A. CALL TO ORDER
Meeting called to order by Mayor Merkes at 6:56 p.m.

B. PLEDGE OF ALLEGIANCE
The Pledge of Allegiance was recited.

C. ROLL CALL/EXCUSED ABSENCES
PRESENT: Aldermen Taylor, Krautkramer, Collier, Keehan, Zelinski, Spencer, Benner, Nichols.
ALSO PRESENT: Mayor Merkes, CA Captain, PC Styka, FC Kloehn, CDD Buck, PRD Tungate, PHD McKenney, FM Sassman, 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)
Stan Sevenich, 645 9th Street, Menasha. Comments on the pedestrian walkway item.

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 Appeals, 5/16/2016 & 1/25/2017
   b. Board of Health, 12/14/2016
   c. Column Committee, 1/10/2017 & 1/17/2017
   d. Library Board, 12/28/2016
   e. NMFR Joint Finance and Personnel Committee, 01/24/2017
   f. Park and Recreation Board, 1/10/2017
   g. Plan Commission, 1/10/2017
   i. Water & Light Commission, 12/21/2016
   Communications:
   j. Menasha PD partners with Fox Valley law enforcement agencies to arrest hunger
   k. Notice of Award - $2,500.00 in Retail Program Standards Grant Funds Memorandum, 1/1/2017, PHD McKenney
   l. Partial Release of Personal Guarantee for Christine A. Sohns Memorandum, 1/31/2017, CA Captain
   m. 2016 Building Permit Summary Memorandum, 1/26/2017, Kristi Heim Community Development Coordinator

   Moved by Ald. Benner seconded by Ald. Keehan to receive Minutes and Communications a-m.
   General discussion ensued on Column Committee Minutes, Menasha PD Partners with Fox Valley Law Enforcement Agencies, Partial Release of Personal Guarantee for Christine A. Sohns, and 2016 Building Permit Summary.
   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, 1/3/2017
Board of Public Works, 2/6/2017, Recommends the Approval of:

2. Change Order – Vinton Construction Company, 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; ADD: $1,460.23 (Change Order No. 3 and Final)

3. Payment – Vinton Construction Company, 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; $11,677.97 (Payment No. 3 and Final)

Parks and Recreation Board, 1/10/2017, Recommends the Approval of:

4. Parks and Recreation Fee Reciprocity Agreement with the City of Appleton from January 1, 2017 to December 31, 2021
5. Parks and Recreation Fee Reciprocity Agreement with the City of Neenah from January 1, 2017 to December 31, 2021
6. Parks and Recreation Fee Reciprocity Agreement with the Village of Fox Crossing from January 1, 2017 to December 31, 2017
7. Adoption of the changes to the program fees for 2017 as depicted in Chart #1
8. Adoption of the revised three tier special event fee schedule for 2017 as depicted in Chart #2
9. Adoption of the revised park facility fee schedule for 2017 as depicted in Chart #3

Joint Fire Finance & Personnel, 1/24/2017, Recommends the Approval of

10. The 2017 Radio Service Agreement with Baycom for a total of $6,039330 and recognize the 2018 total of $6,000.00
11. The purchase of the 2017 Ford Explorer for a price of $29,755.00 and purchase of emergency lights, sirens, graphics, and other needed equipment for a total cost not to exceed $35,000 and direct NMFR staff to take the 1994 Chevy Suburban out of service and sell this vehicle.

Ald. Zelinski requested to remove items 2&6 from Consent Agenda.
Ald. Taylor requested to remove items 3&4 from Consent Agenda.

Moved by Ald. Benner seconded by Ald. Zelinski to approve Consent Agenda items 1, 5, 7-10. Motion carried on roll call 8-0.

H. ITEMS REMOVED FROM THE CONSENT AGENDA

1. Moved by Ald. Benner seconded by Ald. Keehan to approve Consent Agenda item 2, Change Order for Vinton Construction Company, 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; ADD: $1,460.23 (Change Order No. 3 and Final)
   Discussion ensued on separating amounts in the change order.
   Motion carried on roll call 6-2.
   Ald. Collier, Zelinski voted no.

2. Moved by Ald. Benner seconded by Ald. Keehan to approve Consent Agenda item 3, Payment to Vinton Construction Company, 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; $11,677.97 (Payment No. 3 and Final)
   Moved by Ald. Taylor seconded by Ald. Zelinski to table for two weeks.
   Motion failed on roll call 2-6.
   Original motion to approve carried on roll call 5-3.

   General discussion ensued on the terms of the reciprocity agreement.
   Motion carried on roll call 8-0.
H. ITEMS REMOVED FROM THE CONSENT AGENDA, Cont’d.
   4. Moved by Ald. Benner seconded by Ald. Keehan to approve Consent Agenda item 4, Parks and Recreation Fee Reciprocity Agreement with the City of Appleton from January 1, 2017 to December 31, 2021
      General discussion ensued on the terms of the reciprocity agreement.
      Motion carried on roll call 7-1. Ald. Taylor voted no.

I. ACTION ITEMS
   1. Accounts payable and payroll for the term of 1/4/2017—1/12/2017 in the amount of $7,696,204.87
      Moved by Ald. Nichols seconded by Ald. Keehan to approve accounts payable and payroll.
      Motion carried on roll call 8-0.

   2. Accounts Payable and payroll for the term of 1/19/2017—2/2/2017 in the amount of $2,159,111.23
      Moved by Nichols seconded by Ald. Keehan to approve accounts payable and payroll.
      Motion carried on roll call 8-0.

      Moved by Ald. Nichols seconded by Ald. Keehan to approve beverage operator’s license applications as listed in memo date 2/1/17.
      Motion carried on roll call 8-0.

      Police Department recommends denying beverage operator’s license application for Catherine Zimmerman as she does not meet the criteria under the established guidelines.

      Moved by Ald. Nichols seconded by Ald. Keehan to deny beverage operator’s license application for Catherine Zimmerman as she does not meet the criteria under the established guidelines.
      Motion carried on roll call 8-0.

   4. Enhance Building Inspector/Housing Specialist Position Starting Package
      CDD Buck explained staff is of the opinion that the ability of offering a starting annual salary of up to $56,323 as well as an enhanced starting vacation package up to three weeks will make the position desirable for qualified candidates.

      Moved by Ald. Keehan seconded by Ald. Collier to approve enhance Building Inspector/Housing Specialist Position Starting Package.
      Motion carried on roll call 8-0.

J. HELD OVER BUSINESS

K. ORDINANCES AND RESOLUTIONS
   1. R-1-17 Preliminary Resolution Declaring Intent to Exercise Special Assessment Powers Under Section 66.0703 Wisconsin Statutes (Province Terrace) as recommended by the Board of Public Works, 2/6/2017; Introduced by Alderman Krautkramer
      Moved by Ald. Krautkramer seconded by Ald. Keehan to approve R-1-17.
      Motion carried on roll call 8-0.

   2. R-2-17 A Resolution of the City of Menasha Exercising its Option to Acquire the Leased Facility (Electric Assets) from WPPI Energy Inc. As Recommended by the Utility Commission; Introduced by Mayor Merkes
      Moved by Ald. Benner seconded by Ald. Nichols to approve R-2-17.
      MUGM Krause explained the resolution is to allow City of Menasha/Menasha Utilities to acquire their electric assets back from WPPI Energy Inc.
      Motion carried on roll call 8-0.
L. APPOINTMENTS
   a. Reappointment of Ray Zielinski to the Neenah-Menasha Sewerage Commission for the term of January 2017 to January 2020
      Motion carried on voice vote.

   b. Appointment of Jennifer Sassman, City Finance Manager, as the Interim Comptroller/Treasurer
      Moved by Ald. Benner seconded by Ald. Collier to approve appointment of Jennifer Sassman, City Finance Manager as the Interim Comptroller/Treasurer.
      Motion carried on voice vote.

   c. Accept the resignation of Gretchen DeCoster from the Plan Commission
   d. Appointment of Kara Homan to the Plan Commission for the term of 2/6/2017-5/1/2017
      Moved by Ald. Benner seconded by Ald. Keehan to accept resignation of Gretchen DeCoster and approve appointment of Kara Homan to Plan Commission.
      Motion carried on voice vote.

3. CLAIMS AGAINST THE CITY
   None

4. PUBLIC COMMENTS ON ANY MATTER LISTED ON THE AGENDA
   (five (5) minute time limit for each person)
   Stan Sevenich, 645 9th Street, Menasha. 1) Compliments for Jennifer Sassman as Interim Comptroller/Treasurer; 2) Congratulations to Menasha Utilities Staff and Water & Light Commission on buying back the electric assets; 3) Comments on the protocol on the handling of the partial release of the personal guarantee for Christine A. Sohns.

5. RECESS
   Moved by Ald. Benner seconded by Ald. Keehan to recess at 7:59 p.m.
   Motion carried on voice vote.
   Reconvened at 8:52 p.m.

6. ACTION ITEMS
   1. City of Menasha vs. Village of Fox Crossing, Wisconsin & Town of Menasha, Wisconsin, Case No. 16CV-983-BR3.
      Mayor Merkes and CA Captain explained the status of the case.
      Moved by Ald. Zelinski seconded by Ald. Taylor to end litigation on the City of Menasha vs. Village of Fox Crossing, Wisconsin & Town of Menasha, Wisconsin, Case No. 16CV-983-BR3.
      General discussion ensued on the status of the case

   2. May adjourn into Closed Session pursuant to Wis Stats. §19.85(1)(g) Conferring with legal counsel for the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved. (City of Menasha vs. Village of Fox Crossing, Wisconsin & Town of Menasha, Wisconsin, Case No. 16CV-983-BR3)
      No action.

   3. May reconvene into Open Session to take action on items discussed in Closed Session
      No action.

7. ADJOURNMENT
   Moved by Ald. Benner seconded Ald. Keehan to adjourn at 9:10 p.m.
   Motion carried on voice vote.

Deborah A. Galeazzi, WCMC, City Clerk