A. CALL TO ORDER  
Meeting called to order by Mayor Merkes at 6:03 pm

B. PLEDGE OF ALLEGIANCE  
The Pledge of Allegiance was recited.

C. ROLL CALL  
PRESENT: Aldermen Steve Krueger, Tom Grade, Ted Grade, Randy Ropella, Rebecca Nichols, James Taylor, Stan Sevenich, Mark Langdon.  
ALSO PRESENT: Mayor Merkes, CA Captain, PC Styka, FC Kloehn, ASD Jacobs, CDD Schroeder, DPW Radomski, and Deputy Clerk Cheslock.

D. PUBLIC HEARING  
1. Special Use Permit by Bethel Lutheran Church to construct a monument sign with an electronic message center at 829 Appleton Road, Parcel #6-00132-00.  
   CDD Schroeder explained the special use permit for an electronic messaging center (EMC) for Bethel Lutheran Church. Due to the recent change in the code, an EMC is allowed in a residentially zoned district but a special use permit is required.  
   John Coenen, 817 Appleton Road; Lives next to Bethel Lutheran and has no problem with the sign.  
   No one else spoke. Mayor closed the public hearing.

E. REPORT OF DEPARTMENT OFFICERS/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, 6/17/2019  
   b. Board of Health, 4/12/2019  
   c. Board of Public Works, 6/17/2019  
   d. Landmarks Commission, 6/12/2019  
   e. Neenah-Menasha Sewerage Commission, 5/28/2019  
   f. Plan Commission, 6/25/2019  
   Communications:  
   g. Elisha D. Smith Public Library 2019 Annual Report  
   h. Library Strategic Plan 2019-2023  
   i. Lead Service Line Replacement Public Service Commission Order  
   j. Letter from Sheriff John F. Matz, June 12, 2019, regarding the Computer Aided Dispatch system  
   k. PBS—Around the Corner with John McGivern is coming to Menasha Memorandum, 7/1/2019, CDD Schroeder  
   l. Landmarks Photo Contest Winner Memorandum, 7/1/2019, AP Stephenson  
   m. 2020 WRS Contribution Rates Memorandum, 6/27/2019, CA Captain  
   Moved by Ald. Sevenich seconded by Ald. Krueger to receive Minutes and Communications a-m.  
   Alderman Taylor requested to highlight item i. for the public. Mayor explained the attachment is the Public Service Commission’s approval of a program allowing Menasha Utilities to subsidize 1/3 of cost to replace lead lateral.  
   Motion carried on voice vote.

F. PUBLIC COMMENTS ON ANY MATTER OF CONCERN TO THE CITY  
(five (5) minute time limit for each person)  
No one spoke.
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, 6/17/2019
   Administration Committee, 6/17/2019, Recommends the Approval of:
2. Request to Approve 2019 Tuberculosis Skin Test Fee Increase from $15 to $25
   Board of Public Works, 6/17/2019, Recommends the Approval of:
3. Payment—Janke General Contractors, Inc.; Contract Unit No. 2019-02; Province Terrace Trail—Nature’s Way to USH 10/STH 114; $86,905.00 (Payment No. 6)
4. Payment—Sommers Construction Co., Inc.; Contract Unit No. 2019-01; New Street Construction—Province Terrace, Jennie Street, Province Link, and Midway Crossing (Various Locations); $181,669.38 (Payment No. 3)
5. Racine Street Bridge Aesthetics with understanding that minor elements will be worked on by working group
   Plan Commission, 6/25/2019, Recommends the Approval of:
7. Special Use Permit as presented for 829 Appleton Road (parcel #6-00132-00) with the following conditions:
   a. The illumination of the sign is replaced with external illumination;
   b. A complete sign permit application and payment be submitted prior to the remainder of the installation of the new sign; and
   c. The existing signage be removed from the site prior to the installation of the new sign.

Ald. Sevenich requested to remove item 3, 4, 6, 7 from the Consent Agenda.
Moved by Ald. Sevenich seconded by Ald. Ted Grade to approve Consent Agenda Items 1, 2, & 5
Motion carried on roll call 7-1. Alderman Taylor voted no.

H. ITEMS REMOVED FROM THE CONSENT AGENDA
1. Moved by Ald. Krueger seconded by Ald. Langdon to approve Consent Agenda Item 3
   No discussion.
   Motion carried on roll call 8-0
2. Moved by Ald. Krueger seconded by Ald. Langdon to approve Consent Agenda Item 4
   No discussion
   Motion carried on roll call 8-0
3. Moved by Ald. Krueger seconded by Ald. Langdon to approve Consent Agenda Item 6
   No discussion
   Motion carried on roll call 8-0
4. Moved by Ald. Nichols seconded by Ald. Krueger to approve Consent Agenda Item 7
   Alderman Taylor asked CDD Schroeder why the sign is being addressed now but has been up since winter.
   CDD Schroeder explained that there was a miscommunication between the property owner and the sign company. At the time it was placed it had been turned off while the property owner attempted to appeal for a variance. During this time the EMC ordinance was amended to allow this type of sign through the special use process.
   Alderman Sevenich thanked resident, John Coenen for sharing his opinion and asked CDD Schroeder how many residents were informed of this sign.
CDD Schroeder explained Public Hearings require notice be given to all properties 100 feet from the property line. During the variance process at Board of Appeals the owner did go door to door to most of the neighborhood. Many neighbors spoke in favor of the sign.

Alderman Sevenich stated there is a need to expand the notice footprint beyond 100 feet.

Motion carried on roll call 8-0

I. ACTION ITEMS

   Moved by Ald. Nichols seconded by Ald. Ted Grade to approve accounts payable and payroll.

   Alderman Ted Grade made note that it nice to see people taking advantage of the Paint and Restore Program.

   Motion carried on roll call 8-0

   Moved by Ald. Nichols seconded by Ald. Taylor to approve beverage operator’s license applications for the 2019—2021 licensing year as listed in memo dated 6/26/2019

   Motion carried on roll call 8-0

3. “Class A” Liquor License Application for Casey’s Marketing Company, d/b/a Casey’s General Store #3868, Heidi Marcyes, Agent, 1492 Appleton Road, Menasha, for the 2019-2020 licensing year.
   Moved by Ald. Nichols seconded by Ald. Taylor to approve “Class A” Liquor License Application for Casey’s Marketing Company, d/b/a Casey’s General Store #3868, Heidi Marcyes, Agent, 1492 Appleton Road, Menasha, for the 2019-2020 licensing year.

   Motion carried on roll call 8-0

4. Ad hoc Committee for Rules of the Common Council
   Moved by Ald. Langdon seconded by Ald. Ted Grade to approve the ad hoc committee for rules on the common council

   General discussion ensued on the purpose of the ad hoc committee, whether or not the protocol committee is still a standing committee, proper procedure for establishing or changing rules of the council, process of establishing a protocol committee each session after Sine die, the enforcement of the current Rules of the Common Council and Mayor, who is responsible for keeping order and enforcing the Rules of the Common Council and Mayor, state statute detailing sanctions if an elected official breaks the rules, who can sit on the protocol committee compared to this possible ad hoc committee, accountability to the rules of the common council and mayor,

   Motion to approve an ad hoc committee for Rules of the Common Council carried on roll call 5-3; Aldermen Ted Grade, Taylor, and Sevenich voted no

   Alderman Ropella made a motion to reconsider.

   Motion to reconsider carried on roll call 6-2; Aldermen Nichols and Langdon voted no.

   Motion to approve an ad hoc committee for Rules of the Common Council carried on roll call 6-2. Aldermen Ropella and Ted Grade voted no.

   Alderman Sevenich made a motion to reconsider.

   Motion to reconsider carried on roll call 6-2. Aldermen Nichols and Langdon voted no.

   Moved by Ald. Langdon seconded by Ald. Ted Grade to approve the ad hoc committee for rules on the common council

   Motion to approve an ad hoc committee for Rules of the Common Council carried on roll call 5-3. Aldermen Taylor, Sevenich, and Ropella voted no.
5. Commercial Building Inspections
CDD Schroeder updated the Council explaining the current status of commercial building inspections. While attempts have been made, staff has been unsuccessful filling the needed service and requests at this time to send out a request for proposal.

General discussion ensued on the possibilities of consolidating this service with another community, the budget cycle it would take to consolidate with another municipality if they were interested in doing so, how other municipalities are dealing with the shortage of commercial building inspectors, the fact that the state commercial inspectors are at capacity and cannot timely accommodate all the city’s inspection needs, and this item would come before Council before final decisions or hiring took place.

Moved by Ald. Sevenich seconded by Ald. Krueger to authorize the Community Development Department to pursue an RFP for a commercial building inspector.

General discussion ensued on what hiring a full time commercial inspector would do to the City’s budget, what it means to be a delegated community, why our previously contracted commercial inspector terminated their contract, the flexibility in the RFP moving forward, and reaching out to state officials to alert them to the issue.

Motion carried on roll call 8-0

6. Amendment and Notice to Accepted Offer to Purchase—1300 Wittman Drive
   a. May adjourn into Closed Session pursuant to Wis. Statute 19.85(1)(e): Deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session.
      No Action
   b. May adjourn into Open Session to take action on items discussed in Closed Session.
      No Action

CDD Schroeder explained the current status of the Buyer. Before the Council is an amendment to extend the financial contingency while the Buyer works with its contractors to finalize an acceptable building/site design.

General discussion ensued on this not being a new offer but simply an amendment.

Moved by Ald. Sevenich seconded by Ald. Krueger to approve the Amendment and Notice to Accepted Offer to Purchase—1300 Wittman Drive

Motion carried on roll call 8-0

J. HELD OVER BUSINESS

K. ORDINANCES AND RESOLUTIONS
   1. O-10-19 An Ordinance Amending Title 8, Chapter 1 of the Code of Ordinances (Destruction of Noxious Weeds); Introduced by Alderman Krueger; Recommended by Board of Public Works

Moved by Ald. Krueger seconded by Ald. Taylor to approve O-10-19

General discussion ensued on property owner’s right to their own property, the change from five to one day notice, the level of customer service this change will provide to City residents, allowing for extenuating circumstances, and the intent of this change being for habitual offenders not complying with the City Code.

Motion carried on roll call 7-1. Alderman Nichols voted no.
2. O-11-19 An Ordinance Amending Title 8, Chapter 1 of the Code of Ordinances (Regulation of Length of Lawn and Grasses); Introduced by Alderman Krueger; Recommended by Board of Public Works
   Moved by Ald. Krueger seconded by Ald. Ted Grade to approve O-11-19
   Motion carried on roll call 7-1. Alderman Nichols voted no

   Moved by Ald. Krueger seconded by Ald. Langdon to approve R-18-19
   Motion carried on roll call 8-0

L. APPOINTMENTS
   1. Mayoral Appointment of D. Ellen Maxymex to the Board of Review as an alternate
   2. Mayoral Appointment of D. Ellen Maxymex to the Board of Appeals for the term of 7/1/2019—2/1/2020
   Mayor noted that the City is currently having trouble finding people to sit on boards, especially the Board of Review and Board of Appeals, which is why Ms. Maxymex is being appointed to both.
   Moved by Ald. Sevenich seconded by Ald. Taylor to approve the Mayor Appointment of D. Ellen Maxymex to the Board of Review as an alternate and the Board of Appeals for the term of 7/1/2019—2/1/2020.
   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. Tom Grade to adjourn at 7:14
   Motion carried on voice vote.

Stephanie Cheslock, Deputy Clerk