

CITY OF MENASHA
COMMON COUNCIL
Third Floor Council Chambers
140 Main Street, Menasha
Monday, August 17, 2015
MINUTES

A. CALL TO ORDER

Meeting called to order by Mayor Merkes at 6:10 p.m.

B. PLEDGE OF ALLEGIANCE

C. OATH OF OFFICE – DISTRICT 7 ALDERMAN

Clerk Galeazzi administer the Oath of Office to newly appointed District 7 Alderman Marshall Spencer.

D. ROLL CALL/EXCUSED ABSENCES

PRESENT: Aldermen Nichols, Taylor, Krautkramer, Langdon, Keehan, Zelinski, Spencer, Benner
ALSO PRESENT: Mayor Merkes, CA Captain, PC Styka, FC Auxier, DPW Radtke, CDD Keil,
ASD Steeno, PRD Tungate, PHD McKenney, LD Lenz, Clerk Galeazzi

E. PUBLIC HEARING

None

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

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

Chris Klein, 730 Keyes Street, Menasha. Rotary Seafood Fest on Sept 11&12.

Chris Evenson, 523 Broad Street, Menasha. Reconstruction of Racine Street Bridge.

Sandra Dabill-Taylor, 545 Broad Street, Menasha. Reconstruction of Racine Street Bridge;
Welcome new District 7 Alderman; Proper use of Consent Agenda.

G. REPORT OF DEPARTMENT HEADS/STAFF/CONSULTANTS

1. Introduction of Candi Huber, HR Coordinator.

ASD Steeno introduced the new HR Coordinator, Candi Huber. Ms. Huber holds an undergraduate degree in Business and Marketing along with a Master's Degree in Human Resources and Counseling, and an associate's degree in Safety and Training. She worked in private industry as a Human Resources and Safety Manager prior to joining the City. She started on August 10.

2. Wisconsin Department of Transportation; Presentation of Racine Street Bridge.

Chuck Karow and Bill Bertrand, representatives from WisDOT, gave a presentation on the replacing of the Racine Street Bridge. They presented and discussed the options available.

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

Minutes to receive:

a. [Administration Committee, 08/03/15.](#)

b. [Board of Public Works, 08/03/15.](#)

c. [Parks and Recreation Board, 08/10/15.](#)

d. [Plan Commission, 08/04/15.](#)

e. [Police Commission, 05/21/15.](#)

Communications:

f. [Jonathan Smith, President, Simply Incredible Foods, to CA Captain, 06/26/15; Update on Simply Incredible Foods.](#)

g. [Christine Sohns, Simply Incredible Foods to CA Captain; Update on asbestos project.](#)

- h. [Waverly Sanitary District Meeting Minutes, 07/23/15.](#)
- i. [PWD Radtke, 08/12/15; Neenah Menasha Sewerage Commission Sanitary Sewer Rate Increase.](#)
- j. [Mayor Merkes, 08/12/15; Lighting Sample Installation.](#)
- k. [PC Styka, 08/13/15; Police Lieutenant Promotion.](#)
- l. [PRD Tungate, 08/13/15; Park Board Recommendations Relative to the Brighton Beach Greenspace Plan.](#)
- m. [Clerk Galeazzi, 08/13/15; New Voting Machines.](#)

Moved by Ald. Taylor seconded by Ald. Keehan to receive Minutes and Communication A-M.
General discussion ensued on Minutes C (Parks & Recreation Board) and Comm. M (New Voting Machines)

Motion carried on voice vote.

H. CONSENT AGENDA

(Prior to voting on the Consent Agenda, items on the Consent Agenda may be removed at the request of any Alderman and placed 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, 08/03/15.](#)

Administration Committee, 08/03/15 – Recommends the Approval of:

2. [The Health Department to enter into an Interagency Memorandum of Understanding to Purchase PortaCount Pro Respiratory Fit Tester with Manitowoc County Health Department.](#)

Board of Public Works, 08/03/15 – Recommends the Approval of:

3. [Street Use Application – Labor Day Parade; Monday, September 7, 2015; 9:30 AM – 10:30 AM \(Fox Valley Area Labor Council\).](#)
4. [Change Order – Janke General Contractors; Gilbert Riverfront Trail; Contract No. 2014-03; ADD: \\$6,011.00 \(Change Order No. 3\).](#)
5. [Change Order – Janke General Contractors; Gilbert Trestle Improvements; Contract No. 2014-04; ADD: \\$20,125.00 \(Change Order No.3\).](#)
6. [Payment – Janke General Contractors; Gilbert Riverfront Trail; Contract No. 2014-03; \\$100,182.94 \(Payment No. 5\).](#)
7. [Payment – Janke General Contractors; Gilbert Trestle Improvements; Contract No. 2014-04; \\$5,500.50 \(Payment No. 3\).](#)
8. [Payment – Northeast Asphalt, Inc.; New Street Construction and Reconstruction, Concrete Curb and Gutter, Asphalt Pavement, Storm Sewer – Southfield West/Natures Way Subdivision Streets, Barker Farm VI Subdivision Streets, River Lea Court, Broad Street, Ida Street, Manitowoc Street and Lincoln Street; Contract No. 2015-01; \\$93,793.83 \(Payment No. 3\).](#)
9. [Agreement with Appleton Regarding Midway Road and Southfield Drive Intersection Reconfiguration.](#)

Plan Commission, 08/04/15 – Recommends the Approval of:

10. [A grant of a utility easement to Menasha Utilities – 163, 165, 167 Main Street rear, subject to review by the City Attorney.](#)
11. [A grant of a utility easement to Menasha Utilities - Broad Street Parking Lot subject to review by the City Attorney.](#)
12. [The acquisition of all or part of 320 Chute Street.](#)
13. [The acquisition of land from Woodlands Development, LLC \(as contemplated in the Development Agreement between the City of Menasha and Woodlands Development, LLC approved on 08/03/15\).](#)

Ald. Taylor requested to remove items 5, 9 & 12 from Consent Agenda.

Moved by Ald. Taylor seconded by Ald. Keehan to approve Consent Agenda items 1-4, 6-8, 10, 11, 13.
Motion carried on roll call 8-0.

I. ITEMS REMOVED FROM CONSENT AGENDA

Moved by Ald. Taylor seconded by Ald. Keehan to approve Consent Agenda item 5, Change Order to Janke General Contractors, Gilbert Trestle Improvements, Contract No. 2014-04, ADD \$20,125.00 (Change Order No. 3)

DPW Radtke explained the change order was for additional railing for safety on that part of the trail. Motion carried on roll call 8-0.

Moved by Ald. Benner seconded by Ald. Keehan to approve Consent Agenda item 9, Agreement with Appleton Regarding Midway Road and Southfield Drive Intersection.

Mayor Merkes explained approving this agreement would put the project of reconstructing the intersection in the 2016 budget.

Motion carried on roll call 8-0.

Mayor Merkes explained no action is required at this time on Consent Agenda item 12, Acquisition of all or part of 320 Chute Street. This item will be discussed later.

J. ACTION ITEMS

1. [Accounts payable and payroll for the term of 08/06/15 to 08/13/15 in the amount of \\$3,734,345.55.](#)

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

Motion carried on roll call 8-0.

2. [Beverage Operators License Applications for the 2015-2017 licensing period.](#)

Moved by Ald. Nichols seconded by Ald. Keehan to approve beverage operator's license applications as listed in memo date 8/12/15.

Motion carried on roll call 8-0.

3. [Offer to Purchase 320 Chute Street, Menasha.](#)

No action. See Item Q1.

K. HELD OVER BUSINESS

1. [The purchase of the SABER 28574 from Pierce Manufacturing for \\$387,000 with an additional \\$20,000 for equipment for a total cost of \\$407,000. Each City Finance Director shall give information to their respective Common Council on funding sources available for each of their Cities for this unbudgeted purchase prior to each Common Council's approval.](#)

Moved by Ald. Benner seconded by Ald. Keehan to approve the purchase of the SABER 28574 from Pierce Manufacturing for \$387,000 plus an additional \$20,000 for equipment for a total cost of \$407,000. Each City finance Director shall give information to their respective Common Council on funding sources Available for each of their Cities for this unbudgeted purchase prior to each Common Council's approval.

ASD Steeno recommended adding the City of Menasha's portion of \$160,561.50 to the 2016 Capital Improvement Program borrowing. And, a 2015 budget adjustment is required to purchase vehicle this year.

General discussion ensued on the cost to repair versus purchasing a new vehicle; life expectancy of vehicle; vehicle replacement schedule; funding sources; use of vehicles for EMS calls; funds available from other departments.

Motion carried on roll call 8-0.

L. ORDINANCES AND RESOLUTIONS

1. [O-14-15 An Ordinance Amending Title 2, Chapter 1 of the Code of Ordinance \(Polling Places\). \(Introduced by Ald. Langdon\) \(Recommended by the Administration Committee\).](#)

Moved by Ald. Langdon seconded by Ald. Keehan to adopt O-14-15 An Ordinance Amending Title 2, Chapter 1 of the Code of Ordinance (Polling Places).

Motion carried on roll call 8-0.

2. [R-26-15 Resolution Approving the City of Menasha's Liability Insurance Renewal through Cities and Villages Mutual Insurance Company \(CVMIC\). \(Introduced by Mayor Merkes\)\(Recommended by the Administration Committee\).](#)

Moved by Ald. Nichols seconded by Ald. Keehan to adopt R-26-15 Resolution Approving the City of Menasha's Liability Insurance Renewal through Cities and Villages Mutual Insurance Company (CVMIC).

Motion carried on roll call 8-0.

3. [R-27-15 Resolution approving application to the Board of Commissioners of Public Lands to borrow \\$11,180,853.03 from the State Trust Fund and authorizing the borrowing and the issuance of certificates of indebtedness and levying a tax in connection therewith. \(Introduced by Mayor Merkes\).](#)

Moved by Ald. Nichols seconded by Ald. Taylor to adopt R-27-15 Resolution approving application to the Board of Commissioners of Public Lands to borrow \$11,180,853.03 from the State Trust Fund and authorizing the borrowing and the issuance of certificates of indebtedness and levying a tax in connection therewith.

ASD Steeno explained this borrowing is to refinance existing debt to achieve more favorable interest which will lower the amount the City pays in interest by approximately \$191,800 over the remaining life of the loan.

Motion carried on roll call 8-0.

4. [R-28-15 Resolution approving application to the Board of Commissioners of Public Lands to borrow \\$768,633.79 from the State Trust Fund and authorizing the borrowing and the issuance of certificates of indebtedness and levying a tax in connection therewith. \(Introduced by Mayor Merkes\).](#)

Moved by Ald. Nichols seconded by Ald. Keehan to adopt R-28-15 Resolution approving application to the Board of Commissioners of Public Lands to borrow \$768,633.79 from the State Trust Fund and authorizing the borrowing and the issuance of certificates of indebtedness and levying a tax in connection therewith.

ASD Steeno explained this borrowing is to refinance existing debt to achieve more favorable interest which will lower the amount the City pays in interest by approximately \$41,500 over the remaining life of the loan.

Motion carried on roll call 8-0.

5. [R-29-15 Resolution Approving a 2015 Capital Improvement Budget Adjustment For the Purchase of a Fire Truck and the Accompanying Borrowing to be Included With the 2016 Capital Improvement Program Borrowing.](#)

Moved by Ald. Benner seconded by Ald. Nichols to adopt R-29-15 Resolution approving a 2015 Capital Improvement Budget adjustment for the purchase of a fire truck and the accompanying borrowing to be included in the 2016 Capital Improvement Program Borrowing.

ASD Steeno explained this is her recommendation as a funding source for the purchase of the fire truck. She does not recommend using reserve funds for the purchase of the fire truck.

Motion carried on roll call 7-1. Ald. Zelinski voted no

6. [R-30-15 Resolution Approving a 2015 Budget Adjustment For the Purchase of Land Within the T.I.D. #9 Account. \(Introduced by Mayor Merkes\).](#)

Moved by Ald. Nichols seconded by Ald. Benner to adopt R-30-15 Resolution approving a 2015 Budget adjustment for the purchase of land within the T.I.D #9 account.

ASD Steeno reported there are funds available in T.I.D #9 account.

Motion carried on roll call 6-2.

Ald. Nichols, Krautkramer, Keehan, Zelinski, Spencer, Benner voted yes. Ald. Taylor, Langdon voted no.

M. APPOINTMENTS

None

N. CLAIMS AGAINST THE CITY

None

O. PUBLIC COMMENTS ON ANY MATTER LISTED ON THE AGENDA

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

Sandra Dabill-Taylor, 545 Broad Street, Menasha. Racine Street Bridge options.

P. RECESS TO BOARD OF PUBLIC WORKS.

Moved by Ald. Langdon seconded by Ald. Keehan to recess at 9:15 p.m.

Motion carried on voice vote

Reconvened at 10:10 p.m.

Q. ACTION ITEMS

1. Moved by Ald. Taylor seconded by Ald. Langdon to adjourn into Closed Session pursuant to Wis. Stats. §19.85(1)(e) and (g): 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. (Offer to Purchase 320 Chute Street); and 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.(Incorporation of a portion of lands comprising the Town of Menasha, Winnebago County, WI. Richard Jones et al vs. Town of Menasha Case No.15-CV-452).
Motion carried on roll call 8-0.
2. May reconvene into Open Session to act on what was discussed in Closed Session.
No action required.

R. ADJOURNMENT

Moved by Ald. Keehan seconded by Ald. Nichols to adjourn at 11:00 p.m.

Motion carried on voice vote.

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