

**CITY OF MENASHA**  
**Plan Commission**  
**Menasha City Center, 100 Main Street**  
**October 6, 2020**  
**MINUTES**

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**A. CALL TO ORDER**

The meeting was called to order by Mayor Merkes at 3:32 PM.

**B. ROLL CALL/EXCUSED ABSENCES**

PLAN COMMISSION MEMBERS PRESENT: Mayor Merkes, Alderperson Ann Schmidt, DPW Alix and Commissioners Cruickshank, Homan, Benner and Sturm.

PLAN COMMISSION MEMBERS EXCUSED:

OTHERS PRESENT: CDD Schroeder and PP Stephenson

**C. PUBLIC HEARING**

**D. MINUTES TO APPROVE**

**1. Minutes of September 15, 2020 Plan Commission Meeting**

Ald. Schmidt made a motion to approve the minutes of September 15, 2020 Plan Commission Meeting. The motion was seconded by DPW Alix. The motion carried.

**E. PUBLIC COMMENT ON ANY ITEM OF CONCERN ON THIS AGENDA**

**Five (5) minute time limit for each person**

**F. DISCUSSION / ACTION ITEMS**

**1. Release of 33' Private Road Easement – Second Addition of Southfield**

CDD Schroeder provided a summary of the request to release and the history of the 33' private road easement recorded on the Second Addition to Southfield Plat.

General Discussion ensued.

Comm. Benner made a motion to recommend approval of the release of the 33' private road easement affecting Lots 123, 124, 125, and 126 of the Second Addition to Southfield Plat. The motion was seconded by Ald. Schmidt. The motion carried.

**G. COMMUNICATION**

**1. Set Next Meeting**

The next meeting was set for November 10, 2020.

**H. ADJOURNMENT**

Alderperson Benner made a motion to adjourn the Plan Commission meeting at 3:43 PM. The motion was seconded by Ald. Schmidt. The motion carried.