CITY OF MENASHA
COMMON COUNCIL
First Floor Conference Room
100 Main Street
Monday, February 19, 2018
MINUTES

A. CALL TO ORDER
Meeting called to order by Mayor Merkes at 6:00 p.m.

B. PLEDGE OF ALLEGIANCE
The Pledge of Allegiance was recited.
A moment of silence was observed for the victims of Parkland Florida shooting.

C. ROLL CALL/EXCUSED ABSENCES
PRESENT: Aldermen Krueger, Grade, Benner, Nichols, Taylor, Sevenich.
EXCUSED: Aldermen Collier, Zelinski.
ALSO PRESENT: Mayor Merkes, CA Captain, PC Styka, FC Kloehn, PRD Tungate, PHD McKenney, ASD Jacobs, DPW Radomski, CDD Schroeder, MUGM Krause, Clerk Galeazzi

D. PUBLIC HEARING
1. City of Menasha Draft Downtown Vision Plan
Andrew Dane, SEH (architectural firm), gave short description of vision plan they prepared with Place Dynamics LLC and City staff to revitalize downtown. He explained the market studies they used to prepare the vision plan.

Patrick James, owner of Tayco Tap, 10 Tayco Street, Menasha. Asks Council to consider parking needs when implementing vision plan especially in Tayco/Water Street area.

No one else spoke; Mayor Merkes closed public hearing.

E. PUBLIC COMMENTS ON ANY MATTER OF CONCERN TO THE CITY
(five (5) minute time limit for each person)
No one spoke.

F. REPORT OF DEPARTMENT HEADS/STAFF/CONSULTANTS
1. Accreditation Presentation by Chief Greg Peterson, President of WILEAG
Greg Peterson, President of WILEAG, explained the process to have a police department accredited. He stated it can take one to three years of assessments to get accredited. The Menasha Police Department has been approved by the WILEAG Board with the accreditation.

PC Styka and Lt. Hanchek accepted the accreditation award for the Menasha Police Dept.

2. Clerk Galeazzi - the following minutes and communications have been received and placed on file:
   Minutes to receive:
   a. Ad-hoc Protocol Committee, 1/31/2018
   b. Administration Committee, 2/5/2018
   c. Board of Health, 11/10/2017
   d. Board of Public Works, 2/5/2018
   e. Committee on Aging, 1/12/2018
   f. Plan Commission, 2/6/2018 & 2/12/2018
g. Water and Light Commission, 1/24/2018

Communications:

h. Senator Tammy Baldwin Letter to President Donald Trump

i. ECWRPC 2018 Technical Assistance Project Awards

j. Third Street and Lake Road Bridge Update Memorandum, 2/15/2018, DPW Radomski

k. Neenah Recommendation for Captioning of Council Meetings Memorandum, 2/8/2018, Neenah CA Godlewski;

l. Racine Street Bridge Loading

m. Diversity & Inclusion Training Memorandum, 2/15/2018, Mayor Merkes

Moved by Ald. Sevenich seconded by Ald. Krueger to receive Minutes & Communications a-m.

General discussion ensued on Diversity & Inclusion Training memo.

Ald. Sevenich stated Point of Order – Mayor and Ald. Taylor should not debate the issue at this meeting and should be discussed at Ad-Hoc Protocol meeting.

Mayor Merkes stated he will ask the Personnel Committee to address the issue of an alderman not completing the Diversity & Inclusion training.

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 placed 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, 2/5/2018

Board of Public Works, 2/5/2018, Recommends the Approval of:

2. Change Order—Pheifer Bros. Construction Co. Inc.; Contract Unit 2017-04; Fox River “Loop the Lake” Bridge Crossings; ADD: $7,404.27 (Change Order No. 3)

3. Payment—Pheifer Bros. Construction Co. Inc.; Contract Unit 2017-04; Fox River “Loop the Lake” Bridge Crossings; $298,757.74 (Payment No. 3)

4. Payment—Keller, Inc., Project #65056; Police Department Evidence Room Addition; $110,000.00 (Payment No. 3)

Plan Commission, 1/9/2018, Recommends the Approval of:

5. The Downtown Vision Plan as an advisory tool for future development

Plan Commission, 2/12/2018, Recommends the Approval of:

6. The Certified Survey Map, Midway Road and Oneida Street for the property line alteration

Ald. Benner requested to remove item 4 and Ald. Sevenich requested to remove item 5 from Consent Agenda.

Moved by Ald. Sevenich seconded by Ald. Krueger to approve Consent Agenda items 1-3 & 6

Motion carried on roll call 6-0.

H. ITEMS REMOVED FROM THE CONSENT AGENDA

1. Moved by Ald. Benner seconded by Ald. Grade to approve Consent Agenda item 4, Payment to Keller Inc., Project #65056 Police Department Evidence Room Addition in the amount of $110,000 (Payment No. 3).

PC Styka stated the project is almost completed.

Motion carried on roll call 6-0.

2. Consent Agenda 5, Downtown Vision Plan as an advisory tool for future development.

General discussion ensued on the vision plan, future land uses, housing development in the
downtown area, how vision plan works with Comprehensive Plan, using the plan as an advisory tool, additional recommendations from consultant on concerns of changes to Sonoco/US Paper, Coveris, and St. Patrick’s Church.

Moved by Ald. Nichols seconded by Ald. Benner to approve the Downtown Vision Plan as an advisory tool for future development and incorporate the concerns about eminent domain or forcing businesses to leave the downtown and changes to the land use polices as outlined in memorandum from consultant, and staff’s recommendation to remove specific areas within future land use map to show no expected changes to Sonoco/US Paper, Coveris, and St. Patrick’s.

General discussion ensued on pending action by State Legislation on eminent domain and amending the plan based on concerns of Plan Commission.

Moved by Ald. Taylor seconded by Ald. Sevenich to refer the Downtown Vision Plan with associated documents to Plan Commission.
General discussion ensued on referring the plan back to Plan Commission.
Motion carried on roll call 4-2.

I. ACTION ITEMS
1. Accounts payable and payroll for the term of 2/8/2018—2/15/2018 in the amount of $5,047,856.67
   Moved by Ald. Krueger seconded by Ald. Grade to approve accounts payable and payroll.
   Motion carried on roll call 6-0.

   Moved by Ald. Krueger seconded by Ald. Benner to approve beverage operator’s license application for the 2017-2019 licensing period as listed in memo dated 2/15/18.
   Motion carried on roll call 6-0.
   Police Department recommends denying beverage operator's license application of Troy Theel due to a felony conviction and two misdemeanor convictions in a five year period.

   Troy Theel explained the incidents that resulted in convictions. He stated he has learned from his mistakes and he is no longer in the relationship with the person that was involved in the misdemeanor incidents.

   CA Captain explained felony convictions as defined by State Statute and what is considered a habitual offender.

   Moved by Ald. Krueger seconded by Ald. Grade to approve beverage operator’s license application for the 2017-2019 licensing period of Troy Theel.
   Motion carried on roll call 6-0.

J. HELD OVER BUSINESS
1. Common Council Minutes, 1/15/2018
   Moved by Ald. Sevenich seconded by Ald. Krueger to amend Section H1, Point of Order, to remove, Mayor Merkes stated the motion was out of order because the security deposit was not on the agenda for discussion, and replace with, Mayor Merkes stated the motion was out of order.
because it is not up to the Council to make decision on the security deposit, it is up to Parks and Recreation Board.

Ald. Sevenich stated he called a point of order because the Parks Board makes recommendations and Common Council approves the recommendations.

Motion on amendment carried on voice vote 5-1. Ald. Nichols voted no.

Motion to approve minutes as amended carried on roll call 6-0.

K. ORDINANCES AND RESOLUTIONS

1. O-1-18 An Ordinance Amending Title 7, Chapter 6 of the Code of Ordinances (Retail Food, Recreational Licensing and Registration) (Introduced by Alderman Nichols; Recommended by Administration Committee)


Motion carried on roll call 6-0.

2. R-3-18 A Resolution Designating Public Depository and Authorizing Withdrawal of City Funds (Introduced by Mayor Merkes; Recommended by Administration Committee)

Moved by Ald. Sevenich seconded by Ald. Benner to approve R-3-18 A Resolution Designating Public Depository and Authorizing Withdrawal of City Funds.

Motion carried on roll call 6-0.

3. R-5-18 A Resolution Authorizing Execution of the Department of Natural Resources Principal Forgiven Financial Assistance Agreement (Introduced by Mayor Merkes)

Moved by Ald. Nichols seconded by Ald. Benner to approve R-5-18 A Resolution Authorizing Execution of the Department of Natural Resources Principal Forgiven Financial Assistance Agreement.

MUGM Krause explained this is the second year of funding for lead service. This amount is for $200,000. Last year’s funding amount was $300,000.

Motion carried on roll call 6-0.

L. APPOINTMENTS

1. Reappointment of Dean Wydeven to the Landmarks Commission for the term of 3-1-2018—3-1-2021

2. Reappointment of Kate Mueller to the Landmarks Commission for the term of 3-1-2018—3-1-2021

Moved by Ald. Sevenich seconded by Ald. Krueger reappointments of Dean Wydeven and Kate Mueller to Landmarks Commission.

Motion carried on voice vote.

3. Reappointment of Ken Kubiak to the Board of Appeals for the term of 2-1-2018—2-1-2021

Moved by Ald. Benner seconded by Ald. Sevenich to approve reappointment of Ken Kubiak to Board of Appeals.

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)

No one spoke.
O. ADJOURNMENT
   Moved by Ald. Taylor seconded by Ald. Benner to adjourn at 7:35 p.m.
   Motion carried on voice vote.

Deborah A. Galeazzi, WCMC
City Clerk