ day of October, 2014

Donald Merkes, Mayor

Deborah A. Galeazzi, City Clerk



MEMORANDUM

Date: October 2, 2014

To: Menasha Board of Public Works

From: Todd Drew, RS
Environmental Health Sanitarian

RE: Senior Center Renovation/Addition Bids & Recommended Award

The City of Menasha publically opened bids on Tuesday September 30, 2014, for the Senior Center Renovation Project. Four bids were received as shown in the attached bid tabulation.

The project consists of the renovation of the existing Senior Center Building, including change and alteration to both entries including a new drive up overhang, a room addition, a new welcome desk, health clinic accommodations, and improved storage throughout the facility. The budgeted amount for this project is split up between CDBG grant monies, City match money and fund raising conducted by Jean Wollerman; our YMCA contracted Senior Center Director. The budgeted amount for this work was \$350,000.

The prepared bid proposal included a base bid to complete the renovation as specified and an alternate to complete the work as specified minus custom cabinet work. Based on the low bid we are able to recommend awarding the base bid which is well under budgeted amount.

After reviewing the bids and finding them to be competitive, accurate and compliant, we recommend that the Senior Center Renovation Project be awarded to Commonwealth Construction of Fond du Lac, WI in the amount of \$319,100.

Enclosure

