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
   PRESENT: Aldermen Rebecca Nichols, James Taylor, Stan Sevenich, Mark Langdon,
   Steve Krueger, Tom Grade, Ted Grade, Randy Ropella.
   ALSO PRESENT: Mayor Merkes, CA Captain, DPC Sahr, FC Kloehn, ASD Jacobs,
   CDD Schroeder, DPW Radomski PHD McKenzie, PRD Tungate, Clerk Galeazzi.

D. PUBLIC HEARING
   1. Application for a Special Use Permit by T & J's Capital Holdings LLC, to convert the former
      grocery store into a dental lab facility which requires a Special Use Permit within the C-1
      General Commercial District, 403 Third Street (Parcel Number 1-00196-00), Menasha.
      CDD Schroeder explained the special use permit is required to change the building at 403 Third
      Street from a grocery store to a dental lab within a C-1 General Commercial District. He stated the
      Plan Commission did review the application and agreed it meets the definition of light
      manufacturing and is not detrimental to the neighborhood. They recommend approval.
      No one spoke – Mayor Merkes closed the public hearing.

   2. Application for a Special Use Permit by Frontier Builders and Consultants, on behalf of
      XLR8 Sports Training, to establish a recreation and fitness facility on a vacant parcel of land
      in the C-4 Business Park District, 1300 Wittmann Drive (Parcel Number 6-01639-01), Menasha.
      CDD Schroeder explained the special use permit for 1300 Wittmann Drive. A recreational and
      fitness facility is being constructed by XLR8 Sports Training the business park. A special use
      permit is required for a recreational and fitness facility within the C-4 Business Park District. He
      stated the Plan Commission did review the application and they recommend approval.
      No one spoke – Mayor Merkes 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. Board of Public Works, 8/19/19
      b. Park & Rec Board, 8/20/19
      c. Personnel Committee, 8/19/19
      d. Plan Commission, 8/20/19
      e. Library Board, 8/27/19
      f. Neenah/Menasha Sewerage Commission, 7/23/19 and 7/25/19
      Communications:
      g. ASD Jacobs Memo, 8/29/2019; Second Quarter 2019 Financial Overview
      h. Electric Rate Comparison
      i. Financial Assistance Programs for Private Lead Service Line Replacements
Moved by Ald. Sevenich seconded by Ald. Krueger to receive Minutes and Communications a-i. General discussion ensued on Park & Rec Board minutes (Minutes b). Motion carried on voice vote.

F. PUBLIC COMMENTS ON ANY MATTER OF CONCERN TO THE CITY (five (5) minute time limit for each person)
Tim Jacobson 732 Paris Street, Menasha. He commented on the upcoming budgets as it pertains to employee benefits. He suggested looking into a different concrete for the shore wall at Jefferson Park to help with duck/goose problem.

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, 8/19/2019
2. Joint Common Council and Water and Light Commission, 8/19/19
   Board of Public Works, 8/19/19, Recommends Approval of:
3. Payment – Sommers Construction Company, Inc., Contract Unit No.: 2019-01; New Street construction, $90,007.78 (Payment No. 5)
4. Change Order – Fahrner Asphalt Sealers, LLC, Contract Unit No.: 2019-06; Asphaltic Concrete Pavement Crack Sealing – Various City Streets; Subtract $1,360.22 (Change Order No. 1)
5. Payment – Fahrner Asphalt Sealers, LLC, Contract Unit No.: 2019-06; Asphaltic Concrete Pavement Crack Sealing – Various City Streets, $73,639.78 (Payment No 1 & Final)
6. Plan Commission, 8/20/19, Recommends Approval of:
   Special Use Permit as presented for 1300 Wittman Drive (Parcel #6-01639-01).
7. Special Use Permit as presented to allow the Dental Lab facility to locate and operate out of 403 Third Street (parcel #1-00196-00) finding that the proposed use does not have a negative impact on the comprehensive plan or the general welfare of the community.
   Personnel Committee, 8/19/19, Recommends Approval of:
8. Police Department Evidence Custodian Position - the creation of the positon of Evidence Property Custodian at the Police Department.
9. Public Works Director and Civil Engineer Positions - the alternative table of organization, changing the requirement for the Director to possess a Professional Engineer certification to Professional Engineer certification preferred, replacing the Engineering Supervisor with the Deputy Director of Engineering, and creation of the position of Civil Engineer.

Ald. Sevenich requested to remove items 3, 4, 5, & 9 and Ald. Taylor requested to remove items 6 & 7 from the Consent Agenda.

Moved by Ald. Sevenich seconded by Ald. Krueger to approve Consent Agenda items 1, 2, & 8. Motion carried on roll call 8-0.

H. ITEMS REMOVED FROM THE CONSENT AGENDA
1. Moved by Ald. Krueger seconded by Ald. Langdon to approve Consent Agenda item 3, Payment – Sommers Construction Company, Inc., Contract Unit No.: 2019-01; New Street construction, $90,007.78 (Payment No. 5). Motion carried on roll call 8-0.
2. Moved by Ald. Krueger seconded by Ald. Langdon to approve Consent Agenda item 4, Change Order – Fahrner Asphalt Sealers, LLC, Contract Unit No.: 2019-06; Asphaltic Concrete Pavement Crack Sealing – Various City Streets; Subtract $1,360.22 (Change Order No. 1). Motion carried on roll call 8-0.
3. Moved by Ald. Krueger seconded by Ald. Langdon to approve Consent Agenda item 5, Payment – Fahrner Asphalt Sealers, LLC, Contract Unit No.: 2019-06; Asphaltic Concrete Pavement Crack Sealing – Various City Streets, $73,639.78 (Payment No 1 & Final). Motion carried on roll call 8-0.

4. Moved by Ald. Nichols seconded by Ald. Ted Grade to approve Consent Agenda item 6, Special Use Permit as presented for 1300 Wittman Drive (Parcel #6-01639-01).
CDD Schroeder explained a special use permit is required for any recreation and fitness facility within a C-4 Business Park District. It also requires a site plan review by the Plan Commission, which the Plan Commission did review and approve. Motion carried on roll call 8-0.

5. Moved by Ald. Nichols seconded by Ald. Tom Grade to approve Consent Agenda item 7, Special Use Permit as presented to allow the Dental Lab facility to locate and operate out of 403 Third Street (parcel #1-00196-00) finding that the proposed use does not have a negative impact on the comprehensive plan or the general welfare of the community.
General discussion ensued on the concerns of potential foul odors in a residential area, and which property owners were notified of the public hearing regarding the special use permit. Motion carried on roll call 8-0.

6. Moved by Ald. Ted Grade seconded by Ald. Sevenich to approve Consent Agenda item 9, Public Works Director and Civil Engineer Positions - the alternative table of organization, changing the requirement for the Director to possess a Professional Engineer certification to Professional Engineer certification preferred, replacing the Engineering Supervisor with the Deputy Director of Engineering, and creation of the position of Civil Engineer.
General discussion ensued on changes to the position and the City’s Table of Organization. Motion carried on roll call 7-1. Ald. Nichols voted no.

I. ACTION ITEMS
1. Appointment of Public Works Director
Moved by Ald. Sevenich seconded by Ald. Krueger to approve appointment of Adam Alix as Director of Public Works
General discussion ensued on Mr. Alix’s qualifications and promoting from within the department. Motion carried on roll call 8-0.

2. Accounts payable and payroll for the term of 8/22/19-8/29/19 in the amount of $1,745,262.39. 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. Tom Grade to approve beverage operator’s license application for the 2017-2019 licensing period as listed in memo dated 8/29/19. Motion carried on roll call 8-0.

4. Development Agreement – Dental Lab – 403 Third Street (Parcels #1-00196-00)
Moved by Ald. Nichols seconded by Ald. Sevenich to approve the Development Agreement between the City of Menasha and T&J’s Capital Holding, LLC, for the Dental Lab at 403 Third Street, Menasha.
General discussion ensued on the terms of the development agreement and improvements to the building.
Unanimous consent was given to allow Tim Bertram (T&J Capital Holding) and Andy Esler (Esler Commercial) to speak.
General discussion ensued on:
- type and number of employees
- purchase price and assessed value of property
- importance of City being business friendly
- incentives to attract new businesses
- concerns of the property being sold to a non-profit organization
- building located within TIF District

Motion carried on roll call 8-0.

J. HELD OVER BUSINESS
   1. O-12-19 An Ordinance Amending Title 13, by making certain changes to the district (528 Milwaukee Street - parcel #1-00396-00), Alderman Nichols on the recommendation of the Plan Commission (held 8/19/19).

   Mayor Merkes explained the original motion from 8/19/19 was still on the table.
   Moved by Ald. Nichols seconded by Ald. Krueger to approve O-12-19 An Ordinance Amending Title 13, by making certain changes to the district (528 Milwaukee Street - parcel #1-00396-00),
   Motion carried on roll call 6-2.
   Ald. Nichols, Langdon, Krueger, Tom Grade, Ted Grade, Ropella voted yes.
   Ald. Taylor, Sevenich voted no.

K. ORDINANCES AND RESOLUTIONS

   Moved by Ald. Krueger seconded by Ald. Langdon to approve O-21-19 An Ordinance Amending Title 9, Chapter 6 of the Code of Ordinances (Municipal Stormwater Utility)
   Motion carried on roll call 8-0.

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)
   Bill Paveletzke, 528 Milwaukee Street, Menasha. He was confused on outcome of rezoning of 528 Milwaukee Street (O-12-19). There is still confusion on who is the true owner of the property. He is requesting to change parcel from heavy industrial to regular industrial.

O. RECESS TO COMMITTEES
   Moved by Ald. Taylor seconded by Ald. Langdon to recess to committees at 7:43 p.m.
   Motion carried on voice vote.
   Reconvened at 8:41 p.m.
P. ACTION ITEMS
1. Moved by Ald. Ropella seconded by Ald. Langdon to adjourn into Closed Session pursuant to Wis. Stats. 19.85(1)(c) Considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility. (Performance Evaluation Data).
Motion carried on roll call 8-0.

Q. ADJOURNMENT
Moved by Ald. Krueger seconded by Ald. Langdon to adjourn at 9:58 p.m.
Motion carried on roll call 8-0.

Deborah A. Galeazzi, WCMC
City Clerk