

It is expected that a Quorum of the Personnel Committee, Board of Public Works, Plan Commission 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 January 19, 2009**

6:00 PM

AGENDA

- A. CALL TO ORDER
- B. PLEDGE OF ALLEGIANCE
- C. ROLL CALL/EXCUSED ABSENCES
- D. PUBLIC HEARING
 - 1. [Proposed amendment to the floodplain zoning ordinance](#)
- 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. Police Chief Stanke- [introduce Officer Paul Scheppf and K-9 Gommez](#) and new officers: Pete Sawyer, Matt Spiegel and Nick Thorn
 - 2. Clerk Galeazzi - the following minutes and communications have been received and placed on file:

Minutes to receive:

- a. [Administration Committee, 1/5/09](#)
- b. [Board of Public Works, 1/5/09](#)
- c. [Landmarks Commission, 11/12/08](#)
- d. [Library Board, 12/18/08](#)
- e. [Personnel Committee, 12/1/08](#)
- f. [Plan Commission, 1/6/09](#)
- g. [Water & Light Commission, 12/29/08; Special Session](#)
- h. [Water & Light Commission, 12/29/08; Closed Session](#)

Communications:

- i. [Post Crescent article, 1/2/09; Menasha police K-9 nets quick drug arrests](#)
- j. [U.S Dept. of Homeland Security, 1/5/09; floodplain management](#)
- k. [Public Works Facility, 12/2008; Disposal Violations](#)
- l. [Memorandum of Understanding between Menasha Health Dept. and Lamers Bus Service, January 2009](#)
- m. [Lawrence Schmitz, President of Common Sense Solutions LLC, resume](#)
- n. [U.S Dept. of Transportation, 1/12/09; Correspondence pertaining to Quiet Zone status \(Train Whistle sounding at crossings\)](#)

"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."

F. REPORT OF DEPARTMENT HEADS/STAFF/CONSULTANTS, continued

Communications:

- o. [Town of Menasha Utility Commission minutes, 11/24/08](#)
- p. [Waverly Sanitary District minutes, 12/11/08](#)
- q. [Arbor Day 2009 Proclamation](#)
- r. [Comp. Stoffel, 1/15/09, Changes over to SunGard Accounts Payable Software](#)

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, 1/5/09](#)

Board of Public Works, 1/5/09 – Recommends Approval of:

- 2. [Change Order – Infrastructure Technologies, Inc.; City of Menasha Wastewater Collection System Rehabilitation Improvements Project – Phase 3; Contract No. E145-07-01D; Sanitary Manhole Lining; 30-Day Time Extension \(Change Order No. 2\)](#)
- 3. [Change Order – Infrastructure Technologies, Inc.; City of Menasha Wastewater Collection System Rehabilitation Improvements Project – Phase 3; Contract No. E145-07-01D; Sanitary Manhole Lining; DEDUCT: \\$516.68 \(Change Order No. 3\)](#)
- 4. [Authorization to Execute County/Municipal Recycling Agreement Extension](#)

Plan Commission, 1/6/09 – Recommends approval of:

- 5. [The extraterritorial Certified Survey Map \(Town of Menasha\), finding that the CSM would have no impact on the city](#)

H. ITEMS REMOVED FROM CONSENT AGENDA

I. ORDINANCES AND RESOLUTIONS

- 1. [O-2-09 An Ordinance Relating to Unpaid Utility Bills \(Recommended by Board of Public Works\)](#)
- 2. [O-7-09 An Ordinance Relating to the Adoption of Floodplain Maps \(Recommended by the Plan Commission\)](#)
- 3. [R-1-09 – Resolution to Support 21st Century Transportation for America \(Recommended by the Administration Comm., introduced by Mayor Merkes\)](#)

J. ACTION ITEMS

- 1. [Accounts Payable and Payroll for the term 1/8/09-1/15/09 in the amount of \\$643, 915.06](#)

K. APPOINTMENTS

- 1. Mayor's reappointments to the Committee on Aging:
 - a. [Sue Steffen, 936 London St., for the term of Feb. 1, 2009 – Feb. 1, 2012](#)
 - b. [Lee Murphy, 812 Ida St., for the term of Feb. 1, 2009 – Feb. 1, 2012](#)

L. CLAIMS AGAINST THE CITY

M. HELD OVER BUSINESS

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

O. ADJOURNMENT

MEETING NOTICE

Monday, February 2, 2009 - Council Chambers

Common Council – 6:00 p.m.

Administration Committee – to be determined

Board of Public Works – to be determined

CITY OF MENASHA
Notice of Public Hearing

NOTICE IS HEREBY GIVEN that The City of Menasha Plan Commission will hold an informal public hearing on a proposed amendment to the floodplain zoning ordinance on Tuesday, January 6, 2009 at 3:30 PM in the Council Chambers of City Hall, located at 140 Main Street. A formal public hearing will be held on Monday January 19, 2009 at 6:00 PM before the Common Council at the same location. The purpose of the amendment is to adopt floodplain mapping applicable to the Calumet County portion of the City of Menasha. All interested persons objecting to or supporting the proposed amendment are invited to attend the public hearing.

Deborah A. Galeazzi
City Clerk

Publish: Dec. 29, 2008 & Jan. 12, 2009

**CITY OF MENASHA
ADMINISTRATION COMMITTEE
Third Floor Council Chambers
140 Main Street, Menasha
January 5, 2009
Minutes**

A. CALL TO ORDER

Meeting called to order by Chairman Wisneski at 7:45 p.m.

B. ROLL CALL/EXCUSED ABSENCES

PRESENT: Ald. Michalkiewicz, Benner, Pamerter, Taylor, Wisneski, Pack, Hendricks,
Zelinski

ALSO PRESENT: Mayor Merkes, CA/HRD Brandt, PC Stanke, DPW Radtke, CDD Keil,
C/T Stoffel, PRD Tungate, Clerk Galeazzi, and the Press.

C. MINUTES TO APPROVE

1. Administration Committee, 12/15/08

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

D. ACTION ITEMS

1. R-1-09 – Resolution to Support 21st Century Transportation for America
(Recommended by the Sustainability Board, introduced by Mayor Merkes)

Mayor Merkes explained the resolution: City needs to look at maintaining
infrastructure and multiple transportation options.

Moved by Ald. Pack, seconded by Ald. Pamerter to recommend approval to
Common Council.

E. ADJOURNMENT

Moved by Ald. Taylor, seconded by Ald. Pamerter to adjourn at 7:48 p.m.
Motion carried on voice vote.

Respectfully submitted by
Deborah A. Galeazzi, City Clerk

CITY OF MENASHA
Board of Public Works
Third Floor Council Chambers
140 Main Street, Menasha
January 5, 2009
Minutes

A. CALL TO ORDER

Meeting called to order by Chairman Pack at 7:49 p.m.

B. ROLL CALL/EXCUSED ABSENCES

PRESENT: Ald. Michalkiewicz, Benner, Pamerter, Taylor, Wisneski, Pack, Hendricks,
Zelinski

ALSO PRESENT: Mayor Merkes, CA/HRD Brandt, PC Stanke, DPW Radtke, CDD Keil,
C/T Stoffel, Clerk Galeazzi.

C. MINUTES TO APPROVE

1. December 15, 2008

Moved by Ald. Wisneski, seconded by Ald. Michalkiewicz to approve minutes
Motion carried on voice vote.

D. ACTION ITEMS

1. Change Order – Coenen Mechanical, LLC; Water Treatment Plant Modifications;
Contract Unit No. M002-940266.02; ADD: \$9,157.65 (Recommended by Utilities
Commission 12/17/08)

Mayor Merkes explained a pipe needed to be re-routed for safety reasons. The work was completed by Coenen Mechanical, LLC. It was unsure in which part of the building this work was done. There were questions of liability on the design engineering firm's part.

Moved by Ald. Benner, seconded by Ald. Hendricks to hold for more information.

2. Change Order – Infrastructure Technologies, Inc.; City of Menasha Wastewater
Collection System Rehabilitation Improvements Project – Phase 3; Contract No.
E145-07-01D; Sanitary Manhole Lining; 30-Day Time Extension
(Change Order No. 2)

DPW Radtke explained this is to extend the completion date of the project.

Moved by Ald. Wisneski, seconded by Ald. Pamerter to recommend approval to
Common Council.

Motion carried on voice vote.

3. Change Order – Infrastructure Technologies, Inc.; City of Menasha Wastewater
Collection System Rehabilitation Improvements Project – Phase 3; Contract No.
E145-07-01D; Sanitary Manhole Lining; DEDUCT: \$516.68 (Change Order No. 3)

Moved by Ald. Wisneski, seconded by Ald. Michalkiewicz to recommend approval to
Common Council.

Motion carried on voice vote.

4. Authorization to Execute County/Municipal Recycling Agreement Extension

Moved by Ald. Pamerter, seconded by Ald. Wisneski to recommend approval to Common Council.

Motion carried on voice vote.

5. O-2-09 An Ordinance Relating to Unpaid Utility Bills

CA/HRD Brandt explained this ordinance clarifies some recent amendments to the original ordinance.

Moved by Ald. Zelinski, seconded by Ald. Wisneski to recommend approval to Common Council.

Motion carried on voice vote.

6. O-21-08 An Ordinance Relating to Cross Connection Control

CA/HRD Brandt explained the former Utilities General Manager requested this ordinance. Wisconsin Dept. of Natural Resources is in the final stages of revising the cross connection control code requirement. Utility staff is requesting waiting on making changes to the cross connection control until the DNR has finalized the State requirement.

Moved by Ald. Wisneski, seconded by Ald. Benner to table.

Motion carried on voice vote.

E. ADJOURNMENT

Moved by Ald. Michalkiewicz, seconded by Ald. Benner to adjourn at 8:03 p.m.

Motion carried on voice vote.

Respectfully submitted by
Deborah A. Galeazzi, City Clerk

CITY OF MENASHA
LANDMARKS COMMISSION
COUNCIL CHAMBERS
DATE: 11-12-08

MINUTE NOTES
CHE—SECRETARY

0. REGULAR MEETING
1. CALL TO ORDER
 - a. TIME: 4:30 pm
 - b. CHAIR: Joe
2. ROLL
 - a. LANDMARKS MEMBERS
 - i. Chair: Joe Weidert present
 - ii. Vice Chair: Patti Rudolph present
 - iii. Ald. Jason Pamerter present
 - iv. Kristi Lynch present
 - v. Mary Nebel present
 - vi. Chris Evenson present
 - vii. Charlie Cross present
 - b. OTHERS PRESENT
 - i. Jessica Beckendorf
 - ii. Mayor Merkes arrived for final 15 minutes of meeting
3. MINUTES
 - a. Date(s) of meeting minutes: 10-8-08
 - b. Motions:
 - i. Amendments: None
 - ii. Motion to Approve
 1. By: Mary
 2. 2nd: Jason
 3. Result: Approved
4. PUBLIC COMMENTS ON MATTERS OF CONCERN TO THE CITY
 - a. Item: None

5. SUBSTANTIVE AGENDA ITEMS

- A. Item E 1—Meeting organization, rules and scheduling.
 - i. Discussion Item
 - ii. Attachments: Letter from Attorney Brandt
 - iii. Presenter: Jessica and Joe
 - iii. Discussion: Confirm all members had reviewed Attorney Brandt’s letter. Consensus that agenda contain specific items, no category for “old business”. Consensus that regular meeting is preferred format. Mary Nebel requested listing of meetings on city online calendar.

- B. Item E 2---Historic Grant Update
 - i. Discussion Item
 - ii. Attachments: None
 - iii. Presenter: Jessica
 - iii. Discussion: Review of the public meeting introduction of the re-survey. Discussion of the need for cooperation with historical society and response to their questions and concerns. Kristi suggested a joint meeting prior to preservation month in 2009. Joe to call or write on behalf of the commission to try and set up informal get acquainted meeting with historical society.

- C. Item E 3. Prioritizing sites and marketing
 - i. Discussion Item
 - ii. Attachments: None
 - iii. Presenter: Jessica
 - iii. Discussion: It is self evident that some properties within the district are in need of façade improvement. The issue was raised as to whether the commission should contact the property owners to advise them of the possible funds available to assist with façade improvement. Consensus was to put this item on action plan with an eye toward

broader communication of Landmarks' function, though focused on business district.

- D. Item F-1. 200 Main St. Sign Proposal (Franky's)
 - i. Action Item
 - ii. Attachments: Various photos
 - iii. Presenter: Jessica
 - iii. Discussion: Without property owner present, it was felt impossible to act on sign request, as too many questions were unanswered (e.g. precise locations of signs, plan for awning on front, type of sign lighting, removal of interior illumination box, etc.). Action deferred, with Jason to contact owner with concerns and questions raised by commissioners.

- E. Item F-2. 163 Main St. Façade improvement and grant request.
 - i. Action Item
 - ii. Attachments: Bids, correspondence and photos
 - iii. Presenter: Jessica
 - iii. Discussion: Again, absence of property owner left commissioners with some questions regarding exactly what is proposed and whether it would fit historic design criteria, especially with the grant being requested.
 - 1. Motion: Approve the grant request for the gutter and downspout in the grant amount of \$197.50, one-half of the lower construction bid
By: Mary
2nd: Kristi
Result: Approved (Jason abstained)

7. ADJOURNMENT

- a. 5:50 pm
- b. MOTION
 - i. BY: Jason
 - ii. 2ND: Charlie
 - iii. Result: Approved
Minutes submitted by secretary, Chris Evenson

DRAFT
MINUTES OF REGULAR MEETING
ELISHA D. SMITH PUBLIC LIBRARY TRUSTEES
December 18, 2008

Call to order at 4:32 p.m. by President Fuchs

Present: Derouin, Eisen, Enos, Fuchs, Nebel, Wicihowski

Absent: Stanke, Werley

Also present: Director Saecker, J. Bongers (Head of Adult & Technical Services), K. Seefeldt (Administrative Assistant), De Dalum (Reference Librarian)

Authorization of Bills

1. Motion to authorize payment of the December list of bills from the 2008 budget by Eisen, seconded by Nebel, and carried unanimously.

Consent Business

2. Approve minutes from the Board meeting of November 20, 2008.
3. Accept minutes of Policies & Personnel Committee meeting of December 9, 2008.

Motion

Motion to approve consent business items as presented by Eisen seconded by Wicihowski, and carried unanimously.

Director's Report/Information Items

4. Statistics. November lending was up 17.8% overall from last year. We've continued to have astonishing increases in lending across the board. DVD's led the way with a 36.9% increase. Children's books followed with a 32.5% increase.
5. Third Quarter Endowment Report. Director Saecker reviewed the third quarter endowment report and gave an update on recent CD investments. Nebel noted that other local banks may be offering higher introductory rates of interest on CDs. He requested that this topic be included on the agenda at their January meeting. The Library has their CD investments with First National Bank of Menasha. The bank has consistently offered us a more favorable rate of interest. Questions relative to our Community Foundation Memorial Funds were addressed.
6. Library of the Year. A Library of the Year celebration will be held on Saturday, January 31 from 1:00-3:00 p.m. for the community. The Library of the Year Committee has decided to model the celebration on the social event that was held for the opening of the new library in 2003. We will provide food, music and entertainment for young and old.
7. Teen Librarian. Director Saecker has received a significant number of job applications for the full-time teen librarian position. She will begin the interview process early in January.
8. Self Checks. The self check machines are up and running. Usage is already growing. We will be promoting this option more extensively to the public in 2009.
9. Policy Clarification. Copies of the approved policy update for Chapter VII, Page 37, Number 6 were distributed.
10. Public Faxing. Director Saecker reported that we had taken in \$756 in receipts to date for fax charges. This has proven to be a popular service and a nice source of revenue for the library.

Discussion/Action Items

11. Art Wall. De Dalum, library employee and member of the Green Scene and Heard Committee, presented a plan to modify walls near the Miron Fireplace Room to create an area to be used for displaying art in the library. The plan calls for adding fabric that is designed to accept nails and other hanging devices without damaging the walls at an initial cost of \$2,000. Discussion pertaining to the location of the art wall ensued. Director Saecker was asked to contact Dave Voss of Miron Construction Co. to see if the company might be interested in subsidizing the cost of this project.

Motion

Motion to accept the Green Scene and Heard Committee's request to approve an art wall in the library as presented by Enos, seconded by Nebel and carried unanimously.

12. 2009 Budget. Director Saecker reviewed some changes that were made to line items within the 2009 budget.

Motion

Motion to approve the 2009 budget as presented by Nebel, seconded by Derouin, and carried unanimously.

De Dalum left the meeting at 5:07 p.m.

13. Retirement Gifts. We have two employees who will be retiring early in 2009. The Library Board traditionally spends approximately \$100 from the Endowment on gifts for retiring staff members.

Motion

Motion to approve the purchase of retirement gifts from the Endowment at a cost up to \$100 each for De Dalum and Barb LaFontaine by Enos, seconded by Wicihowski, and carried unanimously.

Joe Bongers left the meeting at 5:10 p.m.

14. Director's Evaluation. President Fuchs distributed copies of forms to be used by the board when evaluating Director Saecker. Members of the board were asked to return the forms to President Fuchs by January 8th. The Personnel Committee will review evaluation results with Director Saecker before January 15th.

15. Library of the Year Fundraising Event. Discussion relative to fundraising took place. It was recommended that this item be tabled until the board has decided who will be responsible for fundraising and what our goals are for the funds we collect. Nebel requested and was granted permission to explore public fundraising initiatives on behalf of the library. He will report his findings to the board at a later date.

16. Library Logo. Director Saecker requested direction from the board on whether they want to have our logo redesigned or revert back to a previous one. Discussion ensued. Nebel requested that Director Saecker poll staff on whether to retain the existing logo, revert to an old one, or explore options to create a new one. He asked that she bring these results to the next board meeting.

17. Trustee Essentials #6. Fuchs reviewed Trustee Essential #6 "*Evaluating the Director.*"

Motion

Motion to adjourn into closed executive session pursuant to WI Statute 19.85(1)(c) for the purpose of considering promotion, compensation or performance evaluation of employees.

18. Approval of Step Promotions. Director Saecker recommended that the following employees receive step promotions:

Joe Bongers, step 7 of Librarian III, Supervisor

Karen Drechsel, step 10 of Library Assistant I

Ann Hardginski, step 6 of Librarian II

Jan Landskron, step 6 of Library Assistant I

Pattie Stanislawski, step 8 of Librarian III

Eisen questioned the process of awarding performance recognition promotions after steps 1-10 in the salary step process. Discussion ensued.

Motion

Motion to approve employee salary step promotions as presented by Enos, seconded by Eisen, and carried unanimously.

Motion

Motion to adjourn the closed session and reconvene in open session by Eisen, seconded by Enos, and carried unanimously.

Adjournment

Motion to adjourn the meeting at 5:43 p.m. by Derouin, seconded by Eisen, and carried unanimously.

Future meeting dates

The next regular board meeting will be held in the Gegan Room on Thursday, January 15, 2009 at 4:30 p.m.

Respectfully submitted,

Paul Eisen, Secretary

Kris Seefeldt, Recording Secretary

CITY OF MENASHA
PERSONNEL COMMITTEE
Third Floor Council Chambers
140 Main Street, Menasha
Monday, December 1, 2008
MINUTES

A. CALL TO ORDER

Meeting called to order by Chairman Hendricks at 5:15 p.m.

B. ROLL CALL/EXCUSED ABSENCES

PRESENT: Ald. Hendricks, Zelinski, Michalkiewicz, Benner, Pamerter, Taylor
Wisneski, Pack (5:24pm), Mayor Merkes

ALSO PRESENT: CA/HRD Brandt, PC Stanke, FC Vander Wyst, DPW Radtke,
CDD Keil, C/T Stoffel, PHD Nett, Lt. Bouchard, Clerk Galeazzi, the Press.

C. MINUTES TO APPROVE

1. Personnel Committee, 11/3/08

Moved by Mayor Merkes, seconded by Ald. Michalkiewicz to approve minutes.
Motion carried on voice vote

D. ACTION ITEMS

1. Consideration of Health Insurance for non-represented and library employees and Supervisory Lieutenants

CA/HRD Brandt explained the three different health insurance options. He explained the Union representatives have not accepted the health insurance options yet.

Moved by Ald. Wisneski, seconded by Ald. Taylor to recommend approval to the Common Council
Motion carried on roll call 9-0.

2. Consideration of salary increases for non-represented employees for 2009

CA/HRD Brandt explained the 2009 budget includes a 3% salary increase for non-represented employees. He explained what other municipalities are offering. He also explained splits and the affects on the budget.

Moved by Ald. Wisneski, seconded by Mayor Merkes to recommend to the Common Council a 3% increase for non-represented employees for 2009.
Motion carried on roll call 8-1. Ald. Zelinski – no

3. Consideration of salary increases for Supervisory Lieutenants for 2009

CA/HRD Brandt explained Supervisory Lieutenants are considered non-represented employees but also qualify for overtime benefits. The 2009 budget includes a 3% increase.

Moved by Ald. Wisneski, seconded by Mayor Merkes to recommend to the Common Council a 3% increase for Supervisory Lieutenants for 2009
Motion carried on voice vote

E. ADJOURNMENT

Moved by Ald. Wisneski, seconded by Ald. Michalkiewicz to adjourn at 5:55 p.m.
Motion carried on voice vote

Respectfully submitted by
Deborah A. Galeazzi, City Clerk

**CITY OF MENASHA
Plan Commission
Third Floor Council Chambers
140 Main Street, Menasha**

January 6, 2009

3:30 PM

MINUTES

PUBLIC HEARINGS:

Proposed Ordinance O-XX-09 Relating to the Adoption of Floodplain Maps

Mayor Merkes opened the public hearing by asking if anyone would like to speak regarding the Special Use Permit. No one from the gallery spoke. The hearing was closed.

A. CALL TO ORDER

The meeting was called to order at 3:30 p.m. by Mayor Merkes.

B. ROLL CALL/EXCUSED ABSENCES

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

OTHERS PRESENT: CDD Keil and AP Beckendorf.

C. MINUTES TO APPROVE

1. Minutes of the December 16, 2008 Plan Commission Meeting.
 - a. Moved by Comm. Schmidt, seconded by DPW Radtke to approve the December 16, 2008 Plan Commission meeting minutes with the following changes: Reflect that there was a roll call vote for item F2, add the word "access" after "fire department" to item F1, CII. Motion carried.

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

No one from the gallery spoke.

E. DISCUSSION

1. None

F. ACTION ITEMS

1. Proposed Ordinance O-XX-09 Relating to the Adoption of Floodplain Maps – Recommendation to the Common Council.
 - a. CDD Keil explained that since FEMA updated the floodplain maps in Calumet County, the city is obliged to adopt the map panels within the existing floodplain zoning ordinance. This is not expected to have much of an impact because most of the mapped floodplain areas are outside of the city's growth area.
 - b. Commissioners discussed the following:

- I. FEMA's authority.
 - II. DNR code NR117.
 - c. DPW Radtke made and Comm. Sanders seconded a motion to recommend approval of the proposed ordinance relating to the adoption of floodplain maps. The motion carried.
2. Proposed Ordinance O-XX-09 Relating to the Regulation of Utility Cabinets.
- a. CDD Keil described the proposed ordinance and distributed photos to illustrate cabinet size.
 - b. Commissioners discussed the following:
 - I. Whether 32 cubic feet and less than 4 feet in height is the proper threshold for requiring a permit.
 - II. Size and setback requirements.
 - III. Whether railroad cabinets would be regulated under this ordinance.
 - IV. Whether and when screening should be required.
 - V. Whether the utility company should notify adjacent property owners when they plan to install a cabinet.
 - VI. Setbacks for snow plowing.
 - VII. Encouraging the cabinets to be placed in the side or rear yards whenever possible.
 - c. This item was held over pending modifications based on Plan Commission discussion.
3. Extraterritorial CSM – Town of Menasha
- a. Commissioners discussed the following:
 - I. Impact on the city.
 - b. Comm. Schmidt made and Comm. Sanders seconded a motion to recommend approval of the extraterritorial CSM, finding that the CSM would have no impact on the city: The motion carried.
4. Consideration of Comprehensive Plan Review Procedures
- a. AP Beckendorf described the proposed procedures.
 - b. Commissioners discussed the following:
 - I. Whether the process will be incorporated into the plan or adopted as an ordinance or whether the state statutes would be referenced within it. AP Beckendorf stated that the procedure is not required to be an ordinance because it is outlined in the state statutes.
 - II. Whether a public hearing will be held before the plan commission.
 - III. Timing of ordinance amendments.
 - IV. Adding governmental entities to the allowed applicants list.
 - V. A separate application for text amendments.
 - VI. Plan Commission review of text amendments before annual process begins.
 - VII. Annual review meeting process.
 - c. This item was held over pending modification to the process based on Plan Commission discussion.

G. ADJOURNMENT

Moved by Comm. Cruickshank, seconded by Ald. Benner to adjourn at 5:24 p.m. The motion carried.

Minutes respectfully submitted by Jessica Beckendorf, Associate Planner

SPECIAL MEETING OF THE WATER AND LIGHT COMMISSION

December 29, 2008

Draft

Commission President Allwardt called the Special Meeting of the Water and Light Commission to order at 8:00 A.M., with Commissioners Bob Fahrbach, Joe Guidote, and Don Merkes present on roll call. Also present were Carl Verhagen, Interim General Manager; and Melanie Krause, Manager of Business Operations.

In the absence of Commission Secretary Watson, Comm. President appointed Comm. Guidote as Acting Secretary for this meeting.

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

Item III. New Business, ATC Notice of Call for Voluntary Additional Capital Contributions in 2009 – Manager of Business Operations Krause recommended WPPI Energy to make the capital contribution if they choose to do so.

The motion by Comm. Fahrbach, seconded by Comm. Guidote, was unanimously approved to allow WPPI Energy to make this contribution.

Manager of Steam Production Sturm arrived at 8:05 a.m.

Item IV. The motion by Comm. Fahrbach, seconded by Comm. Merkes, was unanimously approved on roll call at 8:06 a.m. to convene into Closed Session pursuant to Section 19.85 (1) (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: Personnel

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 (g) of the Wisconsin Statutes for the purpose of 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. RE: Steam Customer Contracts and Potential Litigation

The motion by Comm. Fahrbach, seconded by Commissioner Merkes, was unanimously approved at 10:10 a.m. to reconvene into open session of the Water and Light Commission.

The motion by Comm. Fahrbach, seconded by Comm. Merkes, was unanimously approved at 10:11 a.m. to adjourn the meeting.

By: JOSEPH P. GUIDOTE
Acting Secretary

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

CLOSED SESSION OF THE WATER AND LIGHT COMMISSION

December 29, 2008

Draft

Commission President Mark Allwardt called the Closed Session to order at 8:15 a.m., upon the unanimously approved motion by Comm. Fahrbach, and seconded by Comm. Merkes, pursuant to Section 19.85 (1) (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: Personnel

Commissioners Fahrbach, Guidote, and Merkes were present on roll call by Commission President Allwardt. Also present were Interim General Manager Verhagen, Manager of Business Operations Krause, and Manager of Steam Production Sturm.

The purpose of the Closed Session was to discuss staffing and management compensation.

Staff members were excused at 9:00 a.m.

There being no further business, the motion by Comm. Fahrbach, seconded by Comm. Merkes, was unanimously approved to adjourn at 10:10 a.m. from Closed Session and to reconvene into Open Session of the Water and Light Commission.

BY: JOSEPH P. GUIDOTE
Acting Secretary

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



Appleton
Fox Cities
Wisconsin

January 2, 2009

Menasha police K-9 nets quick drug arrests

Donations start to pay off in unit's first days

*By Michael King
Post-Crescent staff writer*

MENASHA — Paul Scheppf had an interesting job in the U.S. Air Force: refueling fighter jets or bombers flying 400 mph at 35,000 feet in the air.

But he thinks his latest job is pretty cool, too, and not just because he lives and works in sometimes-frigid Wisconsin.

The Menasha police officer now has a new partner joining him on his night shift patrol, thanks to the generosity of the community. Scheppf is the department's first K-9 handler in more than a decade and is now accompanied by a specially trained 2-year-old German shepherd named Gommez.

In the unit's first three nights on the job in mid-December, Gommez was responsible for four drug arrests.

It's the kind of impact that officials and residents had hoped to see.

His first assist came on his second night when he alerted the officer about a vehicle and a subsequent search found a marijuana pipe inside.

On his third night on duty, a Monday night, Gommez had a large role in three arrests.

The first occurred when another officer made a traffic stop and Scheppf drove to the scene for backup and a walk-around.

"He alerted on the ash tray and (officers) found some partially smoked marijuana joints in the ash tray. And he alerted on the back seat and found a partially smoked joint under the seat. The driver was arrested for possession of marijuana," Scheppf said.

Later that night, Appleton police asked for assistance in looking for a suspect at a Third Street apartment complex. The suspect was not located but the tenant granted permission for a search of his apartment and Gommez "found a relatively significant amount of marijuana in a dresser drawer in a bedroom and he found another bag of marijuana in the closet."

The 40-year-old man was arrested for felony possession of marijuana.

The third incident occurred when a lieutenant observed an 18-year-old Menasha man he knew was wanted on warrants and attempted a traffic stop. The man quickly pulled into a driveway and took off on foot.

"We didn't really do a track because of the (frigid) temperature and weather conditions," Scheppf said. "We knew who the driver was so it wasn't an issue of trying to identify (him)."

Gomez, however, did a search and "found in the vehicle partially smoked marijuana joints." The suspect, who is still at large on felony drug and weapons charges, will be referred on additional drug and bail-jumping charges.

Scheppf praised the narcotics detection training that took place since October at FoxTal training center in Black Creek. "He's trained marijuana, meth(amphetamine), cocaine, crack, Ecstasy and heroin," Scheppf said.

"In my opinion, you're going to see an instant change," Scheppf said. "In time it will certainly decrease the amount of drugs in Menasha."

Gomez also participated in tracking training, which will be completed with a two-week session in spring. Scheppf sees big benefits as well in tracking suspects who flee from burglaries or thefts in progress and elude officers by hiding.

Schools will benefit from Gomez, who will start making school visits next semester. Scheppf said schools are drug-free zones and, "I think the kids seeing the dog in school will keep it free from drugs."

Undoubtedly, Scheppf said the word will spread in the community about the successful drug searches.

"There's no doubt in my mind that they're telling their buddies that the dog walked around my vehicle and found dope," he said. "It's certainly going to be a deterrent."

A collaboration of residents and businesses raised \$47,592 to fund the purchase, equipping and training of the unit.

"Just to know that the community stepped up and donated all that money to make a difference it's really gratifying," said Scheppf, who drives a new Ford Expedition, specially designed to accommodate his sidekick. Part of the backseat was removed and replaced with a kennel.

Lt. Tim Styka, Scheppf's supervisor, has been impressed.

"Early on, I suspect we'll have a lot of drug arrests," said Styka. "We knew we had a drug issue and had some problems but when the dog works three nights and has four arrests, you knew the stuff was out there. It's kind of a sobering. We'll see where we're at after a month but short term it's been an eye opener."

Additional Facts

Menasha police K-9 unit

Name: Gomez (pronounced Goo-mez), 2-year-old German shepherd purchased from a European breeder

Handler: Police officer Paul Scheppf, who joined the Menasha Police Department in September 2003

Skills/training: Gomez is a non-bite dog, trained primarily for drug detection and tracking of lost individuals, not suspect apprehension. Trained at FoxTal training center, Black Creek, by former Appleton police officer Deb Krsnich.

For more information, go to www.foxtal.com.

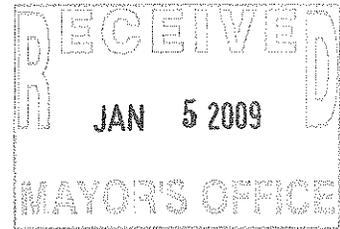
More: Donations from the community raised nearly \$48,000 to fund the K-9 unit in response to public and police concerns about increasing drug activity and violent crimes.



FEMA

CERTIFIED MAIL
RETURN RECEIPT REQUESTED

DEC 19 2008



The Honorable Donald Merke
Mayor, City of Menasha
140 Main Street
Menasha, Wisconsin 54952

Dear Mayor Merke:

I am writing this letter as an official reminder that the City of Menasha, Wisconsin, has until February 4, 2009, to adopt and have the Department of Homeland Security's Federal Emergency Management Agency (FEMA) Regional Office approve floodplain management measures that satisfy 44 Code of Federal Regulations (CFR) Section 60.3(d) of the National Flood Insurance Program (NFIP) regulations.

The City of Menasha must adopt floodplain management measures, such as a floodplain management ordinance, that meet or exceed the minimum NFIP requirements. The NFIP State Coordinator or Regional staff is available to assist your communities in ensuring that your local flood damage prevention ordinance meets NFIP minimum requirements by February 4, 2009, to avoid suspension from the NFIP. If suspended, your community becomes ineligible for flood insurance through the NFIP, new insurance policies cannot be sold, and existing policies cannot be renewed.

The provisions of Section 202(a) of Public Law 93-234, as amended prohibits Federal officers or agencies from approving any form of loan, grant, guaranty, insurance, payment, rebate, subsidy, or disaster assistance loan or grant, for acquisition or construction purposes within Special Flood Hazard Areas (SFHAs), areas subject to inundation by the base (1-percent-annual-chance) flood. Your community's suspension from the NFIP would prohibit mortgage loans guaranteed by the Department of Veterans Affairs, insured by the Federal Housing Administration, or secured by the Rural Economic and Community Development Services. This prohibition also affects the disaster assistance in connection with a flood under the Robert T. Stafford Disaster Relief and Emergency Assistance Act of 1988, as amended.

Furthermore, Section 202(b) of Public Law 93-234, as amended, requires Federally regulated lending institutions to notify the purchaser or lessee of improved real property located in an SFHA, whether Federal disaster assistance will be available when the property is being used to secure a loan that is being made, increased, extended, or renewed.

Your NFIP State Coordinator and FEMA would like to assist the City of Menasha to ensure it remains in good standing with the NFIP and avoids suspension from the Program. If your community is suspended, it may regain its eligibility in the NFIP by enacting the floodplain management measures

The Honorable Donald Merke

DEC 19 2008

Page 2

established in 44 CFR Section 60.3 of the NFIP regulations. As stated in my previous correspondence, I recommend you contact your NFIP State Coordinator or the FEMA Regional Office if the City of Menasha is encountering difficulties in enacting its measures.

I recognize that your community may be in the final adoption process or may have recently adopted the appropriate floodplain management measures. Please submit these measures to the Floodplain Management Program at the Wisconsin Department of Natural Resources. Robert Watson, the NFIP State Coordinator, is accessible by telephone at (608) 266-8037, in writing at 101 South Webster, Madison, Wisconsin 53702, or by electronic mail at robert.watson@dnr.state.wi.us.

The FEMA Regional staff in Chicago, Illinois, is also available to assist you with your floodplain management measures. The FEMA Regional Office may be contacted by telephone at (312) 408-5500 or in writing. Please send your written inquiries to the Director, Federal Insurance and Mitigation Division, FEMA Region V, at 536 South Clark Street, Chicago, Illinois 60605.

In the event your community does not adopt and/or submit the necessary floodplain management measures that meet or exceed the minimum NFIP requirements, I must take the necessary steps to suspend your community from the NFIP. This letter is FEMA's final notification before your community is suspended from the Program.

Sincerely,



Michael K. Buckley
Acting Assistant Administrator
Mitigation Directorate

Enclosure

cc: Edward G. Buikema, Regional Administrator, FEMA Region V
Robert Watson, NFIP State Coordinator, Wisconsin Department of Natural Resources
Gregory M. Keil, Director of Community Development, City of Menasha

MEMORANDUM OF UNDERSTANDING (MOU)

Between

Menasha Health Department

And

Lamers Bus Service

This is an agreement between Menasha Health Department, hereinafter called MHD and Lamers Bus Service, hereinafter called Lamers.

I. Purpose & Scope

The purpose of this MOU is to clearly identify the roles and responsibilities of each party and establish between the aforementioned parties a use agreement of the bussing services of Lamers. In the event of a large-scale communicable disease, bioterrorism event, or other public health emergency, Lamers will attempt to provide bus/busses for transportation for the MHD to/from our emergency mass clinic site.

II. The MHD Responsibilities Under this MOU

MHD shall undertake the following activities:

- a. Provide a point of contact person to answer questions that Lamers may have about these arrangements.
- b. Assure reimbursement to Lamers for any transportation services that may be utilized by the MHD in an emergency situation.
- c. Comply with Lamer's policies and procedures for use.
- d. Evaluate outcomes of the emergency event to enhance outcomes during future emergencies.

III. Lamers Responsibilities Under This MOU

Lamers shall undertake the following activities:

- a. Provide use of bus/busses in the event of an emergency situation as characterized above.
- b. Provide a company point of contact to facilitate a quick response in the event the bus/busses are utilized.
- c. Comply with confidentiality needs during an emergency event.

IV. It is Mutually Understood and Agreed By and Between the Parties That:

1. This agreement and covenants set forth in this MOU may only be changed or modified by a written document clearly stating that it is the intent to change or modify this MOU, the specific provisions of the MOU to be changed or modified, and in order for said changes or modifications to be effective or binding, they must be in writing and must be signed by all parties of this MOU.
2. This Agreement may be terminated by either party by giving written notice at least 60 days prior to the effective date of such termination.

V. Indemnification Clause:

In consideration of the terms and conditions contained herein, Lamers Bus Company agrees to indemnify, defend, and save harmless the city, their employees, elected and appointed officials, agents and volunteers from and against all claims, suits, damages, costs, losses, and expenses in any manner resulting from, arising out of, or connected with the transportation of any City of Menasha resident or volunteer during an emergency situation. Said indemnification applies to any and all action of the employees, agent, or representatives of Lamers Bus Company. Lamers Bus Company agrees to defend any and all action wherein the city is named a party defendant.

Lamers Bus Company shall carry general liability and property damage insurance with a company authorized to do business in the State of Wisconsin, insuring Lamers Bus Company and listing the city as an additional insured against any and all losses and claims arising out of the operation of Lamers Bus Company business, or any act or omission of Lamers bus Company, its agents, or employees. A certificate of insurance in the amount of \$1,000,000/\$3,000,000 shall be filed with the City of Menasha at the time of execution of this MOU.

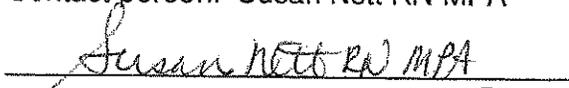
VI. Effective Date and Signature

This MOU shall be in effect upon the signature of Menasha Health Department's and Lamers Bus Service authorized officials. This MOU shall be reviewed annually and remain in effect until terminated or amended in accordance with Section IV.

MHD and Lamers indicate agreement with this MOU by their signatures.

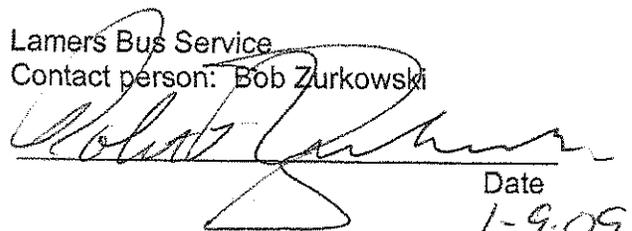
Signatures and dates:

Menasha Health Department
Contact person: Susan Nett RN MPA



Date
1-13-09

Lamers Bus Service
Contact person: Bob Zurkowski



Date
1-9-09

ACORD CERTIFICATE OF LIABILITY INSURANCE

08/08/2008

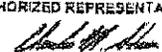
PRODUCER SHRIVER INSURANCE AGENCY 340 W. BUTTERFIELD ROAD SUITE 2B ELMHURST, IL 60126 PHONE: (630) 833-0480 FAX: (630) 833-0876		Serial #	THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW.
INSURED LAMERS BUS LINES, INC. 2407 SOUTH POINT ROAD GREEN BAY, WI 54313-5498		INSURERS AFFORDING COVERAGE	NAIC#
		INSURER A: ZURICH AMERICAN INSURANCE	
		INSURER B: AMERICAN GUARANTEE & LIABILITY	
		INSURER C:	
		INSURER D:	
		INSURER E:	

COVERAGES

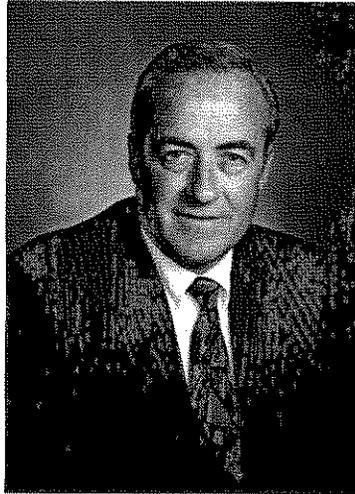
THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES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

CLASS	TYPE OF INSURANCE	POLICY NUMBER	POLICY EFFECTIVE DATE (MM/DD/YY)	POLICY EXPIRATION DATE (MM/DD/YY)	LIMITS
	GENERAL LIABILITY <input type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS MADE <input type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PRO. SECT <input type="checkbox"/> LOC				EACH OCCURRENCE \$ DAMAGE TO RENTED PREMISES (Excludes) \$ MED EXP. (Any one person) \$ PERSONAL & ADJ INJURY \$ GENERAL AGGREGATE \$ PRODUCTS - COMP/OP AGG \$
A B	AUTOMOBILE LIABILITY <input checked="" type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS <input type="checkbox"/> NON-OWNED AUTOS	CPO5765127-01 & UMB5765128-01	9/1/08	9/1/09	COMBINED SINGLE LIMIT (Per accident) \$ 5,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$
	GARAGE LIABILITY <input type="checkbox"/> ANY AUTO				AUTO ONLY - EA ACCIDENT \$ OTHER THAN AUTO ONLY: EA ACC \$ AGG \$
B	EXCESS/UMBRELLA LIABILITY <input checked="" type="checkbox"/> OCCUR <input type="checkbox"/> CLAIMS MADE <input type="checkbox"/> DEDUCTIBLE RETENTION \$	UMB5765128-01	9/1/08	9/1/09	EACH OCCURRENCE \$ 4,000,000 AGGREGATE \$ \$ \$
	WORKER'S COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? If yes, describe under SPECIAL PROVISIONS below				<input type="checkbox"/> NO STATUTE LIMITS <input type="checkbox"/> LIMIT \$ EL EACH ACCIDENT \$ EL DISEASE EA EMPLOYEE \$ EL DISEASE - POLICY LIMIT \$
THIS CERTIFICATE DOES NOT REPRESENT ALL COVERAGES PROVIDED TO LAMERS BUS LINES, INC. YOU MAY HAVE ANOTHER CERTIFICATE (S) ON FILE FOR GENERAL LIABILITY, WORKERS COMP, ETC. FROM OTHER CARRIERS WHO WILL PROVIDE RENEWAL CERTIFICATES AT POLICY RENEWAL DATES.					

DESCRIPTION OF OPERATIONS/LOCATIONS/VEHICLES/EXCLUSIONS ADDED BY ENDORSEMENTS/SPECIAL PROVISIONS
 CERTIFICATEHOLDER IS ADDED AS ADDITIONAL INSURED, BUT ONLY TO THE EXTENT THAT THE CERTIFICATEHOLDER IS LIABLE FOR THE CONDUCT OF THE NAMED INSURED.
 11/2/09 REVISED CERT CORRECTING ADDRESS.

CERTIFICATE HOLDER CITY OF MENASHA HEALTH SERVICES EMERGENCY PREPAREDNESS 318 RACINE ST MENASHA, WI 54952 FX# 920-967-5247	CANCELLATION SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, THE ISSUING INSURER WILL ENDEAVOR TO MAIL 30 DAYS WRITTEN NOTICE TO THE CERTIFICATE HOLDER NAMED TO THE LEFT, BUT FAILURE TO DO SO SHALL IMPOSE NO OBLIGATION OR LIABILITY OF ANY KIND UPON THE INSURER, ITS AGENTS OR REPRESENTATIVES. AUTHORIZED REPRESENTATIVE 
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LAWRENCE W. SCHMITZ, CMC, CCP



Position	President, Common Sense Solutions LLC
Education and Certification	B.B.A. Accounting, University of Wisconsin – Whitewater, 1965 C.M.C. (Certified Management Consultant), 1980 CCP/C.D.P. (Certified Data Processor) C.I.S.A. (Certified Information Systems Auditor)
Range of Experience	Experience includes consulting and project management for a variety of business and industrial clients as well as governmental agencies. Prior to forming Common Sense Solutions LLC, Mr. Schmitz accumulated a great deal of experience in the fields of management consulting, EDP audit assistance, computer security, systems analysis, voice and data communications, teleprocessing systems development and data center management.
Professional and Business History	Common Sense Solutions LLC President—2008 to present Strategies & Solutions, LLC: President, 1993 to 1998. Schenck SC: Executive Officer/Principal, Information Technology Consulting, 1980 to 2000. Price Waterhouse & Co.: Senior Manager, 1978 - 1980; Manager, 1974 – 1978; Consultant, 1973 – 1974.

Walker Manufacturing – Division of Tenneco:

Manager, Teleprocessing, 1973;

Manager, Data Processing and Communications, 1971 – 1973;

Manager, Data Processing, 1969 – 1971;

Senior Systems Analyst, 1968 – 1969;

Systems Analyst, 1967-1968.

Trane Company:

Systems Analyst, 1965 – 1967.

Professional and
Business
Experience,
continued

Project Manager responsible for the design and implementation of an integrated Employee Information/Payroll processing system for the 710,000 employee U.S. Postal Service. The system utilized on-line reporting and inquiry, timecards and exception time reporting to collect time and attendance and personnel information from 34,000 locations and represented 80 man-years of effort to develop and implement.

Project Manager responsible for the design of a statewide personnel/payroll system for the State of Nebraska, State of Illinois, State of Wisconsin, and State of Florida.

Functioned as the Court-appointed Chief Operating Officer of a manufacturer of wood products. Directed turnaround of company, successful employee buyout and repayment of all secured debt of predecessor company.

Provided litigation support and expert testimony in the successful defense of a court case involving a computer system project for a large quasi-governmental organization client.

Served as arbitrator in software contract dispute involving millions of dollars in claims/counter claims.

Assisted in the computer evaluation and selection process of several county governments.

Participated in numerous other consulting engagements in the areas of accounting systems, internal security and financial reporting.

Founded, and served as CEO and Chairman of the Board of Strategies & Solutions SC, and brought it from a 'green field' environment in the computer hardware and software business to being recognized as an "Honorable Mention" in the Rising Stars of the Fox Cities Chamber of Commerce competition in S & S 's first

year, to a status of “Premier Business Partner” recognition by IBM in less than 4 years.

Professional and Community Organizations and Recognitions	Marquis’s <u>Who’s Who in America</u> , <u>Who’s Who in the Midwest</u> and <u>Who’s Who in Finance & Industry</u> biography.
and Recognitions	Association of Information Technology Professionals—Past Association President
	Foundation for Information Technology Education—Past President
	Institute for Certification of Computing Professionals— former Board of Directors member
Professional and Community Organizations and Recognitions continued	University of Wisconsin – Whitewater Foundation, past member of Board of Directors, Century Club, founding member.
	Institute of Management Consultants, past president – Wisconsin Chapter.
	Chairman, Governor’s Task Force – Small Business Regulation. Delegate – White House Conference on Small Business.
	Governor’s Conference on Small Business – Executive Board and Regional Conferences Chairman.

Town of Menasha Utility District Commission Regular Meeting
Municipal Complex - Assembly Room - Monday, November 24, 2008

Minutes

1. CALL TO ORDER, PLEDGE OF ALLEGIANCE

President Arden Tews called the meeting to order at 5:00 p.m., followed by the Pledge of Allegiance. Deputy Clerk Look took roll call and present were President Tews, Commissioners Gerhart, Hanson, Ziegler and Youngquist.

Also Present: Administrator Sturgell, Com. Dev. Dir. Dearborn, Engineer Werner, Water Supt. Roth, and P.C. Reporter Mike King. Finance Dir. Piergrossi, Wastewater Superintendent Laabs, Deputy Finance Dir. Pagel, and Secretary Backman were excused.

2. AWARDS/PRESENTATIONS

3. PUBLIC FORUM

4. DISCUSSION ITEMS

5. OLD BUSINESS

6. NEW BUSINESS

a) 081124-1:UD Expenditures

MOTION: Youngquist/Ziegler to approve the expenditures as submitted with the exception of none. Motion carried.

b) 081124-2:UD Change Order Date Extension #1, Well No. 8 on American Drive

MOTION: Youngquist/Ziegler to approve. Motion carried.

Water Superintendent Roth confirmed that this is only a date extension and there is no increase in the contract price. Water Supt. Roth responded to questions from the Commission explaining that the delay is at the request of the Water Department because some funds were diverted to other 2008 water projects.

c) 081124-3:UD Change Order Date Extension #2, Well No. 7 on University Drive

MOTION: Hanson/Gerhart to approve. Motion carried.

Water Superintendent Roth confirmed that this is also a date extension only and there is no increase in the contract price. There are mutual reasons for delay, including a broken drill bit due to the hard limestone being drilled through.

d) 081124-4:UD Sewer Service Agreement for Arora Oil Corp. - Owner of 4139 W. Prospect Ave.

MOTION: Youngquist/Hanson to approve. Motion carried.

7. ORDINANCES/POLICIES/AGREEMENTS

8. APPROVAL OF MINUTES

a) Regular Meeting - September 8, 2008

MOTION: Youngquist/Gerhart to dispense with the reading of the above minutes and approve as submitted. Motion carried.

9. CORRESPONDENCE

a) 2009 Regular Utility Commission Meeting Calendar

MOTION: Youngquist/Ziegler to accept the correspondence as submitted. Motion carried.

10. REPORTS

a) Water Superintendent Roth - Water Project Update

Water Superintendent Roth reported that all water main reconstruction projects have been completed.

11. MOTIONS BY COMMISSIONERS

12. ADJOURNMENT

At 5:13 p.m., MOTION: Ziegler/Hanson to adjourn. Motion carried.

Respectfully submitted,

Annette Look, Deputy Clerk

- PROPOSED MINUTES -**WAVERLY SANITARY DISTRICT****December 11, 2008****District Office - N8722 County Rd. LP**

The meeting was called to order at 8:30 a.m. by Commissioner Fulcer.

Present: Commissioner Fulcer (LJF)	System Operator Krueger (RWK)
Commissioner Sams (MLS)	System Operator Van Zeeland (TGV)
Engineer Siewert (MSS)	Office Mgr. Girdley (CMG)
	Admin. Asst. Hallock (SAH)

Approval/acceptance of the 11/11/08 Meeting Minutes was accomplished through MLS' motion and LJF's second. Motion carried 2-0.

Receipt acknowledgement and approval of the November 2008 Financial/Budget Comparison Reports was accomplished through MLS' motion and LJF's second. Motion carried 2-0.

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

COMMUNITIES/CUSTOMERS/SERVICE CONCERNS**Appleton's Rate Review – CMG to report status (Telephonic Public Hearing: 12/9/08 – 10:30 a.m.)**

CMG referenced the article that appeared in the 12/7/08 Post-Crescent stating the PSC granted the COA a 6% water rate increase effective 1/1/09. The COA had requested 12%. WSD's 2009 budget reflects an 8% increase. The 12/5/08 PSC Staff Exhibit states a 6% (\$27,602) general service revenue increase and a 2% (\$672) public fire protection revenue increase. The COA has not provided its Telephonic Public Hearing results to WSD.

WSD has a 90-day time frame from COA's rate effective date to apply to the PSC for a PWAC (Purchase Water Adjustment Clause) based on the COA's rate increase date to WSD.

Rock II LLC (Waverly Beach Sports Bar) Road Reservation – Amended easement receipt status

CMG reported the amended easement remains outstanding. CMG reviewed the letter provided by the TOH that Town Planner Mommaerts issued to Clement Weinandt explaining the issues involved with the petition for discontinuance of the public way. The TOH is requiring a written petition signed by all abutting property owners as of the 12/11/08 meeting. Property owners located east of the bar, John Anderson, Dan Anderson, and John Now, also requested discontinuance at the TOH's 11/13/08 meeting. This would create a land lock situation requiring a permanent access easement to allow for legal access to the land locked properties. Waverly Sanitary District would also require a utility easement for underground utilities. The TOH will provide WSD with all pertinent information as this situation progresses.

WAVERLY SANITARY DISTRICT

December 11, 2008

Page 2

COMMUNITIES/CUSTOMERS/SERVICE CONCERNS - CONTINUED**KC Service Inquiry – General discussion**

MSS stated SCM reviewed the concept plan provided by Ron Wolf from McMahon Assoc. for the commercial building KC is considering building on KC's existing property east of FL 10 and west of North Shore Golf Course. SCM believes the plan is reasonable and will provide the Waiver of Assessment form to be signed by a KC official, possibly Dan Pociask, required by WSD.

VHE II-5 (Warehouse Specialists) – Status discussion and water main easement receipt status

CMG reported WSD's plan approval letter was generated/issued to Duane Fox after WSD's 11/11/08 meeting. DNR water main extension approval was received 12/1/08. The proposed water main has been upgraded from an 8" main to a 12" main. The required water main extension easement remains outstanding.

OLD BUSINESS**- Water Sample Tests' Results**

RWK reported all five tests taken on 11/17/08 were determined as safe by the State of Wisconsin. (Attachment #1, pp. 1-5)

- Force Main Connection – Meter station's current monitoring data discussion

- Menasha's written assurance of sampling suspension – Receipt status

- LS #1 sampling station equipment – Equipment invoice receipt status

CMG stated WSD personnel continue to take flow meter readings at LS #1 and the COM metering station. The flow data continues to indicate an approximate 4% variance. The COM has discontinued sampling. The COM's written assurance of sampling suspension remains outstanding. LS #1's sampling station equipment has been received/installed, and the \$4,632.32 equipment invoice, received from NMSC, has been received/paid in full as of 12/10/08.

- Future Water Supply Connection (2nd) to Appleton – Future station's site acquisition status

MLS reported SCM continues his attempt to acquire WSD's future metering station site. Due to a change in circumstances, WSD's original site choice is again available, and Warehouse Specialists will consider selling this lot to WSD. Midway Rd. access issues for Warehouse Specialists and Express Convenience are in the process of being resolved. A shared access with either entity would be feasible for WSD.

GENERAL CONSTRUCTION STATUS (INDIVIDUAL PROJECTS)**- 2nd Addition to Woodland Hills – Project status report/Waiver of Assessment receipt status**

MSS stated Hagens has not submitted project plans and the signed Waiver of Assessment remains outstanding.

WAVERLY SANITARY DISTRICT

December 11, 2008

Page 3

GENERAL CONSTRUCTION STATUS (INDIVIDUAL PROJECTS) – CONTINUED

- **Birling Court Extension (Andrysczyk) – Project status report**
MSS/WSD have not received contact/information regarding this project since WSD's 11/11/08 meeting.

- **Lake Park Condominiums – Project status report**
MSS/WSD have not received contact/information regarding this project since WSD's 11/11/08 meeting.

- **Outagamie LLC Future Development – Project status report (18 acres)**
Location: North of Woodland Terrace and south of Manitowoc Rd.
MSS/WSD have not received contact/information regarding this project since WSD's 11/11/08 Meeting.

- **1st Addition – Lake Park Heights – Project status report**
MSS/WSD have not received contact/information regarding this project since WSD's 11/11/08 Meeting.

- **Crestwood Subdivision – Location: Southside of Midway Road – Off Cottonwood Drive – Between Eternal Love Lutheran Church and Barker Farm Estates**
MSS/WSD have not received contact/information regarding this project since WSD's 11/11/08 Meeting.

NEW BUSINESS

- **Establish the January Meeting Date – Tuesday, January 13, 2009 (8:30 a.m.) District Office**
Tuesday, January 13, 2009 at 8:30 a.m. was established as the January meeting date/time. The meeting will be held at the District's office.

OFFICE REPORT (Attachment #2, pp. 1-9)

CMG briefly reviewed the Office Report for those in attendance. All items reviewed are included in the attached Office Report.

WAVERLY SANITARY DISTRICT

December 11, 2008

Page 4

FIELD REPORT (Attachment #3A, pp. 1-5 & Attachment #3B)

A Field Report was not submitted for meeting minutes' attachment.

RWK reported Total Energies from De Pere will change LS#4's outdated block heater and will also repair LS #4's water pump and look everything over on site for approximately \$1000.

RWK reported Total Energies quoted \$418 to replace the antifreeze in LS#1's block heater. The Commission agreed with RWK's recommendation that a yearly maintenance program be established for the Lift Stations.

RWK reported the TOH struck/damaged a manhole located at Manitowoc Rd. and Kernan Ave. Hietpas is scheduled to repair the manhole 12/11/08 or 12/12/08, and TOH will reimburse WSD for the repair cost.

OTHER BUSINESS TO LEGALLY COME BEFORE THE COMMISSION

WSD's Larsen/Winchester Project Assistance Acknowledgment

MSS expressed appreciation on behalf of the Winchester/Larsen Sanitary District for WSD/RWK's assistance with M&E's project that included setting up/installing meters in approximately 300 homes in the Larsen/Winchester area to measure sewer usage for billing purposes utilizing the Work Horse Utility Billing program.

District Holiday Hours – Discussion/Commission approval

The Commission approved closing WSD Wednesday December 24, 2008 thru Friday December 26, 2008 in observance of Christmas and Thursday, December 31, 2008 and Friday, January 1, 2009 in observance of New Year.

Since there wasn't any other business to legally come before the Commission, MLS motioned/LJF seconded meeting adjournment.

Meeting adjourned at 9:05 a.m.

Submitted by Susan A. Hallock



U.S. Department
of Transportation

**Federal Railroad
Administration**

1200 New Jersey Avenue, SE
Washington, DC 20590

JAN 12 2009

Mr. Thomas Healey
Canadian National Railway
17641 S. Ashland Avenue
Homeland, IL 60430

Re: City of Menasha, Wisconsin
Proposed Pre-Rule Quiet Zone Nos. 1-4

Dear Mr. Healey:

Enclosed please find a copy of the Federal Railroad Administration's (FRA) Railroad Safety Board (Board) decision letter, in which the Board granted waivers requested by the City of Menasha, Wisconsin (City), to extend the mailing deadline for its Notice(s) of Intent and the filing deadline for its detailed plan for proposed quiet zone improvements in the above-referenced proposed pre-rule quiet zone corridors.

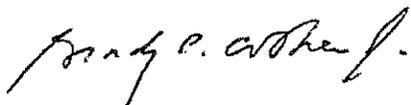
As stated in the attached letter, FRA has determined that the City may continue existing restrictions on routine locomotive horn sounding at the highway-rail grade crossings identified in the City's draft Detailed Plan until June 24, 2013, or the establishment of Pre-Rule Quiet Zones in accordance with 49 CFR Part 222, whichever occurs first.

As a condition to the regulatory relief granted, the Board is requiring that the City provide written notification to all railroads that operate over the highway-rail grade crossings identified in the City's draft Detailed Plan when advance warning signs have been installed on all approaches to these crossings, in accordance with 49 CFR 222.35(c). Accordingly, within 72 hours of receipt of such written notification from the City, all railroads must cease routine sounding of the locomotive horn at the highway-rail grade crossings identified in the City's draft Detailed Plan.

Thank you for your prompt attention to this matter. If you have any questions, please contact FRA's Regional Manager for Highway-Rail Crossing Safety and Trespass

Prevention Programs. Ms. Tammy Wagner, at (312) 353-6203, for assistance.

Sincerely,

A handwritten signature in black ink, appearing to read "Grady C. Cothen, Jr.", written in a cursive style.

Grady C. Cothen, Jr.
Deputy Associate Administrator
for Safety Standards and Program Development

Encl.:

cc: Mark Radtke, City of Menasha
Mark Morrison, WI DOT



U.S. Department
of Transportation

**Federal Railroad
Administration**

1200 New Jersey Avenue, SE
Washington, DC 20590

JAN 12 2009

Mr. Mark Radtke, P.E.
Director of Public Works
City of Menasha
140 Main Street
Menasha, WI 54952

Re: Docket Number FRA-2008-0082

Dear Mr. Radtke:

The Federal Railroad Administration's (FRA) Railroad Safety Board (Board) has reviewed the waiver petition filed by the City of Menasha, Wisconsin (City), dated June 20, 2008. Specifically the request concerns the following provisions of Title 49 Code of Federal Regulations (CFR) Section 222.41(c)(2)(i) that read as follows:

"Existing restrictions on the routine sounding of the locomotive horn may remain in place until June 24, 2010, if:

(a.) Notice of Intent is mailed, in accordance with § 222.43 of this part, by February 24, 2008; and

(b.) A detailed plan for quiet zone improvements is filed with the Associate Administrator by June 24, 2008...."

In its petition, the City explains that it intends to establish Pre-Rule Quiet Zones to formalize existing restrictions on routine sounding of the locomotive horn that were previously continued under the provisions of 49 CFR 222.41(c)(1). The City is seeking waivers to extend (1) the February 24, 2008, deadline for mailing its Notice(s) of Intent; and (2) the June 24, 2008, deadline for filing its detailed plan.

FRA notes that the Canadian National Railway (CN), the railroad controlling operations over the railroad tracks crossing the affected public highway-rail grade crossings, is not a party to the waiver petition as required by 49 CFR 222.15(a). However, in accordance with 49 CFR 222.15(b), the petition contains an explanation of the steps that the City has taken in an attempt to reach agreement to file a joint waiver petition with CN. The City asserts that it made a good faith effort to obtain CN's support for the waiver petition but because CN conditioned its support of the waiver on the City agreeing to close the Appleton Street crossing, the parties failed to reach an agreement on the waiver request. The City further explains that it had several good faith discussions with CN during which the City offered several alternatives to the closing of the

Appleton Street crossing (e.g., the permanent closure of another street, a commitment to install future supplemental safety measure which is most likely a four quadrant gate system at two major crossings, Racine Street and Plank Road, and closing Appleton Street to vehicular traffic but allowing pedestrian and bicycle traffic).

Despite the fact that CN made its support for the waiver petition contingent upon the City's agreement to close the Appleton Street crossing, the City indicates that it does not feel that the closure of the Appleton Street crossing would contribute significantly to public safety. The City notes that a church and school are located on Appleton Street and expresses concern that if the crossing were closed, pedestrians would still attempt to cross at that location and expose themselves to train traffic. Additionally, the City notes that traffic would be diverted to adjacent crossings that are approximately 850 feet from Appleton Street. Both adjacent streets are high volume arterial streets, and users would be subjected to higher traffic volumes and fewer traffic gaps. For these reasons, the City indicates that it believes that application of the joint submission requirement contained in 49 CFR 222.15(a) would not be likely to significantly contribute to public safety.

Even though the City appears to have provided a copy of the petition to CN, CN did not provide comments to the docket on the waiver request. Upon consideration of the information contained in the petition, FRA determined that applying the joint submission requirement contained in 49 CFR 222.15(a) would not be likely to significantly contribute to public safety. The joint submission requirement contained in 49 CFR 222.15(a) was therefore waived and the waiver petition accepted for consideration by FRA.

The City has provided to FRA a draft Detailed Plan that will serve as a basis for its Notice(s) of Intent and to demonstrate its commitment to establishing pre-rule quiet zones in accordance with 49 CFR Part 222. The draft Detailed Plan provides for four (4) pre-rule quiet zones which are logically aligned on contiguous rail corridors. One quiet zone would be on the main line that averages 8 trains per day with a maximum train speed of 20 mph (main line quiet zone). The other three quiet zones would be on industrial spur lines that have no more than six trains per day with a maximum train speed of 10 mph.

According to the draft Detailed Plan, the installation of flashing lights at one crossing in the main line quiet zone would reduce the Quiet Zone Risk Index (QZRI) below the National Significant Risk Threshold (NSRT). The installation of flashing lights at the crossing was ordered by the Office of the Commission of Railroads (OCR) in 1994; however, due to lack of funds, the signals have not yet been installed. OCR recently informed the City that flashing lights are scheduled to be installed in the 2010-2011 timeframe.

The other three quiet zones would be established on the basis of the QZRI being less than the NSRT without making any additional improvements. The draft Detailed Plan provided Quiet Zone Calculator reports for two of the proposed quiet zones that indicated that the QZRI is less than the NSRT for both zones. The City was not able to provide a report for the third quiet zone

as the two crossings that would be in the quiet zone were recently relocated due to a realignment of the street and the railroad has not yet submitted new inventory forms for these crossings. Accordingly, the City is not able to use the Quiet Zone Calculator to calculate the QZRI for this third zone. The City notes, however, that the low train speed, low number of trains per day, and the low average annual daily traffic counts make it very likely that the QZRI for this quiet zone would be less than the NSRT.

Based on an analysis of the waiver request and evaluation of the nature of the operations over the highway-rail grade crossings identified in the draft Detailed Plan, the Board has determined that granting the City's requested regulatory relief is consistent with railroad safety and in the public interest, subject to the conditions listed below. If the City had timely filed its Notice(s) of Intent and Detailed Plan, existing restrictions on the routine sounding of locomotive horns could and would have continued without interruption. Nonetheless, FRA advises the City that additional improvements beyond those provided for in the draft Detailed Plan may be necessary based upon the conditions that actually exist when the Notices of Quiet Zone Establishment are issued in accordance with 49 CFR 222.43(d).

Accordingly, the February 24, 2008, deadline for mailing the Notice(s) of Intent relevant to the four pre-rule quiet zones at issue and the June 24, 2008, deadline for filing the Detailed Plan pertaining to the same quiet zones are waived, subject to the following conditions:

1. The City must provide written notification to all railroads operating over the grade crossings identified in the draft Detailed Plan that the advance warning signs required by 49 CFR 222.35(c) have been installed on all approaches to the highway-rail grade crossings identified in the draft Detailed Plan. The City must also provide a copy of such written notifications to the FRA Associate Administrator within seven days of providing the required notice to the affected railroads.
2. The Notice of Intent for the quiet zone that contains the two crossings for which inventory forms are needed must be mailed to all parties required by 49 CFR 222.43, as well as FRA, within 30 days of receipt of the completed inventory forms from the railroad. Within 30 days of receipt of this letter, the City must mail to all parties required by 49 CFR 222.43, as well as FRA, a Notice of Intent of its plans to establish pre-rule quiet zones for the remaining corridors indicated in the draft Detailed Plan.
3. Within 150 days of receipt of this letter, the City must provide to FRA a final Detailed Plan for the main line quiet zone. (This will provide 60 days for comments on the Notice of Intent and 60 days for the finalization of the Detailed Plan.)
4. With the exception of the main line quiet zone, the City must provide Notices of Quiet Zone Establishment to all parties required by 49 CFR 222.43 within 90 days of the mailing of the Notices of Intent in accordance with condition no. 2 above. (This will

provide 60 days for comments on the Notices of Intent and 30 days for the preparation of Notices of Quiet Zone Establishment.)

Through the granting of this waiver and the City's compliance with the conditions outlined above, the City will be in compliance with the requirements contained in 49 CFR 222.41(c) for the continuation of existing restrictions on the routine sounding of the locomotive horn at those highway-rail grade crossings identified in its draft Detailed Plan. Subject to compliance by the Wisconsin Department of Transportation with the requirements set forth in 49 CFR 222.41(c)(3), the City may continue existing restrictions on routine sounding of the locomotive horn at those highway-rail grade crossings until June 24, 2013, or the establishment of Pre-Rule Quiet Zones in accordance with 49 CFR Part 222, whichever occurs first.

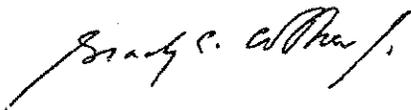
Failure to meet any of the conditions outlined above will be considered a failure to comply with the provisions of 49 CFR 222.41(c)(2)(i)(A) and (B) and result in the resumption of the routine sounding of locomotive horns at the affected crossings.

By separate letter to railroads operating over the highway-rail grade crossings identified in the draft Detailed Plan, FRA is requiring all railroads to cease routine sounding of the locomotive horn at those highway-rail grade crossings within 72 hours of receipt of written notification from the City that the advance warning signs required by 49 CFR 222.35(c) have been installed on all approaches to those highway-rail grade crossings.

FRA reserves the right to modify or rescind this waiver at any time upon receipt of information pertaining to the safety of rail operations or in the event of noncompliance with any of the conditions of this waiver.

For any future correspondence regarding this waiver, please refer to Docket Number FRA-2008-0082.

Sincerely,



Grady C. Cothen, Jr.
Deputy Associate Administrator
for Safety Standards and Program Development

cc: Thomas Healey, CN
Mark Morrison, WI DOT

PROCLAMATION

ARBOR DAY -- APRIL 24, 2009

- WHEREAS, in 1872 J. Sterling Morton proposed to the Nebraska Board of Agriculture that a special day be set aside for the planting of trees; and,
- WHEREAS, this holiday, called Arbor Day, was first observed with the planting of more than a million trees in Nebraska; and,
- WHEREAS, Arbor Day is now observed throughout the nation and the world; and,
- WHEREAS, trees can reduce the erosion of our precious topsoil by wind and water, cut heating and cooling costs, moderate the temperature, clean the air, produce oxygen and provide habitat for wildlife; and,
- WHEREAS, trees are a renewable resource giving us paper, wood for our homes, fuel for our fires, and countless other wood products; and,
- WHEREAS, trees in our city increase property values, enhance the economic vitality of business areas, and beautify our community; and,
- WHEREAS, trees, wherever they are planted, are a source of joy and spiritual renewal; and,
- WHEREAS, the City of Menasha has been recognized as a Tree City U.S.A. by The National Arbor Day Foundation and desires to continue its tree-planting ways.
- NOW, THEREFORE, I, Donald Merkes, Mayor of the City of Menasha, do hereby proclaim April 24, 2009 **ARBOR DAY** in the City of Menasha, and I urge all citizens to support efforts to protect our trees and woodlands and to support our City's urban forestry program,
- FURTHER, I urge all citizens to plant trees to gladden the hearts and promote the well-being of present and future generations.

Dated this 24th day of April, 2009 at Menasha, Wisconsin.

CITY OF MENASHA

Donald Merkes
Mayor





MEMORANDUM

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

FROM: Tom Stoffel - Comptroller/Treasurer *ts*

DATE: 01/13/2009

SUBJECT: Change over to SunGard Accounts Payable Software

Conversion to the SunGard software continues in the Finance and Personnel Departments. You will note that the SunGard Accounts Payable Check Register is shorter than the register printed on the Solomon Software and does not contain account numbers or descriptions. The information you are used to receiving will become available in the next two to three months. That information is not standard in the reports that are available in the SunGard Accounts Payable module but will be available through additional programming at no additional cost to the City in the future.

In order to provide information on the SunGard Accounts Payable Check registers, starting with the January 19th Common Council meeting, I will be in the Council Chambers with all Accounts Payable vouchers 30 minutes prior to the start of the first meeting of the evening. You may also call me at 967-3631 or email me at tstoffel@ci.menasha.wi.us with your questions. This will give Council members an opportunity to have their questions answered on any Accounts Payable vouchers they would like more information on.

CITY OF MENASHA
COMMON COUNCIL
Third Floor Council Chambers
140 Main Street, Menasha
Monday January 5, 2009
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: Aid. Michalkiewicz, Benner, Pamerter, Taylor, Wisneski, Pack, Hendricks, Zelinski
ALSO PRESENT: Mayor Merkes, CA/HRD Brandt, PC Stanke, FC Vander Wyst, DPW Radtke,
CDD Keil, C/T Stoffel, PRD Tungate, Clerk Galeazzi, and the Press.
DEPT. HEAD EXCUSED: PHD Nett

D. PUBLIC HEARING

1. Proposed ordinance to amend the City of Menasha Year 2030 Comprehensive Plan
No one spoke.
2. Special Use Permit Application of Commonwealth Development Corporation for parcel #4-783-2 (Terrace Avenue extended)
No one spoke.
3. Special Use Permit Application of the Veterans of Foreign Wars(VFW) for 546 3rd St.
No one spoke.
4. Rezoning of a portion of #4-762 (St. John's Polish Cemetery, Valley Road, Outlot 2)
No one spoke.

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

(five (5) minute time limit for each person)
No one spoke.

F. REPORT OF DEPARTMENT HEADS/STAFF/CONSULTANTS

1. Mary Bach – Housing Program

Mary Bach explained her duties and responsibilities for administering the City's Community Development Block Grant (CDBG) housing program. She provides these services under contract with the City and works with residents to determine their eligibility for funding for purchase or remodeling of homes. She manages the CDBG Revolving Loan Fund Program. She works with the County on securing funds for housing programs and the Health Dept. on lead paint cases.

2. Mayor Merkes & C/T Stoffel – State Trust Fund Exemption Requirement

Mayor Merkes explained City staff has made application to the Wisconsin State Trust Fund program to allow the City to increase their current loan limits. This doesn't commit the City to any borrowing just gives another financing option for refinancing of steam plant debt. Submitting the application is the first step in the process. Current loan rates are favorable.

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

Minutes to receive:

- a. Administration Committee, 12/15/08
- b. Board of Public Works, 12/15/08
- c. Board of Health, 11/12/08
- d. NM Sewerage Commission, 11/25/08
- e. Public Works & Parks Safety Committee, 11/18/08
- f. IT Steering Committee, 12/17/08
- g. Sustainability Board, 12/16/08
- h. NM Fire Rescue Joint Finance & Personnel, 12/16/08

- i. Plan Commission, 12/16/08
- j. Water & Light Commission Regular Meeting, 11/19/08, 12/17/08
- k. Water & Light Commission Special Meeting, 11/7/08, 11/13/08, 12/1/08
- l. Water & Light Commission Closed Session, 12/1/08

Communications:

- m. Mayor Takaqi, Maebashi Japan to Mayor Merkes, 11/18/08; Junior High Student's Exchange Program
- n. Menasha Utilities Steam Plant Financials, 11/30/08
- o. Menasha Utilities, The Wire Newsletter
- p. WisDNR to Mayor Merkes, 12/18/08; Lower Fox River Total Maximum Daily Load.
- q. PRD Tungate, 12/19/08; Landscape Improvements Along The Friendship Trail

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, 12/15/08

Administration Committee, 12/15/08 – Recommends Approval of:

2. Division of Public Health Contract Agreement #16617, Jan. 1-Dec. 31, 2009, and authorize signature.
3. Amendment to Listing Contract with Bomier Properties Inc., Province Terrace and Midway Business Park.

Board of Public Works, 12/15/08 – Recommends Approval of:

4. Change Order – National Power Rodding Corporation; City of Menasha Wastewater Collection System Rehabilitation Improvements Project – Phase 3; Contract No. E145-07-01B Sanitary Sewer Rehabilitation; ADD: \$2,500.00 (Change Order No. 3)
5. Change Order – National Power Rodding Corporation; City of Menasha Wastewater Collection System Rehabilitation Improvements Project – Phase 3; Contract No. E145-07-01B Sanitary Sewer Rehabilitation; DEDUCT: \$46,702.11 (Change Order No. 4)
6. Payment – Insituform Technologies, USA, Inc.; City of Menasha Wastewater Collection System Rehabilitation Improvements Project – Phase 3; Contract No. E145-07-01A; Sanitary Sewer Lining; \$212,047.00 (Payment No. 7)
7. Payment – DeGroot, Inc.; City of Menasha Wastewater Collection System Rehabilitation Improvements Project – Phase 3; Contract No. E145-07-01C; Sanitary Sewer Replacement: \$10,393.62 (Payment No. 2 and Final)
8. Payment – Infrastructure Technologies, Inc.; City of Menasha Wastewater Collection System Rehabilitation Improvements Project – Phase 3, Contract No. E145-07-01D; Sanitary Manhole Lining; \$45,873.92 (Payment No. 9)

Plan Commission, 10/21/08 – Recommends Approval of:

9. Plan Commission Resolution 04-2008 recommending changes to the Comprehensive Plan, with the following changes:
 - a. Add Comprehensive Plan Ordinance adoption date.
 - b. Add a reference regarding the reference map.
10. Special Use Permit for Commonwealth Development with the following conditions:
 - a. That the following plans are submitted for approval by July 31, 2009:
 - 1) Lighting/photometrics,
 - 2) Landscaping/paving/parking,
 - 3) Erosion Control,
 - 4) Stormwater Management,
 - 5) Grading/Drainage,
 - 6) Building Elevations,
 - 7) Dumpster Enclosure detail,
 - 8) Any other materials as requested by staff for site plan review,
 - 9) A Payment In Lieu of Taxes (PILOT) agreement
 - b. That the owner study the addition of a second access point and review fire access to all buildings with the fire department.
11. Special Use Permit for 546 Third Street with the following conditions:
 - a. The Appleton Street terrace, except for point of ingress and egress, is restored to grass with a minimum of three street trees to be planted. The curb must be replaced and specially assessed at the time of road reconstruction.
 - b. A minimum six-foot landscaped front setback must be added to the Appleton Street frontage.
 - c. The handicap stall must be moved to the west side of the parking lot.

12. Rezoning of Outlot 2 of CSM 6330 from R-1 Single Family Residential to I-1 Industrial contingent on the approval of the proposed land use plan amendment and with the following findings:
a. The proposed use is consistent with surrounding land uses;
b. That the change in land use was not anticipated at the time of plan adoption.

IT Steering Committee, 12/17/08 – Recommends Approval of:

13. Enter into an agreement with Common Sense Solutions LLC for consulting services for 2009 and authorize signatures.
14. Proposal from Avastone Technologies LLC to provide Website transfer and modifications and authorize signatures

N-M Fire Rescue, Finance and Personnel Committee, 11/17/08–Recommends Approval of:

15. Ratification of Collective bargaining Agreement Extension – NMFR Local 275 1/1/09-12/31/10

Ald. Hendricks requested Items 13 & 14 be removed from the Consent Agenda.
Ald. Benner requested Item 11 be removed from the Consent Agenda

Moved by Ald. Hendricks, seconded by Ald. Benner to approve Items 1-10, 12 & 15.
Motion carried on roll call 8-0.

H. ITEMS REMOVED FROM CONSENT AGENDA

Moved by Ald. Michalkiewicz, seconded by Ald. Taylor to approve Item 11
Discussion

Moved by Ald. Benner, seconded by Ald. Michalkiewicz to require replacement of screening on the west side of the property within 180 days of the current landscape screening being removed.
Discussion

Ald. Benner withdrew his motion, Ald. Michalkiewicz withdrew his second

Moved by Ald. Benner, seconded by Ald. Michalkiewicz to remove condition B – A minimum six-foot landscaped front setback must be added to the Appleton Street frontage.
Motion carried on roll call 8-0.

Moved by Ald. Benner, seconded by Ald. Michalkiewicz to require a six-foot transitional area on the west side of the property.
Discussion
Motion carried on roll call 8-0.

Moved by Ald. Wisneski, seconded by Ald. Pamerter to remove condition C – The handicap stall must be moved to the west side of the parking lot.
Discussion
Motion carried on roll call 8-0.

Motion to approve Item 11 as amended carried on roll call 8-0.

Moved by Ald. Pack, seconded by Ald. Wisneski to approve Item 13
Discussion
Motion carried on roll call 8-0.

Moved by Ald. Wisneski, seconded by Ald. Pack to approve Item 14
Discussion
Motion carried on roll call 8-0.

I. ORDINANCES AND RESOLUTIONS

1. O-22-08 An Ordinance Relating to Post Construction Storm Water Management

Moved by Ald. Hendricks, seconded by Ald. Wisneski to adopt O-22-08
Motion carried on roll call 8-0.

2. O-23-08 Ordinance Relating to Public Sites and Open Spaces (Recommended by the Parks and Recreation Board, introduced by Ald. Taylor and Wisneski)

Moved by Ald. Taylor, seconded by Ald. Wisneski to adopt O-23-08
Motion carried on roll call 8-0.

3. O-24-08 Ordinance Relating to Rezoning Notices (Recommended by the Plan Commission, introduced by Ald. Benner)

Moved by Ald. Benner, seconded by Ald. Hendricks to adopt O-24-08
Motion carried on roll call 8-0.

4. O-1-09 An Ordinance Amending The City of Menasha Comprehensive Plan

Moved by Ald. Wisneski, seconded by Ald. Pack to adopt O-1-09
Motion carried on roll call 8-0.

5. O-3-09 An Ordinance Amending Title 13 by Making Certain Changes in the District (St. John's Polish Cemetery (part), Valley Road)

Moved by Ald. Benner, seconded by Ald. Michalkiewicz to adopt O-3-09
Motion carried on roll call 8-0.

6. R-23-08 A Resolution Establishing the Equivalent Runoff Unit (ERU) Charge for the Storm Water Utility

Moved by Ald. Wisneski, seconded by Ald. Pack to adopt R-23-09
Motion carried on roll call 8-0.

J. ACTION ITEMS

1. Accounts Payable and Payroll for the term 12/18/08-12/31/08 in the amount of \$696,836.05

Moved by Ald. Wisneski, seconded by Ald. Pack to approve Accounts Payable and Payroll.
Discussion
Motion carried on roll call 8-0.

K. APPOINTMENTS

None

L. CLAIMS AGAINST THE CITY

None

M. HELD OVER BUSINESS

None

N. PUBLIC COMMENTS ON ANY MATTER LISTED ON THE AGENDA

(five (5) minute time limit for each person)
No one spoke.

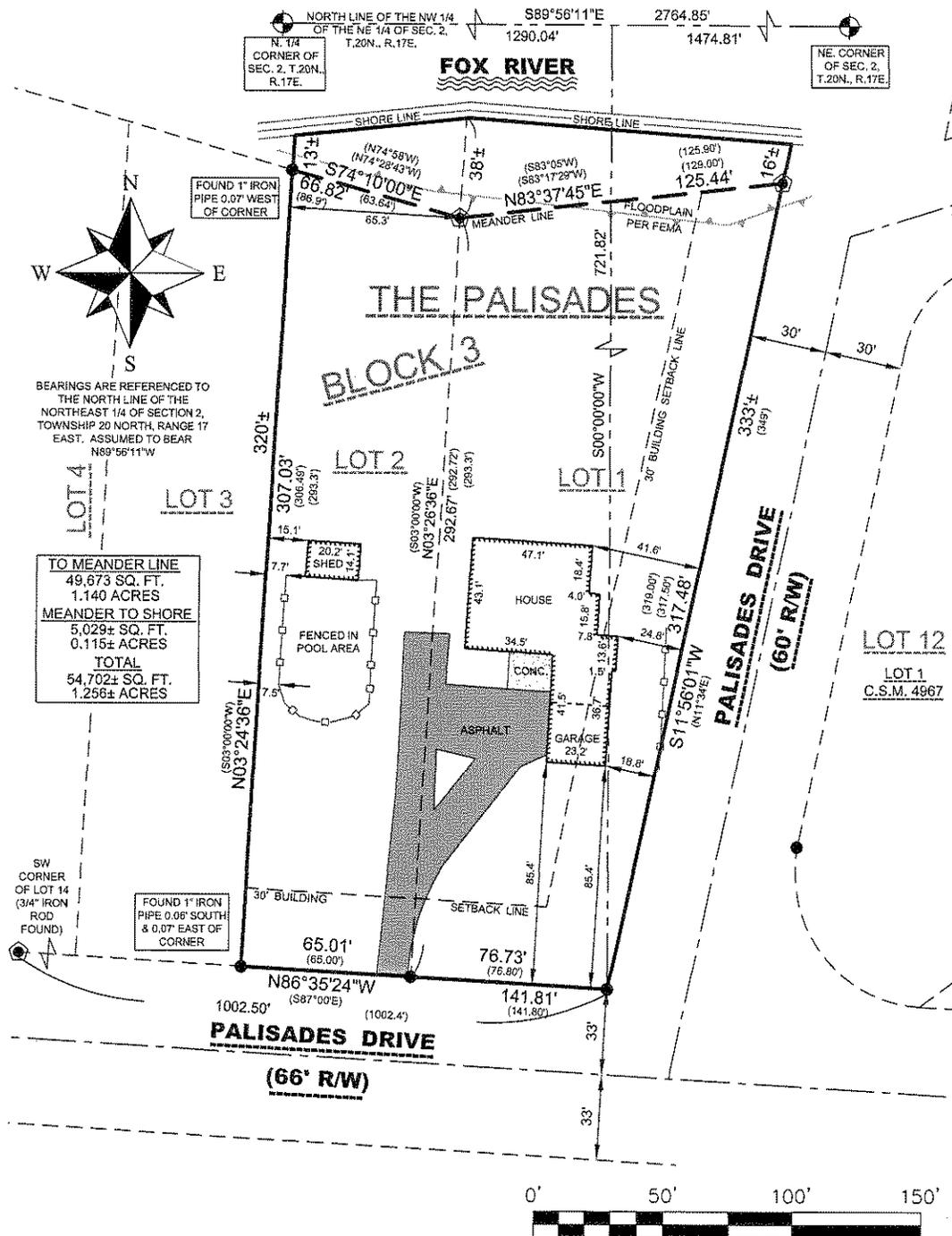
O. ADJOURNMENT

Moved by Ald. Pamentor, seconded by Ald. Hendricks to adjourn at 7:40 p.m.
Motion carried on voice vote.

Respectfully submitted by
Deborah A. Galeazzi, City Clerk

CERTIFIED SURVEY MAP NO. _____

ALL OF LOTS 1 AND 2 OF BLOCK 3, IN THE PLAT OF PALISADES, LOCATED IN THE NORTHWEST 1/4 OF THE
NORTHEAST 1/4, SECTION 2, T.20N., R.17E., TOWN OF MENASHA, WINNEBAGO COUNTY, WISCONSIN.



LEGEND

- 1" IRON PIPE FOUND
- ⊙ 1/4" IRON ROD IN 6" CONCRETE POST FOUND
- WOOD BOARD FENCE
- ⊕ SECTION CORNER
- () PREVIOUSLY RECORDED DIMENSION



PRECISION LAND SURVEYING LLC 1024 W. TAYLOR ST. APPLETON, WI (920) 205-4895		
DRAWN BY CAH	DATE 12/11/2008	SURVEY FOR MICHELLE LLOYD
APPROVED CAH	DATE 12/21/2008	1520 PALISADES DRIVE APPLETON, WI 54915
SCALE 1" = 50'	SHEET 1 OF 3	PROJECT NO. 2008111



Memorandum

TO: Common Council
From: Greg Keil, CDD
Date: January 14, 2009
RE: Floodplain Ordinance Revisions

Pursuant to the attached correspondence from the Federal Emergency Management Administration (FEMA) and the Wisconsin Department of Natural Resources (WDNR), amendments to the City of Menasha Floodplain Zoning Ordinance have been prepared and are now embodied in Ordinance O-7-09. The amendments have been reviewed and approved by WDNR staff.

Although required, the amendments will not have any material impact on the City of Menasha or its residents. This is because none of the mapped flood hazard areas in Calumet County are within the city. Nor are they in the city's growth area as designated by our boundary agreement with the Town of Harrison. The floodplain maps applicable to the Winnebago County portion of the City of Menasha were updated in 2003, and are not affected by the amendments contained in O-7-09.



Federal Emergency Management Agency

Washington, D.C. 20472

CERTIFIED MAIL
RETURN RECEIPT REQUESTED

IN REPLY REFER TO:
19P-N

August 4, 2008

The Honorable Joseph F. Laux
Mayor, City of Menasha
City Hall
140 Main Street
Menasha, Wisconsin 54952

Community: City of Menasha,
Calumet County, Wisconsin
Community No.: 550510
Map Panels Affected: 55015C0009E
and 0028E

Dear Mayor Laux:

This is to formally notify you of the final flood hazard determination for your community in compliance with Title 44, Chapter I, Part 67, Code of Federal Regulations. On March 17, 2003, the Department of Homeland Security's Federal Emergency Management Agency (FEMA) issued a Flood Insurance Rate Map (FIRM) that identified the Special Flood Hazard Areas (SFHAs) the areas subject to inundation by the base (1-percent-annual-chance) flood in the City of Menasha, Winnebago County, Wisconsin. Recently, FEMA completed a re-evaluation of flood hazards in your community. On February 23, 2007, FEMA provided you with Preliminary copies of the Flood Insurance Study (FIS) report and FIRM that identify existing flood hazards in the Calumet County portions of your community.

FEMA has not received any comments on the Preliminary copies of the FIS report and FIRM. Accordingly, the FIS report and FIRM for your community will become effective on February 4, 2009. Before the effective date, FEMA will send you final printed copies of the FIS report and FIRM.

Because the FIS for your community has been completed, certain additional requirements must be met under Section 1361 of the National Flood Insurance Act of 1968, as amended, within 6 months from the date of this letter. Prior to February 4, 2009, your community is required, as a condition of continued eligibility in the National Flood Insurance Program (NFIP), to adopt or show evidence of adoption of floodplain management regulations that meet the standards of Paragraph 60.3(d) of the enclosed NFIP regulations (44 CFR 59, etc.). These standards are the minimum requirements and do not supersede any State or local requirements of a more stringent nature.

It must be emphasized that all the standards specified in Paragraph 60.3(d) of the NFIP regulations must be enacted in a legally enforceable document. This includes adoption of the current effective FIS report and FIRM to which the regulations apply and the other modifications

2

made by this map revision.

Some of the standards should already have been enacted by your community in order to establish eligibility in the NFIP. Any additional requirements can be met by taking one of the following actions:

1. Amending existing regulations to incorporate any additional requirements of Paragraph 60.3(d);
2. Adopting all the standards of Paragraph 60.3(d) into one new, comprehensive set of regulations; or
3. Showing evidence that regulations have previously been adopted that meet or exceed the minimum requirements of Paragraph 60.3(d).

Communities that fail to enact the necessary floodplain management regulations will be suspended from participation in the NFIP and subject to the prohibitions contained in Section 202(a) of the Flood Disaster Protection Act of 1973 as amended.

In addition to your community using the FIS report and FIRM to manage development in the floodplain, FEMA will use the FIS report to establish appropriate flood insurance rates. On the effective date of the revised FIRM, actuarial rates for flood insurance will be charged for all new structures and substantial improvements to existing structures located in the identified SFHAs. These rates may be higher if structures are not built in compliance with the floodplain management standards of the NFIP. The actuarial flood insurance rates increase as the lowest elevations (including basement) of new structures decrease in relation to the Base Flood Elevations established for your community. This is an important consideration for new construction because building at a higher elevation can greatly reduce the cost of flood insurance.

To assist your community in maintaining the FIRM, we reviewed our records to determine if any previous Letters of Map Change (i.e., Letters of Map Amendment, Letters of Map Revision) will be superseded when the revised FIRM panels become effective. According to our records, no Letters of Map Change were issued previously for the affected FIRM panels.

The FIRM and FIS report for your community have been prepared in our countywide format, which means that flood hazard information for all jurisdictions within Calumet County has been combined into one FIRM and FIS report. When the FIRM and FIS report are printed and distributed, your community will receive only those panels that present flood hazard information for your community. We will provide complete sets of the FIRM panels to county officials, where they will be available for review by your community.

The FIRM panels have been computer-generated. Once the FIRM and FIS report are printed and distributed, the digital files containing the flood hazard data for the entire county can be provided to your community for use in a computer mapping system. These files can be used in

conjunction with other thematic data for floodplain management purposes, insurance purchase and rating requirements, and many other planning applications. Copies of the digital files or paper copies of the FIRM panels may be obtained by calling our Map Service Center, toll free, at 1-800-358-9616. In addition, your community may be eligible for additional credits under our Community Rating System if you implement your activities using digital mapping files.

If your community is encountering difficulties in enacting the necessary floodplain management measures, we urge you to call the Director, Federal Insurance and Mitigation Division of FEMA in Chicago, Illinois, at (312) 408-5500 for assistance. If you have any questions concerning mapping issues in general, please call our Map Assistance Center, toll free, at 1-877-FEMA MAP (1-877-336-2627).

Sincerely,



William R. Blanton Jr., CFM, Chief
Engineering Management Branch
Mitigation Directorate

List of Enclosures:

National Flood Insurance Program Elevation Certificate and Instructions
Frequently Asked Questions Regarding the Effect That Revised Flood Hazards Have on Existing Structures
Lowest Floor Elevation Certifications for Flood Insurance Post Flood Insurance Rate Map Construction
Use of Flood Insurance Study (FIS) Data as Available Data
National Flood Insurance Program Regulations

cc: Community Map Repository
Gregory Kyle, Community Development Director, City of Menasha
Robert Watson, State NFIP Coordinator
Amanda Schwoegler, Wisconsin DNR Project Manager
Eric Kuklewski, Consultation Coordination Officer, FEMA Region V
Ken Hinterlong, Engineering Services Team Lead, FEMA Region V



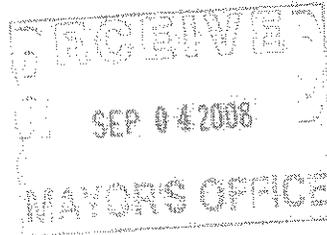
State of Wisconsin \ DEPARTMENT OF NATURAL RESOURCES

Jim Doyle, Governor
Matthew J. Frank, Secretary

101 S. Webster St.
Box 7921
Madison, Wisconsin 53707-7921
Telephone 608-266-2621
FAX 608-267-3579
TTY Access via relay - 711

August 20, 2008

The Honorable Joseph F. Laux
Mayor
140 Main St
Menasha, WI 54952



Dear Mayor Laux,

Recently, the City of Menasha received a Letter of Final Determination (LFD) from the Federal Emergency Management Agency (FEMA) notifying the City that the new Flood Insurance Rate Maps (FIRMs) and Flood Insurance Study (FIS) would become effective within six (6) months and of the requirement that the local floodplain ordinance must be amended and adopted by that date. For Calumet County, the LFD was issued on August 4, 2008. Therefore, the City's ordinance must be amended and updated no later than February 4, 2009 or the City will be suspended from the National Flood Insurance Program (NFIP).

The Department of Natural Resources (DNR) is aware that the creation and adoption of new FIRMs and FIS and the updating floodplain ordinances can be a complicated process. This letter and the attached checklist and timeline have been developed to explain the ordinance adoption process as it relates to the new FIRMs and FIS and the NFIP.

The floodplain ordinance adoption process includes reviews by both the DNR and FEMA to ensure the ordinance is compliant with the minimum standards of 44 CFR 60 and Chapter NR 116, Wisconsin Administrative Code. It is important to include sufficient time for these reviews when starting the adoption process to ensure that everything is completed by the required date. If the Wisconsin Model Ordinance is used, then, a community should ideally submit an adopted amended ordinance to the DNR and FEMA for final review and processing at least 30 days prior to the stated deadline. If any modifications are made to the Model Ordinance, then a draft of the proposed ordinance should be submitted to the DNR and FEMA at least 90 days prior to the effective date.

Communities can adopt amended ordinances at anytime after the issuance of an LFD. Once adopted, the new FIRMS and FIS become the effective map and study for regulatory purposes. Building permits can be issued using the new FIRMs once the floodplain ordinance including the new maps and study has been adopted and approved. However, for insurance purposes the old FIRMs remain in effect until the effective date of the new FIRMs. Lending institutions and insurance companies will continue to use the old FIRMs when determining if insurance is required and setting rates until the effective date of the new FIRMs.

For communities who have amended their floodplain ordinance since 2004 and used the DNR's Model Ordinance, the ordinance amendment process should be relatively quick with only minor language changes required along with the new map dates and panel numbers. For those communities with older ordinances, the amendment process will take longer in order to incorporate all updates to the Model Ordinance and the new map dates and panel numbers.

DNR staff are available to assist communities with the amendment process. Staff will review current ordinances and make recommended changes. Also, staff are available to talk to local officials about the state and federal regulations. Regional staff may be available to attend public meetings if needed. Communities can download an electronic copy of the state Model Floodplain Ordinance from the DNR website (<http://dnr.wi.gov/org/water/wm/dsfm/flood/communities.htm>). It is strongly recommended that communities have DNR staff review the local floodplain ordinance well before the ordinance is presented to the local governing body for adoption in order to ensure compliance with the NFIP and Chapter NR 116, Wisconsin Administrative Code.

The process for amending a local floodplain ordinance to adopt the new FIRMs is the same as for any ordinance adoption. A community is required to hold a public hearing in order to allow citizens and other interested parties to comment on the proposed ordinance. The hearing must be advertised as a Class II notice. A Class II public notice requires the publication or posting of two (2) notices of public hearing with the final notice being published or posted no less than seven (7) days prior to the public hearing. Other meetings or opportunities for public review and comment are at the discretion of the local community.

A change to the ordinance publication requirements occurred on March 11, 2008, when Wisconsin Act 72 was signed into law. This act modifies the ordinance publication requirements for all Wisconsin towns, villages, cities and counties. In summary, instead of requiring that the full text of a revised ordinance be either published in the community's official newspaper, or posted if the community does not have an official newspaper, the act allows for a "summary" to be published or posted instead.

The summary must still be published as a Class I notice and contain the following information, in a brief, precise and plain-language description:

1. the number and title of the ordinance;
2. the date of the enactment;
3. a summary of the subject matter and main points of the ordinance; and
4. information as to where the full text of the ordinance may be obtained, including the phone number of the village/city/county clerk, a street address where the full text of the ordinance may be viewed, and a Web site, if any, at which the ordinance may be accessed.

Once an amended floodplain ordinance has been adopted, a certified copy of the ordinance along with copies of the two notices of public hearing and proof of publication must be sent to Gary Heinrichs, WI DNR WT/3, P. O. Box 7921, Madison, WI 53707-7921. A copy of the ordinance should also be sent to Eric Kuklewski, Senior Natural Hazards Program Specialist, FEMA, 536 S. Clark Street, 6th Floor, Chicago, IL 60605.

It is important for communities to remember that amended ordinances must be reviewed and approved by both the DNR and FEMA before the date stated in the LFD in order to avoid being suspended from the NFIP. A community should try to submit an adopted amended ordinance at least 30 days prior to the stated deadline.

In order to assist communities in the ordinance adoption process, the DNR has developed a checklist of important items to include in the ordinance along with a timeline of when these items should be completed. Also, each community has been assigned a DNR staff person to assist in the ordinance review and adoption process.

For further information on the ordinance adoption process or the Wisconsin Model Ordinance, please contact Dick Koch, Floodplain Specialist, (richard.koch@wisconsin.gov), 920-662-5405.

Sincerely,

A handwritten signature in black ink, appearing to read "Meg Galloway". The signature is fluid and cursive, with the first name "Meg" being more prominent than the last name "Galloway".

Meg Galloway, Section Chief
Dams and Floodplain Section

Cc: Deborah A. Galeazzi, Clerk
Gregory Kyle, Community Development Director

Enc.

AN ORDINANCE RELATING TO THE ADOPTION OF FLOODPLAIN MAPS

Introduced by Mayor Donald Merkes

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

SECTION 1: Sec. 13-3-11(a) is repealed and recreated to read as follows:

(2) OFFICAL MAPS & REVISIONS

The boundaries of all floodplain districts are designated as floodplains or A-Zones on the maps listed below and the revisions in the City of Menasha Floodplain Appendix. Any change to the base flood elevations (BFE) in the Flood Insurance Study (FIS) or on the Flood Insurance Rate Map (FIRM) must be reviewed and approved by the DNR and FEMA before it is effective. No changes to regional flood elevations (RFE's) on non-FEMA maps shall be effective until approved by the DNR. These maps and revisions are on file in the office of the City Clerk, City of Menasha. If more than one map or revision is referenced, the most restrictive information shall apply.

OFFICAL MAPS: Based on the Calumet County Flood Insurance study (FIS), dated (February, 2009), volume number 55015CV000A and based on the Winnebago County Flood Insurance Study (FIS), dated (March, 2003), volume number 55139CV000A.

(1) Calumet County Flood Insurance Rate Map (FIRM), panel numbers (55015C0007E, 55015C0009E, 55015C0026E, and 55015C0028E) dated February 4, 2009; with corresponding profiles that are based on the FIS.

(2) Winnebago County Flood Insurance Rate Map (FIRM), panel numbers (55139C0110E and 55139C0105E) dated March 17, 2003; with corresponding profiles that are based on the FIS.

SECTION 2. This Ordinance shall become effective upon its passage and publication as provided by law.

Passed and approved this _____ day of January, 2009.

Donald J. Merkes, Mayor

ATTEST:

Deborah A. Galeazzi, City Clerk

CITY OF MENASHA DISBURSEMENTS

Accounts Payable for 1/8/09-1/15/09 \$ 473,896.89
Checks # 19728-19584

Payroll Checks for 1/8/09-1/15/09 170,018.17

Total \$ 643,915.06

**Gaps in the sequence of accounts payable check numbers may be caused by: voiding checks at the start of a new check run to set up printing of the checks correctly, having a large number of invoices on a particular vendor which causes the payment to be printed on more than one accounts payable check , incorrect alphabetizing of a vendor causing the accounts payable check to appear out of sequence or software/printer problems which result in accounts payable checks being printed incorrectly and needing to be discarded.

Menasha Employees Credit Union-Employee Deductions

Menasha Employees Local 1035-Union Dues

Menasha Employees Local 1035B-Union Dues

Wisconsin Support Collections-Child/Spousal Support

United Way-Employee Donations

AMT-Garnishments

Date: Thursday, January 08, 2009
 Time: 10:49AM
 User: MGRIESBACH

CITY OF MENASHA
Check Register - w/Alternate Description

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Vendor ID / Name	Invoice Nbr	CpnyID	Acct	Subaccount	Amount	Invoice Description
01315 AIRGAS NORTH CENTRAL	105795608	31100	55	07-202-204	48.75	ANNUAL MAINTENANCE/SHEPARD PK
	105795607	31100	55	07-202-204	48.75	ANNUAL MAINTENANCE/KOSLO PK
	105795604	31100	55	07-202-204	45.00	ANNUAL MAINTENANCE/RESTHAVEN
	105795598	31100	55	07-202-204	48.75	ANNUAL MAINTENANCE/BARKER PK
	105795601	31100	55	07-202-204	48.75	ANNUAL MAINTENANCE/JEFFERSON
	105795600	31100	55	07-202-204	45.00	ANNUAL MAINTENANCE/MEM BLDG
	105795599	31100	55	07-202-204	45.00	ANNUAL MAINTENANCE/POOL
	105795605	31100	55	07-202-204	48.75	ANNUAL MAINTENANCE/HART PK
	105795603	31100	55	07-202-204	48.75	ANNUAL MAINTENANCE/MARINA
	105795602	31100	55	07-202-204	48.75	ANNUAL MAINTENANCE/SMITH PARK
	105795606	31100	55	07-202-204	63.70	ANNUAL MAINTENANCE/CLOVIS PK
	105811175	31731	54	10-149-300	51.92	OXYGEN CYLINDERS
	105795609	31100	53	09-102-224	63.70	ANNUAL MAINTENANCE/HEALTH DEPT
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01450 ALLIED GLOVE & SAFETY PRODUCTS	1/764590	31731	54	10-149-300	257.14	LEATHER DRIVING GLOVES
	Check Date	1/8/2009	Check Nbr	019730	Check Total:	257.14
02105 BAHCALL RUBBER CO INC	459941-001	31731	54	10-149-383	20.03	STRAIGHT THREAD CONNECTOR
	Check Date	1/8/2009	Check Nbr	019731	Check Total:	20.03
02410 BERGSTROM	230142	31731	54	10-149-383	8.98	SEAL
	Check Date	1/8/2009	Check Nbr	019732	Check Total:	8.98
02796 BUBRICK'S	187938	31100	52	08-101-310	126.56	PAPER/POLICE
	Check Date	1/8/2009	Check Nbr	019733	Check Total:	126.56
03655 CONGER TOYOTALIFT	00014368	31731	54	10-149-294	171.51	POWER WASH LIFT TRUCK
	Check Date	1/8/2009	Check Nbr	019735	Check Total:	171.51

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17128 DENISE QUICK	123108	31100	51	10-115-331	10.10	MILEAGE
	Check Date 1/8/2009	Check Nbr 019764			Check Total: 10.10	
06065 FAMILY THERAPY & ANXIETY CTR	123108	31100	52	08-101-215	253.75	SERVICES/POLICE
	Check Date 1/8/2009	Check Nbr 019736			Check Total: 253.75	
06625 FOX VALLEY TRUCK	482517	31731	54	10-149-383	92.06	SWITCH
	482489	31731	54	10-149-383	64.63	MOTOR KIT
	482494	31731	54	10-149-383	-64.63	RETURN MOTOR KIT
	482493	31731	54	10-149-383	71.22	MOTOR KIT
	Check Date 1/8/2009	Check Nbr 019737			Check Total: 163.28	
07055 GALL'S INC	5967155500023	31100	52	08-101-315	29.46	MESH VEST
	Check Date 1/8/2009	Check Nbr 019738			Check Total: 29.46	
07070 GANDRUD	515783	31741	19	04-530-000	2,387.05	GASKET/TRANS REM
	CM515783	31741	19	04-530-000	-700.00	CORE RETURN
	Check Date 1/8/2009	Check Nbr 019739			Check Total: 1,687.05	
07580 GUNDERSON UNIFORM & LINEN RENT	1267166	31100	52	08-101-313	31.70	TOWEL/MAT SERVICE
	Check Date 1/8/2009	Check Nbr 019740			Check Total: 31.70	
08235 HEARTLAND LABEL PRINTERS INC	87426-H	31100	51	04-109-214	4,600.00	IT SUPPORT AGREEMENT
	Check Date 1/8/2009	Check Nbr 019741			Check Total: 4,600.00	
08465 HOME DEPOT CREDIT SERVICES	8038391	31731	54	10-149-240	17.97	CITY GARAGE RESTROOM
	4102936	31100	51	10-115-240	6.76	FRONT FLAG POLE BOLTS
	Check Date 1/8/2009	Check Nbr 019742			Check Total: 24.73	

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Vendor ID / Name	Invoice Nbr	CpnyID	Acct	Subaccount	Amount	Invoice Description
09110 INFINITY TECHNOLOGY INC	429167	31100	51	04-109-214	4,710.00	TECHNICAL SERVICE BLOCK/IT
	Check Date 1/8/2009	Check Nbr	019743		Check Total:	4,710.00
10335 JX ENTERPRISES INC	D283390018	31731	54	10-149-383	16.26	STOCK
	D283470016	31731	54	10-149-383	95.38	RADIO & HARNESS
	Check Date 1/8/2009	Check Nbr	019744		Check Total:	111.64

Date: Thursday, January 08, 2009
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Vendor ID / Name	Invoice Nbr	CpnyID	Acct	Subaccount	Amount	Invoice Description
11155 KITZ & PFEIL INC	112514-0129	31100	55	07-202-300	10.44	CHRISTMAS LIGHTS
	112614-0139	31100	55	07-202-315	4.99	EXTENSION CORD
	120103-0028	31100	51	10-115-240	13.82	BELT & ROLLER
	120114-0069	31100	55	07-202-300	8.08	HOLIDAY HAYRIDE BULB/TESTER
	120114-0278	31100	52	08-101-300	5.39	TORX BIT SOCKET
	120214-0048	31100	51	10-115-300	6.29	CAULK
	120309-0015	31731	54	10-149-240	18.75	SINK PUBLIC WORKS
	120314-0051	31100	55	07-202-240	22.34	FILTERS/PUMP HOUSE
	120314-0095	31100	51	10-115-315	8.52	HOSE BARB
	120314-0112	31731	54	10-149-383	5.36	HOSE BARB
	120409-0003	31207	55	07-205-240	4.94	TARP COVER/FUEL CAPS
	120414-0151	31731	54	10-149-300	12.90	ELBOWS/PLUGS/TEES
	120514-0019	31100	55	07-202-315	75.94	HAYRIDE/STOP LIGHTS
	120514-0041	31731	54	10-149-240	16.42	SINK REPAIR/BLDG SERVICES
	120514-0060	31100	53	09-102-313	14.78	IN/OUT THERM/HEALTH
	120514-0149	31100	53	09-212-240	3.97	SR CENTER SHELF
	120809-0046	31100	54	10-124-300	107.97	SNOW SHOVELS
	120809-0051	31100	55	07-202-315	6.29	DUCT TAPE
	120814-0076	31100	54	10-131-300	26.40	SIGN SHOP HARDWARE
	120914-0073	31731	54	10-149-240	31.08	SEALS/CONNECTORS
	121014-0029	31100	51	10-115-315	11.65	BITS/HEALTH
	121014-0180	31100	52	08-101-300	5.84	HALOBULB
	121114-0157	31100	52	08-101-300	23.38	HALOBULB/WORK LIGHT
	121214-0115	31100	52	08-101-300	5.99	PUSHBROOM
	121514-0010	31201	54	10-301-300	22.49	ELEC HEATER
	121514-0115	31100	55	07-202-240	11.77	MAIN ST FOUNTAIN
	121514-0153	31100	51	10-115-240	8.61	FLAG HARDWARE
	121514-0153	31100	53	09-212-240	19.98	OUTLETS
	121614-0025	31100	55	07-202-240	21.66	MAIN ST FOUNTAIN COVER
	121614-0118	31100	55	07-202-313	5.02	LIQUID BLEACH
	121614-0178	31824	52	08-101-300	17.32	HARDWARE MISC
	121614-0226	31731	54	10-149-315	15.29	SNOW BROOM
121714-0010	31100	54	10-124-300	37.81	SALT BRINE MAKER HARDWARE	

Date: Thursday, January 08, 2009
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Vendor ID / Name	Invoice Nbr	CpnyID	Acct	Subaccount	Amount	Invoice Description
	121714-0062	31100	54	10-124-300	12.43	SALT BRINE MAKER HARDWARE
	121714-0092	31100	54	10-124-300	9.88	SALT BRINE MAKER COUPLINGS
	121814-0008	31201	54	10-301-300	1.16	ADAPTER
	121814-0101	31100	55	07-202-240	9.06	ELECTRICAL REPAIRS
	121814-0109	31100	54	10-131-300	13.02	WASHERS/NUTS/BOLTS
	121814-0110	31100	54	10-124-300	10.23	SALT BRINE PUMP
	121903-0014	31731	54	10-149-383	13.64	REPAIR KIT/SNOW BLOWER
	121903-0022	31731	54	10-149-383	5.44	LIBRARY SNOW BLOWER REPAIR
	Check Date 1/8/2009	Check Nbr	019748		Check Total:	686.34
13149 MATTHEWS COMMERCIAL TIRE CTR	028144	31731	54	10-149-382	470.94	TIRE SERVICE
	Check Date 1/8/2009	Check Nbr	019749		Check Total:	470.94
13360 MENASHA ELECTRIC & WATER UTILI	003170	31201	54	10-302-250	19,680.41	SEWER CHARGE CALCULATION
	122608	31100	12	04-399-000	7.23	TRAFFIC LIGHTS
	122608	31100	53	09-102-223	108.16	HEALTH DEPT
	122608	31100	53	09-102-225	34.93	HEALTH DEPT
	122608	31100	54	10-131-223	221.54	TRAFFIC LIGHTS
	122608	31201	54	10-301-223	49.68	LIFT STATIONS
	122608	31100	55	07-202-223	476.86	PARKS
	122608	31100	55	07-202-223	13.99	PARKS
	122608	31100	55	07-202-225	62.36	PARKS
	120108	31100	54	10-143-223	79.79	LAKE PARK LIGHTS
	Check Date 1/8/2009	Check Nbr	019750		Check Total:	20,734.95
13455 MENASHA SENIOR CENTER	123108	31827	53	09-212-300	15.25	RETURNED POSTAGE
	123108	31827	53	09-212-300	1.58	HOLIDAY TEA CANDY
	123108	31827	53	09-212-300	42.70	MONTHLY PARTY SUPPLIES
	123108	31827	53	09-212-300	7.00	CHRISTMAS PARTY SUPPLIES
	123108	31827	53	09-212-300	7.10	2 FOIL ROASTING PANS/PARTY
	Check Date 1/8/2009	Check Nbr	019751		Check Total:	73.63

Date: Thursday, January 08, 2009
 Time: 10:49AM
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Vendor ID / Name	Invoice Nbr	CpnyID	Acct	Subaccount	Amount	Invoice Description
13460 MENASHA TREASURER		31100	53	09-102-331	22.75	HEALTH DEPT MILEAGE/PETTY CASH
		31100	53	09-212-331	18.72	SEN CTR MILEAGE/PETTY CASH
	Check Date 1/8/2009	Check Nbr	019752		Check Total:	41.47
13640 MILLER-BRADFORD & RISBERG INC	WC04934	31100	54	10-111-243	95.00	MAINTENANCE LASER LEVEL
	Check Date 1/8/2009	Check Nbr	019753		Check Total:	95.00
14010 N&M AUTO SUPPLY	244491	31731	54	10-149-300	125.00	SHOP SUPPLIES
	244585	31731	54	10-149-383	7.74	ADAPTER
	244601	31731	54	10-149-383	41.94	COUPLER
	244870	31731	54	10-149-300	32.35	MARINE ANTIFREEZE FOR ROLLERS
	244896	31731	54	10-149-383	19.90	MECH FLASHER
	244919	31731	54	10-149-383	82.99	WIPER MOTOR/CORE DEPOSIT
	245087	31731	54	10-149-300	32.48	REPLACEMENT CASTERS
	245087	31731	54	10-149-383	52.92	LAMP
	245089	31731	54	10-149-383	18.92	BRACKET/GROMMET/PLUG
	245209	31731	54	10-149-383	84.48	GLOW PLUG/FUSE
	245998	31731	54	10-149-300	64.28	SHOP TOOLS
	245844	31731	54	10-149-383	24.72	TUBE NUT STD
	245819	31731	54	10-149-383	109.39	OIL COOL LINE/U JOINTS
	245540	31731	54	10-149-383	204.25	REMAN STARTER/CORE DEPOSIT
	246096	31731	54	10-149-383	44.76	FUEL FILTER STOCK
	246518	31731	54	10-149-383	97.35	ACTUATOR
	246108	31731	54	10-149-383	23.90	LIT BLB ASSY
	246669	31731	54	10-149-383	213.01	BRAKE PADS/ROTOR
	246929	31731	54	10-149-383	336.03	BRAKE PADS/ROTORS
	246107	31731	54	10-149-383	23.90	LIT BLB ASSY
247280	31731	54	10-149-383	59.40	SNOW BLADE	
	Check Date 1/8/2009	Check Nbr	019755		Check Total:	1,699.71

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Vendor ID / Name	Invoice Nbr	CpnyID	Acct	Subaccount	Amount	Invoice Description
14385 NOFFKE LUMBER INC	081220815097	31731	54	10-149-294	37.69	BATHROOM SINK WALL
	081220815252	31100	53	09-102-240	11.70	HEALTH DEPT CHAIR RAIL
	Check Date 1/8/2009	Check Nbr	019756		Check Total:	49.39
15048 OFFICE DEPOT	402495730	31100	51	04-106-310	60.38	OFFICE SUPPLIES
	402495732	31100	51	02-104-310	26.10	OFFICE SUPPLIES/CLERK
	402495732	31100	51	02-105-310	24.05	OFFICE SUPPLIES/PERSONNEL
	402495732	31100	51	04-101-310	4.23	OFFICE SUPPLIES/CC
	Check Date 1/8/2009	Check Nbr	019757		Check Total:	114.76
15080 OFFICEMAX INC	220338	31100	53	09-212-310	74.43	OFFICE SUPPLIES
	Check Date 1/8/2009	Check Nbr	019758		Check Total:	74.43
16025 PACKER CITY INTERNATIONAL	3283460034	31731	54	10-149-383	16.10	CRIMP FI
	3283460008	31731	54	10-149-383	32.08	STOCK
	3283460054	31731	54	10-149-383	92.30	STROBE/LIGHT
	3283470059	31731	54	10-149-383	631.07	STOCK
	3283510038	31731	54	10-149-383	18.42	TURN SIGNAL
	Check Date 1/8/2009	Check Nbr	019759		Check Total:	789.97
16095 PARTS ASSOCIATES INC	PAI0812185	31731	54	10-149-300	221.54	STOCK
	Check Date 1/8/2009	Check Nbr	019760		Check Total:	221.54
16300 PIGGLY WIGGLY/NOW FRESH BRANDS	7204	31827	53	09-212-300	44.07	SR CENTER GENL GROCERY SUPPLY
	Check Date 1/8/2009	Check Nbr	019761		Check Total:	44.07
16454 POOL WORKS INC	134490	31100	55	07-202-300	80.00	MILWAUKEE FOUNTAIN COVER
	Check Date 1/8/2009	Check Nbr	019762		Check Total:	80.00

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16465 POSTAL ANNEX	140271	31100	52	08-101-311	15.56	POSTAGE
	140621	31100	53	09-112-311	11.32	POSTAGE
	141678	31100	52	08-101-311	7.00	POSTAGE
	Check Date 1/8/2009	Check Nbr 019763			Check Total: 33.88	
18050 RADTKE CONTRACTORS INC	28044	31100	55	07-202-204	1,524.00	MUNI BEACH BUOYS
		Check Date 1/8/2009	Check Nbr 019765		Check Total: 1,524.00	
18200 REINDERS INC	1232973-00	31731	54	10-149-383	84.46	GLOW PLUG
	1232973-01	31731	54	10-149-383	76.98	GLOW PLUG
	Check Date 1/8/2009	Check Nbr 019766		Check Total: 161.44		
18400 ROAD EQUIPMENT	WA493632	31731	54	10-149-383	130.83	AIR CYLINDER
		Check Date 1/8/2009	Check Nbr 019767		Check Total: 130.83	
19262 SANDRA SCOVRONSKI	010209	31100	55	07-201-300	98.28	REIMBURSE CLASS SUPPLIES
		Check Date 1/8/2009	Check Nbr 019768		Check Total: 98.28	
19380 SHOPKO STORES INC	53858	31100	52	08-103-300	225.00	GIFT CARDS
		Check Date 1/8/2009	Check Nbr 019769		Check Total: 225.00	
19467 SPEEDY METALS	329957	31100	54	10-124-315	457.04	CENTERLESS GRINDING
		Check Date 1/8/2009	Check Nbr 019770		Check Total: 457.04	
19585 SPORTS GRAPHICS	1889B	31100	52	08-106-300	34.75	CSO HATS
		Check Date 1/8/2009	Check Nbr 019771		Check Total: 34.75	
19775 SUPERIOR CHEMICAL CORP	78723	31100	13	04-106-000	188.15	BACTERIA LIQ MINI-PACK
		Check Date 1/8/2009	Check Nbr 019772		Check Total: 188.15	

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21045 UNIFIRST CORPORATION	0970042192	31731	54	10-149-201	96.91	MAT/MOP/CLOTHING SERVICE
	Check Date 1/8/2009	Check Nbr	019773		Check Total:	96.91
21205 US CELLULAR	204594076-033	31100	51	01-102-221	43.40	MERKES
	204594076-033	31100	51	02-103-221	64.69	BRANDT
	204594076-033	31100	51	02-117-221	3.70	ELECTION
	204594076-033	31100	51	04-106-221	5.15	STOFFEL
	204594076-033	31100	51	04-109-221	107.59	JAMES/LACEY
	204594076-033	31100	51	10-115-221	36.39	ALIX
	204594076-033	31100	52	08-101-221	395.91	STANKE/POLICE
	204594076-033	31100	53	09-103-221	34.19	DREW
	204594076-033	31100	53	09-119-221	39.15	NETT/HEALTH
	204594076-033	31100	54	10-111-221	49.60	RADTKE/DPW
	204594076-033	31100	54	10-131-221	4.85	CARD
	204594076-033	31731	54	10-149-221	76.49	JACOBSON/PWF
	204594076-033	31201	54	10-301-221	3.70	CONFINED SPACE
	204594076-033	31201	54	10-301-221	7.25	SEWER TRUCK
	204594076-033	31100	55	06-101-221	4.70	POWELL
	204594076-033	31100	55	07-201-221	53.25	TUNGATE
	204594076-033	31100	55	07-202-221	102.96	HUSS/PARK
	204594076-033	31100	55	07-203-221	7.45	POOL
	204594076-033	31100	56	03-202-221	24.60	KEIL
	Check Date 1/8/2009	Check Nbr	019775		Check Total:	1,065.02
21226 US OIL CO INC	834396	31100	13	04-103-000	10,139.99	FUEL OIL
	834414	31100	13	04-103-000	2,294.17	NO LEAD GAS
	Check Date 1/8/2009	Check Nbr	019776		Check Total:	12,434.16
	L35630	31731	54	10-149-242	24.00	WATER AF FUEL
	797012	31100	52	08-101-295	17.24	FUEL/PUMP DOWN
	Check Date 1/8/2009	Check Nbr	019777		Check Total:	41.24

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21230 US PETROLEUM EQUIPMENT	169613	31100	51	04-109-801	31,186.00	FUEL MASTER SYSTEM
	Check Date 1/8/2009	Check Nbr 019778			Check Total: 31,186.00	
21160 UW-FOX VALLEY	09-22063	31100	55	07-201-205	153.00	YOUTH SPORTS CLINIC
	Check Date 1/8/2009	Check Nbr 019774			Check Total: 153.00	
22060 VALLEY GLASS INC	17722	31731	54	10-149-240	20.42	MIRROR/WASHROOM
	17722	31731	54	10-149-240	-20.42	VOID/AUTHORIZED AND PAID TWICE
	Check Date 1/8/2009	Check Nbr 019779			Check Total: 0.00	
22310 VARITECH INDUSTRIES INC	114596	31731	54	10-149-383	85.57	NYLON PLUGS
	Check Date 1/8/2009	Check Nbr 019780			Check Total: 85.57	
03225 WC INDUSTRIAL SUPPLY COMPANY	0003231-IN	31731	54	10-149-383	233.78	FLANGE BLOCK
	Check Date 1/8/2009	Check Nbr 019734			Check Total: 233.78	
23215 WIL-KIL PEST CONTROL	1401366	31731	54	10-149-207	63.00	COMMERCIAL CONTRACT
	Check Date 1/8/2009	Check Nbr 019781			Check Total: 63.00	
23275 WINNEBAGO COUNTY TREASURER	100443	31100	52	08-602-250	968.00	JAIL DIVISION
	CC100248	31100	51	02-117-243	110.00	ELECTION SUPPLIES
	CC100248	31100	51	02-117-291	1,232.99	ELECTION SUPPLIES
	CC100248	31100	51	02-117-292	338.27	ELECTION SUPPLIES
	Check Date 1/8/2009	Check Nbr 019782			Check Total: 2,649.26	
23395 WISCONSIN DEPARTMENT OF TRANSP	L52326	31100	54	10-111-212	73.65	STATE PROJECT/3RD/RACINE
	L52325	31100	54	10-111-212	6,494.09	STATE PROJECT/3RD/RACINE
	L52324	31100	54	10-111-212	73.65	STATE PROJECT/THIRD/TAYCO
	L52323	31100	54	10-111-212	4,598.40	STATE PROJECT/3RD/TAYCO
	Check Date 1/8/2009	Check Nbr 019783			Check Total: 11,239.79	

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26200 ZARNOTH BRUSH WORKS INC	120502	31100	55	07-202-315	375.00	BROOM FOR SNOW REMOVAL
	<u>Check Date</u> 1/8/2009	<u>Check Nbr</u>	<u>019784</u>		<u>Check Total:</u>	<u>375.00</u>
				Grand Total:	100,513.80	

PREPARED 01/08/2009,13:28:35

ALL CHECKS REGISTER

PROGRAM: GM172L

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SELECTED BY CHECK DATE

City of Menasha

ACCOUNTING PERIOD 01/2009

FROM: 01/08/2009 TO: 01/08/2009

REPORT NUMBER 1

CHECK DATE	VENDOR BANK	VENDOR NO NAME	ORIGINAL AMOUNT	CHECK DATE	CHECK AMOUNT
19785	127	CROSS & OBERLIE		01/08/2009	2,110.23
	00	OUTSTANDING			
19786	147	DUMKE & ASSOCIATES &		01/08/2009	2,977.75
	00	OUTSTANDING			
19787	177	GOVERNMENT FINANCE OFFICERS		01/08/2009	185.00
	00	OUTSTANDING			
19788	488	GARY GRIMM & ASSOCIATES		01/08/2009	29.95
	00	OUTSTANDING			
19789	240	LEAGUE OF WISCONSIN MUNICIPALI		01/08/2009	3,483.22
	00	OUTSTANDING			
19790	198	LOGIN/IACP NET		01/08/2009	800.00
	00	OUTSTANDING			
19791	248	MANAWA TELEPHONE CO		01/08/2009	39.95
	00	OUTSTANDING			
19792	267	MENASHA EMPLOYEES CREDIT UNION		01/08/2009	1,767.00
	00	OUTSTANDING			
19793	269	MENASHA EMPLOYEES LOCAL 1035		01/08/2009	260.00
	00	OUTSTANDING			
19794	282	MODERN BUSINESS MACHINES		01/08/2009	388.82
	00	OUTSTANDING			
19795	296	NEENAH-MENASHA SEWERAGE COMMIS		01/08/2009	64,295.10
	00	OUTSTANDING			
19796	492	CITY OF NEENAH		01/08/2009	241,717.00
	00	OUTSTANDING			
19797	495	NPELRA		01/08/2009	160.00
	00	OUTSTANDING			
19798	339	REGISTRATION FEE TRUST TVRP		01/08/2009	500.00
	00	OUTSTANDING			
19799	456	DR TERESA SHOBERG		01/08/2009	150.00
	00	OUTSTANDING			
19800	410	US OIL CO INC		01/08/2009	15,400.00
	00	OUTSTANDING			
19801	421	VISION NSURANCE PLAN OF AMERIC		01/08/2009	1,075.90
	00	OUTSTANDING			
19802	489	WALHDAB		01/08/2009	300.00
	00	OUTSTANDING			
19803	493	WASC		01/08/2009	10.00
	00	OUTSTANDING			
19804	494	WASC		01/08/2009	65.00
	00	OUTSTANDING			
19805	436	WIL-KIL PEST CONTROL		01/08/2009	723.13
	00	OUTSTANDING			
19806	440	WINNEBAGO COUNTY TREASURER		01/08/2009	1,147.00
	00	OUTSTANDING			
19807	490	WISCONSIN CHIEFS OF POLICE ASS		01/08/2009	100.00
	00	OUTSTANDING			
19808	476	WISCONSIN SUPPORT COLLECTIONS		01/08/2009	653.63
	00	OUTSTANDING			
19809	491	WPHA		01/08/2009	75.00

00 OUTSTANDING
NO. OF CHECKS: 25
OUTSTANDING CHECKS: 25
338,413.68

ALLCHECK750039
TOTAL CHECKS
RECONCILED CHECKS: .00
.00

338,413.68 ***
VOID CHECKS: .00

Date: Thursday, January 15, 2009
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Vendor ID / Name	Invoice Nbr	CpnyID	Acct	Subaccount	Amount	Invoice Description
01056 ACCESSDATA CORP	15945	31100	52	08-101-300	1,750.00	MOBILE PHONE HARDWARE
	Check Date 1/15/2009	Check Nbr	019810		Check Total: 1,750.00	
01075 ACCURATE SUSPENSION WAREHOUSE	8021452	31731	54	10-149-383	136.30	BLADE/HEADLAMP STOCK
	8021399	31731	54	10-149-300	142.08	BRAKLEEN/SHOP SUPPLIES
	Check Date 1/15/2009	Check Nbr	019811		Check Total: 278.38	
01315 AIRGAS NORTH CENTRAL	105825392	31731	54	10-149-242	220.60	PLASMA CUTTER REPAIR
	105828901	31731	54	10-149-216	786.39	ANNUAL MAINTENANCE/PWF
	105828900	31731	54	10-149-216	59.14	ANNUAL MAINTENANCE/SIGN SHOP
	105828903	31100	52	08-101-240	64.23	ANNUAL MAINTENANCE HALON EXT
	105825393	31731	54	10-149-300	116.24	COPPER MASONITE WIRE
	105828904	31100	53	09-212-240	63.70	ANNUAL MAINTENANCE/SR CENTER
	105828902	31100	51	10-115-201	92.13	ANNUAL MAINTENANCE/CITY HALL
	Check Date 1/15/2009	Check Nbr	019812		Check Total: 1,402.43	
01465 ALL-SPORT TROPHY	40485	31100	55	04-221-310	24.10	LIBRARY OF THE YEAR PLAQUE
	Check Date 1/15/2009	Check Nbr	019813		Check Total: 24.10	
01745 APPLETON HYDRAULIC COMPONENTS	17106	31731	54	10-149-383	45.66	SUPPLY SEALS
	17118	31731	54	10-149-294	692.19	INSPECT SNOWBLOWER CYLINDER
	Check Date 1/15/2009	Check Nbr	019814		Check Total: 737.85	
02260 BAYCOM INC	203231	31824	52	08-101-295	4,428.52	FULL SQUAD EQUIPMENT INSTALL
	Check Date 1/15/2009	Check Nbr	019815		Check Total: 4,428.52	
02335 BECK ELECTRIC INC	E317	31100	54	10-131-216	620.00	LOCATES
	Check Date 1/15/2009	Check Nbr	019816		Check Total: 620.00	

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Vendor ID / Name	Invoice Nbr	CpnyID	Acct	Subaccount	Amount	Invoice Description
02796 BUBRICK'S	189530	31731	54	10-149-310	28.16	OFFICE SUPPLIES
	189530	31266	54	10-307-300	11.99	OFFICE SUPPLIES
	189530	31100	55	07-202-310	4.18	OFFICE SUPPLIES
Check Date	1/15/2009	Check Nbr	019817		Check Total:	44.33
02815 SYLVIA BULL	122908	31100	53	09-212-331	43.07	WASC MEETING MILEAGE
	Check Date	1/15/2009	Check Nbr	019818		Check Total:
03247 CDW GOVERNMENT INC	MTB5408	31100	51	04-109-315	124.59	WIRELESS KEYBOARD/MOUSE/IT
	MSW3888	31100	52	08-101-310	180.38	TONER FOR POLICE
	MSP4564	31100	52	08-101-310	26.69	TONER FOR POLICE
Check Date	1/15/2009	Check Nbr	019820		Check Total:	331.66
04139 VALERIE DAVIS	120108	31100	53	09-102-331	46.51	MILEAGE
	120108	31100	53	09-104-331	2.81	MILEAGE
Check Date	1/15/2009	Check Nbr	019821		Check Total:	49.32
06355 FONDY AUTO ELECTRIC	A30151	31731	54	10-149-383	210.82	STOCK
	Check Date	1/15/2009	Check Nbr	019822		Check Total:
06625 FOX VALLEY TRUCK	482565	31731	54	10-149-383	21.88	CABLE
	Check Date	1/15/2009	Check Nbr	019823		Check Total:
07055 GALL'S INC	5967155500049	31100	52	08-101-315	29.46	MESH VEST
	5967155500031	31100	52	08-101-315	29.45	MESH VEST
	5969543800024	31100	52	08-101-193	148.76	GEAR/BATTERY PACK/COLLAR PIN
Check Date	1/15/2009	Check Nbr	019824		Check Total:	207.67
08010 H&K WOODS INC	744	31100	54	10-124-300	128.40	WOOD FOR SNOW BOARDS
	Check Date	1/15/2009	Check Nbr	019825		Check Total:

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08190 HAWKINS INC	1232076	31100	55	07-203-300	-414.15	POOL CHEMICAL RETURN
		31100	55	07-203-300	414.15	RECEIVED CHECK FOR CREDIT BAL
	Check Date 1/15/2009	Check Nbr	019826		Check Total:	0.00
11165 KJ WASTE SYSTEMS INC	121708	31266	54	10-307-216	1,596.00	CORRUGATE/CO MINGLE FEES
	Check Date 1/15/2009	Check Nbr	019827		Check Total:	1,596.00
12020 LA FORCE	524177 RI	31100	55	07-202-240	190.00	RESTROOM SIGNS
	Check Date 1/15/2009	Check Nbr	019828		Check Total:	190.00
13149 MATTHEWS COMMERCIAL TIRE CTR	028213	31731	54	10-149-382	872.40	TIRE SERVICE
	028203	31731	54	10-149-382	198.95	TIRE SERVICE
	Check Date 1/15/2009	Check Nbr	019829		Check Total:	1,071.35
13335 MEMORIAL FLORISTS INC	02430725	31827	53	09-212-300	119.80	POINSETTIAS/CHRISTMAS BANQUET
	Check Date 1/15/2009	Check Nbr	019830		Check Total:	119.80
13345 MENARDS-APPLETON EAST	32716	31100	54	10-124-300	23.57	SALT BRINE MAKER
	Check Date 1/15/2009	Check Nbr	019831		Check Total:	23.57
13360 MENASHA ELECTRIC & WATER UTILI	123108	31100	54	10-143-223	16,428.95	STREET LIGHTING
	003183	31100	51	04-106-291	250.00	INSERTING TAX BILLS
	Check Date 1/15/2009	Check Nbr	019832		Check Total:	16,678.95
13460 MENASHA TREASURER	010808	31100	53	09-112-311	4.80	
	Check Date 1/15/2009	Check Nbr	019833		Check Total:	4.80
13580 MID-AMERICAN RESEARCH CHEMICAL	0377396-IN	31731	54	10-149-300	91.83	INDUSTRIAL SOLVENT
	Check Date 1/15/2009	Check Nbr	019834		Check Total:	91.83

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13755 MORTON SAFETY	353508	31100	55	07-202-315	21.70	EAR PLUGS
	Check Date 1/15/2009	Check Nbr 019835			Check Total: 21.70	
14010 N&M AUTO SUPPLY	246320	31731	54	10-149-383	6.29	FUSE
	247937	31731	54	10-149-383	12.74	STOCK
	Check Date 1/15/2009	Check Nbr 019836			Check Total: 19.03	
14265 SUSAN NETT	123108	31100	53	09-102-331	25.45	MILEAGE
	Check Date 1/15/2009	Check Nbr 019837			Check Total: 25.45	
15048 OFFICE DEPOT	402495731	31100	51	10-115-310	15.36	COLOR PAPER/2ND FLOOR
	Check Date 1/15/2009	Check Nbr 019838			Check Total: 15.36	
15080 OFFICEMAX INC	260412	31100	51	10-115-310	5.66	2ND FLOOR PAPER
	260412	31201	54	10-301-310	105.90	SSES
	Check Date 1/15/2009	Check Nbr 019839			Check Total: 111.56	
16025 PACKER CITY INTERNATIONAL	3283530004	31731	54	10-149-383	35.58	MIRROR
	3283570048	31731	54	10-149-383	79.97	CRIMP FI
	Check Date 1/15/2009	Check Nbr 019840			Check Total: 115.55	
16820 PSYCHOLOGICAL CONSULTANTS OF	121808	31100	52	08-101-215	450.00	POLICE OFFICER ASSESSMENT
	Check Date 1/15/2009	Check Nbr 019841			Check Total: 450.00	
18145 RED	0W39698A	31100	52	08-101-315	243.42	LETTERS/STARS/SEALS
	Check Date 1/15/2009	Check Nbr 019842			Check Total: 243.42	
18160 REDI-WELDING CO	13816	31100	54	10-124-315	758.00	END BITS/BEND PATTERNS
	13816	31731	54	10-149-383	177.20	END BITS/BEND PATTERNS
	Check Date 1/15/2009	Check Nbr 019843			Check Total: 935.20	

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Vendor ID / Name	Invoice Nbr	CpnyID	Acct	Subaccount	Amount	Invoice Description
19391 SEXAUER	192973592	31100	13	04-106-000	139.20	ELECTRONIC BALLAST
	Check Date 1/15/2009	Check Nbr	019846		Check Total: 139.20	
19390 SICARD	4874	31731	54	10-149-383	50.64	BUSHING STOCK
	Check Date 1/15/2009	Check Nbr	019845		Check Total: 50.64	
20325 TRAFFIC & PARKING CONTROL CO	310055	31100	54	10-131-315	1,979.00	CONTROLLER
	Check Date 1/15/2009	Check Nbr	019847		Check Total: 1,979.00	
21045 UNIFIRST CORPORATION	0970042511	31731	54	10-149-201	96.91	MAT/MOP/CLOTHING SERVICE
	Check Date 1/15/2009	Check Nbr	019848		Check Total: 96.91	
21060 UNITED PAPER CORPORATION	13186	31100	13	04-106-000	14.28	VACUUM BAGS
	13220	31100	13	04-106-000	42.84	VACUUM BAGS
	Check Date 1/15/2009	Check Nbr	019849		Check Total: 57.12	
22040 VALLEY DIESEL INJECTION INC	36435	31731	54	10-149-383	48.27	CLAMPS/FLANGE
	Check Date 1/15/2009	Check Nbr	019850		Check Total: 48.27	
23090 WATERBLAST LLC	11011	31731	54	10-149-242	50.00	PRESSURE WASHER
	Check Date 1/15/2009	Check Nbr	019851		Check Total: 50.00	
19185 WAUSAU EQUIPMENT COMPANY INC	132827	31100	54	10-124-315	429.82	STOCK
	Check Date 1/15/2009	Check Nbr	019844		Check Total: 429.82	
23130 WAVERLY SANITARY DISTRICT	123008	31100	55	07-202-225	38.77	BARKER PARK PAVILION
	Check Date 1/15/2009	Check Nbr	019852		Check Total: 38.77	

Date: Thursday, January 15, 2009
 Time: 09:37AM
 User: MGRIESBACH

CITY OF MENASHA
Check Register - w/Alternate Description

Page: 6 of 6
 Report: 03630Alt.rpt
 Company: 31100

Vendor ID / Name	Invoice Nbr	CpnyID	Acct	Subaccount	Amount	Invoice Description
03225 WC INDUSTRIAL SUPPLY COMPANY	0003256-IN	31731	54	10-149-383	23.52	COUPLING INSERT
	Check Date 1/15/2009	Check Nbr 019819			Check Total: 23.52	
23152 WE ENERGIES	122908	31100	55	07-202-223	9.01	NORTH ST
	122908	31100	55	07-202-223	10.15	NORTH ST
	Check Date 1/15/2009	Check Nbr 019853			Check Total: 19.16	
23371 WISCONSIN DEPT OF JUSTICE	L7101T	31100	52	08-101-216	45.00	DECEMBER NAME SEARCHES
	Check Date 1/15/2009	Check Nbr 019854			Check Total: 45.00	
Grand Total:					34,969.41	

1-07-09

Mayor Merke,

I respectfully request that you reappoint me to the Menasha Committee on

Aging as my term expired on Feb. 1, 2009.

I feel the Seniors Center and its programs are an excellent asset to the City of Menasha and I support that by volunteering there.

Being a former Alderman also adds another dimension to my being on the committee.

Thank you for your consideration.

Sue Steffen
936 London St.

January 14, 2009

Dear Mayor Merkes,

I am completing my third term on the Committee on Aging at the Menasha Senior Center. I feel I am very active on this committee and work well with Sylvia, Sue Nett and the rest of the committee.

I would appreciate your support in nominating me to another term.

Thank you.

Sincerely,

Lee J. Murphy

**Lee J. Murphy
812 Ida St. (Home Owner for 44 years)
Menasha, WI 54952**

