

**CITY OF MENASHA
COMMON COUNCIL
Third Floor Council Chambers
140 Main Street, Menasha
Monday, March 2, 2015
6:00 PM
AGENDA**

- A. CALL TO ORDER
- B. PLEDGE OF ALLEGIANCE
- C. ROLL CALL/EXCUSED ABSENCES
- D. PUBLIC HEARING
- E. PUBLIC COMMENTS ON ANY MATTER OF CONCERN TO THE CITY
(five (5) minute time limit for each person)
- F. REPORT OF DEPARTMENT HEADS/STAFF/CONSULTANTS
1. [PHD McKenney; Senior Center Renovation Update.](#)
 2. [PRD Tungate; Joint meeting for the Twin Trestle.](#)
 3. Clerk Galeazzi - the following minutes and communications have been received and placed on file:
Minutes to receive:
 - a. [Administration Committee, 2/16/15.](#)
 - b. [Board of Canvass, 2/18/15 and 2/23/15.](#)
 - c. [Board of Public Works, 02/16/15.](#)
 - d. [Library Board, 02/19/15.](#)Communications:
 - e. [Warren and Roddie Larsen to DPW Radtke and Alderman Nichols, 02/13/15; Elm Street Parking Issue.](#)
 - f. [Pat and Cathy Brooks to DPW Radtke and Alderman Nichols, 02/13/15; Parking on Elm Street.](#)
 - g. [PHD McKenney, 03/02/15; Senior Center Donor Wall.](#)
 - h. [GM Krause, Menasha Utilities to Customers of Menasha Electric & Water Utilities, 2/16/15; Notice of a Public Hearing taking place on March 24, 2015.](#)
 - i. [Wisconsin Department of Transportation, February 2015; WIS 441Tri-County Project updates.](#)
 - j. [League of Women Voters of Winnebago County, February 2015; City of Menasha Common Council Candidates Forum. Elisha D. Smith Public Library, Tuesday, March 12, 2015, 6:30 pm.](#)
 - k. [Waverly Sanitary District Meeting Minutes, 2/19/15.](#)
 - l. [City Assessor, Mark Brown, to CDD Keil, 2/25/15; Parcel #5-00493-00, vacant lot off Plank Rd.](#)
- 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, 02/16/15.](#)
- Administration Committee, 02/16/15 – Recommends the Approval of:
2. [2015 Agreement and Contract Among ADVOCAP, Inc. and City of Menasha & Neenah-Menasha YMCA with Menasha Senior Center for the term 1/1/15-12/31/15.](#)
- Board of Public Works, 02/16/15 – Recommends the Approval of:
3. [Change Order – Commonwealth Construction; Project PF 13B-14; ADD: \\$7,454.50; Change Order No. 1 \(Senior Center\)](#)

H. ITEMS REMOVED FROM CONSENT AGENDA

I. ACTION ITEMS

1. [Accounts payable and payroll for the term of 02/13/15 to 02/26/15 in the amount of \\$4,244,067.27.](#)
2. [Beverage Operators License Applications for the 2013-2015 licensing period.](#)
3. ["Class B" Liquor License Application for Lake House Supper Club, LLC, d/b/a The Lake House Supper Club, 124 Main Street, Menasha, Stuart C. Taylor, agent for the 2014-2015 licensing year.](#)
4. [Outdoor Alcoholic Beverage Permit for 2014-2015 licensing year. Lake House Supper Club, LLC, 124 Main Street, Menasha.](#)

J. ORDINANCES AND RESOLUTIONS

1. [O-1-15; Request to Allow Overnight Parking on the West Side of Elm Street from Nicolet Boulevard to Keyes Street during the Period of April 1 through October 31. \(Introduced by Alderman Nichols\). \(Recommended by Board of Public Works\).](#)

K. APPOINTMENTS

L. HELD OVER BUSINESS

1. [O-4-15; An Ordinance Repealing and Recreating Title 13, Chapter 1, Article F, Section 13-1-67\(d\)\(1\) and Section 13-1-67\(d\)\(4\). Requirements by Sign Type. \(Introduced by Alderman Sevenich\). \(Recommended by the Plan Commission\).](#)

Parks and Recreation Board, 01/12/15 – Recommends the Approval of:

2. [Revising the current park fee policy for non-profit groups to coincide with the current Special Event fee policy.](#)

M. CLAIMS AGAINST THE CITY

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

O. ADJOURNMENT

MEETING NOTICE

Monday, March 16, 2015 – 6:00 p.m.

Committee Meetings to Follow

SPECIAL JOINT MEETING OF THE NEENAH AND MENASHA COMMON COUNCILS

Re: Twin Trestle

Tuesday, March 17, 2015 - 6:00 pm

Menasha Public Library - Company E Room



MEMORANDUM

TO: City of Menasha Common Council

From: Nancy McKenney, RDH, MS, Public Health Director

Date: March 2, 2015

RE: City of Menasha Senior Center Renovation Update

The purpose of this Memorandum is to communicate progress on the City of Menasha Senior Center Renovation project since. In summary:

- It is anticipated that by the grand opening additional cabinets will be installed, floors waxed, and the final clean up completed.
- The Senior Center will be closed on Friday March 6th for moving.
 - No Classes
 - No Advocap Lunch
- Celebratory Events:
 - **Grand Opening:** Monday, March 9 Ribbon Cutting at 9:00 AM
 - **Donor Night:** Wednesday, March 18th from 5-7 PM
 - **Senior Luncheon:** Thursday, March 19th Lunch at 12:15 PM
- Classes will resume on Tuesday March 10th.
- Senior Center fundraising is continuing with significant progress. Funding goals have been met.



RESOLUTION No. 2015-16



City of Menasha

RESOLUTION R-9-15

JOINT RESOLUTION AUTHORIZING APPLICATION FOR OUTDOOR RECREATION GRANT FUNDS THROUGH THE WISCONSIN DEPARTMENT OF NATURAL RESOURCES FOR THE CONSTRUCTION OF TWO PEDESTRIAN BRIDGES CONNECTING THE CITIES OF NEENAH AND MENASHA

Introduced by Neenah Mayor Dean Kaufert and Menasha Mayor Don Merkes

WHEREAS, the cities of Neenah and Menasha support the creation of a loop trail around the southern portion of Little Lake Butte des Morts because it will provide a safe, healthful and economically beneficial connection to the State Friendship Trail; and,

WHEREAS, the estimated cost of constructing two pedestrian bridges across the Fox River is estimated to be \$3.2 million, has been identified in each city's Capital Improvement Plan (CIP); and,

WHEREAS, grant aid and fundraising is required to carry out this project and it is anticipated that a \$1.6 million matching State grant will be received and that a private fundraising effort led by Future Neenah, Inc. will yield approximately \$1 million, leaving the local governments' share at close to \$600,000; and,

WHEREAS, the local governments' share would be split equally between Neenah and Menasha and staff would strive to reduce this amount by pursuing in-kind construction donations and/or sponsorships to be approved by each governing body; and,

WHEREAS, the cities of Neenah and Menasha shall assemble the necessary funding to meet the requirements of the State matching grant.

NOW, THEREFORE BE IT RESOLVED, BY THE COMMON COUNCIL OF THE CITY OF NEENAH, WISCONSIN AND THE COMMON COUNCIL OF THE CITY OF MENASHA, WISCONSIN this 17th day of March, 2015, that the City of Neenah, Wisconsin hereby authorizes M. Eileen McCoy, Director of Parks and Recreation; and the City of Menasha, Wisconsin hereby authorizes Brian Tungate, Director of Parks and Recreation, to act on behalf of the City of Neenah and City of Menasha to:

- Submit an application to the State Department of Natural Resources for any financial aid that may be available;
- Submit reimbursement claims along with necessary supporting documentation within 6 months of project completion;
- Sign and submit documents; and
- Take necessary action to undertake, direct and complete the approved project

BE IT FURTHER RESOLVED that the City of Neenah and City of Menasha will comply with state and federal rules for the programs; may perform force account work; will maintain the completed project in an attractive, inviting and safe manner; will keep the facilities open to the general public during reasonable hours consistent with the type of facility; and will obtain approval in writing from the Wisconsin Natural Resources Department or the National Park Service before any change is made in the use of the project site.

CITY OF NEENAH, WISCONSIN

Moved: _____

Dean Kaufert, Mayor

Passed: _____

Patricia A. Sturn, City Clerk

CITY OF MENASHA, WISCONSIN

Moved: _____

Donald Merkes, Mayor

Passed: _____

Deborah A. Galeazzi, City Clerk

Fox River Multi-Modal Bridge Crossings Feasibility Study

Neenah and Menasha Crossing Locations

Neenah, WI

Prepared for

City of Neenah Department of Parks and Recreation

211 Walnut Street
Neenah, WI 54956

February 2015

Prepared by

GRAEF

1150 Springhurst Drive, Suite 201
Green Bay, Wisconsin 54304-5950
Telephone: (920) 592-9440
FAX: (920) 592-9445

Project No. 2014-2050.00

City of Neenah

2014-2050.00

Prepared for: City of Neenah

Site Address: Neenah Crossing:
Fox River – West of Commercial Street
Near Railroad Trestle at River Street

Menasha Crossing:
Fox River – North of Fox Street
At Terminus of Mathewson St. or Lawson St.

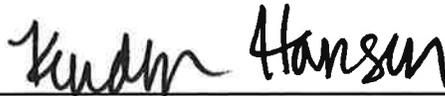
Prepared By: GRAEF
1150 Springhurst Drive, Suite 201
Green Bay, Wisconsin 54304-5950
(920) 592-9440



Patrick Skalecki, P.E.
Project Manager



Jeffrey Rosner, P.E.
Structural Project Engineer



Kendra Hansen, P.E.
Civil Project Engineer

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Exhibits

- Neenah Alignment Alternative 1 – Aerial
- Neenah Alignment Alternative 2 – Aerial
- Menasha Alignment Alternative 1 – Aerial
- Menasha Alignment Alternative 2 – Aerial
- Structural Alternative Sections and Details
- Future Multi-Modal Trail Loop Exhibit
- Neenah Crossings Existing Site Photographs
- Menasha Crossings Existing Site Photographs
- Engineer's Opinion of Probable Construction Costs – Detailed Breakdown Tables

1. INTRODUCTION

The Cities of Neenah and Menasha continue to be leaders in providing and improving bicycle and pedestrian access around their communities. Multiple projects linking the downtowns with neighboring areas have provided valuable connections within the Cities and between them and have greatly improved multi-modal access in the area. Both Cities are looking to further expand this network by investigating the feasibility of multi-modal bridge crossings of the Fox River at its confluence with Little Lake Butte des Morts. Alternative alignments and structure types for the crossings were evaluated. This report documents the results of this investigation, and identifies alternatives and associated budgets at the respective locations.

2. EXISTING 2014 CONDITIONS

2.1. City of Neenah Crossing Sites

The land use south of the Fox River in the vicinity of the proposed trail crossing consists of downtown commercial and office properties as well as some industrial areas. An active Canadian National railroad line crosses the Fox River in this location. The Plexus Global Headquarters building lies immediately to the southeast of the rail line along the Fox River, with an existing asphalt trail located on the property near the river. This trail has a width of 8 feet with access from the Plexus parking lot east of the building. An existing 6-foot concrete walk and marked crossings allow for access to the trail. Future plans will extend this sidewalk to the existing sidewalk along Main Street. Additional multi-modal trail work has also taken place across railroad line on the south bank of Little Lake Butte des Morts, with a portion of the trail currently under construction through Park Site #1. The asphalt trail in this location is 10-feet wide and upon completion this fall will connect to an existing ¼-mile trail segment accessing a parking facility, park shelter and canoe/kayak launch at Herb and Dolly Smith Park. As part of the former paper mill operations in the project vicinity, a diversion channel draws water from the river, passing underneath the Plexus building through an underground storm channel. This channel discharges west of the existing railroad crossing. The water velocity at the discharge point is high, creating turbulent conditions in the downstream channel area.

Approximately 10 trains per day use the rail line in this area. A railroad crossing has been constructed in this area to provide trail access to the downtown. The railroad bridge in the vicinity of the crossing consists of a 17-span steel girder structure with concrete piers. It crosses the Fox River near the confluence with Little Lake Butte des Morts. The existing structure has an overall length of approximately 514 feet. The 100-year flood elevation is

742.9 at the structure per the Fox River – Neenah Channel Flood Insurance Study No. 55139CV000A. For the 100-year storm, the entire flow passes through the structure, but submerges the low chord.

The land use north of the Fox River in the project vicinity consists primarily of residential properties. Existing homes line the river, with the rear yards directly abutting the waterway. West of the existing railroad bridge on the north shore, a narrow public street, River Street, serves the adjacent residential parcel. This drive is located on right-of-way owned by the City of Neenah and extends to the water edge. Private property directly abuts the railroad right-of-way east of the existing railroad bridge.

2.2. City of Menasha Crossing Sites

At the Menasha site, the land use south of the Fox River in the immediate vicinity of the proposed trail crossing consists of primarily residential homes. Shepard Park is just west of Mathewson Street and south of Fox Street. To the east of Lawson Street is the Mondri Akrosil, LLC manufacturing plant. As you continue south on Lawson Street, the area continues to be a mix of residential homes and industrial facilities. On north side of the Fox River Menasha Channel, there are a handful of homes along the river south of River Street, however the majority of the area consists of industrial facilities. The facilities include the George Whiting Paper Co., Exopack, LLC; and Menasha Warehouse, LLC. A railroad bridge is approximately 300 feet upstream of Lawson Street and 600 feet upstream of Mathewson Street. On the north shoreline, a railroad spur line runs along River Street parallel to the river bank approximately 100 feet off the shoreline.

There is no trail system in the immediate vicinity of the crossing site(s). The Friendship Trail/Trestle Trail Bridge is less than 1000 feet west, depending on the crossing location selected. The south landings at both crossing sites are located in public right-of-way. At the north landings, the areas are privately owned and are unimproved at the targeted landing locations along the bank.

The railroad bridge upstream of the targeted crossing locations consists of a 13-span steel girder structure with concrete pile cap on multiple pile bents. The existing structure has an overall length of approximately 300 feet. The 100-year flood elevation is 742.7 at the structure per the Fox River – Menasha Channel Flood Insurance Study No. 55139CV000A. For the 100-year storm, the entire flow passes through the structure, and does not submerge the low chord.

3. TRAIL ALIGNMENT ALTERNATIVES

Two potential locations for the multi-modal crossing of the Fox River were evaluated at both the Neenah and Menasha crossing sites. The alternatives were evaluated with respect to environmental impacts, right-of-way needs, permitting, and cost. Following is a summary of the alternatives:

3.1. City of Neenah Crossing Sites

3.1.1. Alternative #1 – West of Existing Railroad Bridge

Alternative #1 is located west of existing railroad bridge. The structure is approximately 130-feet downstream of the existing railroad bridge at the south landing and 30-feet downstream of the existing railroad at the north landing. In this location, the south end of the new structure would be located on the Park Site #1 property and the north end would be located at the termination of River Street in public right-of-way. The approximate overall length of the structure would be 740 feet. Bridge construction in this location would provide an easy connection with the existing trail on Park Site #1, and would allow trail users to cross the Fox River without first crossing the adjacent railroad tracks. This will allow for less restricted movement along the corridor and also provides significant safety benefits by reducing the number of at-grade railroad crossings along the route. The north termination of the bridge will be located at the existing River Street, on public right-of-way. The existing right-of-way width for River St. is 60-feet and It is anticipated that adequate public right-of-way width is available to make the connection to the public street. The south structure landing would be directly downstream of the discharge for the underground channel that passes beneath the Plexus Global Headquarters building. Abutment and pier design would need to withstand the higher velocities and scour potential of the discharge water.

3.1.2. Alternative #2 – East of Existing Railroad Bridge

Alternative #2 is located east of the existing railroad bridge approximately 120-feet upstream at the south landing and 30-feet upstream at the north landing. In this location, the south end of the new structure would be located north of the Plexus office building on a City owned parcel; and the north end would be located on an existing residential parcel. The approximate overall length of the structure would be 460 feet. A crossing at this location would have a more direct connection to the downtown district prior to crossing the river. However, trail users coming from the

parking lot located at Park Site #1 or approaching from western portions of the trail system in Park Site #1, through Arrowhead Park, and along Lake Street would be required to cross the active railroad line. A connection would be needed between Park Site #1 and the bridge location for this alternative.

At the railroad crossing on the Park Site #1 side of the tracks, a fenced switchback, meeting ADA guidelines for maximum slopes (5% max.), exists as required by Canadian National Railway and meeting their design parameters. This design forces users to look both directions down the track prior to crossing the track itself. It also is of a width that requires bicyclists to dismount, by design, to force a controlled and aware crossing of the active rail line. On the Gateway Plaza Park side of the tracks, an ADA compliant switchback also exists.

Once the railroad tracks are crossed, one of two possible connections to the bridge will need to be completed. One option requires users to navigate through Gateway Plaza Park and portions of the Plexus campus. A sidewalk connection would need to be completed within a public pedestrian access easement from the W. Wisconsin Avenue sidewalk through the Plexus parcel. A second option would be to construct a boardwalk from Gateway Plaza Park, along and parallel to the railroad behind the Plexus office building, to the City owned parcel behind Plexus. For either connection, clear directional signs would need to be added along the route to guide users from the Park Site #1 trail and parking area to the bridge.

In addition, the north landing of the bridge for this alternative will be located on a private residential parcel. This parcel will need to be purchased to construct the bridge and trail approach. This location avoids the underground channel discharge, reducing concerns of scour potential for the south abutment and piers.

3.2. City of Menasha Crossing Sites

3.2.1. Alternative #1 – Bridge Construction at Lawson Street

Alternative #1 is located at the north end of Lawson Street where it terminates at the Fox River Menasha Channel. The south end of the bridge would be within the Lawson St. right-of-way. The north end of the structure would be located on a vacant parcel owned by Chicago Northwestern Transportation Co. The approximate overall length of the structure would be 356 feet. The structure would run roughly parallel and adjacent to an existing power line slated to be upgraded in the coming

months. Minor approach work would be needed to connect the bridge to Lawson Street. On the north approach, a railroad track runs along River Street. The approach work is more substantial here and would either need to cross the railroad tracks to access River Street; or turn immediately west and run parallel to the railroad tracks and continue west toward the Friendship Trail. This pathway connection to the Friendship Trail would require some property acquisition either via easement or fee taking. A railroad track crossing would still be necessary at a selected location to the west of the bridge.

3.2.2. Alternative #2 – Bridge Construction at Mathewson Street

Alternative #2 is located at the north end of Mathewson Street where it terminates at the Fox River Menasha Channel. The south end of the bridge would be within the Mathewson St. right-of-way. The north end of the structure would be located on a publically owned right-of-way. The approximate overall length of the structure would be 640 feet. Minor approach work would be needed to connect the bridge to Mathewson Street on the south end. On the north end, more substantial approach work would be needed with grading, fill, paving and a railroad crossing all necessary to connect to the Friendship Trail. Property acquisition needs should be minor, if any.

4. STRUCTURE ALTERNATIVES

Three structure types were evaluated for the project sites to determine the most appropriate application for the sites to accommodate desired trail components and maintain hydraulic conditions of the Fox River. The difference structure types are applicable to both the Neenah and Menasha crossing sites since the Fox River Neenah and Menasha Channels both exhibit similar characteristics. Following is a summary of the alternatives investigated:

4.1. Superstructure Alternatives

4.1.1. Steel Girder Bridge (Boardwalk A)

This alternative consists of a multi-span steel girder bridge with a composite wood deck. The typical span would be 50'-0". The girders would be approximately 24" deep supporting approximately 12" of depth for timber framing and decking. The superstructure could either be supported on a pile bent or a concrete pier on spread footing foundation. The railing for this option is cable railing similar to the Herb & Dolly Smith Park Boardwalk Bridge. Other railing options can be considered in final design.

4.1.2. Prefabricated Steel Truss Bridge (Boardwalk B)

This alternative consists of a multi-span prefabricated steel trusses with either wood or composite wood decking. The typical span would be 100'-0". The overall depth of truss would be approximately 6'-6". The superstructure could either be supported on a pile bent or a concrete pier on spread footing foundation. The railing for the steel trusses is the typical angle rails for prefabricated bridges. Other railings can be installed for additional cost.

4.1.3. Concrete Girder Bridge (Boardwalk C)

This alternative consists of a multi-span concrete girder bridge with a concrete deck. The typical span would be 100'-0". The girders would be WisDOT 45W precast girders supporting an 8" thick concrete deck. The superstructure could either be supported on a pile bent or a concrete pier on spread footing foundation. The railing used on this structure is a steel framed cable railing. Other railing options can be considered in final design.

4.2. Pier Alternatives

4.2.1. Pile Bent

This alternative consists of a multi-pile pile bent with concrete pile cap. The pile bent would be a feasible substructure in soils that would allow driven piles. Piles are able to be driven from a barge or causeway in the water without needing to provide a cofferdam at the piers.

4.2.2. Concrete Pier With Spread Footing

This alternative consists of a concrete pier with spread footing foundation. This option would be a feasible substructure for the foundation to be supported on bedrock. A cofferdam would need to be constructed for construction.

The current soil conditions at the crossing locations are not identified at this time and require further study and investigation, including borings. Per our review of nearby structures, the river bed material and depth to bedrock is variable. The foundations of the nearby bridges on STH 114 are primarily spread footings supported on bedrock. A recommendation of substructure can be identified upon further field analysis of the river bed.

4.3. Superstructure Decking Alternatives

4.3.1. Composite Wood Decking

This alternative consists of Trex or similar wood and plastic decking supported by timber members. The decking is non-structural for wheel loads, therefore, the timber framing below is designed to carry the wheel loads. The decking is decay resistant and provides a surface that typically has a higher coefficient of friction when wet. This decking has been used on other nearby boardwalks – Trestle Trail and Herb and Dolly Smith Park Boardwalk Bridge. This decking will be used for the cost estimate of Boardwalk A. This would be an increased cost for Boardwalk B.

4.3.2. IPE Hardwood

This alternative consists of a tropical hardwood decking. The decking is structural and resistant to decay. The decking can carry wheel loads between structural members and would thus minimize structural members. This decking is typically used on prefabricated steel truss bridges and will be used for the cost estimate for Boardwalk B.

4.3.3. Concrete

This alternative consists of a typical concrete deck for bridges. Concrete decking would be low maintenance and durable with an extended service life. However, a concrete deck could create additional construction challenges over the water. Concrete is the only decking option for Boardwalk C.

5. SPECIAL CONSIDERATIONS

Several characteristics unique to the project areas impact the feasibility of the work. Following is a discussion of the project in relation to these considerations:

5.1. Environmental Conditions

5.1.1. City of Neenah Crossing Sites

Both Park Site #1 and the Plexus Global Headquarters parcel are identified as closed remediation sites for soil and groundwater contamination and are listed on the Wisconsin DNR's remediation and redevelopment inventory. Both sites are capped with either pavement material, old building foundations or a 2-foot thick landfill grade clay cap. Disturbance to the cap will require permitting through the WDNR. Soil excavated from the site must be analyzed and characterized, and likely disposed of at a licensed landfill. Replacement of the cap will be required upon completion of the

work. The Kimberly Clark X-Mill site is listed as an open remediation site for groundwater contamination of VOC's. In addition, soil within the river bed may contain contaminated material. Disturbance of this material and excavation of the soil may require special handling and treatment.

Mapping provided by the Wisconsin DNR shows the presence of wetland indicator soils (UoA – Udorthents) along both the north and south banks of the Fox River west of the existing railroad tracks. Investigation into the presence of wetlands may be necessary to ensure no impacts to wetlands would result from this alternative. Based on a site observation of the area, wetlands are likely not present at the connection location.

5.1.2. City of Menasha Crossing Sites

At the Menasha crossing sites, there are no listed properties on the Wisconsin DNR's remediation and redevelopment inventory where the structures or landings are located. Adjacent parcels are listed, however, so care must be taken during the work. In addition, soil within the river bed may contain contaminated material. Disturbance of this material and excavation of the soil may require special handling and treatment.

Mapping provided by the Wisconsin DNR shows the presence of wetland indicator soils (UoA – Udorthents) along both the north and south banks of the Fox River west of the existing railroad tracks. Investigation into the presence of wetlands may be necessary to ensure no impacts to wetlands would result from this alternative. Based on a site observation of the area, wetlands are likely not present at the connection location.

5.2. Permitting

The permitting requirements are similar for both the Neenah and Menasha crossing sites. The projects were briefly discussed with Sarah Adkins, Water Management Specialist with WDNR. WDNR permitting needs for this project include a Water Resources Application for Project Permits (WRAPP). The WRAPP will address the Waterway Individual Permit for structure construction, as well as grading on the bank of a navigable waterway. The U.S. Army Corp of Engineers permit will also be part of the WRAPP for work within the waters of the U.S. The projects were also discussed with Nick Domer of the USACOE. A hydrologic and hydraulic model analysis and report of the crossing will be required for the WRAPP.

The hydraulic model will utilize the existing Flood Insurance Study model for this segment of the river and add the new structure to verify that there is no increase to the Regulatory Flood Elevation and that the required freeboard is maintained during the 100-year flood event. In addition, a Development at Historic Fill Site or Licensed Landfill Exemption will likely be needed for work taking place on the south side of the river at the Neenah location.

The Individual Permit process can be quite lengthy and involved and includes a Public Notice, likely Public Hearing, and Public Comment period. Upon completion of the Public Comment period, WDNR has up to 50 days to complete their final review and make a decision. The quickest turnaround is 135 days (4.5 months) and in this case, we anticipate it to be a longer timeframe, closer to 6 months or more. This is in part due to the anticipated need for a causeway for construction. Causeways are further discussion in Section 5.5 Construction Feasibility. Part of the Individual Permit requirement will be to maintain navigational clearance, typically 5- feet from the normal water surface. A 2-foot freeboard clearance will also be needed from the 100-year flood elevation.

The USACOE Permit will look at similar items as the WDNR Individual Permit. The WRAPP application package is a combination application for both WDNR IP and the USACOE for Work in the Waters of the US. The Corp is particularly interested in any deposits in the waterway, such as bridge piers. The application will need to address minimizing and avoidance of deposits, particularly how the project investigated other less impactful alternative and/or try to minimize the number of bridge piers. An Environmental Site Assessment will be necessary.

The US Coast Guard was also contacted to understand if there are any navigational issues with the structure that would require federal permitting by the Coast Guard. Mr. Blair Stanifer of the Coast Guard Bridge Administration Branch reviewed the project proposals at both locations for jurisdictional coverage by the Coast Guard. Per Mr. Stanifer's review, neither location falls under USCG jurisdiction nor is any permitting necessary.

5.3. Property Acquisition

5.3.1. City of Neenah Crossing Sites

5.3.1.1. Alternative #1 – West of Existing Railroad Bridge

The southerly landing for this bridge location is on Park Site #1 owned and maintained by the City of Neenah. The northerly landing for this bridge

location is at the southern terminus of the River Street right-of-way where it intersects the Neenah Channel of the Fox River. Property acquisition is not expected to be necessary at either structure landing. Temporary Limited Easement (TLE) and/or Construction Easements may be necessary at the northerly landing.

5.3.1.2.Alternative #2 – East of Existing Railroad Bridge

Alignment Alternative #2 will require acquisition of Parcel 80301220000 located at the north landing. Property records and tax information were consulted to determine the cost for this acquisition, however, a full appraisal is recommended. Total Assessed Value (2011) for the parcel per the Winnebago County Geographic Information System is \$78,700.

5.3.2. City of Menasha Crossing Sites

5.3.2.1.Alternative #1 – Bridge Construction at Lawson Street

The southerly landing for this bridge location is at the northern terminus of the Lawson Street right-of-way where it intersects the Menasha Channel of the Fox River. Property acquisition is not expected to be necessary at southerly landing. The northerly landing for this bridge location is on a privately parcel owned by Chicago Northwestern Transportation Co. At the northerly landing, a portion of property will need to be acquired from Parcel 730087500 for the structure and approaches including connection to the River Street right-of-way. A full appraisal is recommended. In addition, if a pathway connection to the Friendship Trail is desired, additional property acquisition will be necessary west of the structure.

5.3.2.2.Alternative #2 – Bridge Construction at Mathewson Street

The southerly landing for this bridge location is at the northern terminus of the Mathewson Street right-of-way where it intersects the Menasha Channel of the Fox River. Property acquisition is not expected to be necessary at southerly landing. The northerly landing for this bridge location is on publically owned right-of-way. If a pathway connection to the Friendship Trail is desired, a minor amount of additional property acquisition will be necessary northwest of the structure landing.

5.4. Construction Site Access

5.4.1. City of Neenah Crossing Sites

Site access during construction varies significantly based on alternative. For Alignment Alternative #1, access to the site for construction will be gained through Park Site #1 on the south end of the new structure and from the River Street at the north end of the new structure. A large staging area will be available for use within Park Site #1. Limited staging area will be available on the north end of the structure, since access to the residential driveways must be maintained.

For Alignment Alternative #2, access for construction would be gained through the acquired parcel on the north end of the new structure. Staging area on this parcel will be available for contractor use. Limited access to the site will be available from the south end of the new structure, due to the proximity of the Plexus office building and the Kimberly-Clark Mill.

5.4.2. City of Menasha Crossing Sites

For Alignment Alternative #1, access to the site for construction will be gained through the Lawson Street right-of-way on the south end of the new structure and from River Street via Parcel 730087500 at the north end of the new structure. A staging area will likely be available for use within Parcel 730087500. Limited staging area will be available on the south end of the structure, since access to the residential driveways and public roadway must be maintained.

For Alignment Alternative #2, access for construction would be gained through the City owned right-of-way on the north end of the new structure. This area is very narrow with the adjacent railroad clear area and nearby residential buildings and private drive. We anticipate limited staging area on this parcel for contractor use. Limited staging area will be available on the south end of the structure, since access to the residential driveways and public roadway must be maintained.

5.5. Construction Feasibility

The construction feasibility of each option of the structure crossings at both the Neenah and Menasha sites creates some additional challenges. Construction will take place in/over water which requires different construction access methods. All structures options will require construction from a causeway or from barges.

5.5.1. Causeway Construction Access

A causeway would be created by filling the river in with material to create a road from which the boardwalk can be constructed. Once constructed, the causeway would need to be removed. A causeway involves a significant permitting process and could add significant cost to the project. This would be applicable at both the Neenah and Menasha crossings

5.5.2. Barge Construction Access

The water depth will determine whether or not construction can be done from a barge. Typically a minimum water depth of 3 ft to 4 ft is needed to utilize a barge. This would make the permit process a bit easier and may be more feasible for construction of the boardwalk. The normal depth of the water for both the Neenah Channel and Menasha Channels in the vicinity of the respective crossing sites, based on the Fox River FIS, is approximately 4-feet. This normal water depth can decrease significantly during the dry weather months when construction is likely to take place.

5.6. Railroad Coordination

5.6.1. City of Neenah Crossing Sites

Both alignment alternatives are located near an active Canadian National Railway railroad line. Discussions have taken place with Jackie Macewicz, Canadian National Railway – Manager Public Works, regarding the possibility of connecting a cantilevered trail to the existing active railroad trestle as well as crossing requirements, if needed. Canadian National does not allow attaching any feature to active railroad line under any circumstance, even one with a low number of trains such as this location. There may be horizontal clearance requirements; however, that typically is 25-feet from center of track. Railroad approvals and flagging is required when work takes place within the safety zone of the railway, also typically 25-feet from the center of track. Although construction work will likely be occurring outside of this zone, coordination with the railroad may be necessary, particularly on the north end of the new structure. Particular care will need to be taken if piles will be driven near the railroad line.

5.6.2. City of Menasha Crossing Sites

Both alignment alternatives are located near a privately owned spur railroad line on their north landings. While this spur line does not experience significant use, the

normal railroad approvals and flagging would be required when work takes place within the safety zone of the railway, typically 25-feet from the center of track. For these sites, it is anticipated that construction work will likely be occurring within this zone. Coordination and permitting with the railroad will be necessary. Any crossing of the railroad line on the approaches or trail connection to the Friendship Trail will need to be permitted.

6. DISCUSSION OF COSTS

The investigated alternatives were compared with respect to anticipated construction costs. The trail approach work at each location in both Neenah and Menasha is anticipated to be minor and very similar between the alternatives. The approach work is limited to the immediate vicinity of the structures and only that which is necessary to reach existing grade or connect to immediately adjacent roadways. Completion of the trail loop to connect the Neenah and Menasha crossings to link up with the Friendship Trail are not included in this cost information.

6.1. Structure Alternatives

- Boardwalk A: \$800 LF
- Boardwalk B: \$1,200 LF
- Boardwalk C: \$1,200 LF

- Pile Bent: \$15,000 EA
- Concrete Pier: \$40,000 EA
- Abutments: \$50,000 PER STRUCTURE

6.2. Approach Path Alternatives

6.2.1. City of Neenah Crossing Sites

6.2.1.1. Alignment Alternative #1:

South Approach	\$30,000
North Approach	\$10,000
Lighting	\$100,000

6.2.1.2. Alignment Alternative #2:

South Approach	\$10,000
North Approach	\$20,000
Lighting	\$60,000
Property Acquisition	\$100,000

6.2.2. City of Menasha Crossing Sites

6.2.2.1. Alignment Alternative #1:

South Approach	\$10,000
North Approach	\$50,000
Lighting	\$50,000
Property Acquisition	\$40,000

6.2.2.2. Alignment Alternative #2:

South Approach	\$10,000
North Approach	\$20,000
Lighting	\$90,000

6.3. Construction Mobilization/Methodology Costs

6.3.1. Causeway Construction Access

Cost Range: \$300,000 to \$400,000 estimated

Note that this is a highly variable cost and each contractor may have a different approach to the construction methodology and sequencing of work.

6.3.2. Barge Construction Access

Cost Range: \$50,000 per month; \$200,000 to \$300,000 total estimated

We estimate 4 – 6 months of use necessary and the time needed is dependent on the type of superstructure used for the boardwalk, construction approach by the contractor, and construction sequencing.

6.4. Engineer’s Opinion of Probable Construction Cost Summary

Multiple superstructure and pier alternatives are possible for each of these locations. The alternatives are dependent on budget considerations, aesthetics, and the findings of soil investigations/borings to be completed in a future phase. For the purposes of comparison and budgeting, we have identified three typical superstructure assemblies; including decking, railings. The below tables provide a summary of the Engineer’s Opinion of Probable Construction Costs for several combinations, including limited approach work. The Property Acquisition costs noted are highly variable and dependent on formal appraisal offers to property owners, and ultimately the negotiated and accepted price; thus the values presented for that item in this report should be used with caution. The Costs noted below include design engineering and construction oversight. They also include preliminary investigation of soils and environmental impacts. Construction mobilization/methodology for barge or causeway construction is also included.

Below is a summary of the total Engineer's Opinion of Probable Construction Costs for each location. For a more detailed breakdown, refer to the Exhibits.

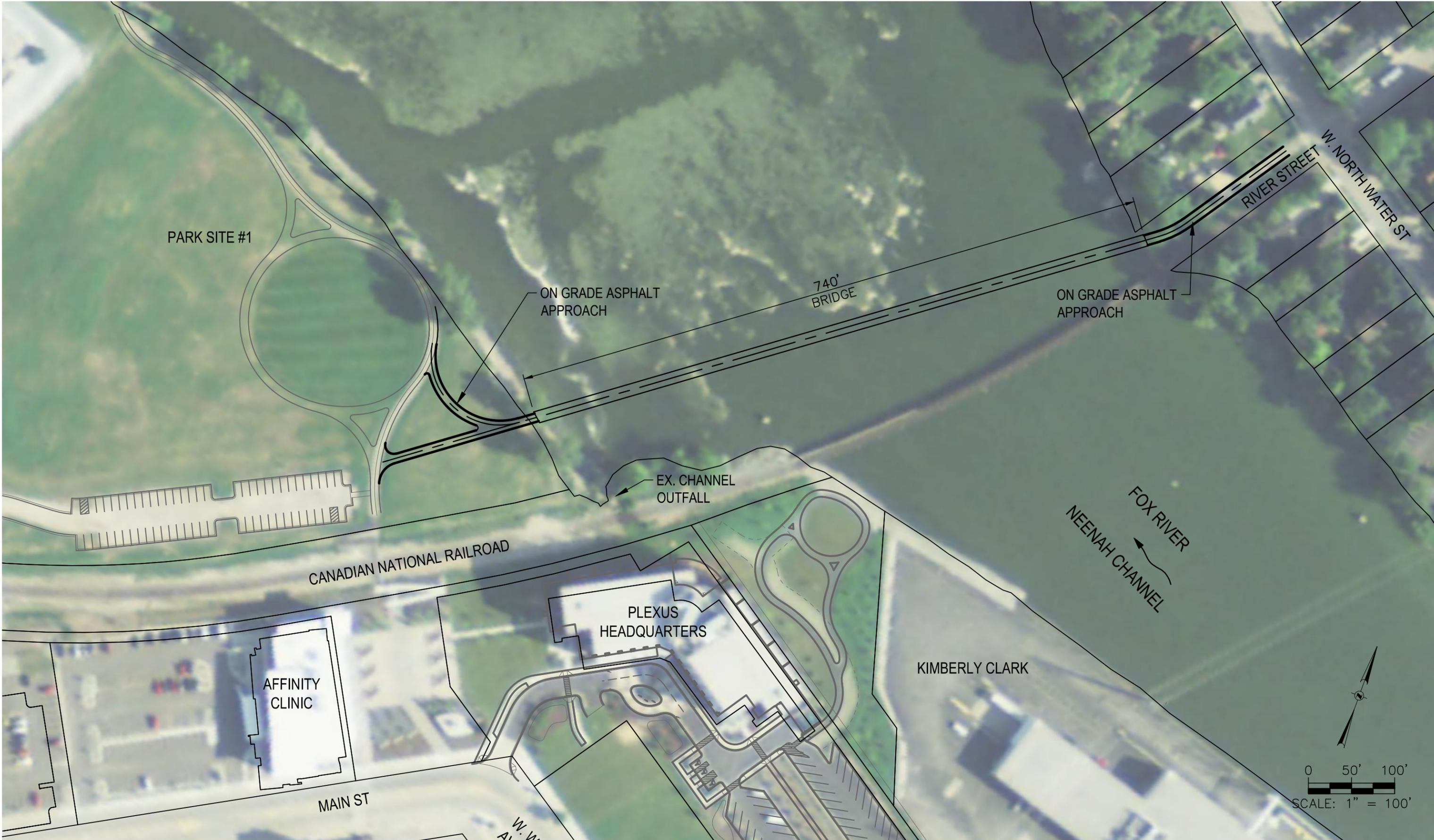
NEENAH SITES – COST SUMMARY TOTALS						
	Boardwalk A		Boardwalk B		Boardwalk C	
Pier Types	Pile Bents	Concrete Pier w/ Spread Footing	Pile Bents	Concrete Pier w/ Spread Footing	Pile Bents	Concrete Pier w/ Spread Footing
Alternative #1	\$1,555,800	\$1,636,300	\$1,896,200	\$1,976,700	\$1,288,000	\$1,358,000
Alternative #2	\$1,152,200	\$1,198,200	\$1,363,800	\$1,409,800	\$1,363,800	\$1,409,800

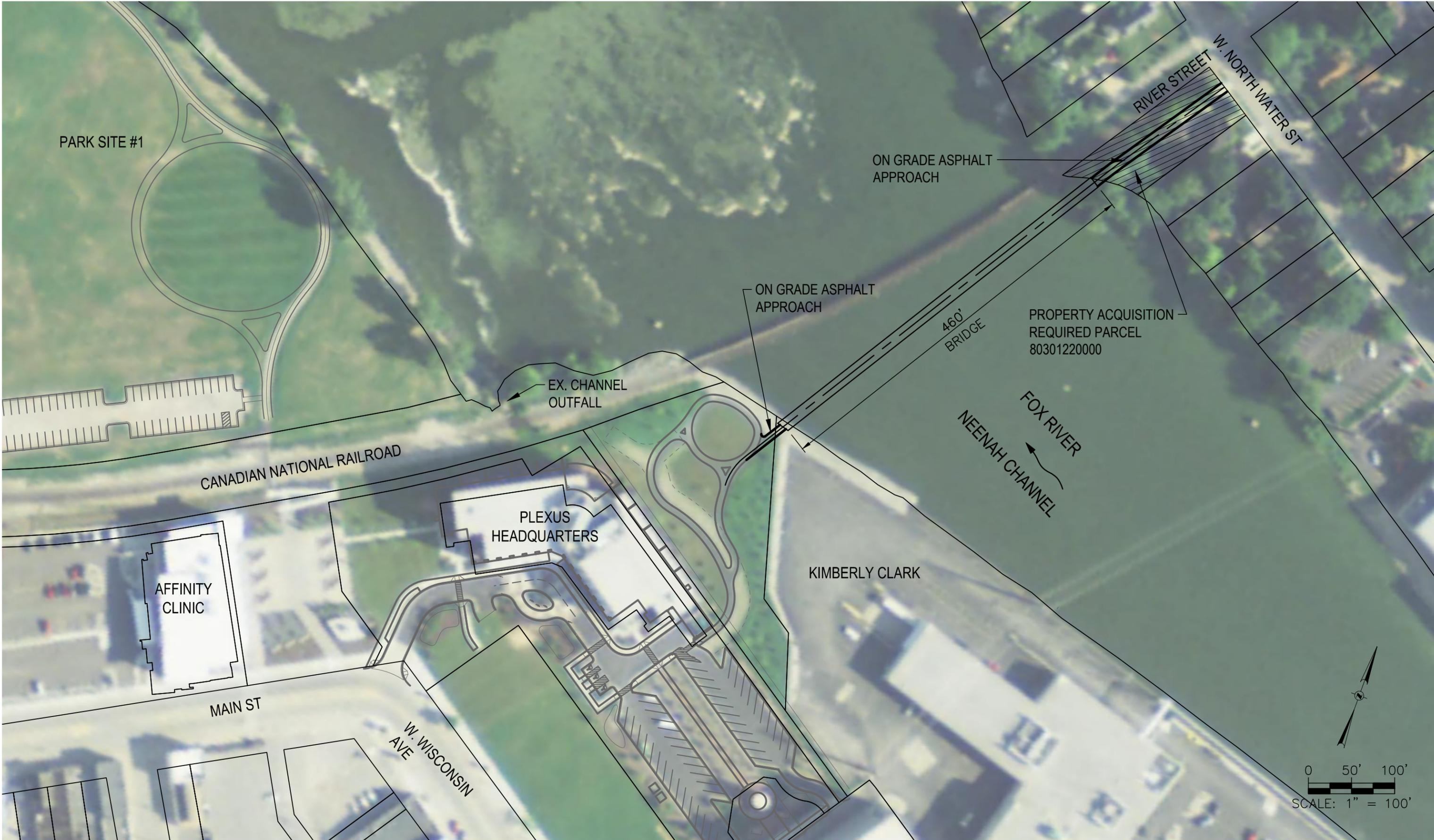
MENASHA SITES – COST SUMMARY TOTALS						
	Boardwalk A		Boardwalk B		Boardwalk C	
Pier Types	Pile Bents	Concrete Pier w/ Spread Footing	Pile Bents	Concrete Pier w/ Spread Footing	Pile Bents	Concrete Pier w/ Spread Footing
Alternative #1	\$976,000	\$1,010,500	\$1,139,800	\$1,174,300	\$1,139,800	\$1,174,300
Alternative #2	\$1,406,300	\$1,475,300	\$1,700,700	\$1,769,700	\$1,700,700	\$1,769,700

7. SUMMARY

A multi-modal crossing of the Fox River in downtown Neenah and downtown Menasha will provide a valuable amenity to both communities and the surrounding residents. Several alignment and structure alternatives for each crossing were evaluated based on constructability, cost, and ability to meet current needs. Each option presents its own set of challenges some of which include railroad considerations, property impacts and acquisitions, permitting, and construction access and methodology. Some of these items will become clearer as additional due diligence work is undertaken such as property appraisals and geotechnical investigations. The structure types also vary in both appearance and cost. All of these factors need to be weighed by the respective City officials and community members. The goal of this study is to provide additional information needed to make an educated decision regarding the path forward.

NEENAH ALIGNMENT ALTERNATIVES





MENASHA ALIGNMENT ALTERNATIVES





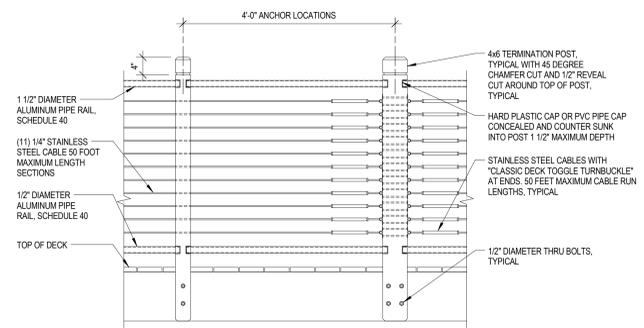
PROJECT NUMBER: 2014-2050.00
 DATE: 12-12-2014
 SCALE: 1"=100'
 REFERENCE SHEET: N/A

PROJECT TITLE: FOX RIVER MULTI-MODAL BRIDGE CROSSING FEASIBILITY STUDY
 SHEET TITLE: MENASHA ALTERNATIVE 2

ADD, CB, RFI #
 MENASHA

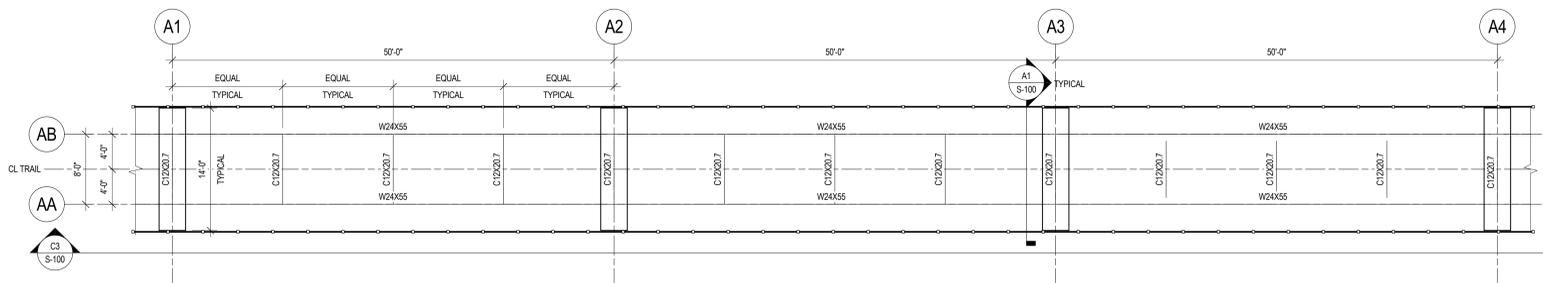
ALT2

STRUCTURAL ALTERNATIVE SECTIONS AND DETAILS



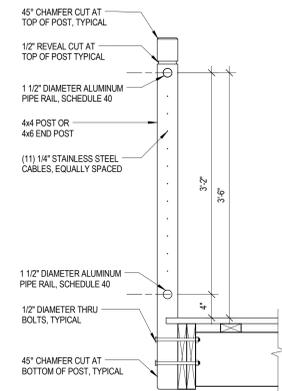
D1 TYPICAL RAILING ELEVATION

3/4" = 1'-0"



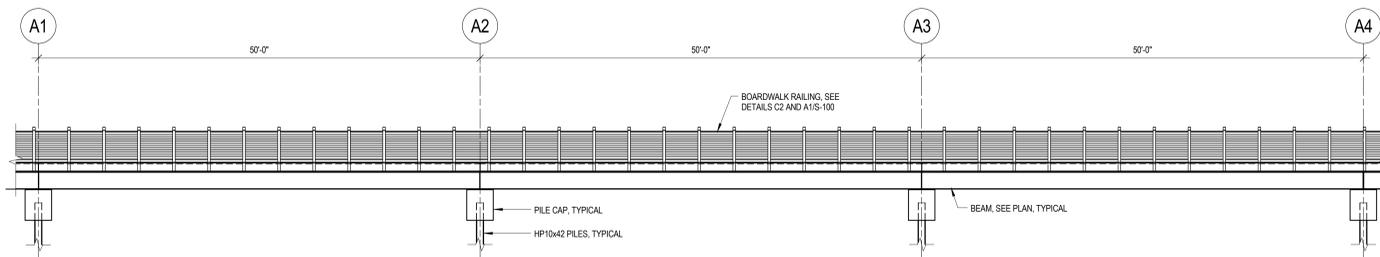
D3 PLAN

1/8" = 1'-0"



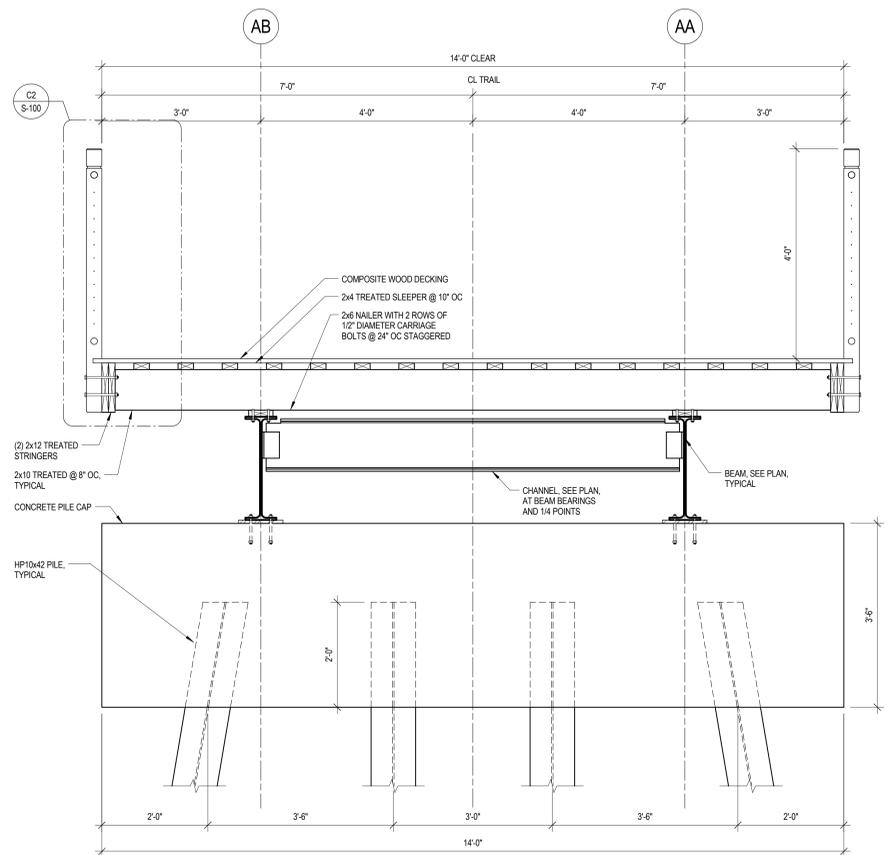
C2 RAILING DETAIL

1" = 1'-0"



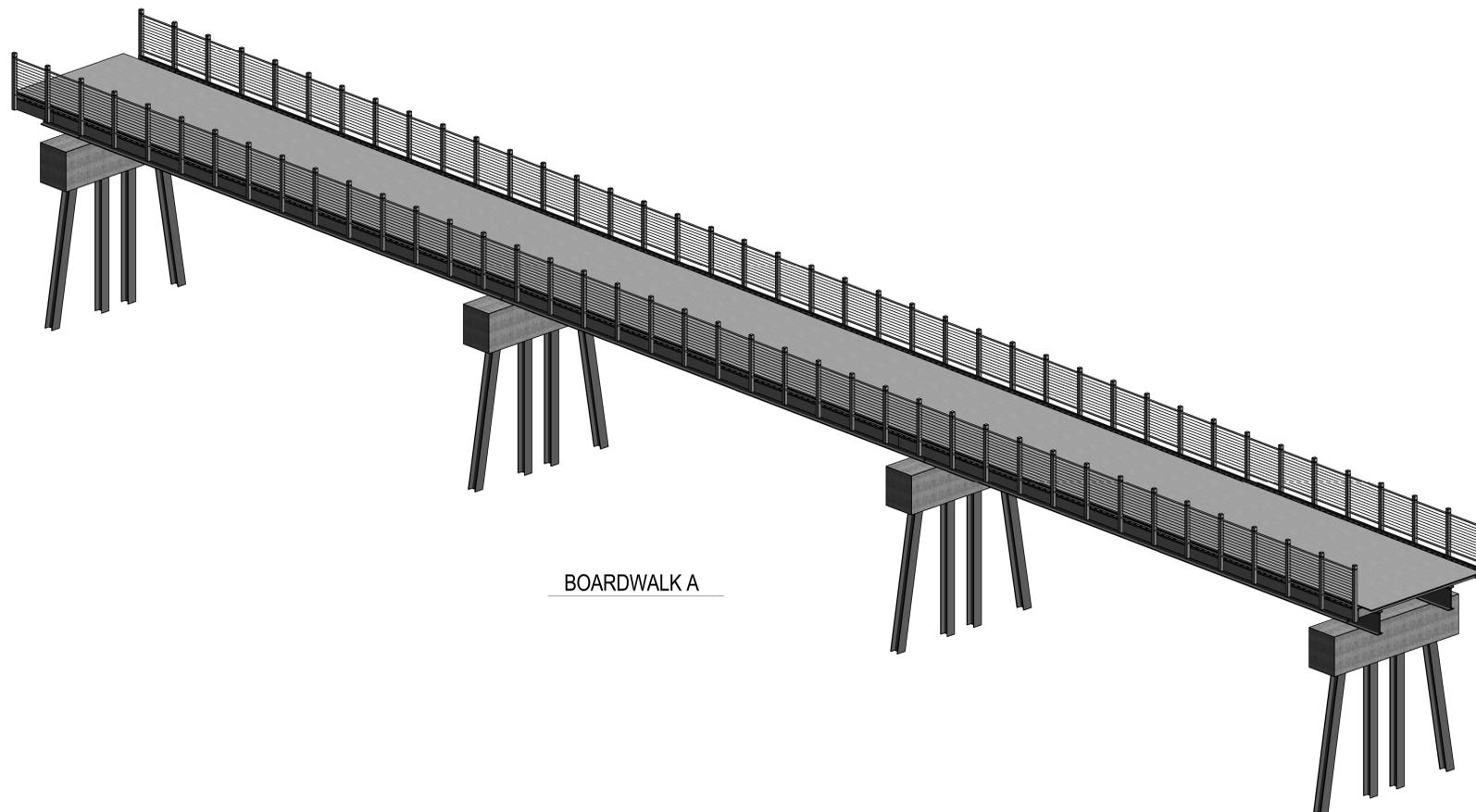
C3 ELEVATION

1/8" = 1'-0"

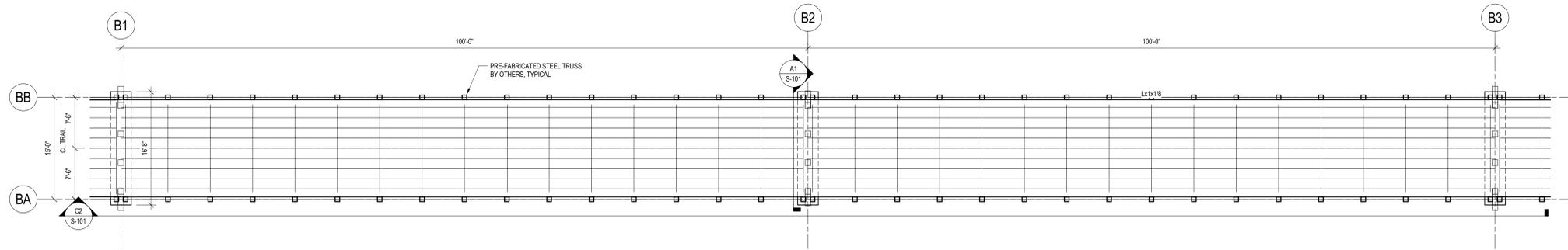


A1 SECTION

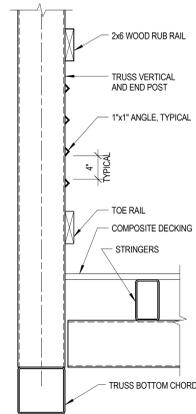
3/4" = 1'-0"



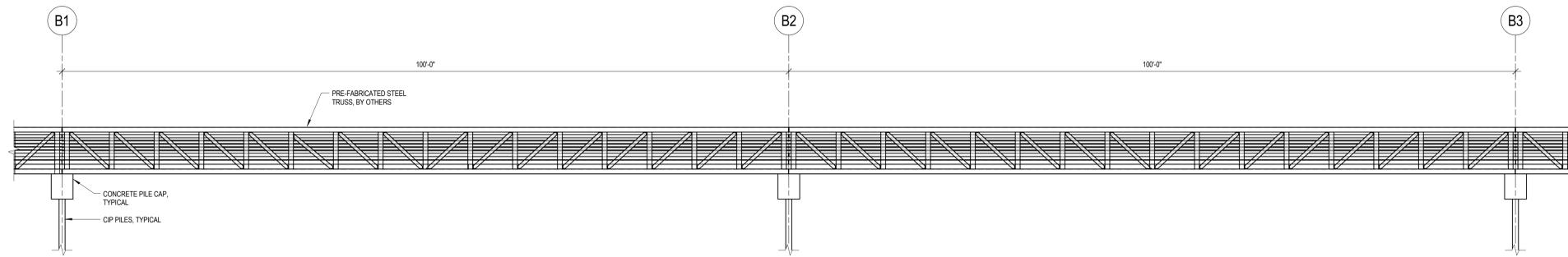
BOARDWALK A



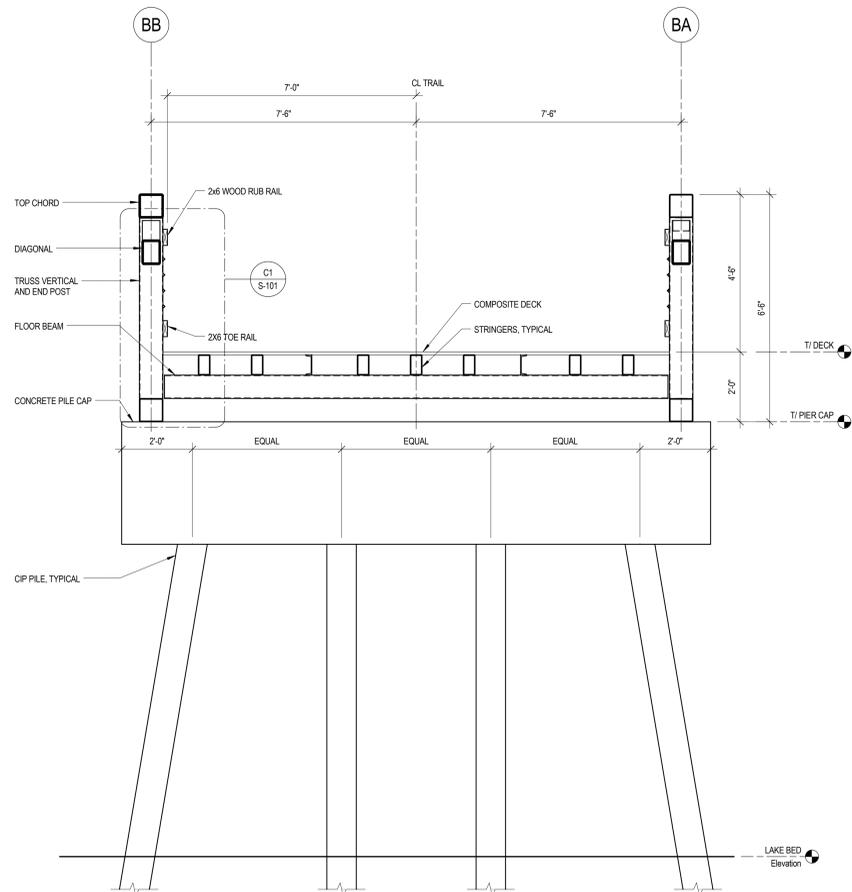
D2 PLAN
1/8" = 1'-0"



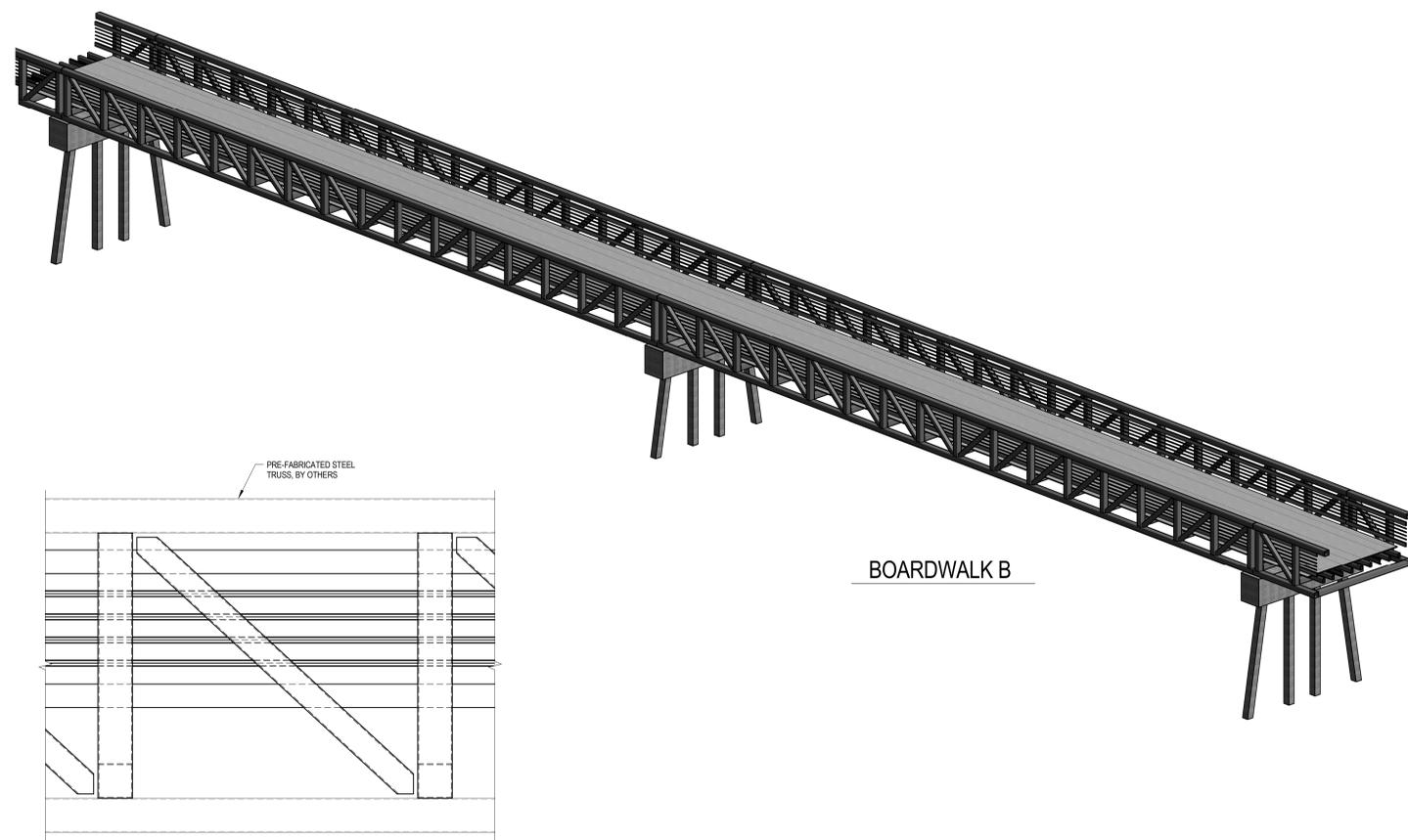
C1 RAILING DETAIL
1" = 1'-0"



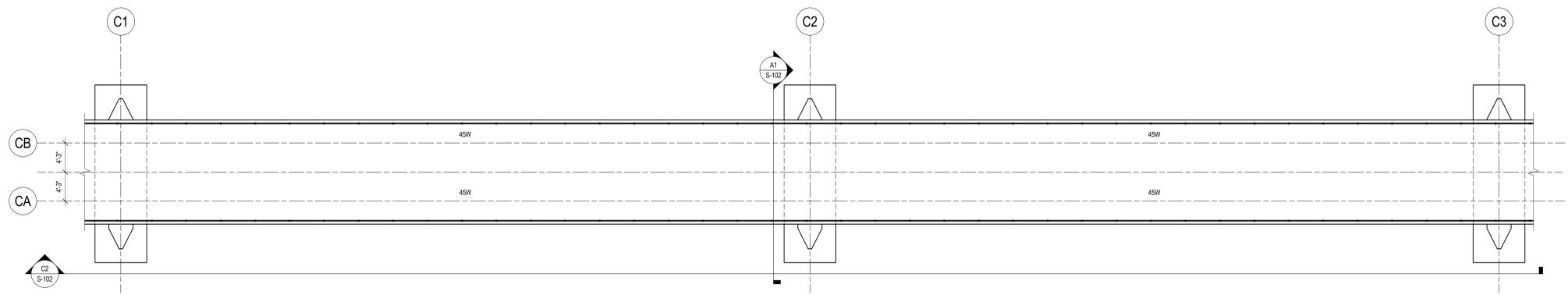
C2 ELEVATION
1/8" = 1'-0"



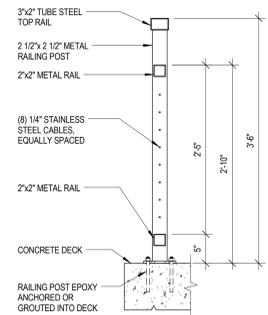
A1 SECTION
1/2" = 1'-0"



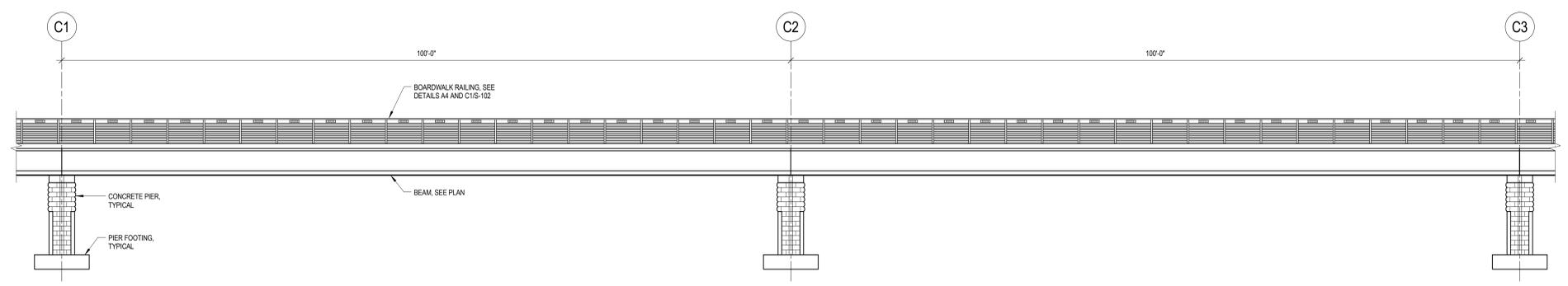
A3 TYPICAL RAILING ELEVATION
3/4" = 1'-0"



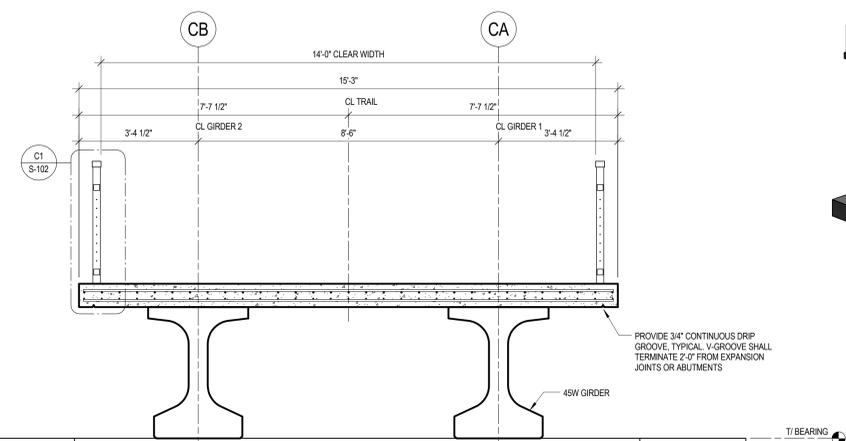
D2 PLAN
1/8" = 1'-0"



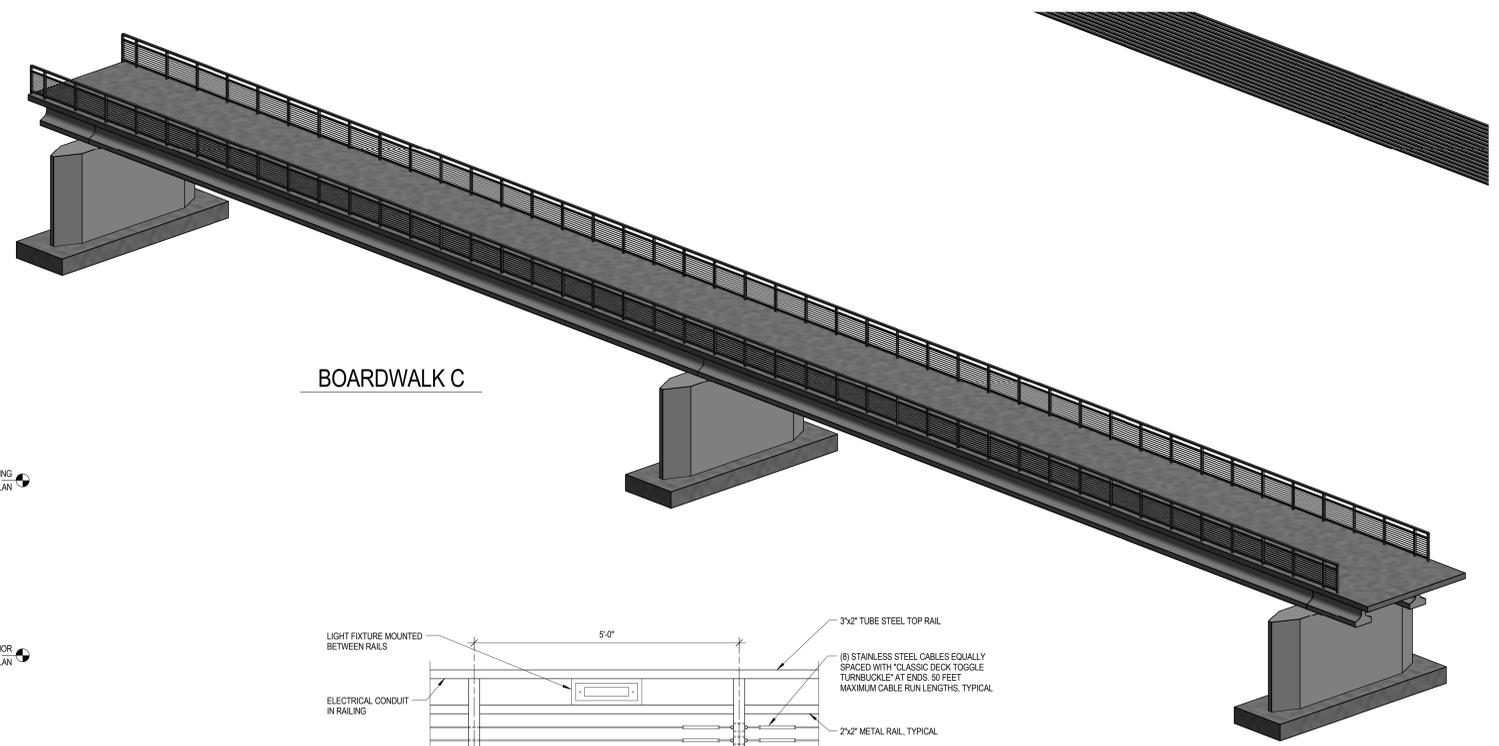
C1 RAILING DETAIL
1" = 1'-0"



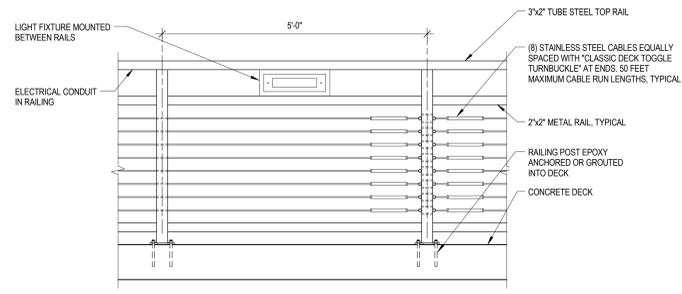
C2 ELEVATION
1/8" = 1'-0"



A1 SECTION
1/2" = 1'-0"



BOARDWALK C



A4 TYPICAL RAILING ELEVATION
3/4" = 1'-0"

FUTURE MULTI-MODAL TRAIL LOOP EXHIBIT

— Completed Trail Segment
— Future Trail Segment



NEENAH CROSSINGS EXISTING SITE PHOTOGRAPHS

Neenah Crossing – Existing Site Photos



Alternative #1 – Crossing



Alternative #1 – South Landing

Neenah Crossing – Existing Site Photos



Alternative #1 – North Landing



Alternative #1 – North Approach

Neenah Crossing – Existing Site Photos



Alternative #2 – Crossing



Alternative #2 – South Landing

MENASHA CROSSINGS EXISTING SITE PHOTOGRAPHS

Menasha Crossing – Existing Site Photos



Alternative #1 – Crossing



Alternative #1 – South Approach

Menasha Crossing – Existing Site Photos



Alternative #1 – North Approach



Alternative #1 – North Landing

Menasha Crossing – Existing Site Photos



Alternative #1 – On Grade Path Route to Friendship Trail



Alternative #2 – South Approach

Menasha Crossing – Existing Site Photos



Alternative #2 – Crossing



Alternative #2 – Crossing

**ENGINEER'S OPINION OF PROBABLE CONSTRUCTION COST
DETAILED BREAKDOWN TABLES**

Fox River Multi-Modal Bridge Crossings Feasibility Study
 Neenah and Menasha Crossing Locations
 Engineer's Opinion of Probable Construction Costs
 2/9/2015

NEENAH SITES

	Alternative #1					
	Boardwalk A		Boardwalk B		Boardwalk C	
	Pile Bents	Concrete Pier w/ Spread Footings	Pile Bents	Concrete Pier w/ Spread Footings	Pile Bents	Concrete Pier w/ Spread Footings
Length (ft)	740	740	740	740	740	740
Boardwalk A	\$ 592,000.00					
Boardwalk A		\$ 592,000.00				
Boardwalk B			\$ 888,000.00			
Boardwalk B				\$ 888,000.00		
Boardwalk C					\$ 888,000.00	
Boardwalk C						\$ 888,000.00
Pile Bents (14)	\$ 210,000.00		\$ 210,000.00		\$ 210,000.00	
Concrete Pier (7)		\$ 280,000.00		\$ 280,000.00		\$ 280,000.00
Abutments	\$ 50,000.00	\$ 50,000.00	\$ 50,000.00	\$ 50,000.00	\$ 50,000.00	\$ 50,000.00
Approach Work	\$ 40,000.00	\$ 40,000.00	\$ 40,000.00	\$ 40,000.00	\$ 40,000.00	\$ 40,000.00
Lighting	\$ 100,000.00	\$ 100,000.00	\$ 100,000.00	\$ 100,000.00	\$ 100,000.00	\$ 100,000.00
Property Acquisition	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
SUBTOTAL	\$ 992,000.00	\$ 1,062,000.00	\$ 1,288,000.00	\$ 1,358,000.00	\$ 1,288,000.00	\$ 1,358,000.00
Geotech/Environmental	\$ 15,000.00	\$ 15,000.00	\$ 15,000.00	\$ 15,000.00	\$ 15,000.00	\$ 15,000.00
Construction Mobilization	\$ 400,000.00	\$ 400,000.00	\$ 400,000.00	\$ 400,000.00	\$ 400,000.00	\$ 400,000.00
Engineering/Delivery (15%)	\$ 148,800.00	\$ 159,300.00	\$ 193,200.00	\$ 203,700.00	\$ 193,200.00	\$ 203,700.00
TOTAL	\$ 1,555,800.00	\$ 1,636,300.00	\$ 1,896,200.00	\$ 1,976,700.00	\$ 1,896,200.00	\$ 1,976,700.00

	Alternative #2					
	Boardwalk A		Boardwalk B		Boardwalk C	
	Pile Bents	Concrete Pier w/ Spread Footings	Pile Bents	Concrete Pier w/ Spread Footings	Pile Bents	Concrete Pier w/ Spread Footings
Length (ft)	460	460	460	460	460	460
Boardwalk A	\$ 368,000.00					
Boardwalk A		\$ 368,000.00				
Boardwalk B			\$ 552,000.00			
Boardwalk B				\$ 552,000.00		
Boardwalk C					\$ 552,000.00	
Boardwalk C						\$ 552,000.00
Pile Bents (8)	\$ 120,000.00		\$ 120,000.00		\$ 120,000.00	
Concrete Pier (4)		\$ 160,000.00		\$ 160,000.00		\$ 160,000.00
Abutments	\$ 50,000.00	\$ 50,000.00	\$ 50,000.00	\$ 50,000.00	\$ 50,000.00	\$ 50,000.00
Approach Work	\$ 30,000.00	\$ 30,000.00	\$ 30,000.00	\$ 30,000.00	\$ 30,000.00	\$ 30,000.00
Lighting	\$ 60,000.00	\$ 60,000.00	\$ 60,000.00	\$ 60,000.00	\$ 60,000.00	\$ 60,000.00
Property Acquisition	\$ 100,000.00	\$ 100,000.00	\$ 100,000.00	\$ 100,000.00	\$ 100,000.00	\$ 100,000.00
SUBTOTAL	\$ 728,000.00	\$ 768,000.00	\$ 912,000.00	\$ 952,000.00	\$ 912,000.00	\$ 952,000.00
Geotech/Environmental	\$ 15,000.00	\$ 15,000.00	\$ 15,000.00	\$ 15,000.00	\$ 15,000.00	\$ 15,000.00
Construction Mobilization	\$ 300,000.00	\$ 300,000.00	\$ 300,000.00	\$ 300,000.00	\$ 300,000.00	\$ 300,000.00
Engineering/Delivery (15%)	\$ 109,200.00	\$ 115,200.00	\$ 136,800.00	\$ 142,800.00	\$ 136,800.00	\$ 142,800.00
TOTAL	\$ 1,152,200.00	\$ 1,198,200.00	\$ 1,363,800.00	\$ 1,409,800.00	\$ 1,363,800.00	\$ 1,409,800.00

Notes:

Boardwalk A = \$800/LF

Boardwalk B = \$1,200/LF

Boardwalk C = \$1,200/LF

Pile Bent = \$15,000/ EA

Concrete Pier = \$40,000/EA

Property Acquisition is a rough estimate only and is not reflective of an appraisal or formal accepted offer.

Geotech/Environmental includes borings at the structure abutments and in waterway, as well as a Phase I ESA

Construction Mobilization/Methodology costs for causeway construction or barge use can range from \$200,000 to \$400,000.

Fox River Multi-Modal Bridge Crossings Feasibility Study
 Neenah and Menasha Crossing Locations
 Engineer's Opinion of Probable Construction Costs
 2/9/2015

MENASHA SITES

	Alternative #1					
	Boardwalk A		Boardwalk B		Boardwalk C	
	Pile Bents	Concrete Pier w/ Spread Footings	Pile Bents	Concrete Pier w/ Spread Footings	Pile Bents	Concrete Pier w/ Spread Footings
Length (ft)	356	356	356	356	356	356
Boardwalk A	\$ 284,800.00					
Boardwalk A		\$ 284,800.00				
Boardwalk B			\$ 427,200.00			
Boardwalk B				\$ 427,200.00		
Boardwalk C					\$ 427,200.00	
Boardwalk C						\$ 427,200.00
Pile Bents (6)	\$ 90,000.00		\$ 90,000.00		\$ 90,000.00	
Concrete Pier (3)		\$ 120,000.00		\$ 120,000.00		\$ 120,000.00
Abutments	\$ 50,000.00	\$ 50,000.00	\$ 50,000.00	\$ 50,000.00	\$ 50,000.00	\$ 50,000.00
Approach Work	\$ 60,000.00	\$ 60,000.00	\$ 60,000.00	\$ 60,000.00	\$ 60,000.00	\$ 60,000.00
Lighting	\$ 50,000.00	\$ 50,000.00	\$ 50,000.00	\$ 50,000.00	\$ 50,000.00	\$ 50,000.00
Property Acquisition	\$ 40,000.00	\$ 40,000.00	\$ 40,000.00	\$ 40,000.00	\$ 40,000.00	\$ 40,000.00
SUBTOTAL	\$ 574,800.00	\$ 604,800.00	\$ 717,200.00	\$ 747,200.00	\$ 717,200.00	\$ 747,200.00
Geotech/Environmental	\$ 15,000.00	\$ 15,000.00	\$ 15,000.00	\$ 15,000.00	\$ 15,000.00	\$ 15,000.00
Construction Mobilization	\$ 300,000.00	\$ 300,000.00	\$ 300,000.00	\$ 300,000.00	\$ 300,000.00	\$ 300,000.00
Engineering/Delivery (15%)	\$ 86,200.00	\$ 90,700.00	\$ 107,600.00	\$ 112,100.00	\$ 107,600.00	\$ 112,100.00
TOTAL	\$ 976,000.00	\$ 1,010,500.00	\$ 1,139,800.00	\$ 1,174,300.00	\$ 1,139,800.00	\$ 1,174,300.00

	Alternative #2					
	Boardwalk A		Boardwalk B		Boardwalk C	
	Pile Bents	Concrete Pier w/ Spread Footings	Pile Bents	Concrete Pier w/ Spread Footings	Pile Bents	Concrete Pier w/ Spread Footings
Length (ft)	640	640	640	640	640	640
Boardwalk A	\$ 512,000.00					
Boardwalk A		\$ 512,000.00				
Boardwalk B			\$ 768,000.00			
Boardwalk B				\$ 768,000.00		
Boardwalk C					\$ 768,000.00	
Boardwalk C						\$ 768,000.00
Pile Bents (12)	\$ 180,000.00		\$ 180,000.00		\$ 180,000.00	
Concrete Pier (6)		\$ 240,000.00		\$ 240,000.00		\$ 240,000.00
Abutments	\$ 50,000.00	\$ 50,000.00	\$ 50,000.00	\$ 50,000.00	\$ 50,000.00	\$ 50,000.00
Approach Work	\$ 30,000.00	\$ 30,000.00	\$ 30,000.00	\$ 30,000.00	\$ 30,000.00	\$ 30,000.00
Lighting	\$ 90,000.00	\$ 90,000.00	\$ 90,000.00	\$ 90,000.00	\$ 90,000.00	\$ 90,000.00
Property Acquisition	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
SUBTOTAL	\$ 862,000.00	\$ 922,000.00	\$ 1,118,000.00	\$ 1,178,000.00	\$ 1,118,000.00	\$ 1,178,000.00
Geotech/Environmental	\$ 15,000.00	\$ 15,000.00	\$ 15,000.00	\$ 15,000.00	\$ 15,000.00	\$ 15,000.00
Construction Mobilization	\$ 400,000.00	\$ 400,000.00	\$ 400,000.00	\$ 400,000.00	\$ 400,000.00	\$ 400,000.00
Engineering/Delivery (15%)	\$ 129,300.00	\$ 138,300.00	\$ 167,700.00	\$ 176,700.00	\$ 167,700.00	\$ 176,700.00
TOTAL	\$ 1,406,300.00	\$ 1,475,300.00	\$ 1,700,700.00	\$ 1,769,700.00	\$ 1,700,700.00	\$ 1,769,700.00

Notes:

Boardwalk A = \$800/LF

Boardwalk B = \$1,200/LF

Boardwalk C = \$1,200/LF

Pile Bent = \$15,000/ EA

Concrete Pier = \$40,000/EA

Property Acquisition is a rough estimate only and is not reflective of an appraisal or formal accepted offer.

Geotech/Environmental includes borings at the structure abutments and in waterway, as well as a Phase I ESA

Construction Mobilization/Methodology costs for causeway construction or barge use can range from \$200,000 to \$400,000.

CITY OF MENASHA
ADMINISTRATION COMMITTEE
Third Floor Council Chambers
140 Main Street, Menasha
February 16, 2015
MINUTES

DRAFT

A. CALL TO ORDER

Meeting called to order by Chairman Nichols at 7:47 p.m.

B. ROLL CALL/EXCUSED ABSENCES

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

EXCUSED: Alderman Langdon

ALSO PRESENT: Mayor Merkes, CA/HRD Captain, PC Styka, CDD Keil,

PHD McKenney, Clerk Galeazzi

C. MINUTES TO APPROVE

1. [Administration Committee, 1/19/15](#)

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

Motion carried on voice vote.

D. COMMUNICATIONS

1. [Wisconsin Office of the Commissioner of Insurance, 2/12/15](#)

No action required.

E. DISCUSSION/ACTION ITEMS

1. [2015 Agreement and Contract Among ADVOCAP, Inc and City of Menasha & Neenah-Menasha YMCA with Menasha Senior Center for the term 1/1/15-12/31/15.](#)

PHD McKenney explained the annual agreement is to provide food service to seniors using the Senior Center facility.

Moved by Ald. Englebert seconded by Ald. Keehan to recommend to Common Council 2015 Agreement and Contract Among ADVOCAP, Inc. and City of Menasha and Neenah-Menasha YMCA with Menasha Senior Center for the term 1/1/15-12/31/15.

Motion carried on roll call 7-0.

2. [Renewal - Inland Marine - Electronic Data Processing Insurance.](#)

CA/HRD Captain explained the renewal of the Electronic Data Processing Insurance with AGCS Marine Insurance Company for one year at a premium of \$4,342.00. The premium amount includes TRIA coverage.

Moved by Ald. Keehan seconded by Ald. Englebert to approve the renewal of the Electronic Data Processing Insurance coverage with AGCS Marine Insurance Company for one year in the amount of \$4,342.00.

Motion carried on roll call 7-0.

F. ADJOURNMENT

Moved by Ald. Keehan seconded by Ald. Taylor to adjourn at 7:51 p.m.

Motion carried on voice vote.

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

MINUTES OF THE BOARD OF CANVASS
February 18, 2015

Clerk Galeazzi called the meeting to order at 8:30 a.m.

Present: Members Thomas Stoffel, Greg Keil, and City Clerk Deborah A. Galeazzi

The Board compared the ACCU-VOTE Optic Scan (OS) and Touch Screen Extra (TSX) machines print-out with the return sheets filed and determines and certifies the Aldermanic election vote of the February 17, 2015 Spring Primary Election as follows:

Alderman – District 5

Gary Gartmann	4
Michael Keehan	39
Steve Krueger	52
Write-in	1

The Board of Canvass adjourned at 8:34 a.m. and will reconvene on Monday February 23, 2015 at 9:00 a.m. if required to process and count any of the 13 outstanding absentee ballots postmarked on or before Election Day, February 17, 2015 and received in the clerk's office by 4:00 p.m. Friday February 20, 2015 . Since no provisional ballots were issued on Election Day it is unnecessary for the Board of Canvass to process provisional ballots

WITNESS OUR HANDS at the office of the City Clerk at City Hall, City of Menasha, Winnebago and Calumet Counties, Wisconsin, this 18th day of February, 2015

Thomas Stoffel

Greg Keil

Deborah A. Galeazzi

MINUTES OF THE BOARD OF CANVASS
February 23, 2015

Present: Members Greg Keil, Michael A. Brunn (for Tom Stoffel) and Deputy City Clerk Susan M. Strauss

Meeting called to order by Deputy Clerk Strauss at 9:00 a.m.

Clerk Strauss reported of the 13 outstanding absentees two absentees were received in the Clerk's office by 4:00 p.m. on February 20, 2015. There were zero provisional ballots cast for the February 23, 2015 election.

All two absentees were accepted and processed - two from District 5.

The totals from the Board of Canvass of February 23, 2015 were adjusted accordingly:

Alderman – District 5

Gary Gartmann	4
Michael Keehan	40
Steve Krueger	53
Write-in	1

The Board of Canvass adjourned at 9:11 a.m.

WITNESS OUR HANDS at the office of the City Clerk at City Hall, City of Menasha, Winnebago County, Wisconsin, this 23rd day of February, 2015.

Greg Keil

Michael A. Brunn

Susan M. Strauss

**Summary Statement and Certification of the Board of Canvassers
Spring Primary Election – February 17, 2015**

We, the undersigned, certify that we are the members of the Board of Canvassers for the City of Menasha, Wisconsin.

We certify that the attached Tabular Statement of Votes Cast and Summary Statement of the Board of Canvassers, canvassed and prepared by us, are correct and true as compiled from the original returns made to the City Clerk.

We further determine and certify that the following persons received the greatest number of votes for the respective office for which each was a candidate on February 17, 2015.

The total number of votes cast for District 5 Alderman was 98, of which

Gary Gartmann	received	4
Michael Keehan	received	40
Steve Krueger	received	53
Write-ins	received	1

Steve Krueger and Michael Keehan having received the highest number of votes cast, will advance to the April 7, 2015 Spring Election.

Dated at the office of the City Clerk at City Hall, City of Menasha, Winnebago & Calumet Counties, Wisconsin, this 23rd day of February, 2015

Thomas Stoffel

Deborah A. Galeazzi, Clerk

Greg Keil

Susan Strauss, Deputy Clerk

Michael Brunn

Tabular Statement of Votes Cast
City of Menasha
Spring Primary Election – February 17, 2015

Alderman, District 5

Gary Gartmann	4
Michael Keehan	40
Steve Krueger	53
Write-in	1
Total Votes Cast-Office	98
Total Voters	98

CITY OF MENASHA
Board of Public Works
Third Floor Council Chambers
140 Main Street, Menasha
February 16, 2015
MINUTES

DRAFT

A. CALL TO ORDER

Meeting called to order by Chairman Sevenich at 7:52 p.m.

B. ROLL CALL/EXCUSED ABSENCES

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

EXCUSED: Alderman Langdon

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

C. MINUTES TO APPROVE

1. [February 2, 2015](#)

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

Motion carried on voice vote.

D. DISCUSSION / ACTION ITEMS

1. [Change Order – Commonwealth Construction; Project PF 13B-14; ADD: \\$6,103.95; Change Order No. 1 \(Senior Center\)](#)

PHD McKenney reviewed the current project costs and what has been covered by grant funds. A change order in the amount of an additional \$7,454.50 is necessary to fully fund items not included in the original specifications. Items included in the change order are additional excavation costs, cabinetry in the health room and kitchen, lockable closet doors, and carpet tab installation. Fundraising for the project is on-going.

Moved by Ald. Taylor seconded by Ald. Keehan to recommend to Common Council Change Order for Commonwealth Construction, Project PF 13B-14, ADD \$7,454.50, Change Order No. 1 (Senior Center)

Motion carried on roll call 7-0.

2. Update on the Status of a Proposed Parking Ramp in the Broad Street Parking Lot (Ald. Taylor)

DPW Radtke explained staff consented to soil borings in the Broad Street parking lot by the Menasha Hotel site developer to explore the feasibility of a parking ramp being constructed in that area. No proposed ramp location has yet been determined and no City funding was involved with the soil boring work.

3. [Discussion Regarding Downtown Parking Study \(Ald. Taylor\)](#)

General discussion ensued on the downtown parking analysis done in 2013/2014 including commentary on the adequacy of existing parking for a new office development.

E. ADJOURNMENT

Moved by Ald. Taylor seconded by Ald. Keehan to adjourn at 8:11 p.m.

Motion carried on voice vote.

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

Minutes of Regular Meeting
ELISHA D. SMITH PUBLIC LIBRARY TRUSTEES
Elisha D. Smith Public Library Gegan Room
February 19, 2015

Call to order at 4:02pm by Murray.

Present: Crawmer, Eisen, Golz, Murray, Nichols, VanderHeyden, Wichowski and Kaminski

Absent: None

Also Present: Director Lenz, Beson (Head of Children's Services), Bongers (Head of Adult Services), and Dreyer (Administrative Assistant).

Public Comment/Communication

- Lenz received a letter from Young, Schuster & Maslowski, LLP regarding the Estate of Marcia Swilley who named the library as a beneficiary.
- Eisen brought in an article from *The News Record* about the library's 1,000 Books before Kindergarten program.

Consent Business

Motion made by VanderHeyden to approve the Library Board meeting minutes from January 15, 2015, and accept the Fundraising Committee meeting minutes of February 12, 2015, and the Personnel and Policies Committee meeting minutes of February 12, 2015, seconded by Golz. Motion carried unanimously.

Authorization of Bills

The check to the Winnefox Automated Library System for \$72,559.00 is the 2015 annual operations fee. Motion made by Eisen to authorize payment of the December (3) 2014 list of bills from the 2014 budget and the February 2015 list of bills from the 2015 budget as presented, seconded by Golz. Nichols inquired about the \$3,418.55 expenses for a projector bag, switch, 4 computers and 17 Pharos maintenance 2015 licenses from WALs. On October 16, 2014, the Board of Trustees approved transferring \$5,000 to our WALs account for technology – software and hardware. These expenses will come out of that account. Motion carried unanimously.

Director's Report/Information Items

1. January Statistics. Most measures were up this January over last year. Adult circulation was up 7%. Zinio was discontinued because of usage, price increases, and difficulty of use. Directors of Winnefox libraries are considering subscribing to another service.
2. 2014 Carryover Request. A draft of end-of-year accounting for the 2014 was presented.
3. 2015 Budget Status. The current budget shows that 8% of the year is over and 13% has been spent, which is skewed due to some annual expenses being paid or accounted for.
4. Endowment Reports: The 2014 year-end endowment report will be submitted with the library's annual report to Wisconsin's Department of Public Instruction.
5. Staff Reports.
 - The Winter Reading program for children: Let it Snow: READ! had 170 participants.
 - Beson distributed Children's Room output measures for 2014, as a list and as a graphic depiction.
 - New carpet squares have been installed in the Company E Room.
 - A sink has been installed in the Activity Room to allow for more craft activities in that room and so it can be used as a Mother's Room.
 - Support Services Supervisor Brandt is working with two students to help develop their work skills. One is through the Menasha High's School-to-Work program, the other through Todd Stevens and Associates.
 - The Winter Reading Program for teens and adults has begun. So far, 93 people have signed up. Patrons receive prizes based on the number and variety of books they read. A parallel

Winter Reading Program for staff has also been created with prizes being provided by our Staff Association.

- A document camera has been purchased as a new piece of equipment for our meeting room users. The camera allows display of physical objects on a screen.
 - Patrons may now check out an LCD projector for 3 days at the Reference Desk.
 - Bongers attended Legislative Day in Madison and met with Representative Amanda Stuck and an aide to Senator Roger Roth. Bongers invited both to come to the library to do a 'Coffee with' program.
 - The February Friends Used Book Sale netted about \$2,900.
 - The library nominated Diane Hotynski for the Janet Berry Volunteer of the Year Award.
6. Strategic Plan Update. The library's Staff Development Committee has created a staff development plan that addresses what library personnel need to know to do their jobs more efficiently and how to obtain these skills. Supervisors will work with staff to ensure that 1% of their annual work time is designated toward skills development. This plan was presented at the staff training on February 18. After staff and supervisor input, the plan will be presented at a board meeting.
7. Winnefox Board Report. The Winnefox Library System Board Meeting Notes from Christine Kaup, Menasha's representative on that board, describe the COLAND project that is recommending LEAN methods to make Wisconsin's library systems more efficient. OWLS' director position is vacant, prompting talks between people in Winnefox and OWLS regarding some avenues of possible consolidation.

Discussion/Action Items

8. Annual Report to Wisconsin's Department of Public Instruction. A draft of the library's annual report to DPI was presented. As required by Wis. Stat. s. 43.58(6)(c), trustees must indicate at the end of this document that the library system did or did not provide effective leadership and adequately meet the needs of the library during the relevant year. There have been in the past at least three years when Menasha library trustees voted 'no' on this question, citing the conflict of interest presented by the dual directorship of the system and Oshkosh Public Library, a situation that still exists. Motion made by VanderHeyden to vote 'yes' with a statement citing that conflict of interest, seconded by Crawmer. After discussion, motion carries unanimously. After further discussion, motion made by Eisen to move for reconsideration for 'did not provide' and a vote of 'no'. Seconded by Nichols for discussion. Motion carries unanimously. Trustees will reconsider their vote at the next meeting.
9. Policies and Personnel Committee: Organizational Structure Policy and Personnel Policy. The Personnel and Policies Committee met on February 12 and agreed on these changes. Per policy, these changes are presented at this meeting for a possible vote at the next meeting.
- Domestic partner was deleted from the Personnel Policy.
 - F.1.c. Staff Development – The library may include an amount, to be determined annually by the Board of Trustees, which shall be used to defray tuition and fees expenses for employees. Eisen suggested that the committee discuss limiting this benefit to those seeking a master's degree in library science.
 - Organizational Structure B.5.f. – They may not be audio- or video recorded. Eisen felt that we could be better served for free speech to not have this policy or to leave it to the discretion of the President of the board with the exception of the library board secretary or news media. Nichols would not be opposed to audio but not video since there is a minor on the board. Eisen suggested this go back to the committee to discuss.
10. Fundraising Committee Report: The committee met on February 12.
- A brochure was developed for distribution in attorneys' offices. Golz suggested including offices of accountants.
 - An email was sent to patrons inviting them to sign up for a cash back program with United Community. Eisen objected to this method being used to raise funds with only approval from the Fundraising Committee. He also objected to this organization's association with a sectarian organization and pointed out that raising funds for other organizations is not our job. Eisen called for a consensus of the board to withdraw from this program and email patrons that this is no longer a project of the library. Consensus was achieved.

- The Fundraising Committee would like to add a Friend Volunteer to the committee. Murray agreed to appoint one at the next meeting, asking Lenz to invite someone who volunteers regularly.
- At their next meeting, the committee will find out what other libraries are doing to fundraise, establish a mission statement, and come up with a goal of how much money to raise.

11. Trustee Essentials Chapter 24: Tabled until next month's meeting.

Adjournment

Motion to adjourn the meeting at 5:38pm was made by Eisen and seconded by Crawmer Motion carried unanimously.

Respectfully submitted,
Kathy Dreyer, recording secretary

Mark Radtke

To: Backpacker
Cc: Rebecca Nichols
Subject: RE: Elm Street parking issue

Warren and Roddie,

I appreciate you taking time to comment on the proposed Elm Street parking changes. The answer to your question is, yes, parking would be allowed on the west side of Elm Street any night between April 1 and October 31. No on street overnight parking is allowed from November 1 through March 31. If you have no objection, I will distribute your comments to the Council at its Monday night meeting.

Thanks again,
Mark

Mark Radtke, P.E.
Director of Public Works
City of Menasha
Phone: (920)967-3610
Fax: (920)967-5272
mradtke@ci.menasha.wi.us

From: Backpacker [<mailto:backpacker@new.rr.com>]
Sent: Friday, February 13, 2015 11:49 AM
To: Rebecca Nichols; Mark Radtke
Subject: Elm Street parking issue

We live at 209 Elm Street. I am not sure what the letter concerning this issue is asking. Does it mean that parking overnight on the west (odd) side of Elm would now be legal, and we would not have to call in if we had a car overnight in front of the house, even if it was an *even* night? We are a little confused on the letter wording.

Regardless, it would be so much simpler if our company could just park in front of our (odd) house without us having to remember to call in on the even nights, and getting a ticket if we forget to do so. If odd and even overnight parking on the west side would be okay without calling in is what this request is about, then we are all for it.

Warren and Roddie Larsen



This email has been checked for viruses by Avast antivirus software.
www.avast.com

Mark Radtke

To: Cathy Jo Brooks
Cc: Rebecca Nichols
Subject: RE: <SPAM CHECK> PARKING ON ELM STREET

Pat and Cathy,

Thank you very much for your comments regarding the proposed parking changes on Elm Street. I will make sure this information is distributed at Monday's Council meeting.

Mark

Mark Radtke, P.E.

Director of Public Works

City of Menasha

Phone: (920)967-3610

Fax: (920)967-5272

mradtke@ci.menasha.wi.us

From: Cathy Jo Brooks [<mailto:cathyjob@yahoo.com>]

Sent: Friday, February 13, 2015 2:36 PM

To: Rebecca Nichols; Mark Radtke

Subject: <SPAM CHECK> PARKING ON ELM STREET

Importance: Low

To whom it may concern,

My husband and I received the letter about parking on Elm street. Usually its just on the odd days/nights you can park on Elm. When the petition came around we thought it was a great idea to let people park on odd and even nights. Well we really regret signing that petition. We appreciate and think it was a great idea to have a trial run of it and we thank you for that.

Now we are against the parking on even days also. We have neighbors that abuse this privelage and park there for days at a time and sometimes all week long. Not just our neighbors but all the way down the street. Sometimes it is hard to see when pulling out of our driveway. We rarely park on the street but it would be nice to when we have a need to.

Thank you for taking this into consideration. We thank you for you time and effort put forth in this.

Thanks again

Pat and Cathy Brooks

305 Elm Street



MEMORANDUM

TO: City of Menasha Common Council

From: Nancy McKenney, RDH, MS, Public Health Director

Date: March 2, 2015

RE: City of Menasha Senior Center Donor Wall
Response to Question Posed by Alderman Kevin Benner

The purpose of this Memorandum is to communicate information requested by Alderman Kevin Benner about the Senior Center donor wall.

The donor wall is being designed by Great Big Graphics. It will incorporate the City of Menasha logo. It will be titled "Building for a Better Tomorrow", and will include information about the Community Block Grant, City of Menasha, and community support. It will describe levels of giving, with names engraved on Plexiglas blocks.

❖ 10,000 +	Visionary
❖ \$5000 to \$9,999	Legacy
❖ \$2500 to \$4999	Investor
❖ \$1,000 to \$2499	Partner
❖ \$500 to \$999	Contributor
❖ \$250 to \$499	Supporter
❖ \$249 and below	Friend

If you would like additional information about the Senior Center, please contact Jean Wollerman (920) 740-2671.



CUSTOMERS OF MENASHA ELECTRIC & WATER UTILITIES

Menasha Electric & Water Utilities has filed an application with the Public Service Commission of Wisconsin (Commission) to amend our electric and water operating rules as they apply to deferred payment agreement offerings to residential customers who are tenants. This application applies to residential tenant customers only.

Pursuant to Wis Stat § 66.0809(9) and the Commission's final order in docket 5-EI-152, Menasha Utilities will not offer a deferred payment agreement to a residential customer who is a tenant if any of the following criteria applies:

1. The residential tenant has greater than \$100 of account arrearages that are more than 90 day past due for utilities that bill monthly, or for utilities that do not bill monthly, has greater than \$100 of account arrearages that are past due for more than two billing cycles.
2. The tenant has defaulted on a deferred payment agreement in the past 12 months. This criterion only applies to deferred payment agreements and not to other types of payment extensions or agreements.
3. The residential tenant is responsible for account arrearages that were placed on any property owner's tax bill in the utility's service territory in the past 24 months.
4. The residential tenant has a balance that accrued during the winter moratorium that is more than 80 days past due.

The Commission will conduct a public hearing at locations in Menasha and Madison. A telephonic hearing on the application has been scheduled for March 24, 2015 at 10:30 a.m. at the following locations:

Commission Room
Menasha Utilities Office
321 Milwaukee Street
Menasha, Wisconsin

Public Service Commission of Wisconsin Building
610 North Whitney Way
As Posted on First Floor of Building
Madison, Wisconsin

For more information, please contact the Commission at (608) 266-5481 and refer to the Menasha Electric & Water Utilities request for tariff changes related to Deferred Payment Agreements and docket 3560-TE-100 and 3560-TW-100.

Melanie Krause, General Manager
Menasha Electric & Water Utilities
920-967-3400
February 16, 2015

SERVICE DATE
Feb 12, 2015

PUBLIC SERVICE COMMISSION OF WISCONSIN

Application of Menasha Electric and Water Utilities, Operating as a
Water Utility, Winnebago County, Wisconsin, for Tariff Changes
Related to Deferred Payment Agreements

3560-TW-100

NOTICE OF PROCEEDING

THIS IS A PROCEEDING to consider the application of Menasha Electric and Water Utilities, operating as a water utility, Winnebago County, Wisconsin, for tariff changes related to deferred payment agreements. The Commission opens this docket by its authority under Wis. Stat. ch. 196. This is a Class 1 proceeding as defined in Wis. Stat. § 227.01(3)(a).

The Menasha Electric and Water Utilities is responsible for notifying its customers of the filing and effect of this application, and notifying customers of a hearing regarding the proposed changes. The Menasha Electric and Water Utilities shall produce proof of such notice no later than three days prior to the hearing.

DOCUMENTS. All documents in this docket are filed on the Commission's Electronic Regulatory Filing (ERF) system. To view these documents: (1) go to the Commission's web site at <http://psc.wi.gov>, (2) enter "3560-TW-100" in the box labeled "Link Directly to a Case," and (3) select "GO."

INTERVENTION. Any person desiring to become a party shall file a request for party status, known as a request to intervene, under Wis. Stat. § 227.44(2m) and Wis. Admin. Code § PSC 2.21 no later than 14 days from the date of service of this notice using the Electronic Regulatory Filing (ERF) system.

To file such a request, go to the Commission's web site at <http://psc.wi.gov>, click on the "ERF - Electronic Regulatory Filing" graphic on the side menu bar. On the next page, click on "Need Help?" for instructions on how to upload a document.

A person desiring to become a party who lacks access to the Internet shall make a request to intervene by U.S. mail addressed to:

Docket 3560-TW-100 Intervention Request
Public Service Commission of Wisconsin
P.O. Box 7854
Madison, WI 53707-7854

RECEIVED

FEB 17 2015

CITY OF MENASHA
BY dg

At the time of filing, the person making the request to intervene shall serve a copy of the request on existing parties. An existing party may respond to the request within five days of service. A party wishing to request intervenor compensation should do so as soon as practicable.

WISCONSIN ENVIRONMENTAL POLICY ACT. This is a Type III action under Wis. Admin. Code § PSC 4.10(3). The Commission will review the potential environmental effects of the project. Type III actions normally do not require the preparation of an environmental impact statement under Wis. Stat. § 1.11 or an environmental assessment.

ASSESSMENT. The Commission considers it necessary, in order to carry out its duties, to investigate all books, accounts, practices, and activities of the applicant. The expenses incurred or to be incurred by the Commission that are reasonably attributable to such an investigation will be assessed against and collected from the applicant in accordance with the provisions of Wis. Stat. § 196.85 and Wis. Admin. Code ch. PSC 5.

AMERICANS WITH DISABILITIES ACT. The Commission does not discriminate on the basis of disability in the provision of programs, services, or employment. Any person with a disability who needs accommodations to participate in this proceeding or who needs to obtain this document in a different format should contact the docket coordinator listed below. Any hearing location is accessible to people in wheelchairs. The Public Service Commission Building is accessible to people in wheelchairs through the Whitney Way first floor (lobby) entrance. Parking for people with disabilities is available on the south side of the building.

CONTACT. Please direct questions about this docket or requests for additional accommodations for the disabled to the Commission's docket coordinator, Andrew Cardon, at (608) 267-9814 or Andrew.Cardon@wisconsin.gov.

Dated at Madison, Wisconsin, this 12th day of February, 2015.

By the Commission:

A handwritten signature in black ink, appearing to read 'SJP', followed by a small flourish.

Sandra J. Paske
Secretary to the Commission

SJP:cnc:DL:00953207

SERVICE DATE
Feb 12, 2015

PUBLIC SERVICE COMMISSION OF WISCONSIN

Application of Menasha Electric and Water Utilities, Operating as an
Electric Utility, Winnebago County, Wisconsin, for Tariff Changes
Related to Deferred Payment Agreements

3560-TE-101

NOTICE OF PROCEEDING

THIS IS A PROCEEDING to consider the application of Menasha Electric and Water Utilities, operating as an electric utility, Winnebago County, Wisconsin, for tariff changes related to deferred payment agreements. The Commission opens this docket by its authority under Wis. Stat. ch. 196. This is a Class 1 proceeding as defined in Wis. Stat. § 227.01(3)(a).

The Menasha Electric and Water Utilities is responsible for notifying its customers of the filing and effect of this application, and notifying customers of a hearing regarding the proposed changes. The Menasha Electric and Water Utilities shall produce proof of such notice no later than three days prior to the hearing.

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INTERVENTION. Any person desiring to become a party shall file a request for party status, known as a request to intervene, under Wis. Stat. § 227.44(2m) and Wis. Admin. Code § PSC 2.21 no later than 14 days from the date of service of this notice using the Electronic Regulatory Filing (ERF) system.

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A person desiring to become a party who lacks access to the Internet shall make a request to intervene by U.S. mail addressed to:

Docket 3560-TE-101 Intervention Request
Public Service Commission of Wisconsin
P.O. Box 7854
Madison, WI 53707-7854

RECEIVED

FEB 17 2015

CITY OF MENASHA
BY dg

At the time of filing, the person making the request to intervene shall serve a copy of the request on existing parties. An existing party may respond to the request within five days of service. A party wishing to request intervenor compensation should do so as soon as practicable.

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CONTACT. Please direct questions about this docket or requests for additional accommodations for the disabled to the Commission's docket coordinator, Andrew Cardon, at (608) 267-9814 or Andrew.Cardon@wisconsin.gov.

Dated at Madison, Wisconsin, this 12th day of February, 2015.

By the Commission:

A handwritten signature in black ink, appearing to read 'SJP', followed by a smaller signature that appears to be 'for'.

Sandra J. Paske
Secretary to the Commission

SJP:cnc:DL:00953206



TRI-COUNTY EXPANSION

WELCOME to the WIS 441 TRI-COUNTY PROJECT Spring 2015 Meetings

Wednesday, February 25, 2015

Local officials meeting: 7:30–9 a.m.
Brief presentation at 7:45 a.m.

Monday, March 2, 2015

Business group meeting: 7:30–9:30 a.m.
Brief presentation at 7:45 a.m.
General public meeting: 5–7 p.m.
Brief presentation at 5:15 p.m.

Meeting purpose

The Wisconsin Department of Transportation (WisDOT) is hosting a public involvement meeting for the WIS 441 Tri-County Project. The meeting will provide a project update on a variety of topics, including:

- Updated 12th Street and Racine Road intersection design plans.
- Long-term County P (Racine Road) interchange ramp CLOSURES beginning this summer.
- Other short-term and long-term construction schedules, construction activities, traffic impacts and temporary business signing opportunities.
- Upcoming 75-day full CLOSURE of the WIS 47 (Appleton Road) interchange beginning in April 2015.
- 60-day CLOSURE of Cold Spring Road and a 30-day ramp CLOSURE (southbound US 41 to westbound US 10) at the US 41 interchange beginning this spring.

WisDOT will continue to hold public involvement meetings throughout the duration of the project to keep you informed about design plans and the construction schedule at key project milestones.

Meeting format

During today's meeting, there will be a brief presentation followed by an open house where staff will be available to answer questions. There will be project displays available for review. Available WisDOT staff include design, construction, real-estate and noise experts.

Project schedule – Cold Spring Road to Oneida Street

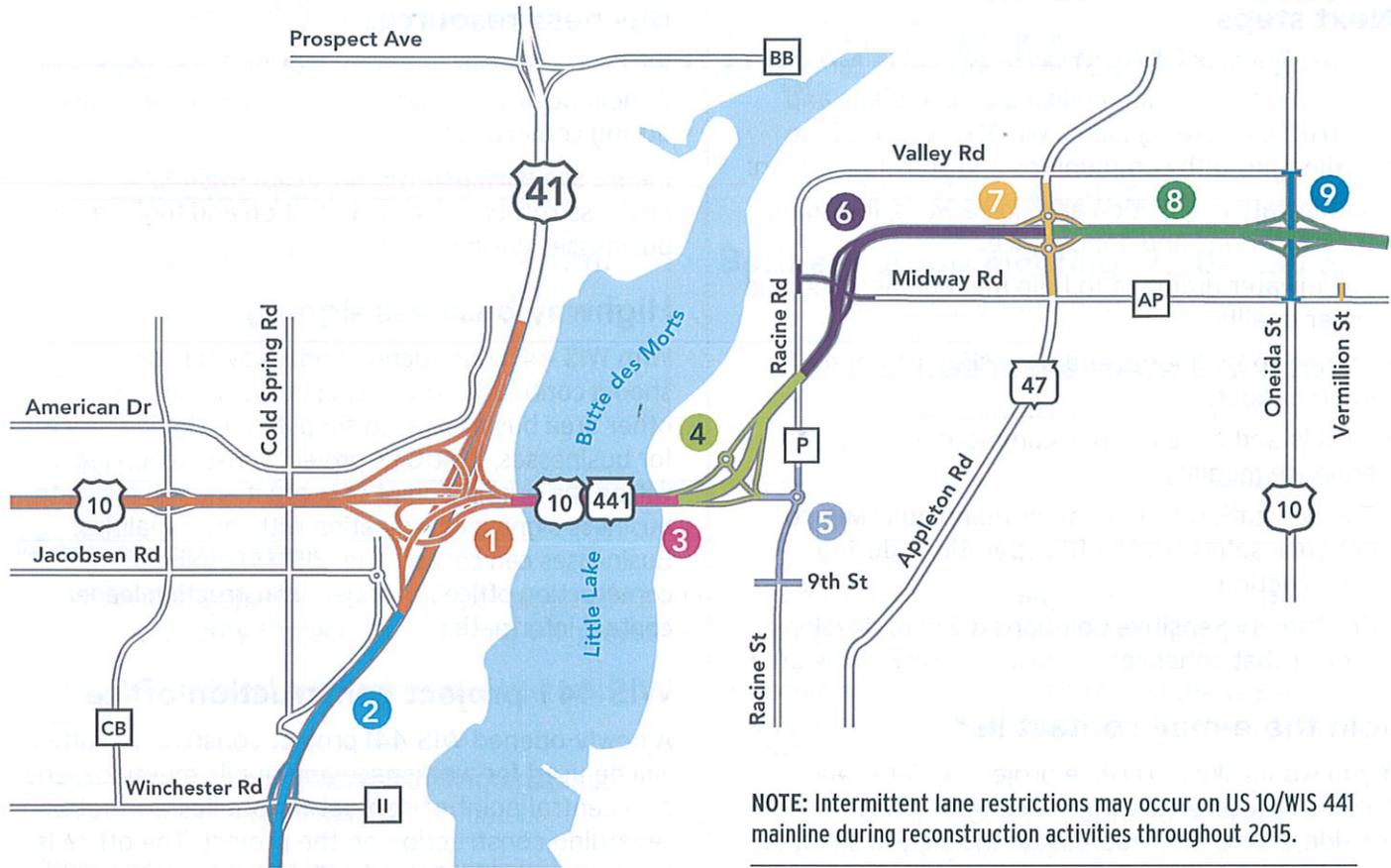
FUNCTION	2012	2013	2014	2015	2016	2017	2018	2019
Design								
Real Estate								
Utilities								
Construction								



2015 Design and Construction Updates

- 1** **US 41 interchange**
2014-2018: Interchange construction
 - Restore missing ramp movements**2015: CLOSURES**
 - Cold Spring Road will CLOSE for 60 days beginning in late spring/early summer 2015.
 - Southbound US 41 to westbound US 10 ramp will CLOSE for 30 days beginning in late spring/early summer 2015.
 - US 10, WIS 441 and US 41 will have intermittent shoulder, lane and ramp CLOSURES.
- 2** **US 41 mainline**
2018: Mainline construction
 - Add auxiliary lanes on US 41 to County II interchange.
- 3** **Little Lake Butte des Morts crossing**
2014-2016: New bridge construction
2016-2018: Existing bridge rehab
 - Add a new parallel bridge south of the existing structure.
 - Recondition the existing bridge.
 - Both bridges will have four lanes and full-width shoulders.
- 4** **Racine Road (County P) interchange**
Spring 2015-summer 2016: Construction
 - Realign US 10/WIS 441 to flatten horizontal curvature.
 - Construct additional lanes to add mainline capacity.
 - Construct roundabout at ramp terminal.**2015: Long-term ramp CLOSURES beginning**
 - Westbound US 10/southbound WIS 441 entrance ramp will CLOSE between summer 2015 and spring 2018.
- 4** **[CONTINUED] Racine Road (County P) interchange**
2015: Long-term ramp CLOSURES beginning
 - Westbound US 10/southbound WIS 441 exit ramp to Racine Road will CLOSE between summer 2015 and fall 2016.
 - Eastbound US 10/northbound WIS 441 entrance ramp from Racine Road will CLOSE between fall 2015 and fall 2016.
- 5** **Racine Road (County P) and 12th Street intersection**
2016: Construction
 - Improve alignment to minimize curves along Racine Road.
 - Allow full access to 12th Street.
 - Construct roundabout.**2015: Design update**
 - Improved alignment that minimizes curves and enhances vehicle sight distance along County P.
 - Increased weave distance for eastbound and westbound traffic between the roundabout and the WIS 441 ramps.
- 6** **County AP (Midway Road) interchange and WIS 441 mainline (Racine Road to Appleton Road)**
2018-2019: Construction
 - Realign US 10/WIS 441 to flatten horizontal curvature.
 - Construct additional lanes to add capacity along US 10/WIS 441.**2015: Installation of temporary signals during reconstruction**
 - Temporary traffic signals will be installed at the Midway Road interchange (spring 2015-summer 2018) to manage traffic during the Racine Road and Appleton Road interchange ramp closures.

CONTINUED NEXT COLUMN



NOTE: Intermittent lane restrictions may occur on US 10/WIS 441 mainline during reconstruction activities throughout 2015.

- 7 WIS 47 (Appleton Road) interchange and Vermillion Street**
- Reconstruct WIS 47 from Valley Road to Midway Road.
 - Construct roundabouts at ramp terminals.
 - Extend Vermillion Street to Midway Road.
- 2015: Construction**
- The Appleton Road interchange will be CLOSED for 75 days between mid-April and early July 2015.
 - Includes Appleton Road between Valley Road and Midway Road.
 - Detour route: WIS 47 to County P (Valley Road/Racine Road) to County AP (Midway Road).

- 8 US 10 (Oneida Street) interchange ramps and WIS 441 mainline (Appleton Road to Oneida Street) 2018-2019: Construction**
- Transition from a six-lane roadway to the existing four-lane roadway east of the Oneida Street interchange.
 - Widen US 10/WIS 441 bridges over Oneida Street.
- 9 US 10 (Oneida Street) 2019: Construction**
- Construct a diverging diamond interchange (DDI) to handle large volumes of US 10 ramp traffic.
 - Reconstruct Oneida Street from Valley Road to Midway Road.

Next steps

Throughout 2015, WisDOT will continue to ramp up construction while finalizing design plans and construction staging plans. WisDOT will continue coordinating with communities and stakeholders on:

- Real estate acquisition and noise walls, including their locations and appearance.
- Stormwater drainage to help manage flooding and water quality.
- Driving roundabouts and diverging diamond interchanges.
- Bicycle and pedestrian accommodations to enhance mobility.
- Transportation Management Planning (TMP) to enhance safety and traffic operations during construction.
- Community Sensitive Solutions (CSS) to develop a project that enhances the visual quality of the area.

Join the e-mail contact list

If you would like to receive project updates and notices of future meetings via e-mail, please provide your e-mail address on the sign-in sheet for today's meeting or submit your e-mail address to Melissa Kok at Melissa.Kok@dot.wi.gov.

Business resources

WisDOT's "In This Together" kit provides resources to help businesses stay connected with customers during construction.

Please see www.us41wisconsin.gov/wis441/business-resources for information and tools to help businesses during construction.

Highway business signing

With WIS 441 construction underway, businesses should continue coordinating business signs with other area businesses. To simplify the signing process for businesses, WisDOT's project construction leader will be the primary point of contact and will facilitate business signing coordination with municipalities. Businesses can contact the WIS 441 project construction office for project construction leader contact information.

WIS 441 project construction office

A newly-opened WIS 441 project construction office will be used for workspace and public meetings, and as a central point-of-contact for public information regarding construction on the project. The office is located at W6214 Aerotech Drive in Appleton, and can be reached by telephone at (920) 832-1777.

Contact information

For additional information, please contact one of the following staff members:

Scott Ebel, PE

WIS 441 Project Manager
(920) 492-2240
Scott.Ebel@dot.wi.gov

Brown County Project Office
1940 W. Mason Street
Green Bay, WI 54303

Mark Kantola

US 41/WIS 441 Project
Communication Manager
(920) 492-4153
Mark.Kantola@dot.wi.gov

WisDOT Northeast Region
944 Vanderperren Way
Green Bay, WI 54304

Kurt Peters

WIS 441 Project
Construction Manager
(920) 492-2213
Kurt.Peters@dot.wi.gov

WIS 441 Project Office
W6214 Aerotech Drive
Appleton, WI 54914

Visit the project website to learn more about the project, including interchange improvements and special project features.



Find us online:
www.US41wisconsin.gov/wis441



City of Menasha
Common Council

Candidates Forum

Thursday, March 12

6:30 pm

Elisha D. Smith Public Library, Menasha
(lower level main meeting room)

District 1 Alderman:

Rebecca Nichols (incumbent)

Chris Klein

District 3 Alderman:

Stanley Sevenich (incumbent)

Wil Krautkramer

District 5 Alderman:

Michael Keehan (incumbent)

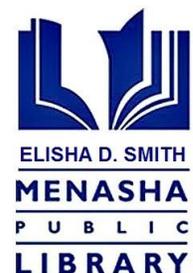
Steve Krueger

Written questions will be accepted from the public.

Election: April 7, 2015



Sponsored by:
League of Women Voters
of Winnebago County &
Elisha D. Smith Public Library



MEETING MINUTES
WAVERLY SANITARY DISTRICT
February 19, 2015
District Office - N8722 County Rd. LP

1) **MEETING WAS CALLED TO ORDER** at 9:05am by President Bartlein.

2) **PRESENT:**

President Bartlein	(DRB)	Systems Operator Krueger	(TGV)
Commissioner Kasten	(DLK)	Systems Operator Dornfeld	(DWD)
Consultant Sambs	(MLS)	Office Manager Girdley	(CMG)
Consultant Fulcer	(LJF)	Admin Assistant Weir	(PMW)
		M&E Engineer Mike Siewert	(MSS)

Commissioner Jerry Bartlein was absent/excused.

3) **APPROVAL/ACCEPTANCE OF 1/22/15 AND 2/4/15 MEETING MINUTES:**

MOTION (DLK¹/DRB²) to approve minutes. Motion carried 2-0.

4) **PRELIMINARY DECEMBER 2014 FINANCIAL/BUDGET COMPARISON REPORTS:** Held over until next meeting.

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

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

- Manhole Damage by City of Menasha: RWK reported second manhole damaged by snowplow will be repaired by COM in near future.
- Acct #0340 (Bodway Property) Water/Sewer Service: Water has been turned on.
- Future Lift Station: Nothing new to report.
- Lakeview Stormwater Pond: Nothing new to report.

6) **MONTHLY WATER SAMPLE TESTS' RESULTS:** RWK reported five samples taken on 1/14/15 were determined safe by Clean Water Testing. Report on file.

7) **OLD BUSINESS**

- 2013 Wisconsin Act 25-Municipal Customer Privacy Bill and Senate Bill 517 Act 274-Tax Roll Certification of Unpaid Utility Bills: Nothing new to report.
- City of Menasha Appeal Case No. 13-CV-189: Nothing new to report.

8) **DISTRICT'S REPAIR/MAIN EXTENSION/MODIFICATION PROJECTS** - None

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

- Harrison Apartments: CMG reported we received final reimbursement of engineering costs. Final walk-thru and punch list will be completed in spring.
- Harrisville Place: Conditionally approved at last meeting. Televising was done and video was received. Remaining conditions to satisfy are hydrant flag installation and reimbursement of engineering costs.
- Oak Park Place: Nothing new to report.
- Ponds of Menasha – Phases 2 & 3: Nothing new to report.

10) **NEW BUSINESS**

- Next meeting is Thursday March 19, 2015 (9:00am) at District Office

11) **OFFICE REPORT:** CMG reported one new residential connection in January compared to three last January. DNR Equipment Replacement Fund was funded for a total of \$97,960. Report on file.

12) **FIELD REPORT:** RWK reported meter change-out program is nearly completed and final letter went out to those still needing to respond.

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

- Year 2015/2016 Contractors Pre-Qualification: CMG reported seven contractor pre-qualifications received of 26 mailed end of January.

14) **ADJOURNMENT:** MOTION (DLK¹/ DRB²) to adjourn. Motion carried 2-0. Meeting was adjourned in closed session at 9:30am.

Submitted by Penny M. Weir
Administrative Assistant



Memo

Date: February 25, 2015
To: Greg Kiel
From: Mark Brown, City Assessor
Subject: Parcel #5-00493-00, vacant lot off Plank Rd

This communication is in regards to the assessment value of the vacant lot off Plank Rd also known as parcel #5-00493-00. This parcel currently has a nominal value of \$200 placed on it due to contamination that is present within the soil. The nominal value was derived based on using the valuation tables being applied to commercial land in that area and then applying a negative adjustment of -99% due to the contamination.

In situations such as this where the full extent of the contamination is unknown, the effect on market value is difficult to measure. In addition, this parcel suffers from a significant negative stigma attached to it that makes it extremely less desirable should a willing buyer want to accept liability upon transfer.

This property (including three other parcels) was last conveyed via Personal Representative Deed on March 9, 2005 for zero dollars.

CITY OF MENASHA
COMMON COUNCIL
Third Floor Council Chambers
140 Main Street, Menasha
Monday, February 16, 2015
MINUTES

A. CALL TO ORDER

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

B. PLEDGE OF ALLEGIANCE

C. ROLL CALL/EXCUSED ABSENCES

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

EXCUSED: Alderman Langdon

ALSO PRESENT: Mayor Merkes, CA/HRD Captain, PC Styka, FC Auxier, DPW Radtke, CDD Keil, ASD Steeno, PRD Tungate, PHD McKenney, LD Lenz, Clerk Galeazzi

D. PUBLIC HEARING

1. [The Proposed Preliminary Resolution Authorizing Public Improvement and Levying Special Assessments Against Benefited Property.](#)

DPW Radtke explained street improvements in Southfield West Subdivision, Barker Farm Estates subdivision, Natures Way, and River Lea Court.

Heather and Dustin Loudon, 1068 Durham Lane, Menasha. Questioned the cost of asphalt, how and when they will be notified when street construction begins, and since their property already has blacktop driveway apron will it be replaced by the City.

DPW Radtke responded to their questions.

No one else spoke. Mayor Merkes closed the Public Hearing.

2. [The proposed rezoning of property located immediately east of 934 Plank Road, which includes parcel number 5-00493-00.](#)

CDD Keil explained a review of the Comprehensive Plan recommends this parcel be zoned as C-1 General Commercial District due to the size of the lot and environmental concerns. The lot is unbuildable in its current zoning of I-1 Heavy Industrial District without a variance. Variety of options for lot if zoned C-1 General Commercial.

Laurie Spiegel, 943 Marquette Street, Menasha. Questioned why rezone property if there are environmental issues and lot is unbuildable. She would rather have zoning remain at I-1 Heavy Industrial.

No one else spoke. Mayor Merkes closed the Public Hearing.

3. [The proposed rezoning of property located on the west side of the 600 block of Racine Street including parcel numbers 1-00513-00 and 1-00514-00.](#)

CDD Keil explained a review of the Comprehensive Plan recommends this parcel be rezoned from a R-1 Single Family District to a C-1 General Commercial District to coincide with the Boys and Girls Club parcels.

No one spoke. Mayor Merkes closed the Public Hearing.

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

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

Anita Parsons, 338 Elm Street, Menasha. Parking issues on Elm Street.

Laurie Spiegel, 943 Marquette Street, Menasha. Housing issues in Menasha.

F. REPORT OF DEPARTMENT HEADS/STAFF/CONSULTANTS

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

Minutes to receive:

- a. [Board of Health, 01/14/15.](#)
- b. [Board of Public Works, 02/02/15.](#)
- c. [Committee on Aging, 01/15/15.](#)
- d. [IT Steering Committee, 01/20/15.](#)
- e. Parks & Recreation Board, [01/26/15](#) and [02/09/15.](#)
- f. [Personnel Committee, 02/02/15.](#)
- g. [Plan Commission, 02/03/15.](#)
- h. [Redevelopment Authority, 02/03/15.](#)
- i. [Water & Light Commission, 01/28/15.](#)

Communications:

- j. [CDD Keil, 02/12/15; Hotel Block Redevelopment – Status and Timeline.](#)
- k. [Tom Buchholz, Wisconsin Dept. of Transportation, System Development, 02/06/15; WIS 441 Tri-County Project Local Officials Meeting.](#)
- l. [Harrison Sturgis, Jr. to Kathy Casperson, copy to Mayor Merkes, 02/10/15; North County Dog Park.](#)

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

General discussion ensued on Minutes G (Plan Commission).

Motion carried on voice vote.

G. CONSENT AGENDA

(Prior to voting on the Consent Agenda, items on the Consent Agenda may be removed at the request of any Alderman and place immediately following action on the Consent Agenda. The procedures to follow for the Consent Agenda are: (a) removal of items from Consent Agenda; and (b) motion to approve the items from Consent Agenda.)

Minutes to approve:

1. [Common Council, 02/02/15.](#)

Board of Public Works, 02/02/15 – Recommends the Approval of:

2. [Recommendation to Award – 2015 Water Main Reconstruction Project M0002-940733; Donald Hietpas & Sons, Inc.; \\$618,358.50; \(Menasha Utilities\).](#)

Parks and Recreation Board, 01/12/15 – Recommends the Approval of:

3. [Revising the current park fee policy for non-profit groups to coincide with the current Special Event fee policy.](#)

Parks and Recreation Board, 02/09/15 – Recommends the Approval of:

4. [Renewal of reciprocity agreements with the Town of Menasha and City of Appleton for 2015-2016.](#)
5. [Extending the Jefferson Park curfew on July 4, 2015 from 11:00 p.m. to 11:30 p.m. to aid in traffic congestion following the fireworks show.](#)

Personnel Committee, 02/02/15 – Recommends the Approval of:

6. [To authorize the creation of one additional Lead Person position in the Parks, Forestry, Facilities and Cemetery Division, adding it to the table of organization without increasing the number of employees in the division with the recommended pay range.](#)
7. [The proposed changes to the Personal Policy Handbook Overtime Policy as submitted.](#)

Plan Commission, 02/03/15, Recommends the Approval of:

8. [The rezoning of property located on the west side of the 600 block of Racine Street, parcel numbers 1-00513-00 and 1-0514-00 from R-1 – Single Family Residence District to C-1 – General Commercial District.](#)
9. [The rezoning of the property located immediately east of 934 Plank Road, parcel number 5-00493-00 from I-1 – Heavy Industrial District to C-1 – General Commercial District.](#)
10. The proposed amendments to Section 13-1-67 pertaining to Electronic Message Center Signage.
11. [The Extraterritorial Certified Survey Map at Racine Road and Century Oaks Drive in the Town of Menasha.](#)

Ald. Sevenich requested to remove from Consent Agenda items 3&9; Ald. Zelinski requested to remove from Consent Agenda item 5; Ald. Englebert requested to remove from Consent Agenda item 7.

Moved by Ald. Benner seconded by Ald. Englebert to approve Consent Agenda items 1, 2, 4, 6, 8, 10, 11.

Motion carried on roll call 7-0.

H. ITEMS REMOVED FROM CONSENT AGENDA

Moved by Ald. Sevenich seconded by Ald. Benner to hold Consent Agenda item 3, Revising the current park fee policy for non-profit groups to coincide with the current Special Event fee policy.
Item held.

Moved by Ald. Zelinski seconded by Ald. Sevenich to approve Consent Agenda item 5, Extending Jefferson Park curfew on July 4, 2015 from 11:00 p.m. to 11:30 p.m. to aid in traffic congestion following the fireworks show.

General discussion ensued on concerns of noise issues after 11:00 p.m., safety of those attending fireworks show, similar situation during Seafood Fest.

Motion carried on roll call 5-2. Ald. Nichols, Sevenich, Keehan, Englebert, Benner voted yes; Ald. Zelinski, Taylor voted no.

Moved by Ald. Englebert seconded by Ald. Sevenich to approve Consent Agenda item 7, Proposed changes to the Personal Policy Handbook Overtime Policy as amended to include all non-represented full time employees.

Motion carried on roll call 7-0.

Consent Agenda item 9 - The rezoning of the property located immediately east of 934 Plank Road, parcel #5-004930-00 from I-1 Heavy Industrial District to C-1 General Commercial District.

No Action.

I. ACTION ITEMS

1. [Accounts payable and payroll for the term of 02/05/15 to 02/12/15 in the amount of \\$1,062,354.80.](#)

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

Motion carried on roll call 7-0.

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

Moved by Ald. Nichols seconded by Ald. Keehan to approve beverage operator's license applications for 2013-2015 licensing period as listed in memo date 2/11/15.

Motion carried on roll call 7-0.

3. ["Class B" Liquor License Application for 5 O'Clock Somewhere RD LLC, d/b/a 5 O'Clock Somewhere, 600 Broad Street, Menasha, Rebecca Harrell, agent for the 2014-2015 licensing year.](#)

Moved by Ald. Nichols seconded by Ald. Keehan to approve "Class B" liquor license application for 5 O'Clock Somewhere RD LLC.

General discussion ensued on the condition of the building to be licensed, violation of any ordinances. Rebecca Harrell-Durant addressed the concerns of the Council.

Moved by Ald. Taylor, seconded by Ald. Zelinski to table.

Motion failed on roll call 2-5. Ald. Taylor, Zelinski voted yes; Ald. Nichols, Sevenich, Keehan, Englebert Benner voted no.

Motion to approve carried on roll call 5-2. Ald. Nichols, Sevenich, Keehan, Englebert, Benner voted yes; Ald. Taylor, Zelinski voted no.

J. ORDINANCES AND RESOLUTIONS

1. [O-1-15; Request to Allow Overnight Parking on the West Side of Elm Street from Nicolet Boulevard to Keyes Street during the Period of April 1 through October 31. \(Introduced by Ald. Nichols\). \(Recommended by Board of Public Works\).](#)

No Action.

2. [O-2-15; An Ordinance Amending Title 13 by Making Certain Changes to the District \(Racine Street, Parcel #1-00513-00 and Parcel #1-00514-00\). \(Introduced by Mayor Merkes\). \(Recommended by the Plan Commission\).](#)

Moved by Ald. Englebert seconded by Ald. Sevenich to adopt O-2-15 An Ordinance Amending Title 13 by Making Certain Changes to the District (Racine Street, Parcel #1-00513-00 & Parcel #1-00514-00).

General discussion ensued on reason for rezoning to coincide with adjacent parcels, Boys and Girls Club.
Motion carried on roll call 7-0.

3. [O-3-15; An Ordinance Amending Title 13 by Making Certain Changes to the District \(Plank Road, Parcel #5-00493-00\). \(Introduced by Mayor Merkes\). \(Recommended by the Plan Commission\).](#)

Moved by Ald. Benner seconded by Ald. Englebert to adopt O-3-15 An Ordinance Amending Title 13 by Making Certain Changes to the District (Plank Road, Parcel #5-00493-00).

General discussion ensued on process to approve a variance for a property.

Motion carried on roll call 5-2.

Ald. Nichols, Taylor, Sevenich, Englebert, Benner voted yes; Ald. Keehan, Zelinski voted no.

4. [O-4-15; An Ordinance Repealing and Recreating Title 13, Chapter 1, Article F, Section 13-1-67\(d\)\(1\) and Section 13-1-67\(d\)\(4\). Requirements by Sign Type. \(Recommended by the Plan Commission\).](#)

Moved by Ald. Sevenich seconded by Ald. Taylor to hold O-4-15 An Ordinance Repealing and Recreating Title 13, Chapter 1, Article F, Section 13-1-67(d)(1) and Section 13-1-67(d)(4). Requirement by Sign Type. Item held.

5. [R-8-15; Final Resolution Authorizing Public Improvements and Levying Special Assessments Against Benefited Property. \(Introduced by Alderman Sevenich\).](#)

Moved by Ald. Sevenich seconded by Ald. Englebert to adopt R-8-15 Final Resolution Authorizing Public Improvements and Levying Special Assessments Against Benefited Property.

Motion carried on roll call 7-0.

K. APPOINTMENTS

L. HELD OVER BUSINESS

M. CLAIMS AGAINST THE CITY

N. PUBLIC COMMENTS ON ANY MATTER LISTED ON THE AGENDA

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

No one spoke.

O. RECESS TO ADMINISTRATION COMMITTEE AND BOARD OF PUBLIC WORKS.

Moved by Ald. Nichols seconded by Ald. Keehan to recess at 7:40 p.m.

Motion carried on voice vote.

Reconvened at 8:15 p.m.

P. ACTION ITEMS

Moved by Ald. Benner seconded by Ald. Keehan to Adjourn into Closed Session pursuant to Wis. Stats. §19.85(1)(g): Conferring with legal counsel for the governmental body that 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. (City of Menasha vs. Waverly Sanitary District et al. Circuit Court Case Number 2013CV00189, Appellate case number 2014AP001576; City of Menasha vs. Village of Harrison, Calumet County Circuit Court Case Number 2015CV00017; and Intermunicipal Agreement dated October 28, 1999, between City of Menasha, Town of Harrison and Waverly Sanitary District.

Motion carried on roll call 7-0.

May reconvene into open session immediately following any closed session in order to take action on the closed session items. Wis. Stat. 19.85(2).

No Action.

Q. ADJOURNMENT

Moved by Ald. Englebert seconded by Ald. Keehan to adjourn at 8:51 p.m.

Motion carried on voice vote.

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

2015 AGREEMENT AND CONTRACT
Among
ADVOCAP, INC.
And
CITY OF MENASHA
MENASHA COMMITTEE ON AGING
And
NEENAH-MENASHA YMCA
With
MENASHA SENIOR CENTER

PURPOSE:

The Winnebago County Nutrition Program funded through the Older Americans Act is administered by ADVOCAP, Inc. through a contract with the Winnebago County Department of Human Services. In consideration of the mutual agreements, ADVOCAP, INC., hereinafter referred to as "Program," having a corporate office at 19 W. 1st Street, P. O. Box 1108, Fond du Lac WI 54936-1108 and a local office at 181 E. North Water Street, Suite, 210, Neenah WI 54956, and the CITY OF MENASHA and the NEENAH-MENASHA YMCA which operates the MENASHA SENIOR CENTER located at 116 Main Street, Menasha WI 54952 (permanent address) with a temporary address from January 1-February 29, 2015, at 312 Racine Street, Menasha WI 54952, hereinafter referred to as "Facility," agree as follows:

FACILITY SHALL PROVIDE:

1. Use of the Main Activity Room and kitchen area at the Menasha Senior Center facility for meal service Monday through Friday from 9:00 AM to 1:00 PM at no charge to the Program.
2. Storage space in basement, storage closets in the Main Activity Room and use of cupboard and drawer space in and adjacent to the kitchen.
3. Refrigerator (shared use between Program and Facility), utility carts, coffee servers, silverware, coffee makers, built-in dishwashing machine, and miscellaneous utensils.
4. Payment of all facility utility charges and garbage removal.
5. General janitorial services and maintenance.
6. Facility will not charge the Program rent for the use of the facility.
7. Facility will observe any and all applicable Federal and State laws and regulations pertaining to civil rights/discrimination in the provision of services and/or in employment practices.

PROGRAM SHALL PROVIDE:

1. Meal site management including recruiting, training and scheduling of volunteers who shall be responsible for hosting, serving, cleanup, record keeping, etc. and shall follow health and sanitation procedures. The Meal Site Manager is responsible for all meal site operations. All comments, concerns, and problems regarding the meal site should be directly referred to the Meal Site Manager or the Program Director.
2. Meals that meet the most current Dietary Guidelines for Americans, and provide at least one-third of the current DRI's (RDA's/AI's), as established by the Food and Nutrition Board of the Institute of Medicine of the National Academy of Science. Meals served shall also meet the nutrient standards required for Nutrition Program meals as stated in A Manual of Policies, Procedures, & Technical Assistance for the Wisconsin Aging Network, Last Revised June 30, 2011.

3. Upon mutual agreement, the Meal Site Manager and the YMCA Active Older Adult Director will coordinate such events that shall be beneficial for program participants. This may include, but are not limited to social and recreational activities, special events for meal site participants throughout the year, i.e. holiday parties.
4. Additional consumables such as disposable plates, cups, bowls and silverware, napkins, salt, pepper, sugar, non-dairy creamer, ketchup, sanitizer, dish detergent, and dishwasher machine detergent.
5. Equipment for meal service including steam table, serving and meal trays, cups, sugar and creamer dispensers, coffee maker, four coffee servers (white swirl), serving utensils, three dish pans, dish rack and drain board, towels, dishcloths, a desk, file cabinet and chair.
6. Replacement of small facility equipment (such as coffee makers, salt and pepper shakers, etc.) that becomes damaged during regular use by the Program and maintenance on the built-in dishwashing machine.
7. Laundering of dishcloths and towels used by the program.
8. Daily cleanup of dining room and kitchen so that the areas are left in a neat and orderly manner.
9. A cellular telephone with cost of the phone and monthly fees paid for by the Program.

FACILITY AND PROGRAM SHALL AGREE AS FOLLOWS:

1. Individuals who are eligible to receive congregate meals are:
 - a) Aged 60 or older.
 - b) Any spouse who attends the dining center with their spouse who is aged 60 or older.
 - c) A person with a disability, under age sixty (60), who resides in housing facilities occupied primarily by older individuals at which congregate nutrition services are provide.
 - d) A disabled individual who resides at home with an eligible older individual participating in the program.
2. Individuals who are eligible to receive home delivered meals (HDMs) are:
 - a) A person aged 60 or older who is frail and essentially home bound by reason of illness, disability, or isolation, for which an assessment concludes that participation is in the individual's best interest.
 - b) A spouse of a person eligible for a HDM as described above, regardless of age or condition, if an assessment concludes that it is in the best interest of the home bound older individual.
 - c) A disabled individual who resides at home with an eligible older individual participating in the program.
3. Other individuals who are permitted to receive either congregate or home delivered meals are:
 - a) Individuals granted a Non-Elderly Waiver by Greater Wisconsin Agency on Aging Resources.
 - b) Volunteers of the Nutrition Program.
 - c) Staff of the Nutrition Program.
 - d) Informal caregivers of persons who are eligible to receive either congregate or home delivered meals
 - e) Individuals whose meals are paid for in full by community-based, long-term care programs operated by Winnebago County Department of Human Services, Lakeland Care District, Community Care, other managed care organizations or IRIS.
 - f) Guests who do not meet any of the program eligibility criteria and who pay the full cost of a meal.

4. No meals will be served on-site on the following holidays: New Year's Day, Memorial Day, Independence Day, Labor Day, Thanksgiving Day, the day before Christmas and Christmas Day. If any of these holidays fall on a Saturday, the meal site is closed on Friday. If the holiday falls on Sunday, the meal site will typically be closed on Monday.
5. Supply each other with the job description of the YMCA Active Older Adult Director and the Menasha Meal Site Manager.
6. Conduct an annual inventory of mutual supplies used in connection with the meal site program.
7. Conduct regular meetings with Program and Facility staff to review meal site operation.
8. The YMCA Active Older Adult Director is responsible for planning all programs and activities within the Facility with exception of the special events so designated under the **PROGRAM SHALL PROVIDE** section, Item 3, that are to be carried out jointly.
9. The modified storage space and shelving shall remain in the Facility, when and if, the Nutrition Program discontinues its service at the Facility.
10. Comprehensive general liability insurance will be maintained by all parties with certificate of insurance coverage being furnished mutually by each party. If changes should occur, a new certificate of insurance should be submitted immediately.

**CITY OF MENASHA & NEENAH-MENASHA YMCA
MENASHA SENIOR CENTER
2015 AGREEMENT AND CONTRACT**

This Contract represents the Agreement in effect between the Facility and the Program. This Agreement is in effect from January 1, 2015, through December 31, 2015. However, any party may, at any time during the life of the Agreement, terminate this Agreement by giving thirty (30) days notice in writing to the other party of the intention to do so.

IN WITNESS OF THIS AGREEMENT, the duly authorized agents sign APPROVED this day:

(Date)

**CITY OF MENASHA
MENASHA SENIOR CENTER**

ADVOCAP, INCORPORATED

BY: _____

BY: _____

DONALD MERKES
Mayor, City of Menasha

MICHAEL BONERTZ
Executive Director

BY:  _____

NANCY MCKENNEY
Menasha Public Health Director

**YMCA OF THE FOX CITIES
(NEENAH-MENASHA YMCA)
MENASHA SENIOR CENTER**

BY: _____

JEAN WOLLERMAN
Active Older Adult Director



MEMORANDUM

TO: City of Menasha Common Council
From: Nancy McKenney, RDH, MS, Public Health Director
Date: March 2, 2015
RE: City of Menasha Senior Center Renovation

BACKGROUND

As you know, the Menasha Senior Center was included in the 2014 Budget. The funding for this project, as was laid out in the budget, is as follows:

CDBG Grant: \$175,000

City Share (2014 Capital Projects Budget – Borrowing): \$87,500

Donations: \$87,500

Estimated Total Project Cost: \$350,000

Current project costs:

\$319,100.00 Commonwealth Construction

\$ 7,454.50 Proposed change order expenses

\$ 3,804.00 Included in specs, not part of construction contract (utility service, fiber optics)

\$330,358.50 Total current project costs

To date current grant obligations are:

\$ 165,179.25 Grant Share (50 percent)

\$ 82,589.63 City Share (25 percent)

\$ 82,589.63 Donations (25 percent)

Donations as of February 26th:

\$ 82,589.63 Goal

\$ (42,753.41) Raised

\$ (45,000.00) Pledged (Approximate - Note: \$10,000 pledged in 2016)

\$ (5,163.78) Balance to Raise (Goal exceeded)

ANALYSIS

Overall Senior Center renovation project costs are under budget. Specifications did not include funds for excavation, cabinetry in the health room and kitchen, lockable closet doors, and carpet tab installation.

FISCAL IMPACT

Approving the change orders will allow the City of Menasha to leverage block grant funds for items not originally in the specifications.

RECOMMENDATION

Staff recommends that project changes be approved.

CHANGE ORDER

DATE: February 20, 2015

CHANGE ORDER NO: One (1)

CONTRACTOR: Commonwealth Construction
CONTRACT NO: PF 13B-14
PROJECT: Senior Center Renovation

You are directed to make the changes noted below in the subject contract unit number.
I. See attached sheet.

The changes result in the following adjustments:

	CONTRACT-TOTAL	TIME
Prior to this Change Order	<u>\$319,100.00</u>	<u> </u> Days
Adjustments per this Change Order	<u>\$7,454.50</u>	<u> </u> Days
Current Contract Status	<u>\$326,554.50</u>	<u> </u> Days

Directed/Authorized
City of Menasha
By: _____

Accepted
By: _____

Date: _____

Date: _____

Senior Center Renovation - 02-11-15 Budget Adjustment

Change Order Expenses

\$	2,049.49	Tri-City Glass: Closet Doors, lockable (currently sliding doors no lock) - (includes Commonwealth labor, bonding, overhead)
\$	937.79	TRIMPAC: Cabinets and counter Health Room (includes Commonwealth labor)
\$	4,142.06	TRIMPAC: Cabinets and counter for kitchen/serving, lockable file (includes Commonwealth labor, bonding, overhead)
\$	597.16	Jason Guelig Excavating: Mobilization required by excavator - storm sewer line
\$	303.00	HJ Martin: Flooring: Install carpet tab to make carpet flush with tile
\$	8,029.50	Total Change Order Expenses

Change Order Budget Adjustment

\$	(360.00)	Medcore - change in locksets
\$	(215.00)	Schwitzer - change in lighting controls
\$	(575.00)	Total Change Order Budget Adjustment

Current Additional Expenses

\$	8,029.50	Total Change Order Expenses
\$	(575.00)	Total Change Order Budget Adjustment
\$	7,454.50	Total Budget Adjustment

City of Menasha Disbursements

Weekly Accounts Payable	2/13/15-2/26/15	\$	3,956,598.61
	Checks # 49095-49225		
	Void check #48769	\$	(1,536.45)

Bi-Weekly Payroll	2/19/15	\$	167,723.87
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Additional Regular Cycle Accounts Payables -Paid Electronically

Delta Dental	2/18/15	\$	3,907.20
Community First Credit Union-Payroll Deductions	2/19/15	\$	7,141.00
Nationwide Retirement	2/20/15	\$	11,160.00
BMO-Flex Spending	2/20/15	\$	3,573.27
Advanced Disposal-Broad Street Recycling	2/23/15	\$	113.00
Delta Dental	2/25/15	\$	2,073.30
Federal Tax Withholding	2/25/15	\$	67,935.62
State Sales Tax	2/26/15	\$	386.15
State Tax Withholding	2/26/15	\$	24,991.70
		\$	<u>121,281.24</u>

Total	\$	<u>4,244,067.27</u>
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Items included on this list have been properly audited and certified by the City Comptroller and are being presented for approval by the Common Council.



 Peggy Steeno
 Administrative Services Director



 Date

Notes:

- Medical Expense Reimbursement Trust-Retirement Pay Out
- Community First Credit Union-Employee Deductions
- United Way-Employee Donations
- Wisconsin Support Collections-Child/Spousal Support
- WI SCTF-Child Support Annual Fee
- Gaps in check numbers indicate that more invoices being paid than fit on one check stub
 (The last check stub used is the check number that will appear on the check register)

AP Check Register
Check Date: 2/13/2015

Date: 2/13/2015

<i>Vendor Name</i>	<i>Check Number</i>	<i>Check Date</i>	<i>Invoice Number</i>	<i>Account Number</i>	<i>Amount</i>	<i>Description</i>
APPLETON SCHOOL DISTRICT	49095	2/13/2015	TAX PAYMENT	100-0000-203.05-00	182,321.16	Tax Collection
			Total for check: 49095		182,321.16	
CALUMET COUNTY TREASURER	49096	2/13/2015	TAX PAYMENT	100-0000-203.01-00	121,764.41	Tax Collection
				100-0000-203.08-00	5,266.81	Tax Collection
			Total for check: 49096		127,031.22	
FOX VALLEY TECHNICAL COLLEGE	49097	2/13/2015	TAX PAYMENT	100-0000-203.04-00	184,681.14	Tax Collection-Winnebago
				100-0000-203.04-00	29,879.94	Tax Collection-Calumet
			Total for check: 49097		214,561.08	
MENASHA JOINT SCHOOL DISTRICT	49098	2/13/2015	TAX PAYMENT	100-0000-203.03-00	1,838,163.97	Tax Collection-Winnebago
				100-0000-203.03-00	83,695.53	Tax Collection-Calumet
			Total for check: 49098		1,921,859.50	
WAVERLY SANITARY DISTRICT	49099	2/13/2015	TAX PAYMENT	100-0000-203.07-00	19,808.50	Tax Collection
			Total for check: 49099		19,808.50	
WINNEBAGO COUNTY TREASURER	49100	2/13/2015	TAX PAYMENT	100-0000-203.02-00	890,748.67	Tax Collection
				100-0000-203.08-00	29,509.24	Tax Collection
			Total for check: 49100		920,257.91	
					3,385,839.37	

AP Check Register

Check Date: 2/19/2015

<i>Vendor Name</i>	<i>Check Number</i>	<i>Check Date</i>	<i>Invoice Number</i>	<i>Account Number</i>	<i>Amount</i>	<i>Description</i>
ACCURATE	49101	2/19/2015	1501057	731-1022-541.38-03	595.86	Gear/Core Charge Arm
				731-1022-541.38-03	440.86	Gear/Arm
		2/19/2015	1501085	731-1022-541.30-18	5.00	Welding Cap
		2/19/2015	1501096	100-1017-543.30-18	103.32	Primer/Gloss Dumpsters
		2/19/2015	1501298	731-1022-541.30-18	76.10	4-1/2" 36-60gr Turbo
		2/19/2015	1501330	100-1016-543.30-18	68.88	Dumpster Conversions
				731-1022-541.30-18	45.74	Fuse/Drill Bits/Ties
			Total for check: 49101		1,335.76	
AIRGAS USA LLC	49102	2/19/2015	9035590327	266-1027-543.21-06	80.95	Oxygen
				9035726767	100-1016-543.30-18	95.40
				731-1022-541.30-18	200.12	Oxygen/Acetylene
				Total for check: 49102		376.47
ASSESSMENT TECHNOLOGIES LLC	49103	2/19/2015	5506	743-0403-513.24-04	3,033.74	Annual Agreement
				5528	100-0402-513.21-04	150.00
				Total for check: 49103		3,183.74
AT&T	49104	2/19/2015	920R09453002	100-1001-514.22-01	113.90	Alarms
				601-1020-543.22-01	292.50	Alarms
			Total for check: 49104		406.40	
MICHAEL AUSTIN	49105	2/19/2015	AUSTIN	100-0000-201.09-00	10,000.00	Return Site Plan Deposit 315 Oak
			Total for check: 49105		10,000.00	
BAHCALL RUBBER CO INC	49106	2/19/2015	686161-001	731-1022-541.38-03	45.32	Clamp
			Total for check: 49106		45.32	

AP Check Register
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Date: 2/19/2015

<i>Vendor Name</i>	<i>Check Number</i>	<i>Check Date</i>	<i>Invoice Number</i>	<i>Account Number</i>	<i>Amount</i>	<i>Description</i>
BECK ELECTRIC INC	49107	2/19/2015	F1315-COM-ED	100-1008-541.24-04	374.00	Traffic & Street Light Washington & Garfield
			Total for check: 49107		374.00	
BERGSTROM	49108	2/19/2015	34225	731-1022-541.38-03	19.11	Cap Asy
			Total for check: 49108		19.11	
CALUMET COUNTY CLERK OF COURTS	49109	2/19/2015	CALUMET	100-0000-201.03-00	2,500.00	Bond Report #15-386
			Total for check: 49109		2,500.00	
PAMELA A CAPTAIN	49110	2/19/2015	CAPTAIN	100-0202-512.34-01	51.00	January 2015
				100-0202-512.34-03	20.00	January 2015
				100-0201-512.33-01	15.00	January 2015
				100-0201-512.30-18	164.50	February 2015
				100-0201-512.33-01	27.56	February 2015
			Total for check: 49110		278.06	
CLEAR WATER CAR WASH	49111	2/19/2015	431	100-0801-521.29-04	128.94	January Vehicle Wash
			Total for check: 49111		128.94	
CRANE ENGINEERING SALES INC	49112	2/19/2015	292241-00	100-0704-552.20-04	2,034.56	Repair Pool Pump
			Total for check: 49112		2,034.56	
UNEMPLOYMENT INSURANCE	49113	2/19/2015	000006637632	100-1019-552.15-09	2,736.00	Benefit Charges
				100-0703-553.15-09	2,686.25	Benefit Charges
			Total for check: 49113		5,422.25	
EARTHLINK BUSINESS	49114	2/19/2015	EARTHLINK	100-0402-513.22-01	6.99	Assessor
				100-0201-512.22-01	6.80	Attorney
				100-0000-123.00-00	15.52	Bldg Insp
				100-0203-512.22-01	14.14	Clerk

AP Check Register

Check Date: 2/19/2015

<i>Vendor Name</i>	<i>Check Number</i>	<i>Check Date</i>	<i>Invoice Number</i>	<i>Account Number</i>	<i>Amount</i>	<i>Description</i>
EARTHLINK BUSINESS...	49114...	2/19/2015...	EARTHLINK...	100-0304-562.22-01	25.44	Com Dev
				100-1001-514.22-01	77.04	City Hall
				100-0401-513.22-01	34.32	Finance
				731-1022-541.22-01	27.62	Garage
				100-0903-531.22-01	52.18	Health
				743-0403-513.22-01	16.32	IT
				100-0601-551.22-01	180.87	Library
				100-0101-511.22-01	10.73	Mayor
				100-0702-552.22-01	28.77	Rec
				100-0703-553.22-01	48.33	Parks
				100-0202-512.22-01	17.18	Personnel
				100-0801-521.22-01	266.70	Police
				100-1002-541.22-01	44.82	Eng
				100-0920-531.22-01	14.03	Senior
				100-1008-541.22-01	4.05	Sign
	42.60	EOC				
	28.57	Marina				
	319.72	Menasha Utilities				
		Total for check: 49114		1,282.74		
FOX VALLEY STONE & BRICK CO INC	49115	2/19/2015	152619	100-0703-553.24-03	2,357.32	Hart Park Pavilion
					Total for check: 49115	2,357.32
FOX VALLEY TECHNICAL COLLEGE	49116	2/19/2015	FOXVALLEYTECH	100-0000-201.03-00	12.89	PILT Payment
					Total for check: 49116	12.89
GANNETT WISCONSIN MEDIA	49117	2/19/2015	8675234	100-0203-512.29-02	50.54	Legals
				100-0405-513.29-02	795.47	Legals
					Total for check: 49117	846.01

AP Check Register

Check Date: 2/19/2015

<i>Vendor Name</i>	<i>Check Number</i>	<i>Check Date</i>	<i>Invoice Number</i>	<i>Account Number</i>	<i>Amount</i>	<i>Description</i>
GIPAW	49118	2/19/2015	GIPAW	743-0403-513.32-01	50.00	Membership
			Total for check: 49118		50.00	
GUNDERSON CLEANERS	49119	2/19/2015	241320	100-0801-521.30-13	34.66	Mats/Towels
			Total for check: 49119		34.66	
GUSTMAN CHEVROLET SALES INC	49120	2/19/2015	34860	731-1022-541.38-03	176.48	Switch/Belt/Motor
		2/19/2015	34881	731-1022-541.38-03	257.67	Manifold
			Total for check: 49120		434.15	
KRISTINE HEIM	49121	2/19/2015	HEIM	100-0304-562.30-11	13.38	January 2015
			Total for check: 49121		13.38	
HEWLETT-PACKARD COMPANY	49122	2/19/2015	55437905	743-0403-513.30-15	2,479.08	Network Storage Device
			Total for check: 49122		2,479.08	
HORST DISTRIBUTING INC	49123	2/19/2015	44536-000	731-1022-541.38-03	151.32	Muffler/Gasket
			Total for check: 49123		151.32	
INDEPENDENT INSPECTIONS LTD	49124	2/19/2015	309328	100-0301-523.21-06	28,369.92	January 2015 Permits
			Total for check: 49124		28,369.92	
INFINITY TECHNOLOGY INC	49125	2/19/2015	510012	743-0403-513.80-01	1,569.00	Switch for New Server Project
		2/19/2015	510022	743-0403-513.80-01	5,039.85	VMware Manager for New Servers
			Total for check: 49125		6,608.85	

AP Check Register
Check Date: 2/19/2015

Date: 2/19/2015

<i>Vendor Name</i>	<i>Check Number</i>	<i>Check Date</i>	<i>Invoice Number</i>	<i>Account Number</i>	<i>Amount</i>	<i>Description</i>
JENSEN, DANIEL	49126	2/19/2015	JENSENMAILBOX	100-1006-541.30-18	50.00	Mailbox Damage
			Total for check: 49126		50.00	
KILLOREN COMMUNICATION INC	49127	2/19/2015	14-1385	470-0920-531.82-01	779.00	Fiber Optic Senior Center
			Total for check: 49127		779.00	
KWIK TRIP INC	49128	2/19/2015	KWIKTRIP	100-0801-521.38-01	49.67	Fuel
			Total for check: 49128		49.67	
MCMAHON	49129	2/19/2015	41662	625-1010-541.21-02	6,316.50	Stormwater Planning
			Total for check: 49129		6,316.50	
MCNEILUS TRUCK & MFG COMPANY	49130	2/19/2015	2765770	731-1022-541.38-03	136.74	Seal
			Total for check: 49130		136.74	
MENASHA JOINT SCHOOL DISTRICT	49131	2/19/2015	MJSD	100-0000-201.03-00	128.35	PILT Payment DNR Lands
			Total for check: 49131		128.35	
MENASHA NEENAH MUNICIPAL COURT	49132	2/19/2015	MENASHANEENAH	100-0000-201.03-00	212.00	Bond Report #MP14-0262
				100-0000-201.03-00	149.00	Bond Report #14-0270
			Total for check: 49132		361.00	
MENASHA UTILITIES	49133	2/19/2015	4329	470-0920-531.82-01	3,025.21	Move Existing Service
		2/19/2015	MENASHAUTILITY	100-1008-541.22-03	369.92	Electric
				100-1008-541.22-05	45.42	Water
				100-0704-552.22-03	226.70	Electric
				100-0704-552.22-05	409.00	Water
				731-1022-541.22-03	1,847.62	Electric
				731-1022-541.22-05	2,234.40	Water
				731-1022-541.22-06	901.88	Storm

AP Check Register
Check Date: 2/19/2015

Date: 2/19/2015

<i>Vendor Name</i>	<i>Check Number</i>	<i>Check Date</i>	<i>Invoice Number</i>	<i>Account Number</i>	<i>Amount</i>	<i>Description</i>
MENASHA UTILITIES...	49133...	2/19/2015...	MENASHAUTILITY...	266-1028-543.22-06	73.13	Storm
				100-0801-521.22-03	1,321.10	Electric
				100-0801-521.22-05	312.97	Water
				100-0801-521.22-06	62.72	Storm
				100-0000-123.00-00	956.66	Electric
				100-0000-123.00-00	226.63	Water
				100-0000-123.00-00	45.41	Storm
				100-0801-521.22-03	72.54	Electric
				100-0601-551.22-03	3,178.36	Electric
				100-0601-551.22-05	423.32	Water
				100-0601-551.22-06	103.75	Storm
				207-0707-552.22-05	141.00	Water
				100-1019-552.22-03	1,457.55	Electric
				100-1019-552.22-05	12.38	Water
				100-0000-123.00-00	11.84	Electric
				100-1001-514.22-05	12.38	Water
				100-1001-514.22-06	2.50	Storm
				100-0703-553.22-03	1,428.28	Electric
				100-0703-553.22-06	665.01	Storm
				485-0304-562.22-06	33.13	Storm
				457-0304-562.22-06	2.50	Storm
				485-0304-562.22-06	15.00	Storm
				457-0304-562.21-10	35.17	Electric
				100-0305-562.22-06	5.00	Storm
				501-0304-562.22-06	253.76	Storm
				100-1008-541.22-03	307.65	Electric
				100-0703-553.22-03	487.06	Electric
				100-0703-553.22-05	370.24	Water
				100-0703-553.22-06	132.51	Storm
				100-0903-531.22-03	189.89	Electric
				100-0903-531.22-05	56.42	Water
				100-0000-123.00-00	10.03	Electric
				100-0305-562.22-06	7.50	Storm

AP Check Register
Check Date: 2/19/2015

Date: 2/19/2015

<i>Vendor Name</i>	<i>Check Number</i>	<i>Check Date</i>	<i>Invoice Number</i>	<i>Account Number</i>	<i>Amount</i>	<i>Description</i>
MENASHA UTILITIES...	49133...	2/19/2015...	MENASHAUTILITY...	601-1020-543.22-03	70.14	Electric
			Total for check: 49133		21,543.68	
MID-STATES ORGANIZED CRIME	49134	2/19/2015	93046-22782	100-0801-521.32-01	200.00	2015 Fees
			Total for check: 49134		200.00	
MINNESOTA LIFE INSURANCE COMPANY	49135	2/19/2015	MINNESOTALIFE	100-0000-204.07-00	2,727.76	Life Insurance
			Total for check: 49135		2,727.76	
MORTON SAFETY	49136	2/19/2015	153505-00	731-1022-541.30-18	54.73	1st Aid
		2/19/2015	153506-00	731-1022-541.30-18	250.97	1st Aid
			Total for check: 49136		305.70	
MTAW	49137	2/19/2015	MTAW	100-0401-513.32-01	75.00	Dues
			Total for check: 49137		75.00	
PRIORITY 1 POLICE & FIRE	49138	2/19/2015	1005	100-0801-521.29-04	1,040.00	Reinstall tool box
			Total for check: 49138		1,040.00	
SANOFI PASTEUR INC	49139	2/19/2015	904153183	100-0903-531.30-18	41.52	Tubersol Test
			Total for check: 49139		41.52	
VICKI SCHULTZ	49140	2/19/2015	SCHULTZ	100-0903-531.30-15	49.31	Reimbursement
			Total for check: 49140		49.31	
SMT MANUFACTURING & SUPPLY	49141	2/19/2015	0031655-IN	731-1022-541.38-03	61.56	Pillow Block
			Total for check: 49141		61.56	

AP Check Register
Check Date: 2/19/2015

Date: 2/19/2015

<i>Vendor Name</i>	<i>Check Number</i>	<i>Check Date</i>	<i>Invoice Number</i>	<i>Account Number</i>	<i>Amount</i>	<i>Description</i>
SOMMERVILLE FLAG	49142	2/19/2015	SOMMERVILLE	100-1001-514.30-18	24.00	US Flag
			Total for check: 49142		24.00	
STAPLES ADVANTAGE	49143	2/19/2015	8032914571	100-0702-552.30-10	173.35	P&R
				100-0304-562.30-10	32.95	Com Dev
				100-1002-541.30-10	1.26	Eng
			Total for check: 49143		207.56	
SWIDERSKI POWER INC	49144	2/19/2015	IF25876	731-1022-541.38-03	101.20	Switch/Flasher
			Total for check: 49144		101.20	
UNIFIRST CORPORATION	49145	2/19/2015	097 0181223	731-1022-541.20-01	249.29	Coveralls/Shirts
			Total for check: 49145		249.29	
UNITED PAPER CORPORATION	49146	2/19/2015	87110	100-0000-132.00-00	4,365.48	Rags/Tissue/Towel
			Total for check: 49146		4,365.48	
UNITEL INC	49147	2/19/2015	39589	743-0403-513.30-15	90.00	IP Phone
			Total for check: 49147		90.00	
VERIZON WIRELESS	49148	2/19/2015	9739905872	100-0703-553.22-01	24.93	Telephone
				100-0601-551.22-01	1.52	Telephone
				100-0601-551.22-01	14.12	Telephone
				100-0801-521.22-01	9.55	Telephone
				100-1001-514.22-01	9.56	Telephone
		2/19/2015	9739905873	100-1002-541.22-01	109.82	Phone
				625-1002-541.22-01	36.60	Phone
				601-1020-543.22-01	22.44	Phone
		2/19/2015	9739905876	743-0403-513.22-01	145.10	Cell Phone/Service

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VERIZON WIRELESS...	49148...	2/19/2015	9739905878	100-0304-562.22-01	73.80	Cell Phone
			Total for check: 49148		447.44	
VIEVU	49149	2/19/2015	11555	100-0801-521.30-18	200.00	Video Camera
			Total for check: 49149		200.00	
WE ENERGIES	49150	2/19/2015	WEENERGIES	100-0703-553.22-01	38.72	Utilities
				100-0703-553.22-01	15.71	Utilities
				100-0703-553.22-01	15.71	Utilities
			Total for check: 49150		70.14	
WIL-KIL PEST CONTROL	49151	2/19/2015	2609199	731-1022-541.20-07	66.50	Contract
			Total for check: 49151		66.50	
WINNEBAGO COUNTY CLERK OF COURTS	49152	2/19/2015	WINNCOUNTY	100-0000-201.03-00	535.00	Bond Report #MP15-430
				100-0000-201.03-00	150.00	Bond Report #15-0343
			Total for check: 49152		685.00	
WINNEBAGO COUNTY TREASURER	49153	2/19/2015	WINNCOUNTY	100-0000-201.03-00	62.20	PILT Payment DNR Lands
			Total for check: 49153		62.20	
WISCONSIN DEPT OF FINANCIAL	49154	2/19/2015	WDOF	100-0801-521.32-01	20.00	Notary Renewal
			Total for check: 49154		20.00	
WISCONSIN SUPPORT COLLECTIONS	49155	2/19/2015	20150219	100-0000-202.03-00	632.88	PAYROLL SUMMARY
			Total for check: 49155		632.88	
YP	49156	2/19/2015	600448182800001	100-1001-514.29-03	39.00	Phone Book Listing
				100-1001-514.29-03	39.00	Phone Book Listing

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YP...	49156...	2/19/2015...	600448182800001...	100-1001-514.29-03	39.00	Phone Book Listing
				100-1001-514.29-03	39.00	Phone Book Listing
		2/19/2015	YP	100-1001-514.29-03	39.00	Phone Book Listings
				100-1001-514.29-03	39.00	Phone Book Listings
			Total for check: 49156		234.00	
					<u>110,066.41</u>	

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<i>Vendor Name</i>	<i>Check Number</i>	<i>Check Date</i>	<i>Invoice Number</i>	<i>Account Number</i>	<i>Amount</i>	<i>Description</i>
HANG UP GALLERY	49157	2/25/2015	7109	100-0601-551.30-19	1,575.87	Artwork
			Total for check: 49157		1,575.87	
WINNEFOX AUTOMATED LIBRARY SYSTEM	49158	2/25/2015	2548	100-0601-551.30-11	130.03	Hold & Overdue Notices
			Total for check: 49158		130.03	
WISCONSIN DEPT OF JUSTICE	49159	2/25/2015	G3228	100-0601-551.21-06	28.00	Name Searches
			Total for check: 49159		28.00	
					1,733.90	

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ACCURATE	49160	2/26/2015	1501461	731-1022-541.30-15	79.29	Drill
		2/26/2015	1501517	731-1022-541.38-03	45.11	Label Belt
	Total for check: 49160				124.40	
AIRGAS USA LLC	49161	2/26/2015	9924806611	100-0703-553.30-18	18.48	Oxygen/Acetylene
		2/26/2015	9924807298	731-1022-541.21-06	180.69	Acetylene/Argon/Oxygen
	Total for check: 49161				199.17	
AMERICAN PLANNING ASSOCIATION	49162	2/26/2015	095883-1514	100-0304-562.32-01	340.00	Membership
	Total for check: 49162				340.00	
ASSOCIATED APPRAISAL CONSULTANTS	49163	2/26/2015	19398	100-0402-513.21-09	4,991.67	Professional Service
				100-0402-513.30-11	14.13	Postage
		2/26/2015	19399	100-0402-513.21-09	59.76	Assessment Internet Postings
	Total for check: 49163				5,065.56	
BALL DIAMOND FINE SPORTS TURF LLC	49164	2/26/2015	BALLDIAMOND	100-0703-553.21-02	400.00	Koslo Ballfield Consultation
	Total for check: 49164				400.00	
BOBCAT PLUS	49165	2/26/2015	IA07906	731-1022-541.38-03	305.87	Handle/Window
	Total for check: 49165				305.87	
BRUCE MUNICIPAL EQUIPMENT INC	49166	2/26/2015	SB15035	731-1022-541.38-03	751.70	Shoe/Bushing Labor Shop
	Total for check: 49166				751.70	
BUILDING SERVICE INC	49167	2/26/2015	101639	100-1001-514.24-01	28.70	Cylinder
	Total for check: 49167				28.70	
CARDMEMBER SERVICE	49171	2/26/2015	0011	100-0801-521.24-03	37.80	PPF Boiler

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CARDMEMBER SERVICE...	49171...	2/26/2015	0020	100-0601-551.24-03	63.70	Lib Broiler
		2/26/2015	0114	100-0908-531.34-02	28.63	Fox Valley Tech
		2/26/2015	0205	100-0908-531.34-02	3.00	Paypath Fee
		2/26/2015	0206	731-1022-541.30-15	589.17	1/2" Hose Reel
		2/26/2015	0324	100-0903-531.24-04	107.91	School Health Corp
		2/26/2015	0394	731-1022-541.38-03	260.97	MU Van Drawer Slide
		2/26/2015	0573	100-0101-511.33-03	49.33	The Great Dane
		2/26/2015	0639	100-0801-521.32-01	100.00	Paypal
		2/26/2015	0851	501-0304-562.21-10	20.50	TUC-Shopco
		2/26/2015	1686	100-0801-521.29-04	151.66	Amazon
		2/26/2015	1749	100-0801-521.32-01	11.25	TLO Transunion
		2/26/2015	2041	731-1022-541.30-15	661.74	Drillpress Vise
		2/26/2015	2680	100-0903-531.24-04	60.02	Emergency Med Prod
		2/26/2015	2753	824-0807-521.30-15	44.87	Pet Supplies
				743-0403-513.29-01	767.96	Toner Cartridges
		2/26/2015	2810	100-0601-551.34-02	174.00	UWW Camps & Conf
		2/26/2015	2874	100-0601-551.24-03	233.01	Apex Controls
		2/26/2015	3924	731-1022-541.30-18	553.31	1/2" Hose Reel #2
		2/26/2015	4716	100-0601-551.33-02	15.00	Wisconsin Library
		2/26/2015	4734	100-0703-553.30-18	89.97	Mills Fleet Farm
		2/26/2015	5033	100-0702-552.30-10	12.94	Storage Box
		2/26/2015	5224	100-0601-551.30-14	18.00	Paypal
		2/26/2015	5410	100-0202-512.34-03	160.30	Madison Concourse
		2/26/2015	5505	100-0801-521.32-01	150.00	IACP
		2/26/2015	5551	100-0801-521.34-03	79.00	Kalahari Resorts
		2/26/2015	5635	100-0801-521.34-03	79.00	Kalahari Resorts
		2/26/2015	5924	100-0801-521.19-03	138.95	Streicher's
		2/26/2015	5937	100-0801-521.34-03	12.04	Lake Delton Pizza
		2/26/2015	6041	100-0801-521.30-11	31.44	UPS
		2/26/2015	6091	100-0601-551.30-10	65.81	Office Depot
		2/26/2015	6223	100-0801-521.34-03	42.23	Kalahari Restaurant
		2/26/2015	6303	100-0202-512.34-03	(20.30)	Madison Concourse
		2/26/2015	6566	266-1028-543.30-18	239.75	Lange AG Systems
		2/26/2015	6580	731-1022-541.22-01	58.47	Amazon

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CARDMEMBER SERVICE...	49171...	2/26/2015	6874	100-0801-521.34-02	75.00	Kwik Trip
		2/26/2015	7253	100-0702-552.30-10	30.07	Office Depot
		2/26/2015	7315	100-0904-531.30-18	107.00	Bailey's Test Strips
		2/26/2015	7332	824-0807-521.30-15	38.99	Ray Allen
		2/26/2015	7579	100-0601-551.30-16	182.39	4Imprint
		2/26/2015	7620	100-0601-551.33-02	35.00	PP A-mazing Events
		2/26/2015	7717	100-0802-521.20-02	10.97	McDonald's
		2/26/2015	7718	100-0101-511.33-01	5.25	Parking
		2/26/2015	7787	100-0801-521.19-03	520.00	Emblem Authority
		2/26/2015	8182	100-0801-521.30-15	38.09	Amazon
		2/26/2015	8233	743-0403-513.30-10	19.99	Copier Staples
		2/26/2015	8321	100-0903-531.24-04	42.00	Natl Soc Prev Blindness
		2/26/2015	8341	100-0703-553.30-10	36.98	Bt Bag
		2/26/2015	8646	100-0601-551.24-03	35.65	Lib Flagpole Top
		2/26/2015	8802	100-0702-552.30-10	27.96	Paper Boxes
		2/26/2015	8915	100-0601-551.30-15	352.05	Lib Vacuum
		2/26/2015	9069	743-0403-513.30-15	204.55	Network Cables
		2/26/2015	9105	100-0703-553.30-10	94.02	Office Supplies
		2/26/2015	9120	100-0918-531.34-03	140.00	Kalahari Resorts
		2/26/2015	9146	100-0918-531.34-03	140.00	Kalahari Resorts
	2/26/2015	9265	100-0801-521.34-02	99.00	Fred Pryor	
	2/26/2015	9414	501-0304-562.21-10	17.00	TUC-Shopco	
			Total for check: 49171		7,343.39	
COMMUNITY HOUSING COORDINATOR	49172	2/26/2015	198	100-0304-562.21-06	1,800.00	Comprehensive Housing Plan
		2/26/2015	199	263-0306-562.70-01	4,502.75	CDBG RLF Program
			Total for check: 49172		6,302.75	
CRESCENT ELECTRIC SUPPLY COMPANY	49173	2/26/2015	S500209332.001	100-0703-553.30-18	114.46	Lamps
		2/26/2015	S500223389.001	100-0704-552.24-04	134.20	Strut/Conduit/Strap
			Total for check: 49173		248.66	

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DUMKE & ASSOCIATES &	49174	2/26/2015	316 RACINE ST	100-0903-531.29-06	2,077.50	316 Racine Street
			Total for check: 49174		2,077.50	
FOX CITIES CHAMBER OF COMMERCE &	49175	2/26/2015	45247	100-0405-513.33-02	30.00	Economic Outlook Breakfast
			Total for check: 49175		30.00	
FOX STAMP SIGN & SPECIALTY	49176	2/26/2015	OE-39910	100-1001-514.24-03	23.00	Vinlet
		2/26/2015	OE-40124	731-1022-541.30-10	4.95	Ink Pads
				100-0401-513.30-10	9.90	Ink Pads
			Total for check: 49176		37.85	
FOX VALLEY STONE & BRICK CO INC	49177	2/26/2015	152984	100-0703-553.24-03	225.00	Hart Park Pavilion
			Total for check: 49177		225.00	
ARTHUR J GALLAGHER & CO INS BROKERS	49178	2/26/2015	1229906	733-0206-512.51-06	4,342.00	Inland Marine Renewal
			Total for check: 49178		4,342.00	
GALLS LLC	49179	2/26/2015	003070351	100-0801-521.19-03	182.96	Men's 6" Stiker Torrent
			Total for check: 49179		182.96	
GRAINGER INC	49180	2/26/2015	9653439381	100-0501-522.24-03	61.81	Motor
			Total for check: 49180		61.81	
GRAY'S INC	49181	2/26/2015	32390	100-1006-541.30-15	2,976.00	Blade/CDB/FSE
			Total for check: 49181		2,976.00	
GUSTMAN CHEVROLET SALES INC	49182	2/26/2015	34931	731-1022-541.38-03	114.69	Motor

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GUSTMAN CHEVROLET SALES INC...	49182...	2/26/2015	34932	731-1022-541.38-03	270.38	Module/Motor
			Total for check: 49182		385.07	
INFINITY TECHNOLOGY INC	49183	2/26/2015	510053	743-0403-513.80-01	20,343.73	2 New Servers Server Project
		2/26/2015	510063	743-0403-513.80-01	4,331.26	Virtual Storage License Server Project
			Total for check: 49183		24,674.99	
JOHN'S SAW SERVICE	49184	2/26/2015	10008	731-1022-541.38-03	16.95	Ropes
			Total for check: 49184		16.95	
JX ENTERPRISES INC	49185	2/26/2015	G-243640001	731-1022-541.38-03	470.13	Clamps/Gaskets/Pipe
		2/26/2015	G-243640013	731-1022-541.38-03	45.58	Filter
		2/26/2015	G-243650009	731-1022-541.38-03	77.07	Parts
			Total for check: 49185		592.78	
KAEMPFER & ASSOCIATES INC	49186	2/26/2015	17785	601-1020-543.21-02	1,190.43	Project E145-01.07
		2/26/2015	17786	601-1020-543.21-02	297.61	Project E145-01.10
		2/26/2015	17787	601-1020-543.21-02	170.06	Project E145-01.11
		2/26/2015	17788	601-1020-543.21-02	637.73	Project E145-01.13
			Total for check: 49186		2,295.83	
KJ WASTE SYSTEMS INC	49187	2/26/2015	KJWASTE	266-1027-543.21-06	520.00	Cardboard/Rental
			Total for check: 49187		520.00	
KRUKOWSKI & COSTELLO	49188	2/26/2015	CAPTAIN20150217	100-0202-512.32-02	151.95	FMLA Manual 2015
			Total for check: 49188		151.95	

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KUNDINGER FLUID POWER INC	49189	2/26/2015	50318208	731-1022-541.38-03	28.15	Element
			Total for check: 49189		28.15	
MCCLONE INSURANCE GROUP	49190	2/26/2015	246229	100-0801-521.32-01	30.00	Notary Bond Sahr
			Total for check: 49190		30.00	
MCNEILUS TRUCK & MFG COMPANY	49191	2/26/2015	2770251	731-1022-541.38-03	184.24	Slide
			Total for check: 49191		184.24	
MENASHA JOINT SCHOOL DISTRICT	49192	2/26/2015	FEBMOBILEHOME	100-0000-412.00-00	6,285.49	February Mobile Home
			Total for check: 49192		6,285.49	
POSTMASTER	49193	2/26/2015	PERMIT PI #39	100-1001-514.30-11	220.00	Stand Mail Permit PI #39
			Total for check: 49193		220.00	
MENASHA UTILITIES	49194	2/26/2015	4336	601-0401-513.25-02	16,154.23	Jan 2015 Sewer
				625-0401-513.25-01	1,659.18	Jan 2015 Stormwater
				601-0401-513.25-02	(16,154.23)	Reverse
				625-0401-513.25-01	(1,659.18)	Reverse
				625-0401-513.25-01	1,659.18	Dec Storm Water Charges
				601-0401-513.25-02	16,154.23	Dec Sewer Charges
		2/26/2015	4341	625-0401-513.25-01	1,651.41	January 2015 Storm Water
				601-0401-513.25-02	20,247.07	January 2015 Sewer User
		2/26/2015	MENASHAUTILITY	100-1008-541.22-03	366.53	Electric
				100-0000-123.00-00	21.88	Electric
				100-1012-541.22-03	99.46	Electric
				501-0304-562.22-03	19.52	Electric
				501-0304-562.22-06	40.00	Storm
				100-0304-562.22-03	30.06	Electric
				625-0304-562.22-03	8.24	Electric
				100-1013-541.22-03	29.32	Electric

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MENASHA UTILITIES...	49194...	2/26/2015...	MENASHAUTILITY...	100-1013-541.22-06	277.51	Storm
				207-0707-552.22-03	326.45	Electric
				207-0707-552.22-05	34.42	Water
				207-0707-552.22-06	48.76	Storm
				100-0703-553.22-03	513.45	Electric
				100-0703-553.22-05	110.02	Water
				100-0703-553.22-06	343.77	Storm
				100-1001-514.22-03	1,555.87	Electric
				100-1001-514.22-05	462.60	Water
				743-0403-513.21-04	167.75	Internet Charge
				743-0403-513.21-04	2,310.40	Dark Fiber Charge
				100-0305-562.22-06	2.50	Storm
				100-1014-543.22-06	53.13	Storm
				100-1019-552.22-03	380.39	Electric
				100-1019-552.22-05	48.00	Water
601-1020-543.22-03	62.95	Electric				
	2/26/2015	TAXDELINQUENTS	100-0000-201.05-00		23,342.43	Delinquents on Tax Roll
		Total for check: 49194			70,367.30	
TOWN OF MENASHA UTILITY DISTRICT	49195	2/26/2015	TAXDELINQUENTS	100-0000-201.06-00	21,906.18	Delinquents on Tax Bill
		Total for check: 49195			21,906.18	
MODERN BUSINESS MACHINES	49196	2/26/2015	26368360	743-0403-513.29-01	243.10	Monthly Print Agreement
			26368619	743-0403-513.29-01	171.59	Monthly Print Agreement
			Total for check: 49196			414.69
MORTON SAFETY	49197	2/26/2015	153705-00	266-1028-543.30-18	59.85	Earmuff Thunder
		Total for check: 49197			59.85	
CITY OF NEENAH	49198	2/26/2015	34994	100-0205-512.25-01	3,100.00	Joint Muni Court Admin Fee/Bldg Use

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CITY OF NEENAH...	49198...	2/26/2015	NMFIRERESCUE	100-0501-522.25-01	261,779.00	Fire/Rescue Services
			Total for check: 49198		264,879.00	
NETWORK HEALTH SYSTEM INC	49199	2/26/2015	329298	100-0202-512.21-05	204.00	Screen
			Total for check: 49199		204.00	
NORTHEAST ASPHALT INC	49200	2/26/2015	1328618	100-1003-541.30-18	176.67	Cold Mix
			Total for check: 49200		176.67	
OFFICE DEPOT	49201	2/26/2015	5225133	100-0909-531.30-18	10.90	Supplies
				100-0903-531.30-10	62.05	Supplies
			Total for check: 49201		72.95	
PM SUPPLY - WRIGHT INDUSTRIAL	49202	2/26/2015	53680	100-0000-132.00-00	268.20	Stripper/Scotch Guard
			Total for check: 49202		268.20	
PROTANIC INC	49203	2/26/2015	38164	731-1022-541.24-06	700.00	ATG Cert/Inspection
			Total for check: 49203		700.00	
REINDERS INC	49204	2/26/2015	1568474-00	731-1022-541.38-03	124.75	Cutting Blade Edge
			Total for check: 49204		124.75	
DR TERESA RUDOLPH	49205	2/26/2015	RUDOLPH	100-0903-531.21-05	150.00	City Physician
			Total for check: 49205		150.00	
SESCO LLC	49206	2/26/2015	4923	100-0703-553.30-18	153.44	Harness/Lanyard

AP Check Register

Check Date: 2/26/2015

<i>Vendor Name</i>	<i>Check Number</i>	<i>Check Date</i>	<i>Invoice Number</i>	<i>Account Number</i>	<i>Amount</i>	<i>Description</i>
SESCO LLC...	49206...	2/26/2015...	4923...	731-1022-541.30-18	426.56	Harness/Lanyard
	Total for check: 49206				580.00	
SIGNARAMA	49207	2/26/2015	16539	470-0920-531.82-01	274.88	Senior Center
		2/26/2015	16543	487-0304-562.21-06	274.88	Grocery Store
Total for check: 49207				549.76		
SMT MANUFACTURING & SUPPLY	49208	2/26/2015	0031804-IN	731-1022-541.38-03	74.54	UCF205/UCF208
		2/26/2015	0031829-IN	731-1022-541.38-03	57.71	Bearing
Total for check: 49208				132.25		
SNAP-ON TOOLS	49209	2/26/2015	02021521629	731-1022-541.24-02	54.99	Stick Scope
	Total for check: 49209				54.99	
SPEEDY CLEAN DRAIN & SEWER INC	49210	2/26/2015	57862	601-1020-543.24-05	472.50	Elizabeth St Sanitary
	Total for check: 49210				472.50	
STAPLES ADVANTAGE	49211	2/26/2015	3256228274	100-0702-552.30-10	8.99	Office Supplies
		2/26/2015	3256228282	100-0801-521.30-10	51.21	Office Supplies
Total for check: 49211				60.20		
SUNGARD PUBLIC SECTOR INC	49212	2/26/2015	95521	743-0403-513.24-04	2,806.00	Monthly Acctg System Maint
	Total for check: 49212				2,806.00	
SUPERIOR VISION INSURANCE PLAN	49213	2/26/2015	IA384689	100-0000-204.10-00	1,080.28	Vision
	Total for check: 49213				1,080.28	

AP Check Register

Check Date: 2/26/2015

<i>Vendor Name</i>	<i>Check Number</i>	<i>Check Date</i>	<i>Invoice Number</i>	<i>Account Number</i>	<i>Amount</i>	<i>Description</i>
TRAFFTECH INC	49214	2/26/2015	1098	743-0403-513.24-04	1,559.25	Diamond Annual Maint Agreement
			Total for check: 49214		1,559.25	
UNIFIRST CORPORATION	49215	2/26/2015	097 0181654	731-1022-541.20-01	114.43	Mat/Mop/Clothing Service
			Total for check: 49215		114.43	
UNIFORM SHOPPE	49216	2/26/2015	240015	100-0801-521.19-03	479.65	Jacket/Shirt/Pants
			Total for check: 49216		479.65	
UNITED PAPER CORPORATION	49217	2/26/2015	87247	266-1028-543.30-18	82.68	Tape
			Total for check: 49217		82.68	
US VENTURE	49218	2/26/2015	L51471	731-1022-541.21-06	12.00	Sample
			Total for check: 49218		12.00	
VERIZON WIRELESS	49219	2/26/2015	9739905874	731-1022-541.22-01	56.33	Phone
				100-0601-551.22-01	6.93	Phone
		2/26/2015	9739905875	100-0919-531.22-01	136.41	Phone
		2/26/2015	9739905877	100-0801-521.22-01	626.81	Cellphone
		2/26/2015	9739905879	731-1022-541.22-01	30.86	Cell Phone Charges
		2/26/2015	9740270892	100-0801-521.22-01	64.43	Cell Phone Charges
			Total for check: 49219		921.77	
WAVERLY SANITARY DISTRICT	49220	2/26/2015	TAXDELINQUENTS	100-0000-201.07-00	1,525.07	Delinquents on Tax Bill
			Total for check: 49220		1,525.07	
WE ENERGIES	49221	2/26/2015	WEENERGIES	100-1012-541.22-03	1,205.73	Street Lights
			Total for check: 49221		1,205.73	

AP Check Register
Check Date: 2/26/2015

<i>Vendor Name</i>	<i>Check Number</i>	<i>Check Date</i>	<i>Invoice Number</i>	<i>Account Number</i>	<i>Amount</i>	<i>Description</i>
WINNEBAGO COUNTY TREASURER	49222	2/26/2015	6765	100-1003-541.30-18	127.53	December 2014 Highway Charges
			6789	100-0203-512.21-08	30.00	Recording Fees
			LF121835	100-1016-543.25-01	12,985.89	January 2015 Direct haul/Outagamie
				100-1017-543.25-01	2,810.15	January 2015 Direct haul/Outagamie
				266-1027-543.25-01	490.95	January 2015 Direct haul/Outagamie
			Total for check: 49222		16,444.52	
WINTER EQUIPMENT COMPANY	49223	2/26/2015	IV25607	100-1006-541.30-15	1,210.40	Underbody System
						Total for check: 49223
WISCONSIN DEPARTMENT OF REVENUE	49224	2/26/2015	LOTTERYCREDITS	100-0000-201.08-00	3,887.09	Lottery Credit Sp Chgs
						Total for check: 49224
WISCONSIN DEPT OF JUSTICE	49225	2/26/2015	L710IT	100-0801-521.21-06	28.00	Name Searches
						Total for check: 49225
					458,958.93	



To: Menasha Common Council
From: Jenny Groeschel and Ginger Tralongo, Police Records
RE: Beverage Operator License (Bartender) Applicants
Date: February 26, 2015

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

Mary Ann Lenzen
Crystal Becker

cc: chief via email



MEMO

To: Common Council

From: Debbie Galeazzi, Clerk

Subject: Lake House Supper Club, LLC
d/b/a The Lake House Supper Club
124 Main Street, Menasha

Date: February 26, 2015

An application for a "Class B" intoxicating liquor and fermented malt beverage for the 2014-2015 liquor licensing year has been submitted by Lake House Supper Club, LLC, for the premises at 124 Main Street, Menasha.

The Police Dept. completed a background check and no objections. The Fire Department, Health Department, and Building Inspectors have no reason to hold up the liquor license approval. They will complete a final inspection of the premises before an occupancy permit is issued. The applicant has stated they will not open for business until mid-May, 2015.

The applicant will be purchasing the property with a closing date of February 27, 2015. At that time real estate taxes and personal property taxes will be paid in full. If this does not happen I will be asking the Council to hold the liquor license application.

ORIGINAL ALCOHOL BEVERAGE RETAIL LICENSE APPLICATION

Submit to municipal clerk.

For the license period beginning _____ 20____; ending June 30 20 15

TO THE GOVERNING BODY of the: Town of } Menasha
 Village of }
 City of }

County of Winnebago Aldermanic Dist. No. _____ (if required by ordinance)

Applicant's WI Seller's Permit No.: 456102879711702		FEIN Number: 47-2985537	
LICENSE REQUESTED ▶			
TYPE		FEE	
<input type="checkbox"/>	Class A beer	\$	
<input checked="" type="checkbox"/>	Class B beer	\$	
<input type="checkbox"/>	Class C wine	\$	
<input type="checkbox"/>	Class A liquor	\$	
<input checked="" type="checkbox"/>	Class B liquor	\$	
<input type="checkbox"/>	Reserve Class B liquor	\$	
<input type="checkbox"/>	Class B (wine only) winery	\$	
Publication fee		\$	
TOTAL FEE		\$	

1. The named INDIVIDUAL PARTNERSHIP LIMITED LIABILITY COMPANY
 CORPORATION/NONPROFIT ORGANIZATION

hereby makes application for the alcohol beverage license(s) checked above.

2. Name (individual/partners give last name, first, middle; corporations/limited liability companies give registered name): Lake House Supper Club, LLC

An "Auxiliary Questionnaire," Form AT-103, must be completed and attached to this application by each individual applicant, by each member of a partnership, and by each officer, director and agent of a corporation or nonprofit organization, and by each member/manager and agent of a limited liability company. List the name, title, and place of residence of each person.

	Title	Name	Home Address	Post Office & Zip Code
President/Member	Member	Kelly Taylor	104 Limekiln Dr.	Neenah 54956
Vice President/Member	Member	Stuart Taylor	104 Limekiln Dr.	Neenah 54956
Secretary/Member				
Treasurer/Member				
Agent		Stuart Taylor		
Directors/Managers				

3. Trade Name The Lake House Supper Club Business Phone Number 920-574-1510
 4. Address of Premises 124 Main St. Post Office & Zip Code Menasha 54952

5. Is individual, partners or agent of corporation/limited liability company subject to completion of the responsible beverage server training course for this license period? Yes No
 6. Is the applicant an employe or agent of, or acting on behalf of anyone except the named applicant? Yes No
 7. Does any other alcohol beverage retail licensee or wholesale permittee have any interest in or control of this business? Yes No
 8. (a) Corporate/limited liability company applicants only: Insert state WI and date _____ of registration.
 (b) Is applicant corporation/limited liability company a subsidiary of any other corporation or limited liability company? Yes No
 (c) Does the corporation, or any officer, director, stockholder or agent or limited liability company, or any member/manager or agent hold any interest in any other alcohol beverage license or permit in Wisconsin? Yes No
 (NOTE: All applicants explain fully on reverse side of this form every YES answer in sections 5, 6, 7 and 8 above.)

9. Premises description: Describe building or buildings where alcohol beverages are to be sold and stored. The applicant must include all rooms including living quarters, if used, for the sales, service, consumption, and/or storage of alcohol beverages and records. (Alcohol beverages may be sold and stored only on the premises described.) Detached bar/restaurant facility, app. 10,000 sq ft
 10. Legal description (omit if street address is given above): _____

11. (a) Was this premises licensed for the sale of liquor or beer during the past license year? Yes No
 (b) If yes, under what name was license issued? Aspen Landing Pub
 12. Does the applicant understand they must file a Special Occupational Tax return (TTB form 5630.5) before beginning business? [phone 1-800-937-8864] Yes No
 13. Does the applicant understand a Wisconsin Seller's Permit must be applied for and issued in the same name as that shown in Section 2, above? [phone (608) 266-2776] Yes No
 14. Does the applicant understand that they must purchase alcohol beverages only from Wisconsin wholesalers, breweries and brewpubs? Yes No

READ CAREFULLY BEFORE SIGNING: Under penalty provided by law, the applicant states that each of the above questions has been truthfully answered to the best of the knowledge of the signers. Signers agree to operate this business according to law and that the rights and responsibilities conferred by the license(s), if granted, will not be assigned to another. (Individual applicants and each member of a partnership applicant must sign; corporate officer(s), members/managers of Limited Liability Companies must sign.) Any lack of access to any portion of a licensed premises during inspection will be deemed a refusal to permit inspection. Such refusal is a misdemeanor and grounds for revocation of this license.

SUBSCRIBED AND SWORN TO BEFORE ME

this 5th day of February, 20 15

[Signature]
 (Clerk/Notary Public)

[Signature]
 (Officer of Corporation/Member/Manager of Limited Liability Company/Partner/Individual)
[Signature]
 (Officer of Corporation/Member/Manager of Limited Liability Company/Partner)

My commission expires 1/27/18

(Additional Partner(s)/Member/Manager of Limited Liability Company if Any)

TO BE COMPLETED BY CLERK

Date received and filed with municipal clerk <u>2/5/15</u>	Date reported to council/board	Date provisional license issued	Signature of Clerk / Deputy Clerk
Date license granted	Date license issued	License number issued	

AUXILIARY QUESTIONNAIRE ALCOHOL BEVERAGE LICENSE APPLICATION

Submit to municipal clerk.

Individual's Full Name (please print) (last name)		(first name)		(middle name)	
TAYLOR		KELLY		ANNE	
Home Address (street/route)		Post Office	City	State	Zip Code
104 Limekiln Drive			Neenah	WI	54956
Home Phone Number		Age	Date of Birth	Place of Birth	

The above named individual provides the following information as a person who is (check one):

- Applying for an alcohol beverage license as an individual.
- A member of a partnership which is making application for an alcohol beverage license.
- Member of Lake House Supper Club, LLC
(Officer/Director/Member/Manager/Agent) (Name of Corporation, Limited Liability Company or Nonprofit Organization)

which is making application for an alcohol beverage license.

The above named individual provides the following information to the licensing authority:

- How long have you continuously resided in Wisconsin prior to this date? 8 years
- Have you ever been convicted of any offenses (other than traffic unrelated to alcohol beverages) for violation of any federal laws, any Wisconsin laws, any laws of any other states or ordinances of any county or municipality? Yes No
 If yes, give law or ordinance violated, trial court, trial date and penalty imposed, and/or date, description and status of charges pending. (If more room is needed, continue on reverse side of this form.)
- Are charges for any offenses presently pending against you (other than traffic unrelated to alcohol beverages) for violation of any federal laws, any Wisconsin laws, any laws of other states or ordinances of any county or municipality? Yes No
 If yes, describe status of charges pending.
- Do you hold, are you making application for or are you an officer, director or agent of a corporation/nonprofit organization or member/manager/agent of a limited liability company holding or applying for any other alcohol beverage license or permit? Yes No
 If yes, identify. (Name, Location and Type of License/Permit)
- Do you hold and/or are you an officer, director, stockholder, agent or employe of any person or corporation or member/manager/agent of a limited liability company holding or applying for a wholesale beer permit, brewery/winery permit or wholesale liquor, manufacturer or rectifier permit in the State of Wisconsin? Yes No
 If yes, identify. (Name of Wholesale Licensee or Permittee) (Address By City and County)

6. Named individual must list in chronological order last two employers.

Employer's Name	Employer's Address	Employed From	To
homemaker	104 Limekiln Dr. Neenah WI 54956	Jan. 2007	January 2010
CherryOnTop, Owner	130 W. Wisconsin Ave. Neenah WI 54956	January 2010	July 31, 2013

The undersigned, being first duly sworn on oath, deposes and says that he/she is the person named in the foregoing application; that the applicant has read and made a complete answer to each question, and that the answers in each instance are true and correct. The undersigned further understands that any license issued contrary to Chapter 125 of the Wisconsin Statutes shall be void, and under penalty of state law, the applicant may be prosecuted for submitting false statements and affidavits in connection with this application.

Subscribed and sworn to before me

this 5th day of February, 2015

Rebecca A. Galleggi
(Clerk/Notary Public)

Kelly A. Taylor
(Signature of Named Individual)

My commission expires 9-11-16



Printed on Recycled Paper

AUXILIARY QUESTIONNAIRE ALCOHOL BEVERAGE LICENSE APPLICATION

Submit to municipal clerk.

Individual's Full Name (please print) (last name) TAYLOR		(first name) STUART		(middle name) CLARK	
Home Address (street/route) 104 Limekiln Drive		Post Office	City Neenah	State WI	Zip Code 54956
Home Phone Number		Age	Date of Birth	Place of Birth	

The above named individual provides the following information as a person who is (check one):

- Applying for an alcohol beverage license as an individual.
- A member of a **partnership** which is making application for an alcohol beverage license.
- Member** of **Lake House Supper Club LLC**
(Officer/Director/Member/Manager/Agent) (Name of Corporation, Limited Liability Company or Nonprofit Organization)

which is making application for an alcohol beverage license.

The above named individual provides the following information to the licensing authority:

1. How long have you continuously resided in Wisconsin prior to this date? 8 years
2. Have you ever been convicted of any offenses (other than traffic unrelated to alcohol beverages) for violation of any federal laws, any Wisconsin laws, any laws of any other states or ordinances of any county or municipality? Yes No
If yes, give law or ordinance violated, trial court, trial date and penalty imposed, and/or date, description and status of charges pending. (If more room is needed, continue on reverse side of this form.)

3. Are charges for any offenses presently pending against you (other than traffic unrelated to alcohol beverages) for violation of any federal laws, any Wisconsin laws, any laws of other states or ordinances of any county or municipality? Yes No
If yes, describe status of charges pending.

4. Do you hold, are you making application for or are you an officer, director or agent of a corporation/nonprofit organization or member/manager/agent of a limited liability company holding or applying for any other alcohol beverage license or permit? Yes No
If yes, identify. _____
(Name, Location and Type of License/Permit)

5. Do you hold and/or are you an officer, director, stockholder, agent or employe of any person or corporation or member/manager/agent of a limited liability company holding or applying for a wholesale beer permit, brewery/winery permit or wholesale liquor, manufacturer or rectifier permit in the State of Wisconsin? Yes No
If yes, identify. _____
(Name of Wholesale Licensee or Permittee) (Address By City and County)

6. Named individual must list in chronological order last two employers.

Employer's Name Nielsen	Employer's Address 150 N. Huntington Rd, Shawano WI	Employed From 2/1/2010	To Current
Employer's Name Kimberly-Clark	Employer's Address 2300 Winderster Rd, Neenah WI	Employed From 2/1/2009	To 9/1/2009

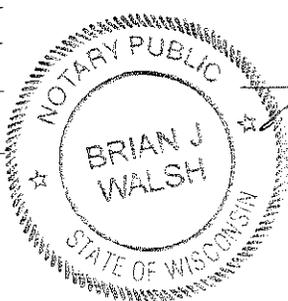
The undersigned, being first duly sworn on oath, deposes and says that he/she is the person named in the foregoing application; that the applicant has read and made a complete answer to each question, and that the answers in each instance are true and correct. The undersigned further understands that any license issued contrary to Chapter 125 of the Wisconsin Statutes shall be void, and under penalty of state law, the applicant may be prosecuted for submitting false statements and affidavits in connection with this application.

Subscribed and sworn to before me

this 5th day of February, 2015

[Signature]
(Notary/Notary Public)

My commission expires 1/29/18



[Signature]
(Signature of Named Individual)



Printed on Recycled Paper

SCHEDULE FOR APPOINTMENT OF AGENT BY CORPORATION/NONPROFIT ORGANIZATION OR LIMITED LIABILITY COMPANY

Submit to municipal clerk.

All corporations/organizations or limited liability companies applying for a license to sell fermented malt beverages and/or intoxicating liquor must appoint an agent. The following questions must be answered by the agent. The appointment must be signed by the officer(s) of the corporation/organization or members/managers of a limited liability company and the recommendation made by the proper local official.

To the governing body of: Town Village City of Menasha County of Winnebago

The undersigned duly authorized officer(s)/members/managers of Lake House Supper Club, LLC
(registered name of corporation/organization or limited liability company)

a corporation/organization or limited liability company making application for an alcohol beverage license for a premises known as The Lake House Supper Club
(trade name)

located at 124 Main Street, Menasha WI

appoints Stuart C. Taylor
(name of appointed agent)

104 Limekiln Drive, Neenah WI
(home address of appointed agent)

to act for the corporation/organization/limited liability company with full authority and control of the premises and of all business relative to alcohol beverages conducted therein. Is applicant agent presently acting in that capacity or requesting approval for any corporation/organization/limited liability company having or applying for a beer and/or liquor license for any other location in Wisconsin?

Yes No If so, indicate the corporate name(s)/limited liability company(ies) and municipality(ies).

Is applicant agent subject to completion of the responsible beverage server training course? Yes No

How long immediately prior to making this application has the applicant agent resided continuously in Wisconsin? 8 years

Place of residence last year 104 Limekiln Drive, Neenah WI

For: Lake House Supper Club, LLC
(name of corporation/organization/limited liability company)

By: [Signature]
(signature of Officer/Member/Manager)

And: [Signature]
(signature of Officer/Member/Manager)

ACCEPTANCE BY AGENT

I, Stuart Taylor
(print/type agent's name), hereby accept this appointment as agent for the

corporation/organization/limited liability company and assume full responsibility for the conduct of all business relative to alcohol beverages conducted on the premises for the corporation/organization/limited liability company.

[Signature] 2/3/2015
(signature of agent) (date) Agent's age _____

104 Limekiln Dr., Neenah WI 54956 _____
(home address of agent) Date of birth _____

**APPROVAL OF AGENT BY MUNICIPAL AUTHORITY
(Clerk cannot sign on behalf of Municipal Official)**

I hereby certify that I have checked municipal and state criminal records. To the best of my knowledge, with the available information, the character, record and reputation are satisfactory and I have no objection to the agent appointed.

Approved on 2/10/15 by [Signature] Title Police
(date) (signature of proper local official) (town chair, village president, police chief)



MEMO

To: Common Council

From: Debbie Galeazzi, Clerk

Subject: Outdoor Alcoholic Beverage Permit

Date: February 26, 2015

In accordance with Section 7-2-17 of City of Menasha Municipal Code, Lake House Supper Club, LLC, 124 Main Street, Menasha has submitted an application for extension of "Class B" license for the 2014-2015 licensing period requesting outdoor serving of alcoholic beverage on a deck/patio.

City of Menasha
Application for Outdoor Extension of Retail "Class B", Class "B"
And/or "Class C" License

Date: 2/5/15

Name: Lake House Supper Club, LLC
(Individuals/Partners/Registered Name of Corporation/LLC)

If Partnership, Corporation or LLC, list names and addresses of all members
Kelly A. Taylor, 104 Limekiln Drive, Neenah WI 54956
Stuart C. Taylor, 104 Limekiln Drive, Neenah WI 54956

Address of premise 124 Main Street, Menasha WI 54952

Description of area for which this outdoor extension is being applied for deck

Trade Name: The Lake House Supper Club

Business Phone: _____

Please attach the following: _____ \$25 application fee
_____ Site plan/drawing of the outdoor area
 New Modified No Changes from original

All requirements of Section 7-2-17 of City of Menasha Municipal Code have been followed.
(copy of Section 7-2-17 attached).

I certify that the proposed outdoor extension shall be operated in compliance with the requirements of Section 7-2-17 and maintained as shown on the attached site plan and/or drawing

Signature: Kelly A. Taylor Signature: Stuart C. Taylor

TO BE COMPLETED BY CLERK

Date Received: 2/5/15

Fee Paid: _____

Inspections Completed: _____

Date to Council: _____

ORDINANCE O-1-15

AN ORDINANCE AMENDING TITLE 10, CHAPTER 1
OF THE CODE OF ORDINANCES
(Parking Regulations)

Introduced by Alderman Nichols.

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

SECTION 1: Amend Title 10, Chapter 1, Article C, SEC. 10-1-29(4) of the Code of Ordinances of the City of Menasha, Wisconsin as follows:

Title 10 – Motor Vehicles and Traffic

CHAPTER 1

Traffic and Parking

ARTICLE C

Parking Regulations

SEC. 10-1-29 ALL NIGHT PARKING REGULATED.

NIGHT PARKING RESTRICTED. When signs have been erected at or reasonably near the corporate limits of the City as provided in Sec. 349.13, Wis. Stats., no vehicle shall be parked upon any street, avenue, boulevard, or park thereof, in the City between the hours of 2:00 a.m. and 6:00 a.m. without express permission from the Police Department, except as follows:

...

- (4) Overnight parking will be allowed during the period of April 1 through October 31 on the south side of Roosevelt Street from Manitowoc Street to London Street, the west and north sides of River Way from Keyes Street to Cleveland Street, the east side of Nassau Street, the west side of Oak Street, the south side of Center Street from the cul du sac to 420 feet east, ~~and the west side of Winnebago Avenue from Nicolet Boulevard to Keyes Street, and the west side of Elm Street from Nicolet Boulevard to Keyes Street.~~

...

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

Passed and approved this _____ day of _____, 2015.

Donald Merkes, Mayor

ATTEST:

Deborah A. Galeazzi, City Clerk

ORDINANCE O-4-15

AN ORDINANCE AMENDING TITLE 13, CHAPTER 1
OF THE CODE OF ORDINANCES
(Zoning)

Introduced by Alderman Sevenich at the recommendation of the Plan Commission.

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

SECTION 1: Amend Title 13, Article F, SEC.13-1-67(d)(1) and SEC. 13-1-67(d)(4) of the Code of Ordinances of the City of Menasha, Wisconsin as follows:

Title 13 – Zoning

CHAPTER 1

Zoning Code

ARTICLE F

Signs and Billboards

SEC. 13-1-67 REQUIREMENTS BY SIGN TYPE

...

(d) **Electronic Message Centers.** Signs whose informational content can be changed or altered by electronic means shall be subject to the following standards:

(1) Electronic message centers ~~shall only be allowed~~ are permitted in the C-1, C-3, C-4, I-1, and I-2 districts. Electronic message centers shall require a Special Use Permit if they are located within ~~two hundred (200)~~ three hundred (300) feet of either of the following:

- a. a residential use or district;
- b. any property use that requires a Special Use Permit.

...

(4) Electronic message centers shall be integral to the and a part of the original approved monument sign and may comprise no more than 30% of the sign face and shall be located in the lower one half of the sign. Static displays consisting only of letters and numerals that are not changed more than once in a 24-hour period shall not be included in the area computation of the electronic message center. The combined square footage of the electronic message center plus any static display area may not comprise more than 75% of the total allowable square footage.

...

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

Passed and approved this _____ day of March, 2015.

Donald Merkes, Mayor

ATTEST:

Deborah A. Galeazzi, City Clerk



MEMORANDUM

To: Mayor Merkes and Common Council

From: PRD Tungate

Date: February 11, 2015

RE: Revision to current policy regarding fees charged to non-profit groups for certain park facilities

BACKGROUND

On January 12, 2015, the Park Board took action recommending that the current department policy adopted by the Common Council in 2006 be amended to align with the existing Special Event fee policy for non-profit organizations. This recommendation includes waiving certain park fees for non-profit groups.

ANALYSIS

The current fee waiver policy is attached. While the intent of the policy was valid in 2005-2006, staff cannot recall it ever being utilized by a non-profit organization, or a request brought to the Common Council. The current City Special Event policy regarding fees for non-profit groups is also attached. Non-profit special event groups already receive a 50% discount on their fees. The change to the park department fee policy would allow for a 50% discount on park buildings, equipment rental, picnic areas and user fees to non-special event groups (like churches, service clubs, etc.). Most service club or church gatherings are open to the public. The Park Board and staff believe that the two fee policies should be consistent with one another.

FISCAL IMPACT

A review of 2014 park reservation records indicated that approximately a dozen reservations would have been impacted by such a policy change. The reduction in revenue would have been around \$800 if the policy were in effect in 2014.

RECOMMENDATION

Motion to eliminate the previous Park Department policy approved by the Common Council in 2006 and replace it with a policy that allows any non-profit group that provides proof that it is a registered 501 (c) (3) or (4) organization to receive up to a 50% discount on park building, picnic area and park equipment rentals, including park user fees.

City of Menasha
Event Sponsorship and Fee Waiver Policy
Effective January 1, 2007

Per Common Council action taken on September 19, 2005, the City of Menasha will no longer be an official sponsor or co-sponsor to any event brought forth by an outside organization.

As a consideration to this policy, the Parks and Recreation Board and Common Council will consider a waiver of certain fees from requests made by bona-fide non-profit organizations. The applicant is responsible for any insurance required by City ordinance. Neither the Parks and Recreation Board nor the Common Council shall have the authority to waive any insurance requirements. No application shall be considered unless the proper insurance certificate has been filed with the City.

Conditions for Waiving a Fee:

1. One request per organization per calendar year
2. Requests must be made in a timely manner so that both the Parks and Recreation Board and Common Council can act on the request before the event occurs.
3. *An activity, program, or event* must be open to the public and demonstrate a significant benefit to the Menasha community
4. 50% of one fee may be waived from the following categories:
 - A. Equipment Rental Fees
Including, but not limited to: the city stage, picnic tables, bleachers, park benches, trash containers, bike racks, etc. (*maximum 3 items*)
 - B. Facility Rental Fees
Including, but not limited to: park shelters, picnic areas, ball diamonds, soccer fields, tennis courts, swimming pool, Racine Street welcome sign installation fee, etc. (*maximum 2 items*)

Note: Park User Fees and Beer Permit fees shall not be waived.

Questions about this policy should be made to Brian Tungate, Director of Parks and Recreation.

This policy was revised by the Common Council on October 16, 2006.

City of Menasha Special Event Policy

SPECIAL EVENT is defined as any planned occurrence on the public right-of-way or public premises including, but not limited to; parades, gatherings, festivals and athletic events. By nature these events have a greater impact on City services and resources than would have occurred had the event not taken place. Special events require multiple department involvement. Persons desiring to conduct, maintain, undertake, promote, organize or manage a special event in the City of Menasha shall be subject to the requirements of this policy.

The City of Menasha wants any Special Event to be a success for organizers and participants alike. By providing for an organized application process, we hope to provide for the safety and well-being of all community members.

APPLICATION Complete Special Event Agreement Packet must be returned to City Hall, 2nd Floor, Public Works/Park & Recreation Departments at least 60 days prior to the event. This will allow time for all pertinent departments to review your event needs. A non – refundable fee of \$25 is due at the time your application is submitted. Please note that if you are holding an event in a park you will need to reserve the park prior to turning in your Special Events Application.

REVIEW OF APPLICATION Once your application is received and reviewed, someone from your group will be required to attend a meeting with the Special Events Committee. You will be advised of the date and time. The appropriate departments will review the individual worksheets included in your Special Events Packet to ensure that all considerations have been identified and contingencies planned for.

APPROVAL OF APPLICATION Once your application has been reviewed and approved you will receive a Special Event Permit.

CERTIFICATE OF INSURANCE AND ENDORSEMENT Proof of insurance is required for all special events and must be provided by the event sponsor. The City of Menasha needs to be named as additional insured on both the Certificate of Insurance and the Endorsement. The sponsor shall hold the City, any of its employees and agents and facilities harmless against all claims, liability, loss, damage or expense incurred by the City for any damage or injury to person or property caused by or resulting from activities arising from the special event. The Certificate of Insurance and the Endorsement must be submitted with the Special Events packet.

SPONSOR ADDITIONAL RESPONSIBILITIES If your event requires street closure, it is the event holder's responsibility to contact the bus line, Valley Transit at 920-832-5200 and Gold Cross Ambulance 920-967-6077 to alert them to the street closure. It is also the event holder's responsibility to notify to the property occupants affected by a street closure exceeding 30 minutes. Included in this packet is a form that can be used for notification.

FEES For all events a non-refundable deposit of \$25 is required at the time the application is submitted. Charges for park facilities, food sales permits, tent permit fees, firework fees, etc. are to be paid *IN ADDITION* to the Special Events application fee. The Memorial Day Parade is exempt from all fees. Submittal of an event application does **NOT** reserve a park. The applicable fees due prior to your event are: temporary food service permits, temporary beer sales permit, carnival permit, tent fee inspection and fireworks permits. At the completion of your event, charges must be paid no more than 60 days after the last date of your event. If this requirement is not met, further charges may be incurred.

NON-PROFIT ORGANIZATIONS AS EVENT HOLDERS Non-Profits hosting an event that is free and open to the public **may** receive up to a 50% discount on the total Special Event bill. By definition the Non-Profit group must be a registered 501(c)(3) or (4) organization and proof of this designation is required.

TERMINATION OF EVENT The City and its representative reserve the right to shut down a special event that is in progress if it is determined to be a safety hazard by the Police and/or Fire Departments and/or there is a violation of City Ordinances, State Statute, or the terms of the approved application have not been met. The Mayor and /or their designee may revoke an approved Special Event Permit if the applicant fails to comply in good faith with the provisions of the permit prior to the event date.