A. CALL TO ORDER
Meeting called to order by Mayor Merkes at 6:08 p.m.

B. PLEDGE OF ALLEGIANCE
Moment of Silence for fallen Firefighter Mitchell Lundgaard who lost his life in the line of duty on May 15, 2019.

C. ROLL CALL
PRESENCE: Aldermen Stan Sevenich, Mark Langdon, Steve Krueger, Tom Grade, Ted Grade, Randy Ropella, Rebecca Nichols, James Taylor.
ALSO PRESENT: Mayor Merkes, CA Captain, PC Styka, DPW Radomski, PHD McKenney, PRD Tungate, FM Sassman, AP Stephenson, Clerk Galeazzi

D. PUBLIC HEARING
1. Proposed amendments to Title 13-1-67(d) of the Menasha Code of Ordinances pertaining to Electronic Messaging Centers (EMC) on signs
AP Stephenson gave a brief overview of the amendments to the Code pertaining to Electronic Messaging Centers.

Steve Siegel, representing St. Mary’s Church/School. He asked what type of portable signs would not be allowed in addition to an EMC and about the requirement that the EMC must be turned off at night.

AP Stephenson explained the type of signs that will not be allowed. Portable advertising signs would not be allowed. He also explained an EMC that is within 300 feet of a residential parcel needs to be turned off at night after 9pm and until 6am.

Sandra Dabill Taylor, 545 Broad, Menasha. She is opposed to changes to the ordinance. She stated these amendments would downgrade City of Menasha. She stated there is no definition of institutional in the ordinance. She has concerns on how the requirement of turning the EMC off at 9pm will be enforced. She likes the ordinance as is.

Mayor Merkes closed the Public Hearing.

E. REPORT OF DEPARTMENT OFFICERS/DEPARTMENT HEADS/STAFF/CONSULTANTS
1. Landmarks Preservation Month
Ald. Tom Grade talked about the award plaques in the public walkway on Main Street and at the Mill Street terminus. He explained the Landmarks’ Historic Menasha Photo Contest. He encouraged everyone to participate. The winners will receive gift certificates from downtown businesses.

Landmarks Commissioner Kate Mueller and AP Stephenson gave a presentation on the Landmarks Commission’s new website. Comm. Mueller gave a brief description of a few historic sites shown on the website.

2. Clerk Galeazzi - the following minutes and communications have been received and placed on file:
   Minutes to receive:
   a. Administration Committee, 5/6/2019
   b. Board of Health, 4/12/2019
   c. Board of Public Works, 5/6/2019
   d. Landmarks Commission, 5/8/2019
   e. Personnel Committee, 5/6/2019
f. Plan Commission, 5/7/2019

g. Redevelopment Authority, 5/7/2019

h. Special Board of Public Works, 5/6/2019

i. Special Water & Light Commission, 5/1/2019

j. Water & Light Commission, 4/24/2019

Communications:

k. National Public Works Week Proclamation, May 19-25, 2019

l. Neenah-Menasha Memorial Day Parade Line-up Instructions

m. Food Truck Rally Information Memorandum, 5/16/2019, PRD Tungate

n. Police Week Awards Memorandum, 5/15/2019, Police Chief Styka

o. Jefferson Park Parking Lot Memorandum, 5/16/2019, PRD Tungate

Moved by Ald. Sevenich seconded by Ald. Krueger to receive Minutes and Communications a-o.

General discussion ensued on the Landmarks Commission minutes (d), Board of Health minutes (b), and food truck rally (m)

Motion carried on voice vote.

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

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

Larry Reddin, 393 Willow Lane, Menasha. He asked for an update on Willow Lane street project.

Joe Ferraro, 355 Willow Lane, Menasha. He encouraged the Council to rebid the Willow Lane street project.

Diane Ferraro, 355 Willow Lane, Menasha. She has concerns about the Willow Lane street project.

Sandra Dabill Taylor, 545 Broad, Menasha, commented on:

- Board of Review meeting at a later date.
- Changes to the snow & ice removal ordinance.
- Memo from Park & Recreation Board regarding the Jefferson Park parking lot.
- Current status of Brin Building area, Gilbert site, and Simply Incredible Foods.
- RDA options for Banta site.
- Menasha Utilities' plans for new Racine Street bridge and also settling basin.
- Update on Paint & Restore program.

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:


Board of Public Works, 5/6/2019, Recommends the Approval of:

2. Payment—Janke General Contractors, INC.; Contract Unit No. 2019-02; Province Terrace Trail—Nature’s Way to USH 10/STH 114; $114,390.00 (Payment No. 3)

3. Second Amendment to Ground Site Lease Agreement between City of Menasha and AT&T Mobility Corporation

Plan Commission, 5/7/2019, Recommends the Approval of:

4. Certified Survey Map Lot Line Adjustment 1173 Province Terrace and Province Terrace Out Lot 1 (#7-00001-10 and #7-0001-19)

5. Certified Survey Map Lot Line Adjustment 2051 Manitowoc Road and 2059 Manitowoc Road (#7-00010-00 and #7-00014-0)

Ald. Sevenich requested to remove items 2, 3, & 5 from the Consent Agenda.

Moved by Ald. Sevenich seconded by Ald. Krueger to approve Consent Agenda items 1 & 4. Motion carried on roll call 8-0.
H. ITEMS REMOVED FROM THE CONSENT AGENDA
Motion carried on roll call 8-0.

2. Moved by Ald. Krueger seconded by Ald. Langdon to approve Consent Agenda Item 3, Second Amendment to Ground Site Lease Agreement between City of Menasha and AT&T Mobility Corporation Steve/Mark to approve.
Motion carried on roll call 8-0.

3. Moved by Ald. Nichols seconded by Ald. Tom Grade to approve Consent Agenda Item 5, Certified Survey Map Lot Line Adjustment 2051 Manitowoc Road and 2059 Manitowoc Road (#7-00010-00 and #7-00014-0)
AP Stephenson explained the request of the property owner to combine the two parcels.
Motion carried on roll 8-0.

I. ACTION ITEMS
Moved by Ald. Nichols seconded by Ald. Ted Grade to approve accounts payable and payroll.
Motion carried on roll call 8-0.

Moved by Ald. Nichols seconded by Ald. Krueger approve beverage operator's license application for the 2017-2019 licensing period as listed in memo dated 5/16/19.
Motion carried on roll call 8-0.

Moved by Ald. Nichols seconded by Ald. Tom Grade to approve Outdoor Alcohol Beverage Permit as listed in memo dated 5/16/19.
Motion carried on roll call 8-0.

4. Village of Harrison dba Harrison Utilities (Waverly Sanitary District) and the City of Menasha Agreement
Moved by Ald. Sevenich seconded by Ald. Krueger to approve Village of Harrison dba Harrison Utilities (Waverly Sanitary District) and the City of Menasha Agreement.
Mayor Merkes explained the Village of Harrison Board has requested an amendment to the agreement as their rate case with the Public Service Commission (PSC) will not be ready by January 1, 2020.

Moved by Ald. Sevenich seconded by Ald. Krueger to amend to add paragraph 5: If the Wisconsin Public Service Commission has not completed its review of Harrison Utilities’ request to direct charge customers public fire protection charges for 2019, the City of Menasha will pay Harrison Utilities one-half on or before June 1, 2020 and one-half on or before August 31, 2020.

General discussion ensued on options if the PSC doesn't approve Harrison Utilities’ request to direct charge customers public fire protection charges; working with consultant on cost to switch Menasha customers to Menasha Utilities; concerns if agreement is approved indicating City approves the changing of Waverly Sanitary District to Harrison Utilities.

Motion on amendment carried on roll call 8-0.
Original motion as amended carried on roll call 8-0.
J. HELD OVER BUSINESS

K. ORDINANCES AND RESOLUTIONS

1. O-7-19 An Ordinance Amending Section 6-2-7 of the Code of Ordinances (Snow and Ice Removal) Introduced by Alderman Langdon; Recommended by Board of Public Works
   Moved by Ald. Langdon seconded by Ald. Krueger to approve O-7-19 An Ordinance Amending Section 6-2-7 of the Code of Ordinances (Snow and Ice Removal).

   When asked how the 2-hour notification requirement would be applied, DPW Radomski explained it would be used if sidewalks needed to be cleared in an emergency situation. Sidewalks are required to be cleared of snow and ice within 24 hours after the end of a snow fall. If they are not cleared a notice is sent to the property owner. Property owners will only be notified once during the season.

   General discussion ensued on the purpose of the ordinance being for the habitual offender that never or rarely clear their sidewalks; Postal carriers helping with reporting sidewalks that are not shoveled.

   Motion carried on roll call 8-0.

2. O-9-19 An Ordinance Amending Title 13, Chapter 1 of the Code of Ordinances (Requirements by Sign Type, Electronic Messaging Centers); Introduced Alderman Langdon; Recommended by Plan Commission
   Moved by Ald. Langdon seconded by Ald. Taylor to approve O-9-19 An Ordinance Amending Title 13, Chapter 1 of the Code of Ordinances (Requirements by Sign Type, Electronic Messaging Centers).

   When asked about the notification of the public hearing for this ordinance and what prompted the change to the ordinance, AP Stephenson explained public hearing notices were published per State Statute requirements and all businesses that have an EMC were notified. He stated the Board of Appeals had heard a few cases for variances to allow EMC at churches and schools. This prompted staff to review the ordinance as it pertains to institutional uses.

   Unanimous consent was given to allow Steve Siegel, representing St. Mary’s Church/School, to speak.

   Mr. Siegel asked if a portable temporary sign that would give direction to something on the St. Mary’s campus would be allowed.
   AS Stephenson replied a directional portable, temporary sign would be allowed.

   Unanimous consent was given to allow Sandra Dabill Taylor to speak.

   Ms. Taylor commented on the special use permit procedure. She stated that notices on a special use permit are sent to the property owner and in the case of a rental it may not get passed on to the tenant.

   Moved by Ald. Taylor seconded by Ald. Sevenich to amend Section 13-1-67(d) (5), remove one (1) second and replace with three (3) seconds.

   AP Stephenson clarified this section refers to transition time between slides on an EMC.

   Unanimous consent was given to withdraw this motion.

   Original motion carried on roll call 7-1. Ald. Krueger voted no.
3. R-15-19 A Resolution Approving a 2019 Capital Improvements Program (CIP) Budget Adjustment, for the Purpose of Providing an Increase in Funding for The Ponds of Menasha Phase 2 & 3 (TIF #12 Project) for Street Construction Work in 2019; Introduced by Alderman Ropella (As requested by Alderman Ropella)

Mayor Merkes explained the Administration Committee did reject Resolution R-15-19, but Ald. Ropella requested it to be on the Common Council agenda. Mayor Merkes explained the options available to fund the new street project in the Ponds Subdivision. The Council can approve R-15-19 as presented and it would be a budget adjustment or they can allocate the underspent funds in the Street/Sidewalk budget to this project not to exceed $120,396.

General discussion ensued on rejecting the bids as they came in over budget and the timeline of when the project went out for bids.

DPW Radomski explained the timeline of a project from when it is approved at budget time. He stated that other municipalities have experienced the same with bids being higher than anticipated. The major projects being conducted by DOT could be affecting municipality projects.

General discussion ensued on separating the projects of the contract; most of the Ponds Subdivision project being special assessed; residents expecting their street to be done this year.

Moved by Ald. Nichols seconded by Ald. Ropella to approve R-15-19 A Resolution Approving a 2019 Capital Improvements Program (CIP) Budget Adjustment, for the Purpose of Providing an Increase in Funding for The Ponds of Menasha Phase 2 & 3 (TIF #12 Project) for Street Construction Work in 2019.

General discussion ensued on holding the project until next year to get better bids; removing Jefferson Park parking lot from the original contract; the Street/Sidewalk budget; all street projects having been bid for this year; special assessment being paid by property owners; Willow Lane street and utility projects; other municipalities that have received competitive bids.

Motion carried on roll call 7-1. Ald. Taylor voted no.

4. R-16-19 Commitment to Support Lead Safe Menasha: A Comprehensive Childhood Lead Poisoning Prevention Program—University Partnership Program Community Impact Grant Application; Introduced by Mayor Merkes

PHD McKenney explained the Health Department is applying for a grant to help with a comprehensive childhood lead poisoning prevention program. If approved this resolution will be included with the grant application.


Motion carried on roll call 8-0.

L. CONSENT AGENDA

Board of Public Works, 5/6/2019, Recommends the Denial of:
1. Recommendation to Award—Contract Unit No. 2019-04; New Street Construction & Reconstruction—Various Locations and Jefferson Park Improvements; MCC, Inc.; $963,277.92

Moved by Ald. Krueger seconded by Ald. Langdon to approve the Recommendation to Award Contract Unit No. 2019-04 for new street construction and reconstruction of various locations to MCC, Inc. in the amount of $529,879.90.

Motion carried on roll call 7-1. Ald. Taylor voted no.

Board of Public Works, 5/6/2019, Recommends:
2. Instructs staff to rebid Willow Lane Project
No action required.

M. APPOINTMENTS
1. Reappointment of Bob Golz to the Library Board for the term of 7/1/2019—7/1/2022
2. Reappointment of Jill Halverson to the Library Board for the term of 7/1/2019—7/1/2022
Moved by Ald. Sevenich seconded by Ald. Langdon to approve reappointments of Bob Golz and Jill Halverson to the Library Board.
Motion carried on voice vote.

N. CLAIMS AGAINST THE CITY

O. PUBLIC COMMENTS ON ANY MATTER LISTED ON THE AGENDA
(five (5) minute time limit for each person)
Sandra Dabill Taylor, 545 Broad Street, Menasha. She stated allowing electronic messaging centers could run down the neighborhoods. She also commented on the bidding of street projects.

Larry Reddin, 393 Willow Lane, Menasha. He stated he was disappointed on how things went. He feels residents were given misinformation on the Willow Lane street and utility projects.

P. ADJOURNMENT
Moved by Ald. Krueger seconded by Ald. Tom Grade to adjourn at 8:47 p.m.
Motion carried on voice vote.

Deborah A. Galeazzi, WCMC
City Clerk