

It is expected that a Quorum of the Personnel Committee, Board of Public Works, and Common Council 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
ADMINISTRATION COMMITTEE
Third Floor Council Chambers
140 Main Street, Menasha
March 7, 2016
6:30 PM
or immediately following Common Council
AGENDA**

- A. CALL TO ORDER
- B. ROLL CALL/EXCUSED ABSENCES
- C. MINUTES TO APPROVE
 - 1. [Administration Committee, 2/1/16.](#)
- D. ACTION/DISCUSSION ITEMS
 - 1. [Authorization to Accept and Spend Donation from Festival Foods for July 4 Fireworks for the years 2016, 2017, 2018.](#)
- E. ADJOURNMENT

"Menasha is committed to its diverse population. Our Non-English speaking population and those with disabilities are invited to contact the Menasha City Clerk at 967-3603 24-hours in advance of the meeting for the City to arrange special accommodations."

CITY OF MENASHA
ADMINISTRATION COMMITTEE
Third Floor Council Chambers
140 Main Street, Menasha
February 1, 2016
MINUTES

DRAFT

A. CALL TO ORDER

Meeting called to order by Chairman Nichols at 8:55 p.m.

B. ROLL CALL/EXCUSED ABSENCES

PRESENT: Aldermen Spencer, Benner, Nichols, Taylor, Krautkramer, Olszewski, Keehan, Zelinski

ALSO PRESENT: Mayor Merkes, CA Captain, PC Styka, DPW Radtke, CDD Keil, ASD Steeno, PHD McKenney, Clerk Galeazzi

C. MINUTES TO APPROVE

1. [Administration Committee, 1/18/16.](#)

Moved by Ald. Keehan seconded by Ald. Krautkramer to approve minutes.

Motion carried on voice vote.

D. ACTION/DISCUSSION ITEMS

1. [R-4-16 Resolution Regarding the Official Depositories of the City of Menasha. \(Introduced by Mayor Merkes\)](#)

ASD Steeno explained City is required to review official depositories annually and remove or add depositories that are being used by both City and Utilities.

Moved by Ald. Keehan seconded by Ald. Krautkramer to recommend to Common Council R-4-16 Resolution Regarding the Official Depositories of the City of Menasha. (Introduced by Mayor Merkes).

Motion carried on roll call 8-0.

2. Moved by Ald. Taylor seconded by Ald. Keehan to Adjourn into Closed Session at 8:58 p.m.pursuant to Wis. Stat. §19.85(1)(g) Conferring with legal counsel for the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved (Notice of Circumstances 12/14/2015 Rain Event; Notice of Claim – Chad Myhill)
Motion carried on roll call 8-0.

Ald. Taylor was excused at 9:20 p.m.

3. Moved by Ald. Benner seconded by Ald. Keehan to Reconvene into Open Session at 9:24p.m.

Motion carried on roll call 7-0.

4. [Water/Sewer Backup Resident Education Program.](#)

CA Captain provided a copy of a new brochure staff put together to help residents better understand how to handle a sewer backup on their property.

General discussion ensued on procedure to follow and options available to property owners.

E. ADJOURNMENT

Moved by Ald. Keehan seconded by Ald. Krautkramer to adjourn at 9:46 p.m.

Motion carried on voice vote.

Deborah A. Galeazzi, WCMC
City Clerk



MEMORANDUM

TO: Administration Committee
FROM: Mayor Merkes
DATE: 3 March 2016
RE: Festival Foods Fireworks

BACKGROUND

With the opening of a new Festival Foods in Menasha this year, the City and Festival Foods are proposing a three year agreement for Festival Foods to be a sponsor of the CommunityFest Fireworks at Jefferson Park. The Fireworks would be branded the Menasha "Festival Foods Fireworks" during this period. In 2016 Menasha's Festival Foods Fireworks will be featured as part of WFRV's live coverage on July 4th along with Green Bay, Manitowoc, and Oshkosh.

The proposed arrangement would add additional intensity and new effects each of the three years. The proposed donation would be \$3,000 in 2016; \$6,000 in 2017; and \$9,000 in 2018.

The proposed enhancements for 2016 include.

- Adding pairs of shell flights to be shot from the left and right locations angling towards each other.
- Adding two new kinds of water cakes with never seen before effects.
- Adding a segment of 144 double break shells of Red, White, and Blue as well as a segment of 144 Dahlia shells with special rising effects that should look great out on the water. Each segment will be VERY intense and should impress!
- Increased the finale by adding 200 two-inch shells with rising tails.

FISCAL IMPACT

Approval to accept and spend these funds allows the City to expand their CommunityFest Fireworks show as the Festival Foods Fireworks for the 2016, 2017, and 2018 shows.

RECOMMENDATION

A motion to authorize the acceptance and expenditure of funds from Festival Foods for the purpose of enhancing the CommunityFest Fireworks, and acknowledge the donation by branding the show the Menasha "Festival Foods Fireworks".



SPIELBAUER FIREWORKS CO., INC.

DISTRIBUTORS & EXHIBITORS
WISCONSIN'S OLDEST EXHIBITION FIREWORKS CO.
Established in 1952

Office:
1976 Lane Road
Green Bay, WI 54311

Phone 1-920-336-0446
Fax 1-920-336-1214

Factory & Warehouses:
Bellevue

To: City of Menasha
Attn: Don Merkes
140 Main Street
Menasha, WI 54952

Proposal # 16Me3510
Order Date 1/20/2016
Date 2/12/2016
Terms Balance Due By 7/4/2016

1% Per Month Interest Charged On Accounts Over 30 Days Old

Proposal

\$3,000.00 Fireworks Display for July 4, 2016 (Mon.)

Shell Flight

- 5 — 5 inch Glittering Silver To Blue To Silver Chrys. w/ Insert Ti. Report - Sunny
TO CANOPY PEANUT SHELLS OF RWB w/SALUTE CAKES
- 5 — 5 inch Two Break Yellow Strobe and Green Bees - Sunny
TO CANOPY ASSORTED DAHLIA w/SILVER BEES MINES CAKES
- 2 — 3 inch 10 Shot Brocade Crown Finale - Bulk - Lidu
One chain to be shot from the left and one chain to be shot from the right angled
towards each other.
- 2 — 3 inch 10 Shot Peony w/ Mixed Colors w/ Coconut Pistil & Tail Finale - Bulk -
Lidu
each other.
- 2 — 3 inch 10 Shot Peonys w/ Red, White & Blue Tails Finale - Bulk - Lidu
each other.
- 2 — 3 inch 10 Shot Mixed Assorted Chrysanthemum Finale - Bulk - Lidu
each other.
- 1 — Quickmatch & Labor - Shells Chained For Rapid Fire - Lidu

Midlevel Display

- 4 — 48 Shot Fresh Mines and Silver Crackling Stars Carpet On Water Cake - Lidu
NEW WATER EFFECT FOR 2016!
- 4 — 48 Shot Crossette Carpet On Water Cake - Lidu
NEW WATER EFFECT FOR 2016!

IMPORTANT

This merchandise sold and shipped on the representation of the buyer that the same will be used strictly in accordance with laws of the state of destination.

This merchandise is sold upon the condition that the seller shall not be liable in any civil action for any accident or injury occasioned during the transportation, handling, storage, sale or use of the merchandise.



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-
- 4 — 2.5 inch 36 Shot Peanut Shells of Red/Salute, White/Salute, and Blue/Salute Box - Lidu
 - 4 — 2.5 inch 36 Shot Assorted Dahlia w/Silver Bees Mines Box - Lidu

Grand Finale

- 4 — 2 inch 50 Shot Multi Color Peony Finale w/Silver Tail Box - Lidu

Firing Equipment

- 30 — E-Match (25') - MJG

Operator

Experienced pyrotechnic operators to be provided by Spielbauer Fireworks Co., Inc. Operators/ employees of Spielbauer Fireworks are covered under our workers compensation policy.

Delivery

Fireworks to be delivered by Spielbauer Fireworks Co., Inc.

Equipment

All equipment necessary for the set up and firing of display to be provided by Spielbauer Fireworks Co., Inc.

Your Price

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\$3,000.00

Display Date: 7/4/2016

Rain Date: July 5th, 2016.

FESTIVAL FOODS ADDITION TO ORDER - TO BE SHOT FROM THE WATER!

NOTE: ATTAIN A FESTIVAL LOGO FROM BRIAN STENZEL (920) 964-3400 X1478 TO HANG FROM THE SIDE OF THE FIREWORKS BARGE.

Note: This addition to be funded by a generous donation from Festival Foods. Each year Festival Foods will increase their contribution to the display. This year's contribution is budgeted for \$3,000.00. The projected growth forecasts their addition to be \$6,000.00 in 2017 and \$9,000.00 in 2018! Discount to be applied each year of their contribution!

Insurance certificate to be issued in April once our policy renews for the 2016 season.

Meeting with Neenah-Menasha Fire Rescue to be arranged prior to event.
Contact Vernon Green: (920) 866-6201
Local permit to be mailed in.

Location: Jefferson Park/ Menasha, WI

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