A. CALL TO ORDER
   Meeting called to order by Mayor Merkes at 6:15 p.m.

B. PLEDGE OF ALLEGIANCE
   The Pledge of Allegiance was recited and a Moment of Silence was observed for Dr. Martin Luther King Jr. Day.

C. OATH OF OFFICE – DISTRICT 5 ALDERMAN
   Clerk Galeazzi swore in newly appointed District 5 Alderman Ann Schmidt.

D. ROLL CALL
   PRESENT: Aldermen James Taylor, Stan Sevenich, Mark Langdon, Ann Schmidt, Tom Grade, Ted Grade, Randy Ropella, Rebecca Nichols.
   ALSO PRESENT: Mayor Merkes, CA/HRD Captain, PC Styka, FC Kloehn, CDD Schroeder, DPW Alix, FD Sassman, PHD McKenney, PRD Tungate, RSSM Sackett, Clerk Galeazzi.

E. PUBLIC HEARING
   1. Rezoning of 1530 Oneida Street (Parcel #6-01597-00) From B-2 Community Business District to C-1 General Commercial District is being requested to construct a gasoline station.
      CDD Schroeder explained this rezoning is to designate a zoning district for the property. Zoning designate did not occur when the property was detached from Village of Fox Crossing.
      Andy Berg from Kimley-Horn, representing Casey’s Marketing Company, introduced himself and stated he was available to answer any questions from the Council.

   2. Special Use Permit by Kimley-Horn and Associates, on behalf Casey’s Marketing Company, to establish a gasoline station within the C-1 General Commercial District at 1818 Midway Road (Parcel #6-01598-00), 1822 Midway Road (Parcel #6-01599-00), and 1530 Oneida Street (Parcel #6-01597-00).
      CDD Schroeder explained the Special Use Permit request to build a gasoline station at the corner of Midway Road and Oneida Street. The current structure will be demolished and a new Casey’s General Store will be constructed.

F. REPORT OF DEPARTMENT OFFICERS/DEPARTMENT HEADS/STAFF/CONSULTANTS
   1. PRD Tungate – Presentation of City of Menasha Comprehensive Outdoor Recreation Plan -2020-2024 By Trish Nau, Principal Park and Recreation Planner- East Central Wisconsin Regional Planning Commission
      Trish Nau from East Central Wisconsin Regional Planning Commission presented the City of Menasha Comprehensive Outdoor Recreation Plan. Ms. Nau explained the plan was prepared by ECWRPC with input from City staff and the public. Public input meetings were held to get feedback from the community. She explained the purpose of this plan is to develop a long range vision plan that can guide the development of Menasha’s park system. She highlighted a few sections of the plan. She explained grants and funding opportunity to fund some of the plan recommendations.

      General discussion ensued on the plan and funding opportunities for recommended projects.
2. Clerk Galeazzi - the following minutes and communications have been received and placed on file:
   Minutes to receive:
   a. Administration Committee, 1/6/2020 (Special), 1/6/2020 (Regular)
   b. Board of Public Works, 1/6/2020
   c. Committee on Aging, 11/8/2019
   d. Personnel Committee, 1/6/2020
   e. Plan Commission, 1/7/2020
   f. NMFR Joint Finance & Personnel Committee, 1/6/2020
   g. Redevelopment Authority, 1/7/2020
   Communications:
   h. CA Captain - Notice of Default to Alexander & Bishop 1, LLC
   i. CDD Schroeder - Land Purchase and Development Agreement between the RDA and Cypress Homes
   j. CDD Schroeder - Tax Increment Districts 2018 Annual Report
   k. PHD McKenney - Letter to the Intent and Application for the Overdose Data to Action Community Prevention Grant
   l. RSSM Sackett - Menasha Senior Center Transition Tidbits
   m. Clerk Galeazzi - Price Increase from Rev (Closed Captioning Services)

   Moved by Ald. Sevenich seconded by Ald. Ted Grade to receive Minutes and Communications a-m.
   Motion carried on voice vote.

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

H. 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, 1/6/2020
      Administration Committee, 1/6/2020. Recommends Approval of:
      2. Accept the quote from Great American Insurance Company for Underground Storage Tank Insurance in the amount of $10,943.75.
      Board of Public Works, 1/6/2020. Recommends Approval of:
      3. Payment – Advance Construction Inc.; Contract Unit No. 2019-07; Province Terrace Pond Modifications $196,499.68 (Payment No. 1).
      5. Change Order – Sommers Construction; Contract Unit No. 2019-01; New Street Construction (Concrete Pavement with Integral Curb: Concrete Curb & Gutter; Asphaltic Concrete Pavement; Concrete Sidewalk) ADD $8,730.65 (Change No. 1 & Final)
      6. Payment – Sommers Construction; Contract Unit No. 2019-01; New Street Construction (Concrete Pavement with Integral Curb: Concrete Curb & Gutter; Asphaltic Concrete Pavement; Concrete Sidewalk) $8,730.65 (Payment No. 7 & Final)
      Personnel Committee, 1/6/2020. Recommends Approval of:
      7. Change of Administrative Services Director to Finance Director and place at Grade 2 on the Non-Represented Salary Range.
      8. Changing the City Attorney position to include Human Resources Director.
Keeping the Human Resources Coordinator position at a Grade 15 on the Non-Represented Salary Range and increasing the salary by 3% because of additional responsibilities.

Plan Commission, 1/7/2020, Recommends Approval of:

10. Special use permit as presented for 1822 Midway Rd, 1818 Midway Rd, and 1530 Oneida St (Parcel #6-01599-00, #6-01598-00, and #6-01597-00).

11. Certified Survey Map - lot combination of 1822 Midway Rd, 1818 Midway Rd, and 1530 Oneida St (Parcel #6-01599-00, #6-01598-00, and #6-01597-00) with the following conditions:
   a. Prior to issuance of building permits a finalized CSM with legal descriptions and signatures is submitted to the Community Development Department.
   b. Rezoning of 1530 Oneida Street (#6-01597-00) is approved.

Ald. Sevenich requested to remove items 2-7 & 9 from the Consent Agenda.

Moved by Ald. Sevenich seconded by Ald. Tom Grade to approve Consent Agenda items 1, 8, 10, & 11.
Motion carried on roll call 8-0

I. ITEMS REMOVED FROM THE CONSENT AGENDA

1. Moved by Ald. Nichols seconded by Ald. Ted Grade to approve Consent Agenda item 2, Accept the quote from Great American Insurance Company for Underground Storage Tank Insurance in the amount of $10,943.75.
Motion carried on roll call 8-0.

2. Moved by Ald. Langdon seconded by Ald. Taylor to approve Consent Agenda item 3, Payment to Advance Construction Inc.; Contract Unit No. 2019-07; Province Terrace Pond Modifications $196,499.68 (Payment No. 1).
Motion carried on roll call 8-0.

Motion carried on roll call 8-0.

4. Moved by Ald. Langdon seconded by Ald. Taylor to approve Consent Agenda item 5, Change Order – Sommers Construction; Contract Unit No. 2019-01; New Street Construction (Concrete Pavement with Integral Curb: Concrete Curb & Gutter; Asphaltic Concrete Pavement; Concrete Sidewalk) ADD $8,730.65 (Change No. 1 & Final).
Motion carried on roll call 8-0.

5. Moved by Ald. Langdon seconded by Ald. Taylor to approve Consent Agenda item 6, Payment to Sommers Construction; Contract Unit No. 2019-01; New Street Construction (Concrete Pavement with Integral Curb: Concrete Curb & Gutter; Asphaltic Concrete Pavement; Concrete Sidewalk) $8,730.65 (Payment No. 7 & Final).
Motion carried on roll call 8-0.

6. Moved by Ald. Ted Grade seconded by Ald. Langdon to approve Consent Agenda item 7, Change of Administrative Services Director to Finance Director and place at Grade 2 on the Non-Represented Salary Range.
General discussion ensued on concern of lack of transparency when discussing changing the Administrative Services Director position to Finance Director.
Motion carried on roll call 7-1. Ald. Nichols voted no.
Moved by Ald. Ted Grade seconded by Ald. Sevenich to approve Consent Agenda item 9, Keeping the Human Resources Coordinator position at a Grade 15 on the Non-Represented Salary Range and increasing the salary by 3% because of additional responsibilities. General discussion ensued on reducing increase and offering a bonus.

Moved by Ald. Ropella seconded by Ald. Taylor to amend, to increase salary by 1%. Motion fails on roll call 2-6.
Ald. Taylor, Ropella voted yes.
Ald. Nichols, Sevenich, Langdon, Schmidt, Tom Grade, Ted Grade voted no.

Moved by Ald. Ropella seconded by Ald. Taylor to amend, to increase salary by 2%. Motion fails on roll call 2-6.
Ald. Taylor, Ropella voted yes.
Ald. Nichols, Sevenich, Langdon, Schmidt, Tom Grade, Ted Grade voted no.

Original motion carried on roll call 5-3.
Ald. Sevenich, Langdon, Schmidt, Tom Grade, Ted Grade voted yes.
Ald. Nichols, Taylor, Ropella voted no.

J. ACTION ITEMS
1. Accounts payable and payroll for the term of 1/9/20-1/16/20 in the amount of $7,293,428.83. Moved by Ald. Nichols seconded by Ald. Ted Grade to approve accounts payable and payroll. Motion carried on roll call 8-0.

2. Beverage Operators License Applications for the 2019--2021 licensing period. Moved by Ald. Nichols seconded by Ald. Tom Grade to approve beverage operator’s license application for the 2019-2021 licensing period as listed in memo 1/16/20. Motion carried on roll call 8-0.

K. HELD OVER BUSINESS

L. ORDINANCES AND RESOLUTIONS
1. O-1-2020 An Ordinance Amending Title 13, by Making Certain Changes To the District (1530 Oneida Street - Parcel #6-01597-00) (B-2 Community Business District To C-1 General Commercial District) Introduced by Alderman Nichols, Recommended by Plan Commission. Moved by Ald. Nichols seconded by Ald. Taylor to approve O-1-2020 An Ordinance Amending Title 13, by Making Certain Changes To the District (1530 Oneida Street - Parcel #6-01597-00) (B-2 Community Business District To C-1 General Commercial District) Introduced by Alderman Nichols, Recommended by Plan Commission. Motion carried on roll call 8-0.

2. R-1-2020 City of Menasha Comprehensive Outdoor Recreation Plan (CORP)- 2020-2024 Introduced by Alderman Ted Grade; Recommended by the Parks and Recreation Board. Moved by Ald. Ted Grade seconded by Ald. Tom Grade to approve R-1-2020 City of Menasha Comprehensive Outdoor Recreation Plan (CORP) 2020-2024. General discussion ensued on using this plan as a guide for staff when moving forward with park projects and recommended projects will need Council approval. Motion carried on roll call 8-0.
M. APPOINTMENTS
   1. Appointment of Jennifer Sassman as Finance Director and she obtains her Certified Public Accountant (CPA) certification in 2.5 years from date of appointment – as recommended by Personnel Committee.
      Moved by Ald. Ted Grade seconded by Ald. Sevenich to approve appointment of Jennifer Sassman as Finance Director and she obtain her Certified Public Accountant (CPA) certification in 2.5 years from date of appointment.
      Motion carried on roll call 8-0.

      Moved by Ald. Sevenich seconded by Ald. Ted Grade to approve appointment of Jennifer Sassman to the Room Tax Commission.
      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)
   No one spoke.

P. ADJOURNMENT
   Moved by Ald. Taylor seconded by Ald. Tom Grade to adjourn at 7:20 p.m.
   Motion carried on voice vote.

Deborah A. Galeazzi, WCMC
City Clerk