

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

**CITY OF MENASHA
COMMON COUNCIL
Third Floor Council Chambers
140 Main Street, Menasha
Monday, March 21, 2016
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. FC Auxier - Presentation to NMFR Personnel for ice/water rescue on Lake Winnebago.
 - 2. [CA Captain – Parliamentary Procedure: Motion to Reconsider](#)
 - 3. Clerk Galeazzi - the following minutes and communications have been received and placed on file:
 - Minutes to receive:
 - a. [Administration Committee 3/7/16](#)
 - b. [Board of Health 2/10/16](#)
 - c. [Board of Public Works 3/7/16](#)
 - d. [Committee on Aging 2/11/16](#)
 - e. [Landmarks Commission 2/10/16 & 2/16/16](#)
 - f. [Parks and Recreation Board 3/8/16](#)
 - g. [Plan Commission 3/8/16](#)
 - h. [Sustainability Board 3/17/16](#)
 - i. [Water & Light Commission 2/24/16](#)
 - Communications:
 - j. [Clerk Galeazzi, 3/17/16; Voters List](#)
- 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 3/7/16](#)
 - Administration Committee, 3/7/16—Recommends the Approval of:
 - 2. [Authorization to Accept and Spend Donation from Festival Foods for July 4 Fireworks for the years 2016, 2017, 2018.](#)
- H. ITEMS REMOVED FROM THE CONSENT AGENDA
- I. ACTION ITEMS
 - 1. [Accounts payable and payroll for the term of 3/10/16-3/17/16 in the amount of \\$4,197,104.02](#)
 - 2. [Beverage Operators License Applications for the 2015-2017 licensing period](#)
 - 3. [Approval to Apply for, Accept, and Spend \\$2,385.00 in Immunization Grant Funding](#)

4. ["Class B" Liquor License Application for Rebecca Mader, d/b/a Your Daily Grind, 204 Main Street, Menasha for the 2015-2016 licensing year](#)
5. [Plan Commission Recommendation concerning the Basis of Denial of Special Use Permit for 2035 Manitowoc Road](#)

Plan Commission recommends that the Common Council adopt the following as the basis of denial of the Special Use Permit for automotive sales at 2035 Manitowoc Road is based on the following 5 findings:

1. That expanding the commercial use of the property conflicts with the predominant residential property use in the vicinity of the site.
2. That the site plan that accompanied the Special Use Permit Application did not comprehensively address conditions on the site that are deemed to have a detrimental effect on the property including: the deteriorating condition of the building and paving, the continuance of outdoor storage on the premises, the presence of dead trees and otherwise unkempt vegetation on the south side of the property.
3. That granting the Special Use Permit would perpetuate a use deemed to be deleterious to the neighborhood.
4. That the City of Menasha changed a zoning ordinance to enable the expansion of certain existing self-storage units in order to enable the substitution of indoor storage for outdoor storage.
5. That issuing a second Special Use Permit intensifies the commercial use of the property which is deemed detrimental to the neighborhood.

J. HELD OVER BUSINESS

1. [R-7-16 Resolution on Weight of the Fox Valley \(WOTFV\) \(Introduced by Ald. Krautkramer\)](#)

K. ORDINANCES AND RESOLUTIONS

1. [R-8-16 Resolution Relating to Highway Access in the Vicinity of Province Link \(Introduced by Mayor Merkes\)](#)
2. [R-9-16 Resolution Approving a 2016 Capital Improvement Budget Adjustment for the Purpose of Installing Infrastructure in the Second Addition to Woodland Hills Subdivision and the Accompanying Borrowing to Be Included with the 2016 Capital Improvement Borrowing \(Introduced by Alderman Nichols\)](#)

L. APPOINTMENTS

1. Reappointment of Paul Brunette, 1334 Mayer Street, Menasha, to the Landmarks Commission for the term of 3/22/16-3/1/19

M. CLAIMS AGAINST THE CITY

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

O. RECESS TO COMMITTEES

P. CLOSED SESSION

1. Adjourn into Closed Session pursuant to Wis. Sate §19.85(1)(g): conferring with legal counsel for the governmental body who is rendering oral or written advise concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become Involved. (City of Menasha v. Village of Harrison, Wisconsin Case No.15-CV-17)
2. May reconvene into Open Session to act on what was discussed in Closed Session.

Q. ADJOURNMENT

MEETING NOTICE
Monday, April 4 2016
Common Council Meeting – 6:00 p.m.
Committee Meetings to Follow



MEMORANDUM

Date: March 17, 2016

To: Common Council
From: Pamela A. Captain, City Attorney

Re: Parliamentary Procedure: Motion to Reconsider

A parliamentary question was raised at the February 15, 2016, Common Council meeting. It pertained to a motion to reconsider. SEC. 2-2-18 of the City of Menasha Code of Ordinances deals with reconsideration of questions¹. Under the ordinance no second is required, no debate is allowed, and the motion needs a 2/3 vote to pass.

An Alderman, in an email to the City Clerk dated January 25, 2016, indicated that he wanted to reconsider his vote on a resolution. There was no stated reason contained in the email. None is required, but it is prudent to include a reason either when making the request to place a motion to reconsider on the agenda or when making the motion, otherwise, no one will know the reason for the request. At the February 15, 2016 meeting a motion to reconsider was made and a vote was taken. The motion **failed**. There was no discussion.

Mention was made of an October 19, 2015 motion to reconsider. At the October 19, 2015, meeting a motion to reconsider was made and a vote was taken. The motion **passed**. This brought the original motion back to the floor. There was discussion. Another vote was taken on the original motion. The difference between these two instances is that in one case the motion to reconsider **failed** and in the other case the motion to reconsider **passed**.

As a reminder during a meeting members have the ability to make parliamentary inquiries and/or a point of order. The chair (or Mayor) makes initial parliamentary rulings. If a member disagrees with a parliamentary ruling an option is to make a motion to overrule the parliamentary decision. The motion must have a second and can be debated. The motion prevails upon a majority vote. If no one challenges a parliamentary ruling at the time the ruling is made the ruling stands, even if it is wrong. It cannot be challenged later.

Finally, an alternative option is to make a motion to “suspend the rules” if the members wish to vary from established rules of order.

¹ This memo does not address that each council body has a right to establish its own rules of order.

CITY OF MENASHA
ADMINISTRATION COMMITTEE
Third Floor Council Chambers
140 Main Street, Menasha
March 7, 2016
MINUTES

DRAFT

A. CALL TO ORDER

Meeting called to order by Chairman Nichols at 8:50 p.m.

B. ROLL CALL/EXCUSED ABSENCES

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

EXCUSED: Aldermen Olszewski, Spencer

ALSO PRESENT: Mayor Merkes, PC Styka, ASD Steeno, PHD McKenney,
Clerk Galeazzi.

C. MINUTES TO APPROVE

1. [Administration Committee, 2/1/16.](#)

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

Motion carried on voice vote.

D. ACTION/DISCUSSION ITEMS

1. [Authorization to Accept and Spend Donation from Festival Foods for July 4 Fireworks for the years 2016, 2017, 2018.](#)

Mayor Merkes explained Festival Foods is proposing a three year agreement to sponsor CommunityFest fireworks for City. The proposal has an increase in the dollar amount each of the three years. The 2016 fireworks show will be televised.

Moved by Ald. Keehan seconded by Ald. Taylor to recommend to Common Council Authorization to accept and spend donation from Festival Foods for July 4 Fireworks for the years 2016, 2017, 2018.

Motion carried on roll call 6-0.

E. ADJOURNMENT

Moved by Ald. Taylor seconded by Ald. Krautkramer to adjourn at 8:55 p.m.

Motion carried on voice vote.

Deborah A. Galeazzi, WCMC
City Clerk

CITY OF MENASHA BOARD OF HEALTH
Minutes
February 10, 2016

A. Meeting called to order at 8:08 AM by Chairman Candyce Rusin.

B. Present: Candyce Rusin, Nancy McKenney, Lori Asmus, Dr. Teresa Rudolf
Staff: Mary Fritz, Todd Drew, Vicki Schultz
Absent: Diane Hotynski

C. MINUTES TO APPROVE

Lori Asmus moved to approve January 13, 2016 minutes, seconded by Dr. Teresa Rudolf.
Motion passed.

D. REPORT OF DEPT HEADS/STAFF/CONSULTANTS

Administrative: Nancy McKenney reported that all of the Wisconsin Department of Health Services (DHS), Division of Public Health (DPH) contracts have been negotiated and signed. Budget carryovers are being assessed. University of Wisconsin Oshkosh nursing students have begun their Health Department rotation in February. UWO students will be shadowing at the Menasha Schools, learning about public health and school nursing. Nancy McKenney noted that the Mayor approved her attendance at the Point Poverty Outcomes and Improvement Network Team (POINT) training. There will be a public health team (Menasha, Appleton, De Pere, and Winnebago County). POINT uses continuous improvement processes to strengthen existing poverty reduction efforts in Northeast WI. This is an initiative of the Institute for Healthcare Improvement (IHI), supported by U.S. Venture Fund for Basic Needs; the J. J. Keller Foundation; the community foundations in Oshkosh, the Fox Valley and Green Bay. Nancy McKenney noted that she has been nominated by Wisconsin Association of Local Health Departments and Boards to be on the HFS 139 Administrative Rules Committee. They will examine the rule for revisions (local health department workforce qualifications). The Wisconsin Department of Health Services considers nominees and makes appointments.

Employee Safety Program: Todd Drew discussed normal Safety Meetings conducted for City Hall and Public Works. Todd Drew discussed the follow-up Safety audit at the Public Works Facility which was vastly improved over the previous audit. Todd Drew will conduct monthly checks for the next year to ensure continued compliance. Todd Drew received user Id # and passwords for all staff to initiate the use of the CVMIC online training program.

Environmental Health Programs: Todd Drew stated that Health Space was installed and in use for all Environmental Health Inspections, Health Space is a State supported program. Todd Drew cited numerous complaints including sewage and mold issues. Todd Drew provided an update on the merger of food safety programs between Wisconsin DHS and Wisconsin Department of Agriculture. Todd Drew stated that a Food Safety Advisory Committee consisting of Academia (UW Madison and Technical College), industry (Wisconsin Restaurant Association, Wisconsin Grocer's Association, Innkeepers Association, Convenience Stores and Wis. Tavern League) along with State and local regulators is a required portion of the merger. Todd Drew stated that he currently is the chair of that committee. Todd Drew is also conducting normal licensed establishment inspections.

Public Health Department: The Communicable Disease Report was reviewed by the Board. The Board reviewed monthly and year-to-date Communicable Disease reports. School absences remain low. Three cases of chickenpox were reported in the Menasha Schools. A letter was sent to parents in the schools.

Health Screening 60+ Program: Vicki Schultz reported she is working on updating the YMCA 60+ brochure for 2016.

Prevention Program: The Prevention Program is in the process of planning the 2nd Annual Corny Community Walk which will be held August 11, 2016. Walgreens will be providing water and fruit snacks for this community event.

Vicki Schultz will be doing breastfeeding friendly outreach and training in Menasha childcare centers through the Maternal and Child Health grant program. Weight of the Fox Valley Passport active communities will run June 1-July 31. New passports are simpler and will also be translated in Spanish.

Radon: No Report

School Health Aides: No report

Dental Program: Loretta Kjemhus did fluoride varnishes in the Menasha Elementary Schools in February and March. 50 families were contacted for the "Give a Kid a smile Day" dental program, 25 students were referred for treatment. Dental talks are scheduled and will be completed by March 10th. Over 110 classes participated in these talks.

Dental Sealant Program: Claire Opsteen was hired as the new Public Health Dental Hygienist. Claire will started at the Menasha Health Department on Feb. 11.

Lead Prevention Program: No report.

Immunization: No update

Emergency Preparedness: Menasha Health Department staff attended Family Disaster Training on February 10th. North East Wisconsin Public Health Preparedness meeting scheduled for February 11th.

Twenty Four/Seven: No report.

Senior Center: ToddDrew has been working with Kevin Englebert on numerous documentation requests from the Wisconsin Department of Administration to close out the Community Development Block grant that funded in part the Senior Center renovation. Senior Center Donner Appreciation Day will be held in March.

Action Items: Menasha Health Department held a vaccine reference review.

E. HELD OVER BUSINESS: None

F. ADJOURNMENT: Lori Asmus moved to adjourn the meeting, seconded by Dr. Teresa Rudolf. Motion passed. Candi Rusin adjourned the meeting at 9:00 am.

The next meeting will be on February 10th, 2016 at 8:00 a.m.

CITY OF MENASHA
Board of Public Works
Third Floor Council Chambers
140 Main Street, Menasha
March 7, 2016
MINUTES

DRAFT

A. CALL TO ORDER

Meeting called to order by Chairman Krautkramer at 8:30 p.m.

B. ROLL CALL/EXCUSED ABSENCES

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

EXCUSED: Aldermen Olszewski, Spencer

ALSO PRESENT: Mayor Merkes, PC Styka, DPW Radtke, CDD Keil, ASD Steeno, PHD McKenney, Brian Adesso (MJSD), Clerk Galeazzi.

C. MINUTES TO APPROVE

1. [February 15, 2016](#)

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

Motion carried on voice vote.

D. DISCUSSION / ACTION ITEMS

1. [Expiration of 90-Day Trial Period for Clovis Grove School On-Street Parking Revisions.](#)

DPW Radtke explained the results of the 90-day trial of change in traffic pattern and eliminating parking in certain areas around Clovis Grove School. The school district supports making it permanent. The Police Department has no reports of concern with parking alternatives. Staff has received no negative feedback from residents on eliminating parking in the area.

Brian Adesso, Menasha Joint School District, commented the school district appreciates the City's cooperation in the changing of parking and traffic pattern at Clovis Grove.

Moved by Ald. Taylor seconded by Ald. Keehan to direct staff to prepare an ordinance for on-street parking revisions.

Motion carried on roll call 6-0.

2. [Recommend Increase in Tire Disposal Fees](#)

DPW Radtke explained a change in the cost charged by Winnebago County for tire disposal. Staff recommends the City adopt the same single tire disposal fee schedule as Winnebago County which is \$4.00 for passenger car tires, \$6.00 for truck tires and \$9.00 for tractor tires.

General discussion ensued on what other municipalities accept tires and what they charge residents.

Moved by Ald. Taylor seconded by Ald. Keehan to approve the City adopt the same single tire disposal fee schedule as Winnebago County.

Motion carried on roll call 6-0.

3. [R-8-16 Resolution Relating to Highway Access in the Vicinity of Province Link](#)
[\(Introduced by Mayor Merkes\)](#)

CDD Keil explained the resolution will allow the City to apply for a highway access permit from WisDOT for Province Link.

Moved by Ald. Taylor seconded by Ald. Keehan to recommend to Common Council R-8-16 Resolution Relating to Highway Access in the Vicinity of Province Link (Introduced by Mayor Merkes).
Motion carried on roll call 6-0.

E. ADJOURNMENT

Moved by Ald. Taylor seconded by Ald. Keehan to adjourn at 8:47 p.m.
Motion carried on voice vote.

Deborah A. Galeazzi, WCMC
City Clerk

**CITY OF MENASHA
COMMITTEE ON AGING
Menasha Senior Center
116 Main Street, Menasha
February 11, 2016
Minutes**

- A. Meeting called to order at 7:50 am.
- B. Roll Call - Present: Joyce Klundt, Mary Lueke, Nancy McKenney, Tom Stoffel, Jean Wollerman, John Ruck
Guest: Pat Irwin Excused: Brenda Marks
- C. MINUTES TO APPROVE
Tom Stoffel moved to approve the January 13, 2016 minutes, seconded by Joyce Klundt. Motion passed.
- D. CORRESPONDANCE
Mayor Merkes responded to the request for increased parking for Senior Center participants. He requested city hall staff use designated parking areas. It is anticipated this may free up 10 stalls.
- E. NEW BUSINESS
- F. REPORT OF DEPT HEADS/STAFF/CONSULTANTS
Senior Center: Jean Wollerman noted there were 67 people signed up for the February 12th Valentine's Day Luncheon. A raffle will be held to fund blinds for the front window. The Senior Center will be used for voting on February 16th. There will be a bake sale the day of voting. The program committee met and following events were planned: March 9th - evening Donor Event; March 17th - St. Patrick's Day party; May 13th Spring Banquet (Elvis is coming and there will be a catered lunch); June 16th and 17th household and miscellaneous items (no clothes or shoes); July 4th Strawberry Shortcake fundraiser is being discussed. The Neenah Committee on Aging met in January. The Neenah/Menasha YMCA sponsored a three part series on financial fitness including identify theft and fraud along with preparing children for your finances. Jean Wollerman will look into this series for the Senior Center. The Call sheet for Neenah will be recreated for Menasha.
Public Health: Health Screening/60 Plus: Nancy McKenney noted that year end budgets were being reviewed. There will be a 2nd Annual Corny Community Walk in August 11th. Vicki Schultz is working with Brian Tungate, Director Parks & Recreation Department, on planning the Corny Community Walk. The Senior Center had a walking group last year and we hope walking groups will participate in 2016. Community Health Assessment documents were being compiled and when available she would review them with the Committee on Aging. Mary Lueke and Joyce Klundt terms on the Committee on Aging are up on February 1, 2016.
- G. HELD OVER BUSINESS
Mission Vision and Goals: Jean Wollerman shared the mission, vision and goals. John Ruck asked if the accreditation body had suggestions. She noted they did not, accept to engage the Committee on Aging in reviewing and revising them. Jean Wollerman provided an update on the Thompson Center. It is unsure the impact this will have on the Menasha Senior Center. Some groups already use the Senior Center on Tuesday and Thursday evening. Could the Menasha Senior Center serve as a clearing house for information and link people for needed services? It was suggested that more programs need to be developed for males (e.g. sports events (fantasy football); super bowl party; strength training; swimming; walking; fun activities for older men). It was suggested that doing a GAP analysis be on the next agenda. It was agreed that the eight dimensions of wellness be incorporated into the goals. The Committee reviewed goals and provided revisions. Jean Wollerman will type up changes to the mission, vision, and goals and distribute at the next meeting. Facebook and WHBY 1150 are good ways to promote the Senior Center. **Safety Manual:** Held over to the next meeting **Cost Study:** Held over to the next meeting. **Donor Event:** The donor event will be held on March 9, 2016 Open House 5-7 pm.
- H. ADJOURNMENT:
Everyone thanked Mary Lueke for her years of service. Joyce Klundt adjourned the meeting at 9:30 a.m. The next meeting will be held on March 10, 2016 at 7:45 a.m. at the Senior Center, 116 Main Street, Menasha.

CITY OF MENASHA
Landmarks Commission
Council Chambers, 3rd Floor
140 Main Street, Menasha
February 10, 2016
DRAFT MINUTES

4:30PM – Public Hearing Regarding the Proposed Changes to the Historic District with Designation of Historic Structures

Chairman Grade opened the public hearing at 4:32PM.

AP Englebert gave an overview of the proposed changes to the designation of historic structures. Brenda Jones (2 Tayco Street) stated that there are benefits and drawbacks to owners of buildings located in a historic district. She asked if the designation would force her to install building improvements. Bob Stevens (360 First St) inquired as to how the historic district regulations fit into the City of Menasha's long term plan and implored the Commission to consider the structural integrity of the historic buildings they're proposing to designate.

Chairman Grade closed the public hearing at 4:57PM.

A. CALL TO ORDER

Meeting called to order by Chairman Grade at 5:05 PM.

B. ROLL CALL/EXCUSED ABSENCES

LANDMARKS MEMBERS PRESENT: Alderman Spencer, Commissioners Paul Brunette, Samantha Zinth, Tom Grade, Shellie Caudill, and Dean Wydeven.

LANDMARKS MEMBERS EXCUSED: None.

OTHERS PRESENT: CDD Keil, AP Englebert, Mario Nunez (14 Tayco St), Brenda Jones (2 Tayco St), Bob Stevens (360 First St), Doris Szymanski (234 Main St), Steven Szymanski (56 Racine St), Bruce Heisel (12 Tayco St), and Brenda Heisel (12 Tayco St).

C. MINUTES TO APPROVE

1. **Minutes of the January 13, 2016 Landmarks Commission Meeting**

Motion by Ald. Spencer, seconded by Comm. Brunette to approve the minutes of the January 13, 2016 Landmarks Commission Meeting. The motion carried.

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

No one spoke.

E. COMMUNICATIONS

1.

F. ACTION ITEMS

1. None.

G. DISCUSSION ITEMS

1. **Proposed Changes to the Designation of Historic Structures**

Commissioners discussed the following:

- Process for historic district designation
- The architectural features of buildings within the proposed districts
- Façade Improvements fund eligibility for walkways and pedestrian areas within the proposal
- Pros and cons of designating the proposed districts

2. **2016 Photo Contest**

Commissioners discussed the annual Landmarks Commission photo contest. Tom Grade suggested limiting the number of photos in order to find architectural features that haven't been used in the past

and to make the contest easier for participants. Shellie Caudill proposed giving gift certificates for ice cream cones to each participant that completes the contest as well as a grand prize to the winner.

3. Preservation Easements

CDD Keil introduced the concept of preservation easements to the Commission. Commissioners discussed the following:

- Pros and cons of preservation easements for façade preservation projects
- The possibility of purchasing façades from property owners
- Funding for future façade renovations
- The use of preservation easements in other communities

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

None.

I. ADJOURNMENT

Motion by Ald. Spencer, seconded by Comm. Wydeven to adjourn at 6:02PM. The motion carried.

Respectfully submitted by AP Englebert.

CITY OF MENASHA
Landmarks Commission
Council Chambers, 3rd Floor
140 Main Street, Menasha
February 16, 2016
DRAFT MINUTES

A. CALL TO ORDER

Meeting called to order by Chairman Grade at 5:02 PM.

B. ROLL CALL/EXCUSED ABSENCES

LANDMARKS MEMBERS PRESENT: Alderman Spencer, Commissioners Samantha Zinth, Tom Grade, and Dean Wydeven.

LANDMARKS MEMBERS EXCUSED: Commissioners Shellie Caudill and Paul Brunette.

OTHERS PRESENT: CDD Keil and AP Englebert.

C. MINUTES TO APPROVE

1. **Minutes of the February 10, 2016 Landmarks Commission Meeting**

Motion by Comm. Zinth, seconded by Ald. Spencer approve the minutes of the February 10, 2016 Landmarks Commission Meeting. The motion carried.

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

No one spoke.

E. COMMUNICATIONS

1. None.

F. ACTION ITEMS

1. **Designation of Tayco Street Historic District**

AP Englebert introduced the proposal for the designation of the Tayco Street Historic District and the Racine Street Historic District. Commissioners discussed the design standards that properties in the historic district must meet and whether the standards are feasible for these districts going forward. Comm. Zinth stated that she was in favor of compact, contiguous district boundaries for each district. Motion by Comm. Zinth, seconded by Comm. Wydeven to approve the Tayco Street Historic District. The motion carried.

2. **Designation of Racine Street Historic District**

See item F(1) for discussion. Motion by Comm. Wydeven, seconded by Comm. Zinth to approve the Racine Street Historic District as proposed. The motion carried.

G. DISCUSSION ITEMS

1. None.

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

None.

I. ADJOURNMENT

Motion by Comm. Zinth, seconded by Comm. Wydeven to adjourn at 5:17PM. The motion carried.

Respectfully submitted by AP Englebert.

CITY OF MENASHA
Parks and Recreation Board
City Hall – 1st Floor Conference Room
March 8, 2016
DRAFT MINUTES

A. CALL TO ORDER

The meeting was called to order by Chr. D Sturm at 6:05 pm.

B. ROLL CALL/EXCUSED ABSENCES

MEMBERS PRESENT: Brian Adesso, Lisa Hopwood, Tom Marshall, Sue Pawlowski, Chr. Dick Sturm

MEMBERS EXCUSED: Ald. Dan Zielinski, Nancy Barker

OTHERS PRESENT: PRD Tungate, PS Maas, Connie Curtis-Aldrich, David Curtis

C. MINUTES TO APPROVE

1. **Minutes of the February 9, 2016 Regular Park Board Meeting** – Moved by S. Pawlowski, seconded by L. Hopwood to approve the minutes of the February 9, 2016 Park Board meeting. Motion carried.

D. PUBLIC COMMENT ON ANY MATTER RELATED TO CITY PARKS AND RECREATION

1. The Board accepted and appreciated a thank you letter from the Menasha Historical Society regarding recent lighting improvements at the caboose in Smith Park.
2. Connie Curtis-Aldrich asked about where things were at with future plans for Jefferson Park and about syringes that she had heard were found near the play equipment at Jefferson Park.

E. REPORT OF DEPARTMENT HEADS/STAFF/OR CONSULTANTS

1. **Department Report** – PRD Tungate reported on recent work to complete the final grant reimbursement forms for the Gilbert project; the department will participate in a youth fair on March 12 at the Boys and Girls Club, summer activity booklet will be mailed out soon, tennis court repair proposals for Clovis Grove park are due March 21, adult softball league planning is also taking place. New team logo signs will be installed this spring on the Koslo concession stand.
2. **Park, Pool and Vandalism Report** – PS Maas reported that some general clean up and reorganizing has been done in the chemical feed building at the pool, repainted pool slide hand rails are done and ready to be reinstalled, picnic table repair continues using some repurposed bleacher boards, tree trimming has been ongoing, area for the new eastside park play equipment has been cleared, Koslo Park ball diamond lights were replaced, some preliminary trail brushing for the Province Terrace Trail has also been done. Prep work for reopening the restrooms at Shephard Park was completed.

F. DISCUSSION

1. **Jefferson Park and Neighborhood Vision Plan RFQ** – PRD Tungate outlined the steps that will be taken once a consultant is hired. With the recent retirement announcement of CD Keil, it is anticipated that a consultant will begin work by or around August 1 to perhaps coincide with the hiring of a new director. Numerous public input opportunities along with a survey are built into the vision planning process. The RFQ is expected to be sent out by March 18.
2. **Loop the Little Lake Update** – PRD Tungate stated that the project engineer and staff will be meeting with Neenah/Menasha Water Sewerage facility staff this week. They will discuss the

Mathewson St. ROW trail/bridge layout and the alternative route idea behind the plant. The new bridge must be designed to accommodate the treatment plant's concrete outfall structure and other piping within the riverbed.

3. **Hart Park Play Equipment** – proposals have been received and are in the process of being reviewed. Equipment is slated to go in sometime this fall and will be placed west of the shelter. The old equipment will be removed. Installation options and costs are also explored.
4. **Eastside Park – Community Playground Build, Saturday, June 4.** Planning continues on this project. Staff is working on registration paperwork and also on the exact number of skilled and semi-skilled volunteers that will be needed. The Knights of Columbus and Menasha Rotary have verbally committed to help with the installation.

G. ACTION ITEMS

1. **Approval of Food Truck Rally in Jefferson Park on May 10, June 7, July 12, August 9** – Motion by L. Hopwood , seconded by T. Marshall. Staff gave a general description of how the event would operate. Around ten food trucks would be parked along Kargus Drive. It is expected that beer will be served at the events. A map was also available at the meeting. Rally organizers are aware of the fees that will have to be paid and the fact that they still must have the event reviewed by the Special Events committee. This action simply reserves a park area for the four dates. Motion carried.

H. PUBLIC COMMENT ON ANY MATTER LISTED ON THE AGENDA

I. ADJOURNMENT

Moved by B. Adesso, seconded by L. Hopwood to adjourn at 7:36 pm. Motion carried.

CITY OF MENASHA
Plan Commission
Council Chambers, City Hall – 140 Main Street
March 8, 2016
DRAFT MINUTES

A. CALL TO ORDER

The meeting was called to order at 3:32 PM by Mayor Merkes.

B. ROLL CALL/EXCUSED ABSENCES

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

PLAN COMMISSION MEMBERS EXCUSED: Commissioners Cruickshank and Schmidt.

OTHERS PRESENT: CDD Keil, AP Englebert, Dan Gueths (2035 Manitowoc Rd), Mitchell Bauer (Davel Engineering), and Steve Grenell (Menasha Utilities).

C. MINUTES TO APPROVE

1. **Minutes of the February 2, 2016 Plan Commission Meeting**

Motion by Comm. Sturm, seconded by Ald. Benner to approve the February 2, 2016 Plan Commission meeting minutes. The motion carried.

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

1. No one spoke.

E. CORRESPONDENCE

1. None.

F. DISCUSSION

1. None.

G. ACTION ITEMS

1. **Site Plan Review – 835 W Valley Road – Alpha Prime**

AP Englebert introduced the proposed addition for Alpha Prime. The addition consists of a warehouse expansion on the western side of the building. AP Englebert stated that staff will be requiring a substitution of plants in the landscaping bed adjacent to the northern façade of the building in order to meet municipal standards.

DPW Radtke discussed the stormwater plan for the site and stated that the developers need an easement if stormwater run-off is routed onto the neighboring parcel. Motion by Comm. DeCoster, seconded by Comm. Sturm to approve the Site Plan Amendment for 835 W Valley Road with the condition that an easement is secured if stormwater run-off travels off-site.

2. **Basis of Denial of Special Use Permit – 2035 Manitowoc Road**

CDD Keil explained that at the December 22, 2015 Plan Commission meeting the Plan Commission recommended denial for a Special Use Permit for automotive sales at 2035 Manitowoc Road. Within the motion there was no rationale stated as to why the motion to recommend denial was made. Staff requested that the Commission provide a basis of denial for the Special Use Permit for automotive sales at 2035 Manitowoc Road.

Dan Gueths (2035 Manitowoc Road) maintained that the Special Use Permit for automotive sales should have been recommended for approval and that the use is a good fit for the neighborhood.

Commissioners discussed the following:

- The rationale behind the denial of the Special Use Permit for automotive sales.
- A previous ordinance change that allows for expansion of certain existing self-storage facilities that would allow for expansion on this site.
- The discussion that took place at the December 22, 2015 Plan Commission meeting regarding this item.

Motion by Mayor Merkes, seconded by Ald. Benner to provide information to the Common Council that the recommendation to deny the Special Use Permit for automotive sales at 2035 Manitowoc Road is based on the following 5 findings:

1. That expanding the commercial use of the property conflicts with the predominant residential property use in the vicinity of the site.
2. That the site plan that accompanied the Special Use Permit Application did not comprehensively address conditions on the site that are deemed to have a detrimental effect on the property including: the deteriorating condition of the building and paving, the continuance of outdoor storage on the premises, the presence of dead trees and otherwise unkempt vegetation on the south side of the property.
3. That granting the Special Use Permit would perpetuate a use deemed to be deleterious to the neighborhood.
4. That the City of Menasha changed a zoning ordinance to enable the expansion of certain existing self-storage units in order to enable the substitution of indoor storage for outdoor storage.
5. That issuing a second Special Use Permit intensifies the commercial use of the property which is deemed detrimental to the neighborhood.

Motion carried 3-0 with DPW Radtke and Comm. DeCoster abstaining.

H. ADJOURNMENT

Motion by DPW Radtke, seconded by Comm. DeCoster to adjourn at 4:11 PM. The motion carried.

Minutes respectfully submitted by AP Englebert.

**CITY OF MENASHA
SUSTAINABILITY BOARD
Common Council Chambers
140 Main Street, Menasha**

**Tuesday, March 17, 2016
Minutes**

A. CALL TO ORDER

Meeting called to order by Linda Stoll at 1:08 p.m.

B. ROLL CALL/EXCUSED ABSENCES

Present: Roger Kanitz, Linda Stoll, Kathy Thunes

Also Present: Donald Merkes

Excused: Ed Kassel

C. PUBLIC COMMENTS ON ANY MATTER OF CONCERN TO THE SUSTAINABILITY BOARD

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

No one spoke

D. MINUTES TO APPROVE

1. Sustainability Board minutes, 1/21/2016

Motion made by Roger Kanitz and seconded by Linda Stoll to approve the minutes of the January 21, 2016. Motion carried.

E. COMMUNICATIONS

Members provided information regarding: climate justice meeting, SCN meeting, & Nature's Pathway article regarding plastic caps contaminating glass recycling efforts.

F. REPORTS

None

G. DISCUSSION ITEMS

1. City of Menasha Energy Usage

Members discussed updating baselines energy use charts to show community the financial impacts of our energy efficiency projects. LED conversion phase 1 complete phase 2 fixtures purchased but not installed.

2. RiverGen

No Report

3. Waste Management

Positive reaction to increased recycling pickup schedule

4. Electronics Recycling Event April 30th, 2016

City Attorney to review contract and finalize, committee will review other options for vendors for a fall event. Event listed on back cover of spring City newsletter.

5. Livable Communities

1. Motion made by Linda Stoll seconded by Kathy Thunes to recommend R-7-16 to Common Council for approval. Motion Carried

2. 1 mile and 2 mile walking loops in the downtown area as part of a wellness initiative have been mapped, signs need to be designed and printed as test.

3. Arbor Day Celebration tentatively scheduled for April 29th along School Court.

4. Continue planning for buckthorn removal project at Clovis for fall 2016

6. Menasha Farm Fresh Market
Application forms out for 2016 season

H. ADJOURNMENT

Motion made by Linda Stoll and seconded by Roger Kanitz to adjourn at 2:03 p.m.

Motion carried.

Minutes submitted by DJM

REGULAR MEETING OF THE WATER AND LIGHT COMMISSION

February 24, 2016

Draft

Commission President Allwardt called the Regular Meeting of the Water and Light Commission to order at 8:00 a.m., with Commissioners Roy Kordus, Don Merkes, and Dan Zelinski present on roll call. Also present were Melanie Krause, General Manager and Paula Maurer, Customer Services Manager.

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

There being no further business, the motion by Comm. Merkes, seconded by Comm. Kordus, was unanimously approved to adjourn from Closed Session and to reconvene into Open Session of the Water and Light Commission meeting at 8:53 a.m.

William Menting, Electric Manager; Kristin Hubertus, Finance Manager; John Teale, Technical Services Engineer; and Dawn Lucier, Administrative & Accounting Assistant joined the meeting at 8:55 a.m.

Those excused were Engineering Manager, Grenell and Water Utility Manager, Gosz.

Item III. No one from the Gallery requested to be heard on any topic of public concern to the Utility.

Item IV. Motion made by Comm. Merkes, seconded by Comm. Zelinski, was unanimous on roll call to approve the following:

- A. Minutes of the Regular Meeting of January 27, 2016
- B. Closed Session Minutes of August 28, 2013; May 28, 2014; and February 25, 2015.
- C. Special Joint Commission/Common Council Meeting of January 28, 2016.
- D. Approve and warrant payments summarized by checks dated February 4-24, 2016, which includes Net Payroll Voucher Checks, and Operation and Maintenance Voucher Checks for a total of \$934,221.09, and Operation and Maintenance Vouchers and Rebates to be paid prior to the next Regular Meeting. Motion approved unanimously on roll call
- E. Correspondence as listed:
Copy of letter dated February 15 from the State of Wisconsin Department of Natural Resources RE: Project W-2016-0076 Water Main Extension approval.

Copy of letter dated February 16 from the State of Wisconsin Department of Natural Resources RE: Project W-2016-0042 Water Main Extension approval.
Copy of letter dated January 22 from WPPI Energy RE: William Menting selected to serve on the Distribution Services Advisory Group (DSAG).
Copy of the 2015 Summary of Work-Related Injuries and Illnesses report.
Copy of January 2016 MU Employee Newsletter.

Item V. Claims Against The Utility – There were no claims discussed at this meeting.

Item VI. Purchase Orders over \$10,000.00 issued since the last Commission meeting were presented for informational purposes. Purchase order #8497 for Contract A and #8498 for Contract B of the 2016 Main Replacement project were approved at the January Commission meeting.

Item VII. Unfinished Business, Long Term Power Supply Contract Extension – Staff is working with the City Attorney on an opinion letter to WPPI to provide assurances to their underwriters for issuing bonds and is an important part of the approval process of the long term power supply contract extension.

Technology Plan – There have been only minor changes made to the draft Technology Plan presented at the October 2015 Budget meeting.

The motion by Comm. Allwardt, seconded by Comm. Kordus, was unanimously approved to adopt the Technology Plan as presented.

Item VIII. New Business, Commission Vacancy – The current vacancy on the Commission was discussed. This is a Common Council appointed position.

Item IX. Strategic Reports, Monthly Strategic Initiative Update – The January report was discussed.

December & January Financial and Project Status Reports – The December financials are an unaudited version; the 2015 audited financials will be presented at the March Commission meeting. December electric consumption was down 3% compared to budget due mainly to warmer than usual temperatures and lower industrial customer usage; decreased revenues were offset by lowered purchase power expense; Net Operating Income was higher than budget by 13.2% for the year due to all categories of expenses being lower than budget for the year; and budgeted projects being delayed due to crews pulled to work on developer projects has resulted in a higher than budget Net Cash Balance.

Water usage was down 12.3% compared to budget for the month of December with year-to-date coming in 3.2% under budget; year-to-date loss ratio came in at 8.7% with target set at 8%; and Net Operating Income was higher than budget by 18.3% due to all categories of expenses being lower than budget for the year.

Commissioner Allwardt suggested outsourcing labor, if there is a need in order to complete 2016 budgeted projects, and bringing forward the costs to the Commission if there is a budget variance.

January electric consumption was lower than budget by 5%; cost of power was lower than budget by 5.6% which helped to offset the lower revenues; and Net Operating Income is higher than budget due to fewer expenses for the month recoded because of invoice timing issues.

Water loss ratio for January is at 20.01%. Customer Service & Water Distribution are looking into this to determine if this is due to a major leak or a delay in billing. Net Operating Income is higher than budget due to lower expenses and the Water Main Replacement project has been updated on the Project Status report to reflect budget reallocations approved in January.

Completed 2015 projects for Electric and Water have been closed out and unfinished projects will be transferred to the 2016 project status report.

Telecommunications river crossing fiber project was carried over to 2016 which resulted in a higher than budgeted cash balance.

After discussion, the Commission accepted the December & January Financial and Project Status Reports as presented.

Project Reports, Water Plant projects – Work has continued with McMahon on the Sludge Study and the Capital Needs Study and working with Boardman on negotiating an agreement with a cellular provider for the tower. Notification was received that resurfacing Lake Road will proceed this year; staff will look at since it was not in the 2016 Water Main Replacement projects.

Metering Practice & Plan – No additional information was presented.

Item X. No one from the Gallery requested to be heard on any topic of public concern to the Utility.

Item XI. The motion by Comm. Allwardt, seconded by Comm. Merkes, was unanimously approved on roll call to adjourn at 9:42 a.m.

By: MARK L. ALLWARDT
President

ROY KORDUS
Secretary

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



MEMORANDUM

DATE: March 17, 2016
TO: Common Council
FROM: Debbie Galeazzi, Clerk
SUBJECT: Voters List

As requested by Alderman Taylor, this memo is to provide information on how a voters list that is requested by candidates is obtained.

The Statewide Voter Information program used by all Wisconsin Clerks is owned and maintained by the Wisconsin Government Accountability Board. Any candidate that wishes to obtain a report may contact the GAB. The GAB controls what reports are available and in what format. Local Municipal Clerks have access to just their municipal voters' information. As a courtesy I'm able to print off a report that is available in the State's dictated format.

The previous program, Statewide Voter Registration System (SVRS), was inactive as of December 31, 2015. The new program, WisVote, was implemented and activated as of January 11, 2016. Reports in a certain format that were available in SVRS are not necessarily available in WisVote.

While the GAB was transferring voter information from SVRS to WisVote, Municipal Clerks had limited access to both programs from December 18, 2015 to January 10, 2016. This limited access included researching reports.

The GAB has informed clerks that a request for a report in a specific format should be directed to use Badger Voters. Badger Voters is a program maintained by the GAB.

If a person desires a voters list in a specific format or for voters outside of Menasha they need to contact the GAB.

CITY OF MENASHA
COMMON COUNCIL
Third Floor Council Chambers
140 Main Street, Menasha
Monday, March 7, 2016
MINUTES

DRAFT

A. CALL TO ORDER

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

B. PLEDGE OF ALLEGIANCE

The Pledge of Allegiance recited.

C. ROLL CALL/EXCUSED ABSENCES

PRESENT: Aldermen Benner, Nichols, Taylor (6:04pm), Krautkramer, Keehan, Zelinski.

EXCUSED: Aldermen Olszewski, Spencer

ALSO PRESENT: Mayor Merkes, Atty. Chris Behrens (Appleton Deputy Atty.), PC Styka, FC Auxier, DPW Radtke, CDD Keil, ASD Steeno, PRE Tungate, PHD McKenney, Clerk Galeazzi.

D. PUBLIC HEARING

None

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

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

Mike Hagens, Woodland Development LLC. Amendment to Second Development Agreement between City of Menasha and Woodland Development LLC.

Chris Klein, 730 Keyes Street, Menasha. Reconsider amount for downtown walkway project.

Tim Hoff, 841 Kernan Avenue, Menasha. Recommend amendment to Second Development Agreement between City of Menasha and Woodland Development LLC.

James Taylor, 340 Broad Street, Menasha. Items he asked to be placed on Common Council agenda did not appear.

Alex Zelinski, 647 Paris Street, Menasha. Unnecessary spending for Downtown walkway project.

F. REPORT OF DEPARTMENT HEADS/STAFF/CONSULTANTS

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

Minutes to receive:

a. [Board of Public Works, 2/15/16.](#)

b. [Library Board, 2/24/16.](#)

c. Neenah-Menasha Sewerage Commission, [12/22/15](#), [1/26/16.](#)

d. [NMFR Joint Finance & Personnel, 2/23/16.](#)

e. [NMFR Joint Fire Commission, 2/24/16.](#)

f. [Public Works/Parks Safety Committee, 2/2/16.](#)

g. [Redevelopment Authority, 2/25/16.](#)

Communications:

h. [Rep. Amanda Stuck to Mayor Merkes, 2/11/16; Assembly Bill \(AB\) 750.](#)

i. [Summary Statement and Certification of the Board of Canvassers for Feb. 16, 2016 Election.](#)

j. [Fox Cities Convention & Visitors Bureau to Mayor Merkes; 2015 Annual Report available.](#)

k. [PRD Tungate, 3/2/216; RFQ for Jefferson Park Neighborhood Master Plan.](#)

l. [441 Tri-County Expansion Spring 2016 Meetings.](#)

m. [MUGM Krause, 3/3/16; Commissioner Vacancy.](#)

n. [CDC Heim, 2/16/16; 2015 Building Permit Summary.](#)

o. [DDMO Alix, 2/16/16; Budget Workshop Questions.](#)

p. [CDD Keil to Mayor Merkes, 2/26/16; Retirement Letter.](#)

q. [ASD Steeno, 3/3/16; Deputy Clerk/Administrative Assistant Position Update.](#)

Moved by Ald. Taylor seconded by Ald. Keehan to receive Minutes and Communications a-q.
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, 2/15/16.](#)

Board of Public Works, 2/15/16 – Recommends the Approval of:

2. [Recommendation to Accept City-Wide Storm Water Quality Management Plan.](#)
3. [Recommendation to Award – Contract Unit 2016-01; Downtown Street, Walkway and Electrical Improvements; Mill Street, Main Street, Pedestrian Link from Broad Street Parking Ramp to Main Street; Vinton Construction, Inc.: \\$265,487.33](#)
4. [Change Order – Vinton Construction, Inc.; Contract Unit 2016-01; Downtown Street, Walkway and Electrical Improvements; Mill Street, Main Street, Pedestrian Link from Broad Street Parking Ramp to Main Street; DEDUCT: \\$21,525.00 \(Change Order No. 1\)](#)
5. [Broad Street Parking Lot Access Plans](#)
6. [Second Development Agreement Between the City of Menasha and Woodland Development, LLC.](#)

NMFR Joint Finance & Personnel Committee, 2/23/16 – Recommends the Approval of:

7. Authorize filling the Fire Chief's position.

Ald. Zelinski requested to remove items 1, 3, & 4 from Consent Agenda.

Ald. Nichols requested to remove item 6 from Consent Agenda.

Moved by Ald. Benner seconded by Ald. Keehan to approve Consent Agenda items 2, 5, 7.
Motion carried on roll call 6-0.

H. ITEMS REMOVED FROM CONSENT AGENDA

1. Moved by Ald. Zelinski seconded by Ald. Keehan to approve Consent Agenda item 1, Common Council minutes of 2/15/16.

Ald. Zelinski requested clarification on Motion to Reconsider.

Motion carried on roll call 6-0.

2. Moved by Ald. Zelinski seconded by Ald. Taylor to reject Contract Unit 2016-01, Downtown Street, Walkway and Electrical Improvements, Mill Street, Main Street, pedestrian Link for Broad Street Parking Ramp to Main Street to Vinton Construction, Inc. in the amount of \$265,487.33 and rebid eliminating table, stone furniture and lighting.

General discussion ensued on the rebid process, timeline of the project, items already eliminated, items to eliminate and stay within 15% adjustment allowed.

Motion failed on roll call 2-4.

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

Moved by Ald. Nichols seconded by Ald. Benner to approve Consent Agenda item 3, Recommendation to Award – Contract Unit 2016-01; Downtown Street, Walkway and Electrical Improvements; Mill Street, Main Street, Pedestrian Link from Broad Street Parking Ramp to Main Street; Vinton Construction, Inc.: \$265,487.33

Motion carried on roll call 4-2.

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

Moved by Ald. Nichols seconded by Ald. Benner to approve Consent Agenda item 4, Change Order – Vinton Construction, Inc.; Contract Unit 2016-01; Downtown Street, Walkway and Electrical Improvements; Mill Street, Main Street, Pedestrian Link from Broad Street Parking Ramp to Main Street; DEDUCT: \$21,525.00 (Change Order No. 1)

Motion carried on roll call 6-0.

3. Moved by Ald. Nichols seconded by Ald. Keehan to approve Consent Agenda item 6, Second Development Agreement between City of Menasha and Woodland Development, LLC. General discussion ensued on items 5 & 6 of development agreement, cost to City to fund infrastructure.

Unanimous consent of Council to hear from Mike Hagens.

Mr. Hagens explained item 6 of the development agreement requires construction of residential homes on at least three lots. He has accepted offers on some lots but he cannot guarantee when home will be built on the lot.

Moved by Ald. Nichols seconded by Ald. Keehan to amend to remove item 6 from the Second Development Agreement between City of Menasha and Woodland Development, LLC. Motion on amendment carried on roll call 5-1. Ald. Taylor voted no.

Original motion as amended carried on roll call 5-1. Ald. Taylor voted no

I. ACTION ITEMS

1. [Accounts payable and payroll for the term of 2/18/16 - 3/3/16 in the amount of \\$1,387,762.46.](#)

Moved by Ald. Nichols seconded by Ald. Keehan to approve accounts payable and payroll. Motion carried on roll call 6-0.

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

Moved by Ald. Nichols seconded by Ald. Keehan to approve beverage operator's license application as listed in memo date 3/3/16. Motion carried on roll call 6-0.

Police Department recommends denying beverage operator's license application for Jacob King as he does not meet the criteria under the established guidelines.

Moved by Ald. Keehan seconded by Ald. Benner to deny beverage operator's license application for Jacob King as he does not meet the criteria under the established guidelines.

Motion carried on roll call 6-0.

3. [Second Revision to State/Municipal Agreement for a State-Let Local Bridge Project. \(WisDOT – Third Street Bridge\).](#)

Moved by Ald. Keehan seconded by Ald. Zelinski to approve Second Revision to State/Municipal Agreement for a State-Let Local Bridge Project (WisDOT-Third Street Bridge)

DPW Radtke explained the revision is to allow a contractor to do additional work on the project. Motion carried on roll call 6-0.

4. [Acquisition of Realty Opus Property-867 Valley Road, Menasha.](#)

Moved by Ald. Keehan seconded by Ald. Benner to approve acquisition of Realty Opus property at 867 Valley Road, Menasha.

Motion carried on roll call 6-0.

5. [Purchase of Petrie Property-N8884 Oneida Road, Menasha-Rear \(Recommended by Plan Commission\).](#)

Moved by Ald. Keehan seconded by Ald. Benner to approve purchase of Petrie property at N8884 Oneida Road, Menasha (rear).

CDD Keil explained the property will expand the Province Terrace Trail and City Conservancy. Motion carried on roll call 5-1. Ald. Zelinski voted no.

J. HELD OVER BUSINESS

K. ORDINANCES AND RESOLUTIONS

1. [R-5-16 Resolution Approving the Continued Pursuit of Acquisition of the RR Donnelley & Sons Ahnaip Street Property \(Introduced by Ald. Nichols\)](#).

Moved by Ald. Nichols seconded by Ald. Keehan to approve R-5-16 Resolution Approving the Continued Pursuit of Acquisition of the RR Donnelley & Sons Ahnaip Street Property.

CDD Keil explained the Redevelopment Authority has approved the Real Estate Purchase and Sale Agreement of the property. An environmental assessment will need to be conducted.

General discussion ensued on RDA authority, Phase I Environmental Assessment, funding source. Motion carried on roll call 5-1. Ald. Zelinski voted no.

2. [R-6-16 Resolution Approving a Property Tax Rescission \(Introduced by Mayor Merkes\)](#).

Moved by Nichols seconded by Ald. Keehan to approve R-6-16 Resolution Approving a Property Tax Rescission.

ASD Steeno explained a property was purchased by WisDOT at the end of 2014 but the City assessment role was not updated to indicate the property was owed by the State.

Motion carried on roll call 6-0.

3. [R-7-16 Resolution on Weight of the Fox Valley \(WOTFV\) \(Introduced by Ald. Krautkramer\)](#).

Moved by Ald. Krautkramer seconded by Ald. Nichols to approve R-7-15 Resolution on Weight of the Fox Valley (WOTFV).

PHD McKenney explained the resolution shows the City supports and promotes increase physical activity and a healthy lifestyle for their residents.

General discussion ensued on other reasons for the resolution.

Moved by Ald. Taylor seconded by Ald. Zelinski to postpone to Common Council meeting of March 21, 2016.

Motion to postpone carried on roll call 4-2.

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

L. APPOINTMENTS

1. Mayor's Reappointment of Tom Grade, 999 Brighton Drive, Menasha to Landmarks Commission for the term 3/1/16 to 3/1/19.

Moved by Ald. Keehan seconded by Ald. Nichols to approve reappointment of Tom Grade to Landmarks Commission.

Motion carried on voice vote.

2. [Mayor's Appointment of Patricia Irwin, 1028 Southfield Drive, Menasha to Committee on Aging for the term of 3/1/16 to 2/1/19](#).

Moved by Ald. Keehan seconded by Ald. Nichols to approve appointment of Patricia Irwin to Committee on Aging.

Motion carried on voice vote.

M. CLAIMS AGAINST THE CITY

N. PUBLIC COMMENTS ON ANY MATTER LISTED ON THE AGENDA

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

Joanne Roush, 409 Cleveland Street, Menasha. Support R-7-15 Resolution on Weight of the Fox Valley (WOTFV); Thanked Council for moving forward on downtown pedestrian walkway.

Q. ADJOURNMENT

Moved by Ald. Taylor seconded by Ald. Keehan to adjourn at 8:25 p.m.

Motion carried on voice vote.



MEMORANDUM

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

BACKGROUND

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

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

The proposed enhancements for 2016 include.

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

FISCAL IMPACT

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

RECOMMENDATION

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



SPIELBAUER FIREWORKS CO., INC.

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

Office:
1976 Lane Road
Green Bay, WI 54311

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

Factory & Warehouses:
Bellevue

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

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

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

Proposal

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

Shell Flight

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

Midlevel Display

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

IMPORTANT

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

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



SPIELBAUER FIREWORKS CO., INC.

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

Office:
1976 Lane Road
Green Bay, WI 54311

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

Factory & Warehouses:
Bellevue

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

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

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

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

Grand Finale

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

Firing Equipment

- 30 — E-Match (25') - MJG

Operator

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

Delivery

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

Equipment

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

Your Price

IMPORTANT

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

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



SPIELBAUER FIREWORKS CO., INC.

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

Office:
1976 Lane Road
Green Bay, WI 54311

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

Factory & Warehouses:
Bellevue

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

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

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

\$3,000.00

Display Date: 7/4/2016

Rain Date: July 5th, 2016.

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

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

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

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

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

Location: Jefferson Park/ Menasha, WI

IMPORTANT

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

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

City of Menasha Disbursements

Weekly Accounts Payable	3/10/16-3/17/16	\$ 177,701.72
	Checks # 53156-53284	
	Void check #53096	\$ (390.88)

Bi-Weekly Payroll	3/17/16	\$ 174,097.29
-------------------	---------	---------------

Additional Regular Cycle Accounts Payables -Paid Electronically

World Pay Charges	3/4/16	\$ 2.00
Nationwide Retirement	3/4/16	\$ 11,785.00
BMO Harris-Flex Spending	3/4/16	\$ 3,804.27
Delta Dental	3/9/16	\$ 3,621.33
Federal Tax Withholding	3/9/16	\$ 68,421.62
Debt Service Payments	3/15/16	\$ 3,751,458.12
Delta Dental	3/16/16	\$ 1,123.20
Neopost-Postage Machine Refill	3/16/16	\$ 500.00
Neopost-Postage Machine Rental	3/16/16	\$ 215.85
Community First Credit Union-Payroll Deductions	3/17/16	\$ 4,764.50

\$ 3,845,695.89

Total	\$ <u>4,197,104.02</u>
--------------	------------------------

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

 Peggy Steeno
 Administrative Services Director

3/17/16

 Date

Notes:

- Medical Expense Reimbursement Trust-Retirement Pay Out
- 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: 3/10/2016

<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	53156	3/10/2016	1600196	731-1022-541.38-03	7.80	24V Bulb
		3/10/2016	1601829	731-1022-541.30-15	84.55	Shop Tools
		3/10/2016	1601931	731-1022-541.30-18	182.13	Supplies
		3/10/2016	1602060	100-0703-553.30-18	405.33	Misc Hardware
		3/10/2016	1602064	731-1022-541.30-18	92.49	Misc Hardware
		3/10/2016	1602131	731-1022-541.30-18	45.90	Grinding Wheel
			Total for check: 53156		818.20	
JF AHERN CO	53157	3/10/2016	10013052	100-1001-514.20-01	341.90	Fire Extinguisher Maint
			Total for check: 53157		341.90	
AIRGAS USA LLC	53158	3/10/2016	9048241260	731-1022-541.30-18	49.82	Acet Pro
			Total for check: 53158		49.82	
ARING EQUIPMENT COMPANY INC	53159	3/10/2016	717472	731-1022-541.38-03	45.09	Oil Filter
			Total for check: 53159		45.09	
ASSOCIATED APPRAISAL CONSULTANTS	53160	3/10/2016	120770	100-0402-513.21-09	5,000.00	Professional Services
				100-0402-513.30-11	23.29	Postage
				100-0402-513.21-09	59.76	Internet Postings
			Total for check: 53160		5,083.05	
BAHCALL RUBBER CO INC	53161	3/10/2016	731378-001	731-1022-541.38-03	127.76	Steel Non-Spill Coupler
		3/10/2016	731875-001	731-1022-541.38-03	75.60	Parts
			Total for check: 53161		203.36	
BERGSTROM	53162	3/10/2016	40736	100-0801-521.29-04	37.50	Key Nonpats
			Total for check: 53162		37.50	

AP Check Register
Check Date: 3/10/2016

<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>
BOBCAT PLUS	53163	3/10/2016	IA08947	731-1022-541.38-03	141.49	Hitch Plate Snow Bucket
			Total for check: 53163		141.49	
BSN SPORTS LLC	53164	3/10/2016	97651687	100-0703-553.30-18	178.98	Replacement Endcaps
			Total for check: 53164		178.98	
CALUMET COUNTY REGISTER OF DEEDS	53165	3/10/2016	4028867	100-0203-512.21-08	60.00	Recording Fees
		3/10/2016	4029223	100-0203-512.21-08	30.00	Recording Fees
		3/10/2016	4029692	501-0304-562.21-08	120.00	Recording Fees
			Total for check: 53165		210.00	
PAMELA A CAPTAIN	53166	3/10/2016	CAPTAIN	100-0201-512.33-01	47.32	February 2016 Mileage
			Total for check: 53166		47.32	
CASPERS TRUCK EQUIPMENT INC	53167	3/10/2016	0014282-IN	731-1022-541.38-03	129.08	Markers
			Total for check: 53167		129.08	
CRANE ENGINEERING SALES INC	53168	3/10/2016	309343-00	601-1020-543.24-04	397.90	Air Pump
			Total for check: 53168		397.90	
CRI RECYCLING SERVICE INC	53169	3/10/2016	41488	731-1022-541.21-06	157.01	Recycling Charges
			Total for check: 53169		157.01	
UNEMPLOYMENT INSURANCE	53170	3/10/2016	000007527546	100-0703-553.15-09	1,565.00	Unemployment Comp
				100-1019-552.15-09	2,640.00	Unemployment Comp
				100-0201-512.15-09	222.00	Unemployment Comp
				100-0101-511.15-09	222.00	Unemployment Comp
				100-0203-512.15-09	499.50	Unemployment Comp

AP Check Register
Check Date: 3/10/2016

<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>
UNEMPLOYMENT INSURANCE...	53170...	3/10/2016...	000007527546...	100-0204-512.15-09	166.50	Unemployment Comp
			Total for check: 53170		5,315.00	
EARTHLINK BUSINESS	53171	3/10/2016	EARTHLINK	100-0402-513.22-01	7.65	Assessor
				100-0201-512.22-01	7.44	Attorney
				100-0000-123.00-00	16.98	Bldg Inspection
				100-0203-512.22-01	15.47	Clerk
				100-0304-562.22-01	27.83	Com Dev
				100-1001-514.22-01	84.32	City Hall
				100-0401-513.22-01	37.55	Finance
				731-1022-541.22-01	30.22	Garage
				100-0903-531.22-01	57.10	Health
				743-0403-513.22-01	17.86	IT
				100-0601-551.22-01	197.90	Library
				100-0101-511.22-01	11.74	Mayor
				100-0702-552.22-01	31.48	Rec
				100-0703-553.22-01	52.88	Parks
				100-0202-512.22-01	18.80	Personnel
				100-0801-521.22-01	291.81	Police
				100-1002-541.22-01	49.04	Eng
				100-0920-531.22-01	15.35	Senior Center
				100-1008-541.22-01	4.43	Sign
				100-0502-522.22-01	46.61	EOC
				207-0000-123.00-00	31.26	Marina
				100-0704-552.22-01	16.44	Pool
				100-0000-123.00-00	349.83	Menasha Utilities
			Total for check: 53171		1,419.99	
FARRELL EQUIPMENT & SUPPLY CO INC	53172	3/10/2016	INV000000783055	100-1006-541.30-18	9.99	Spout
			Total for check: 53172		9.99	

AP Check Register

Check Date: 3/10/2016

<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>
FERGUSON WATERWORKS #1476	53173	3/10/2016	0190461	100-1001-514.24-03	316.41	Pipe/Coupling/Primer
	Total for check: 53173				316.41	
FERRELLGAS	53174	3/10/2016	1090859024	266-1027-543.30-18	85.44	Fuel
		3/10/2016	1090868032	266-1027-543.30-18	105.02	Fuel
	Total for check: 53174				190.46	
FORCE AMERICA DISTRIBUTING LLC	53175	3/10/2016	IN001-1025802	731-1022-541.38-03	413.74	Glass Element/Sensor
	Total for check: 53175				413.74	
FOX CITIES REGIONAL PARTNERSHIP	53176	3/10/2016	48466	471-0304-562.21-10	8,750.00	Economic Development Pledge 2016
				100-0304-562.21-10	11,250.00	Economic Development Pledge 2016
	Total for check: 53176				20,000.00	
JOSH GALLAGHER	53177	3/10/2016	GALLAGHER	100-0801-521.34-03	23.41	Meals
	Total for check: 53177				23.41	
GRAY'S INC	53178	3/10/2016	33192	100-1006-541.30-15	925.00	Blades
	Total for check: 53178				925.00	
HARTFORD POLICE DEPARTMENT	53179	3/10/2016	HARTFORDPD	100-0801-521.34-02	40.00	3/8/16 Training Aaron Zemlock
	Total for check: 53179				40.00	
JOE'S POWER CENTER	53180	3/10/2016	170672	100-0703-553.30-15	441.96	Edger
				100-0703-553.30-18	11.62	Blades
	Total for check: 53180				453.58	
JX ENTERPRISES INC	53181	3/10/2016	G-260120028	731-1022-541.38-03	50.94	Thermostat
		3/10/2016	G-260120041	731-1022-541.38-03	88.63	Strap/Resistor

AP Check Register
Check Date: 3/10/2016

Date: 3/10/2016

<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>
JX ENTERPRISES INC...	53181...	3/10/2016	G-260180012	731-1022-541.38-03	123.52	Strap/Alarm/Element
			Total for check: 53181		263.09	
MEDICAL PRODUCTS LABORATORIES INC	53182	3/10/2016	571831	100-0909-531.30-18	915.94	Dental Supplies
			Total for check: 53182		915.94	
MENARDS-APPLETON EAST	53183	3/10/2016	90926	100-0703-553.30-18	2.18	CPVC Pipe
			Total for check: 53183		2.18	
MENASHA UTILITIES	53184	3/10/2016	MENASHA UTILITY	100-1008-541.22-03	227.66	Electric
				100-0703-553.22-03	299.00	Electric
				100-0703-553.22-05	205.24	Water/Sewer
				100-0703-553.22-06	162.41	Storm
				100-0903-531.22-03	184.90	Electric
				100-0903-531.22-05	45.42	Water/Sewer
				100-0000-123.00-00	8.98	Electric
				100-0305-562.22-06	8.70	Storm
				601-1020-543.22-03	210.34	Electric
		3/10/2016	MENASHAUTILITY	100-1012-541.22-03	14,915.76	February Street Lighting
			Total for check: 53184		16,268.41	
MBM	53185	3/10/2016	IN78039	743-0403-513.29-01	243.10	Monthly Print Care Agrmt
			Total for check: 53185		243.10	
MORTON SAFETY	53186	3/10/2016	165014-00	100-0801-521.30-18	151.80	Supplies
			Total for check: 53186		151.80	
N&M AUTO SUPPLY	53187	3/10/2016	553600	731-1022-541.38-03	(20.81)	Credit
		3/10/2016	554957	731-1022-541.38-03	18.18	Truck Bed Coating

AP Check Register
Check Date: 3/10/2016

Date: 3/10/2016

<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>
N&M AUTO SUPPLY...	53187...	3/10/2016	555255	731-1022-541.30-18	42.27	Tape
			Total for check: 53187		39.64	
NETWORK HEALTH SYSTEM INC	53188	3/10/2016	343679	100-0202-512.21-05	678.50	EAP 1st Quarter
		3/10/2016	343985	100-0202-512.21-05	87.00	Consortium Fee
			Total for check: 53188		765.50	
PACKER CITY INTL TRUCKS INC	53189	3/10/2016	X103025619:01	731-1022-541.38-03	19.97	Filters/Plug
			Total for check: 53189		19.97	
LINDA PALMBACH	53190	3/10/2016	PALMBACH	100-0903-531.33-01	20.38	February 2016 Mileage
			Total for check: 53190		20.38	
POMP'S TIRE SERVICE INC	53191	3/10/2016	320037830	731-1022-541.38-02	457.36	Tire Service
		3/10/2016	320038986	731-1022-541.38-02	338.00	Tire Service
			Total for check: 53191		795.36	
REDI-WELDING CO	53192	3/10/2016	14957	731-1022-541.38-03	247.72	Parts
			Total for check: 53192		247.72	
KEN SAIKI DESIGN INC	53193	3/10/2016	2015-447#4	493-0304-562.21-02	5,400.00	February 2016 Additional Service
			Total for check: 53193		5,400.00	
SERVICEMASTER BUILDING MAINTENANCE	53194	3/10/2016	19163	100-0903-531.20-01	515.00	Janitorial Service
		3/10/2016	19164	100-1001-514.20-01	1,150.00	Janitorial Service
		3/10/2016	19165	731-1022-541.20-01	530.00	Janitorial Service
		3/10/2016	19175	100-0801-521.20-01	1,562.00	Janitorial Service
			Total for check: 53194		3,757.00	

AP Check Register
Check Date: 3/10/2016

Date: 3/10/2016

<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>
SICARD	53195	3/10/2016	6351	731-1022-541.38-03	418.61	Skates & Bushings
			Total for check: 53195		418.61	
SINGH, CHARANJIT	53196	3/10/2016	SINGH	100-0000-201.03-00	10.00	Overpay Parking Citation
			Total for check: 53196		10.00	
STAPLES ADVANTAGE	53197	3/10/2016	3293178785	100-0304-562.30-10	(5.69)	Credit/Refund
		3/10/2016	3293178791	100-0801-521.30-10	54.12	Office Supplies
			Total for check: 53197		48.43	
TELVENT DTN	53198	3/10/2016	4802041	743-0403-513.24-04	1,608.00	Weather Sentry Annual Subscription
			Total for check: 53198		1,608.00	
TOYS FOR TRUCKS	53199	3/10/2016	19578	731-1022-541.38-03	108.76	Parts
			Total for check: 53199		108.76	
UNIFIRST CORPORATION	53200	3/10/2016	097 0206245	731-1022-541.20-01	171.96	Uniform & Supply Cleaning
			Total for check: 53200		171.96	
UNIFORM SHOPPE	53201	3/10/2016	252116	100-0801-521.19-03	58.95	Shirts
			Total for check: 53201		58.95	
UR WASHINSTUFF INC	53202	3/10/2016	10092	100-0801-521.29-04	34.26	January Car Washes
			Total for check: 53202		34.26	
US POSTMASTER	53203	3/10/2016	USPOSTMASTER	100-0702-552.30-11	1,305.95	2016 Summer Activity Guide
			Total for check: 53203		1,305.95	

AP Check Register

Check Date: 3/10/2016

<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>
WE ENERGIES	53204	3/10/2016	WEENERGIES	100-0703-553.22-03	38.67	US HWY 10 & STH 114
				100-1008-541.22-04	141.26	PWF Gas Service 2/1/16 - 3/1/16
			Total for check: 53204		179.93	
WIL-KIL PEST CONTROL	53205	3/10/2016	2843134	731-1022-541.20-07	66.50	PWF Contract
			Total for check: 53205		66.50	
WINNEBAGO COUNTY CLERK OF COURTS	53206	3/10/2016	WINNEBAGO	100-0000-201.03-00	150.00	Bond Report #16-0677
				100-0000-201.03-00	285.00	Bond Report #16-0699
			Total for check: 53206		435.00	
WINNEBAGO COUNTY TREASURER	53207	3/10/2016	8689	100-0805-521.25-01	308.76	Inmate Housing
			Total for check: 53207		308.76	
WISCONSIN MEDIA	53208	3/10/2016	0009654663	100-0405-513.29-02	312.47	Legals
			Total for check: 53208		312.47	
					70,905.95	

AP Check Register

Check Date: 3/17/2016

<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>
ACC PLANNED SERVICE INC	53209	3/17/2016	16170	100-0801-521.24-03	212.00	PD Work
		3/17/2016	16171	731-1022-541.24-03	251.30	Garage Breakroom Work
	Total for check: 53209				463.30	
ACCURATE	53210	3/17/2016	1602143	731-1022-541.30-15	164.51	Grinder
		3/17/2016	1602193	731-1022-541.30-18	46.33	Air Hose
		3/17/2016	1602370	731-1022-541.30-18	46.93	Wheel Weight/Drill
		3/17/2016	1602492	731-1022-541.30-18	29.88	Coupler
		3/17/2016	1602505	731-1022-541.30-18	66.85	Parts
Total for check: 53210				354.50		
JF AHERN CO	53211	3/17/2016	10013053	100-1008-541.24-03	158.70	Annual Extinguisher Maint
		3/17/2016	10013060	100-0801-521.24-03	344.30	Annual Extinguisher Maint
Total for check: 53211				503.00		
AIRGAS USA LLC	53212	3/17/2016	9048607899	731-1022-541.30-18	31.06	Tip Ctrfir .035"
		3/17/2016	9048607900	731-1022-541.30-18	195.24	Oxygen/Acetylene
Total for check: 53212				226.30		
ARING EQUIPMENT COMPANY INC	53213	3/17/2016	717724	731-1022-541.38-03	147.38	Hose
Total for check: 53213				147.38		
AT&T	53214	3/17/2016	920R09453003	100-1001-514.22-01	110.90	Alarms
				601-1020-543.22-01	290.50	Alarms
Total for check: 53214				401.40		
BAYCOM INC	53215	3/17/2016	EQUIPINV_001706	100-0801-521.29-04	185.00	Arbitrator TX w/ Battery
Total for check: 53215				185.00		

AP Check Register
Check Date: 3/17/2016

Date: 3/17/2016

<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>
BISSING ELECTRIC	53216	3/17/2016	BISSING	100-0000-422.02-00	92.00	Overpay Permit #8176
			Total for check: 53216		92.00	
BOUWER PRINTING INC	53217	3/17/2016	107349	100-0801-521.29-01	79.00	Forms
			Total for check: 53217		79.00	
BRUCE MUNICIPAL EQUIPMENT INC	53218	3/17/2016	5160889	731-1022-541.38-03	2,594.85	Supplies
			Total for check: 53218		2,594.85	
CARRICO AQUATIC RESOURCES INC	53219	3/17/2016	20160592	100-0704-552.24-04	108.78	Rotor/Ring
			Total for check: 53219		108.78	
CASPERS TRUCK EQUIPMENT INC	53220	3/17/2016	0014298-IN	731-1022-541.38-03	419.35	Motor
			Total for check: 53220		419.35	
CLARK COUNTY CLERK OF COURTS	53221	3/17/2016	CLARKCOUNTY	100-0000-201.03-00	201.63	Bond Report #16-0756
			Total for check: 53221		201.63	
COMPASS MINERALS AMERICA	53222	3/17/2016	71458236	100-1006-541.30-18	17,002.71	Bulk Highway Course
			Total for check: 53222		17,002.71	
COPLOGIC INC	53223	3/17/2016	C10055020160131	743-0403-513.24-04	1,102.50	Briefing System/Support
			Total for check: 53223		1,102.50	
CREATIVE ORGANIZATIONAL DESIGN	53224	3/17/2016	16-057	100-0801-521.21-06	224.00	Work Personality Index IIILeadership Report
			Total for check: 53224		224.00	

AP Check Register

Check Date: 3/17/2016

<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>
CULLIGAN WATER CONDITIONING	53225	3/17/2016	CULLIGAN	100-1001-514.20-01	18.90	Rental
			Total for check: 53225		18.90	
KORTNEY DAHM	53226	3/17/2016	DAHM	100-0903-531.33-01	2.91	February 2016
				100-0918-531.33-01	32.35	February 2016
			Total for check: 53226		35.26	
EAGLE SUPPLY & PLASTICS INC	53227	3/17/2016	2155819-IN	100-0704-552.24-04	779.82	Supplies
		3/17/2016	2155837-IN	100-0703-553.24-03	32.92	Supplies
			Total for check: 53227		812.74	
FONDY AUTO ELECTRIC	53228	3/17/2016	A51674	731-1022-541.38-03	347.82	Parts
			Total for check: 53228		347.82	
FORCE AMERICA DISTRIBUTING LLC	53229	3/17/2016	IN001-1029009	731-1022-541.38-03	348.24	Switches
			Total for check: 53229		348.24	
FOX STAMP SIGN & SPECIALTY	53230	3/17/2016	OE-57069	100-0801-521.30-10	29.95	Seal Rubber Stamp
		3/17/2016	OE-57412	100-0801-521.30-10	21.40	Ink
				100-0801-521.30-10	(21.40)	Correct Invoice
			Total for check: 53230		29.95	
FOX VALLEY HUMANE ASSOCIATION	53231	3/17/2016	FVHA30595130	100-0806-532.25-01	1,340.28	January Transport Fees
			Total for check: 53231		1,340.28	
GALLS LLC	53232	3/17/2016	004929133	100-0801-521.19-03	30.53	Paddle Mag/Handcuff Combo
			Total for check: 53232		30.53	
GRAINGER INC	53233	3/17/2016	9031291884	731-1022-541.30-15	1,928.73	Tools

AP Check Register

Check Date: 3/17/2016

Vendor Name	Check Number	Check Date	Invoice Number	Account Number	Amount	Description
GRAINGER INC...	53233...	3/17/2016	9031675326	731-1022-541.30-15	354.76	Tools
		3/17/2016	9032506983	731-1022-541.24-03	6.68	Filter Media Pad
	Total for check: 53233				2,290.17	
GUNDERSON CLEANERS	53234	3/17/2016	349413	100-0801-521.30-13	34.66	Supply Service
					Total for check: 53234	
GUSTMAN CHEVROLET SALES INC	53235	3/17/2016	38986	731-1022-541.38-03	23.31	Cap
					Total for check: 53235	
IMPERIAL SUPPLIES LLC	53236	3/17/2016	ND4949	100-1016-543.30-18	56.59	Leather Gloves
				100-1003-541.30-18	56.59	Leather Gloves
				731-1022-541.30-18	56.59	Leather Gloves
				Total for check: 53236		
JX ENTERPRISES INC	53237	3/17/2016	G-260190009	731-1022-541.38-03	50.06	Alarm
		3/17/2016	G-260200016	731-1022-541.38-03	218.60	Valve/Pin/Plate/Plunger
		3/17/2016	G-260200026	731-1022-541.38-03	1,482.72	Brake/Kit
		3/17/2016	G-260210001	731-1022-541.38-03	260.00	Drum
Total for check: 53237				2,011.38		
KAEMPFER & ASSOCIATES INC	53238	3/17/2016	18191	601-1020-543.21-02	382.65	Project E145-01.07
					Total for check: 53238	
KEEPRS INC	53239	3/17/2016	286423	100-0801-521.30-15	1,681.99	Pistol/Sights
					Total for check: 53239	
KITZ & PFEIL INC	53243	3/17/2016	012114-0007	100-0703-553.30-18	2.40	Misc Hardware
		3/17/2016	012114-0038	100-0703-553.30-18	2.10	Misc Hardware
		3/17/2016	012214-0037	100-0801-521.30-15	2.94	Misc Hardware

AP Check Register
Check Date: 3/17/2016

Date: 3/17/2016

<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>
KITZ & PFEIL INC...	53243...	3/17/2016	012509-0005	100-0703-553.30-18	8.80	Putty/Rubb Tape - Smith
		3/17/2016	012514-0005	100-0703-553.30-18	4.94	Cable Ties
		3/17/2016	012514-0008	100-0703-553.30-18	10.67	Sandpaper & Spray Paint
		3/17/2016	012514-0010	100-0703-553.30-18	17.64	Misc Hardware - Shop
		3/17/2016	012514-0037	100-0703-553.30-18	7.84	Hose Splicers/Clamps Smith
		3/17/2016	012514-0054	731-1022-541.24-03	6.47	Door Pulls/Key/Batteries
				100-0903-531.30-13	7.58	Door Pulls/Key/Batteries
		3/17/2016	012603-0011	100-0703-553.24-04	7.18	Key & Lanyard Kit Snowblower
		3/17/2016	012614-0017	100-0703-553.30-18	34.65	Tube/Supplies - Shepard
		3/17/2016	012714-0133	100-0801-521.29-04	8.08	Cable Ties/Misc Hardware
		3/17/2016	012814-0005	100-0703-553.24-03	26.34	Antifreeze/Wire - Bldgs
		3/17/2016	012814-0010	100-0703-553.30-18	5.73	Clamp/Corner Iron-Shepard
		3/17/2016	012814-0031	100-0703-553.24-03	8.74	Valve/Hardware - Shepard
		3/17/2016	012909-0024	100-0801-521.24-03	4.79	Elbow/MPT Adapter
				100-0501-522.24-03	4.79	Elbow/MPT Adapter
		3/17/2016	012914-0002	100-0801-521.24-03	26.77	Sheeting & Supplies
				100-1001-514.24-03	2.50	Sheeting & Supplies
		3/17/2016	012914-0015	731-1022-541.30-18	6.82	Traffic Lights/Sonoco Misc Hardware
		3/17/2016	012914-0016	100-0801-521.24-03	10.59	Faucet Parts
		3/17/2016	012914-0036	100-1008-541.30-18	4.94	Traffic Lights/Sonoco Drill Bit
		3/17/2016	012914-0038	100-0703-553.30-18	18.89	Torch Blade - Shop
		3/17/2016	012914-0060	731-1022-541.30-18	5.13	Traffic Lights/Sonoco Misc Hardware
		3/17/2016	012914-0096	100-0801-521.24-03	6.75	Solder Ball Valve
				100-0501-522.24-03	6.74	Solder Ball Valve
		3/17/2016	020109-0016	100-1008-541.30-18	10.95	Sign Shop - Misc Hardware
		3/17/2016	020114-0022	100-0703-553.30-18	4.22	Aero Coating
		3/17/2016	020209-0025	100-1002-541.30-18	19.86	Batteries
				625-1002-541.30-18	6.62	Batteries
		3/17/2016	020209-0047	100-1001-514.30-15	13.99	Tools
				100-1001-514.24-03	2.08	Tools
		3/17/2016	020214-0009	100-0703-553.24-03	12.58	Caulk
		3/17/2016	020314-0007	100-1006-541.30-18	16.04	Wing Shear Bolts
		3/17/2016	020314-0027	731-1022-541.30-18	7.72	CoarWire Wheels
		3/17/2016	020509-0011	100-0703-553.30-18	15.35	Hinge/Supplies - Shop

AP Check Register
Check Date: 3/17/2016

Date: 3/17/2016

<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>	
KITZ & PFEIL INC...	53243...	3/17/2016	020509-0026	731-1022-541.24-03	15.90	Solder Ball Valve/Clamp	
		3/17/2016	020514-0001	100-0703-553.30-18	9.61	Cleaner/Enamel - Shop	
		3/17/2016	020514-0092	100-1012-541.30-18	10.36	Broad St Alley Lights Misc Hardware	
		3/17/2016	020814-0035	100-0703-553.30-18	21.72	Shop- Supplies/Drill Bits	
		3/17/2016	020814-0054	100-0703-553.30-18	8.07	Shop- Supplies/Drill Bits	
		3/17/2016	020914-0011	100-1001-514.30-18	26.53	2nd Floor Door Lock Set	
		3/17/2016	020914-0015	100-0703-553.24-03	36.25	Anchor/Supplies - Shepard	
		3/17/2016	020914-0035	100-0703-553.30-18	34.24	FBG Resin/Supplies-Smith	
		3/17/2016	021003-0001	100-0703-553.30-18	2.39	Wrench	
		3/17/2016	021014-0070	100-0703-553.24-03	35.04	ALU Bar/Supplies-Shepard	
		3/17/2016	021114-0044	100-0703-553.24-03	64.50	Anod Bar/Supplies-Shepard	
		3/17/2016	021114-0058	100-0903-531.30-13	12.99	Battery	
				100-0703-553.30-18	2.69	TS Swit Box - Hart	
		3/17/2016	021203-0008	100-0703-553.24-03	40.36	Repair/Materials-Shepard	
		3/17/2016	021214-0002	100-0703-553.30-18	28.89	Hardware/Supplies - Shop	
		3/17/2016	021214-0078	100-0703-553.30-18	24.27	Shop Supplies/Tool Caddy	
		3/17/2016	021503-0006	100-0703-553.30-18	65.52	Scratcher Blade & Parts	
		3/17/2016	021514-0002	100-0703-553.30-18	10.40	Turn Button/Supplies Hart Park	
		3/17/2016	021603-0008	100-0703-553.30-18	167.44	Opti-Oil	
		3/17/2016	021614-0009	100-0703-553.30-18	18.09	Lacquer/Hardware - Shop	
		3/17/2016	021614-0023	731-1022-541.24-03	5.84	Adhesive	
		3/17/2016	021714-0035	601-1020-543.30-18	28.66	Powerlock Tape & Parts	
		3/17/2016	021714-0072	100-1001-514.30-15	69.59	Staple Gun/Tank Sprayer Supplies	
				100-0801-521.30-13	6.08	Staple Gun/Tank Sprayer Supplies	
		3/17/2016	021903-0009	100-0703-553.30-18	(15.62)	Credit - Rider Plate/Part	
		3/17/2016	021914-0031	100-1008-541.30-15	8.54	Sock Adapter - Traffic	
		3/17/2016	021914-0083	100-0703-553.30-18	7.58	Brushes/Supplies - Shop	
				Total for check: 53243		1,116.15	
	KWIK TRIP INC	53244	3/17/2016	3420338	100-0801-521.38-01	20.63	Fuel
				Total for check: 53244		20.63	

AP Check Register
Check Date: 3/17/2016

Date: 3/17/2016

<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>	
LANDLORD SERVICES LLC	53245	3/17/2016	22660	100-0801-521.21-06	36.00	Employment Credit Report	
			Total for check: 53245				36.00
LAPPEN SECURITY PRODUCTS INC	53246	3/17/2016	LSPQ33316	100-1001-514.24-03	52.50	Re-key/City Hall	
			3/17/2016	LSPQ33326	100-1001-514.24-03	102.00	City Hall Keys
			Total for check: 53246				154.50
LEADSONLINE LLC	53247	3/17/2016	235050	100-0801-521.32-01	2,148.00	Investigation System Renewal	
			Total for check: 53247				2,148.00
LEVENHAGEN CORPORATION	53248	3/17/2016	058822A-IN	100-0000-131.00-00	8,807.60	Diesel ULS to Brokerage	
			Total for check: 53248				8,807.60
MARCO TECHNOLOGIES LLC	53249	3/17/2016	INV3187927	743-0403-513.29-01	20.29	Copier Usage	
			Total for check: 53249				20.29
MARTENSON & EISELE INC	53250	3/17/2016	53892	100-1002-541.21-02	297.30	Project 1-0146-002	
				625-1002-541.21-02	99.10	Project 1-0146-002	
			Total for check: 53250				396.40
MCNEILUS TRUCK & MFG COMPANY	53251	3/17/2016	3149322	731-1022-541.38-03	302.90	Roller/Pin/Track	
			Total for check: 53251				302.90
MENARDS-APPLETON EAST	53252	3/17/2016	91335	100-0703-553.30-18	(2.18)	Credit	
			91522	100-0801-521.24-03	27.30	Painting Supplies	
			91589	100-1001-514.24-03	19.25	Coupling/Valve/Bushing	
			Total for check: 53252				44.37
MENASHA UTILITIES	53253	3/17/2016	004411	625-0401-513.25-01	1,498.02	January Storm Water	

AP Check Register

Check Date: 3/17/2016

<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...	53253...	3/17/2016...	004411...	601-0401-513.25-02	17,341.44	January Sewer User
		3/17/2016	MENASHAUTILITY	100-1008-541.22-03	411.54	Electric
				100-1008-541.22-05	56.42	Water
				100-0704-552.22-03	297.27	Electric
				100-0704-552.22-05	409.00	Water
				731-1022-541.22-03	1,969.36	Electric
				731-1022-541.22-05	962.00	Water
				731-1022-541.22-06	1,046.18	Storm
				266-1028-543.22-06	84.83	Storm
				100-0801-521.22-03	1,310.15	Electric
				100-0801-521.22-05	344.87	Water
				100-0801-521.22-06	72.75	Storm
				100-0000-123.00-00	948.73	Electric
				100-0000-123.00-00	249.73	Water
				100-0000-123.00-00	52.68	Storm
				100-0801-521.22-03	54.93	Electric
				100-0601-551.22-03	3,179.09	Electric
				100-0601-551.22-05	468.70	Water
				100-0601-551.22-06	120.35	Storm
				207-0707-552.22-05	141.00	Water
				100-1019-552.22-03	1,310.13	Electric
				100-1019-552.22-05	12.38	Water
				100-0000-123.00-00	12.30	Electric
				100-1001-514.22-05	12.38	Water
				100-1001-514.22-06	2.90	Storm
				100-0703-553.22-03	1,511.14	Electric
				100-0703-553.22-05	34.42	Water
				100-0703-553.22-06	765.61	Storm
				485-0304-562.22-06	38.43	Storm
				457-0304-562.22-06	2.90	Storm
				485-0304-562.22-06	17.40	Storm
				100-1013-541.22-06	50.75	Storm
				457-0304-562.21-10	24.83	Electric
				100-0305-562.22-06	5.80	Storm

AP Check Register

Check Date: 3/17/2016

<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...	53253...	3/17/2016...	MENASHAUTILITY...	501-0304-562.22-06	288.56	Storm
			Total for check: 53253		35,108.97	
MINNESOTA LIFE INSURANCE COMPANY	53254	3/17/2016	MINNESOTALIFE	100-0000-204.07-00	2,972.25	April Life Insurance
			Total for check: 53254		2,972.25	
MORPHOTRAK LLC	53255	3/17/2016	129720	743-0403-513.24-04	126.00	Software Support
			Total for check: 53255		126.00	
MORTON SAFETY	53256	3/17/2016	165014-01	100-0801-521.30-18	442.20	Supplies
			Total for check: 53256		442.20	
NORTHEAST WISCONSIN IMMUN COALITION	53257	3/17/2016	NEWIC	100-0903-531.34-02	100.00	Registration
			Total for check: 53257		100.00	
PACKER CITY INTL TRUCKS INC	53258	3/17/2016	X103025659:01	731-1022-541.38-03	44.92	Gauge
			Total for check: 53258		44.92	
JOSEPH A POLZIEN	53259	3/17/2016	POLZIEN	100-0801-521.19-03	53.97	Clothing Reimbursement
			Total for check: 53259		53.97	
POMP'S TIRE SERVICE INC	53260	3/17/2016	320038510	731-1022-541.38-02	7,980.24	Tires
			Total for check: 53260		7,980.24	
PRIME MEDIA ACQUISITION CORP	53261	3/17/2016	0008064-IN	100-0801-521.30-10	150.48	Poly Bags
			Total for check: 53261		150.48	

AP Check Register
Check Date: 3/17/2016

<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>
ROLAND MACHINERY EXCHANGE	53262	3/17/2016	41030462	731-1022-541.38-03	168.14	Lever/Locking Hand
			Total for check: 53262		168.14	
LIZ ROSIN	53263	3/17/2016	ROSIN	100-0903-531.33-01	22.62	February 2016
				100-0918-531.33-01	3.69	February 2016
			Total for check: 53263		26.31	
SAFETY VISION	53264	3/17/2016	0569486-IN	731-1022-541.38-03	141.18	Cables
			Total for check: 53264		141.18	
SHERWIN WILLIAMS CO	53265	3/17/2016	6645-5	100-0704-552.24-03	122.58	Paint
		3/17/2016	6694-3	100-0801-521.24-03	104.35	Paint
			Total for check: 53265		226.93	
STAPLES ADVANTAGE	53266	3/17/2016	3293765256	100-0703-553.30-10	13.54	Supplies
				100-1001-514.30-10	24.30	Supplies
				731-1022-541.30-10	20.86	Supplies
			Total for check: 53266		58.70	
SUPPLYWORKS	53267	3/17/2016	359611019	100-0703-553.24-03	31.86	Dbl Lk Wrp Arnd
			Total for check: 53267		31.86	
THEDACARE LABORATORIES	53268	3/17/2016	10588/10578	100-0801-521.21-05	85.00	Venipuncture
			Total for check: 53268		85.00	
TRI-COUNTY OVERHEAD DOOR INC	53269	3/17/2016	124612	731-1022-541.24-03	803.53	Overhead Door Maint.
			Total for check: 53269		803.53	

AP Check Register
Check Date: 3/17/2016

Date: 3/17/2016

<i>Vendor Name</i>	<i>Check Number</i>	<i>Check Date</i>	<i>Invoice Number</i>	<i>Account Number</i>	<i>Amount</i>	<i>Description</i>	
UNIFIRST CORPORATION	53270	3/17/2016	097 0206698	731-1022-541.20-01	147.92	Uniform & Supply Cleaning	
			Total for check: 53270			147.92	
UNITED WAY FOX CITIES	53271	3/17/2016	20160317	100-0000-202.09-00	31.00	PAYROLL SUMMARY	
			Total for check: 53271			31.00	
US CELLULAR	53272	3/17/2016	0123420889	100-0201-512.22-01	29.97	Attorney	
				100-1019-552.22-01	1.00	Bridges	
				601-1020-543.22-01	0.50	Confined Space	
				100-0801-521.22-01	94.82	Police	
				100-0904-531.22-01	61.95	Drew	
				100-1002-541.22-01	0.85	Hutter	
				100-0702-552.22-01	51.87	Tungate	
				100-0703-553.22-01	47.95	Park Dept	
				731-1022-541.22-01	52.27	Nieland	
				100-1008-541.22-01	5.55	Bursack	
				601-1020-543.22-01	0.50	Sewer Truck	
Total for check: 53272			347.23				
VALLEY AQUATIC SOLUTIONS LLC	53273	3/17/2016	0057095-IN	100-0704-552.24-04	4,393.00	Disc Cover	
				0057096-IN	100-0703-553.30-18	122.63	Supplies
			Total for check: 53273			4,515.63	
VAN'S REALTY	53274	3/17/2016	VAN'SREALTY	100-0000-422.01-00	40.00	Overpay Permit 8213-16-2B502 Olde Midway	
			Total for check: 53274			40.00	
VERIZON WIRELESS	53275	3/17/2016	9761470870	743-0403-513.22-01	65.83	Cell Phone Charges	
		3/17/2016	9761470873	100-1002-541.22-01	30.01	Wifi for GPS Device	

AP Check Register
Check Date: 3/17/2016

Date: 3/17/2016

<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>
VERIZON WIRELESS...	53275...	3/17/2016...	9761470873...	625-1002-541.22-01	10.00	Wifi for GPS Device
			Total for check: 53275		105.84	
VERMEER WISCONSIN INC	53276	3/17/2016	30049390	100-0703-553.24-04	225.00	Brush Chipper Part
			Total for check: 53276		225.00	
WAVERLY SANITARY DISTRICT	53277	3/17/2016	WAVERLY	100-0703-553.22-05	44.62	2170 Plank Road
			Total for check: 53277		44.62	
WE ENERGIES	53278	3/17/2016	WEENERGIES	100-0701-533.22-03	16.80	North Street Electric
				100-0701-533.22-03	16.80	North Street Electric
				100-0903-531.22-04	42.15	316 Racine Street Gas Service
			Total for check: 53278		75.75	
WERNER ELECTRIC SUPPLY CO	53279	3/17/2016	S4741619.001	731-1022-541.24-03	19.03	Elbow/PWF Generator
			Total for check: 53279		19.03	
WINNEBAGO COUNTY CLERK OF COURTS	53280	3/17/2016	WINNEBAGO	100-0000-201.03-00	150.00	Bond Report #16-0757
				100-0000-201.03-00	150.00	Bond Report #16-755
			Total for check: 53280		300.00	
WINNEBAGO COUNTY TREASURER	53281	3/17/2016	8578	100-0703-553.32-01	30.00	Recording Fees
			Total for check: 53281		30.00	
WISCONSIN INDUSTRIAL COATINGS INC	53282	3/17/2016	3351	100-0704-552.82-01	5,000.00	Sandblast/Coat Hand Rails
			Total for check: 53282		5,000.00	

AP Check Register
Check Date: 3/17/2016

Date: 3/17/2016

<i>Vendor Name</i>	<i>Check Number</i>	<i>Check Date</i>	<i>Invoice Number</i>	<i>Account Number</i>	<i>Amount</i>	<i>Description</i>
WISCONSIN PARK & RECREATION ASSN	53283	3/17/2016	WPRA	100-0702-552.34-02	50.00	Training
			Total for check: 53283		50.00	
WISCONSIN SUPPORT COLLECTIONS	53284	3/17/2016	20160317	100-0000-202.03-00	632.88	PAYROLL SUMMARY
			Total for check: 53284		632.88	
					106,795.77	



To: Menasha Common Council
From: Jenny Groeschel and Ginger Tralongo, Police Records
RE: Beverage Operator License (Bartender) Applicants
Date: March 16, 2016

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 **2015-2017** licensing period:

Sherry Bellin
Emily Steward
Audreyonna Castillo
Margot Rudolph

CC: Chief Styka



MEMORANDUM

TO: Common Council

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

Date: March 21, 2016

RE: Approval to Apply for, Accept, and Spend \$2,385.00 in Immunization Grant Funding

The purpose of this Memorandum is to seek approval to apply for, accept, and spend \$2,385.00 in immunization funding available to the City of Menasha Health Department. The funds are managed by the Wisconsin Department of Health Services, Division of Public Health, Immunization Program.

Currently the Menasha Health Department receives \$8,826 in base allocation from the Wisconsin Department of Health Services, Division of Public Health to fund the Immunization Program. Recently the Division of Public Health received a two-year grant (9/30/2015 through 9/29/2017) from Centers for Disease Control to work on increasing adult immunization rates in Wisconsin. They are working with local health departments to increase adult immunization rates.

Amount: \$2,385.00

Time period: May 1, 2016 – June 30, 2017

ANALYSIS

This funding allows the City to offer adults immunization to prevent communicable disease and recover health department related costs (personnel, travel, office supplies, and services). This compliments current immunization program efforts.

FISCAL IMPACT

Approval to apply for, accept and spend these funds allows the City to offer adult immunizations and recover Health Department related costs.

RECOMMENDATION

Staff recommends that requests to apply, receive and spend funding under this grant be approved.



MEMORANDUM

DATE: March 17, 2016
TO: Common Council
FROM: Debbie Galeazzi, Clerk
SUBJECT: Rebecca Mader, d/b/a Your Daily Grind
204 Main Street, Menasha

An application for a “Class B” Intoxicating Liquor and Fermented Malt Beverage for the 2015-2016 liquor licensing year has been submitted by Rebecca Mader for the premises at 204 Main Street, Menasha.

In accordance with Section 7-2-8 of the City Code, the Police Department completed a background check and has no objections. The Fire Department, Health Department, and Building Inspectors have inspected the property and have no reason to hold up the liquor license approval. All financial obligations to the City are current.

Staff recommends approving the “Class B” Intoxicating Liquor and Fermented Malt Beverage license.

ORIGINAL ALCOHOL BEVERAGE RETAIL LICENSE APPLICATION

Submit to municipal clerk.

For the license period beginning 20 ending June 30 2016

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

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

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): Mader, Rebecca Ann

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.

Table with columns: Title, Name, Home Address, Post Office & Zip Code. Row 1: Rebecca Mader, 537 Broad St, Menasha, WI 54952

3. Trade Name: Your Daily Grind Business Phone Number: 659-3422
4. Address of Premises: 204 Main St Post Office & Zip Code: Menasha, WI 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 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 of limited liability company, or any member/manager or agent hold any interest in any other alcohol beverage license or permit in Wisconsin? Yes No

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.) 1st floor of building

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?

- 12. Does the applicant understand they must file a Special Occupational Tax return (TTE form 5630.5 before beginning business? [phone 1-800-937-8854] Yes No
13. Does the applicant understand they must hold a Wisconsin Seller's Permit? [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.

SUBSCRIBED AND SWORN TO BEFORE ME this 25th day of February 2016. Deborah A. Galeazzi, Clerk/Clerk of Public

Signature of Officer of Corporation/Member/Manager of Limited Liability Company/Partner/Individual. Signature of Officer of Corporation/Member/Manager of Limited Liability Company/Partner. Additional Partner(s)/Member/Manager of Limited Liability Company, if any.

TO BE COMPLETED BY CLERK

Date received and filed with municipal clerk: 2/25/16 Date reported to council/board: Date provisiona 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)
		Mader	Rebecca	Ann
Home Address (street/route)	Post Office	City	State	Zip Code
537 Broad St		Mansfield	WI	54952
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.

_____ of _____
(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? 44 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
St Elizabeth Hosp	1506 S. Oneida St.	1995	2016
Employer's Name	Employer's Address	Employed From	To

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 25th day of February, 2016
Reborah A. Maleagze
(Clerk/Notary Public)

[Signature]
(Signature of Named Individual)

My commission expires 9-11-16





Memorandum

TO: Plan Commission
From: Greg Keil, CDD *GK*
Date: March 3, 2016
RE: Denial of Special Use Permit for Parcel #7-00012-00 (2035 Manitowoc Road)

On December 22, 2015 the Plan Commission took action to recommend to the Common Council that the Special Use Permit for the above referenced property be denied. The Common Council approved the denial of the Special Use Permit at its January 4, 2016 meeting. Since that time the applicant, Daniel Gueths and his legal counsel requested that a reason(s) be stated as to why the Special Use Permit was denied. While such reasoning was discussed it was not included in the motion to recommend denial of the Special Use Permit, nor did the Common Council action specify a reason(s) for the denial.

In conferring with the City Attorney it appears that there should have been findings or other rationale presented as part of the Plan Commissions recommendation to deny the permit. At this juncture it is the recommendation of the Community Development Department Staff and City Attorney that the Plan Commission make findings in support of its action and that those findings be presented to the Common Council for its consideration and endorsement. Issues that were articulated pertaining to the proposed Special Use Permit included the following:

- That expanding the commercial use of the property conflicts with the predominant residential property use in the vicinity of the site.
- That the site plan that accompanied the Special Use Permit Application did not comprehensively address conditions on the site that are deemed to have a detrimental effect on the property including: the deteriorating condition of the building and paving, the continuance of outdoor storage on the premises, the presence of dead trees and otherwise unkempt vegetation on the south side of the property.
- That granting the Special Use Permit would perpetuate a use deemed to be deleterious to the neighborhood.

It is my recommendation that the Plan Commission create a motion that includes the above referenced and/or other rationale supporting the Plan Commission's basis for recommending denial of the Special Use Permit, and that such recommendation be forwarded to the Common Council for its consideration.



MEMORANDUM

To: City of Menasha Common Council

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

Date: March 7, 2016

RE: Weight of the Fox Valley Resolution

The purpose of this Memorandum is to request support the Weight of the Fox Valley Resolution. With a vision of achieving and maintaining a healthy weight for all, Weight of the Fox Valley works to inspire residents to adopt healthy lifestyles that can aid in disease prevention.

Weight of the Fox Valley exists to help residents in Calumet, Outagamie and Winnebago Counties achieve and maintain a healthy weight. This goal takes on new significance when you look at the current facts. Over half of Fox Valley residents are overweight or obese. The rate of Wisconsin residents who are obese has more than doubled in the last 24 years. Obesity-related conditions impact physical and mental health. The economic cost of obesity in Wisconsin is estimated to be \$3.1 billion per year and going up.

The good news is that physical activity can improve health by lowering the risk for diseases associated with obesity. Physical activity can help with weight control, and improve academic achievement in students.

The City of Menasha, "[Your Place on the Water](#)", is poised to assist Weight of the Fox Valley in making a collective impact.

Menasha has scenic parks, accessible bike/pedestrian trails and waterfront activities, promote healthy lifestyles. Through careful planning, the City offers trails and bike and pedestrian linkages that will help our residents walk or bike to their destination as opposed to driving.

By supporting this resolution you will join others in promoting sound planning and assets that our community offers to increase physical activity and adopt a healthy lifestyle.

RESOLUTION R-7-16

RESOLUTION ON WEIGHT OF THE FOX VALLEY (WOTVF)

Introduced by Ald. Krautkramer

Whereas, the WOTFV serves the (Calumet, Outagamie, Winnebago) tri-county region with a vision of communities that together achieve and maintain a healthy weight at every age; and

Whereas, obesity is a medical term in which excess body fat has accumulated to the extent that it may have a negative effect on health, leading to reduced life expectancy and/or increased health problems; and

Whereas, obesity-related conditions include heart disease, stroke, diabetes, high blood pressure, sleep apnea, liver disease, lung disease, arthritis, gout, certain types of cancer and also can impact mental health; and

Whereas, the rate of Wisconsin residents who are obese has more than doubled in the last 24 years; and

Whereas, over half of Fox Valley residents are overweight or obese; and

Whereas, the economic cost of obesity in Wisconsin is estimated to be \$3.1 billion per year and going up; and

Whereas, physical activity can improve health by lowering the risk for diseases associated with obesity. Physical activity can help with weight control, and improve academic achievement in students; and

Whereas, access to walking and biking trails has increasingly become a daily mode of transportation and has shown to increase physical activity; and

Whereas, The [East Central Wisconsin Regional Planning Commission](#) Bicycle and Pedestrian Plan seeks to increase physical activity and enhance safe and convenient walk and bike routes to destinations via well interconnected multimodal transportation network.

Now therefore be it resolved that as community leaders in the City of Menasha we are committed to helping promote healthy lifestyles by:

1. **Promoting awareness of** the efforts of Weight of the Fox Valley.
2. **Promoting** "[Your Place on the Water](#)", featuring our scenic parks, accessible bike/pedestrian trails and waterfront activities.
3. **Promoting** the many healthy lifestyles events offered in the community.
4. **Being aware** as we plan for new parks, subdivisions and commercial development for opportunities to create trails and bike and pedestrian linkages that will help our residents walk or bike to their destination as opposed to driving.
5. **Promoting awareness of** the policy and program recommendations found in the Appleton (Fox Cities) Transportation Management Area and Oshkosh Metropolitan Planning Organization [Bicycle and Pedestrian Plan](#) prepared with support from the East Central Wisconsin Regional Planning Commission.

Passed and approved this day of , 2016

Donald Merkes, Mayor

ATTEST:

Deborah A. Galeazzi, Clerk

Resolution R-8-16

A RESOLUTION RELATING TO HIGHWAY ACCESS
IN THE VICINITY OF PROVINCE LINK

Introduced by Mayor Merkes

WHEREAS, the City of Menasha created the Province Terrace Plat in May of 2006; and

WHEREAS, notations on the plat restricted access to certain parcels adjacent to Oneida Street (USH 10) which are enforceable by the Wisconsin Department of Transportation (WisDOT); and

WHEREAS, the City of Menasha created Certified Survey Map No. 2945 in August of 2006 connecting Oneida Street to Province Terrace via Province Link; and

WHEREAS, WisDOT informed the City of Menasha (City) that no access permit had been granted to connect Province Link to USH 10; and

WHEREAS, WisDOT has agreed to grant such permit subject to the City placing access restrictions on certain parcels; and

WHEREAS, it is in the interest of the City to maintain access at the intersection of Province Link and Oneida Street.

NOW, THEREFORE BE IT RESOLVED, by the Mayor and Common Council of the City of Menasha that the City shall apply for a highway access permit from WisDOT for Province Link; and

BE IT FURTHER RESOLVED, that the City agrees that there shall be no direct commercial access from Lot 2 of the Province Terrace plat to Oneida Street, and that there shall be no direct commercial access from Town of Harrison Parcel 010-0000-0000000-00-0-201807-00-230 (N9142 Oneida Road) to Oneida Street, should that parcel be annexed to the City; and

BE IT FURTHER RESOLVED, that the City agrees that there shall be no access to Province Link within 150 feet of the outside edge of the USH 10 travelled way.

Passed and approved this ___ day of March, 2016.

ATTEST:

Donald Merkes, Mayor

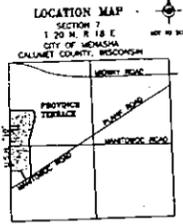
Deborah A. Galeazzi, Clerk

PROVINCE TERRACE

ALL OF LOTS 1, 3 AND 4 OF CERTIFIED SURVEY MAP #2797 RECORDED IN VOLUME 22, PAGE 305 AS DOCUMENT #39782 BEING PART OF THE NORTHWEST 1/4 OF THE NORTHWEST 1/4 OF THE SOUTHWEST 1/4 OF THE NORTHWEST 1/4, ALL IN SECTION 7, TOWNSHIP 20 NORTH, RANGE 18 EAST, CITY OF MENASHA, CALUMET COUNTY, WISCONSIN

BEARINGS ARE REFERENCED TO THE WEST LINE OF THE NORTHWEST 1/4, SECTION 7, RECORDED TO DEAR W 00°18'15" W

SCALE 1" = 100'



UTILITY EASEMENTS - NO POLES OR BUNDLED CABLES ARE TO BE PLACED SUCH THAT THE INSTALLATION WOULD DISTURB ANY SURVEY STAKE OR OBSTRUCT VISION ALONG ANY LOT LINE OR STREET LINE...

ALL ANGULAR MEASUREMENTS HAVE BEEN MADE TO THE NEAREST 20 SECONDS AND COMPUTED TO THE NEAREST HALF SECOND.

BUILDING SETBACK IS 10 FEET FROM PROVINCE TERRACE.

Table with columns: CURVE, RADIUS, DELTA, LENGTH, CHORD BEARING, CHORD, TANGENT IN, TANGENT OUT. Contains 13 rows of curve data.

SURVEYOR'S CERTIFICATION

I, GARY A. LANGINGER, REGISTERED LAND SURVEYOR, HEREBY CERTIFY: THAT I HAVE SURVEYED, DIVIDED, AND MAPPED PROVINCE TERRACE BEING ALL OF LOTS 1, 3 AND 4 OF CERTIFIED SURVEY MAP #2797...

THAT THE PLAN IS A CORRECT REPRESENTATION OF ALL THE EXISTING BOUNDARIES OF THE LAND SURVEYED AND THE SUBDIVISION THEREOF.

THAT I HAVE FULLY COMPLIED WITH THE PROVISIONS OF CHAPTER 236 OF THE WISCONSIN STATUTES, AND THE SUBDIVISION REGULATIONS OF THE CITY OF MENASHA IN SURVEYING, DIVIDING AND MAPPING THIS SAME.

GIVEN UNDER MY HAND THIS 27th DAY OF NOVEMBER, 2005.

OWNER'S CERTIFICATE OF DEDICATION I, EDNA HUES-BECK, AS OWNER, DO HEREBY CERTIFY THAT I CAUSED THE LAND ABOVE DESCRIBED TO BE SURVEYED, DIVIDED, MAPPED, AND DEDICATED ALL AS SHOWN AND REPRESENTED ON THIS PLAN.

CITY OF MENASHA CALUMET COUNTY DEPARTMENT OF ADMINISTRATION DEPARTMENT OF TRANSPORTATION

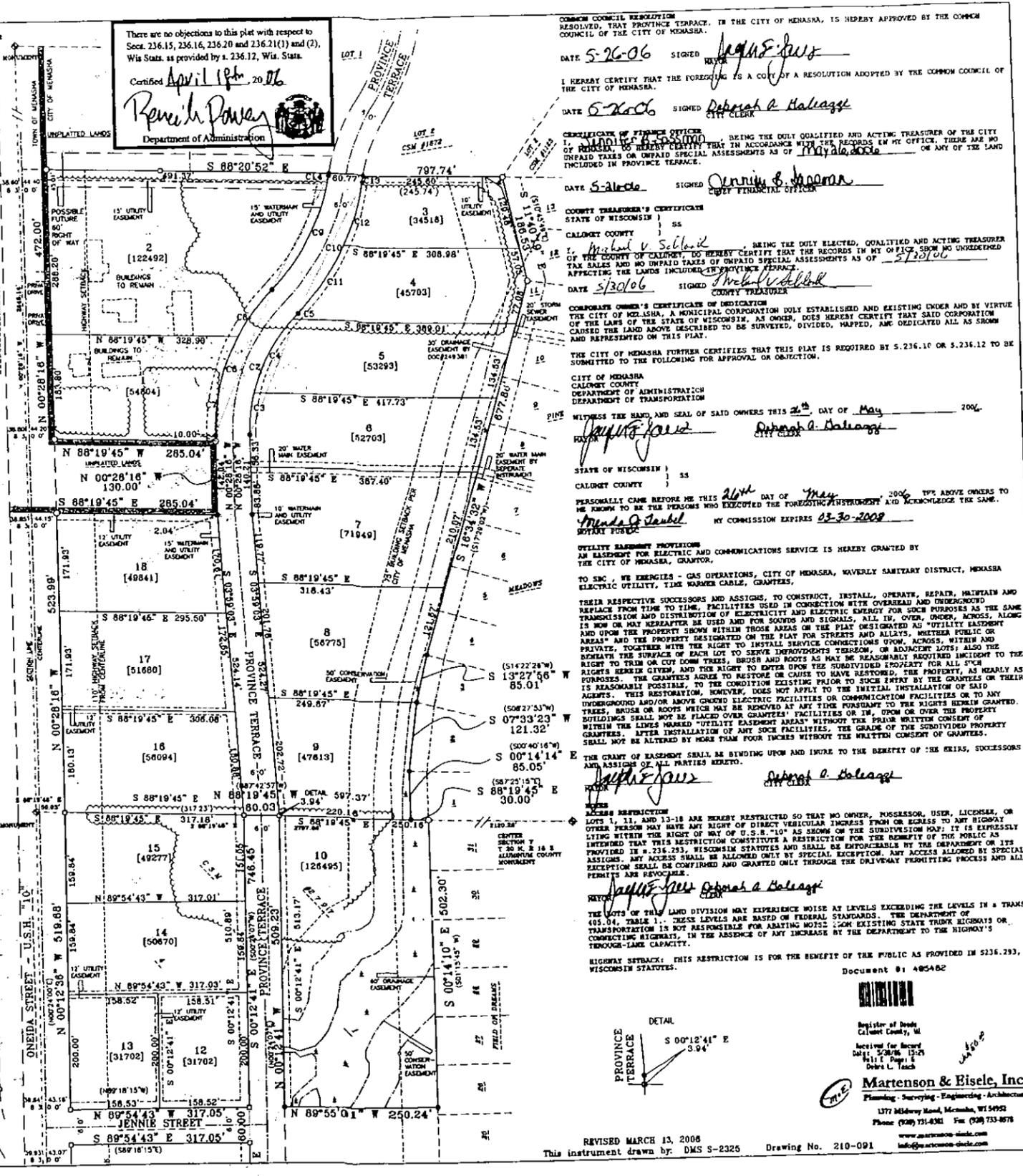
WITNESS THE HAND AND SEAL OF SAID OWNERS THIS 27th DAY OF May 2006

NOTARY PUBLIC STATE OF WISCONSIN

PERSONALLY CAME BEFORE ME THIS 27th DAY OF May 2006 EDNA HUES-BECK, AS OWNER, WHOSE NAME IS KNOWN TO BE THE PERSON WHO EXECUTED THE FOREGOING INSTRUMENT AND ACKNOWLEDGE THE SAME.

RECORDING INFORMATION: 1" O.D. ROUND IRON PIPE SET 24" LONG WITH 1/4" DIA. CONCRETE LINEAL FOOT... 1-1/4" O.D. ROUND STEEL REINFORCING PER DETAIL FOOT... 1-1/4" O.D. ROUND STEEL REINFORCING PER DETAIL FOOT... 1" O.D. ROUND IRON PIPE FOUND... GOVERNMENT CORNER... METEERS

There are no objections to this plat with respect to Sects. 236.15, 236.16, 236.20 and 236.21(1) and (2), Wis Stat. as provided by s. 236.12, Wis. Stat. Certified April 18th 2006 Rev. L. Power Department of Administration



COMMON COUNCIL RESOLUTION IN THE CITY OF MENASHA, IS HEREBY APPROVED BY THE COMMON COUNCIL OF THE CITY OF MENASHA.

DATE 5-26-06 SIGNED [Signature]

I HEREBY CERTIFY THAT THE FOREGOING IS A COPY OF A RESOLUTION ADOPTED BY THE COMMON COUNCIL OF THE CITY OF MENASHA.

DATE 5-26-06 SIGNED [Signature]

CERTIFICATE OF FINANCE OFFICER I, [Signature], BEING THE DUTY QUALIFIED AND ACTING TREASURER OF THE CITY OF MENASHA, DO HEREBY CERTIFY THAT IN ACCORDANCE WITH THE RECORDS IN MY OFFICE, THERE ARE NO UNPAID TAXES OR UNPAID SPECIAL ASSESSMENTS AS OF [Date] ON ANY OF THE LAND INCLUDED IN PROVINCE TERRACE.

DATE 5-26-06 SIGNED [Signature]

COUNTY TREASURER'S CERTIFICATE STATE OF WISCONSIN CALUMET COUNTY I, [Signature], BEING THE DUTY ELECTED, QUALIFIED AND ACTING TREASURER OF THE COUNTY OF CALUMET, DO HEREBY CERTIFY THAT THE RECORDS IN MY OFFICE SHOW NO UNPAID TAXES OR UNPAID SPECIAL ASSESSMENTS AS OF [Date] AFFECTING THE LAND ABOVE DESCRIBED TO BE SURVEYED, DIVIDED, MAPPED, AND DEDICATED ALL AS SHOWN AND REPRESENTED ON THIS PLAN.

DATE 5/30/06 SIGNED [Signature]

CORPORATE OWNER'S CERTIFICATE OF DEDICATION THE CITY OF MENASHA, A MUNICIPAL CORPORATION DULY ESTABLISHED AND EXISTING UNDER AND BY VIRTUE OF THE LAWS OF THE STATE OF WISCONSIN, AS OWNER, DOES HEREBY CERTIFY THAT SAID CORPORATION CAUSED THE LAND ABOVE DESCRIBED TO BE SURVEYED, DIVIDED, MAPPED, AND DEDICATED ALL AS SHOWN AND REPRESENTED ON THIS PLAN.

THE CITY OF MENASHA FURTHER CERTIFIES THAT THIS PLAN IS REQUIRED BY S. 236.11 OR S. 236.12 TO BE SUBMITTED TO THE FOLLOWING FOR APPROVAL OR OBJECTION.

CITY OF MENASHA CALUMET COUNTY DEPARTMENT OF ADMINISTRATION DEPARTMENT OF TRANSPORTATION

WITNESS THE HAND AND SEAL OF SAID OWNERS THIS 27th DAY OF May 2006

PERSONALLY CAME BEFORE ME THIS 27th DAY OF May 2006 EDNA HUES-BECK, AS OWNER, WHOSE NAME IS KNOWN TO BE THE PERSON WHO EXECUTED THE FOREGOING INSTRUMENT AND ACKNOWLEDGE THE SAME.

DATE 5/30/06 SIGNED [Signature]

UTILITY EASEMENT PROVISIONS AN EASEMENT FOR ELECTRIC AND COMMUNICATIONS SERVICE IS HEREBY GRANTED BY THE CITY OF MENASHA, GRANTEE.

TO SBC, WE ENERGIES - GAS OPERATIONS, CITY OF MENASHA, MAVERLY SANITARY DISTRICT, MENASHA ELECTRIC UTILITY, TIME WARNER CABLE, GRANTEES.

THEIR RESPECTIVE SUCCESSORS AND ASSIGNS, TO CONSTRUCT, INSTALL, OPERATE, REPAIR, MAINTAIN AND REPLACE FROM TIME TO TIME, FACILITIES USED IN CONNECTION WITH OVERHEAD AND UNDERGROUND TRANSMISSION AND DISTRIBUTION OF ELECTRICITY AND ELECTRIC ENERGY FOR SUCH PURPOSES AS THE SAME IS NEW OR MAY HEREINAFTER BE USED AND FOR SIGNALS AND SIGNALS, ALL IN, OVER, UNDER, ACROSS, ALONG AND UPON THE PROPERTY DESIGNATED ON THE PLAN DESIGNATED AS UTILITY EASEMENT AREAS AND THE PROPERTY DESIGNATED ON THE PLAN DESIGNATED AS UTILITY EASEMENT AREAS AND UPON THE PROPERTY DESIGNATED ON THE PLAN FOR STREETS AND ALLEYS, WHETHER PUBLIC OR PRIVATE, TOGETHER WITH THE RIGHT TO INSTALL SERVICE CONNECTIONS UPON, ACROSS, WITHIN AND UNDER THE SURFACE OF EACH LOT TO SERVE IMPROVEMENTS THEREON, OR EXISTING LOTS; ALSO THE RIGHT TO TRIM OR CUT DOWN TREES, BRUSH AND ROOTS AS MAY BE REASONABLY REQUIRED INCIDENT TO THE RIGHTS HEREIN GIVEN, AND THE RIGHT TO ENTER UPON THE SUBDIVIDED PROPERTY FOR ALL SUCH PURPOSES.

THE GRANTEE AGREES TO RESTORE OR CAUSE TO HAVE RESTORED, THE PROPERTY, AS NEARLY AS IS REASONABLY POSSIBLE, TO THE CONDITION EXISTING PRIOR TO SUCH ENTRY BY THE GRANTEE OR THEIR SUCCESSORS, AFTER INSTALLATION OF ANY SUCH FACILITIES, OR TO ANY UNDERGROUND AND/OR ABOVE GROUND ELECTRIC FACILITIES OR COMMUNICATIONS FACILITIES OR TO ANY TREES, BRUSH OR ROOTS WHICH MAY BE REMOVED AS MAY BE REASONABLY REQUIRED INCIDENT TO THE RIGHTS HEREIN GIVEN, AND THE GRANTEE SHALL BE RESPONSIBLE FOR THE COST OF SUCH RESTORATION, EXCEPT AS PROVIDED IN PARAGRAPH 2.1.1. THIS RESTRICTION IS NOT APPLICABLE TO ANY SUCH FACILITIES OR TO ANY UNDERGROUND AND/OR ABOVE GROUND ELECTRIC FACILITIES OR COMMUNICATIONS FACILITIES OR TO ANY TREES, BRUSH OR ROOTS WHICH MAY BE REMOVED AS MAY BE REASONABLY REQUIRED INCIDENT TO THE RIGHTS HEREIN GIVEN, AND THE GRANTEE SHALL BE RESPONSIBLE FOR THE COST OF SUCH RESTORATION, EXCEPT AS PROVIDED IN PARAGRAPH 2.1.1.

THE GRANT OF EASEMENT SHALL BE BINDING UPON AND INURE TO THE BENEFIT OF THE HEIRS, SUCCESSORS AND ASSIGNS OF ALL PARTIES HERETO.

ACCESS RESTRICTION THE LOTS OF THIS LAND DIVISION MAY EXPERIENCE NOISE AT LEVELS EXCEEDING THE LEVELS IN A TRAFFIC CORRIDOR, TABLE 1.1. THESE LEVELS ARE BASED ON FEDERAL STANDARDS. THE DEPARTMENT OF TRANSPORTATION IS NOT RESPONSIBLE FOR ASSESSING NOISE LEVELS EXISTING STATE TRUNK HIGHWAYS OR CONNECTING HIGHWAYS, IN THE ABSENCE OF ANY INCREASE BY THE DEPARTMENT TO THE HIGHWAYS THROUGH-LANE CAPACITY.

HIGHWAY SETBACKS: THIS RESTRICTION IS FOR THE BENEFIT OF THE PUBLIC AS PROVIDED IN 5236.293, WISCONSIN STATUTES.

Document # 485482

Register of Deeds Calumet County, WI

Received for Record Date: 5/26/06 15:25

Martenson & Biele, Inc. Planning - Surveying - Engineering - Architecture

177 Midway Road, Menasha, WI 54952 Phone (920) 731-4361 Fax (920) 733-8878

REVISED MARCH 13, 2006 This instrument drawn by: DMS S-2325 Drawing No. 210-091

F-271

F-271

Resolution R-9-16

A RESOLUTION APPROVING A 2016 CAPITAL IMPROVEMENT BUDGET ADJUSTMENT FOR THE PURPOSE OF INSTALLING INFRASTRUCTURE IN THE SECOND ADDITION TO WOODLAND HILLS SUBDIVISION AND THE ACCOMPANYING BORROWING TO BE INCLUDED WITH THE 2016 CAPITAL IMPROVEMENT BORROWING

Introduced by Ald. Nichols

WHEREAS: The City of Menasha did not include the installation of infrastructure in the Second Addition to Woodland Hills subdivision in the 2016 Capital Improvement Program Budget; and

WHEREAS, The City of Menasha entered into a Second Development Agreement between Woodland Developments, LLC and the city; and

WHEREAS, Said agreement contemplates the use of city funds in an amount not to exceed \$408,000 for the purpose of installing infrastructure; and

WHEREAS, Such funds will need to be included in the 2016 Capital Improvement Program borrowing.

NOW, THEREFORE BE IT RESOLVED, by the Mayor and Common Council that staff is hereby authorized and directed to complete the following: (1) to amend the 2016 Capital Improvement Program Budget to include funds in an amount not to exceed \$408,000 for the purpose of installing infrastructure in the Second Addition to Woodland Hills Subdivision, and (2) to execute a borrowing with the State Trust Fund Loan Program , as part of the 2016 Capital Improvement Plan borrowing, to fund the infrastructure installation.

Passed and approved this ___ day of March, 2016.

Donald Merkes, Mayor
ATTEST:

Deborah A. Galeazzi, Clerk