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. Clerk Galeazzi - the following minutes and communications have been received and placed on file:
      Minutes to receive:
      a. Board of Public Works, 4/7/14.
      Communications:
      b. DPW Radtke and CDC Keil, 4/2/14, CTH LP Upgrade.
      d. CC Galeazzi, 4/8/14, Summary Statement and Certification of the Board of Canvassers, Spring Election-April 1, 2014.
      e. Roger and Laura Biechler, 4/10/14, Donation of historic framed photos of the early mayors and an elegant mirror that adorned the Mayor’s Room of the Hotel Menasha.

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.)

H. ITEMS REMOVED FROM CONSENT AGENDA

I. ACTION ITEMS

J. ORDINANCES AND RESOLUTIONS

K. APPOINTMENTS

L. HELD OVER BUSINESS

M. CLAIMS AGAINST THE CITY

N. PUBLIC COMMENTS ON ANY MATTER LISTED ON THE AGENDA
   (five (5) minute time limit for each person)
Menasha is committed to its diverse population. Our Non-English speaking population and those with disabilities are invited to contact the Menasha City Clerk at 967-3603 at least 24-hours in advance of the meeting for the City to arrange special accommodations.

O. PRESENTATION TO OUTGOING COMMITTEE/BOARD/COMMISSION MEMBERS
   Jill Enos – Library Board
   Peg Malueg – Committee on Aging
   Luke Schiller – Parks and Recreation Board

P. PRESENTATION TO OUTGOING ALDERMEN
   1. Alderman Michael Taylor – District 2

Q. ADJOURN – Sine Die

MEETING NOTICE
Common Council - Monday, April 21, 2014 – 6:00 pm
Committee meetings to follow Common Council
Memorandum

DATE: April 2, 2014

TO: Menasha Common Council

FROM: Mark Radtke, Director of Public Works
      Greg Keil, Community Development Director

RE: CTH LP Upgrade

The Calumet County Highway Commission met on Monday, March 31st to discuss the status of the proposed CTH LP (Lake Park Road) reconstruction project and corresponding intergovernmental agreement. As currently planned, CTH LP would be reconstructed in 2016 to a three lane urban street section with a bike/ped trail and sidewalk from USH/STH 10/114 north to CTH AP (Midway Road). Upon completion, Lake Park Road would be transferred to the abutting local municipalities (Town and Village of Harrison and City of Menasha).

The CTH LP project has been awarded an STP Urban grant covering 80% of the total project costs, including design, construction and WisDOT review. The estimated total project cost is $5,449,000, with federal share of $4,279,200 and local share of $1,169,800. The local share is proposed to be split among Calumet County, City of Menasha, Village of Harrison and Town of Harrison (see attached cost estimate and participation report).

The Town and Village of Harrison recently informed Calumet County they would not be participating in the proposed cost share agreement. With that information in hand, the County Highway Committee met Monday to discuss the status of the project. Mayor Merkes, Greg Keil and I attended the meeting, as well as representatives from Harrison and the City of Appleton. Harrison reiterated its position to not participate in the cost share proposal, although they would accept transfer of the road upon completion of the project. We indicated the City was interested in the cost share proposal, but would not likely be willing to assume Harrison’s portion, even if the entire CTH LP right of way south of Manitowoc Road were to be transferred to the City. There was much discussion regarding the potential and unfortunate loss of over $4 million in federal funds if this project were to be abandoned. No formal action by the Committee was taken on this item, although Harrison officials did indicate they would again present the project agreement to its boards for further consideration.
In order to maintain the proposed 2016 construction schedule, a State Municipal Agreement between Calumet County and WisDOT for design engineering needs to be executed very soon. Calumet County has not provided any assurance that it would execute that agreement without approval of the intergovernmental agreement for cost share/jurisdictional transfer involving Harrison and the City of Menasha. The County has indicated it would likely proceed with a pulverization and asphalt overlay of CTH LP if agreement cannot be reached. There would be no transfer of jurisdiction under that scenario.

We expect to meet again with all affected parties and will report back with the outcome of that meeting.

Attachment
# EXHIBIT B

## COST ESTIMATE AND PARTICIPATION

<table>
<thead>
<tr>
<th>PHASE</th>
<th>Total Estimated Cost</th>
<th>FEDERAL FUNDS</th>
<th>%</th>
<th>City Menasha Share</th>
<th>%</th>
<th>Calumet County Share</th>
<th>%</th>
<th>Town of Harrison Share</th>
<th>%</th>
<th>Village of Harrison Share</th>
<th>%</th>
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<td>Design Engineering</td>
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<td>$392,260</td>
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<td>$98,065</td>
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<td>Right-of-Way</td>
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<td>$0</td>
<td>0</td>
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<td>0</td>
<td>$100,000</td>
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<td>$0</td>
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<td>Construction</td>
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<td>$3,566,000</td>
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<td>$148,584</td>
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<td>$445,750</td>
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<td>$148,583</td>
<td>3.33</td>
<td>$148,583</td>
<td>3.33</td>
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<td>State Review for Construction</td>
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<td>$13,372</td>
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<td><strong>Total Estimate</strong></td>
<td><strong>$5,449,000</strong></td>
<td><strong>$4,279,200</strong></td>
<td><strong>80</strong></td>
<td><strong>$161,957</strong></td>
<td><strong>3.33</strong></td>
<td><strong>$683,983</strong></td>
<td><strong>10</strong></td>
<td><strong>$161,955</strong></td>
<td><strong>3.33</strong></td>
<td><strong>$161,955</strong></td>
<td><strong>3.33</strong></td>
</tr>
</tbody>
</table>
MEMORANDUM

TO: Mayor and Common Council

FROM: PRD Tungate

DATE: April 8, 2014

RE: 2014 Arbor Day Ceremony

Members of the Common Council, Parks and Recreation Board and the general public are invited to attend this year’s Arbor Day ceremony. The ceremony will be held on Friday, April 25 at 9:00am at Gegan Elementary School. Approximately 25 trees will be planted on or around the school, including along parts of DePere Street, Fifteenth Street, and Karen Drive. Attendees are welcome to come dressed to assist Gegan School children with the planting. The City will be receiving its 31st consecutive Tree City, USA award along with its fourth Growth Award.
Summary Statement and Certification of the Board of Canvassers  
Spring Election – April 1, 2014

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

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

We further determine and certify that the following persons received the greatest number of votes for the respective office for which each was a candidate on April 1, 2014.

The total number of votes cast for District 2 Alderman was 181, of which

James Taylor received 146
Scott Hansel received 34
Write-ins received 1

James Taylor, having received the highest number of votes cast, was declared elected District 2 Alderman for the City of Menasha for a two year term expiring April 2016.

The total number of votes cast for District 4 Alderman was 118, of which

Mark Langdon received 115
Write-ins received 3

Mark Langdon, having received the highest number of votes cast, was declared elected District 4 Alderman for the City of Menasha for a two year term expiring April 2016.

The total number of votes cast for District 6 Alderman was 120, of which

Dan Zelinski received 110
Write-ins received 10

Dan Zelinski, having received the highest number of votes cast, was declared elected District 6 Alderman for the City of Menasha for a two year term expiring April 2016.

The total number of votes cast for District 8 Alderman was 184, of which

Kevin Benner received 182
Write-ins received 2

Kevin Benner, having received the highest number of votes cast, was declared elected District 8 Alderman for the City of Menasha for a two year term expiring April 2016.

Dated at the office of the City Clerk at City Hall, City of Menasha, Winnebago & Calumet Counties, Wisconsin, this 8th day of April, 2014

Thomas Stoffel  Greg Keil  Susan Strauss  Deborah A. Galeazzi
## Tabular Statement of Votes Cast

**City of Menasha**  
**Spring Election – April 1, 2014**

### Alderman, District 2
- **James Taylor**: 146 votes
- **Scott Hansel**: 34 votes
- Write-in: 1 vote  
  - Tom Lingnonski (1)

**Total Votes Cast-Office**: 181 votes  
**Total Voters**: 190

### Alderman, District 4
- **Mark Langdon**: 115 votes
- Write-in: 3 votes  
  - Sharon Geurts (1)
  - Gary Geurts (1)
  - James Taylor (1)

**Total Votes Cast-Office**: 118 votes  
**Total Voters**: 146

### Alderman, District 6
- **Dan Zelinski**: 110 votes
- Write-in: 10 votes  
  - Tyler Mathney (3)
  - Tim Jacobson (2)
  - Alan Frey (1)
  - No Name (4)

**Total Votes Cast-Office**: 120 votes  
**Total Voters**: 154

### Alderman, District 8
- **Kevin Benner**: 182 votes
- Write-ins: 2 votes  
  - Todd Smith (1)
  - Randy Ropella (1)

**Total Votes Cast-Office**: 184 votes  
**Total Voters**: 234
MINUTES OF THE BOARD OF CANVASS
April 2, 2014

Clerk Galeazzi called the meeting to order at 10:20 a.m.

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

The Board compared the ACCU-VOTE Optic Scan (OS) and Touch Screen Extra (TSX) machines print-out with the return sheets filed and determines and certifies the Aldermanic election vote of the April 1, 2014 Spring Election as follows:

**Alderman – District 2**
James Taylor   145
Scott Hansel   34
Write-ins      1

**Alderman – District 4**
Mark Langdon  114
Write-in       3

**Alderman – District 6**
Dan Zelinski  110
Write-in       10

**Alderman – District 8**
Kevin Benner  182
Write-in       2

It was noted that all write-ins must be accounted for.

The Board of Canvass adjourned at 11:00 a.m. and will reconvene on Monday April 7, 2014 at 9:00 a.m. to process and count any of the 50 outstanding absentee ballots which were postmarked on or before Election Day and received in the clerk’s office by 4:00 p.m. Friday April 4, 2014. Since no provisional ballots were issued on Election Day it is unnecessary for the Board of Canvass to process provisional ballots.

WITNESS OUR HANDS at the office of the City Clerk at City Hall, City of Menasha, Winnebago and Calumet Counties, Wisconsin, this 2nd day of April, 2014

Thomas Stoffel  
Greg Keil  
Deborah A. Galeazzi
MINUTES OF THE BOARD OF CANVASS  
April 7, 2014

Present:  Members Greg Keil, Deputy Clerk Susan Strauss (for Tom Stoffel) and City Clerk Deborah A. Galeazzi

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

Clerk Galeazzi reported of the 50 outstanding absentees three absentees were received in the Clerk’s office by 4:00 p.m. on April 4, 2014. There were zero provisional ballots cast for the April 1, 2014 election.

All three absentees were accepted and processed - one from District 2/Ward 7, one from District 4, and one from District 7.

The totals from the Board of Canvass of April 2, 2014 were adjusted accordingly:

**Alderman – District 2**

<table>
<thead>
<tr>
<th>Name</th>
<th>Votes</th>
</tr>
</thead>
<tbody>
<tr>
<td>James Taylor</td>
<td>146</td>
</tr>
<tr>
<td>Scott Hansel</td>
<td>34</td>
</tr>
<tr>
<td>Write-ins</td>
<td>1</td>
</tr>
</tbody>
</table>

**Alderman – District 4**

<table>
<thead>
<tr>
<th>Name</th>
<th>Votes</th>
</tr>
</thead>
<tbody>
<tr>
<td>Mark Langdon</td>
<td>115</td>
</tr>
<tr>
<td>Write-in</td>
<td>3</td>
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</tbody>
</table>

The Board of Canvass adjourned at 9:23 a.m.

WITNESS OUR HANDS at the office of the City Clerk at City Hall, City of Menasha, Winnebago County, Wisconsin, this 7th day of April, 2014.

Greg Keil  
Susan Strauss  
Deborah A. Galeazzi
<table>
<thead>
<tr>
<th></th>
<th>District 1+2</th>
<th>District 3+4</th>
<th>District 5+7</th>
<th>District 6</th>
<th>Calumet Crty</th>
<th>D8</th>
<th>Totals</th>
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<td>Total Number of Voters (OS + TSX)</td>
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<td><strong>Court of Appeals Judge District 2</strong></td>
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<td>Lisa S. Neubauer</td>
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<tr>
<td>Nancy L. Barker</td>
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<td>52</td>
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</tr>
<tr>
<td>Paul Eisen</td>
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<tr>
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<td>Robert Stanke</td>
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<td>Michael Hopfespeger</td>
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<td>James Gunz</td>
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</tr>
<tr>
<td>Mark Langdon</td>
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<td></td>
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<td>115</td>
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</tr>
<tr>
<td>Dan Zelinski</td>
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</tr>
<tr>
<td>Kevin Benner</td>
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## Menasha Joint School District Board

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<th>284</th>
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<td>Joyann Eggert</td>
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## Appleton Area School District Board

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<tr>
<td>Barry O'Connor</td>
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<tr>
<td>Sharon M. Fenlon</td>
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<tr>
<td>John DeVantier</td>
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<td>Diane S. Barkmeier</td>
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## Menasha School Joint School District Referendum

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<th>56</th>
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<tr>
<td>No</td>
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<td>744</td>
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## City of Menasha

**Spring Election - April 1, 2014**

<table>
<thead>
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<th>Total City Percentage</th>
<th>Total residents of voting</th>
<th>Total Voters</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>13213</td>
<td>1489</td>
</tr>
</tbody>
</table>

11%
April 10, 2014

Dear Mayor Merkes and Menasha City Council,

On behalf of the Biechler Family and The Hotel Menasha, we would like to donate these historic framed photos of the early mayors of Menasha and the elegant mirror that has accompanied these photos for many decades in the Mayor's Room of the Hotel Menasha.

The Biechler family proudly owned this fine historic structure from 1978 until April 14, 2014.

Sincerely,

Roger A. Biechler

Laura A. Biechler

Roger and Laura Biechler
MEETING MINUTES
WAVERLY SANITARY DISTRICT
April 8, 2014
District Office - N8722 County Rd. LP

1) Meeting was called to order at 8:05am by President Bartlein.

2) Present:
   President Bartlein (DRB) Systems Operator Krueger (RWK)
   Commissioner Kasten (DLK) Systems Operator Van Zeeland (TGV)
   Consultant Fulcer (LJF) Systems Operator Dornfeld (DWD)
   Consultant Sambs (MLS) Office Manager Girdley (CMG)
   Engineer Martenson (SCM) Admin Assistant Weir (PMW)
   Engineer Jeff Rustic Schuler & Assoc Mark Mommaerts - Harrison Planner

   Absent/.excused: Commissioner Jerry Bartlein

3) Approval/Acceptance of 3/11/14 Meeting Minutes:
   MOTION (DLK/DRB) to approve. Motion carried 2-0.

4) Receipt Acknowledgement/Approval of 2013 Public Service Commission Annual Report:
   MOTION (DLK/DRB) to approve. Motion carried 2-0.

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

5) Communities/Customers/Service Concerns
   • Lakeview Stormwater Pond: Land purchase closing completed on 4/1/14. Closing costs were $715 of total sale amount of 25,160. Pond’s projected start is mid-May because of additional review of wetland report by DNR.
   • WSD Building Storm Sewer Plan: Plan completed and approved by VOH engineer for storm sewer along building to connect roof drains and carry run off to Lakeview Stormwater Pond when constructed.
   • Birling Court – Steven Andruczyk: COM agreed to allow Andrew Johnston to build on existing lot without sewer/water main extension. Sewer/Water main extension required by COM prior to second lot being built. It was missed that this item was tabled at March meeting so will be on May agenda for Commission approval.
   • Future Lift Station: SCM indicated he may have very preliminary plans by next month.

6) Monthly Water Sample Tests’ Results: RWK reported five tests taken on 3/17/14 were determined safe by the State of Wisconsin. Report on file.

7) Old Business: None

8) District’s Repair/Main Extension/Modification Projects
   • Fire Lanes 5 – 10 Sewer Lateral Repair Television Project: RWK reported they’ve begun televising where manhole inspections were completed and indications of leaks found. CMG reported one bill for work done last year remains unpaid and may be certified to tax roll at end of this year.
   • Sonny Dr (Road J) and CTH LP – SCM reported sewer/water construction and inspections competed. Record drawings and system maps will be completed soon. Recommended approval of Hietpas revised pay request #1 for 93,116.57 (with 5% retainage held). MOTION (DLK/DRB) to approve recommendation. Motion carried 2-0.
9) **General Construction Status (Individual Developer Funded Projects)**
   - **Papermaker Ridge II:** SCM reported sewer/water construction completed. Final testing, etc. will be completed after roads are in. Acceptance projected for June meeting.
   - **Harrisville Place:** SCM reported he and RWK have reviewed plans and responded with requested changes. Recommended conditional approval with changes per his memo. MOTION (DLK\(^1\)/DRB\(^2\)) to approve as recommended. Motion carried 2-0. Engineer Rustic will complete changes and resubmit updated plan. Letter of acceptance to be issued after resubmittal.
   - **Kambura Acres (Bud Rusch):** SCM reported plans have been approved. Wetland delineation for pond will be completed in near future followed by bids and construction of first 20 lots.
   - **Harrison Apartments:** SCM reported he and RWK reviewed plans and will respond to engineer with their comments.
   - **Old Highway Rd (Tim Wittmann):** CMG reported executed Waiver of Assessment received 3/28/14 and sent Wittmann bill for reimbursement of Feb engineering costs on 4/7/14. SCM indicated Wittmann had two variance requests and recommended approval of 5 foot separation from water main, but to maintain minimum slope of 0.4% rather than the requested reduction. MOTION (DLK\(^1\)/DRB\(^2\)) to approve recommendation. Motion carried 2-0.

10) **New Business**
   - Next meeting is Thursday May 15, 2014 (7:00am) at District Office

11) **Office Report:** CMG reported the financial audit will be completed after Erickson & Assoc reviews Neenah Menasha Sewerage Commission Clean Water Loan disclosure. Robert Breister on Woodland Rd inquired when sewer and water would be available to his property. SCM indicated his options are to install a holding tank or a grinder pump and pressure sewer to Coop Rd until sewer/water is extended. There were seven connection permits end of March compared to thirteen at end of March 2013. Full report on file.

12) **Field Report:** RWK reported manhole inspections begun. Flow meter at lift station #4 going out of calibration on a regular basis and it’s recommended they replace it. He will provide information at next meeting.

13) **Other Business to Legally Come Before the Commission**
   - **Gosling Easement (Wieckert):** SCM reported easement agreement has been signed/recorded and WSD has original copy.
   - **Year 2014 Standard Mileage Rate:** CMG reported WSD has reimbursed mileage at 0.485/mile since 2005. Current rate is .56/mile MOTION (DLK\(^1\)/DRB\(^2\)) to approve 2014 rate retroactive to 1/1/14. Motion carried 2-0.

14) **Adjournment:** MOTION (DLK\(^1\)/JJB\(^2\)) to adjourn. Motion carried 3-0. Meeting was adjourned at 8:45am.

Submitted by Penny M. Weir
Administrative Assistant
FOCUS GROUP INVITATION

TO: Local government officials, administrators and/or key staff
FROM: Winnebago Waterways Steering Team
RE: Weigh in on the Winnebago Waterways – Shared Resource Website

As you may recall, in the spring of 2013, the Weigh in on the Winnebago Waterways team sought public input during a multi-step public engagement effort to learn about the many ways people are using the waterways and their top concerns for the future of these lakes and rivers. One thing that we heard was the desire for one central place where people can go to find all the information they need to enjoy the waterways of the region – things like water temperatures and levels, trail maps, permit requirements, fishing and boating regulations and water quality information.

Overwhelmingly, 95% of public survey responders from 2013 said they support agencies and local municipalities working together to manage the waterways system. That’s why, during this second year of the partnership, the Steering Team continues to work to identify possible shared solutions.

A good place to start might be a collaborative website that houses information from cities, towns, villages and counties in the Winnebago system about things like permitting procedures, local regulations or ordinances, property management information, exciting local events and more. In this way, residents and visitors will only have to look in one place to find out how to get fishing permits, or what the boat speed limits are, or how to best maintain their lakefront property.

The Winnebago Waterways Steering Team invites you to a meeting to learn more about the project and website, and to provide feedback about ways that we can help share information about your community. Please join us at one of the following meetings. To RSVP, please send an email with your name and preferred date/location to: winnebagowaterways@biodiverse.org. We look forward to seeing you soon!

**Tuesday, April 15, 6pm-7pm**
City County Government Center – Room F&G
160 South Macy Street
Fond du Lac, WI

**Wednesday, April 16, 6pm-7pm**
Harrison Town Hall
W5298 Hwy 114
Menasha, WI

**Wednesday, April 16, 6pm-7pm**
J.P. Coughlin Center
625 E. County Road Y
Oshkosh, WI

**Thursday, April 17, 6pm-7pm**
Fin-N-Feather
22 West Main Street
Winneconne, WI
Winnebago County may dispose of hazardous materials in
farmers' and residents' occupational and household waste.

Winnebago County Recycling Center
105 West County Road Y, Oshkosh
WWW.WINNEBAGO.WI.GOV/SOLID-WASTE
920-323-1850

Winnebago County Recycling
WWW.WINNEBAGO.WI.GOV/RECYCLING
920-323-5277, ext. #3
1419 Highway Road, Oshkosh

Outagamie County Recycling
WWW.OUTAGAMIE.WI.GOV/RECYCLING
920-832-1360, ext. #4
1540 County Road K, Kimberly

Calumet County UW Extension
WWW.CALUMET.WI.EDU/RECYCLING
920-832-3468, ext. #4
240 Conner Street, Chilton

This program is sponsored by the Wisconsin Department of Natural Resources, the U.S. Environmental Protection Agency, and the Wisconsin Department of Agriculture, Trade and Consumer Protection.

Hazardous Materials

Cleaning and Disposing of Hazardous Materials

Clean Sweep

Hazardous Household Materials

Agricultural 2014

Hazardous Materials

Hazardous Household Materials

Agricultural 2014

Why Participate in this Event

When disposing of hazardous household, agricultural and industrial wastes, contact your local solid waste disposal center.

Hazardous Household Materials

Hazardous Materials

Agricultural 2014

Cleaning and Disposing of Hazardous Materials
Help the environment and keep your home safe by participating!

April 26 – 9:00 AM to 1:00 PM
Town Hall

April 25 – 9:00 AM to 1:00 PM
Organic Comp. Yard

April 25 – 9:00 AM to 1:00 PM
City of Hinsdale

April 25 – 3:00 PM to 6:00 PM
Public Works Parking

2014 Clean Sweep Event Locations

The following materials WILL NOT BE accepted at the Clean Sweep Events:
- BASEC
- Chemicals
- Fluids
- Engine Oil
- Lube Oil
- Paint
- Petroleum
- Propane and Gas Cans
- Swimming Pools/Spas
- Tires

Acceptable Materials:
- Appointments are required.
- Appointments are required.
- Containers larger than 5 gallons should be cut in 6" sections. Household containers are specifically 5 gallons or less in size.
- Household containers are specifically 5 gallons or less in size.
- Tighten caps/lids and transport materials together.
- Do not mix materials together.

Important Information for Clean Sweep Participants:

The service is free of charge for household and agricultural material. Contaminated material will be rejected.

This service is free of charge for household and agricultural material. Contaminated material will be rejected.