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.

C. ROLL CALL/EXCUSED ABSENCES
PRESENT: Aldermen Sevenich, Collier, Krueger, Grade, Benner, Nichols, Taylor
EXCUSED: Alderman Zelinski
ALSO PRESENT: Mayor Merkes, CA Captain, PC Styka, FC Kloehn, ASD Jacob,
DPW Radomski, CDD Schroeder, PRD Tungate, PHD McKenney, Capt. Halderson,
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)
Sandra Dabill-Taylor, 545 Broad Street, Menasha. Support televising meetings; Concerned about how items appear on Common Council agenda without going to a committee first. She referenced Offer to Purchase 87 Racine Street should have gone to Plan Commission for a recommendation to Common Council.
Moved by Ald. Taylor seconded by Ald. Sevenich to allow Sandra Dabill Taylor an extra 5 minutes.
Motion carried on voice vote.
Ms. Dabill-Taylor was allowed to continue her comments.

Mark Langdon, 724 Warsaw Street, Menasha. Encourage Council to start televising council meetings again.

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. Administration Committee 3/19/2018
   b. Board of Public Works, 3/19/2018
   c. Landmarks Commission, 3/14/2018
   d. Neenah Menasha Sewerage Commission, 12/19/2017 & 2/27/2018
   e. NMFR Joint Fire Commission, 3/28/2018
   f. Personnel Committee, 3/19/2018
   g. Plan Commission, 3/20/2018
   h. Special Administration Committee, 3/19/2018
   i. Special Board of Public Works, 3/19/2018
   j. Water and Light Commission Minutes, 3/20/2018
   Communications:
   k. Memorial Day Parade Invitation to Common Council Members from the Twin City Veterans
   l. Lake Winnebago Region Restructuring Frequently Asked Questions
m. Attendance at the 112th Annual Conference (GFOA—Government Finance Officers Association) in St. Louis, MO (conference dates of May 6-9, 2018) Memorandum, 3/28/2018, ASD John Jacobs
n. Village of Fox Crossing Attorney Fees; email from Ald. Taylor (Ald. Taylor)
o. Fox Crossing Legal Costs (by vendor)
p. National Public Health Week Proclamation—April 2-8, 2018

Moved by Ald. Sevenich seconded by Ald. Krueger to approve Minutes & Communications a-p.

General discussion ensued on Village of Fox Crossing Attorney Fees, National Public Health Week, and Landmarks Commission minutes.

Ald. Taylor stated Point of Order—item from Landmarks Commission minutes being discussed was not part of the Landmarks agenda.

Mayor Merkes ruled Point of Order was not well taken as the item was mentioned in the Landmarks Commission minutes. He allowed the discussion to continue.

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, 3/19/2018
   Administration Committee, 3/19/2018, Recommends the Approval of:
2. Receive and Spend Public Health Emergency Preparedness Grant Funds and Communicable Disease Grant Funds—2018 Operating Budget Adjustment $4,650 (General Fund)
   Board of Public Works, 3/19/2018, Recommends the Approval of:
3. Street Use Permit Application—Memorial Day Parade; Monday, May 28, 2018; 7:00am—11:00am (Twin Cities Veterans Association)
4. Change Order—Pheifer Bros. Construction Co. Inc.; Contract Unit No. 2017-04; Fox River “Loop the Lake” Bridge Crossings; Add $16,941.50 (Change Order No. 5)
5. Payment—Keller Inc., Project #65056; Police Department Evidence Room Addition; $22,212.15 (Payment No. 4 and Final)
6. Construct remaining 400 feet of sidewalk on Ida Street between Grove Street and Geneva Road as part of the Ida Street paving project
7. Department of Public Works to purchase an additional used side loading refuse truck with a dump body, not to exceed $35,000
   Personnel Committee, 3/19/2018, Recommends the Approval of:
8. The creation of an Engineering Supervisor In Training position, effective 4-9-2018 to coincide with the next biweekly schedule, and to promote the employee from Engineering Aid III—Step #5 level to Step #3 level hourly rate for the Engineering Supervisor In Training position, with future steps to occur after 6 months (Step #4) and then again after an additional 12 months (Step #5) as outlined in memorandum dated 3/15/2018
9. The modification of the Public Health Educator position from 80% FTE to 100% FTE, to be effective immediately and to be included in all future budgetary years
10. The creation of IT Help Desk Technician position
11. Remove Operations Captain position and create Deputy Chief position

Ald. Benner requested to remove item 5 and Ald. Sevenich requested to remove items 1, 4, & 7 from Consent Agenda.

Moved by Ald. Sevenich seconded by Ald. Grade to approve Consent Agenda items 2, 3, 6, 8-11.

Motion carried on roll call 7-0.
H. ITEMS REMOVED FROM THE CONSENT AGENDA

1. Moved by Ald. Sevenich seconded by Ald. Collier to approve Consent Agenda item 1, Common Council minutes, 3/19/2018. 
   General discussion ensued on the approval of the Offer to Purchase for 87 Racine Street being on the Common Council agenda at the request of Ald. Sevenich and Mayor Merkes for transparency purposes. Common Council approved the listing agreement and the sale price. CA Captain explained property that is taken by eminent domain and how it pertains to 87 Racine Street. Motion carried on roll call 7-0.

2. Moved by Ald. Benner seconded by Ald. Collier to approve Consent Agenda item 4, Change Order for Pheifer Bros. Construction Co. Inc., Contract Unit No. 2017-04 for Fox River “Loop the Lake” Bridge Crossings, add of $16,941.50 (Change No. 5). Motion carried on roll call 7-0.

3. Moved by Ald. Benner seconded by Ald. Collier to approve Consent Agenda item 5, Payment to Keller Inc., for Project #65056 Police Department Evidence Room Addition in the amount of $22,212.15 (Payment No. 4 and Final). PC Styka reported the area is all set up and he will ask the contractor to remove their construction sign. Motion carried on roll call 7-0.

4. Moved by Ald. Sevenich seconded by Ald. Taylor to approve Consent Agenda item 7, Department of Public Works purchase an additional used side loading refuse truck with a dump body, not to exceed $35,000. DPW Radomski explained the funds to purchase this vehicle will come from the Equipment Replacement Fund. There is savings from the purchase of the 2 dump trucks that were budgeted for in 2018. Motion carried on roll call 7-0.

I. ACTION ITEMS

1. Accounts payable and payroll for the term of 3/22/2018—3/29/2018 in the amount of $1,089,299.91
   Moved by Ald. Krueger seconded by Ald. Collier to approve accounts payable and payroll. Motion carried on roll call 7-0.

   Moved by Ald. Krueger seconded by Ald. Collier beverage operator’s license application for the 2017-2019 licensing period as listed in memo dated 3/28/18. Motion carried on roll call 7-0.
   Police Department recommends denying beverage operator’s license application of Hashiem Spoke due six or more convictions in past 10 years.
   Council gave unanimous consent to hear from Hashiem Spoke. Mr. Spoke explained the convictions received over the past 10 years. Most of the convictions were misdemeanors. He currently holds an operator’s license issued by the City of Neenah.
   CA Captain explained the City’s guidelines on multiple convictions over a certain period of time can include misdemeanor or felony convictions.
   Moved by Ald. Sevenich seconded by Ald. Taylor to approve beverage operator’s license application of Hasheim Spoke. Motion carried on roll call 6-1. Ald. Nichols voted no.
3. Discussion of televised Council Meetings—Closed Captioning—Ald. Sevenich
   Ald. Sevenich stated other municipalities have opted to pay the fee to include closed captioning to their taped meetings for broadcasting. He asked for input from Common Council what they should do about broadcasting their meetings.
   General discussion ensued on using franchise fees to pay for cost to add closed captioning, quote received was $1 per minute, televising only Common Council meetings and not committee meetings, the need to know financial impact before making final decision, checking to see what City of Oshkosh Media has to offer, the importance of being transparent, and taped meetings being available on City Website.
   Mayor Merkes explained the franchise fees paid by the cable companies for use of public right of way has been decreasing. Less and less people are subscribing to cable.
   It was the consensus of the Council for staff to check cost to add closed captioning to just Common Council meetings and the cost to add to Common Council and committee meetings, see what City of Oshkosh Media has to offer, and research funding source to cover cost of adding closed captioning.

4. The Regional Fire Department Hiring Process with Fox Valley Technical College effective March 8, 2018 through March 7, 2019—As recommended by the NMFR Joint Fire Commission, 3/28/2018
   Moved by Ald. Krueger seconded by Ald. Collier to approve The Regional Fire Department Hiring Process with Fox Valley Technical College effective March 8, 2018 through March 7, 2019. Motion carried on roll call 7-0.

J. HELD OVER BUSINESS
   None

K. ORDINANCES AND RESOLUTIONS
   None

L. APPOINTMENTS
   None

M. CLAIMS AGAINST THE CITY
   None

N. PUBLIC COMMENTS ON ANY MATTER LISTED ON THE AGENDA
   (five (5) minute time limit for each person)
   Sandra Dabill Taylor, 545 Broad, Menasha. Take issue with Mayor debating with person from gallery; Offer to Purchase of 87 Racine Street had contingencies that should come back to Common Council; Have mandatory requirements that items need Plan Commission recommendations.

O. ADJOURNMENT
   Moved by Ald. Sevenich seconded by Ald. Collier to adjourn at 7:17 p.m. Voice vote.

Deborah A. Galeazzi, WCMC
City Clerk