

**CITY OF MENASHA  
COMMON COUNCIL  
Third Floor Council Chambers  
140 Main Street, Menasha  
Monday, November 19, 2012**

**6:00 PM  
AGENDA**

- A. CALL TO ORDER
- B. PLEDGE OF ALLEGIANCE
- C. ROLL CALL/EXCUSED ABSENCES
- D. PUBLIC HEARING
  - 1. [Proposed City of Menasha Budget for the year 2013](#)
- E. PUBLIC COMMENTS ON ANY MATTER OF CONCERN TO THE CITY  
(five (5) minute time limit for each person)
- F. REPORT OF 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, 11/5/12](#)
    - b. [Board of Public Works, 11/5/12](#)
    - c. Budget Review Session, [11/1/12, 11/7/12, 11/12/12, 11/14/12](#)
    - d. [City of Menasha Board of Canvassers Minutes, 11/12/12](#)
    - e. [Housing Authority 10/2/12](#)
    - f. [Landmarks Commission, 10/10/12](#)
    - g. [NM Sewerage Commission, 10/23/12](#)
    - h. [Parks and Recreation Board, 11/12/12](#)
    - i. [Plan Commission, 11/13/12](#)  
Communications:
    - j. [Customers First!, 11/13/12; The Wire newsletter, November 2012](#)
    - k. [Declaration of Official Intent, 11/13/12; Improvements to 9<sup>th</sup> St. Sewage Lift Station, City of Menasha](#)
    - l. [PHD Nett, 11/13/12; Senior Center Entrance Project](#)
    - m. [Public Works Facility, 11/12/12; Sept/Oct Disposal Violations](#)
    - n. [CA/HRD Captain to LTC Thorn, US Army, 10/23/12; Army Reserve Land Lease](#)
    - o. [DPW Radtke to Mayor Merkes, 11/15/12; Commendation for DPW Employees](#)
    - p. [C/T Stoffel, 11/19/12, Comparison of Property Tax Rates/per \\$1,000 of Assessed Value](#)
- 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, 11/5/12](#)  
Administration Committee, 11/5/12; recommends approval of:
    - 2. [Pitney Bowes Mailing System Rental Agreement](#)
    - 3. [City of Menasha and Neenah-Menasha YMCA Senior Center Collaboration Contract for the term January 1, 2013 to December 31, 2013](#)  
Board of Public, 11/5/12; recommends approval of:
      - 4. [Payment – Terra Engineering & Construction Corporation; City of Menasha Wastewater Collection System Rehabilitation Improvements, Phase 4 Project; Sanitary Sewer Rehabilitation; Contract E124-11-01A; \\$415.51 \(Payment No. 4 and Final\)](#)  
Parks and Recreation Board, 11/12/12; recommends approval of:
        - 5. [Changes to parks and recreation fees for 2013](#)

H. ITEMS REMOVED FROM CONSENT AGENDA

I. ACTION ITEMS

1. Accounts payable and payroll for the term of 11/8//12 to 11/15/12 in the amount of \$454,915.98

J. ORDINANCES AND RESOLUTIONS

1. O-16-12 An Ordinance Amending Sections 10-1-26 and 10-1-29(a)(4) of the Municipal Code (Fourth Street, Winnebago Avenue) (Recommended from Board of Public Works)
2. O-17-12 An Ordinance Dissolving A Municipal Steam Utility
3. R-35-12 Resolution Declaring Official Intent (Recommended from Board of Public Works)
4. R-38-12 Resolution Authorizing Use Of Carry-Over Tax Levy Authority Under Wis. Stat. §66.0602(3)(F)1. for the 2012 Tax Levy Funding The 2013 City Operating Budget (Introduced by Mayor Merkes)
5. R-39-12 Resolution Igniting Fox Cities (Introduced by Ald. Zelinski)
6. R-40-12 Resolution Levying Taxes For The Purpose Of Paying The Operating Expenses For The Year 2013 For The City Of Menasha (Introduced by Mayor Merkes)

K. APPOINTMENTS

1. Common Council appointment to the Water & Light Commission
  - a. Roy Kordus, 809 John St., Menasha for the term of November 19, 2012 – October 1, 2017

L. HELD OVER BUSINESS

M. CLAIMS AGAINST THE CITY

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

O. ADJOURN

**MEETING NOTICE**

**Common Council – Monday, December 3, 2012**

Common Council - 6:00 pm

Administration Committee – 6:30 p.m.

Board of Public Works – 7:00 p.m.

# NOTICE OF PUBLIC HEARING - 2013 BUDGET

MENASHA CITY HALL, 140 MAIN STREET

NOTICE IS HEREBY GIVEN, in accordance with Section 65.90(3) Wisconsin Statutes, that a Public Hearing will be held on Monday, November 19, 2012 at 6:00 P.M. or shortly thereafter on the proposed City of Menasha Budget for the year 2013. Any resident or taxpayer shall have the opportunity to be heard thereon. A summary of the proposed Budget is published herewith and a copy of the complete proposed Budget is available for public inspection at the Menasha City Hall and the Menasha Public Library during normal business hours.

## 2013 BUDGET SUMMARY

*****GENERAL FUND*****	2011 <u>ACTUAL</u>	2012 <u>BUDGET</u>	2012 <u>ESTIMATED</u>	2013 <u>PROPOSED</u>	% <u>CHANGE</u>
FUND BALANCE, JANUARY 1	\$2,004,338	\$2,248,561	\$2,248,561	\$2,074,354	
EXPENDITURES					
General Government	\$1,308,164	\$1,328,795	\$1,361,886	\$1,402,160	5.52%
Public Safety	7,295,669	7,847,164	7,828,332	7,792,471	-0.70%
Health & Human Services	850,942	809,621	883,331	882,718	9.03%
Public Works	3,252,863	2,980,384	2,944,333	2,911,972	-2.30%
Culture, Recreation & Educ.	2,886,345	2,823,846	2,852,855	2,814,691	-0.32%
Conservation & Development	253,015	308,877	306,983	327,165	5.92%
Transfers Out	522,665	0	0	0	0.00%
TOTAL EXPENDITURES	\$16,369,663	\$16,098,687	\$16,177,720	\$16,131,177	0.20%
REVENUES					
Taxes (other than property)	\$223,439	\$204,500	\$183,102	\$195,000	-4.65%
Intergovernmental Revenue	5,141,001	4,741,097	4,743,586	4,746,319	0.11%
Licenses & Permits	416,707	447,835	417,550	453,625	1.29%
Fines, Forfeits & Penalty	146,244	152,000	142,040	150,000	-1.32%
Public Charges for Services	470,849	437,625	470,309	425,750	-2.71%
Intergovernmental Charges	1,297,845	1,377,967	1,400,052	1,319,432	-4.25%
Miscellaneous Revenues	165,493	72,500	89,683	154,000	112.41%
Other Financing Sources	1,717,240	1,100,404	1,116,184	709,769	-35.50%
TOTAL REVENUES	\$9,578,818	\$8,533,928	\$8,562,506	\$8,153,895	-4.45%
AMOUNT TO BE RAISED BY PROPERTY TAX	\$7,035,068	\$7,439,759	\$7,441,007	\$7,807,282	4.94%
FUND BALANCE, DECEMBER 31	\$2,248,561	\$2,123,561	\$2,074,354	\$1,904,354	
	=====	=====	=====	=====	

SUMMARY OF ALL GOVERNMENTAL AND PROPRIETARY FUNDS

	<u>GENERAL</u>	<u>DEBT SERVICE</u>	<u>RECYCLING</u>	<u>ENTERPRISE</u>
Estimated Fund Balance, January 1	\$2,074,354	\$745,091	(\$146,330)	\$20,960,627
Tax Levy	7,807,282	1,494,735	261,279	-
Other Revenues	<u>8,153,895</u>	<u>2,497,817</u>	<u>124,600</u>	<u>56,477,974</u>
Total Revenue	15,961,177	3,992,552	385,879	56,477,974
Expenditures	<u>(16,131,177)</u>	<u>(4,392,552)</u>	<u>(385,879)</u>	<u>(54,233,893)</u>
Revenue over/(under) Expenditures	(170,000)	(400,000)	-	2,244,081
Fund Balance, December 31	\$1,904,354	\$345,091	(\$146,330)	\$23,204,708

	<u>INTERNAL SERVICE</u>	<u>ALL OTHER GOV FUNDS</u>	<u>SUMMARY ALL FUNDS</u>
Estimated Fund Balance, January 1	\$3,691,917	(\$1,933,877)	\$25,391,782
Tax Levy	-	40,000	9,603,296
TIF Tax Levy	-	1,781,126	1,781,126
Other Revenues	<u>1,552,975</u>	<u>758,429</u>	<u>69,565,690</u>
Total Revenue	1,552,975	2,579,555	80,950,112
Expenditures	<u>(1,889,227)</u>	<u>(2,322,651)</u>	<u>(79,355,379)</u>
Revenue over/(under) Expenditures	(336,252)	256,904	1,594,733
Fund Balance, December 31	\$3,355,665	(\$1,676,973)	\$26,986,515

There are no significant proposed increases or decreases to the current year budget due to new or discontinued activities or functions pursuant to 65.90(3)(bm), Wisconsin Statutes.

OUTSTANDING GENERAL OBLIGATION DEBT

<u>12/31/2010</u>	<u>12/31/2011</u>	<u>12/31/2011</u>
\$43,402,453	\$43,810,412	\$41,677,002

Dated at Menasha, Wisconsin  
this 30th day of October, 2012

Thomas Stoffel  
City Comptroller/Treasurer

PUBLISH: Friday, November 2nd, 2012

CLASS 1 NOTICE

CITY OF MENASHA  
ADMINISTRATION COMMITTEE  
Third Floor Council Chambers  
140 Main Street, Menasha  
November 5, 2012  
MINUTES

DRAFT

A. CALL TO ORDER

Meeting called to order by Chairman Klein at 6:30 p.m.

B. ROLL CALL/EXCUSED ABSENCES

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

ALSO PRESENT: Mayor Merkes, CA/HRD Captain, PC Styka, DPW Radtke, CDD Keil, C/T Stoffel, PHD Nett, Clerk Galeazzi

C. MINUTES TO APPROVE

1. [Administration Committee, 10/15/12](#)

Moved by Ald. Langdon, seconded by Ald. Krueger to approve minutes.  
Motion carried on voice vote.

D. DISCUSSION/ACTION ITEMS

1. [Pitney Bowes Mailing System Rental Agreement](#)

C/T Stoffel explained the agreement is for three years and is a decrease in cost to the City.

Moved by Ald. Krueger, seconded by Ald. Langdon to recommend to Common Council approval of Pitney Bowes Mailing System Rental Agreement.  
Motion carried on roll call 8-0.

2. [City of Menasha and Neenah-Menasha YMCA Senior Center Collaboration Contract for the term January 1, 2013 to December 31, 2013](#)

PHD Nett explained the terms of the contract are the same as for 2012. The contract amount is reduced from \$88,500 in 2012 to \$88,300 for 2013.

Moved by Ald. Krueger, seconded by Ald. Langdon to recommend to Common Council approval of City of Menasha and Neenah-Menasha YMCA Senior Center Collaboration Contract for the Term January 1, 2013 to December 31, 2013.  
Motion carried on roll call 8-0.

3. [R-36-12 Resolution for Restoration of Shared Revenue Funding](#)

Mayor Merkes explained the resolution is from the League of Wisconsin Municipalities and will be joint with Menasha Utilities. Shared revenue has decreased over the past several years. The League is urging the Governor and Legislature to restore shared revenue funding to 2002 levels.

General discussion ensued on shared revenue.

Moved by Ald. Klein, seconded by Ald. Sevenich to hold this item  
Item held.

4. [R-37-12 Resolution for Preservation of Tax Exempt Financing](#)

Mayor Merkes explained the resolution is from the League of Wisconsin Municipalities and opposes any efforts by Congress or future President to eliminate or limit the federal tax exemption on interest earned from municipal bonds. Menasha Utilities is interested in being part of this resolution.

It was suggested that the Mayor, Common Council and Utility Commission be part of this resolution.

Moved by Ald. Englebert, seconded by Ald. Langdon to recommend to Common Council approval of R-37-12 Resolution for Preservation of Tax Exempt Financing.

Motion carried on roll call 8-0.

E. ADJOURNMENT

Moved by Ald. Langdon, seconded by Ald. Krueger to adjourn at 6:42 p.m.

Motion carried on voice vote.

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

CITY OF MENASHA  
Board of Public Works  
Third Floor Council Chambers  
140 Main Street, Menasha  
November 5, 2012  
MINUTES

DRAFT

A. CALL TO ORDER

Meeting called to order by Chairman Taylor at 6:45 p.m.

B. ROLL CALL/EXCUSED ABSENCES

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

ALSO PRESENT: Mayor Merkes, CA/HRD Captain, PC Styka, DWP Radtke, CDD Keil, C/T Stoffel, Clerk Galeazzi

C. MINUTES TO APPROVE

1. [October 15, 2012](#)

Moved by Ald. Krueger, seconded by Ald. Benner to approve minutes.

Motion carried on voice vote.

D. ACTION ITEMS

1. [Payment – Terra Engineering & Construction Corporation; City of Menasha Wastewater Collection System Rehabilitation Improvements, Phase 4 Project; Sanitary Sewer Rehabilitation; Contract E124-11-01A; \\$415.51 \(Payment No. 4 and Final\)](#)

DPW Radtke explained this is the final payment. The contractor has taken care of the outstanding issues on the project.

Moved by Ald. Krueger, seconded by Ald. Zelinski to recommend to Common Council payment to Terra Engineering & Construction Corporation, City of Menasha Wastewater Collection System Rehabilitation Improvements, Phase 4 Project, Sanitary Sewer Rehabilitation, Contract E124-11-01A, \$415.51 (Payment No. 4 and Final).

Motion carried on roll call 8-0.

2. [R-35-12 Resolution Declaring Official Intent to Reimburse Expenditures for Clean Water Fund Loan Program \(Introduced by Ald. Taylor\)](#)

DPW Radtke explained this resolution is associated with the Ninth Street lift station improvement project and is included as part of the Clean Water Fund application process.

C/T Stoffel explained a Declaration of Intent for borrowing may replace this resolution. He will confirm with DNR.

Moved by Ald. Krueger, seconded by Ald. Langdon to recommend to Common Council approval of R-35-12 Resolution Declaring Official Intent to Reimburse Expenditures for Clean Water Fund Loan Program.

Motion carried on roll call 8-0.

3. [Storm Water Utility Financial Report](#)

DPW Radtke and C/T Stoffel reported on the financial status of the Storm Water Utility. Based on the balance in the fund, there is no need to change the storm water rates at this time.

General discussion ensued.

4. [Parking Committee Recommendations](#)

A. [Ordinance O-16-12 Amending Sections 10-1-26 and 10-1-29\(a\)\(4\) of the Municipal Code \(Fourth Street, Winnebago Avenue\)](#)

DPW Radtke explained this ordinance will remove the parking restriction on the north side of Fourth Street and exempt the west side of Winnebago Avenue from the overnight parking restriction in effect from April 1 through October 31.

Moved by Ald. Klein, seconded by Ald. Zelinski to recommend to Common Council approval of O-16-12 Amending Sections 10-1-26 and 10-1-29(a)(4) of the Municipal Code (Fourth Street, Winnebago Avenue).

Motion carried on voice vote.

B. [90-Day Trial Period to Allow Parking on the East Side of Tayco Street from Third Street to Butte Des Morts School Driveway and to Allow Parking on the South Side of the 300 Block of Sixth Street Currently Posted "School Bus Parking Only"](#)

DPW Radtke explained the Police Department and Parking Committee has recommended a 90-day trial in the area of Butte Des Morts School as they have noticed some problems with drop-offs and pick-ups. Allowing the parking may reduce some issues.

Moved by Ald. Krueger, seconded by Ald. Langdon to approve 90-day trial period to allow Parking on the east side of Tayco Street from Third Street to Butte Des Morts School Driveway and to allow parking on the south side of the 300 block of Sixth Street currently Posted "School Bus Parking Only".

Motion carried on voice vote.

E. ADJOURNMENT

Moved by Ald. Klein, seconded by Ald. Langdon to adjourn at 7:27 p.m.

Motion carried on voice vote.

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



City of Menasha  
Common Council  
2013 Budget Review Session  
Common Council Chambers  
Thursday, November 1, 2012  
MINUTES

DRAFT

- A. Call to Order  
Meeting called to order by Mayor Merkes at 5:00 p.m.
- B. Pledge of Allegiance
- C. Roll Call/Excused Absences  
PRESENT: Aldermen Klein, Taylor, Sevenich, Langdon, Krueger, Zelinski, Englebert  
EXCUSED: Ald. Benner  
ALSO PRESENT: Mayor Merkes, FC Auxier, DFC DeLeeuw, C/T Stoffel, PHD Nett, Jean Wollerman, Brian Rammer, Clerk Galeazzi
- D. People from the Gallery to be heard on matters pertaining to the agenda (five (5) minute time limit for each person)  
  
Jamie Leonard, NMFR. Regarding reduction in overtime in Fire Department 2013 budget.  
  
Mayor Merkes gave an overview of the 2013 budget.
- E. Health Dept. /Senior Center/Weights & Measures/Employee Safety, pgs 55-66  
PHD Nett, Jean Wollerman and Brian Rammer gave an overview of the Senior Center budget.  
  
PHD Nett gave an overview of the Health Department, Weights & Measures and Employee Safety budgets.  
  
General discussion ensued.  
  
Alderman Taylor left at 5:45 p.m.
- F. Fire Department, pgs 25-29  
FC Auxier and DFC DeLeeuw gave an overview of the Fire Department budget.  
  
General discussion ensued.
- G. Common Council/Mayor, pg 22; pgs 1-4  
Mayor Merkes gave an overview of the Common Council and Mayor budgets.  
  
General discussion ensued.
- H. Adjourn  
Moved by Ald. Sevenich, seconded by Ald. Krueger to adjourn at 6:26 p.m.  
Motion carried on voice vote.

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

City of Menasha  
Common Council  
2013 Budget Review Session  
Common Council Chambers  
Wednesday, November 7, 2012  
MINUTES

- A. Call to Order  
Meeting called to order by Mayor Merkes at 5:00 p.m.
- B. Pledge of Allegiance
- C. Roll Call/Excused Absences  
PRESENT: Alderman Taylor, Sevenich, Langdon, Krueger, Zelinski, Englebert, Benner  
ALSO PRESENT: Mayor Merkes, CA/HRD Captain, C/T Stoffel, PC Styka, Captain Halderson, Lt. Bouchard, Lt. Albrecht, Lt. Kavar, Lt. Sahr, Lt. Bonneville, LD Lenz, Library Board Members Patrick Murray, Kathy Wicichowski, Mary Crawmer and Becky Nichols, Clerk Galeazzi
- D. People from the Gallery to be heard on matters pertaining to the agenda  
(five (5) minute time limit for each person)  
No one spoke.
- E. Police Department, pgs 52-55  
PC Styka gave an overview of the Police Department budget.  
General discussion ensued.
- F. Library, pgs 30-13  
LD Lenz gave an overview of the Library budget.  
General discussion ensued.
- G. Personnel/Attorney/ Clerk/Elections, pgs 5-13  
Clerk Galeazzi gave an overview of the Clerk and Elections budgets  
CA/HRD Captain gave an overview of the Personnel and Attorney budgets  
General discussion ensued.  
  
Alderman Taylor left at 7:35 p.m.  
  
Mayor Merkes gave a presentation on employee compensation.  
General discussion ensued on employee compensation.  
  
Moved by Ald. Klein, seconded by Ald. Krueger to reduce across the board the wage increase from 3% to 1.5% for all employees except Police Union, Library and Fire Department.  
General discussion ensued.

Moved by Ald. Sevenich, seconded by Ald. Englebert to hold the motion until full Council is present to vote on employee compensation.  
Motion is held.

- H. Adjourn  
Moved by Ald. Sevenich, seconded by Ald. Langdon to adjourn at 8:10 p.m.  
Motion carried on voice vote.

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

City of Menasha  
Common Council  
2013 Budget Review Session  
Common Council Chambers  
Monday, November 12, 2012  
MINUTES

DRAFT

- A. Call to Order  
Meeting called to order by Mayor Merkes at 5:00 p.m.
- B. Pledge of Allegiance
- C. Roll Call/Excused Absences  
PRESENT: Alderman Sevenich, Langdon, Krueger, Zelinski, Englebert, Klein  
EXCUSED: Alderman Taylor, Benner  
ALSO PRESENT: Mayor Merkes, CA/HRD Captain, C/T Stoffel, CCD Keil,  
PP Homan, DPW Radtke, PWS Jacobson, Asst. PWS Nieland,
- D. People from the Gallery to be heard on matters pertaining to the agenda  
(five (5) minute time limit for each person)  
No one spoke
- E. Community Development, pgs 13-19  
CDD Keil and PP Homan gave an overview of the Community Development  
budgets.  
Larry Burkhardt and Kip Golden spoke to the Council on Ignite Fox Cities.  
General discussion ensued.
- F. Public Works, pgs 67-93, 110-115, 132-152  
DPW Radtke, PWS Jacobson and Asst. PWS Nieland gave an overview of the  
Public Works budgets.  
Alderman Langdon left at 7:15 p.m.
- G. Adjourn  
Moved by Ald. Englebert, seconded by Ald. Krueger to adjourn at 8:13 p.m.  
Motion carried on voice vote.

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

City of Menasha  
Common Council  
2013 Budget Review Session  
Common Council Chambers  
Wednesday, November 14, 2012  
MINUTES

DRAFT

- A. Call to Order  
Meeting called to order by Mayor Merkes at 5:00 p.m.
- B. Pledge of Allegiance
- C. Roll Call/Excused Absences  
PRESENT: Alderman Langdon, Krueger, Zelinski, Englebert, Benner, Klein, Sevenich  
EXCUSED: Alderman Taylor  
ALSO PRESENT: Mayor Merkes, CA/HRD Captain, PC Styka, DPW Radtke, CDD Keil, C/T Stoffel, PRD Tungate, PHD Nett, LD Lenz, PWS Jacobson, PP Homan, Pk Supt Maas, IT Mgr. Lacey, IT Supt. James, Clerk Galeazzi
- D. People from the Gallery to be heard on matters pertaining to the agenda  
(five (5) minute time limit for each person)  
  
Tim Jacobson, 732 Paris Street. Answer questions about Public Works Budget; support City employees.  
  
PC Tim Styka, Menasha Police Dept. Answer questions about Police Dept Budget; Employees' concerns.  
  
Joe Polzien, Code Enforcement Officer. Job duties of Code Enforcement Officer.  
  
Loretta Kjemhus, Menasha Health Dept. Health Insurance Committee saved money for City; support City employees.
- E. Personnel, pg 7  
  
General discussion on employee compensation.  
  
Moved by Ald. Englebert, seconded by Ald. Sevenich to change the employee wage increase in the budget from a 3% to a 1.5% on January 1, 2013 and a 1.5% on July 1, 2013.  
General discussion on employee compensation.  
Motion carried on roll call 4-3.  
Ald. Sevenich, Langdon, Englebert, Benner – yes  
Ald. Klein, Krueger, Zelinski – no
- F. Parks/Recreation/Forestry/Cemetery/Pool, pgs 31-51, 99-101  
  
PRD Tungate and Pk Supt Maas gave an overview of the Parks budgets.  
General discussion ensued.  
Moved by Ald. Sevenich, seconded by Ald. Englebert to increase the Heckrodt Wetland Reserve budget to \$2,575.  
General discussion ensued.  
Motion carried on roll call 6-1. Ald. Klein - no

G. Information Technology, pg 153

IT Manager Lacey and IT Supervisor James gave an overview of the Information Technology budget.

General discussion ensued.

H. Finance Department/Assessor, pgs 20-24, 94-99, 102-109, 116-131, 153-168

C/T Stoffel gave an overview of the Finance and Assessor budgets.

General discussion ensued.

I. Any final 2013 Budget Amendments

General discussion ensued.

J. Adjourn

Moved by Ald. Krueger, seconded by Ald. Langdon to adjourn at 8:48 p.m.

Motion carried on voice vote.

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

CITY OF MENASHA  
BOARD OF CANVASSERS  
3<sup>rd</sup> Floor Council Chambers  
140 Main Street, Menasha  
Monday November 12, 2012  
MINUTES

Meeting called to order by Clerk Galeazzi at 8:58 am

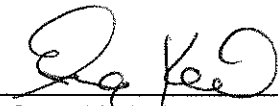
Present: Members Tom Stoffel, Greg Keil and Clerk Debbie Galeazzi


Board members recorded seven late absentee ballots that were post mark by November 6, 2012 and received in the Clerk's office by 4:00 p.m. on November 9, 2012. There were zero provisional ballots cast for the November 6, 2012 election.

All absentee certificate envelopes were properly executed.

The voters were given voter number from the property reporting unit and marked in the proper poll book. The absentee envelope was opened and the results were recorded.

Moved by Greg Keil, seconded by Tom Stoffel to adjourn at 10:11 am.  
Motion carried on voice vote.

  
\_\_\_\_\_  
Greg Keil

  
\_\_\_\_\_  
Tom Stoffel

  
\_\_\_\_\_  
Debbie Galeazzi, Clerk

November 6, 2012 Presidential and General Election						
	District 1 & 2	District 3 & 4	District 5 & 7	District 6	Calumet Cnty	Totals
	OS+TSX	OS/TSX	OS/TSX	OS/TSX	OS/TSX	City Wide
<b>Number of Voters</b>	1998	2103	2235	961	1336	8633
<b>President &amp; Vice President</b>						
Mitt Romney/Paul Ryan (Republican)	779	817	898	388	694	3576
Barack Obama/Joe Biden (Democratic)	1155	1214	1275	550	627	4821
Virgil Goode/Jim Clymer (Constitution)	6	7	2	3	0	18
Gary Johnson/James P. Gray (Libertarian)	33	29	21	14	11	108
Gloria LaRiva/Filberto Ramirez, Jr. (Socialism)	1	0	2	0	0	3
Jerry White/Phyllis Scherrer (Socialist Equality)	1	1	2	0	1	5
Jill Stein/Ben Manski (Green)	5	11	10	1	0	27
Write-In	9	14	5	3	2	33
<b>United States Senator</b>						
Tommy G. Thompson (Republican)	769	781	887	368	663	3468
Tammy Baldwin (Democratic)	1062	1144	1188	529	559	4482
Joseph Kexel (Libertarian)	99	94	69	39	39	340
Nimrod Y.U. Allen, III (I.D.E.A)	15	15	8	8	2	48
Write-In	6	6	7	0	3	22
<b>Rep. in Congress District 6 - WIN</b>						
Tom Petri (Republican)	986	1044	1130	474		3634
Joe Kallas (Democratic)	889	902	970	437		3198
Write-In	6	7	5	2		20
<b>Rep. in Congress District 8 - CAL</b>						
Reid J. Ribble (Republican)					747	747
Jamie Wall (Democratic)					548	548
Write-In					3	3
<b>Representative in Assembly District 57- WIN</b>						
Penny Bernard Schaber (Democratic)	1456	1510	1633	717		5316
Write-In	70	68	78	34		250
<b>Representative in Assembly District 3 - CAL</b>						
Al Ott (Republican)					721	721
Kole Oswald (Democratic)					495	495
Josh Young (Citizens of WI)					45	45
Write-In					3	3



<b>Winnebago County District Attorney</b>						
Christian Gossett (Republican)	1395	1439	1572	672		5078
Write-In	57	60	51	21		189
<b>Calumet County District Attorney</b>						
Nicholas Bolz (Republican)					749	749
Jerilyn Dietz (Independent)					474	474
Write-In					2	2
<b>Winnebago County Clerk</b>						
Sue Ertmer (Republican)	1392	1446	1584	660		5082
Write-In	49	41	34	18		142
<b>Calumet County Clerk</b>						
Beth A. Hauser (Republican)					1026	1026
Write-In					15	15
<b>Winnebago County Treasurer</b>						
Mary E. Krueger (Republican)	1402	1443	1583	662		5090
Write-In	45	39	38	19		141
<b>Calumet County Treasurer</b>						
Michael V. Schlaak (Republican)					1020	1020
Write-In					14	14
<b>Winnebago County Register of Deeds</b>						
Julie Pagel (Republican)	1402	1444	1583	664		5093
Write-In	43	36	39	17		135
<b>Calumet County Register of Deeds</b>						
Tami J. Alten (Republican)					1024	1024
Write-In					14	14

### City of Menasha

#### General Election - November 6, 2012

	Total Pre-Registered Voters	Registered at Polls	No. Voted	% Voted	Absentees
District 1 & 2/Wards 1, 2, 4, 7	2346	203	1998	78%	517
District 3 & 4/Wards 5, 6, 8, 9	2435	299	2103	77%	547
District 5 & 7/Wards 10-13	2551	341	2235	77%	715
District 6/Wards 3, 14, 15	1149	127	961	75%	256
District 8/Wards 16-20	1457	152	1336	83%	324
Total City	9938	1122	8633	78%	2352

**CITY OF MENASHA**  
**Housing Authority**  
**Council Chambers, City Hall – 140 Main Street**  
**October 2, 2012**  
**DRAFT MINUTES**

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**A. CALL TO ORDER**

The meeting was called to order at 6:05 p.m. by Mike Sheleski.

**B. ROLL CALL/EXCUSED ABSENCES**

MEMBERS PRESENT: Larry Haase, Christine Kaup, Cliff Fischer, Mike Sheleski, Tim Maurer

MEMBERS EXCUSED/ABSENT: None

OTHERS PRESENT: CDD Keil, PP Homan and Mary Bach

**C. MINUTES TO APPROVE**

1. **Minutes of the December 15, 2011 Housing Authority Meeting**

Motion by Comm. Sheleski, seconded by Comm. Maurer to approve the December 15, 2011 Housing Authority meeting minutes.

The motion carried.

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

Five (5) minute time limit for each person.

1. No one spoke.

**E. DISCUSSION**

1. **Rebuilding Together Fox Valley**

Mary Bach reported on meeting with representatives from this organization and the city. They have received funding through the Community Foundation to support housing rehabilitation projects. Approximately \$50,000 of rehab funds have been earmarked for Menasha. Staff has recommended the area north of Third Street and south of Ninth Street between Appleton Road and Racine Street as the target area for this initiative. There was consensus among the authority members that this was an appropriate area to target for rehabilitation work.

2. **Habitat for Humanity Home Rehabilitation Initiatives**

Mary Bach reported on a meeting between the city and Habitat where they described their intention to move into housing rehabilitation, while maintaining its traditional home building. Licensed contractors would do elements of the rehab projects for which permits are required and volunteers would do other work. They are expecting to do some rehab projects in the City of Menasha.

3. **Possibilities for Tax Increment Finance District Funded Housing Rehab Programs**

CDD Greg Keil and PP Kara Homan explained staff's proposal to incorporate a housing rehab element into the proposed Tax Incremental District #13 (TID #13) Project Plan. TID #13 is proposed to be created to facilitate the expansion of Alliance Industries, whose operations are located on Appleton Street, between Third and Fourth Streets. The concept involves using a portion of the tax increment generated by the expansion of Alliance Industries to support housing rehabilitation in the neighboring residential areas. Although the Alliance expansion is presently on-hold, staff will continue working on developing the concept into an implementable program.

## **F. ACTION ITEMS**

### **1. Review of CDBG/HOME Rehab Requests for Funding**

Applicant #123. Bids ranged from \$3,175.00 to \$3,650.00. Funds are being requested for an emergency furnace replacement.

Motion by Comm. Sheleski, seconded by Comm. Kaup to approve \$3,175.00 for replacing the furnace.

The motion carried.

Applicant #124. Bids ranged from \$6,555.00 to \$16,300.00. Funds are being requested for soffit and fascia repair, chimney removal, roof replacement, and replacement of four windows.

Motion by Comm. Haase, seconded by Comm. Sheleski to approve \$6,555.00 for the aforementioned work.

The motion carried.

Applicant #125. Bid of \$5,525.00 for new siding and \$9,950.00 for the balance of the work for a total of \$15,075.00. Funds are being requested for roof repair, replacement of two windows, repair and painting of siding, soffit repair, replacement of entry doors, addition of gutters, downspouts and extensions and replacement of four basement windows.

Motion by Comm. Haase, seconded by Comm. Kaup to approve \$9,950.00 for the aforementioned with the exception of new siding.

The motion carried.

## **G. ADJOURNMENT**

Motion by Comm. Fischer, seconded by Comm. Kaup to adjourn at 6:55 p.m.

The motion carried.

*Minutes respectfully submitted by Greg Keil, CDD.*

*Note:*

*Future Housing Authority Meetings will be held on either  
Tuesday or Thursday mornings at 7:30 or 8:00 AM.*

**CITY OF MENASHA**  
**Landmarks Commission**  
**Council Chambers, 3<sup>rd</sup> Floor, City Hall – 140 Main Street**  
October 10, 2012  
**DRAFT MINUTES**

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**A. CALL TO ORDER**

Meeting called to order by Chairman Grade at 4:34 PM.

**B. ROLL CALL/EXCUSED ABSENCES**

LANDMARKS MEMBERS PRESENT: Commissioners Mary Nebel, Peg Docter, Debra Gorell, Kristi Lynch, Tom Grade and Ald. Stan Sevenich

LANDMARKS MEMBERS EXCUSED: Commissioner James Taylor

LANDMARKS MEMBERS ABSENT: None

OTHERS PRESENT: CDD Keil and PP Homan

**C. MINUTES TO APPROVE**

**1. Minutes of the September 19, 2012 Landmarks Commission Meeting**

Moved by Comm. Nebel, seconded by Ald. Sevenich to approve the September 19, 2012 Landmarks Commission meeting minutes with the correction to change the spelling of Doctor to Docter.

The motion carried

**D. PUBLIC COMMENT ON ANY ITEM OF CONCERN ON THIS AGENDA OR ANY ITEM RELATED TO THE RESPONSIBILITIES OF THE LANDMARKS COMMISSION**

1. No one spoke.

**E. COMMUNICATIONS**

1. None

**F. ACTION ITEMS**

1. None

**G. DISCUSSION ITEMS**

**1. Landmarks Commission Recognition/Awards**

Chairman Grade stated that Joe Weidert had finalized the design, logo and text for the awards and will be emailing it to him. He hopes to have it to present for the next meeting.

**2. Façade Improvement Program Grant/Loan Balance**

CDD Keil reported that the balance has remained unchanged at approximately \$11,000. CDD Keil also reported that information pertaining to the program was re-sent to Jeff Maroszek in regards to his 212 Main St renovation project.

Chairman Grade inquired about whether the Commission had ever considered restoration or creation of new Ghost Signs as part of façade improvements, much like those they have in Plymouth, WI. CDD Keil stated that Community Development staff would contact Plymouth to see how they regulate these signs, and how they were funded.

**3. Duties & Purpose of Landmarks Commission**

PP Homan reviewed the powers and duties of the Landmarks Commission as they are stipulated in section 2-4-8 of the City of Menasha Municipal Code. She indicated that current projects and activities of the Commission were within this authority.

**4. Future Landmarks Commission Activities/Projects**

a. **Re-Opening the Bridge Tower Museum**

PP Homan provided Commissioners with an overview of a project matrix for re-opening the museum. Steps were split into necessary and optional steps. Commissioners added finding the original brochure & updating it as one of the necessary steps.

Commissioner Lynch volunteered to contact the school district and/or UW-Fox Valley to determine their interest in updating the video. PP Homan and Commissioner Gorell would visit the museum and determine the type and nature of the existing video equipment.

Commissioners determined they want a goal of having the museum re-opened for the start of boating season next year.

b. **Creating a new Landmark**

Commissioners discussed a desire to assess the walkway between the Broad Street parking lot and Main Street. Possibilities improvements include an entrance gate, and multi-use space that could be used for outdoor art galleries or dining.

c. **Landmarks Commission Website**

Commissioners requested that the Landmarks Commission website be updated to feature the Bridge Tower Museum project, indicating the new opening date. PP Homan agreed to add those features to the website.

d. **Prioritizing and sequencing projects**

Commissioners discussed their ongoing projects, and prioritized them as follows:

1. Re-open the Bridge Tower Museum
2. Update the Website & Initiate the Historic Photo Contest
3. Ghost Signage in the Downtown
4. Broad Street Parking Lot Walkway Upgrades (New Landmark)
5. Restoring Gargoyles.

Commissioners Lynch requested that these items be on each agenda.

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

1. No one spoke.

**I. ADJOURNMENT**

Moved by Comm. Lynch, seconded by Ald. Sevenich to adjourn at 5:30 PM.

The motion carried.

*Respectfully submitted by PP Homan.*

# NEENAH-MENASHA SEWERAGE COMMISSION

## Regular Meeting

Tuesday October 23, 2012

Meeting was called to order by Commission President Youngquist at 8:00 a.m.

**Present:** Commissioners Raymond Zielinski, Tim Hamblin, Mike Sambs, Jim Gunz, Kathy Bauer, Gordon Falck, Dale Youngquist; Manager Randall Much, Accountant Roger Voigt.

**Also Present:** Tom Kispert, Amy Vaclavik (McMAHON); Rob Franck (MCO); Mike King (Post Crescent).

Approval of the October 9, 2012 minutes was deferred until the next Commission meeting.

## Correspondence

There was no correspondence to be discussed.

## Old Business

Accountant Voigt updated the Commission on the activity on the prepayment for the plant modification project. Files were searched and minutes were reviewed on the history of allowing the prepayment for the plant construction project in the early 1980's.

## New Business

### Operations, Engineering, Planning

Manager Much discussed the Operations Report. The plant is running well; there have been issues getting the digester drained to the 5 foot level, we have only been able to get it down to a 6 foot level. Manager Much reported on the updating of the pretreatment program to achieve federal standards. Construction personnel are starting to show up on site. Commissioner Falck questioned if there is an explanation as to why the Neenah loadings are down from previous years; Manager Much responded the possible reasons are from the dry weather and due to business activity being down and the industries not running as much. Commissioner Gunz questioned how the debt payment is calculated, is it done on a monthly basis based on use? Accountant Voigt responded this is correct. After discussion motion by Commissioner Falck, seconded by Commissioner Gunz to accept the Operations Report for September. Motion carried unanimously.

Motion made by Commissioner Zielinski, seconded by Commissioner Bauer to approve Amendment #3 to the Construction of Wastewater Treatment Facilities Modifications contract in the amount of \$825,000. Tom Kispert further discussed and explained this amendment to the contract. The original budget for this particular item was \$850,000 and it is included in the Clean Water Fund project budget. After the modification project was bid, a final scope of services was prepared to allow this portion of the project to be bid. The bid came in at \$825,000. Commissioners questioned why Faith Technologies was approached to bid on this portion.

Manager Much and Tom Kispert responded; further explaining the specialized services they are providing and also past positive experience both MCO and McMahon has had in dealing with Faith Technologies in performing these services. After discussion, motion carried unanimously.

Tom Kispert discussed the EPA Air Permitting. The DNR modeling is complete, everything passed. We should expect to receive the permit in the next day or so.

Tom Kispert updated the Commission on the Phosphorus construction cost analysis. The DNR has indicated we should wait on developing costs for construction to meet future limits. The DNR needs to further evaluate and determine if Little Lake Butte des Morts is considered a "lake" or a "river". This ruling will have an impact on the discharge limit. Commissioner Hamblin questioned and requested more information on trading; this was further discussed on how it works and future issues.

Tom Kispert reported to the Commission on the Wastewater Treatment Modification Project. The contractor began mobilizing on Monday (October 8); the temporary generator is on site and should be hooked up in one week. More equipment deliveries should be coming in this week; work will be focused on the west end of the site on the gas handling building. The building should be enclosed by the end of the year. A hard document of the construction schedule should be available later this week. A slide show of the project update will be shown at the meetings.

#### Budget, Finance, Personnel

Amy Vaclavik updated the Commission on the Clean Water Fund. The DNR was here on Wednesday (October 10) to review the CWF materials. The State will want the loan documents signed by all communities in a relatively short time period; one possible way to accomplish this would be to have an evening when all five entities would assemble in one location to hold special meetings to approve the loan documents. Amy discussed her handout on the process for the CWF loan; work is starting on compiling data for the first submittal to the CWF. Manager Much questioned if a front end loader is included in the CWF budget, we would be looking at a used unit; it is not included, this will be further explored for including it in the project. Accountant Voigt discussed the preliminary loan commitment terms for a Bond Anticipation Note (BAN) to be issued on December 1 to refinance the current BAN and to provide additional funding until the CWF loan is approved. This will be on the November 13 meeting agenda for approval of the BAN.

The following McMAHON invoices were presented for payment. Invoice #41149 in the amount of \$2,235.00, #41150 in the amount of \$18,700.00, #41151 in the amount of \$730.00, #41152 in the amount of \$14,800.00, #41153 in the amount of \$7,560.00, and #41211 in the amount of \$6,000.00. After discussion motion by Commissioner Zielinski, seconded by Commissioner Bauer to approve for payment McMAHON invoices #41149, #41150, #41151, #41152, #41153, and #41211. Motion carried unanimously.

Accountant Voigt presented the Financial Statements for September 2012. President Youngquist questioned the receivables from the Cities of Neenah and Menasha. The Neenah receivable is for the monthly billing of Operations and Capital charges, and the Menasha receivable is for the legal reimbursement on the Fox River litigation. Both of the receivables were paid in October.

After discussion motion by Commissioner Falck, seconded by Commissioner Zielinski to accept the Financial Statements for the month of September 2012. Motion carried unanimously.

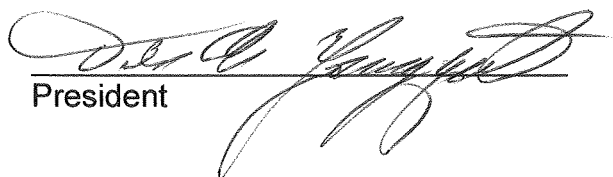
Accountant Voigt discussed the Accountant's Report. The interest rates on the investments have not changed; MCO generated \$5,100 in income to the Commission. The Cash Flow Projection was updated with known information. The report will be provided to Tom Kispert for review and updating based on the construction schedule he will be receiving. President Youngquist recommended looking at the projected costs and making a payment with the excess BAN funds to reduce the amount outstanding. After discussion motion by Commissioner Zielinski, seconded by Commissioner Gunz to accept the Accountant's Report for the month of September 2012. Motion carried unanimously.

MCO invoices #16828 in the amount of \$119,828.56 and #16875 in the amount of \$640.40 were presented for payment. After discussion motion by Commissioner Falck, seconded by Commissioner Gunz to approve for payment MCO invoices #16828 and #16875 and to pay the invoices after November 1, 2012. Motion carried unanimously.

There was no reason at this time to proceed into closed session for discussion.

Manager Much discussed with the Commissioners plans on proceeding with obtaining pricing for obtaining a used front-end loader.

Motion made by Commissioner Gunz, seconded by Commissioner Zielinski to adjourn the meeting. Motion carried unanimously. Meeting adjourned at 9:12 a.m.

  
President

  
Secretary

**THE NEXT REGULAR MEETING IS SCHEDULED FOR TUESDAY NOVEMBER 13<sup>th</sup>, 2012.**



**CITY OF MENASHA**  
**Parks and Recreation Board**  
**Conference Room, 1<sup>st</sup> Floor City Hall – 140 Main Street\**  
**November 12, 2012**  
**DRAFT MINUTES**

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**A. CALL TO ORDER**

The meeting was called to order by Chr. Dick Sturm at 6:05 p.m.

**B. ROLL CALL/EXCUSED ABSENCES**

MEMBERS PRESENT: Chr. Dick Sturm, Cindy Schaefer-Kemps, Lisa Hopwood, Nancy Barker, Luke Schiller, Sue Pawlowski

MEMBERS EXCUSED: Ald. Kevin Benner

OTHERS PRESENT: PRD Tungate, PS Maas

**C. MINTUES TO APPROVE**

1. **Minutes of the October 8, 2012 Park Board Meeting**

Moved by L. Hopwood seconded by N. Barker to approve the October 8, 2012 Park Board minutes. Motion carried.

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

Five (5) minute time limit for each person.

No one spoke.

**E. REPORT OF DEPARTMENT HEADS/STAFF/YOUTH LIAISON OR CONSULTANTS**

1. **Department Report – PRD Tungate**

PRD Tungate reported on a letter that has been sent to the US Army indicating the City's desire to have the Reserve building removed. City men's basketball league does not currently have enough teams to run a league. Start date has been postponed while options are explored. Staff has met with pool designers with Water Technology Inc. on some pool options. Options are still being refined and a process of seeking public input has yet to be determined. Staff attended the State park and recreation conference during part of last week. Conference received good reviews.

2. **Park, Pool and Vandalism Report – PS Maas**

PS Maas reported that Hart Park bathrooms were tagged. Staff will be repainting and installing black partitions to cut down on use of black markers. Evergreen trees in Jefferson Park again received some unwanted pruning. Police were notified. Park Seasonal Laborer recently completed duty and the plan is to bring this person back next spring. Building winterization also taking place.

**F. DISCUSSION**

1. **2013 Park and Recreation Budgets**

PRD Tungate and the Board reviewed all department budgets. No major changes were identified. Monies to begin making modifications (access) to park facilities due to recent changes in the ADA law was discussed

**Board Holiday Gathering – December 10**

The Board decided to meet after the meeting at Stone Toad.

## **G. ACTION ITEMS**

### **1. Policy on Allowing Vendors in City Parks**

The Board decided to hold this item again until Ald. Benner and a full Board was present before taking action.

### **2. Recommend Department Fees for 2013 to the Common Council**

Motion by S. Pawlowski, seconded by N. Barker to recommend 2013 fee changes to the Common Council. PRD Tungate explained the rationale for the changes. Specifically, he mentioned the new daily vendor fee. There is a daily fee for profit and non-profit vendors. It was recently confirmed that communities are moving away from trying to collect a percent of vendor profits because of the difficulty in verifying the actual numbers. Motion carried.

### **3. Policy Change for Non-Resident Wedding Reservations**

Motion by S. Pawlowski, seconded by L. Hopwood to allow non-resident weddings to begin booking weddings 7 months after residents can begin doing so. The date of July 1 was selected to begin accepting non-resident wedding for the following year. Motion carried.

## **H. PUBLIC COMMENT ON ANY MATTER LISTED ON THE AGENDA**

Five (5) minute time limit for each person

1. None

## **I. ADJOURNMENT**

Moved by N. Barker, seconded by S. Pawlowski, to adjourn at 7:43 p.m. Motion carried.

**CITY OF MENASHA**  
**Plan Commission**  
**Council Chambers, City Hall – 140 Main Street**  
**November 13, 2012**  
**DRAFT MINUTES**

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**A. CALL TO ORDER**

The meeting was called to order at 4:35 PM by Mayor Merkes.

**B. ROLL CALL/EXCUSED ABSENCES**

PLAN COMMISSION MEMBERS PRESENT: Mayor Merkes, Ald. Benner, DPW Radtke and Commissioners Sturm and Schmidt.

PLAN COMMISSION MEMBERS EXCUSED: Comm. Cruickshank.

PLAN COMMISSION MEMBERS ABSENT: None

OTHERS PRESENT: CDD Keil and PP Homan.

**C. MINUTES TO APPROVE**

1. **Minutes of the November 6, 2012 Plan Commission Meeting**  
No action was taken.

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

1. No one spoke.

**E. DISCUSSION**

1. **None**

**ACTION ITEMS**

1. **Site Plan Amendment – Kwik Trip, 1870 USH 10/114**  
PP Homan described the proposed site plan amendment, which consists of an 1,100 square foot addition on the east side of the building and refacing the east, west and south building elevations with brick. The amendment also incorporates additional parking lot interior and perimeter landscaping and building lighting. The existing non-conforming sign at the STH 114 entrance will be replaced. Minor modifications will need to be made to the landscaping and lighting plans to make them compliant.

Commissioners discussed :

- Site access
- Site layout relative to the proposed Province Terrace trail extension
- It was also noted that the east and west building elevations were transposed on the plan

Motion by Ald. Benner, seconded by DPW Radtke to approve the site plan amendment for 1870 USH10/STH 114 subject to Community Development staff review and approval of the final landscaping and lighting plan.

The motion carried.

**G. ADJOURNMENT**

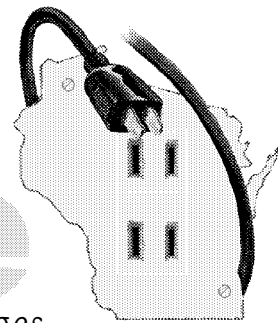
Motion by Ald. Benner, seconded by DPW Radtke to adjourn at 3:52 p.m.

The motion carried.

A Coalition  
to preserve  
Wisconsin's  
Reliable and  
Affordable  
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## Kewaunee plant set for early shutdown

With its operating license renewed by federal regulators early last year, the Kewaunee nuclear power station could continue running until 2033. But late last month its Virginia-based owner revealed it would end power generation by next summer and start decommissioning the 38-year-old plant.

Dominion Energy announced in April 2011 it would seek a buyer for the plant, which it had acquired for \$192 million from Green Bay's Wisconsin Public Service Corp. and Madison-based Alliant Energy in July 2005.

That transaction was initially proposed in 2003, rejected 2-1 by the Public Service Commission (PSC) in 2004, and finally approved

when the commission unanimously reversed itself in the spring of 2005.

The *Customers First!* Coalition opposed the sale. Concerns cited at the time included a state-regulated, base-load generation facility being taken over by an out-of-state buyer, in effect converting it to a wholesale merchant plant outside the jurisdiction of Wisconsin regulators.

Ironically, a key factor in the PSC's initial rejection of the sale was uncertainty about whether Kewaunee's power production would remain available to Wisconsin customers after 2013. Terms of the sale included power purchase agreements preserving Public Service and Alliant Energy's access to the plant's entire

output. From the outset, those agreements were set to expire next year.

Economics was the sole determining factor in last month's "extremely difficult decision" to close the plant, according to Dominion CEO Thomas Farrell. Extending the existing power purchase agreements now—at a time of slack demand, surplus capacity, and low natural gas prices—would almost certainly commit Kewaunee to accepting low wholesale prices long-term.

Farrell said the combination of those factors makes it "uneconomic for Kewaunee to continue operations." Those same factors evidently contributed to Dominion's difficulty finding a buyer over the past 20 months.

The early closure will remove 556 megawatts of generation from the grid, and the schedule for shutting it down will depend in part on a reliability review by the Midwest Independent System Operator.

One condition of the 2005 sale was the distribution of about \$200 million in accumulated decommissioning funds to Alliant and Public Service customers. With its October announcement, Dominion said the plant's decommissioning trust is fully funded and will cover all the associated costs following the shutdown.



## Short-line stumble for BNSF buyout

Energy customers have a chance to benefit from a new regulatory review by the Surface Transportation Board (STB), thanks to Warren Buffett's Berkshire Hathaway being so big it doesn't always know what it owns. The STB has given Berkshire Hathaway until the end of this year to sell off two short-line railroads or face "further action" over its 2010 acquisition of the Burlington Northern Santa Fe Railway (BNSF) in apparent violation of federal law.

In a letter last month, the STB asked Berkshire for written reports November 1 and December 1, detailing its progress in divesting the White City Terminal Union and the CBEC Railway Company, short lines in Oregon and Iowa, respectively, operating on a total of 18 miles of track.

As common carriers, their ownership by Berkshire Hathaway should have triggered STB review of the company's buyout of the BNSF, but in a September 25 letter, BNSF Vice President Roger Nober told the STB Berkshire didn't realize that was the case. STB jurisdiction over the Burlington Northern buyout, Nober said, resulted from "two of [Berkshire's] nearly 2,000 operating subsidiaries owning two small short-line railroads," emphasizing that the subsidiaries—one of them MidAmerican Energy Company—would "expeditiously" divest the railroads to comply with federal law.

The potential for benefit to energy customers kicks in because the rates BNSF charges to shippers—including utilities that have no practical alternative for delivery of power plant fuel—are based in part on the price Berkshire paid to acquire the company.

In its correspondence with BNSF, the STB stated its intention to "solicit public input regarding the effect, if any, of Berkshire's non-compliance on the post-February 2012 valuation of BNSF's asset base," thus introducing a new element into a proceeding launched a year ago to determine whether Berkshire's costs in acquiring the railroad are factored properly into shipping rates.



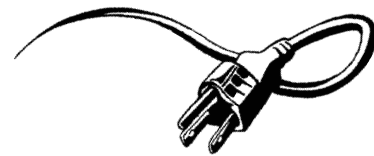
THE WIRE is a monthly publication of the Customers First! Coalition—a broad-based alliance of local governments, small businesses and farmers, environmental groups, labor and consumer groups, retirees and low-income families, municipal electric utilities, rural electric cooperatives, wholesale suppliers, and an investor-owned utility. Customers First! is a coalition dedicated to preserving Wisconsin's reliable and affordable electricity.

If you have questions or comments about THE WIRE or the Customers First! Coalition, please call 608/286-0784.



## KEEPING CURRENT

With CFC Executive Director Matt Bromley



When residents of Chicago and 60 other Illinois communities go to the polls November 6, they will not only be voting for president of the United States but also on whether their city should be allowed to purchase electricity on behalf of its residents and small businesses.

Where the referenda are approved, the municipalities will join more than 200 other Illinois communities that were given authority by voters earlier in the year to negotiate electricity supply contracts for their residents.

The hope for consumers is that by banding together they should, collectively, have greater purchasing power and more leverage in negotiating lower prices with competitive energy suppliers than if they were to seek a deal on their own. The movement toward municipal electricity aggregation in Illinois is the latest attempt to deliver the elusive benefits (i.e. lower rates) of electricity deregulation to residential and small business customers.

While aggregation has been delivering short-term savings to residents of some Illinois communities, savings over the long term are not guaranteed. Mark Pruitt, the former head of the Illinois Power Agency, makes this point clear in a column he recently wrote for *Illinois Country Living*, a monthly publication of the Association of Illinois Electric Cooperatives. Pruitt predicts that the historic low prices for electricity in the wholesale markets, which have allowed aggregation communities to save money on their power supply, won't last long. As the economy recovers and demand for power squeezes supply, aggregation communities and customers who rely on the open competitive market for their electricity will be exposed to the price pressures and instability of that market.

Deregulation, Pruitt says, is part of the reason he thinks electricity costs for consumers will rise. The failure of the deregulated market to stimulate new generation will cause upward price pressure in electricity markets, he says, adding, "We don't have a mechanism in the deregulated world to build new base-load power plants. There is not a 30-year contract model to support the capital necessary to build a new plant."

Pruitt believes aggregation, at least in Illinois, will lose steam as municipal leaders find it difficult to shelter residents from the volatility of the wholesale electricity markets where prices can change literally every five minutes. He says customers value price stability, and providers that have long-term power generation planning and investments are better positioned to protect customers from rising prices over the long term. 💡



Bromley

## Electricity is best energy buy this winter, EIA says

Estimates based on weather projections and fuel costs suggest households can expect more favorable prices for electricity than for other commonly used energy sources this winter, according to the Energy Information Administration (EIA).

That doesn't mean any costs are expected to decline.

In its short-term energy outlook issued October 10, the EIA said it expects average household energy expenditures to be higher across the board this winter—but less so for electricity. The project-

ed spending increases are 19 percent for heating oil, 15 percent for natural gas, and 13 percent for propane, but only 5 percent for electricity.

The higher expenditures are based mainly on an expectation of colder temperatures than last winter's east of the Rockies. Some energy prices are actually expected to be lower. The EIA anticipates residential heating oil and natural gas prices 2 percent and 1 percent higher, respectively, this winter. But winter average prices for electricity and propane are expected to be about 2 percent and 4 percent lower. 💡



# Hustlers ♥ NY

New York energy customers who switch retail providers often find themselves paying more than if they'd stayed put, according to an analysis reported in the *New York Post*, which says retail choice offerings are "usually a rip-off."

In mid-October, the *Post* reported on data made public in a rate case before the New York Public Service Commission (PSC). The commission found that upstate residents who quit incumbent utility National Grid's default electricity service to buy power from energy service companies paid, on average, \$413 more over the two-year period that ended July 31.

Natural gas customers who quit National Grid to buy from energy service companies paid an average of \$235 more, according to the *Post*.

Some former National Grid electricity customers did save money, but they represented only 16 percent of those who switched providers. Eight percent of gas customers who switched were able to reduce their costs.

The energy service companies (escos) came into the picture through New York's 1990s restructuring of its energy utilities. Ironically, that same restructuring required utilities including National Grid to divest their generation facilities. They have to buy power on the same wholesale market as the escos, but somehow manage to deliver it at a lower retail cost.

The escos, according to the *Post*, say retail prices aside, they offer the advantage of protecting customers from market volatility by locking in prices under contracts.

But Gerald Norlander, who heads the Albany-based Public Utility Law Project, noted that escos tried to impede release of the data on cost differentials, saying the escos evidently see a benefit in hiding their prices from the public. 💡

## Energy saver tip

Recent years have seen lots of families fall behind on energy bills, especially during the winter. The Wisconsin Home Energy Assistance Program (WHEAP) is now accepting applications based on income level and other factors. If someone you know might benefit, information is available at [www.homeenergyplus.wi.gov](http://www.homeenergyplus.wi.gov). 💡

# Lava lights?

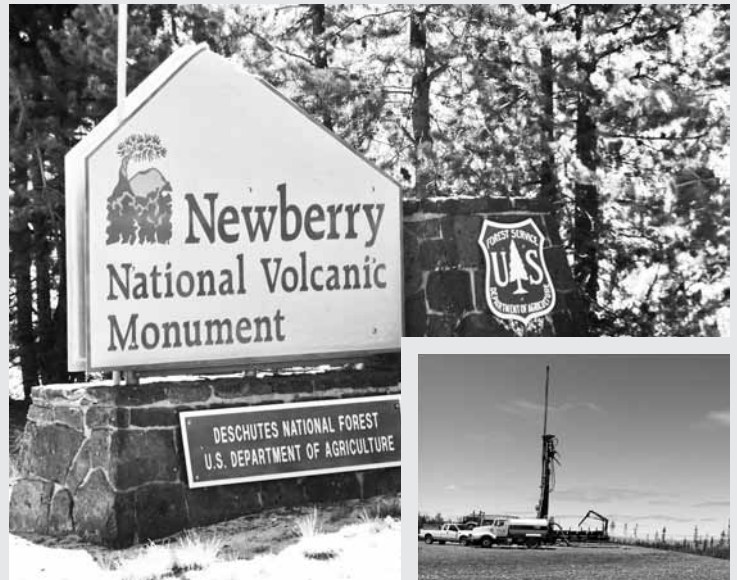
An eruption of interest in geothermal energy has prompted federal approval for testing a unique new plan that would reach deep underground to manufacture steam to run electric generation equipment.

The U.S. Bureau of Land Management (BLM) has announced it's given the go-ahead to Seattle-based AltaRock Energy to begin injecting water (inset) into subterranean cracks below the dormant Newberry Volcano in Oregon's Deschutes National Forest. It's believed to have erupted most recently about 1,300 years ago.

The BLM approval came early last month. The project involves using pressurized water to fracture rocks as far as two miles below the surface. Once heated by the

volcano, the steam is to be brought back to the surface to drive turbines that will generate power.

Testing is planned over the coming year. 💡



# Grid growing, planning for more

Alongside permitting for a small but crucial component of a regional transmission expansion and a federal order prompting joint planning for a major new Wisconsin line, American Transmission Company (ATC) is looking at a 10-year projection of about \$4 billion for grid infrastructure.

In September, the North Dakota Public Service Commission approved its state's tiny portion of the big CapX2020 transmission project, a 33-mile segment of new line near Fargo, needed to connect with the major new lines under construction across Minnesota. The vast bulk of CapX2020 is outside the ATC service area, but that has become subject to some argument of late.

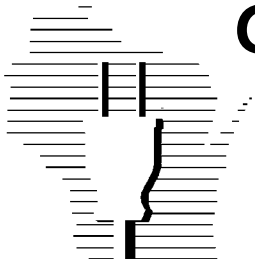
The Federal Energy Regulatory Commission (FERC) ruled in July that ATC must equally share development and ownership of the proposed Badger Coulee transmission line—between La Crosse and Middleton—with Xcel Energy. ATC disagreed and asked the FERC to reconsider its order. It also offered the counterargument that if the Badger Coulee line must be shared, then ATC should also share ownership in the entire CapX2020 build-out, almost all of which is in Minnesota.

The FERC has declined to rule on the latter contention, saying it isn't part of the Badger Coulee issue; however, it has left the door open for it to be raised in future proceedings.

Meanwhile, ATC last month issued the customary annual update to its 10-year system-planning assessment, and it's an ambitious outlook.

To ensure future regional electric reliability and access to economical energy, ATC said, it would need to spend at least \$3.9 billion between now and 2021.

The amount breaks down to almost \$2 billion in improvements and new additions to the ATC system, \$1.1 billion for maintenance, and another \$800 million for regional projects with costs to be shared across the Upper Midwest, ATC said. Badger-Coulee is one of those "multi-value projects" whose costs are to be shared over a broader area. 💡



# Customers First!

P.O. Box 54  
Madison, WI 53701

## A Coalition

to preserve  
Wisconsin's  
Reliable  
and Affordable  
Electricity

Be sure  
to check out the  
*Customers First!*  
website at



**[www.customersfirst.org](http://www.customersfirst.org)**



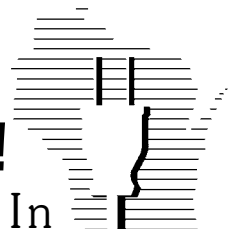
## Quotable Quotes

*"If I had an energy service company that was saving people money like mad, I'd tell people. You don't see that. Instead, it's a trade secret."*

—Public Utility Law Project Executive Director Gerald Norlander, commenting on New York energy services companies' resistance to releasing data on customer savings, as quoted in the *New York Post*, October 15, 2012

Help us share our messages with others. If you know of businesses or organizations that would like to learn more about protecting Wisconsin's reliable and affordable electricity, please feel free to copy and share with them all or part of this newsletter, or you can call 608/286-0784 to arrange an informational meeting.

**Customers First!**  
Plugging Wisconsin In



## DECLARATION OF OFFICIAL INTENT

This is a Declaration of Official Intent of the City of Menasha (the Issuer) to reimburse an expenditure with proceeds of a borrowing or borrowings authorized by the Issuer. This Declaration is made under and pursuant to Treas. Reg. Section 1.150-2. The undersigned has been designated as an official or employee authorized by the Issuer to make this Declaration of Official Intent pursuant to a Resolution adopted on February 20, 1995. This Declaration of Official Intent is a public record maintained in the files of the Issuer and is available for public inspection pursuant to Subchapter II of Chapter 19 of the Wisconsin Statutes.

The undersigned hereby declares that it is the reasonable expectation of the Issuer to use proceeds of a borrowing or borrowings to be incurred by the Issuer to reimburse expenditures for the property, project or program or from the fund(s) /account(s) described below:

Improvements to the Ninth Street Sewage Lift Station, City of Menasha

OR

Sanitary Sewer Utility, City of Menasha

The maximum principal amount of the borrowing or borrowings to be incurred to reimburse expenditures for the above-described purpose is reasonably expected on the date hereof, to be \$540,000.

The Issuer intends to reimburse itself from borrowed funds within eighteen (18) months, (three (3) years if the Issuer is a "small Issuer") after the later of (a) the date the expenditure is paid or (b) the date the facility is placed in service, but in no event more than three (3) years after the expenditure is paid.

No money from sources other than the anticipated borrowing or borrowings is, or is reasonably expected to be, reserved, allocated on a long-term basis, or otherwise set aside by the Issuer with respect to the expenditure, pursuant to the budgetary and financial circumstances of the Issuer as of the date of this Declaration.

Dated this thirteenth day of November, 2012

By: Thomas Stoffel  
Thomas Stoffel

Title: Comptroller/Treasurer

Each of the expenditures described must be one of the following: a capital expenditure (i.e. any cost which is properly chargeable to a capital account or would be so chargeable with a proper election), a cost of issuance for a bond, an expenditure relating to certain extraordinary working capital items, a grant, a qualified student loan, a qualified mortgage loan, or a qualified veterans' mortgage loan.





November 13, 2012

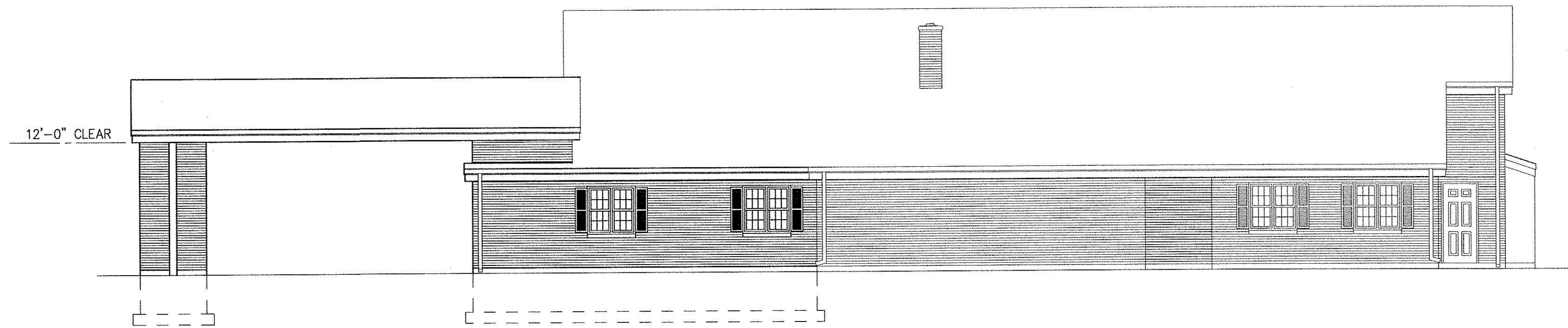
TO: Mayor Merkes  
Common Council Members

FROM: Susan Nett  
Health Department

RE: Senior Center Entrance Project

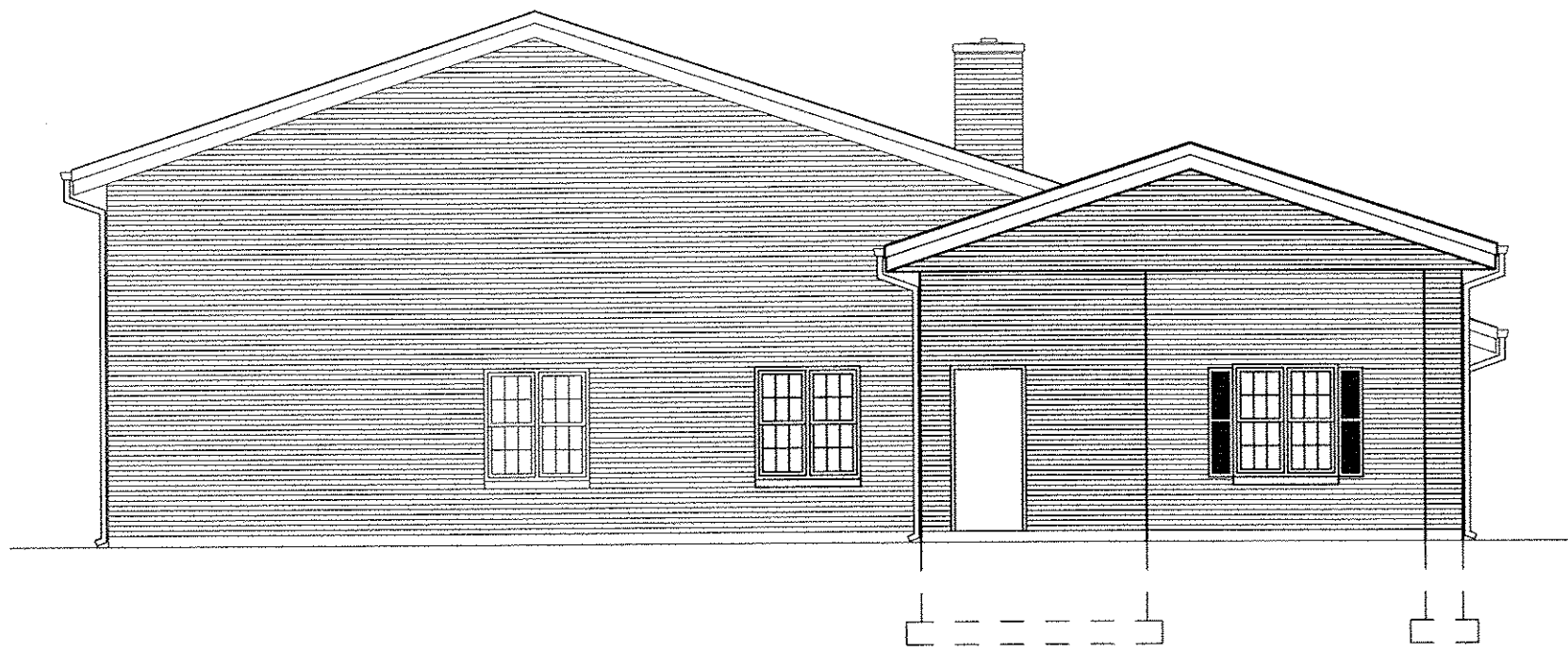
Per the request of Alderman Sevenich, a copy of the preliminary design plan for the senior center new entrance is attached for your review. I am not able to attend the 11-19-12 council meeting. If you have questions, you can reach me at 920-209-9543. Jean Wollerman will be available on 11-19-12 to also answer any questions you may have.

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**WEST ELEVATION**

SCALE: 1/8" = 1'-0"



**NORTH ELEVATION**

SCALE: 1/8" = 1'-0"

DESIGNED  
CJS

DRAWN  
RDH

PROJECT NO.  
—

DATE  
7-2-12

SHEET NO.

**A2**

**MENASHA SENIOR CENTER**

**MENASHA, WISCONSIN**

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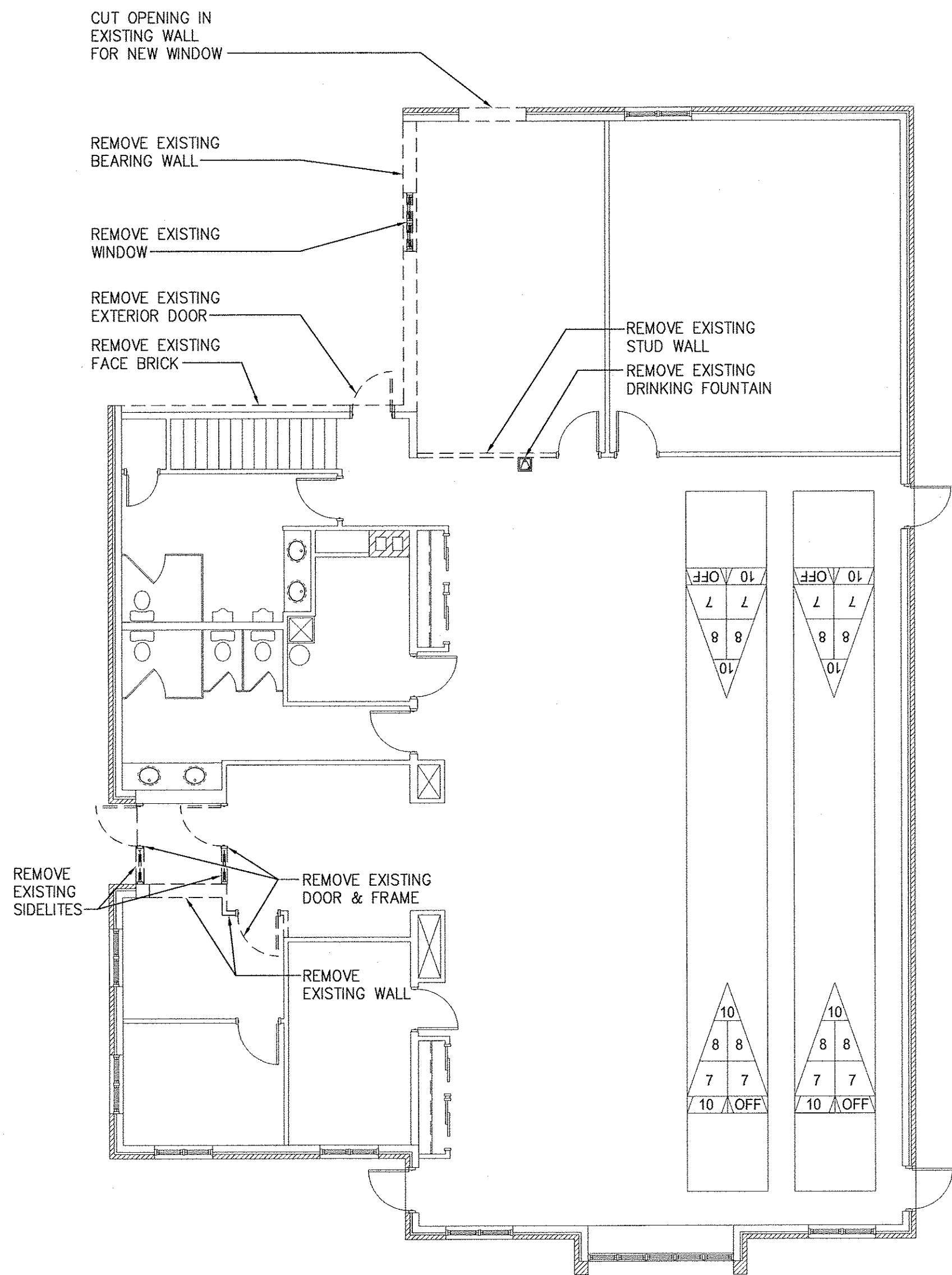
REVISION

DATE

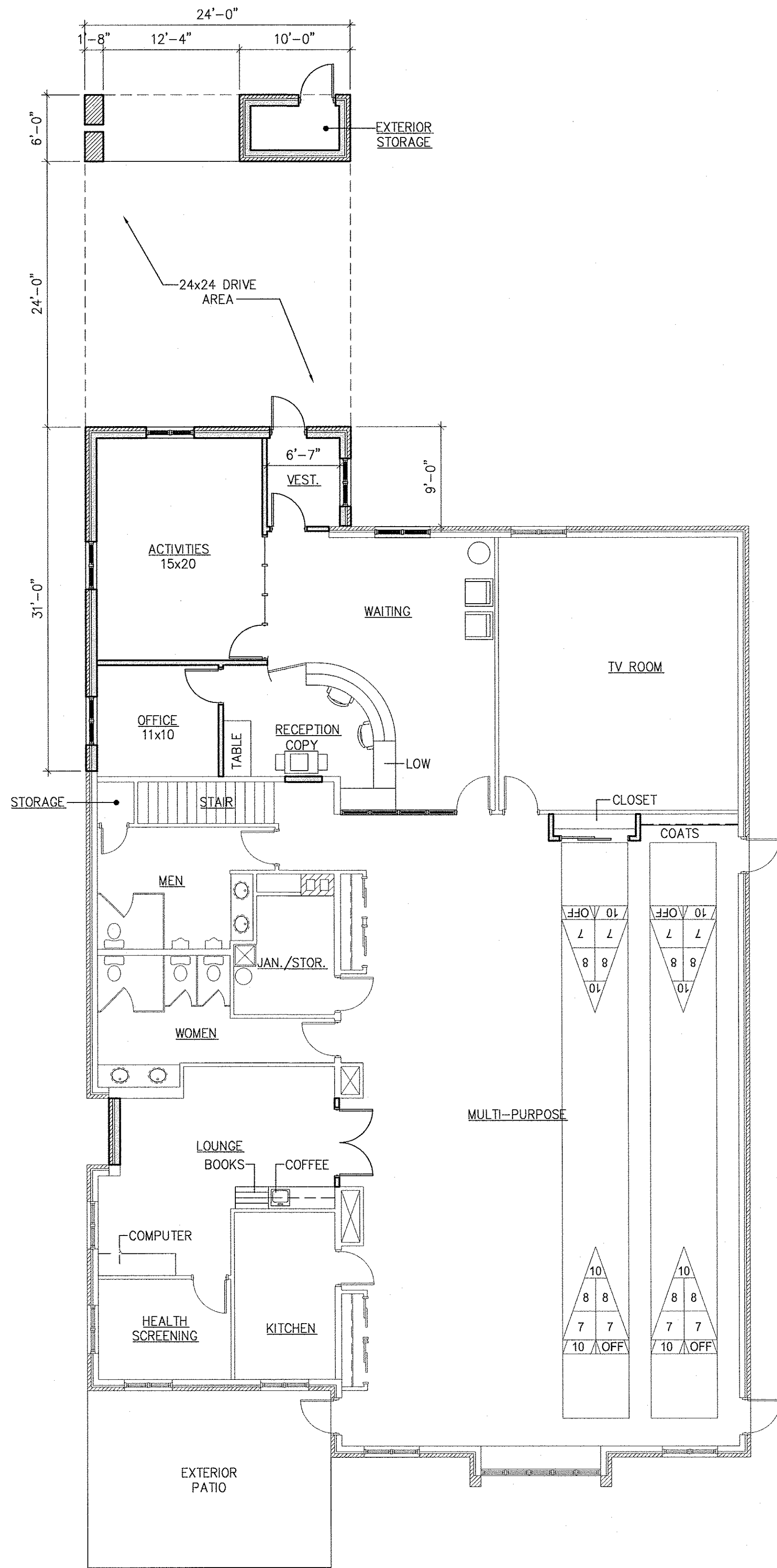
NO.

**McMAHON**  
**ENGINEERS ARCHITECTS**  
1445 McMAHON DRIVE NEENAH, WI 54956  
Mailing: P.O. BOX 1025 NEENAH, WI 54957-1025  
Tel: (920) 751-4200 Fax: (920) 751-4284  
www.mcmahonpe.com

hail: W:\PROJECTS\WOOD\620140\VEN-A01.dwg layout1, Plot Date: 10/16/2012 1:39 PM, xrefs: none



DEMOLITION PLAN  
SCALE: 1/8" = 1'-0"  
NORTH



FLOOR PLAN  
SCALE: 1/8" = 1'-0"  
NORTH

**McMAHON**  
ENGINEERS ARCHITECTS  
1445 MAHON DRIVE, NEENAH, WI 54956  
Phone: (920) 751-4200 Fax: (920) 751-4284  
www.mcmahon.com

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NO.	DATE	REVISION

MENASHA SENIOR CENTER  
MENASHA, WISCONSIN

DESIGNED CJS	DRAWN RDH
PROJECT NO. —	DATE 7-2-12
SHEET NO. <b>A1</b>	

Sept/Oct 2012 Disposal Violations			
Date	Address	QTY	Comment
09/11/12	unknown		Computer, monitor, & printer removed from scrap metal area
09/12/12	unknown		plastic kids toys, slide in recycle center
09/12/12	unknown		Computer monitor, hard drive, keyboards, etc in Broad St alley - pic
09/18/12	unknown		2 re Fridgerators in appliance area without permits \$30.00 permits #7644-#7645
09/18/12	unknown		microwave in scrap metal - permit #7646 \$15.00
09/20/12	unknown		1 fridge in Broad Street alley site - permit #7647 \$15.00
09/24/12	unknown		1 dehumidifier in scrap metal area - permit #7649 \$15.00
09/26/12	unknown		1 microwave & 1 dehumidifier in the scrap metal area - permits #7653-7654 \$30.00
09/26/12	unknown		stereo unit in scrap metal area
10/15/12	unknown		2 TV's in recycle center
10/18/12	unknown		screen door and tomato plant cages in recycle center
10/18/12	unknown		mattress in parking lot of Ninth Street Boat Landing
10/22/12	unknown		styrofoam, waste basket, misc mops/brooms, empty solvent bucket - pic
10/23/12	unknown		2 microwaves and dehumidifier in scrap metal - permits #7669, #7670, #7671 \$45.00
10/31/12	unknown		microwave & a/c unit in Broad St Alley - permits #7679 & #7680 \$30.00
		7	***FREON APPLIANCES & MICROWAVES AND OTHER HAZARDOUS ITEMS (ballasts, gas cans, etc) IN SCRAP METAL THAT ARE NOT CAUGHT GO TO PROCESSING AT SADOFF. IF DISCHARGED AT THEIR FACILITY WE RISK NOT HAVING SCRAP METAL COLLECTED IN THE FUTURE BY SADOFF OR ANY OTHER METAL VENDOR.
		10	***ELECTRONICS MUST BE RECYCLED BY US WHEN DROPPED OFF AT OUR FACILITY (currently \$2.00 per electronic - when brought to Winnebago County Recycling Center)
			Clear fill (concrete, sod, etc) dumping violations - we must transport to Badger Hwys for disposal (Badger charges \$)
			Hazardous material disposal violations - cost to remove unk - removed twice each year approx cost \$1000/year. Cost in April 2012 = \$1672.00
	\$120.00	8	Bulky item disposal (\$15.00 each )
	\$225.00	15	Freon or Microwave Disposal Permits (\$15.00 each)
			LP Tank disposal (\$5.00 each) & must be transported to Winnebago County for disposal
			Tire disposal \$3.00, \$5.00, or \$7.00 each
			Refuse disposal violations (\$45/2 yard dumpster rental)
			Yardwaste disposal violations (\$35/min pickup charge)
	\$256.28	30	Total disposal violations-cleanup (15 minutes/cleanup X \$34.17/hr wage + benefits)
	\$601.28		SEPTEMBER-OCTOBER 2012 TOTALS
Not included: gas cans ( ) & compressed gas cylinders ( ) will be disposed of with other hazardous waste left here illegally.			
Incident like those listed above are reasons other communities have closed their drop off sites.			



October 23, 2012

LTC Ralph Thorn  
88<sup>th</sup> RSC DPW  
60 South O Street  
Fort McCoy, WI 54696

RE: Renewal of Lease No. DA-11-032-ENG-2281  
Omaha District  
Lease No. OAGA45-5 79-00482  
Using Service: Army Reserve  
**Land Lease between the City of Menasha, Wisconsin and The United States of America**  
(Land Lease)

Dear LTC Thorn:


Notice is being sent to you that upon recommendations from the Park Board and Plan Commission, the City of Menasha Common Council took action at its last meeting relative to the above-mentioned Land Lease. The United States' buildings have not used for many years and are deteriorating and the City of Menasha desires to begin planning for the future use of the waterfront property upon which the buildings exist.

**Please be advised that on October 15, 2012, the City of Menasha Common Council voted: (1) to terminate the Land Lease; and (2) send notice to the United States of America requiring the buildings to be demolished and a return of the premises to its previous state per the Land Lease, to include removal of any underground footings, utilities, storage tanks, pavement or other structures, grading and seeding the site and a demonstration by the United States that there is no environmental contamination resulting from its use of the property.**

Paragraph 9 of the lease agreement provides that the United States, "... upon the expiration or termination of this lease and, if required by the Lessor, shall within 90 days thereafter, or within such additional time as may be mutually agreed upon, return the premises in as good condition as that existing at the time of entering upon the same under this lease, ..."

Thank you for your attention to this matter. I look forward to working with you on this project.

Very truly yours,

*Pamela A. Captain*  
Pamela A. Captain 

CC: Gene Harlan  
Kevin Brown  
Mark Lewis  
Byron Nelson

C: PRD Tungate  
Deborah Galeazzi, Clerk



## Memorandum

DATE: November 15, 2012

TO: Mayor Merkes

FROM: Mark Radtke, Director of Public Works *MR*

RE: Commendation for DPW Employees

In light of the difficulties the City faced upon being ordered to shut down two of our three leaf collection operations several weeks ago, I am pleased to inform you we are back on regular schedule with our curbside leaf collection service. When the State Patrol observed our leaf collection rigging and determined, for safety reasons, we could not continue operating our front loading equipment, the City was facing dire consequences if we couldn't discover a cost effective substitute collection method.

With the assistance and understanding of Sergeant Mark Abrahamson of the State Patrol, the guidance and foresight of Tim Jacobson and the creative and technical ability of several employees, the City was able to reinstate one of the leaf collection units in a matter of days and the other unit a few days later.

I was present at the meeting involving the State Patrol, Tim Jacobson and our mechanics and I was impressed with the collaborative approach, creative vision and expedient action of our employees in problem solving this predicament. When one views the modifications made to these two units it is apparent this was a heavy duty mechanical fabrication that was necessarily accomplished in a compressed period of time, thus returning the leaf collection service to a safer, yet effective, level of service.

The following employees should be commended for their role in restoring the leaf collection service in such a short period of time.

Tim Jacobson  
Mark Harding  
John Quella  
Kevin Schmahl  
John Van Zeeland  
Travis McDonald

M:\word\Leaf collection commendation memo\_11-15-12.docx

Comparison of Property Tax Rates/per \$1,000 of Assessed Value

Update: 11/19/2012

Prepared by: City Comptroller/Treasurer

	Assessed Property Tax Rates <u>2011</u>	Assessed Property Tax Rates <u>2012</u>	Per Cent of Change
<b>WINNEBAGO COUNTY</b>			
State of Wisconsin	\$ 0.1725	\$ 0.1676	-2.84%
County of Winnebago	\$ 5.7573	\$ 5.6382	-2.07%
City of Menasha	10.1248	10.2193	0.93%
School District-Menasha	9.9418	9.7286	-2.14%
Fox Valley Technical College	1.8199	1.9450	6.87%
Utility District	<u>0.0000</u>	<u>0.0000</u>	0.00%
Total Tax Rate	27.8163	27.6987	-0.42%
School Levy Tax Credit	<u>-1.4803</u>	<u>N/A</u>	0.00%
Net Tax Rate	\$ 26.3360	\$ 27.6987	5.17%

	Assessed Property Tax Rates <u>2011</u>	Assessed Property Tax Rates <u>2012</u>	Per Cent of Change
<b>CALUMET COUNTY</b>			
State of Wisconsin	\$ 0.1724	\$ 0.1656	-3.94%
County of Calumet	4.5429	4.4277	-2.54%
City of Menasha	10.1775	10.1587	-0.18%
<b>School District-Menasha</b>	9.9379	9.7426	-1.97%
Fox Valley Technical College	1.8192	1.9213	5.61%
Waverly Sanitary District	<u>0.6950</u>	<u>0.7016</u>	0.00%
Total Tax Rate	27.3449	27.1175	-0.83%
School Levy Tax Credit	<u>-1.2825</u>	<u>N/A</u>	0.00%
Net Tax Rate	\$ 26.0624	\$ 27.1175	4.05%

	Assessed Property Tax Rates <u>2011</u>	Assessed Property Tax Rates <u>2012</u>	Per Cent of Change
<b>CALUMET COUNTY</b>			
State of Wisconsin	\$ 0.1724	\$ 0.1656	-3.94%
County of Calumet	4.5429	4.4277	-2.54%
City of Menasha	10.1775	10.1587	-0.18%
<b>School District-Appleton</b>	9.3184	9.0309	-3.09%
Fox Valley Technical College	1.8192	1.9213	5.61%
Waverly Sanitary District	<u>0.6950</u>	<u>0.7016</u>	0.00%
Total Tax Rate	26.7254	26.4058	-1.20%
School Levy Tax Credit	<u>-1.2825</u>	<u>N/A</u>	0.00%
Net Tax Rate	\$ 25.4429	\$ 26.4058	3.78%

CITY OF MENASHA  
COMMON COUNCIL  
Third Floor Council Chambers  
140 Main Street, Menasha  
Monday, November 5, 2012  
MINUTES

DRAFT

A. CALL TO ORDER

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

B. PLEDGE OF ALLEGIANCE

C. ROLL CALL/EXCUSED ABSENCES

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

ALSO PRESENT: Mayor Merkes, CA/HRD Captain, PC Styka, FC Auxier, DPW Radtke, CDD Keil, C/T Stoffel, PRD Tungate PHD Nett, LD Lenz, Clerk Galeazzi.

D. PUBLIC HEARING

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

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

Paul Eisen, 1807 Brighton Beach Road, Menasha. Encourage Council to support Library budget.

F. REPORT OF 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, 10/15/12](#)
- b. [Board of Public Works, 10/15/12](#)
- c. [Board of Health, 9/12/12](#)
- d. [Committee on Aging, 9/12/12](#)
- e. [Menasha Public Library Board, 10/18/12](#)
- f. [NM Fire Rescue, Joint Fire Commission, 10/11/12](#)
- g. [NM Fire Rescue, Joint Finance & Personnel Committee, 10/23/12](#)
- h. [NM Sewerage Commission, 10/9/12](#)
- i. [Parks and Recreation Board, 10/8/12](#)
- j. [Safety Committee, 9/6/12; City Hall](#)
- k. [Safety Committee, 9/24/12; Public Works/Parks](#)
- l. [Water & Light Commission, 10/17/12; Special](#)

Communications:

- m. [Menasha Historical Society Newsletter, November 2012](#)
- n. [Town of Harrison, 9/18/12; Corrections to Petitioners' Incorporation Application \(Case 12 CV 28\)](#)
- o. [Town of Harrison, 10/16/12; Public hearing notice for amendment to the Town of Harrison Comprehensive Plan](#)
- p. [WI Dept. of Administration, 10/18/12; Variance request pertaining to NM Sewerage Commission Clean Water Fund Program](#)
- q. [WI Dept. of Administration, 10/10/12; Final Estimate of 1/1/12 Population, Winnebago & Calumet Counties](#)
- r. [WI DNR, 10/29/12; Notice of Air Pollution Permit App. Review – River St. Menasha](#)
- s. [WI DNR, 10/24/12; WI Pollutant Discharge Elimination System permit](#)

Moved by Ald. Sevenich, seconded by Ald. Langdon to receive Minutes and Communications A-S

Discussion: Ald. Langdon, Minutes D (Committee on Aging), commend Senior Center for the great job they do for citizens.

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, 10/15/12](#)

Administration Committee, 10/15/12; recommends approval of:

2. [Accept 2011 City of Menasha Audit Report \(Dave Maccoux, Schenck\)](#)
3. [Joint Powers Agreement Winnebago County Emergency 911 System, Dec. 1, 2012 - Nov. 30, 2013, and authorize signature](#)
4. [WEA Trust Base Design for 2 years as City's medical insurance provider beginning in 2013](#)

Board of Public, 10/15/12; recommends approval of:

5. [Change Order #1, Mod 28; Neenah-Menasha Fire Rescue Station 36; Miron Job #101520; DEDUCT: \\$1,508.00 \(Credit for materials not used on project\)](#)
6. [Final Change Order #2, Mod 29; Neenah-Menasha Fire Rescue Station 36; Miron Job #101520; DEDUCT: \\$12,847.42 \(Contract adjustment from original amount of contract to new amount of contract\)](#)

NM Fire Rescue, Joint Finance & Personnel Committee, 10/23/12; recommends approval of:

7. [The 2013 medical evaluations through Affinity Occupational Health for a total of \\$8,625.50](#)

Ald. Sevenich requested to remove item 4 (WEA Trust Base Design) from Consent Agenda.

Moved by Ald. Sevenich, seconded by Ald. Krueger to approve Consent Agenda Items 1, 2, 3, 5, 6, 7  
Motion carried on roll call 8-0.

## H. ITEMS REMOVED FROM CONSENT AGENDA

Moved by Ald. Sevenich, seconded by Ald. Klein to approve Consent Agenda Item 4, WEA Trust Base Design Plan for 2 years as City's medical insurance provider beginning in 2013 with a \$1,500/\$3,000 deductible, 0% increase in premium for the first year and a rate cap not to exceed 9% for the second year as per the chart presented.

Motion carried on roll call 8-0.

## I. ACTION ITEMS

1. [Accounts payable and payroll for the term of 10/18/12 to 11/1/12 in the amount of \\$1,196,060.82](#)

Moved by Ald. Klein, seconded by Ald. Krueger to approve accounts payable and payroll and separate Check #35287 (McMahon).

Discussion on expenditures.

Motion carried on roll call 8-0.

Moved by Ald. Klein, seconded by Ald. Krueger to approve Check #35287 (McMahon).

Ald. Taylor stated he will be abstaining.

Motion carried on roll call 7-0. Ald. Taylor - abstained

2. [Request of Intertape Polymer Corp. to Release Reversionary Interest](#)

CA/HRD Captain explained the request from Intertape Polymer Corp. to release a deed restriction relative to a street vacation and transfer of land from the City of Central Paper Company (successor-in-interest Intertape Polymer Corp).

Moved by Ald. Sevenich, seconded by Ald. Krueger to remove the reversionary interest on the deed from the City of Menasha to Central Paper Company dated April 30, 1973, recorded with the Winnebago County Register of Deeds as Doc. #435497 on May 10, 1973 and authorizing the Mayor and City Clerk to execute the necessary documents.

Motion carried on roll call 8-0.

## J. ORDINANCES AND RESOLUTIONS

## K. APPOINTMENTS

L. HELD OVER BUSINESS

1. [Payment - MCC, Inc.; Contract Unit No. 2012-02; New Street Construction-Concrete Curb & Gutter; Kelly Lake Drive, South ½ of Woodland Hills Subdivision; \\$5,117.75 \(Payment No. 3 and Final\)\(Held 10/15/12\)](#)

Moved by Ald. Taylor, seconded by Ald. Krueger to approve payment to MCC Inc, Contract Unit No. 2012-02 New Street Construction-Concrete Curb & Gutter, Kelly Lake Drive and South ½ of Woodland Hills Subdivision, \$5,117.75 (Payment No. 3 and Final).

Motion carried on roll call 8-0.

M. CLAIMS AGAINST THE CITY

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

O. ADJOURN

Moved by Ald. Klein, seconded by Ald. Langdon to adjourn at 6:15 p.m.

Motion carried on voice vote.

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



### MEMORANDUM

TO: Mayor Merkes, Chairman Klein and the members of the City of Menasha Administration Committee

FROM: City Comptroller/Treasurer Stoffel *trs*

DATE: 10/29/2012

SUBJECT: Pitney Bowes Mailing System Rental Agreement

Included on the agenda for the Administration Committee is a new agreement to rent a new mailing machine for the City. Our old agreement is expiring and with the new agreement, the City receives a new postage machine. The new equipment, a DM 200L Digital mailing system, will cost \$92.55 per month (\$1,111 annually) including all other maintenance charges. This is less than what the City now pays (\$105.49 per month) and the equipment has the latest technology updates. The new equipment weighs pieces electronically, tracks postage for up to 50 departments and processes forty pieces of mail a minute. I would request your approval of the agreement.



# WSCA/NASPO Term Rental Installment Option A Agreement

Account # 60

## Your Business Information

CITY OF MENASHA FINANCE DEPT

Full Legal Name of Customer

140 MAIN ST

Billing Address: Street

Billing Contact Name

140 MAIN ST

Installation Address (If different from billing address): Street

Installation Contact Name

DBA Name of Customer

MENASHA

City

( ) ext

Billing Contact Phone #

MENASHA

City

( ) ext

Installation Contact Phone #

--	--	--	--	--	--	--	--	--	--

Agreement Number

39-6005525

Tax ID # (FEIN/TIN)

WI

State

58301640205

Billing CAN #

WI

State

58301640205

Installation CAN #

54952-3190

Zip+4

54952-3190

Zip+4

Fiscal Period (from - to)

Customer PO #

Delivery CAN #

## Your Business Needs

### Qty Business Solution Description

1 Mail Stream Solution - 1

1 DM200L

1 IntelliLink Interface / PSD for DM200L

1 Accounting (50 Dept) Software

1 5 lb Integrated Weighing

1 Professional Installation

1 Integrated Weighing Platform

1 IntelliLink Subscription

### Check items to be included in customer's payment

☒ Equipment Maintenance (1st year included)

Provides service coverage including certain parts and labor

☐ Software Maintenance (1st year included)

Provides revision updates and technical assistance

☒ Soft-Guard® Subscription (Included with your meter rental)

Provides postal and carrier updates

☒ IntelliLink® Subscription/Meter Rental

Provides simplified billing and includes ( ) resets per year

( ) Confirmation Services

( ) Purchase Power®

Electronic access to postal confirmation services  
Receive an invoice for postage, consolidated billing  
and enhanced management reporting information.

## Your Payment Plan

Number Of Months	Monthly Amount *
First 36	\$ 92.55

(\*Does not include any applicable taxes)

( ) Required advance check of \$

received

Tax Exempt#

State Tax (if applicable)

( ) Tax Exempt Certificate Attached

( ) Tax Exempt Certificate Not Required

## Your Signature

By your signature below, you agree to be bound by this Term Rental Installment Option A Agreement (this "Rental"). This Rental is made and entered into pursuant to your State's/Entity's Participating Addendum, which is made in connection with the WSCA/NASPO Contract # ADSPO11-00000411-7 ("Agreements"), all of which are available at [www.pb.com/states](http://www.pb.com/states). The terms and conditions of the Agreements govern this transaction, and in the event of any inconsistency with this Rental, the Agreements will supersede this Rental. This Rental will be binding on PBGFS only after PBGFS has completed its credit and documentation approval process and an authorized PBGFS employee signs below.

CN11-98554-112-6

Customer Signature

Date

State's/Entity's Participating Addendum #

Print Name

Title

Email Address

## Sales Information

Laurie Kiffel

117

Account Rep Name

District Office

PBGFS Acceptance

Equipment Vendor: Pitney Bowes Inc. for Sales and Service call 1-800-322-8000

**City of Menasha  
and  
Neenah-Menasha YMCA  
Senior Center Collaboration  
Contract 2013**

I. Preamble

Whereas the Neenah-Menasha YMCA and the City of Menasha are committed to helping our seniors in our community in their pursuit of wellness and social outlets. Whereas collaboration between the Neenah-Menasha YMCA and the City of Menasha will provide enhanced services and programs for the senior citizens of the community and maximize the available resources of the City of Menasha and the Neenah-Menasha YMCA.

II. Responsibilities of the Neenah-Menasha YMCA

The Neenah-Menasha YMCA (YMCA) would serve as the operation agent for the City of Menasha Senior Center. The YMCA will serve as the scheduling agent for the facility and book use of the facility by outside groups during closed times. The YMCA will be responsible for the management of the day to day operations of the facility along with all programming. The YMCA will employ and supervise all staff along with supervising any volunteers. All Program and Administrative staff at the Menasha Senior Center will be employees of the YMCA. All staff will be CPR/First Aid Certified and will complete all trainings as specified by YMCA policies. All staff will have a signed job description on file and will receive yearly performance appraisals.

Programming will be considered YMCA programming and will fall under the YMCA Volunteer Board of Directors oversight and counsel. Minimum programming will be as set forth on *Attachment 1*. At a minimum, the hours of operation at the Senior Center shall be 40 hours per week, Monday through Friday.

On a quarterly basis, the YMCA will provide written updates to the City of Menasha as to its planned programming at the Senior Center. The YMCA will keep adequate records of all expenses and revenues related to the Agreement and will provide at least a quarterly report to the City of Menasha. The YMCA shall own and maintain records from program operations of this Agreement for at least (7) seven years. All YMCA records related to this Agreement will be open for inspection upon reasonable notice by the City of Menasha or any member of the public.

III. Responsibilities of the City of Menasha

The City of Menasha will allow the Neenah-Menasha YMCA to utilize the Menasha Senior Center facility at no cost for older adult programming. The City of Menasha will be responsible for all general maintenance and upkeep of the building. Fixed items will be the responsibility of the City of Menasha to upkeep and repair. Repairs or updates should be scheduled in order to minimize disruption of programs or operations. City employees may access facility at any time to perform duties or ensure upkeep of the Center. Furnishings existing at the Senior Center on the first day of this Agreement will remain at the Senior

Center and be available for continued use until the end of its useful life. The City will also provide Internet access for both the office and general use computers.

IV. During the term of this Agreement, Advocap meal program will be allowed to continue to use the Menasha Senior Center facility, Monday through Friday, per their contract with the City of Menasha.

V. Program and Facility Costs/Revenues

The YMCA will be responsible for all program costs including, operational cost, staffing charges, utilities, supplies, IT equipment and services, licensing and miscellaneous expenses of the Senior Center including snow removal on the sidewalks, grass cutting and housekeeping. The City of Menasha will continue snow removal on the driveway and parking lot areas. Equipment owned by the YMCA will remain as property of the YMCA. Replacement furnishings at the facility will remain as property of the YMCA. Replacement furnishings at the facility will be the responsibility of the YMCA as cost of operations. The YMCA will include the Menasha Senior Center in its Active Older Adult Budget and will be responsible for creating an operational budget that fits within the contract fee. The YMCA will keep First Aid kits in program areas and at the reception desk. Kits will be the responsibility of the YMCA and will be restocked as needed by YMCA staff. Incident/ accident reports for participants and staff will be managed by the YMCA and a copy of each report will be forwarded to the City within 3 days of any incident/accident.

The City of Menasha will be responsible for all facility costs including repairs, maintenance and upkeep. Any inspections and assessments will be the responsibility of the city. The City of Menasha will equip and maintain the facility with the proper amount of fire extinguishers as required by city codes. An AED will be located in the common area and maintained by the City of Menasha staff. Supplies for maintaining the AED are the responsibility of the City of Menasha.

In addition, the City of Menasha will pay the Neenah-Menasha YMCA on a quarterly basis a contract fee of \$88,300 for program finances that the YMCA incurs from programming at the Senior Center from January 1, 2013 to December 31, 2013.

All revenues received by the YMCA for programming as set forth in *Attachment 1* will be collected by and belong to the YMCA, except revenues from outside group rentals, program donations, and donations for the *Legacy Account* which will belong to and managed by the City of Menasha.

The City of Menasha will be responsible for the City of Menasha Health Department 60 Plus program. Any program fees collected for the City of Menasha Health Department 60 Plus program will belong to and be maintained the City of Menasha Health Department.

Annually, the parties will exchange financial information regarding program and facility costs and revenues in order to prepare the following year's budget and contract fee. In determining, subsequent years contract fees, it is expected that as rental fee income increases, the Tax-Based Subsidy can decrease.

VI. Facility

The scheduling and operating of the Menasha Senior Center facility will be controlled by the Neenah-Menasha YMCA. Primary scheduling of the facility will be for older adult programming and activity. The City of Menasha can reserve space in the facility as long as it does not negatively impact operations or programming. Generally the facility may be used for outside group rental on Friday through Sunday or when available Monday through Sunday. The YMCA will also have the option of utilizing the facility after hours for special events or trainings related to the older adult programming.

VII. Facility Safety

Compliance with all health and safety codes will be the joint responsibility of the City of Menasha and the Neenah-Menasha YMCA.

VIII. Terms of the Agreement

This 1-year agreement will run from January 1, 2013 to December 31, 2013. A new agreement will be put into place for 2014 by December 1, 2013 if agreeable to both parties.

This agreement can be terminated by either party by providing written notification (90) ninety days before end date.

IX. Insurance

The Neenah-Menasha YMCA and the City of Menasha will hold each other harmless in this agreement and each shall retain appropriate insurance coverage for malpractice, comprehensive, general liability and director and officer coverages. The YMCA will also hold liability insurance for the staff and for programs.

Miscellaneous Items

- This written agreement is the entire contract and can only be modified in writing by both of the parties.
- This agreement will be subject to the laws of the State of Wisconsin
- No third party rights are created by this agreement

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President/CEO signature  
YMCA of the Fox Cities

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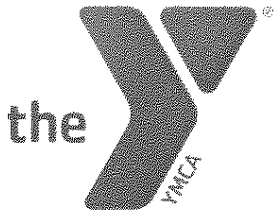
Date

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Mayor  
City of Menasha

---

Date



# ALL TOGETHER BETTER

## MENASHA SENIOR CENTER AND NEENAH-MENASHA YMCA PROGRAM OPTIONS FOR ACTIVE OLDER ADULTS

Seniors living in the City of Menasha, City of Neenah or Winnebago County may choose from one of the following options below...

### Senior Donation Pass

Senior Donation Pass includes opportunities to participate in card/cribbage playing, computer usage, puzzles, games, T.V., relax and read, blood pressure screenings, outside service events, resource center, "Y" Nots chorus, clubs, Wii, shuffleboard, wireless internet and fellowship with friends. An extra fee may be charged for luncheons, VNA Foot Care Program, Advocap meals, 60+ Health program, special events, leagues, trips, exercise classes, club fees, newsletter, workshops, parties, picnics and themed events. Donation boxes are located at each site. Senior Donation Pass does not entitle holder to YMCA membership benefits. Ages 55+.

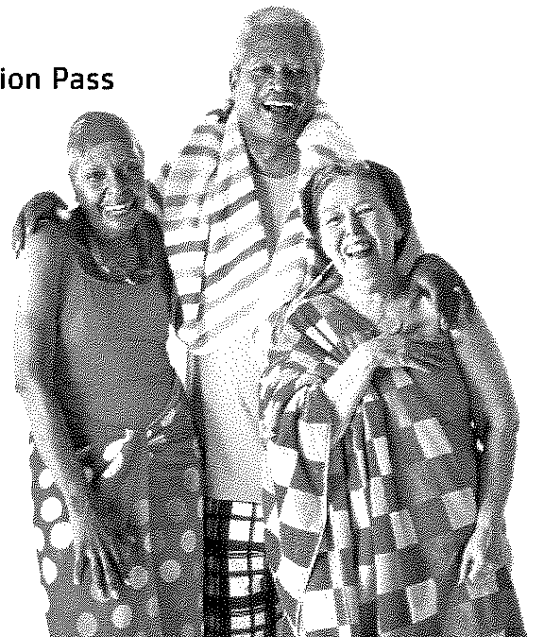
### Senior Program Pass

Senior Program Pass includes Senior Donation pass activities, plus land and water group exercise classes, use of fitness equipment, pools, racquetball courts, gymnasiums, walking/jogging/running track and fitness assessments. An extra fee may be charged for luncheons, VNA Foot Care Program, Advocap meals, 60+ Health program, special events, leagues, trips, exercise classes, club fees, newsletter, workshops, parties, picnics and themed events. Some restrictions apply. Senior Program Pass is \$17 per month for ages 60+.

### YMCA or Insurance-Based Memberships

YMCA or Insurance-Based Memberships includes Senior Donation Pass activities, Senior Program Pass activities and Membership Benefits to the YMCA of the Fox Cities. An extra fee may be charged for luncheons, VNA Foot Care Program, Advocap meals, 60+ Health program, special events, leagues, trips, exercise classes, club fees, newsletter, workshops, parties, picnics and themed events. Membership information is available at each site.

For more information, please contact Jean Wollerman at 920.886.2152 or [jwollerman@ymcafoxcities.org](mailto:jwollerman@ymcafoxcities.org).  
[www.ymcafoxcities.org](http://www.ymcafoxcities.org)







Unit Price Contract												
PROJECT: Wastewater Collection System Rehabilitation Improvements Phase 4												
OWNER: City of Menasha												
CONTRACTOR: Terra Engineering & Construction Corporation												
October 9, 2012												
ITEM NO.	DESCRIPTION	UNITS	UNIT PRICE	BID QTY.	BID TOTAL	PREVIOUSLY REQUESTED		CURRENT REQUEST		REVISED * QUANTITY	TOTAL	ADD (+) DEDUCT (-)
						QTY.	TOTAL	QTY.	TOTAL			
1A	18-inch sanitary sewer CIPP lining	LF	\$59.50	2,531	\$150,594.50	2,255.7	\$134,214.15		\$0.00	2,255.7	\$134,214.15	-\$16,380.35
2A	15-inch sanitary sewer CIPP lining	LF	\$61.00	271	\$16,531.00	210.0	\$12,810.00		\$0.00	210	\$12,810.00	-\$3,721.00
3A	12-inch sanitary sewer CIPP lining	LF	\$33.50	5,255	\$176,042.50	4,426.2	\$148,277.70		\$0.00	4,426.2	\$148,277.70	-\$27,764.80
4A	10-inch and 12-inch transition sanitary sewer CIPP lining on Elm Street between MH 168 and MH 169	LF	\$34.00	333	\$11,322.00	335.0	\$11,390.00		\$0.00	335	\$11,390.00	\$68.00
5A	10-inch sanitary sewer CIPP lining	LF	\$26.50	2,696	\$71,444.00	2,905.8	\$77,003.70		\$0.00	2,905.8	\$77,003.70	\$5,559.70
6A	8-inch sanitary sewer CIPP lining	LF	\$23.50	3,565	\$83,777.50	3,628.3	\$85,265.05		\$0.00	3,628.3	\$85,265.05	\$1,487.55
7A	Pressure inject grouting lateral connection	EA	\$683.00	10	\$6,830.00	21.0	\$14,343.00		\$0.00	21	\$14,343.00	\$7,513.00
8A	Pressure inject grout material for lateral connections, as specified in Article C2.19	GAL	\$10.00	100	\$1,000.00	73.7	\$737.00		\$0.00	73.7	\$737.00	-\$263.00
9A	Pressure inject grouting joints and cracks in 18-inch diameter sanitary sewer	EA	\$368.00	3	\$1,104.00	4.0	\$1,472.00		\$0.00	4	\$1,472.00	\$368.00
10A	Pressure inject grouting joints and cracks in 8-inch diameter sanitary sewer	EA	\$97.00	35	\$3,395.00	35.0	\$3,395.00		\$0.00	35	\$3,395.00	\$0.00
11A	Pressure inject grout material for joints and cracks, as specified in Article C2.19	GAL	\$10.00	400	\$4,000.00	39.1	\$391.00		\$0.00	39.1	\$391.00	-\$3,609.00
12A	15-inch sanitary sewer CIPP spot lining on Naymut Street between MH 155 and MH 156	LF	\$650.00	4	\$2,600.00	4.0	\$2,600.00		\$0.00	4	\$2,600.00	\$0.00
TOTAL, ITEMS 1A THROUGH 12A						\$528,640.50		\$491,898.60		\$0.00	\$491,898.60	-\$36,741.90
CHANGE ORDER #CO-1451101A-01												
13A	18-inch sanitary sewer CIPP lining	LF	\$59.50	-322	-\$19,159.00		\$0.00		\$0.00		\$0.00	\$19,159.00
14A	15-inch sanitary sewer CIPP lining	LF	\$61.00	-271	-\$16,531.00		\$0.00		\$0.00		\$0.00	\$16,531.00
15A	12-inch sanitary sewer CIPP lining	LF	\$33.50	-628	-\$21,038.00		\$0.00		\$0.00		\$0.00	\$21,038.00
16A	Pressure inject grouting lateral connection	EA	\$683.00	-1	-\$683.00		\$0.00		\$0.00		\$0.00	\$683.00
17A	Pressure inject grout material for lateral connection	GAL	\$10.00	-10	-\$100.00		\$0.00		\$0.00		\$0.00	\$100.00
18A	8-inch PVC sanitary sewer CIPP lining	LF	\$23.50	135	\$3,172.50	140.0	\$3,290.00		\$0.00	140	\$3,290.00	\$117.50
19A	Pressure inject grouting lateral connection	EA	\$683.00	3	\$2,049.00		\$0.00		\$0.00		\$0.00	-\$2,049.00
20A	Pressure inject grout material for lateral connection	GAL	\$10.00	30	\$300.00		\$0.00		\$0.00		\$0.00	-\$300.00
TOTAL CHANGE ORDER #CO-1451101A-01						-\$51,989.50		\$3,290.00		\$0.00	\$3,290.00	\$55,279.50
CHANGE ORDER #CO-1451101A-02												
21A	12-inch sanitary sewer CIPP lining on Chute Street between MH 201 and MH 104	LF	\$33.50	297	\$9,949.50	298.0	\$9,983.00		\$0.00	298	\$9,983.00	\$33.50
22A	10-inch and 12-inch transition sanitary sewer CIPP lining on Manitowoc Street between MH 483 and MH 469	LF	\$34.00	329	\$11,186.00	329.0	\$11,186.00		\$0.00	329	\$11,186.00	\$0.00



SUMMARY OF DEFECTIVE WORK  
TERRA ENGINEERING & CONSTRUCTION CORPORATION  
CONTRACT E145-11-01A

SANITARY SEWER REHABILITATION  
CITY OF MENASHA, WISCONSIN

1. Manhole 265-264 Willow Lane  
274' - Stain at 9:00  
283' - Stain at 10:00
  
2. Manhole 264-263 Willow Lane  
22' - Stain at 1:00 - 3 pinholes  
68' - Stain at 7:00 - pinhole  
69' - Stain at 7:00 - pinhole  
318'-321' - Lift of approximately 1"  
373' - Stain at 10:00  
392'-408' - Lift - one layer of liner split open at 392' at 6:00
  
3. Manhole 263-262 Willow Lane  
127' - Stain at 11:00  
260' - Stain at 1:00 - pinhole  
297' - Stain at 1:00 - pinhole  
335' - Stain at 1:00 - pinhole
  
4. Manhole 262-261 Willow Lane  
11'-81' - Intermittent staining at 4:00  
92'-93' - Lift of approximately 2" - lift cut out and spot liner placed on 7-18-12  
173' - Stain at 8:00  
368'-388' - Lift - holes drilled into lift and re-cured on 1-26-12. Lift flattened out
  
5. Manhole 180-181 Keyes Street  
4'-6' - Stain at 2:00 - crack or cut



## MEMORANDUM

To: Mayor and Common Council

From: PRD Tungate and Parks and Recreation Board

Date: November 13, 2012

RE: Changes to Parks and Recreation Fees for 2013

At their November 12, 2012 meeting, the Parks and Recreation Board recommended the following changes to fees for 2013. We are seeking Common Council approval of these changes so we can begin to make the changes known to the public.

1.	Tot Lot (NR)	from	\$34	to	\$22
2.	Youth Baseball (NR)	from	\$34	to	\$22
3.	Youth Kickball (NR)	from	\$18	to	\$15
4.	Youth Tennis Lessons (NR)	from	\$34	to	\$22
5.	Tennis League (if conducted) (NR)	from	\$ 6	to	\$ 5
6.	Adult Tennis Lessons (NR)	from	\$56	to	\$45
7.	Gymnastics (NR)	from	\$34	to	\$22
8.	Summer Youth Golf (NR)	from	\$40	to	\$52
9.	Fall Golf Lessons (NR)	from	\$50	to	\$46
10.	Slimnastics (NR)	from	\$46	to	\$39
11.	Feel 'n Fit (NR)	from	\$46	to	\$39

(NR) = Non-Residents, excluding Cities of Appleton, Neenah and Town of Menasha.

NOTE: A modest decrease to non-resident fees may encourage more registration and revenue. Due to reciprocity, most non-residents are already paying the lower resident rate. The current non-resident rates were seen as too high. Occasionally picking up a few non-resident registrations can make the difference (to residents) whether or not a program is held or not.

12.	Seasonal Boat Launch Pass (Senior) (R)	from	\$14	to	\$15
13.	Seasonal Boat Launch Pass (R)	from	\$18	to	\$20
	Seasonal Boat Launch Pass (Senior) (NR)	from	\$34	to	\$35
	Seasonal Boat Launch Pass (NR)	from	\$38	to	\$40

NOTE: Current 3 county average (Calumet, Winnebago and Brown) is \$30 for residents.

14.	Wedding Set Up (NR)	from	\$250	to	\$300
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15.	Park User Fee 21-75 (R)	from	\$24	to	\$25
	Park User Fee 21-75 (NR)	from	\$36	to	\$38
16.	Park User Fee 76-150 (R)	from	\$42	to	\$44
	Park User Fee 76-150 (NR)	from	\$60	to	\$63
17.	Park User Fee 151-300 (R)	from	\$79	to	\$83
	Park User Fee 151-300 (NR)	from	\$102	to	\$107
18.	Park User Fee 301-600 (R)	from	\$134	to	\$141
	Park User Fee 301-600 (NR)	from	\$162	to	\$170
19.	Park User Fee 601-1100 (R)	from	\$240	to	\$252
	Park User Fee 601-1100 (NR)	from	\$275	to	\$289
20.	Park User Fee 1101-2000 (R)	from	\$360	to	\$378
	Park User Fee 1101-2000 (NR)	from	\$400	to	\$420
21.	Park User Fee 2001 and up (R)	from	\$480	to	\$504
	Park User Fee 2001 and up (NR)	from	\$525	to	\$551

NOTE: Park User Fees help offset the depreciation or accumulative “wear and tear” that park buildings and grounds experience over time.

22.	Daily Vending Permit	\$10 day
23.	Daily Vending Permit (non-profit)	\$5 day

NOTE: Park Board will have a policy on vending in city parks approved by early 2013. These fees will be included in this policy. The policy will only relate to independent concessionaires, not concessions related to special events.

24.	Youth Swim Lessons (R)	from	\$25	to	\$23
	Youth Swim Lessons (NR)	from	\$35	to	\$34

NOTE: Red Cross has reduced its fees, reduction passed onto participants.

## CITY OF MENASHA DISBURSEMENTS

Accounts Payable for 11/8/12-11/15/12	\$ 276,221.76
Checks # 35377-35514	

Payroll Checks for 11/15/12	<u>178,694.22</u>
-----------------------------	-------------------

Total	\$ 454,915.98
-------	---------------

Medical Expense Reimbursement Trust-Retirement Pay Out

Menasha Employees Credit Union-Employee Deductions

United Way-Employee Donations

Wisconsin Support Collections-Child/Spousal Support

WI SCTF-Child Support Annual Fee

\*\*A gap in check numbers is due to more invoices being paid than fits on one check stub. In that case the last check stub used for that vendor is the check number that will show on the check register.

# AP Check Register

## Check Date: 11/8/2012

Date: 11/15/2012

<i>Vendor Name</i>	<i>Check Number</i>	<i>Check Date</i>	<i>Invoice Number</i>	<i>Account Number</i>	<i>Amount</i>	<i>Description</i>
AAA SANITATION INC	35377	11/8/2012	180343	100-0703-553.20-09	115.00	Handicap Portable Toilets
			<b>Total for check: 35377</b>		<b>115.00</b>	
ACCESSDATA GROUP LLC	35378	11/8/2012		743-0403-513.24-04	1,800.00	Forensic Software Maint
			<b>Total for check: 35378</b>		<b>1,800.00</b>	
ACCURATE	35379	11/8/2012	1215048	731-1022-541.30-18	47.16	Shut off blocks/Pipe Tap
		11/8/2012	1215384	731-1022-541.30-18	32.71	Drill/Tie/Brush
			<b>Total for check: 35379</b>		<b>79.87</b>	
THE ACTIVE NETWORK INC	35380	11/8/2012	1005786	743-0403-513.80-01	2,155.79	Active Net Implementation
			<b>Total for check: 35380</b>		<b>2,155.79</b>	
APPANASHA PET CLINIC	35381	11/8/2012	171720	824-0801-521.21-05	71.48	Gommez
			<b>Total for check: 35381</b>		<b>71.48</b>	
APPLETON SIGN COMPANY	35382	11/8/2012	DP20820	457-0304-562.21-10	7,925.00	1/2 Payment/Sign Midway Business Park
			<b>Total for check: 35382</b>		<b>7,925.00</b>	
BADGER HIGHWAYS CO INC	35383	11/8/2012	158464	100-1004-541.30-18	5,718.32	Hotmix Asphalt
		11/8/2012	158485	100-1004-541.30-18	267.30	Tack Coat
			<b>Total for check: 35383</b>		<b>5,985.62</b>	
BAHCALL RUBBER CO INC	35384	11/8/2012	592047-001	731-1022-541.38-03	238.95	Ortac Hose Assy
			<b>Total for check: 35384</b>		<b>238.95</b>	
BATTERIES PLUS-502	35385	11/8/2012	502-313129	601-1020-543.30-18	75.54	
			<b>Total for check: 35385</b>		<b>75.54</b>	



# AP Check Register

## Check Date: 11/8/2012

Date: 11/15/2012

<i>Vendor Name</i>	<i>Check Number</i>	<i>Check Date</i>	<i>Invoice Number</i>	<i>Account Number</i>	<i>Amount</i>	<i>Description</i>
BECK ELECTRIC INC	35386	11/8/2012	O2512-COM-PP2	100-0501-522.24-03	189.25	Wiring Pumps for Heating
				100-0801-521.24-03	283.87	Wiring Pumps for Heating
				<b>Total for check: 35386</b>	<b>473.12</b>	
BERGSTROM	35387	11/8/2012	77159	731-1022-541.29-04	260.87	Check Engine Light
				<b>Total for check: 35387</b>	<b>260.87</b>	
BUBRICK'S	35388	11/8/2012	655192	100-0801-521.30-10	51.84	Ribbon/Marker/Pen/Cover
				655777	7.59	Ribbon
				<b>Total for check: 35388</b>	<b>59.43</b>	
CAREW CONCRETE & SUPPLY CO INC	35389	11/8/2012	920606	625-1003-541.30-18	112.50	Bag
				<b>Total for check: 35389</b>	<b>112.50</b>	
CAROL VAN MARTER	35390	11/8/2012	REFUNDDUMPSTER	100-0000-441.13-00	22.50	Unused Pre-paid Dumpster Service
				<b>Total for check: 35390</b>	<b>22.50</b>	
CDW GOVERNMENT INC	35391	11/8/2012	S072531	743-0403-513.30-15	105.09	Replacement hard drive E-Mail Archiver
				<b>Total for check: 35391</b>	<b>105.09</b>	
COMMUNITY HOUSING COORDINATOR	35392	11/8/2012	168	100-0304-562.21-06	1,800.00	October Housing Plan
				<b>Total for check: 35392</b>	<b>1,800.00</b>	
CRESCENT ELECTRIC SUPPLY COMPANY	35393	11/8/2012	087-411487-00	100-0703-553.30-18	25.22	Lamp
		11/8/2012	087-412285-00	100-0801-521.24-03	13.15	Plug/Panel
				100-0501-522.24-03	8.76	Plug/Panel
		11/8/2012	087-412387-00	601-1020-543.30-18	5.30	Min Bay Lamp
		11/8/2012	087-412579-00	100-0801-521.24-03	110.40	Pump Shut Off Switches
				100-0501-522.24-03	73.60	Pump Shut Off Switches
		11/8/2012	087-412795-00	100-0920-531.24-03	220.17	Led Wlpk

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Vendor Name	Check Number	Check Date	Invoice Number	Account Number	Amount	Description
CRESCENT ELECTRIC SUPPLY COMPANY...	35393...	11/8/2012...	087-412795-00...	100-0601-551.24-03	236.62	Led Wlpg
		11/8/2012	087-412993-00	100-0801-521.24-03	50.97	LED Lamps/PPF Front Lot
				100-0501-522.24-03	50.96	LED Lamps/PPF Front Lot
		11/8/2012	087-414750-00	100-0801-521.24-03	210.66	Flashlight/Radio
		Total for check: 35393			1,005.81	
DIGICORPORATION	35394	11/8/2012	126381	100-0000-201.15-00	195.00	Farm Market Cards Halloween
					Total for check: 35394	
FACTORY MOTOR PARTS CO	35395	11/8/2012	18-1162941	731-1022-541.38-03	217.44	Fuel Mod Kit
		11/8/2012	18-1163371	731-1022-541.38-03	171.18	Tie Rod End Pitman Arm
		11/8/2012	18-1163625	731-1022-541.38-03	232.44	Module
		11/8/2012	18-1164298	731-1022-541.38-03	(200.00)	Credit
		11/8/2012	18-1164490	731-1022-541.38-03	19.07	Glow Plug
		11/8/2012	18-1165053	731-1022-541.38-03	(232.44)	Credit
		11/8/2012	18-1167510	731-1022-541.38-03	232.44	Module
		11/8/2012	18-1167851	731-1022-541.38-03	19.07	Glow Plug
		11/8/2012	50-523939	731-1022-541.38-03	436.03	Power Steering Comp
		Total for check: 35395			895.23	
FERGUSON WATERWORKS #1476	35396	11/8/2012	0120847	625-1010-541.30-18	235.60	8th and Arthur
					Total for check: 35396	
FOX VALLEY HUMANE ASSOCIATION	35397	11/8/2012			1,677.17	September Transport Fees
			Total for check: 35397			1,677.17
GALLS LLC	35398	11/8/2012	000099819	100-0801-521.19-03	61.56	Unforms
		11/8/2012	000104907	100-0801-521.30-15	15.32	Gloves
		Total for check: 35398			76.88	

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<i>Vendor Name</i>	<i>Check Number</i>	<i>Check Date</i>	<i>Invoice Number</i>	<i>Account Number</i>	<i>Amount</i>	<i>Description</i>
GAT SUPPLY INC	35399	11/8/2012	00011390	100-1013-541.30-18	437.02	Thinset Mortar/Limestone
			<b>Total for check: 35399</b>		<b>437.02</b>	
GLAXOSMITHKLINE PHARMACEUTICALS	35400	11/8/2012	30698467	100-0903-531.30-18	2,436.60	Flulaval Dose
			<b>Total for check: 35400</b>		<b>2,436.60</b>	
GRAINGER INC	35401	11/8/2012	9953886687	731-1022-541.38-03	60.12	Rod Ends
			<b>Total for check: 35401</b>		<b>60.12</b>	
GRIESBACH READY-MIX LLC	35402	11/8/2012	1266	100-1004-541.30-18	307.00	Racine Excavations
		11/8/2012	1279	100-1004-541.30-18	761.00	Alva & Grove
			<b>Total for check: 35402</b>		<b>1,068.00</b>	
GUNDERSON UNIFORM & LINEN RENTAL	35403	11/8/2012	1477645	100-0801-521.30-13	33.82	Towels/Mats
			<b>Total for check: 35403</b>		<b>33.82</b>	
HORST DISTRIBUTING INC	35404	11/8/2012	24946-001	731-1022-541.38-03	580.67	Kit Side Arm RH
		11/8/2012	25277-000	731-1022-541.38-03	(25.00)	Warranty Credit
			<b>Total for check: 35404</b>		<b>555.67</b>	
JX ENTERPRISES INC	35405	11/8/2012	G-222860001	731-1022-541.38-03	75.04	Kit-2 Straps & 4 Bolt
			<b>Total for check: 35405</b>		<b>75.04</b>	
MANAWA TELEPHONE CO	35406	11/8/2012	HN5E5911	743-0403-513.22-01	39.95	Internet IT
			<b>Total for check: 35406</b>		<b>39.95</b>	
MCC INC	35407	11/8/2012		625-1010-541.82-02	747.50	Contract 2012-02
				479-1003-541.82-02	3,870.25	Contract 2012-02

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<i>Vendor Name</i>	<i>Check Number</i>	<i>Check Date</i>	<i>Invoice Number</i>	<i>Account Number</i>	<i>Amount</i>	<i>Description</i>
MCC INC...	35407...	11/8/2012...	...	625-0000-201.04-00	500.00	Contract 2012-02
			<b>Total for check: 35407</b>		<b>5,117.75</b>	
MCKAY NURSERY COMPANY	35408	11/8/2012	10-05-1224936	625-0706-561.30-18	1,668.75	
			<b>Total for check: 35408</b>		<b>1,668.75</b>	
MCNEILUS TRUCK & MFG COMPANY	35409	11/8/2012	1956024	741-0000-193.00-00	(750.00)	Credit
		11/8/2012	1956328	731-1022-541.38-03	180.56	Ford Bty Box
		11/8/2012	1958813	731-1022-541.38-03	91.37	Valve Assembly w/Coil
		11/8/2012	1984010	731-1022-541.38-03	182.15	Strap
		11/8/2012	1988326	731-1022-541.38-03	64.10	Tarp
		11/8/2012	2002352	731-1022-541.38-03	162.69	MT,TG LWR TL-LT,RH
		11/8/2012	2009423	731-1022-541.38-03	103.23	Pin/Belt/Spacers
			<b>Total for check: 35409</b>		<b>34.10</b>	
MENARDS-APPLETON EAST	35410	11/8/2012	6853	100-1004-541.30-18	143.91	Screws/2x12
		11/8/2012	6872	266-1028-543.30-18	122.76	Rakes
		11/8/2012	7246	100-0903-531.30-13	4.23	Window Ins Kit
				100-0601-551.30-15	34.99	Hand Vac
				100-0801-521.30-13	9.98	Rags
			<b>Total for check: 35410</b>		<b>315.87</b>	
MENASHA UTILITIES	35411	11/8/2012		100-1008-541.22-03	192.15	Electric
				100-0703-553.22-03	502.06	Electric
				100-0703-553.22-05	380.30	Water
				100-0703-553.22-06	132.51	Storm
				100-0903-531.22-03	173.10	Electric
				100-0903-531.22-05	43.88	Water
				100-0000-123.00-00	8.46	Electric
				100-0305-562.22-06	7.50	Storm
				601-1020-543.22-03	65.67	Electric

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MENASHA UTILITIES...	35411...	11/8/2012	3959	601-1020-543.22-05	674.40	Bulk Water Sales
			<b>Total for check: 35411</b>		<b>2,180.03</b>	
MENASHA UTILITIES	35412	11/8/2012		267-0102-581.22-03	944.93	October Interdept Sales
				267-0102-581.22-05	175.28	October Interdept Sales
			<b>Total for check: 35412</b>		<b>1,120.21</b>	
MENASHA-NEENAH MUNICIPAL COURT	35413	11/8/2012		100-0000-201.03-00	139.00	Bond/MEPD 12-355
				100-0000-201.03-00	178.00	Bond/MEPD 12-418
			<b>Total for check: 35413</b>		<b>317.00</b>	
MOTION PICTURE LICENSING CORP	35414	11/8/2012	503796325	100-0601-551.32-01	171.31	LICENSES
			<b>Total for check: 35414</b>		<b>171.31</b>	
N&M AUTO SUPPLY	35416	11/8/2012	419653	731-1022-541.30-18	26.21	Circuit Tester
		11/8/2012	419694	731-1022-541.38-03	84.97	Battery Core Deposit
		11/8/2012	419840	731-1022-541.38-03	87.77	Resistor
		11/8/2012	419855	731-1022-541.30-18	16.86	Masking Tape
		11/8/2012	419869	731-1022-541.30-18	14.70	Rubber Undercoating
		11/8/2012	420469	731-1022-541.38-03	5.34	Oil Filter
		11/8/2012	420586	731-1022-541.38-03	10.95	Fuel Filter
		11/8/2012	420870	731-1022-541.38-03	10.68	Oil Filter
		11/8/2012	420932	731-1022-541.38-03	203.43	Cables/Battery Box
		11/8/2012	420985	731-1022-541.38-03	66.54	Solenoid
		11/8/2012	421044	731-1022-541.38-03	11.04	Copper Lug
		11/8/2012	421097	731-1022-541.38-03	5.14	Oil Filter
		11/8/2012	421232	731-1022-541.38-03	9.20	Red Marker Lamp
		11/8/2012	421235	731-1022-541.38-03	9.20	Red Marker Lamp
		11/8/2012	421250	731-1022-541.38-03	5.64	Lamp Base
		11/8/2012	421376	731-1022-541.38-03	10.57	Electronic Flasher
		11/8/2012	421701	731-1022-541.38-03	17.22	Blower Motor Resistor

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N&M AUTO SUPPLY...	35416...	11/8/2012	422136	731-1022-541.38-03	20.98 Seam Sealer	
			<b>Total for check: 35416</b>		<b>616.44</b>	
NEENAH PARKS & RECREATION DEPT	35417	11/8/2012	72532	100-0703-553.30-18	173.00 N/M Park Corps	
			<b>Total for check: 35417</b>		<b>173.00</b>	
NEENAH-MENASHA SEWERAGE COMMISSION	35418	11/8/2012	2012-171	601-1021-543.25-01	70,195.48 November 2012	Wastewater Treatment
		11/8/2012	2012-177	601-1021-543.25-01	30,715.00 November 2012	Interest & Debt Charges
			<b>Total for check: 35418</b>		<b>100,910.48</b>	
CITY OF NEENAH	35419	11/8/2012	33859	100-0501-522.80-05	1,323.23 Portable Radio Charger	
			<b>Total for check: 35419</b>		<b>1,323.23</b>	
NIELSON COMMUNICATIONS	35420	11/8/2012	FV12-101712DPW	731-1022-541.82-01	30,000.00 2 Way Radio	
			<b>Total for check: 35420</b>		<b>30,000.00</b>	
OFFICE DEPOT	35421	11/8/2012	3037442	100-0903-531.30-10	66.43 Supplies	
			<b>Total for check: 35421</b>		<b>66.43</b>	
ORBIT SCREENS INC	35422	11/8/2012	2366	731-1022-541.38-03	1,441.08 Dish Drive Wheel	Wire/Bolts
			<b>Total for check: 35422</b>		<b>1,441.08</b>	
ORIENTAL TRADING CO INC	35423	11/8/2012	653596354-01	100-0702-552.30-18	99.49 Rec Supplies	
			<b>Total for check: 35423</b>		<b>99.49</b>	
OUTAGAMIE COUNTY	35424	11/8/2012	94642	100-0805-521.25-01	1,595.00 Lodging	August/Sept
			<b>Total for check: 35424</b>		<b>1,595.00</b>	
PACKER CITY INTERNATIONAL	35425	11/8/2012	3-222770088	731-1022-541.38-03	60.03 Air Filter	

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PACKER CITY INTERNATIONAL...	35425...	11/8/2012	3-222850035	731-1022-541.30-18	25.58	Fluid
		11/8/2012	3-222930025	731-1022-541.38-03	148.74	Filters/Plug
		11/8/2012	3-222930075	731-1022-541.38-03	79.74	Air Filter/Lube Filter
		11/8/2012	3-222960042	731-1022-541.38-03	6.24	Fuel Filter
		11/8/2012	3-222970007	731-1022-541.38-03	41.58	*Feature
		11/8/2012	3-222980028	731-1022-541.38-03	163.13	Valve
		11/8/2012	3-222990056	731-1022-541.30-18	18.60	Fluid
<b>Total for check: 35425</b>					<b>543.64</b>	
POLK DIESEL & MACHINE INC	35426	11/8/2012	127332	731-1022-541.38-03	122.09	Gaskets
	<b>Total for check: 35426</b>				<b>122.09</b>	
POSTAL ANNEX	35427	11/8/2012	193129	100-0801-521.30-11	8.28	Postage
		11/8/2012	193191	100-0801-521.30-11	8.28	Postage
		11/8/2012	193343	100-0903-531.30-11	17.35	Postage
		11/8/2012	193540	731-1022-541.30-11	10.98	Postage
		11/8/2012	193628	743-0403-513.30-11	50.10	Postage
		11/8/2012	193673	100-0801-521.30-11	7.78	Postage
<b>Total for check: 35427</b>					<b>102.77</b>	
REDI-WELDING CO	35428	11/8/2012	14433	731-1022-541.38-03	275.27	Tubing/Plate
				731-1022-541.30-18	219.21	Tubing/Plate
	<b>Total for check: 35428</b>				<b>494.48</b>	
REGISTRATION FEE TRUST TVRP	35429	11/8/2012	70ME	100-0000-454.00-00	500.00	Parking Ticket Processing
<b>Total for check: 35429</b>					<b>500.00</b>	
ROSS IMAGING LLC	35430	11/8/2012	127854	743-0403-513.29-01	1,134.00	Contract
		11/8/2012	127855	743-0403-513.29-01	1,119.33	Contract
	<b>Total for check: 35430</b>				<b>2,253.33</b>	

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SPORTS GRAPHICS	35431	11/8/2012	1012-082	100-0803-521.30-15	228.00	Shirts
			<b>Total for check: 35431</b>		<b>228.00</b>	
SUPERIOR CHEMICAL CORP	35432	11/8/2012	6586	100-0000-132.00-00	69.06	Wax
		11/8/2012	6587	100-0000-132.00-00	238.90	Wasp Kill Mini-Pack
		11/8/2012	6592	731-1022-541.30-18	105.45	Air Freshener/Dispenser
			<b>Total for check: 35432</b>		<b>413.41</b>	
TRI-COUNTY OVERHEAD DOOR INC	35433	11/8/2012	29917	731-1022-541.24-03	181.47	PWF Door
			<b>Total for check: 35433</b>		<b>181.47</b>	
UNIFIRST CORPORATION	35434	11/8/2012	097 0123692	731-1022-541.20-01	128.57	Mat/Mop/Clothing Service
			<b>Total for check: 35434</b>		<b>128.57</b>	
US CELLULAR	35435	11/8/2012	200267787-104	100-0201-512.22-01	55.59	Captain
				100-0202-512.22-01	17.64	Brunn
				100-0401-513.22-01	11.25	Stoffel
				100-1019-552.22-01	14.25	Racine/Tayco Bridge
				743-0403-513.22-01	247.59	IT
				601-1020-543.22-01	5.19	Confined Space
				100-0601-551.22-01	187.45	Alix
				100-0801-521.22-01	380.38	PD
				100-0803-521.22-01	11.18	CSO
				100-0919-531.22-01	11.46	Nett
				100-0904-531.22-01	40.56	Drew
				100-1002-541.22-01	118.75	Engineering
				100-0702-552.22-01	41.63	Tungate
				100-0703-553.22-01	115.91	Parks
				100-0304-562.22-01	102.18	Comm Dev
				731-1022-541.22-01	77.19	PWF
				100-1008-541.22-01	11.44	Bursack



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US CELLULAR...	35435...	11/8/2012...	200267787-104...	601-1020-543.22-01	5.19 Sewer Truck	
			<b>Total for check: 35435</b>		<b>1,454.83</b>	
UW-FOX VALLEY	35436	11/8/2012	13-22035	100-0405-513.21-08	780.00 Videotaping Meetings	3rd Quarter
			<b>Total for check: 35436</b>		<b>780.00</b>	
VALLEY SURVEYING INSTRUMENTS	35437	11/8/2012	18546	100-1002-541.30-18	21.38 Chaining Pins	
				625-1002-541.30-18	7.12 Chaining Pins	
			<b>Total for check: 35437</b>		<b>28.50</b>	
WATER TECHNOLOGY INC	35438	11/8/2012	R01118.01-2	100-0000-201.02-00	3,555.00 Pool Study	
			<b>Total for check: 35438</b>		<b>3,555.00</b>	
WCPPA	35439	11/8/2012	2012-113	100-0801-521.34-02	220.00	
			<b>Total for check: 35439</b>		<b>220.00</b>	
WE ENERGIES	35440	11/8/2012		100-0703-553.22-03	37.50 US Hwy 10 & STH 114	9/20/12-10/19/12
				100-1008-541.22-04	8.22 455 Baldwin Street	Gas 9/23/12-10/20/12
			<b>Total for check: 35440</b>		<b>45.72</b>	
WE ENERGIES	35441	11/8/2012		267-0102-581.22-04	7.80	
			<b>Total for check: 35441</b>		<b>7.80</b>	
WIL-KIL PEST CONTROL	35442	11/8/2012	2140463	731-1022-541.20-07	64.00 Commercial Contract	
			<b>Total for check: 35442</b>		<b>64.00</b>	
WINNEBAGO COUNTY CLERK OF COURTS	35443	11/8/2012		100-0000-201.03-00	150.00 Bond	Report #MP12-3451

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WINNEBAGO COUNTY CLERK OF COURTS...	35443...	11/8/2012...	...	100-0000-201.03-00	150.00	Bond/MEPD 12-3446
			<b>Total for check: 35443</b>		<u>300.00</u>	
					<u>188,646.45</u>	

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ACCURATE	35444	11/15/2012	1214477	731-1022-541.30-18	145.30	Nitro Drills/Mini Fuse
			<b>Total for check: 35444</b>		<b>145.30</b>	
ALL PARTITIONS AND PARTS	35445	11/15/2012	8087	100-0703-553.24-03	2,753.00	Bathroom Partitions
			<b>Total for check: 35445</b>		<b>2,753.00</b>	
APPLETON STEEL INC	35446	11/15/2012	30353	207-0707-552.30-18	31.74	Tubing
			<b>Total for check: 35446</b>		<b>31.74</b>	
ASPEN LANDING	35447	11/15/2012	489842	100-0204-512.20-02	442.00	Catering
			<b>Total for check: 35447</b>		<b>442.00</b>	
ASSESSMENT TECHNOLOGIES LLC	35448	11/15/2012	3942	100-0402-513.21-04	90.00	Programmer Support
			<b>Total for check: 35448</b>		<b>90.00</b>	
BADGER HIGHWAYS CO INC	35449	11/15/2012	158513	100-1004-541.30-18	778.89	Hotmix Asphalt
				625-1010-541.30-18	85.10	Hotmix Asphalt
			<b>Total for check: 35449</b>		<b>863.99</b>	
BADGER LAB & ENGINEERING INC	35450	11/15/2012	INV000050948	601-1020-543.21-02	301.00	Report #1209679
			<b>Total for check: 35450</b>		<b>301.00</b>	
BAHCALL RUBBER CO INC	35451	11/15/2012	592742-001	731-1022-541.38-03	660.48	Coupler/Fitting
			<b>Total for check: 35451</b>		<b>660.48</b>	
BECK ELECTRIC INC	35452	11/15/2012	O3012-COM-CG5	731-1022-541.24-03	48.75	Labor/Garage Door DPW
		11/15/2012	O3012-COM-CG6	601-1020-543.21-06	65.00	9th/Elmwood Lift Station
			<b>Total for check: 35452</b>		<b>113.75</b>	

# AP Check Register

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Date: 11/15/2012

<i>Vendor Name</i>	<i>Check Number</i>	<i>Check Date</i>	<i>Invoice Number</i>	<i>Account Number</i>	<i>Amount</i>	<i>Description</i>
BERGSTROM FORD OF NEENAH	35453	11/15/2012	219637	100-0801-521.29-05	499.83	Squad 39
			<b>Total for check: 35453</b>		<b>499.83</b>	
BRAZEE ACE HARDWARE	35454	11/15/2012	019936	100-0703-553.30-18	9.49	Trestle
		11/15/2012	019958	100-0703-553.24-03	6.99	Smith Park
			<b>Total for check: 35454</b>		<b>16.48</b>	
BUBRICK'S	35455	11/15/2012	657056	100-0801-521.30-10	27.59	Files
		11/15/2012	659006	100-0801-521.30-10	35.00	Global Stamina Cylinder
			<b>Total for check: 35455</b>		<b>62.59</b>	
CASPERS TRUCK EQUIPMENT INC	35456	11/15/2012	61884	731-1022-541.38-03	247.38	Motor, Hyd
			<b>Total for check: 35456</b>		<b>247.38</b>	
CDW GOVERNMENT INC	35457	11/15/2012	S324321	100-0920-531.29-01	215.23	Toner/Senior Center
			<b>Total for check: 35457</b>		<b>215.23</b>	
CLEAR WATER CAR WASH	35458	11/15/2012	3462	100-0801-521.29-05	45.46	Upholstery Cleaning/Wash
			<b>Total for check: 35458</b>		<b>45.46</b>	
DIGICORPORATION	35459	11/15/2012	126434	100-0702-552.30-10	43.95	Hayride Tickets
			<b>Total for check: 35459</b>		<b>43.95</b>	
EARTHLINK BUSINESS	35461	11/15/2012		100-0402-513.22-01	7.02	Assessor Phone/Nov
				100-0201-512.22-01	6.44	Attorney Phone/Nov
				100-0000-123.00-00	15.23	Build Insp Phone/Nov
				100-0203-512.22-01	15.87	Clerk Phone/Nov
				100-0304-562.22-01	29.27	Com Dev Phone/November
				100-1001-514.22-01	77.27	City Hall Phone/November
				100-0401-513.22-01	33.67	Finance Phone/November

# AP Check Register

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<i>Vendor Name</i>	<i>Check Number</i>	<i>Check Date</i>	<i>Invoice Number</i>	<i>Account Number</i>	<i>Amount</i>	<i>Description</i>
EARTHLINK BUSINESS...	35461...	11/15/2012...	...	731-1022-541.22-01	27.54	Garage Phone/November
				100-0903-531.22-01	50.47	Health Dept Phone/Nov
				100-0903-531.22-01	16.84	IT Dept Phone/Nov
				100-0601-551.22-01	182.74	Library Phone/Nov
				100-0101-511.22-01	10.47	Mayor Phone/Nov
				100-0702-552.22-01	29.16	Recreation Phone/Nov
				100-0703-553.22-01	48.91	Parks Phone/Nov
				100-0202-512.22-01	19.28	Personnel Phone/Nov
				100-0801-521.22-01	267.30	Police Phone/Nov
				100-1002-541.22-01	44.16	Engineering Phone/Nov
				100-0920-531.22-01	14.22	Senior Center Phone/Nov
				100-1008-541.22-01	4.53	Sign Shop Phone/Nov
				100-0502-522.22-01	42.77	EOC Phone/Nov
				207-0000-123.00-00	30.60	Marina Phone/Nov
				100-0000-123.00-00	317.72	Utilities Phone/Nov
				<b>Total for check: 35461</b>	<b>1,291.48</b>	
GANNETT WISCONSIN MEDIA	35462	11/15/2012	0006731878	100-0204-512.29-02	17.72	Legals
				492-1020-543.29-02	29.35	Legals
				100-0405-513.29-02	516.00	Legals
				<b>Total for check: 35462</b>	<b>563.07</b>	
GRIESBACH READY-MIX LLC	35463	11/15/2012	1305	100-1004-541.30-18	254.00	Airport Road
				100-1009-541.30-18	254.00	Airport Road
				<b>Total for check: 35463</b>	<b>508.00</b>	
HOME DEPOT CREDIT SERVICES	35464	11/15/2012		100-0703-553.24-03	54.85	23W Day 4
				207-0707-552.24-03	32.49	Switches/Misc
				100-0704-552.24-03	32.49	Tees
				100-0703-553.30-18	29.97	

# AP Check Register

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Date: 11/15/2012

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HOME DEPOT CREDIT SERVICES...	35464...	11/15/2012...	...	100-0704-552.24-03	(1.55) Remove Sales Tax	
			<b>Total for check: 35464</b>		<b>148.25</b>	
INDEPENDENT INSPECTIONS LTD	35465	11/15/2012	306491	100-0301-523.21-06	3,480.67 October 2012 Permits	
			<b>Total for check: 35465</b>		<b>3,480.67</b>	
INLAND POWER GROUP	35466	11/15/2012	2116445-00	731-1022-541.29-04	827.15 Equipment Maintenance	
			<b>Total for check: 35466</b>		<b>827.15</b>	
INTERSTATE BATTERY OF GREEN BAY	35467	11/15/2012	90080515	731-1022-541.38-03	195.90	
			<b>Total for check: 35467</b>		<b>195.90</b>	
INTOXIMETERS	35468	11/15/2012	375257	100-0801-521.24-02	123.00 Maintenance	
			<b>Total for check: 35468</b>		<b>123.00</b>	
KAVANAUGH EXCAVATING LLC	35469	11/15/2012	1532	100-0000-123.00-00	8,450.00 Demo of 428 Sixth St	Parcel 1-00509-00
		11/15/2012	1606	100-0000-123.00-00	1,265.00 Demo of 428 Sixth St	Parcel 1-00509-00
			<b>Total for check: 35469</b>		<b>9,715.00</b>	
GREG KEIL	35470	11/15/2012		100-0000-201.10-00	100.00 Deposit Exc Permit 11152	
			<b>Total for check: 35470</b>		<b>100.00</b>	
KIESLER'S POLICE SUPPLY INC	35471	11/15/2012	0684738B	100-0801-521.30-15	1,227.00 Glock	
			<b>Total for check: 35471</b>		<b>1,227.00</b>	
KITZ & PFEIL INC	35473	11/15/2012	092114-0030	100-0703-553.24-03	10.23 Outlet	
		11/15/2012	092114-0076	100-0703-553.24-03	2.84 Wall Plates	
		11/15/2012	092414-0021	731-1022-541.30-18	3.41 Krazy Glue Singles	
		11/15/2012	092414-0048	100-0801-521.30-18	(2.00) Key	

# AP Check Register

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Vendor Name	Check Number	Check Date	Invoice Number	Account Number	Amount	Description
KITZ & PFEIL INC...	35473...	11/15/2012	092414-0111	100-1008-541.30-18	10.79	Goo Gone
		11/15/2012	092414-0116	731-1022-541.38-03	7.72	Bolts
		11/15/2012	092514-0006	731-1022-541.30-18	3.60	Hardware Misc
		11/15/2012	092614-0043	100-1009-541.30-18	8.58	Tray Set
		11/15/2012	092614-0085	100-0703-553.24-03	9.39	Plug
		11/15/2012	092714-0086	207-0707-552.24-03	2.51	1" Coupling/Stop
		11/15/2012	100414-0034	601-1020-543.30-18	65.26	Pliers/Tape/Cable Ties Socket Set/Tool Box
		11/15/2012	100914-0004	100-0801-521.29-05	3.00	Hitch Pin
		11/15/2012	101014-0138	100-0703-553.30-18	9.48	Hardware Misc
		11/15/2012	101214-0150	100-0703-553.30-18	(4.08)	Misc Rental Hardware Misc
		11/15/2012	101614-0054	100-0801-521.24-03	9.50	PD Locker Room
		11/15/2012	101714-0076	100-0703-553.30-18	10.78	Primer Spray
		11/15/2012	101914-0022	100-0801-521.24-03	13.65	PD Bulb/Fireplace Remote Poly Finish
		11/15/2012	101914-0135	100-0703-553.30-18	13.97	Hooks/Locks Hardware Misc
		Total for check: 35473				178.63
KUNDINGER FLUID POWER INC	35474	11/15/2012	50209610	731-1022-541.38-03	42.59	Dynaflex
					42.59	
KWIK TRIP INC	35475	11/15/2012		100-0801-521.29-05	400.26	Gasoline/October
					400.26	
LEVENHAGEN CORPORATION	35476	11/15/2012	047570A-IN	100-0000-131.00-00	203.94	Diesel
					203.94	
LINCOLN CONTRACTORS SUPPLY INC	35477	11/15/2012	145289	731-1022-541.38-03	7.75	Spring
					7.75	
MATTHEWS TIRE & SERVICE CENTER	35478	11/15/2012	45333	731-1022-541.38-02	1,812.36	Mount Tires
					1,812.36	

# AP Check Register

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MCNEILUS TRUCK & MFG COMPANY	35479	11/15/2012	2014593	731-1022-541.38-03	12.53	Spacer-Curotto
			<b>Total for check: 35479</b>		<b>12.53</b>	
MENARDS-APPLETON EAST	35480	11/15/2012	7670	100-0702-552.30-18	11.94	Orange Flag Tape
			<b>Total for check: 35480</b>		<b>11.94</b>	
MENASHA EMPLOYEES CREDIT UNION	35481	11/15/2012	20121115	100-0000-202.05-00	14,205.00	PAYROLL SUMMARY
			<b>Total for check: 35481</b>		<b>14,205.00</b>	
MENASHA TREASURER	35482	11/15/2012	HEALTH	100-0903-531.33-04	2.00	Health Dept Expenses
				100-0909-531.30-18	3.32	Health Dept Expenses
				100-0914-531.30-18	7.47	Health Dept Expenses
				100-0903-531.33-01	70.84	Health Dept Expenses
			<b>Total for check: 35482</b>		<b>83.63</b>	
MENASHA UTILITIES	35483	11/15/2012	3961	601-0401-513.25-02	16,010.99	Sewer Charge Sept 2012
		11/15/2012	3962	625-0401-513.25-01	1,163.55	Storm Water Charge Sept 2012
			<b>Total for check: 35483</b>		<b>17,174.54</b>	
MENASHA UTILITIES	35484	11/15/2012		267-0102-581.22-03	39.46	October Interdept Sales
			<b>Total for check: 35484</b>		<b>39.46</b>	
TOWN OF MENASHA UTILITY DISTRICT	35485	11/15/2012	4105	100-0701-533.22-06	295.50	Stormwater/206 North St
		11/15/2012	4106	100-0701-533.22-06	26.25	Stormwater/Undev Land
			<b>Total for check: 35485</b>		<b>321.75</b>	
MENASHA-NEENAH MUNICIPAL COURT	35486	11/15/2012		100-0000-201.03-00	30.00	Bond/MEPD 12-480
			<b>Total for check: 35486</b>		<b>30.00</b>	



# AP Check Register

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MINNESOTA LIFE INSURANCE COMPANY	35487	11/15/2012		100-0000-204.07-00	2,452.46	December Life Insurance
			<b>Total for check: 35487</b>		<b>2,452.46</b>	
MORTON SAFETY	35488	11/15/2012	728830	731-1022-541.30-18	24.25	Ear Plug
			<b>Total for check: 35488</b>		<b>24.25</b>	
MULLEN, CHAD	35489	11/15/2012	CHAD MULLEN	100-0000-201.10-00	100.00	Deposit Exc Permit 10670
			<b>Total for check: 35489</b>		<b>100.00</b>	
N&M AUTO SUPPLY	35490	11/15/2012	419918	731-1022-541.38-03	(30.19)	Blower Mower Resistor Credit
		11/15/2012	422839	731-1022-541.38-03	12.49	Battery Box
				731-1022-541.30-18	19.49	Thinner
		11/15/2012	422900	731-1022-541.38-03	3.12	Tee Connector
			<b>Total for check: 35490</b>		<b>4.91</b>	
PACKER CITY INTERNATIONAL	35491	11/15/2012	3-223050046	731-1022-541.38-03	105.68	Filters
			<b>Total for check: 35491</b>		<b>105.68</b>	
RICK'S AUTO GLASS INC	35492	11/15/2012	1107098	731-1022-541.29-04	50.00	Repair Window Defrost
			<b>Total for check: 35492</b>		<b>50.00</b>	
ROLAND MACHINERY EXCHANGE	35493	11/15/2012	41002284	731-1022-541.38-03	12.15	Gasket
			<b>Total for check: 35493</b>		<b>12.15</b>	
SAFEGUARD BUSINESS SYTEMS	35494	11/15/2012	028317463	100-0202-512.29-01	127.03	Envelopes/W-2
			<b>Total for check: 35494</b>		<b>127.03</b>	

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SCHUMACHER, MICHAEL	35495	11/15/2012	SCHUMACHER	100-0000-201.10-00	100.00	Deposit Exc Permit 11151 Michael Schumacher
			<b>Total for check: 35495</b>		<b>100.00</b>	
SERVICEMASTER BUILDING MAINTENANCE	35496	11/15/2012	5229	100-0801-521.20-01	1,395.00	Janitorial Service/PD
		11/15/2012	5259	100-0801-521.20-01	50.00	Janitorial Service/PD
			<b>Total for check: 35496</b>		<b>1,445.00</b>	
SHERWIN INDUSTRIES INC	35497	11/15/2012	7284-2	100-1008-541.30-18	97.00	Gun Holder
			<b>Total for check: 35497</b>		<b>97.00</b>	
STAPLES ADVANTAGE	35498	11/15/2012	8023433195	731-1022-541.30-10	37.64	Supplies
				100-0703-553.30-10	28.71	Supplies
			<b>Total for check: 35498</b>		<b>66.35</b>	
STEVE STUMPF LANDSCAPING	35499	11/15/2012	2769	100-0703-553.30-18	290.00	Bulk Mulch
			<b>Total for check: 35499</b>		<b>290.00</b>	
TREEO'S TREE SERVICE INC	35500	11/15/2012	3495	100-0706-561.20-06	1,050.00	Tree Removal/Brighton Dr
			<b>Total for check: 35500</b>		<b>1,050.00</b>	
UNIFIRST CORPORATION	35501	11/15/2012	097 0124167	731-1022-541.20-01	128.57	Coveralls/Shirts
			<b>Total for check: 35501</b>		<b>128.57</b>	
UNIFORM SHOPPE	35502	11/15/2012	214018	100-0801-521.19-03	164.85	Shirts
			<b>Total for check: 35502</b>		<b>164.85</b>	
UNITED WAY FOX CITIES	35503	11/15/2012	20121115	100-0000-202.09-00	27.48	PAYROLL SUMMARY
			<b>Total for check: 35503</b>		<b>27.48</b>	

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US CHARMADE ACCESSORIES	35504	11/15/2012	1663	100-0801-521.30-18	207.27	Mouthpieces
			<b>Total for check: 35504</b>		<b>207.27</b>	
US PETROLEUM EQUIPMENT	35505	11/15/2012	197116	731-1022-541.21-06	340.13	Swivel Kit/Labor
		11/15/2012	197146	731-1022-541.24-06	84.70	DSL Pump/Repair
			<b>Total for check: 35505</b>		<b>424.83</b>	
US VENTURE	35506	11/15/2012	L45413	731-1022-541.21-06	36.00	Samples
			<b>Total for check: 35506</b>		<b>36.00</b>	
VARITECH INDUSTRIES INC	35507	11/15/2012	124801	100-1006-541.30-18	994.35	Brine Maker Pump
			<b>Total for check: 35507</b>		<b>994.35</b>	
VERIZON WIRELESS	35508	11/15/2012	2819904555	743-0403-513.24-04	439.89	Mobile Broadband
			<b>Total for check: 35508</b>		<b>439.89</b>	
WAVERLY SANITARY DISTRICT	35509	11/15/2012		100-0703-553.22-05	50.05	Sewer/Water Charges 2170 Plank Rd
			<b>Total for check: 35509</b>		<b>50.05</b>	
WE ENERGIES	35510	11/15/2012		100-0903-531.22-04	10.09	316 Racine Street Gas 9/27/12-10/28/12
				100-0701-533.22-03	7.47	Electricity/North St
				100-0701-533.22-03	7.87	Electricity/North St
			<b>Total for check: 35510</b>		<b>25.43</b>	
WI SCTF	35511	11/15/2012	20121115	100-0000-202.03-00	65.00	PAYROLL SUMMARY
			<b>Total for check: 35511</b>		<b>65.00</b>	
WINNEBAGO COUNTY CLERK OF COURTS	35512	11/15/2012		100-0000-201.03-00	150.00	Bond/MEPD 12-3568

# **AP Check Register** **Check Date: 11/15/2012**

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WINNEBAGO COUNTY CLERK OF COURTS...	35512...	11/15/2012...	...	100-0000-201.03-00	150.00	Bond/MEPD 12-3558
<b>Total for check: 35512</b>					<b>300.00</b>	
WINNEBAGO COUNTY TREASURER	35513	11/15/2012	LF119052	266-1027-543.25-01	123.00	Tires
		11/15/2012	LF119139	266-1027-543.25-01	462.05	Recycling/October
		11/15/2012	LF119147	100-1016-543.25-01	12,344.00	October 2012/Landfill
				100-1017-543.25-01	4,055.04	October 2012/Landfill
<b>Total for check: 35513</b>					<b>16,984.09</b>	
WISCONSIN SUPPORT COLLECTIONS	35514	11/15/2012	20121115	100-0000-202.03-00	2,566.59	PAYROLL SUMMARY
<b>Total for check: 35514</b>					<b>2,566.59</b>	
					<b>87,575.31</b>	

Ordinance O-16-12

An Ordinance Amending Sections 10-1-26 and 10-1-29(a)(4) of The Municipal Code  
(Fourth Street, Winnebago Avenue)

Introduced by Alderman Zelinski

The Common Council of the City of Menasha does hereby ordain as follows:

SECTION 1: Amend Title 10, Article C, SEC. 10-1-26 and SEC. 10-1-29(a)(4) of the Code of Ordinances of the City of Menasha, Wisconsin as follows:

**Title 10 – Motor Vehicles and Traffic**

**Article C**

**Parking Regulations**

**SEC. 10-1-26**

No person shall park or leave standing any vehicle upon any of the following highways, streets or parts thereof, except temporarily for the purpose of and while actually engaged in receiving or discharging passengers.

(ai) The north side of Fourth Street from the intersection of Fourth Street and Konemac Street forty (40) feet east.

**SEC 10-1-29 ALL NIGHT PARKING REGULATED.**

(a) NIGHT PARKING RESTRICTED. When signs have been erected at or reasonably near the corporate limits of the City as provided in Sec. 349.13, Wis. Stats., no vehicle shall be parked upon any street, avenue, boulevard, or park thereof, in the City between the hours of 2:00 a.m. and 6:00 a.m. without express permission from the Police Department, except as follows:

(4) Overnight parking will be allowed during the period of April 1 through October 31 on the south side of Roosevelt Street from Manitowoc Street to London Street, and the west and north sides of River Way from Keyes Street to Cleveland Street, the east side of Nassau Street, and the west side of Oak Street, and the south side of Center Street from the cul de sac to 420 feet east, and the west side of Winnebago Avenue from Nicolet Boulevard to Keyes Street.

SECTION 2: This amending Ordinance shall take effect upon passage and publication as provided by law.

Passed and approved this            day of            , 2012.

\_\_\_\_\_  
Donald Merkes, Mayor

ATTEST: \_\_\_\_\_  
Deborah A. Galeazzi, City Clerk

ORDINANCE O-17-12

AN ORDINANCE DISSOLVING A MUNICIPAL STEAM UTILITY

Introduced by Mayor Merkes

The Common Council of the City of Menasha does ordain as follows:

SECTION 1: Title 9 – Public Utilities, **CHAPTER 5**, Steam Utility, **SECS. 9-5-1, 9-5-2** and **9-5-3** of the Code of Ordinances of the City of Menasha, Wisconsin is hereby repealed.

SECTION 2: This Ordinance shall take effect upon passage and publication as provided by law.

Passed and approved this 15<sup>th</sup> day of October, 2012.

\_\_\_\_\_  
Donald Merkes, Mayor

ATTEST:

\_\_\_\_\_  
Deborah A. Galeazzi, City Clerk



### MEMORANDUM

**TO:** Mayor Merkes, Council President Sevenich and the members of the City of Menasha Common Council

**FROM:** City Comptroller/Treasurer Stoffel *TS*

**DATE:** 11/15/2012

**SUBJECT:** Declaration of Official Intent

Included on the agenda for the Common Council is a communication signed by myself titled "Declaration of Official Intent". As was discussed at the last Board of Public Works meeting, the authority to declare official intent was placed with the City Comptroller/Treasurer in 1995. Attached is an email response from our consultant, Taryn Nall, confirming that, in the eyes of the state Department of Administration, my office has the authority to issue those Declarations of Official Intent.

I believe that passing R-35-12 is a duplication of effort and is not needed. I would ask the Council to take no action on R-35-12. Thank you.



**From:** Kaempfer & Associates, Inc. [engineers@kaempferassociates.com]  
**Sent:** Thursday, November 15, 2012 1:08 PM  
**To:** Thomas Stoffel  
**Cc:** Mark Radtke  
**Subject:** Ninth Street SLS CWF Comfort Resolution

Tom, I spoke to Aaron Heintz, DOA. He said he had no problem with the submitted Comfort Resolution as long as you were authorized to sign as you were. Thank you.

Taryn Nall, P.E.  
Kaempfer & Associates, Inc.  
(920) 846-3932  
E145-08.05

RESOLUTION NO. R-35-12

RESOLUTION DECLARING OFFICIAL INTENT TO REIMBURSE  
EXPENDITURES FOR CLEAN WATER FUND LOAN PROGRAM

Introduced by Alderman Taylor

WHEREAS, the City of Menasha, Wisconsin (the "Municipality") owns and operates a sewerage system (the "System") as a public utility; and

WHEREAS, the Municipality plans to construct Ninth Street Sewage Lift Station Improvements (the "Project"); and

WHEREAS, the Municipality expects to receive a loan (the "Loan") from the State of Wisconsin Clean Water Fund Loan Program (the "Program") to finance the project and expects to issue tax exempt bonds (the "Bonds") to the Program in evidence of the Loan; and

WHEREAS, because the Loan will not become available prior to 2013, the Municipality must provide interim financing to cover costs of the Project incurred prior to receipt of the Loan; and

WHEREAS, it is necessary, desirable, and in the best interests of the Municipality to advance moneys from its funds on hand on an interim basis until the Loan becomes available and the Bonds can be issued.

NOW, THEREFORE, BE IT RESOLVED by the City of Menasha, Wisconsin, that:

Expenditure of Funds. The Municipality shall make expenditures as needed from its funds on hand to pay the costs of the Project until Bond proceeds become available.

Declaration of Official Intent. The Municipality hereby officially declares its intent under Treas. Reg. Section 1.150-2 to reimburse said expenditures with proceeds of the Bonds, the principal amount of which is not expected to exceed \$540,000.

Unavailability of Long-Term Funds. No funds for payment of the Project from sources other than the Bonds are, or are reasonably expected to be, reserved, allocated on a long-term basis, or otherwise set aside by the Municipality pursuant to its budget or financial policies.

Public Availability of Official Intent Resolution. This resolution shall be made available for public inspection at the City Clerk's office within thirty (30) days after its approval in compliance with applicable State law governing the availability of records of official acts including subchapter II of Chapter 19, and shall remain available for public inspection until the Bonds are issued.

Effective Date. This resolution shall be effective upon its adoption and approval.

Passed and approved this \_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_

\_\_\_\_\_  
Donald Merkes, Mayor

ATTEST:

\_\_\_\_\_  
Deborah A. Galeazzi, City Clerk

**RESOLUTION R-38-12**

**A RESOLUTION AUTHORIZING USE OF CARRY-OVER TAX LEVY AUTHORITY UNDER WIS. STAT. §66.0602(3)(f)1. FOR THE 2012 TAX LEVY FUNDING THE 2013 CITY OPERATING BUDGET**

**Introduced by Mayor Merkes**

WHEREAS, the City of Menasha proposed operating budget for 2013 significantly restrained expenditures without reducing services, holding expenditures essentially flat for 2013; and,

WHEREAS, due to significant cut backs in other revenues, including state shared revenue and transportation aids, have significantly restricted the ability of the City to pay for essential local services; and,

WHEREAS state mandated employee contributions to retirement and health insurance have served to only partially offset both the reduction in state aid as well as other budgetary pressures; and,

WHEREAS, the City of Menasha has restrained the use of property tax levy by levying less than allowed by state law creating an accumulated unused tax levy limit of over \$603 thousand; and,

WHEREAS, state property tax levy limits were significantly reduced for this year, limiting revenues to maintain essential local services with the levy limit for the 2013 Budget reduced to 0.47% for general operating purposes; and,

WHEREAS, Wis. Stat. §66.0602(3)(f)1. permits carry over of a portion of prior years unused tax levy limit to a maximum of 0.5% of the actual tax levy from last year which totals \$48,450; and,

WHEREAS, in order to provide for essential city services, it is necessary for the City to utilize this authorized carry-over levy;

NOW THEREFORE, BE IT RESOLVED BY THE COMMON COUNCIL OF THE CITY OF MENASHA, WISCONSIN this 19<sup>th</sup> day of November 2012 authorizes the use of carry-over levy in the amount of 48,450 to help fund the 2013 operating budget.

Passed and approved this            day of            , 2012.

\_\_\_\_\_  
Donald Merkes, Mayor

ATTEST:

\_\_\_\_\_  
Deborah A. Galeazzi, City Clerk

**(NOTE: passage requires ¾ majority vote of the Common Council.)**

RESOLUTION R - 39 - 12

RESOLUTION TO DISTRIBUTE FUNDING FOR THE FOX CITIES ECONOMIC DEVELOPMENT CORPORATION

Introduced by Alderman Zelinski.

WHEREAS, the Fox Cities Economic Development Corporation (EDC) is a newly formed multi-jurisdictional effort of the Fox Cities Chamber of Commerce, designed to promote economic development regionally which has requested funding from the City of Menasha (CITY) in the amount of \$1 per capita yearly, beginning January 1, 2013; and,

WHEREAS, the proposed 2013 CITY budget allocates \$1 per capita (\$17,500); and

NOW THEREFORE, BE IT RESOLVED by the Common Council of the City of Menasha, Wisconsin as follows:

Section 1. The CITY shall provide 50% (\$8,750) of the budgeted contribution to the EDC on January 1, 2013 or shortly thereafter.

Section 2. The remaining 50% (\$8,750) of the contribution to the EDC may not be released by the CITY until further approval by the Common Council.

Passed and approved this            day of            , 2012.

\_\_\_\_\_  
Donald Merkes, Mayor

ATTEST:

\_\_\_\_\_  
Deborah A. Galeazzi, City Clerk

RESOLUTION R-40-12

RESOLUTION LEVYING TAXES FOR THE PURPOSE OF PAYING THE OPERATING  
EXPENSES FOR THE YEAR 2013 FOR THE CITY OF MENASHA

Introduced by Mayor Donald Merkes

BY THE MAYOR AND COMMON COUNCIL OF THE CITY OF MENASHA, WISCONSIN,  
RESOLVED:

That for the purpose of paying the City of Menasha and Waverly Sanitary District operating expenses for the year 2013, there is hereby levied on all taxable property in the City of Menasha the amount of \$10,419,012.25 which includes \$724,734.16 in Tax Incremental Financing District Funds.

That for the purpose of paying the Menasha Joint School District and Appleton Area School District tax as certified, there is hereby levied on all taxable property in the City of Menasha the amount of \$ 9,712,757.05 which includes \$654,831.05 in Tax Incremental Financing District Funds.

That for the purpose of paying the Fox Valley Technical College District tax as certified, there is hereby levied on all taxable property in the City of Menasha the amount of \$1,955,291.70 which includes \$132,241.62 in Tax Incremental Financing District Funds.

That for the purpose of paying the State of Wisconsin, Winnebago County and Calumet County tax as certified, there is hereby levied on all taxable property of the City of Menasha the amount of \$5,619,710.44 which includes \$356,874.22 in Tax Incremental Financing District Funds.

AND IT IS FURTHER RESOLVED that the total of the above four levies in the amount of \$27,706,771.44 shall be the 2012 tax levy on all real and personal property in the City of Menasha.

AND IT IS FURTHER RESOLVED that a property tax mill rate for each taxing entity will be established when the assessed valuation for each taxing entity has been properly certified.

AND BE IT FURTHER RESOLVED that the City Comptroller/Treasurer be, and hereby is, authorized to prepare a tax roll for the City of Menasha for the year 2012 and spread the above stated tax and State Lottery Credits, School Tax Credits and First Dollar Credits upon said roll and the City Clerk is directed to sign a warrant for the collection of said tax.

Passed and approved this 19<sup>th</sup> day of November, 2012.

\_\_\_\_\_  
Donald Merkes, Mayor

ATTEST:

\_\_\_\_\_  
Deborah A. Galeazzi, City Clerk

Date: October 3, 2012  
To: City of Menasha Common Council  
From: Roy Kordus  
Re: Water and Light Commission Vacancy

I have been a resident of the City of Menasha for approximately 18 years and I would like to be considered for the current vacancy on the Water and Light Commission.

I have over 20 years of experience in the financial industry. I currently work for TCF National Bank in the position of Vice President. I feel my experience would be an asset to the Water and Light Commission as well as to the City of Menasha as a whole.

I also serve on the City of Menasha Board of Review.

More than my experience in the financial industry I have a deep desire to do right by the good people of the City of Menasha in order to make it a desirable place to live, work and play.

Thank you for your consideration.