

CITY OF MENASHA
COMMON COUNCIL
Third Floor Council Chambers
140 Main Street, Menasha
TUESDAY, July 5, 2011
MINUTES

A. CALL TO ORDER

Meeting called to order by Mayor Merkes at 6:00 p.m.

B. PLEDGE OF ALLEGIANCE

Mayor Merkes thanked all those involved for making CommunityFest enjoyable.

C. ROLL CALL/EXCUSED ABSENCES

PRESENT: Aldermen Benner, Klein, Taylor, Sevenich, Langdon, Krueger, Zelinski, Englebert

ALSO PRESENT: Mayor Merkes, CA/HRD Captain, Lt. Brunn, DPW Radtke, C/T Stoffel, LD Lenz, PP Kester, Lt. Schultz, Clerk Galeazzi and the Press

DEPT. HEADS EXCUSED: PRD Tungate, PHD Nett

D. PUBLIC HEARING

None

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

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

Steve Pack, 823 Emily Street. Concerns with the City repurchasing Lot 16 at Lake Park Villas; Consideration of offer from Dr. Larsen to purchase lots on Racine Street.

Tim Jacobson, 732 Paris Street. Support Resolution R-29-11 protecting Menasha's ability to collect unpaid utility bills through the tax roll.

F. REPORT OF DEPARTMENT HEADS/STAFF/CONSULTANTS

1. Library Board President Jill Enos – Introduction of Vicki Lenz, new Library Director

Jill Enos, President of the Library Board introduced Library Director Vicki Lenz. Ms. Enos thanked the committee involved in the hiring process and feels Ms. Lenz will be a good fit for Library.

Ms. Lenz said a few things about herself and stated she is happy to be part of the Menasha Library.

2. Clerk Galeazzi - the following minutes and communications have been received and placed on file:

Minutes to receive:

- a. [Administration Committee, 6/20/11](#)
- b. [Board of Public Works, 6/20/11](#)
- c. [Board of Health, 5/11/11](#)
- d. [Board of Review, 6/2/11](#)
- e. [Committee on Aging, 5/12/11](#)
- f. [Library Board, 6/16/11](#)
- g. [Parks & Recreation Board, 6/13/11](#)
- h. [Plan Commission, 6/21/11](#)
- i. NM Sewerage Commission, [4/26/11](#), [5/24/11](#)
- j. [NM Sewerage Commission, 6/16/11; Special Meeting](#)
- k. [Personnel Committee, 6/20/11](#)
- l. Redistricting Committee, [6/15/11](#), [6/27/11](#)

Communications:

- m. [City of Menasha v. WI Employment Relations Commission & City of Menasha Professional Police Union Local 603](#)
- n. [Ald. Klein, 6/27/11; New police chief memo](#)

Moved by Ald. Sevenich, seconded by Ald. Langdon to receive Minutes & Communications A-N.
Discussion: Ald. Taylor questioned why there was not a Personnel Committee meeting scheduled to discuss the Mayor's budget reductions.

Motion carried on voice vote.

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 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, 6/20/11](#)

Plan Commission, 5/17/11; recommends approval of:

2. [Driveway Installation Policy and set fee schedule](#)

Plan Commission, 6/21/11; recommends approval of:

3. [The release of the Ingress and Egress Easement that divides the parking lot of Lake Park Swim and Fitness](#)

4. [The Certified Survey Maps of Lake Park Villas – Section 1, Section 2 and Section 3 subject to the following:](#)

a. [Details shall be labeled A & B on the CSM labeled Section 2](#)

b. [The Waverly Sanitary District shall be added as an owner on the CSM's labeled Section 2 and Section 3](#)

c. [The CSM's labeled Section 2 shall be recorded after those labeled 1 and 3](#)

Board of Public Works, 6/20/11; recommends approval of:

5. [Street Use Application – Race the Lake; Sunday, August 21, 2011; 7:00 AM – 9:15 AM \(Midwest Sports Events\)](#)

6. [Payment – Sam Sommers Concrete; Contract Unit No. 2011-02; New Street Construction-Concrete Curb and Gutter/Concrete Walk; \\$76,111.88\(Payment No. 1\)](#)

Personnel Committee, 6/20/11; recommends approval of:

7. [Amending the Personnel Policy Handbook, Article V, B. paragraph 11 regarding WRS Contributions for non-represented employees excluding Police & Fire non-union management to begin the second pay period in July, 2011](#)

Ald. Zelinski requested items 2 (Driveway Installation Policy) and 4 (CSM of Lake Park Villas) be removed from the Consent Agenda.

Moved by Ald. Sevenich, seconded by Ald. Englebert to approve items 1, 3, 5, 6 and 7

Motion carried on roll call 8-0.

H. ITEMS REMOVED FROM CONSENT AGENDA

Moved by Ald. Sevenich, seconded by Ald. Englebert to approve item 2 (Driveway Installation Policy)

Discussion: PP Kester explained the \$40 recommended fee for any inspection. That will cover the cost of permit processing and driveway construction inspection.

Motion carried on roll call 8-0.

Moved by Ald. Sevenich, seconded by Ald. Langdon to approve item 4 (CSM of Lake Park Villas)

Discussion: PP Kester explained the sequence of the recording of the CSM. They are part of the Cypress Homes/The Ponds of Menasha development. The full plat map will come to the Common Council at a later date.

Motion carried on roll call 8-0

I. ACTION ITEMS

1. [Accounts payable and payroll for the term of 6/17/11 to 6/30/11 in the amount of \\$967,838.11](#)

Moved by Ald. Klein, seconded by Ald. Langdon to approve accounts payable and payroll

Discussion/Questions/Answers on expenditures.

Motion carried on roll call 8-0.

2. [Change of Agent for Ramsey & Ramsey, d/b/a R&R Bar, 2 Tayco Street to Mary Saunders, 2226 N. Bay Street, Appleton](#)

Moved by Ald. Klein, seconded by Ald. Langdon to approve Change of Agent.

Motion carried on roll call 8-0.

3. [Outdoor Alcoholic Beverage Application, Jitters Bar LLC, 23 Main Street, Menasha, Peter Kemps/Agent, July 5, 2011-June 30, 2012](#)

Moved by Ald. Klein, seconded by Ald. Langdon to approve Outdoor Alcoholic Beverage Permit
Motion carried on roll call 8-0.

J. ORDINANCES AND RESOLUTIONS

1. [O-7-11 \(Substitute Amendment 1\) – An Ordinance Amending Chapter 2, Mayor and Common Council \(Recommended by Administration Committee\)\(Introduced by Ald. Sevenich\)\(2nd introduction\)](#)

Moved by Ald. Sevenich, seconded by Ald. Englebert to adopt O-7-11.

Motion carried on roll call 8-0.

2. [R -25 -11 - Resolution Acknowledging Review of City of Menasha 2010 Compliance Maintenance Annual Report Under Wisconsin Administrative Code NR 208 \(Recommended by Board of Public Works\)\(Introduced by Ald. Taylor\)](#)

Moved by Ald. Taylor, seconded by Ald. Langdon to adopt R-25-11.

Motion carried on roll call 8-0.

4. [R-26-11- Resolution to Apply for Matching Grant Funds for the Gilbert Site through the Wisconsin Department of Natural Resources. \(Recommended by Administration Committee\) \(Introduced by Ald. Langdon\)](#)

Moved by Ald. Langdon, seconded by Ald. Benner to adopt R-25-11.

Discussion: PP Kester explained the grant process and how the matching funds work.

Motion carried on roll call 8-0.

5. [R-27-11 - Resolution Regarding Pick-up of Employee Retirement Contributions Pursuant to Section 414\(h\)\(2\) of the Internal Revenue Code \(Recommended by Personnel Committee\)\(Introduced by Mayor Merkes\)](#)

Moved by Ald. Benner, seconded by Ald. Englebert to adopt R-27-11.

Discussion: CA/HRD Captain explained this resolution will allow the employee's contribution to the Wisconsin Retirement System to be pre-tax.

Motion carried on roll call 8-0.

6. [R-28-11- Resolution Relating to Redistricting \(Recommended by Redistricting Committee\) \(Introduced by Ald. Englebert\)](#)

Moved by Ald. Englebert, seconded by Ald. Benner to adopt R-28-11.

Discussion ensued on the redistricting plan. Concerns of the aldermen were discussed on how the plan was created and if it follows State Statutes; creation of wards and aldermanic districts; timeline of submitting an approved plan to the counties; change in population over ten years; county supervisory lines established.

Council agreed to hear from members of the Redistricting Committee.

Bernie Sandlin, Lake Park Villas. Prepare a plan using the State authorized mapping program.

Tom Konezke, 858 Emily Street. Requirements of State Statutes were followed when creating plan.

Council discussed holding workshop to create a plan.

Clerk presented an amended resolution that included the polling places as require by State Statute.

Aldermen Englebert and Benner removed motion to adopted R-28-11.

Moved by Ald. Englebert, seconded by Ald. Benner to adopt R-28-11 including polling places.

Motion failed on roll call 2-6.

Ald. Englebert, Benner – yes.

Ald. Klein, Taylor, Sevenich, Langdon, Krueger, Zelinski – no

K. HELD OVER BUSINESS
None

L. PUBLIC COMMENTS ON ANY MATTER LISTED ON THE AGENDA
(five (5) minute time limit for each person)

Tim Jacobson, 732 Paris Street. City employees' contribution to Wisconsin Retirement System.

M. CLAIMS AGAINST THE CITY
None

N. ADJOURNMENT
Moved by Ald. Sevenich, seconded by Ald. Langdon to adjourn at 7:58 p.m.
Motion carried on voice vote.

Respectfully submitted by Deborah A. Galeazzi, WCMC, City Clerk