

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

**6:00 PM  
AGENDA**

- A. CALL TO ORDER
- B. PLEDGE OF ALLEGIANCE
- C. ROLL CALL/EXCUSED ABSENCES
- D. PUBLIC HEARING
- 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, 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](#)
- 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

H. ITEMS REMOVED FROM CONSENT AGENDA

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
2. Request of Intertape Polymer Corp. to Release Revisionary Interest

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)

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, November 19, 2012**

Common Council - 6:00 pm

Administration Committee – 6:30 p.m.

Board of Public Works – 7:00 p.m.

**GENERAL ELECTION – NOVEMBER 6, 2012**

# DRAFT

CITY OF MENASHA  
ADMINISTRATION COMMITTEE  
Third Floor Council Chambers  
140 Main Street, Menasha  
October 15, 2012  
MINUTES

A. CALL TO ORDER

Meeting called to order by Chairman Klein at 6:43 p.m.

B. ROLL CALL/EXCUSED ABSENCES

PRESENT: Alderman Krueger, Zelinski, Englebert, Benner, Klein, Taylor, Sevenich

EXCUSED: Alderman Langdon

ALSO PRESENT: Mayor Merkes, CA/HRD Captain, PC Styka, DFC DeLeeuw, DPW Radtke, CDD Keil, C/T Stoffel, PRD Tungate, PHD Nett,

C. MINUTES TO APPROVE

1. Administration Committee, 9/17/12

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

Motion carried on voice vote.

D. DISCUSSION/ACTION ITEMS

1. Review and accept 2011 City of Menasha Audit Report (Dave Maccoux, Schenck)

Dave Maccoux from Schenck explained the 2011 Audit Report. General discussion ensued on the audit report.

Moved by Ald. Sevenich, seconded by Ald. Englebert to recommend to Common Council to accept 2011 City of Menasha Audit Report

Motion carried on roll call 7-0.

2. Joint Powers Agreement Winnebago County Emergency 911 System, Dec. 1, 2012 - Nov. 30, 2013, and authorize signature

PC Styka explained this is a standard renewal agreement for 911 services with Winnebago County Sheriff's Dept. The agreement covers both police and fire services.

Moved by Ald. Englebert, seconded by Ald. Krueger to recommend to Common Council the Joint Powers Agreement Winnebago County Emergency 911 System, Dec. 1, 2012-

Nov. 30, 2012 and authorize signature

Motion carried on roll call 7-0.

3. Select City's Medical Insurance for 2013

CA/HRD Captain presented the 2013 health insurance proposals. General discussion ensued on the proposals compared to current coverage.

Barb Oaks from The Horton Group answered questions.

Moved by Ald. Englebert, seconded by Ald. Krueger to recommend to Common Council WEA Trust Base Design for two years.

Motion carried on roll call 7-0.

E. ADJOURNMENT

Moved by Ald. Krueger, seconded by Ald. Zelinski to adjourn at 7:45 p.m.

Motion carried on voice vote.

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

# DRAFT

CITY OF MENASHA  
Board of Public Works  
Third Floor Council Chambers  
140 Main Street, Menasha  
October 15, 2012  
MINUTES

A. CALL TO ORDER

Meeting called to order by Chairman Taylor at 7:45 p.m.

B. ROLL CALL/EXCUSED ABSENCES

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

EXCUSED: Alderman Langdon

ALSO PRESENT: Mayor Merkes, CA/HRD Captain, PC Styka, DFC DeLeeuw,  
DPW Radtke, CDD Keil, and Clerk Galeazzi

C. MINUTES TO APPROVE

1. October 1, 2012

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

Motion carried on voice vote.

D. ACTION ITEMS

1. 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)

Moved by Ald. Krueger, seconded by Ald. Benner to recommend to Common Council  
Change Order #1, Mod 28, Neenah-Menasha Fire Rescue Station 36, Miron Job  
#101520, Deduct of \$1,508.00 (Credit for materials not used on project)

Motion carried on roll call 7-0.

2. 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)

DFC DeLeeuw will check into what is done with the funds that were not used on Station 36. Some of the funds came from Federal grants

Moved by Ald. Sevenich, seconded by Ald. Krueger to recommend to Common Council  
final Change Order #2, Mod 29, Neenah-Menasha Fire Rescue Station 36, Miron Job  
#101520, Deduct of \$12,847.42 (contract adjustment from original amount of contract to  
new amount of contract).

Motion carried on roll call 7-0.

E. ADJOURNMENT

Moved by Ald. Krueger, seconded by Ald. Klein to adjourn at 7:51 p.m.

Motion carried on voice vote.

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

Menasha aldermen occasionally attend meetings of this body. It is possible that a quorum of Common Council, Board of Public Works, Administration Committee, Personnel Committee may be attending this meeting. (No official action of any of those bodies will be taken).

**CITY OF MENASHA  
BOARD OF HEALTH  
Minutes  
September 12, 2012**

- A. Meeting called to order at 8:15 AM by Chairman Candyce Rusin.
- B. Present: Dorothy Jankowski, Lori Asmus, Dr. Teresa Rudolph, Candyce Rusin, Sue Nett
- C. MINUTES TO APPROVE
  - 1. Motion to approve minutes from August 8, 2012 meeting made by D. Jankowski and seconded by T. Rudolph. Motion carried.
- D. REPORT OF DEPT HEADS/STAFF/CONSULTANTS
  - 1. August 2012 Communicable Disease Report distributed and discussed. T. Rudolph continues to be concerned with the number of sexually transmitted disease cases that are reported each month. S. Nett reported that she recently attended a coalition meeting discussing the increasing incidence of STDs in Winnebago County. The coalition is looking at a pilot prevention project at the high schools in Oshkosh. If the project is successful, other high schools in the county could then implement the program.
  - 2. 317 Vaccine Policy Update. S. Nett updated board members on the changes from the federal government regarding insured children receiving vaccine from their private provider versus the health department. Children on Medicaid, Badgercare, or who are native American, or Alaskan will be able to continue to receive vaccines at the health department. Exceptions at this time include seasonal flu vaccine for children and any vaccine that contains pertussis---these will still be able to be given to any child at the health department. Pertussis containing vaccines can also be given to any adult at the health department. Dr. Rudolph concerned those with copays and deductibles will not get their vaccines and will sign waivers.
  - 3. 2013 Consolidated Grant Update. S. Nett reported lead prevention will stay the same as 2012, radon monies have been eliminated for 2013, and prevention monies are now available. The department's allocation is \$3557 and will be used for expanding the fluoride varnish program into grade 1. MCH is expected to decrease by 10% for 2013.
  - 4. 60+ Health Screening Grant. S. Nett received an email from Mark Weisensel indicating the department will receive the same allocation as in 2012 for the health screening grant.
  - 5. 2013 Preparedness Grant Update. Contract has been signed and returned.
  - 6. Pertussis Update. S. Nett reported there continues to be sporadic cases of pertussis in Menasha.
  - 7. 2013 Budget. S. Nett discussed budget preparations. For line items other than personnel costs, will for the majority, remain the same as 2012.

"Menasha is committed to its diverse population. Our Non-English speaking population and those with disabilities are invited to contact the Menasha Health Department at 967-3520 at least 24-hours in advance of the meeting for the City to arrange special accommodations."

Board of Health Members: Dorothy Jankowski, Lori Asmus, Susan Nett, Candyce Rusin, Theresa Shoberg

8. UWO Student Nurse – Fall Semester. There are 7 student nurses working their clinical assignments in the health department.
9. Kiwanis Presentation. S. Nett gave a presentation last month on the health department programs to the N-M Kiwanis Club.
10. CPR Instructor/Course Changes. Instructors are going to change from the Red Cross to the American Heart Association for training. FVTC will provide the training. Cost per instructor is \$82. The class participant cost for employees will drop from \$26 (Red Cross) per student to \$3.50 (American Heart).

#### E. ACTION ITEMS

1. Approval of Fees for Urine Screening and Anemia Screening for 60+ Health Screening Program. S. Nett explained the cost for the urine screening (dipstick method) has been \$1 for quite some time and the anemia screening has been by donation. The cost of the supplies for these 2 screenings has increased. The recommendation is to increase the cost for the urine screening to \$2 and to have the anemia screening change from donation to \$5 per screening. Discussion centered around if this was still affordable for participants and whether or not costs were covered. S. Nett stated costs are covered depending on number of participants. Motion made by L. Asmus and seconded by T. Rudolph to charge \$2 for the urine screening and \$5 for the anemia screening. Motion carried.

#### F. HELD OVER BUSINESS

1. Discussion-Available Information Pertaining to Decision to not Vaccinate Child. S. Nett distributed two documents pertaining to parental decision to not vaccinate their child. T. Rudolph and L. Asmus preferred the checklist format vs. the fill in the blank. All were in agreement that there should be some type of documentation on file to show a discussion was had with the parent regarding vaccines. Motion to use the AAP form to document parent decision to not vaccinate their child made by L. Asmus and seconded by D. Jankowski. Motion carried.

- G. Request by T. Rudolph to change Nov. BOH meeting from the 14<sup>th</sup> to the 7<sup>th</sup> noted. Request by Chairman Rusin to change the start time of the meetings to 8 AM instead of 8:15 AM noted and in agreement with board members. Motion to adjourn at 9:25 AM made by L. Asmus and seconded by T. Rudolph. Motion carried. Next meeting October 10, 2012.

Menasha aldermen occasionally attend meetings of this body. It is possible that a quorum of Common Council, Board of Public Works, Administration Committee, Personnel Committee may be attending this meeting. (No official action of any of those bodies will be taken).

**CITY OF MENASHA  
COMMITTEE ON AGING  
Minutes  
September 13, 2012**

- A. Meeting called to order at 7:48 AM by Chairman J. Klundt.
- B. Present: Joyce Klundt, Mary Lueke, Sue Steffen, Lee Murphy, John Ruck, Jean Wollerman, Sue Nett  
Excused: Peg Malueg
- C. MINUTES TO APPROVE  
Motion to approve minutes from August 9, 2012 meeting made by S. Steffen and seconded by L. Murphy. Motion carried.
- D. REPORT OF DEPT HEADS/STAFF/CONSULTANTS
  - 1. Senior Center Older Adult director, J. Wollerman reported on August visits to the senior center at 1640. This was the highest number of visits for the summer months and the highest number for August for the past 5 years. The mealsite also had the highest number of meals served for the year during August at 368. The Off your Rocker Walk has been cancelled. It will be re-visited as an activity for spring. Balance/strengthening classes will be offered at the center as a new activity. The Aging Conference to be held next week. J. Wollerman will be attending. The Menasha Senior Center will be receiving an award at the conference for the collaboration and how it has provided a more efficient means for increasing activities at the center. J. Wollerman would like to do another open house at the center for the public and elected officials in the city. She discussed October 17<sup>th</sup> 6PM to 7:30PM as a potential date. A brief discussion followed. S. Nett will put a memo in the council packet for the October 1<sup>st</sup> meeting.
- E. New Business
  - 1. YMCA Contract 2013---J. Wollerman reported the contract dollar amount is being worked on. She discussed revenues and expenses for the past 6 months and feels the finances are where they should be. S. Nett requested the YMCA decrease the contract amount for 2013 based on the revenues received and projected. The largest expense in the budget is personnel costs. All the other line items were reduced for 2012 so if the contract is to be less personnel costs would have to be looked at. Committee members discussed if the current contract amount can't be lowered, how do you show that the contractual arrangement is working efficiently. J. Ruck suggested calculating the cost per visit and assessing for increased or decreased cost per visit. S. Nett to provide those numbers at the next meeting. It is anticipated the contract language will stay the same and the only change will be the dollar amount and the contract dates.
  - 2. 2013 Budget—S. Nett reported that Mark Weisensel, Winnebago County Aging Services director did email the grant dollar amounts for the senior center and health services program. All will remain the same as 2012. Building services portion of the budget will be

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the same as 2012. For capital expenses, there will need to be some money budgeted for replacing the cast iron waste pipes.

F. HELD OVER BUSINESS

1. Discussion - Architectural Design Project. There was nothing new to report. S. Nett met with Adam Alix and Greg Keil about the proposed costs. Some of the line items seemed to be high like the roof shingles. A review of the proposed costs will be done in the near future.

- G. Motion to adjourn at 9:23 AM made by L. Murphy and seconded by S. Steffen. Motion carried. Next meeting October 11, 2012.



**D R A F T**  
**MINUTES OF REGULAR MEETING**  
**ELISHA D. SMITH PUBLIC LIBRARY TRUSTEES**  
**October 18, 2012**

**Call to order** at 4:00 p.m. by President Murray

Present: Crawmer, Eisen, Kiley, Murray, Nichols, Wicihowski, Webster (teen representative)

Absent: Enos, Kobylski

Also present: Director Lenz, K. Seefeldt (Office Manager), J. Bongers (Head of Adult Services)

**Public Comment**

Nichols stated that a Neenah resident recently shared that she enjoys taking her child to our Children's *Baby Stay & Play* program, and that she is particularly pleased with how the program is structured.

Murray congratulated Joe Bongers on his recent WLA Reference & Adult Services Section appointment.

**Authorization of Bills**

Motion to authorize payment of the October list of bills from the 2012 budget as presented by Nichols, seconded by Wicihowski, and carried unanimously.

**Consent Business**

The following Consent Business items were presented for the Board's consideration:

Approve Library Board meeting minutes, September 20, 2012

Accept minutes of the Finance Committee meeting, October 12, 2012

**Motion** to approve the Library Board meeting minutes of September 20, 2012 and to accept minutes of the Finance Committee meeting of October 12, 2012 by Eisen, seconded by Nichols and carried unanimously.

**Director's Report/Information Items**

1. September Statistics. We continue to see significant increases in eBook and eAudiobook uses. Statistics also show increases in the number of programs offered by the Children's and Adult Departments this year, the program attendance for children and teens, and the number of meeting room uses by the public and for library programs. Literacy tutor usage of our study room remains strong. Lending was down 10.8% compared to September of last year, and it was down about 5% overall compared to 2011. The number of school visits has declined significantly due to lack of funding within the school district. This has resulted in a noticeable decrease in lending in the Children's Department. Eisen requested that Director Lenz verify the accuracy of the directional

questions recorded by the Circulation Department for the month of September. That number seems unusually high.

2. Endowment Report. There were no questions from the Board on the endowment report.
3. Current Budget Status. Director Lenz reported that we are right on target with this year's budget. 75.1% of the year has passed and year-to-date expenses are at 73.7%.
4. Staff Reports.
  - Susan and John McFadden gave an interesting presentation on services to the elderly at our recent staff in-service. They also shared information on their involvement with the Memory Project, an integrated community model in the Fox Cities for dementia services.
  - Cate Brandt, Head of Support Services, recently observed her 25<sup>th</sup> employment anniversary.
  - Our Multicultural Festival is scheduled to be held on Saturday, November 10 from 10:00 a.m. to 4:00 p.m. A schedule of events will soon be distributed to the public.
  - The Friends of the Library cookbook is near completion. We intend to begin selling the book at the Multicultural Festival for \$5.00 each.
5. Library System Representative Report. Tasha Saecker submitted a report following the September 26th Winnefox Library System Board meeting. The WLS Board approved the 2013 Resource Library Agreement that is a required agreement between the system and Oshkosh Public Library, the 2013 Contractual Services Agreement that spells out the financial agreement between OPL and Winnefox, and the Annual System Plan. All of these documents had minimal changes from the previous year. Two items discussed at greater length were the Pay Plan for Winnefox staff and the 2013 Winnefox Library System Budget.
6. Long Range Plan Committee report. The committee is scheduled to meet on Tuesday, October 23.
7. Personnel and Policies Committee report. The committee finalized the personnel policy chapter and is continuing to wait for City Attorney Pamela Captain to review it.

#### **Discussion Action Items**

8. 2013 Budget Request. Board members reviewed a draft copy of Director Lenz's annual report for 2012, which will be used in her budget presentation to the Common Council. The director went on to review her 2013 budget proposal. At the request of the City's Comptroller, Director Lenz had submitted a copy of this draft to the mayor for his consideration. The budget total for 2013 came in at \$1,406,713. It awards no cost of living adjustment for library employees and reduces pay for summer Saturdays and winter Sundays from premium to straight time. Crawmer questioned whether it was fair to library employees not to receive a COLA if the Common Council should agree to award one to other City non-represented employees. Eisen noted there were difficult decisions the Finance Committee had to make for them to create a budget that met the mayor's goal of \$1.4 million. Questions were addressed regarding the modest size of the library's endowment and whether we would continue to have adequate funds to supplement deficiencies in our city budget if need be. There was a consensus to discuss the need for endowment fundraising at a future meeting.

**Motion**

Motion to approve the 2013 annual budget of \$1,406,713 as presented by Nichols, seconded by Wicihowski. Motion carried unanimously.

Joe Bongers left the meeting at 5:10 p.m.

**Announcements**

9. Trustee Essentials. Chapter Five "Hiring a Library Director" was summarized by Nick Kiley. Patrick Murray agreed to review Chapter Six at the next meeting.
10. Library Trustee Workshop. The Ins and Outs of Chapter 43, presented by Paul Nelson, will be held on November 6 from 9:30 a.m.-12:30 p.m. at Berlin Public Library. This workshop will help trustees identify and understand the current statutory requirements of Chapter 43 as they relate to library development and governance.

**Adjournment**

Motion to adjourn the meeting at 5:14 p.m. by Eisen, seconded by Crawmer and carried unanimously.

Respectfully submitted,

Kathy Wicihowski, secretary

Kris Seefeldt, Recording Secretary

Neenah-Menasha Fire Rescue  
Joint Fire Commission Meeting  
October 11, 2012 – 12:00 p.m.  
Hauser Room

Present: Commissioners Liebhauser, Kubiak, John, Keating, Mattes and Lewis.

Also Present: Chief Auxier, Fire Officer Kloehn and Office Manager Theisen.

Public Members: Jamie Leonard.

Commissioner Kubiak called the meeting to order at 12:00 p.m.

Al John was introduced to the Commission as the newest Commissioner.

Meeting Minutes: The Commission reviewed the meeting minutes from August 29, 2012. **MSC Liebhauser/Keating to approve the meeting minutes from August 29, 2012, all voting aye.**

September 2012 Activity Report: The Commission reviewed the September 2012 activity report. This informational only and no action is required.

September 2012 Budget Report: The Commission reviewed the September 2012 budget report. This is informational only and no action is required.

Firefighter Eligibility List: Chief Auxier noted the hiring process has been completed. The written and CPAT test were completed by the candidates through Fox Valley Technical College. There were 86 candidates that applied for our open position. Of those candidates, 56 people completed all of the testing, passed the criteria and were reviewed by Chief Auxier and HR Deputy Director Barber. An internal process was put in place for further review and after this was completed 10 people were invited to interview. One person dropped out prior to the interviews. After the interviews, an initial list of four people was developed to place on the Eligibility List. However, one person did remove themselves from the Eligibility List and the remaining three people were presented before the Fire Commission for recommendation to be placed on NMFR's Eligibility List.

Commissioner Lewis asked if the proposed vacant position was approved to be filled by Joint Finance & Personnel Committee. Chief Auxier confirmed that the Committee approved this position and both Common Council's to fill. **MSC Mattes/Liebhauser to approved the Eligibility list presented and if another firefighter position opens within the next year, authorizes Chief Auxier to review the candidates who applied, and were not able to move forward within the process at this time due to not having the appropriate certifications. If these candidates do have the certifications, and pass an interview process, they can be added to the Eligibility List, all voting aye.**

Shift Commander Position: Chief Auxier explained there were six applicants and one person didn't qualify to move forward within the process due to not meeting the requirements of the position. Five people were interviewed and Chief Auxier stated he is recommending Captain Kevin Kloehn be promoted to the Shift Commander position. **MSC Keating/Liebhauser to promote Captain Kevin Kloehn as Shift Commander effective October 24, 2012, all voting aye.**

Vacant Department Promotion: Chief Auxier stated with the promotion of Fire Officer Kevin Kloehn to Shift Commander this would create a vacant Fire Officer position, Driver/Engineer and Shift Inspector. Chief Auxier reviewed the promotional eligibility lists that were approved by the Fire Commission at their meeting in August 2012. **MSC Lewis/Mattes to promote Driver/Engineer Ryan Krings to Fire Officer, Jim Bentle as Driver/Engineer and Ryan Kane as Shift Inspector effective October 24, 2012, all voting aye.**

Future meetings were discussed. The regularly scheduled meeting for October will be cancelled due to moving this meeting earlier in the month.

**MSC Keating/Liebhauser to adjourn at 12:30 p.m., all voting aye.**

Respectfully Submitted,

Al Auxier  
Chief

AA/tt

Neenah-Menasha Fire Rescue  
Joint Finance & Personnel Committee Meeting  
October 23, 2012 – 3<sup>rd</sup> Floor Council Chambers  
City of Menasha – 5:30 p.m.

Present: Ald. Sevenich, Stevenson, Ahles and Ramos.

Excused: Ald. Klein and Langdon

Also Present: DC DeLeeuw, Director Stoffel and Office Manager Theisen.

Public: Mike Janke

Ald. Stevenson called the meeting to order at 5:35 p.m.

Public Forum: Local 275 Union President, Mike Janke addressed the Committee regarding the proposed reduction in the 2013 overtime budget. He stated he is concerned that the Committee reviewed the 2013 budget at a previous meeting and approved the overtime budget for 2013 at same amount as 2012's budget. When the budget went to the Mayors for review the overtime budget was then reduced. He is concerned about the reduction and how this will affect staffing levels for the Department. He is asking for consideration in re-instating the budget at the 2012 amount and leave it up to Administration to manage the budget.

Meeting Minutes: The Committee reviewed the meeting minutes from September 25, 2012. Ald. Sevenich asked if the reduction for overtime affected only Menasha's portion. DC DeLeeuw said the 2013 reduction in overtime would affect the overall budget and would be split by the formula and would affect both municipalities. The reduction in the budget would reflect reducing the manpower at Station 36 from four crewmembers to three members. Ald. Stevenson acknowledged President Janke's letter that was sent to him. **MSC Ramos/Sevenich to approve the meeting minutes, all voting aye.**

September 2012 Budget Report: The Committee reviewed the September 2012 budget report. The overtime line item was reviewed. DC DeLeeuw noted that it would be very close to exhaustion due to current FMLA requests and work comp injury.

Ald. Sevenich noted that after he reviewed President Janke's letter, his thought was to carry forward unused budgeted dollars not used in 2012 and felt we should request a carry forward into 2013 to utilize for re-instating reduction of the overtime budget and/or the general operating budget. Ald. Stevenson said that there is that possibility. DC DeLeeuw noted that we have had minimal carry forwards in previous years.

Ald. Sevenich asked about the unused grant monies Station 36's building grant. He was wondering if this money had to be used or not. DC DeLeeuw noted that we requested to utilize the unused funds to put towards a new truck exhaust system. We tried to save money by bringing the old system with us to the new station, however, there are issues

with this system and we are not able to repair it. **MSC Ahles/Ramos to accept the September 2012 budget report and place on file, all voting aye.**

September Activity Report: The Committee reviewed the September activity report and the Automatic Aid summary report. **MSC Sevenich/Ramos to accept the September Activity Report and the Automatic Aid report and place on file, all voting aye.**

Quint 32 Ladder Testing: DC DeLeeuw noted Quint 32 and Pumper 35 did pass their annual ladder tests. A recommendation was made to change the hydraulic oils and our own maintenance staff will perform this. Ald. Ahles noted if we are asking to extend the service life of our vehicles that we continue with the recommended maintenance so we and continue with the testing so we can prepare for any potential issues in the future and budget accordingly.

Medical Evaluations for 2013: The Committee reviewed the pricing submitted for 2013 physicals from Theda Care At Work and Affinity Occupational Health. Office Manager Theisen reviewed the required testing that is part of our current wellness program. She noted that we would utilize the City of Neenah's vendor for lab work, as there is a cost savings and the cost for this will be charged to the health insurance budget. The exception to this is one required test that our Department requires that is not part of the wellness program. The amount for this test is reflected in the overall cost. She also noted that the TB skin tests would continue through the Menasha Health Department, which saves us money as there is no injection fee for this and we only pay for the serum. Ald. Stevenson noted that the total cost for this program is around \$13,000, however, with the changes in vendors for the lab work this ends up saving the Department money. He thanked the staff for finding ways to save money and continue the program. Ald. Sevenich also thanked staff for their work in finding ways to save money with this program. **MSC Sevenich/Ramos recommends the City of Neenah Common Council and the City of Menasha Common Council approve the 2013 medical evaluations through Affinity Occupational Health for a total of \$8,625.50, all voting aye.**

**MSC Ramos/Sevenich to adjourn at 6:00 p.m., all voting aye.**

Respectfully Submitted

Steve DeLeeuw  
Deputy Chief

SD/tt

# **NEENAH-MENASHA EWERAGE COMMISSION**

## **Regular Meeting**

**Tuesday October 9, 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, Dale Youngquist; Manager Randall Much, Accountant Roger Voigt.

**Excused:** Commissioners Kathy Bauer, Gordon Falck.

**Also Present:** Tom Kispert (McMAHON); Paul Much (MCO); Mike King (Post Crescent).

Commissioner Hamblin requested further details on items discussed at the Regular Meeting and Closed Session. Items questioned were in Old Business – the authority granted to Manager for approving change orders; and the contract start date indicated in the Closed Session minutes regarding the start date for potential biosolids hauling agreement. President Youngquist and Commissioners addressed the questions asked. After discussion motion made by Commissioner Zielinski, seconded by Commissioner Sambs to approve the minutes of the Regular Meeting and Closed Session of September 25, 2012. Motion carried unanimously.

## **Correspondence**

The following correspondence was discussed:

- A. September 26, 2012 letter from Randall Much, NMSC to Mayor Don Merkes, City of Menasha.

RE: NMSC Clean Water Fund financing request to increase borrowing amount.

Commissioner Hamblin questioned the various dollar amounts listed in the letter: \$22,440,105, \$22,151,781, and \$25,500,000. Accountant Voigt responded. The \$22,440,000 is the current amount of the project; the \$22,151,000 is the amount to request from the Clean Water Fund. The approximately \$300,000 difference consists of grant money from Focus on Energy and storage building costs that will not qualify for reimbursement from the Clean Water Fund. The \$25,500,000 was the original estimated project cost in August 2011.

## **Old Business**

NMSC Insurance Agent. Accountant Voigt reported on the pages of minutes included for information to the Commissioners. The minutes are excerpts from the last time the Commission looked at insurance agents and insurance coverage; this was in 2003. Commissioner Gunz indicated he has some problems with following an agent and they are no longer with a local firm. Commissioners further discussed this topic. Commissioner Gunz further reported on difficulties in obtaining competitive bids from insurance companies; generally the insurance company will only provide a quote to the current agent. It was the consensus of the Commissioners to look at insurance agents next year.



## **New Business**

### **Operations, Engineering, Planning**

Tom Kispert discussed the EPA Air Permitting. The application is complete and needs the Managers signature. The sulfur levels are just below the Type A requirements. Modeling will be required to be performed; the DNR will perform the modeling for their benefit to provide themselves with more knowledge on the modeling procedure. The Commission may need to install higher stacks for the methane gas flare.

Tom Kispert updated the Commission on the Phosphorus construction cost analysis. Chad has the data from the last three years reviewed; he is now looking at budgetary costs and equipment sizing. The Commission further discussed the purpose of this exercise and adaptive management. Chad is waiting for additional information from the DNR.

Tom Kispert discussed the Notice to Proceed for the WWTF Modification project. Tom recommends approval of the Notice to Proceed contingent on approval of short term financing from the local financial institutions. Motion by Commissioner Gunz, seconded by Commissioner Hamblin to authorize approval and signature of the Notice to Proceed upon notification from the local financial institution on their commitment to provide short term financing. Motion carried unanimously. Tom reported there is a preconstruction meeting scheduled for Tuesday October 16 with the contractor. They will begin mobilizing on Monday October 15 with construction planned to start on October 22. Accountant Voigt will contact First National Bank Fox Valley (FNB-FV) to obtain status of short term borrowing. Commissioner Hamblin questioned the amount of the short term borrowing; Accountant Voigt reported the current loan is \$4,500,000. FNB-FV is working on putting together a package totaling \$11,000,000.

Tom Kispert reported to the Commission he has no additional information at this time on the Wastewater Treatment Modification Project.

### **Budget, Finance, Personnel**

Accountant Voigt updated the Commission on the Clean Water Fund. The City of Menasha approved the increase in the dollar amount to be requested from the Clean Water Fund. FNB-FV has two additional banks lined up for providing the funds for the short term borrowing. The respective boards from the financial institutions are meeting this week to approve the loan for the short term borrowing. It was questioned when the Agency Agreements will need to be signed. Tom reported he will contact Amy Vaclavik for more information on this question.

Accountant Voigt presented an engagement letter from Godfrey & Kahn for the purpose to set forth the role and responsibilities they will assume for the issuance of an \$11,000,000 Sewerage Commission Revenue Bond Anticipation Note. Commissioners discussed and expressed their concern over the dollar amount of their fees: \$14,000 to \$18,000. Commissioner Gunz reported they are selling their opinion on the issue being tax exempt. They are also providing services that are needed by the banks; part of their fee is also partially based on the loan amount. After discussion motion by Commissioner Gunz, seconded by Commissioner Zielinski to approve the services of Godfrey & Kahn as bond counsel for the \$11,000,000 Sewerage Commission

Revenue Bond Anticipation Note per their engagement letter. Motion carried unanimously. Accountant Voigt was instructed to watch the pricing for the services performed for this project.

Motion made by Commissioner Gunz, seconded by Commissioner Zielinski to approve operating and payroll fund vouchers #133214 through #133272 in the amount of \$583,419.83 for the month of September 2012 and Construction Fund Vouchers #138 through #140 in the amount of \$250,700.16 for the month of September 2012. Motion carried unanimously.

Discussion on Project Prepayment. Accountant Voigt updated the Commission on the communication with Attorney Thiel regarding the potential inquiry from the Town of Neenah S.D. 2 attorney and subsequent receipt of such inquiry regarding the authority of the Commission to not allow the prepayment for the project costs. Commissioner Gunz provided the Commission a brief history on the wording in the ordinance-contract regarding prepayment on the project in the mid-1980's and the opinion of Commission Attorney Dan Goggin on allowing prepayment on the project. Commissioner Gunz further explained the basic concern of any contract user prepaying and why it should not be allowed; this is the only way (not allowing the prepayment) to establish accurate charges to all the users. After discussion it was decided that Attorney Thiel should be contacted and informed on these discussions and to reply to the Town of Neenah S.D. 2 attorney.

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

Motion made by Commissioner Gunz, seconded by Commissioner Zielinski to adjourn the meeting. Motion carried unanimously. Meeting adjourned at 8:50 a.m.

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President

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Secretary

**THE NEXT REGULAR MEETING IS SCHEDULED FOR TUESDAY OCTOBER 23<sup>rd</sup>, 2012.**

**CITY OF MENASHA**  
**Parks and Recreation Board**  
**Council Chambers, 3<sup>rd</sup> Floor City Hall – 140 Main Street\**  
**October 8, 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: Nancy Barker, Cindy Schaefer-Kemps, Chr. Dick Sturm, Ald. Kevin Benner, Lisa Hopwood

MEMBERS EXCUSED: Sue Pawlowski, Luke Schiller

OTHERS PRESENT: PRD Tungate

1. **Welcome New Member – Cindy Schaefer-Kemps**

**C. MINTUES TO APPROVE**

1. **Minutes of the September 25, 2012 Park Board Meeting**  
Moved by Ald. K. Benner seconded by L. Hopwood to approve the September 25, 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 update the Board on several ongoing work items including staff training for the updated registration and reservation software called ActiveNet, which includes a point of sale system that has and will continued to be used at the pool. The Department would like to move to accepting credit cards sometime in the future, the new software can easily accommodate this. Receipt of a grant for the new neighborhood park looks promising and should become official soon. Heckrodt fence request was passed by the Common Council. City efficiency study is ongoing and could impact park and recreation in some way. Water Technologies Inc. has started a review of the current pool operation and is being asked to formulate some options for the future. Bodies in Motion and Funky Feet Dance classes have a new instructor and seem to going well at this point.
2. **Park, Pool and Vandalism Report – PS Maas**  
PS Maas was excused from the meeting. He submitted a written report that was received by the Board. A lot of season end park work and tree planting has or will be occurring as cold weather approaches.

**F. DISCUSSION**

1. **Highlights and General Discussion About 2013 Parks and Recreation Budgets – PRD Tungate and PS Maas**  
PRD Tungate stated that a strong emphasis has been placed on complying with recent changes to the ADA law. In many cases, this will mean improvements in the access to many city recreation facilities and park buildings. Funds have been placed in the 2013 budget to get a

start on these changes. An audit or assessment of each park is the first step in the process. Staff has placed an emphasis on adequately maintaining the programs and facilities that we have, while again streamlining programming and maintaining the parks and trails as efficiently as possible.

**Army Reserve Building Update – PRD Tungate**

PRD Tungate stated that the Plan Commission had voted to recommend to the Common Council that the buildings be removed. The Army intends to budget funding to remove the buildings once they receive an official letter from the City indicating their wishes in this matter.

**G. ACTION ITEMS**

1. **Add Moosefest to List of Community/Company Events with Early Reservation Preference – Fourth Weekend of August in Jefferson Park**  
Motion by Ald. K. Benner, seconded by L. Hopwood to add Moosefest to a list of special events which receive early reservation preference for their events. Motion carried.
2. **Policy on Allowing Vendors in City Parks**  
This item will be taken up when more members are present.
3. **Set Marina Seasonal Rate for 2013 – PRD Tungate (to be received at meeting)**  
PRD Tungate informed the Board that the Harbormaster annually requests next year's rate during the fall so she can send out a letter to her renter's prior to the end of the year. She is suggesting a \$0.25 increase for 2013. This would mark the third consecutive year that this would occur. Fond du Lac Marina is at \$32.00 per foot, High Cliff is \$31.00 per foot, the Appleton Yacht Club is close to the City's current rate when you add all their fees together. It is difficult to find exact comparisons to Menasha, but it was felt its downtown location and its amenities justify a rate of \$38.00 per foot. Motion by L. Hopwood, seconded by Ald. K. Benner to recommend to the Common Council to approve increasing the seasonal slip rental rate from \$37.75 to \$38.00 per foot for 2013. The motion carried unanimously.

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

Five (5) minute time limit for each person

1. None

**I. ADJOURNMENT**

Moved by L. Hopwood, seconded by Ald. K. Benner, to adjourn at 7:30 p.m. Motion carried.



## City Hall Safety Committee Meeting

September 6, 2012

### MINUTES

Meeting called to order at 1:20 PM by T. Drew

Present: Tom Stoffel, Todd Drew, Sue Nett, Vicki Lenz, Adam Alix

Excused: Kristi Heim, Pam Captain, Kate Clausing

A. Motion to approve minutes from August 2, 2012 made by V. Lenz and seconded by T. Stoffel - Motion carried.

#### B. Old Business

1. **MSDS Sheets** – Development of electronic MSDS database to be discussed with IT. Volunteers through the Health Department will be recruited to help enter / scan information.
2. **City Hall** – Recommendation to move employee information board to front of elevator in the basement at City Hall. A. Alix to check to see if the current board will fit in the space.
3. **Employee Information Board Placement** – T. Drew reported that the "Handicap Entrance in Front" was posted at the entrance to the City Hall parking lot.

#### C. New Business

1. **Monthly Safety Topic** "Safety Begins with "We The People" which covered the need for employees taking an active role in safety. Topic distributed for posting and discussed.
2. **Injury Review** – No injuries reported
3. **Library-in-Service** – S. Nett to conduct session at Library in service on completion of injury report forms. In service will be held on September 22, 2012.
4. **Building Walk-Thru Follow-up** – to be conducted in November.
5. **Additional new items** – T. Drew reported that due to K. Heim having difficulty attending meetings due to coverage problems; a replacement representative for 2<sup>nd</sup> floor will be approached. Update in October.

#### D. Training

1. **Safety Manual Training Intranet - update** T. Drew covered that the Safety Manual and review quiz is available on the intranet. All employees should review the revised manual and take quiz. An email will be

automatically sent to the Health Department after completion which will acknowledge the employees review of the manual.

2. **Hearing Protection Training Intranet – update** T. Drew to check list Primarily building maintenance employees.
3. **Additional Training items for discussion** – no additional training items discussed.

E. Motion to adjourn at 2:05 PM by A. Alix second V. Lenz. Meeting adjourned.



**Public Works / Parks Safety Committee  
September 24, 2012  
Minutes**

Meeting called to order at 9:10 AM.

Present: Jim Julius, Tim Jacobson, Jeff Nieland, Ken Popelka, Vince Maas, Kevin Schmahl, Sue Nett

Absent: Mark Radtke, Adam Alix, Corey Gordon, Brian Tungate, Todd Drew, Pam Captain

Other: Ben Rank, CVMIC

Approval of minutes from August 28, 2012 discussion notes made by V. Maas and seconded by K. Popelka. Motion Carried.

**B. Old Business**

1. Hearing Conservation – Hearing Protection Placard Power washer update. Sign is now posted.
2. MSDS Sheets – electronic program update  
T.Drew discussed with Patrick – he will be working on a program which will include data base and scanned version.
3. Summer Help Training – Orientation session options/ additional discussion
  - Internet based training to be completed ahead as option for college students
  - Driving orientation session including safety, equipment (maintenance), pre-trip inspection, etc.
  - Group session for general safety policiesBen Rank explained CVMIC is working on an e-learning interactive course for seasonal employees. It may or may not be ready by next spring.

**C. New Business**

1. Monthly Safety Topic distributed.
  - "Safety begins with We The People"

2. Injury Review. None

**D. Training**

1. Hearing screening training. Reminded to have employees complete the online training. No record of anyone from Parks or PWF having completed.
2. Excavation Refresher Training – CVMIC 9/25/12
  - Training completed this AM
3. Other new training items or suggestions - none at this time.

E. Motion to adjourn at 9:25 AM made by J. Julius and seconded by J. Nieland.  
Motion carried.



SPECIAL MEETING OF THE WATER AND LIGHT COMMISSION

October 17, 2012

**Draft**

Commission President Allwardt called the Special Meeting of the Water and Light Commission to order at 5:02 P.M., with Commissioners Joanne Roush, and Dan Zelinski present on roll call. Also present were Melanie Krause, Co-General Manager/Business Operations; Steve Grenell, Project Engineer; Tim Gosz, Water Plant Supervisor; Kristin Hubertus, Business Operations Accountant; Paula Maurer, Customer Services Manager; Lonnie Pichler, Electric and Water Distribution Supervisor; and John Teale, Technical Services Engineer.

Those absent were: Commissioner Joe Guidote and Dick Sturm, Co-General Manager/Engineering and Operations

In the absence of Commission Secretary Guidote, Commission President Allwardt appointed Commissioner Zelinski as Acting Secretary for this meeting.

Item II. No one from the Gallery was heard on any topic of public concern to the Utility.

Item III. New Business, 2013 Water, Fiber & Energy Services Budget Review & Approval – Co-General Manager/Business Operations Krause reviewed the memorandum discussing the assumptions and explanations for the cash flow situation.

Comm. Merkes arrived at 5:10 p.m.

After discussion of the items presented in the proposed 2013 Water, Fiber & Energy Services Budget, the motion by Comm. Roush, seconded by Comm. Allwardt was unanimous on roll call to approve the 2013 budget as presented.

Item IV. No one from the Gallery was heard on any items discussed at this Meeting.

Item XII. The motion by Comm. Merkes, seconded by Comm. Roush, was unanimously approved on roll call to adjourn at 5:50 p.m.

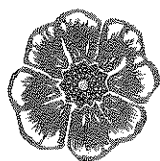
By: MARK L. ALLWARDT  
President

DAN ZELINSKI  
Acting Secretary

NOTE: THESE MINUTES ARE NOT TO BE CONSIDERED OFFICIAL UNTIL ACTED UPON AT THE NEXT REGULAR MEETING, THEREFORE, ARE SUBJECT TO REVISION.

# MENASHA HISTORICAL SOCIETY NEWS

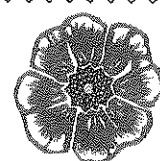
November 2012



REMEMBRANCE

## VETERANS DAY

REMEMBERING AND THANKING ALL VETERANS FOR THEIR  
SACRIFICES SO WE MIGHT CONTINUE TO LIVE IN A COUNTRY WITH  
THE FREEDOM WE SO TAKE FOR GRANTED



REMEMBRANCE

## MARK YOUR CALENDAR

November 8 is rapidly approaching and with that comes another inspiring program in which we have the opportunity to pay tribute this year to our Viet Nam Veterans. In the past two years we have recognized our WW II and Korean War veterans. We will again be offering CD's for sale of our three Menasha veteran's interviews.

**November 8 – 7:00 p.m. Elisha D Smith Public Library Co. E Room**

**Film interviews of local Viet Nam Veteran's war experiences**

**presented by Mark Ropella**

**Public is invited**

## WHERE IS JAMES ISLAND?

Those who attended the October meeting are now that much wiser!

Yes, it is located right in our own "backyards" for which the vast majority of residents are unaware of. Gideon Hoeckstra, a Senior at Menasha High School, presented a very informative, educational and interesting program regarding the location and history of JAMES ISLAND which included-- who really does it belong to?? We thank you Gideon for taking an interest in the history of Menasha and surrounding area.

The 30 people in attendance (even though the Vice Presidential candidates debate was occurring at the same time), were treated to Dairy Queen popcorn donated by the Hoeckstra family. Additional refreshments were furnished by Dolores Gear, Nancy Barker, Lucy Bruch, Nancy Ropella & Wes/Carol Zimmer. Thank you all.

## ACTIONS

Our laptop computer has "gone missing". Yes, someone entered our locked rooms, emptied the money in our donation jar (it was only \$2 but looked like more!!) and proceeded to disconnect our laptop computer from the printer, scanner and mouse all of which were connected to a power strip. The only thing that was removed was the computer (probably because they could get that under their shirt, blouse or jacket with no one ever noticing it). Thankfully nothing else was disturbed, however, all of our inventory data was stored on it. The computer was donated by former members and we work so hard to gain a few dollars. Now it is another big expense that will be incurred by the society. Guess someone needed money more than us.

## UPCOMING EVENTS

**Board of Directors monthly meeting** - Nov. 6 - 10:15 a.m.- resource center/museum. Anyone is welcome to attend and become acquainted with "behind-the-scenes work in progress". We continue to need additional volunteers for various tasks to keep Menasha's history displayed and preserved for future generations.

**Christmas dinner and program** - We are beginning to prepare for our annual Christmas dinner which will be held Thursday, Dec. 13, at the Stone Toad in Menasha. Our theme this year is "Grocery Stores". We will be featuring several main speakers (descendants of the owners) who will share stories and photographs of the past. There were so many meat markets and grocery stores that we hope you will also come prepared to contribute your knowledge and perhaps even experiences you have encountered---many years ago---before the BIG supermarkets made their way into our lives and changed our way of living.

## REMINDER:

*"Wow, that time of year is approaching rapidly and I don't know what to get my --- or --- or ---for Christmas and oh yes they also have birthdays coming soon. Then I remembered the Menasha Historical Society has a newly published "Menasha" book for sale (\$21.99) and my problems were solved so easily. I can pick 1, 2, or more up at the Resource Center/Museum on Mondays (9:00 a.m.-12:30 p.m.) or I can call Jean at 722-7349 and she will make arrangements to hand-deliver them (as long as I live in the immediate area!!). So now my gift-giving dilemma is solved with very little effort. (I also know if I purchase the books directly from the society they receive the profits whereas if I should purchase one at a retail store the society would not receive any profit even though they supplied most of the pictures and information contained within the book.) Thanks for the suggestion!!*

*Oh yes, I must remember to pay the dues (\$15/individual - \$25/couple) and join that organization which continues to preserve our history for generations to come. I understand they are in dire need of volunteers so I could inquire what and where I could be of help. I'll be in contact soon!!*

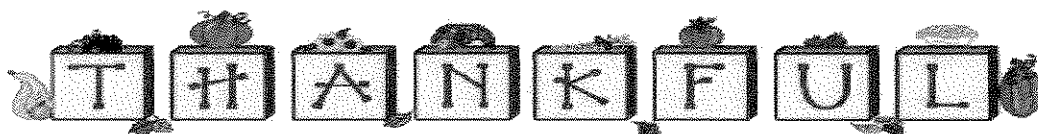
### Positive Side of Life

Notice? People who are late are often jollier than those who wait for them!!

How long a minute is depends on what side of the bathroom door you're on!!

You may be only 1 person in the world but you may also be the world to 1 person!!

**HAVE AN AWESOME DAY AND KNOW THAT SOMEONE WHO THINKS YOU'RE GREAT HAS  
THOUGHT ABOUT YOU TODAY!!**



### **RESOURCE CENTER & MUSEUM**

(Located at 640 Keyes Street)

P.O. Box 255

Menasha, WI 54952

jchew2366@yahoo.com

menashahistorical@yahoo.com

www.menashahistorical.webs.com

### **OFFICERS & BOARD OF DIRECTORS**

**PRESIDENT**

Bob Smarzinski

**VICE-PRESIDENT**

Jean Chew

**SECRETARY**

Dolores Gear

**TREASURER**

Nancy Ropella

**RESOURCE DIRECTOR**

Katie LaMore

**ADVISOR**

Paul Brunette

**EX-OFFICIO**

Nancy Barker

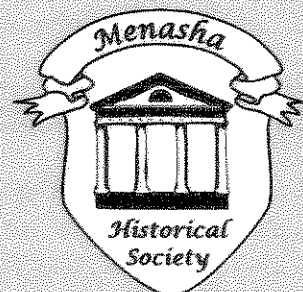
Sylvia Biebel

Stacey Hoekstra

Tom Konetzke

Dick Loehning

Carol Sweet





W5298 HWY 114 • MENASHA, WI 54952  
TOWN HALL: 920-989-1062 • TOWN GARAGE: 920-989-1139  
FAX: 920-989-1077  
WWW.TOWNOFHARRISON.ORG

**HARRISON**

September 18, 2012

Erich Schmidtke  
Municipal Boundary Review Board  
PO Box 1645, Madison WI 53701  
101 E Wilson St 9th Floor, Madison WI 53703

**RE: Corrections to Petitioners' Incorporation Application**  
Petition for the Incorporation of the Village of Harrison  
Case No. 12 CV 28

Dear Incorporation Review Board Members:

The City of Menasha has asked the Petitioners to correct a few unintentional misstatements of fact made in the Petitioners' Incorporation Application materials.

The Petitioners do not believe that any of the corrections contained herein are or should be material to the Incorporation Review Board's decision.

First, on page 152, the Petitioners state, "Menasha's high tax rate can be attributed to management decisions by the City of Menasha. In 2004, the City of Menasha decided to create a steam plant to provide power and electricity to some area businesses... Menasha defaulted on this bond.... This plunged their bond rating to below junk bond status, meaning that they were unable to borrow money on the open market."

City officials have informed the Petitioners that the Steam Plant was a project that was developed and overseen by Menasha Utilities, a municipal utility that is owned by the City of Menasha. The City issued revenue bond anticipation notes (BANs) to finance a portion of the project. Project revenues were not sufficient to pay the notes. The City did not technically default on any bonds.

Next, at page 152 of the Incorporation Application materials, the Petitioners stated, "Another management decision made by the City of Menasha was the purchase of land in the Town of Harrison that they then annexed into the City called Lake Park Villas. This was a City sponsored development of approximately 133 acres. Unfortunately, the economy turned and the City was left with a large loan payment and no development."

The Petitioners have since learned that the City of Menasha transferred oversight of the development to its Redevelopment Authority. City officials have informed the Petitioners that some development has occurred since the transfer to the Redevelopment Authority.

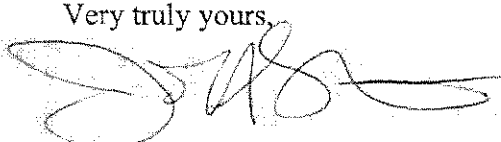
Next, at page 156 of the Incorporation Application materials, the Petitioners stated, "The City of Menasha, in contrast has little funding for the acquisition of parkland. Most of their funding comes through state grants. In fact, the City has approached the Town about helping to fund a park in the City because they do not have the available funding to construct the park."

City of Menasha officials have since informed the Petitioners that the City has approximately \$125,000 in funds available for parkland acquisition. The Petitioners have no way to verify or dispute this assertion.

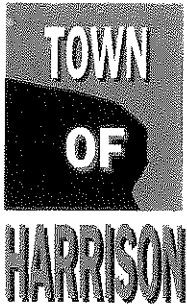
Again, the Petitioners do not believe that the information contained in this letter is material to the Incorporation Review Board's decision. City of Menasha officials nevertheless believed that it is important that these facts are clarified in the record. The Petitioners have agreed to do so.

If you have any questions or concerns, please don't hesitate to contact my office.

Very truly yours,

A handwritten signature in dark ink, appearing to read 'John Slotten', with a stylized flourish extending to the right.

John Slotten  
Town Chairman  
Town of Harrison



W5298 HWY 114 • MENASHA, WI 54952  
TOWN HALL: 920-989-1062 • TOWN GARAGE: 920-989-1139  
FAX: 920-989-1077  
WWW.TOWNOFHARRISON.ORG

October 16, 2012

TO: CITY CLERK, CITY OF MENASHA  
CITY CLERK, CITY OF APPLETON  
CITY CLERK, CITY OF KAUKAUNA  
TOWN CLERK, TOWN OF BUCHANAN  
TOWN CLERK, TOWN OF MENASHA  
TOWN CLERK, TOWN OF WOODVILLE  
TOWN CLERK, TOWN OF STOCKBRIDGE  
VILLAGE CLERK, VILLAGE OF SHERWOOD  
EAST CENTRAL WI REGIONAL PLANNING COMMISSION  
CALUMET COUNTY RESOURCE MANAGEMENT DEPT  
WAVERLY SANITARY DISTRICT  
DARBOY SANITARY DISTRICT  
PROPERTY OWNERS

Enclosed is a copy of a public hearing notice for an amendment to the Town of Harrison Comprehensive Plan.

Sincerely,

A handwritten signature in dark ink, appearing to read "Mark J. Mommaerts", is written over a horizontal line.

Mark J. Mommaerts, AICP  
Planner

**RECEIVED**

**OCT 23 2012**

**CITY OF MENASHA**

BY A handwritten signature in dark ink, appearing to read "dg", is written over a horizontal line.

PUBLIC HEARING NOTICE  
TOWN OF HARRISON PLAN COMMISSION

The Town of Harrison Plan Commission will hold a public hearing on Tuesday, November 20, 2012 at 7:00PM at the Harrison Town Hall, W5298 Hwy 114, Menasha, WI 54952 in regards to a Comprehensive Plan Amendment initiated by The Griffin Company of Little Chute, Inc. and Parvest Menasha Inc. to amend the future land use classification for the properties located North of Highway 10/114 between County LP and S. Coop Road (Location IDs 23415, 30416, & 6109). The applicant is requesting to amend the Comprehensive Plan to change the Commercial land use designation on the parcels in question to a Multi-Family Residential land use designation and to reconfigure the Public/Institutional land use boundary line for these properties.

Individuals interested in the Comprehensive Plan amendment are invited to attend the Plan Commission meeting to provide oral testimony. Individuals may also submit written testimony to the Plan Commission at W5298 Hwy 114, Menasha, WI 54952. The Harrison Plan Commission will accept and review all pertinent information. The Harrison Plan Commission will make their decision on November 20, 2012 providing all appropriate information is available. The Plan Commission decision will be submitted as a recommendation to the Town Board for final adoption. Any questions regarding this matter should be directed to Mark Mommaerts at the Town of Harrison at (920) 989-1062.

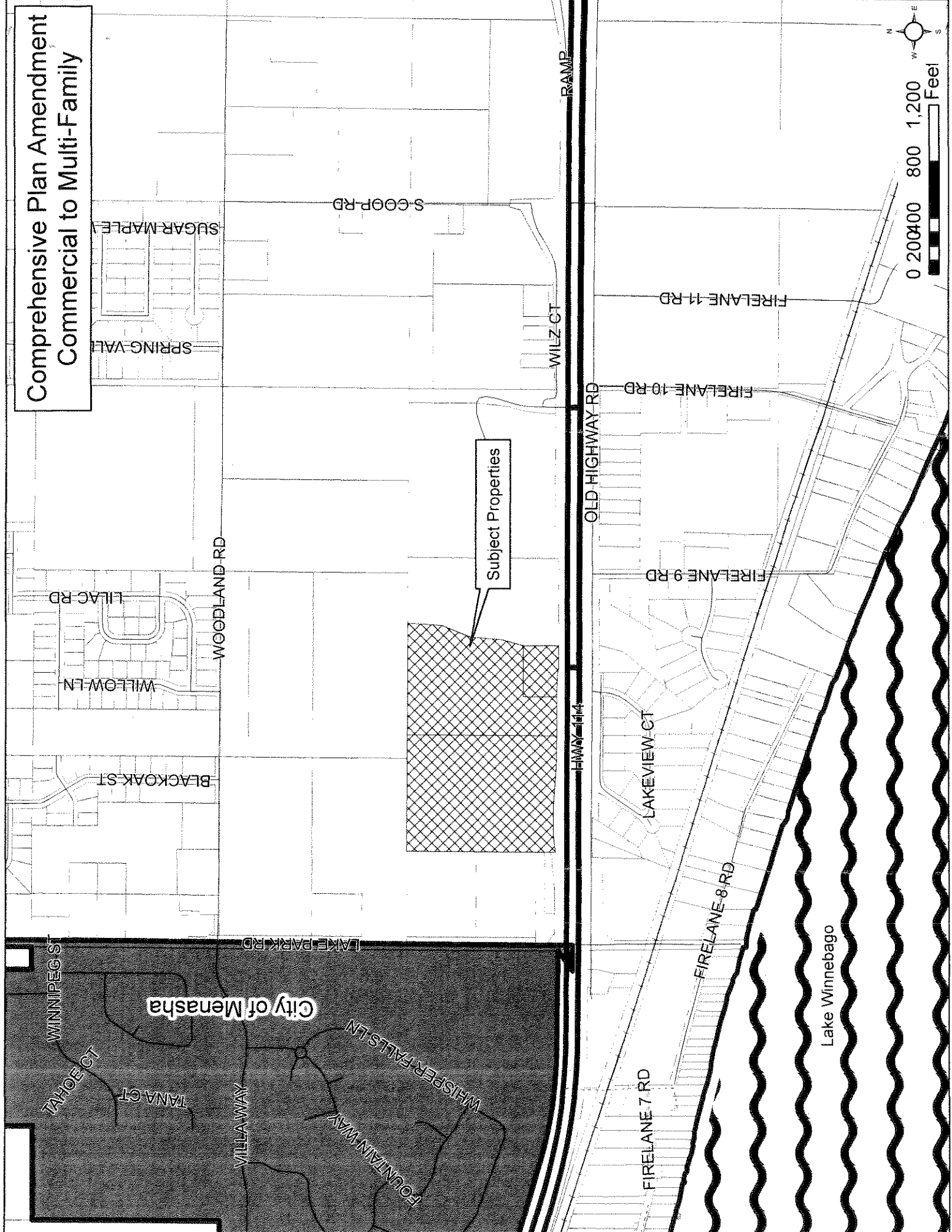
RECEIVED

NOV 20 2012

CITY OF MENASHA  
70



Comprehensive Plan Amendment  
Commercial to Multi-Family



Subject Properties

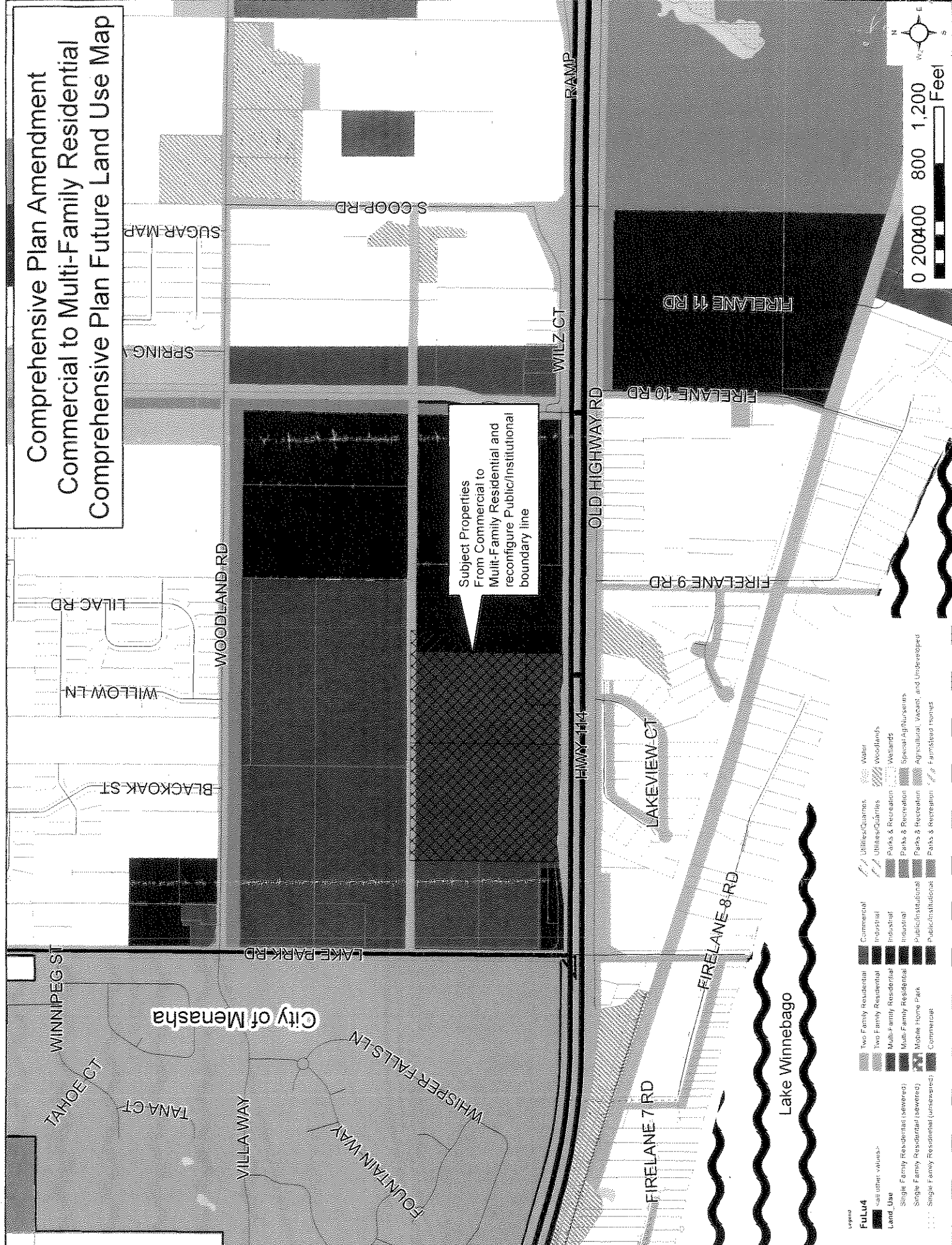
City of Menasha

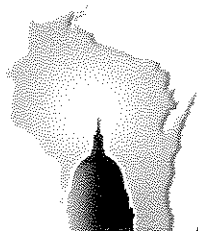
Lake Winnebago





Comprehensive Plan Amendment  
Commercial to Multi-Family Residential  
Comprehensive Plan Future Land Use





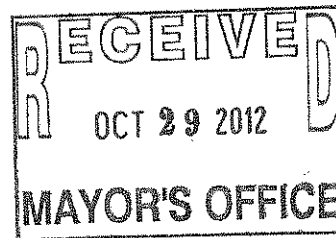
**WISCONSIN DEPARTMENT OF  
ADMINISTRATION**

**SCOTT WALKER**  
GOVERNOR

**MIKE HUEBSCH**  
SECRETARY

Office of the Secretary  
Post Office Box 7864  
Madison, WI 53707-7864  
Voice (608) 266-1741  
Fax (608) 267-3842

October 18, 2012



Don Merkes  
Mayor  
City of Menasha  
140 Main Street  
Menasha, WI 54952-3151

Dear Mr. Merkes:

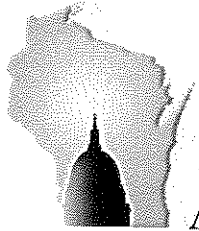
I have reviewed your letter of October 18, 2012 in which you request a variance from the requirement that the City of Menasha (member of the Neenah-Menasha Sewerage Commission) issue tax-exempt bonds for a Clean Water Fund Program loan for your upcoming \$5,575,700 wastewater project. Based upon the facts and circumstances presented in your letter, I find that there are sufficient grounds for granting your variance request from the tax-exempt bond requirement in s. Adm 35.03(3)(b), Wisconsin Administrative Code, for this project. Accordingly, the Clean Water Fund Program is hereby authorized to accept taxable bonds from the District to finance its portion of the project identified as DNR # 4115-04.

Good luck with your wastewater project.

Sincerely,

Mike Huebsch  
Secretary

cc: Michael Wolff, Clean Water Fund Program



**WISCONSIN DEPARTMENT OF  
ADMINISTRATION**

**SCOTT WALKER**

GOVERNOR

**MIKE HUEBSCH**

SECRETARY

Division of Intergovernmental Relations

Post Office Box 8944

Madison, WI 53708-8944

Voice (608) 266-0288

Fax (608) 267-6917 TTY (608) 267-9629

DEBORAH A. GALEAZZI  
CLERK, CITY OF MENASHA  
140 MAIN ST  
MENASHA, WI 54952 - 3190

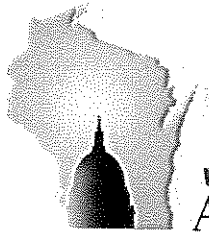
October 10, 2012

**FINAL ESTIMATE OF JANUARY 1, 2012 POPULATION**

Dear Municipal Clerk:

The final estimate of the January 1, 2012 population for the CITY OF MENASHA in WINNEBAGO County is 15,129.

Approximately 11,539 of the estimated population for the CITY OF MENASHA are of voting age. This approximation is a courtesy estimate that helps you comply with Wisconsin Statute 5.66, which requires municipal clerks to approximate the number of electors prior to elections. The voting age population was calculated by applying the 2010 Census proportion of persons age 18 and over to the final January 1 estimate, and then multiplying the result by a state-wide factor to account for the general aging of the population. Please note that, if you have an adult correctional facility in your municipality, its population is included in this voting-age estimate.



**WISCONSIN DEPARTMENT OF  
ADMINISTRATION**

**SCOTT WALKER**

GOVERNOR

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DEBORAH A. GALEAZZI  
CLERK, CITY OF MENASHA  
140 MAIN ST  
MENASHA, WI 54952 - 3190

October 10, 2012

**FINAL ESTIMATE OF JANUARY 1, 2012 POPULATION**

Dear Municipal Clerk:

The final estimate of the January 1, 2012 population for the CITY OF MENASHA in CALUMET County is 2,278.

Approximately 1,609 of the estimated population for the CITY OF MENASHA are of voting age. This approximation is a courtesy estimate that helps you comply with Wisconsin Statute 5.66, which requires municipal clerks to approximate the number of electors prior to elections. The voting age population was calculated by applying the 2010 Census proportion of persons age 18 and over to the final January 1 estimate, and then multiplying the result by a state-wide factor to account for the general aging of the population. Please note that, if you have an adult correctional facility in your municipality, its population is included in this voting-age estimate.

# INFORMATION ONLY

## Public Notice of an Air Pollution Permit Application Review

### Facility Description.

City of Menasha and Menasha Utilities, located at River St, Menasha, Winnebago County, Wisconsin, FID 471033640, submitted to the Department of Natural Resources (DNR) a permit application, including plans and specifications for renewal of operation permit no. 471033640-P01 for operation of a combined heat and power electric generation facility. Air pollution Control Permit No. 471033640-P10, for operation of a part 70 air pollution source.

### Application Review.

DNR has made a preliminary determination that the application meets state and federal air pollution control requirements and that the permit should be approved. You can review the permit application, the DNR's analysis and draft permit prepared by the DNR at the Department of Natural Resources Bureau of Air Management Headquarters, Seventh Floor, 101 South Webster Street, Madison, Wisconsin; Northeast Region Air Program, Oshkosh Service Center, 625 E. County Road Y, Suite 700, Oshkosh, Wisconsin; and at the Elisha D. Smith Public Library, 440 First Street, Menasha, Wisconsin; or contact Stanley Mermall at (920) 424-3087 or by e-mail at [stanley.mermall@wisconsin.gov](mailto:stanley.mermall@wisconsin.gov). This information is also available for downloading from the Internet at [http://dnr.wi.gov/cias/am/amexternal/AM\\_PermitTrackingSearch.aspx](http://dnr.wi.gov/cias/am/amexternal/AM_PermitTrackingSearch.aspx).

### Public Comments.

Interested persons wishing to submit written comments on the application or DNR's review of it or wishing to request a public hearing should do so within 30 days of publication of this notice. Posting and Public Comment Deadline dates can also be found on "Air permit public notices" web page located at [http://dnr.wi.gov/cias/am/amexternal/public\\_notices.aspx](http://dnr.wi.gov/cias/am/amexternal/public_notices.aspx). Comments or request for hearing should be sent to:

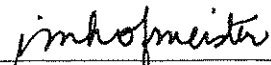
Wisconsin Department of Natural Resources, Northeast Region Air Program, Oshkosh Service Center, 625 E. County Road Y, Suite 700, Oshkosh, WI 54901-9731. Attn.: Stanley Mermall.

If a hearing is requested, the requester shall indicate their interest in the permit and the reasons why a hearing is warranted.

Reasonable accommodation, including the provision of informational material in an alternative format, will be provided for qualified individuals with disabilities upon request.

After all comments have been considered, a proposed permit will be drafted and sent to the United States Environmental Protection Agency (US EPA) for a 45-day review period. Any person may petition the US EPA under 40 CFR Part 70.8(d) within 60 days after the expiration of the 45-day review period to make an objection to the permit. Unless the US EPA objects in writing to the issuance of the permit as proposed within that 45-day period, the Department will issue the final permit as proposed.

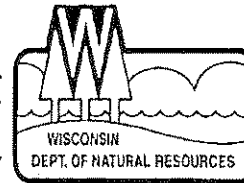
STATE OF WISCONSIN  
DEPARTMENT OF NATURAL RESOURCES  
For the Secretary

By   
Imelda Hofmeister  
Environmental Engineering Supervisor

RECEIVED

OCT 24 2012

Scott Walker, Governor  
Cathy Stepp, Secretary  
Telephone 608-266-2621  
Toll Free 1-888-936-7463  
TTY Access via relay - 711



October 23, 2012

Mark Radtke, Director of Public Works  
City of Menasha  
140 Main Street  
Menasha, Wisconsin 54212

Casetrack # 2008-NEEE-059  
WPDES Permit: WI-0047341-04  
Winnebago County

Subject: No Further Enforcement Action

Dear Mr. Radtke:

On September 25, 2008 and October 29, 2010, the Department of Natural Resources (Department) issued Notices of Violation to the City of Menasha (Menasha) for violations of its General Permit to Discharge under the Wisconsin Pollutant Discharge Elimination System (WPDES) permit, number WI-0047341-04 (the Permit) effective March 1, 2006. The Permit regulates bypasses or sanitary sewer overflows from a sewage collection system owned and operated by municipalities and non-municipal entities that do not own or operate a wastewater treatment plant. The NOV's stemmed from untreated wastewater bypassing Menasha's collection system on several occasions and being discharged to the Fox River.

On December 22, 2008, the Department and Menasha executed a compliance agreement requesting Menasha to:

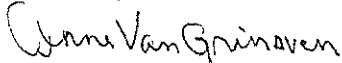
- o Notify the Department both verbally and in writing of any sanitary sewer overflows as required in the Permit
- o In the Phase 1 area, evaluate the Ninth Street sewage lift station, evaluate flow entering the ninth Street lift station, and conduct residential sump pump and foundation drain inspections
- o In the Phase 2 area, evaluate contributions of wastewater received from Waverly, evaluate the hydraulic capacity of the major trunk and interceptor sewers, and evaluate cross connections between the Phase 2 and Phase 3 areas
- o In the Phase 4 area, conduct residential sump pump and foundation drain inspections, inspect manholes, and televise sewer lines

Menasha has since met the conditions of the compliance agreement and have taken corrective actions based on the evaluations outlined above. As a result, the Department will not take any further action on the violations listed in its September 25, 2008 and October 29, 2010, NOV's. The Department reserves the right to reconsider this decision if violations occur in the future.

I commend Menasha's environmental stewardship and hope that it continues. From our most recent discussion, I understand that ongoing communication between Menasha and the Lake Road Homeowners' Association is still a vital component to reduce inflow and infiltration in the Lake Road and Lake Road West area. The Department appreciates Menasha's endeavors in this area.

If you have technical questions regarding your compliance responsibilities, please contact Wastewater Engineer Mark Stanek at (920) 424-7895. If you have any questions concerning this letter, please contact me at (920) 662-5163.

Sincerely,



Anne Van Grinsven  
Environmental Enforcement Specialist

Cc: M. Stanek – Oshkosh  
Taryn Nall – Kaempfer & Associates, PO Box 150, Oconto Falls, WI 54154  
C. Heilman – LS/8

CITY OF MENASHA  
COMMON COUNCIL  
Third Floor Council Chambers  
140 Main Street, Menasha  
Monday, October 15, 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: Alderman Krueger, Zelinski, Englebert, Benner, Klein, Taylor, Sevenich

EXCUSED: Alderman Langdon

ALSO PRESENT: Mayor Merkes, CA/HRD Captain, PC Styka, DFC DeLeeuw, DPW Radtke, CDD Keil, C/T Stoffel, PRD Tungate, PHD Nett, LD Lenz, Clerk Galeazzi and the Press

D. PUBLIC HEARING

None

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

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

Marcie Fry, 318 Willow Lane, Menasha. Friends of the Pool activities for 2012 & 2013

F. REPORT OF DEPARTMENT HEADS/STAFF/CONSULTANTS

1. Mayor Merkes – Proclamation for Shift Commander Mike Flunker

Mayor Merkes read and presented proclamation to Shift Commander Flunker. Shift Commander Flunker thanked the City and Council for the opportunity to serve the community.

2. Scott Schanhofer –YMCA/Senior Center 2012 Report and 2012 YMCA Leadership award presentation

Brian Rammer and Jean Wollerman from YMCA talked about the collaboration between the City and YMCA. and explained the recent award that was received.

3. PHN Nett – Greater Wisconsin Agency on Aging Resources

PHD Nett and Jean Wollerman explained the Senior Center and YMCA received the 2012 Elder Ace Organizational Excellence Award for programs and services to older adults.

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

Minutes to receive:

- a. Board of Public Works, 10/1/12
- b. Library Board, 9/20/12
- c. Plan Commission, 10/2/12
- d. NM Sewerage Commission, 9/25/12
- e. Water & Light Commission, 9/5/12: Special meeting
- f. Water & Light Commission, 9/26/12: Closed Session
- g. Water & Light Commission, 9/26/12

Communications:

- h. N-M Fire Rescue, 10/9/12: Press Release – purchase of equipment to detect carbon monoxide in blood
  - i. N-M Fire Rescue, 10/9/12: Press Release – Northeast Wisconsin Smoke Alarm Program grant award
  - j. NM Sewerage Commission, load comparison
  - k. Herrling Clark to Judge Sharpe, 10/3/12; Petition for the Incorporation of the Village of Harrison Case #12-cv-28
  - l. Customers First! The Wire newsletter, October 2012
  - m. Valley Transit, 9/21/12: Expansion of the Transit Commission and minutes of 9/26/12 FCTC meeting
- Moved by Ald. Sevenich, seconded by Ald. Krueger to receive Minutes and Communications A-M.  
Motion carried on voice vote.



DRAFT

#### 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, 10/1/12

Board of Public, 10/1/12; recommends approval of:

2. Street Use Application – Jingle Bell Run/Walk for Arthritis; Saturday, December 1, 2012; 8:30 AM – 10:30 AM; (Arthritis Foundation, Upper Midwest Region)
3. Change Order – MCC, Inc.; Contract Unit No. 2012-02; New Street Construction-Concrete Curb & Gutter; Kelly Lake Drive, South ½ of Woodland Hills Subdivision; ADD: \$3,617.57 (Change Order No. 1 and Final)
4. 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)

Plan Commission, 10/2/12; recommends approval of:

5. Terminating the lease and accepting the Army Reserve Property with the following conditions:
  - The building is demolished by the Army and returned to its previous state per the lease agreement, to include removal of any underground footings, utilities, storage tanks, pavement or other structures, and grading and seeding the site.
  - The Army demonstrates that there's no contamination resulting from their use of the property.
6. Lake Road certified survey map conditioned upon demolition of the existing structure that straddles proposed lots 1 and 2 before recording the certified survey map.

Parks and Recreation Board, 10/8/12; recommends approval of:

7. Increasing the seasonal slip rental rate at the Marina from \$37.75 per foot to \$38.00 per foot for 2013

Ald. Sevenich requested to remove from Consent Agenda item 5.

Ald. Taylor requested to remove from Consent Agenda items 2 & 4.

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

#### H. ITEMS REMOVED FROM CONSENT AGENDA

Moved by Ald. Taylor, seconded by Ald. Krueger to approve Consent Agenda item 2, Street Use Application for Jingle Bell Run/Walk for Arthritis.

CA/HRD Captain stated the insurance is in order.

Motion carried on roll call 7-0.

Moved by Ald. Taylor, seconded by Ald. Krueger to hold Consent Agenda item 4, Payment to 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)

Item held

Moved by Ald. Sevenich, seconded by Ald. Benner to approve Consent Agenda item 5, Terminating the Lease and accepting the Army Reserve property with following conditions:

- The building is demolished by the Army and returned to its previous state per the lease agreement, to include removal of any underground footings, utilities, storage tanks, pavement or other structures, and grading and seeding the site.
- The Army demonstrates that there's no contamination resulting from their use of the property.

PRD Tungate explained the Park & Recreation Board has reviewed the building and made the recommendation to the Plan Commission and the same recommendation was made to the Council.

CA/HRD Captain explained the lease with the Army Corp of Engineers allows for the City to request the U.S. Army demolishes the building and returns the property to the pre-lease condition.

Motion carried on roll call 7-0.

DRAFT

I. ACTION ITEMS

1. Accounts payable and payroll for the term of 10/4/12 to 10/11/12 in the amount of \$686,442.36

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

Motion carried on roll call 7-0.

2. Street Use Application – Hometown Halloween Downtown Trick or Treat; Thursday, October 25, 2012; 3:00 PM – 6:30 PM (Menasha Farm Fresh Market)

Moved by Ald. Taylor, seconded by Ald. Krueger to approve Street Use Application for Hometown Halloween Downtown Trick or Treat

PC Styka and DFC DeLeeuw stated they have no objection to closing the portion of the street.

Motion carried on roll call 7-0.

3. Approval of Menasha Police Department participation in the Winnebago County OWI Task Force

Moved by Ald. Klein, seconded by Ald. Krueger to approve Menasha Police Department participation in the Winnebago County OWI Task Force.

PC Styka explained the creation of the OWI Task Force. Representatives from Cities of Menasha, Neenah, Oshkosh and Town of Menasha are involved.

Motion carried on roll call 7-0.

J. ORDINANCES AND RESOLUTIONS

1. O-15-12 – An Ordinance Amending Section 2-1-1 Of The Municipal Code (Ward Boundaries)

Moved by Ald. Sevenich, seconded by Ald. Krueger to adopt O-15-12.

Clerk Galeazzi explained the requirement to split Wards 1 & 5 based on the new Assembly District lines.

Motion carried on roll call 7-0.

K. APPOINTMENTS

1. Mayor's appointment to the Housing Authority:

- a. Reappointment of Tim Maurer, 575 Riverway, for the term of October 15, 2012 – July 21, 2015

Moved by Ald. Sevenich, seconded by Ald. Krueger to approve reappointment of Tim Maurer.

Motion carried on voice vote.

2. Creation and appointments of Ad-Hoc Water & Light Commissioner search

- a. Ald. Stan Sevenich, Council President

- b. Ald. Mike Taylor

- c. Ald. Kevin Benner

Moved by Ald. Krueger, seconded by Ald. Zelinski to approve appointments to Ad-Hoc Water & Light Commissioner Search.

Ald. Sevenich explained the committee will review resumes and report to the Council.

Motion carried on roll call 7-0.

L. HELD OVER BUSINESS

None

M. CLAIMS AGAINST THE CITY

None

N. PUBLIC COMMENTS ON ANY MATTER LISTED ON THE AGENDA

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

No one spoke.

O. ADJOURN

Moved by Ald. Krueger, seconded by Ald. Klein to adjourn at 6:40 p.m.

Motion carried on voice vote.

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



## **Memorandum**

---

**TO:** City of Menasha Council

**FROM:** Chief Al Auxier

**DATE:** November 1, 2012

**RE:** Excess Grant Money from Station 36 Project

In my absence Deputy Chief DeLeeuw presented the two final change orders to the Public Works Committee. Change Order #2, Mod 029, showed a deduct of \$12,847.42 to the final contract amount. This money represents money that is still available upon filing an amendment for the use of the grant dollars remaining with FEMA. At the meeting Deputy Chief DeLeeuw was asked if there was anything that the money could be used for, the answer to the question is yes.

Shift Commander Schultz and myself had been working on finding things to utilize the money on and the main item was to upgrade and repair out Truck Room exhaust ventilation system. The cost to do this is \$5,170.86 and I am attaching a copy of the quote for this to this memo. Originally when trying to make sure we did not go over budget we decided to transfer the existing system from the old station to the new station. This allowed for only one of the truck bays at the new station to be used for Engine 36. The second bay had some partial equipment that was not in use at the old station and it would be beneficial to complete the system and have the exhaust ventilation available for both bays in the new station.

It is important to remember that we can only use the money for items on or in the building. There are several smaller items that we are looking at but with Shift Commander Schultz on vacation we have not move forward on those yet. We will bring those forward as we finalize what we can spend the money on.

I have asked Shift Commander Schultz how long we have to spend the funds available but have not gotten a response from him.

Enclosure



**HASTINGS**  
air energy control, inc.  
*creating a cleaner workplace*

5555 South Westridge Drive  
New Berlin, WI 53151-7900

**P: 800.236.8450 / 262.364.0500**  
**F: 800.260.9199 / 262.364.0550**

**Illinois Office**  
P: 847.362.9660

**Michigan Office**  
P: 248.888.9911

**Minnesota Office**  
P: 952.882.8450

Steve DeLeeuw  
Neenah Fire Dept #32  
125 East Columbian Avenue  
Neenah WI 54956

**Ship To:**

Date: 10/24/2012  
Sales Person: Dean Havnen  
Quote #: QUO-12093-Z3T6C1  
Expires: 12/31/2012

### **Quote Per Request**

Quote for (1) Plymovent 30ft sliding balancer track system installed and equipped with the pneumatic grabber nozzle.

System to be tied into owner's existing Blashke exhaust system control panel, sesnors, ducting and exhaust fan.

**NOTE:**

•Quote does not include any repair work to the existing system system components and any such repairs would be the responsibility of owner or work to executed by a change order.



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Steve DeLeeuw  
Neenah Fire Dept #32  
125 East Columbian Avenue

Neenah WI 54956

Ship To:

Neenah Fire Dept #32

Date: 10/24/2012  
Sales Person: Dean Havnen  
Quote #: QUO-12093-Z3T6C1  
Expires: 12/31/2012

Part #	Qty	Description	Unit Price	Ext Price
VE-SBTA-31B	1.00	SBTA-31B Sliding Balancer Track (Single Track, One Vehicle) Includes: 1- 19' Boxloc Track 1- 9.5' Feet Boxloc Track 1- 4" x 2' lower hose Assy including Safety Disconnect and 6.26" Grabber 1- 4" x 25' Hose Assembly 1- Trolley/Balancer Assembly 1- End stop (pair) w/ Security Bolts 1- Riser Bracket Assembly w/ Regulator 1- Uncoupling Valve Assembly 1- Track Splice Assembly 2- PlymoVent Decals 1- Roll Ylw/Blk Hazard Tape	\$3,004.75	\$3,004.75
REG-002	1.00	Regulator Filter/Dryer w/Auto Drain valve SBTA	\$70.41	\$70.41
TUBE-001	20.00	Tubing, 3/8" (8MM OD), black, nylon 11 (990' ROLL) by the foot	\$0.73	\$14.60
VE-LEG-MKF	2.00	Vertical Leg Mount Kit	\$28.05	\$56.10
INST-M	1.00	Mechanical Installation	\$1,700.00	\$1,700.00
FRT	1.00	Freight	\$125.00	\$125.00
LIFT	1.00	Lift Usage Charges	\$200.00	\$200.00
<b>Total:</b>				<b>\$5,170.86</b>

NOTE: Shipping and Tax are NOT INCLUDED.

I have read the terms page, a single, separate page from the pricing,  
and I accept the terms and conditions of this quotation.

Signed: \_\_\_\_\_

Name: \_\_\_\_\_ Title: \_\_\_\_\_

Terms:

\_\_\_\_\_ Prepay - 3% Discount:  
\_\_\_\_\_ Net 30 Days from Shipment  
\_\_\_\_\_ Visa/Mastercard/Discover

Purchase Order # \_\_\_\_\_

*Thank you for considering Hastings.*

Please remit to:  
Hastings Air-Energy Control, Inc.  
5555 S. Westridge Drive  
New Berlin, WI 53151-7900



**HASTINGS**

air energy control, inc.

*creating a cleaner workplace*

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New Berlin, WI 53151-7900

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**Illinois Office**

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**Michigan Office**

P: 248.888.9911

**Minnesota Office**

P: 952.882.8450

**TERMS:**

Freight for equipment is FOB destination. Hastings will deliver with our truck. Future parts or filter orders will ship prepaid and add.

Normal delivery is 3 to 4 weeks after receipt of confirming purchase order or prepayment check.

Warranty is per manufacturer specifications. Contact representative for more details.

Payment terms are 3% discount for prepayment with order, 1% 10 days, net 30 from date of start up. Payment terms discount (3%) does not apply if the payment is made with a credit card. A 1½ % per month finance charge will be assessed on all invoice balances outstanding past 30 days.

Price does not include sales tax. Please provide municipality's tax exemption certificate.



## **Memorandum**

---

**TO:** Chief Al Auxier  
NMFR Joint Finance & Personnel Committee Members

**FROM:** Tara Theisen, Office Manager

**DATE:** October 17, 2012

**RE:** 2013 Medical Evaluations

A request for RFP's was sent out to Theda Care At Work and Affinity Occupational Health. They were instructed to bid on the physical and other mandatory testing and were required to accept the lab work results provided from the City of Neenah's vendor for the lab work. All members will participate in the City of Neenah's health risk screening blood draw. The costs for the blood work and lab draw charge will be charged back to the health insurance account. However, the chemical exposure blood test is not part of the health risk screening blood draw. The vendor will perform this additional test for us and we will only be charged for the test. This will save the Department members from having to have two lab draws and will save the Department money, as we will not have to pay an additional lab draw charge. The City of Neenah chose Theda Care at Work as the vendor for the health risk screening.

Theda Care At Work and Affinity Occupational Health submitted bids for our 2013 program and a spreadsheet showing the costs are attached for review. Chest x-rays are performed every five years and in 2013 there is no one in need of a chest x-ray. Menasha Health Department has offered to once again perform our TB Skin tests. The only cost associated with this is their cost for the serum.

It is my recommendation to approve the remainder of the physical process through Affinity Occupational Medicine for a total cost of \$8,625.50.

If you have any questions or concerns, please feel free to call me at 886-6200.

Enclosure

2013 Medical RFP Comparision				
Test	Theda Care		Affinity	
	Cost	Total Cost	Cost	Total Cost
Physical	\$70.00	\$4,550.00	\$55.80	\$3,627.00
Respirator Exam	\$34.78	\$2,260.70	\$22.50	\$1,462.50
PFT	\$36.00	\$2,340.00	\$20.00	\$1,300.00
Audiogram	\$19.00	\$1,235.00	\$14.40	\$936.00
EKG	\$90.90		\$83.70	
Chest Xray	\$207.90	\$0.00	\$135.00	\$0.00
<b>Total</b>				
HRA Through Neenah		\$1,300.00		\$1,300.00
<b>Grand Total</b>		\$11,685.70		\$8,625.50
<b>Note: No one is due for a chest x-ray in 2013. EKG's are only performed if the physician deems medically necessary.</b>				



## CITY OF MENASHA DISBURSEMENTS

Accounts Payable for 10/18/12-11/1/12	\$ 870,867.75
Checks # 35146-35376	
Payroll Checks for 10/18/12-11/1/12	<u>325,193.07</u>
 Total	 \$1,196,060.82

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: 10/18/2012

Vendor Name	Check Number	Check Date	Invoice Number	Account Number	Amount	Description
ADVANTAGE POLICE SUPPLY INC	35146	10/18/2012	2336	100-0801-521.30-15	1,695.00	Body Armor
			Total for check: 35146		1,695.00	
AIRGAS NORTH CENTRAL	35147	10/18/2012	9008883123	731-1022-541.30-18	132.01	Mig Wire
			Total for check: 35147		132.01	
APPLETON ELECTRONICS SUPPLY LLC	35148	10/18/2012	7926	731-1022-541.38-03	306.00	Switches
			Total for check: 35148		306.00	
ASSESSMENT TECHNOLOGIES LLC	35149	10/18/2012	3927	100-0402-513.21-04	30.00	Programmer Support
			Total for check: 35149		30.00	
AT&T	35150	10/18/2012	920R09453010	100-1001-514.22-01	113.90	
				601-1020-543.22-01	292.50	
			Total for check: 35150		406.40	
BADGER HIGHWAYS CO INC	35151	10/18/2012	158233	601-1020-543.30-18	5.04	Mason Sand
				625-1010-541.30-18	5.04	Mason Sand
				100-1003-541.82-02	73.99	Hotmix Asphalt
		10/18/2012	158253	100-1003-541.82-02	1,491.19	Tack Coat
		10/18/2012	158278	100-1003-541.82-02	24,645.61	Hotmix Asphalt
				731-1022-541.24-06	151.30	Hotmix Asphalt
			Total for check: 35151		100,295.65	
BECK ELECTRIC INC	35152	10/18/2012	00412-COM-ED7	100-1008-541.24-04	285.15	Remove Light Base
		10/18/2012	00512-CO-ED8	100-1008-541.24-04	243.75	Traffic Light
		10/18/2012	00512-COM-PK11	100-0703-553.24-02	65.00	Flagpole Light/Smith Park
			Total for check: 35152		573.90	

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<b>Vendor Name</b>	<b>Check Number</b>	<b>Check Date</b>	<b>Invoice Number</b>	<b>Account Number</b>	<b>Amount</b>	<b>Description</b>
BERGSTROM	35153	10/18/2012	122580	731-1022-541.38-03	54.56	Mirror/Bracket
				<b>Total for check: 35153</b>	<b>54.56</b>	
BRUCE MUNICIPAL EQUIPMENT INC	35154	10/18/2012	5122776	731-1022-541.38-03	827.26	Spring Base/Seal/Backing
				<b>Total for check: 35154</b>	<b>827.26</b>	
BUBRICK'S	35155	10/18/2012	647271	100-0801-521.30-10	200.64	Supplies
				<b>Total for check: 35155</b>	<b>200.64</b>	
CEC	35156	10/18/2012	BILL123462	100-1001-514.20-04	200.00	City Hall/Fire Alarm Insp
	10/18/2012		BILL123463	100-0801-521.24-03	255.00	PPF Fire Alarm Insp
				100-0501-522.24-03	255.00	PPF Fire Alarm Insp
	10/18/2012		BILL123485	100-0801-521.24-03	475.80	PD Service to Fire Alarm Sys
			<b>Total for check: 35156</b>		<b>1,185.80</b>	
CLEAR WATER CAR WASH	35157	10/18/2012	588	100-0801-521.29-05	37.98	September Car Washes
				<b>Total for check: 35157</b>	<b>37.98</b>	
COMMUNITY HOUSING COORDINATOR	35158	10/18/2012	166	100-0304-562.21-06	1,800.00	Admin of Comp Housing Plan 2012
	10/18/2012		167	100-0304-562.21-06	1,800.00	Contracted Services September 2012
	10/18/2012		168	263-0306-562.70-01	975.00	Admin of CDBG RLF
			<b>Total for check: 35158</b>		<b>4,575.00</b>	
CRI RECYCLING SERVICE INC	35159	10/18/2012	31267	266-1027-543.21-06	153.00	Granular Drum/Bags
				<b>Total for check: 35159</b>	<b>153.00</b>	
CULLIGAN WATERCARE SERVICES	35160	10/18/2012	ACCT 718387	100-1001-514.20-01	19.40	Water Cooler Rental
				<b>Total for check: 35160</b>	<b>19.40</b>	

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Vendor Name	Check Number	Check Date	Invoice Number	Account Number	Amount	Description
UNEMPLOYMENT INSURANCE	35161	10/18/2012	000004252297	743-0403-513.15-09	169.00	
			Total for check: 35161		169.00	
DIGICORPORATION	35162	10/18/2012	125272	100-0702-552.29-01	1,406.41	Fall Activity Guide
		10/18/2012	125903	100-0903-531.29-01	161.00	Envelopes
				100-0000-134.00-00	(85.00)	Envelopes
			Total for check: 35162		1,482.41	
ELVISH CONSULTING	35163	10/18/2012		100-0702-552.20-03	1,027.59	Grunski Timing
			Total for check: 35163		1,027.59	
FERRELLGAS	35164	10/18/2012	1072661514	266-1027-543.21-06	43.60	Cylinders
			Total for check: 35164		43.60	
FOX STAMP SIGN & SPECIALTY	35165	10/18/2012	214796	100-0401-513.30-10	90.60	Update Stamps & Pads
			Total for check: 35165		90.60	
FOX VALLEY TECHNICAL COLLEGE	35166	10/18/2012	FY12-13	100-0801-521.34-02	30.00	Peter Sawyer/Training
			Total for check: 35166		30.00	
GALLS LLC	35167	10/18/2012	000040441	100-0803-521.29-05	144.00	Mount Light
		10/18/2012	000046940	100-0803-521.29-05	267.41	Mount LED
			Total for check: 35167		411.41	
GERALD SMITH	35168	10/18/2012	SMITH	100-0000-201.10-00	100.00	Excavation Permit #11142 Return Deposit
			Total for check: 35168		100.00	

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Vendor Name	Check Number	Check Date	Invoice Number	Account Number	Amount	Description
GRIESBACH READY-MIX LLC	35169	10/18/2012	1060	479-1003-541.30-18	491.00	Kernan Street Aprons
				<b>Total for check: 35169</b>	<b>491.00</b>	
	35170	10/18/2012	HBS00074342	743-0403-513.24-04	2,199.00	E-mail Archiver Maint
				<b>Total for check: 35170</b>	<b>2,199.00</b>	
IMPERIAL SUPPLIES LLC	35171	10/18/2012	JD1306	731-1022-541.30-18	153.37	Leather Gloves
				<b>Total for check: 35171</b>	<b>153.37</b>	
	35172	10/18/2012	306403	100-0301-523.21-06 100-0000-123.00-00	8,091.23 467.80	September Permits September Permits
				<b>Total for check: 35172</b>	<b>8,559.03</b>	
KAEMPFER & ASSOCIATES INC	35173	10/18/2012	16650	601-1020-543.21-02	231.34	Project #E145-01.06 Indust Discharger Reg Pro
		10/18/2012	16651	601-1020-543.21-02	1,119.46	Project #E145-01.07 Indust Discharger Reg Prog
		10/18/2012	16652	601-1020-543.21-02	115.67	Project #E145-07.01 Wet Weather Flow Bypass
		10/18/2012	16653	601-1020-543.21-02	2,509.97	Project #E145-08.03 9th St Sewage Lift Stat
		10/18/2012	16654	601-1020-543.21-02	8,831.01	Project #E-145-08.04 9th St Sewage Lift Stat
		10/18/2012	16655	601-1020-543.21-02	1,481.27	Project #E145-08.05 9th St Sewage Lift Stat
		10/18/2012	16656	601-1020-543.21-02	154.22	Project #E145-10.01 Phase 4 SSES
		10/18/2012	16657	601-1020-543.21-02	1,016.68	Project #E145-10.09 Phase 4 SSES
				<b>Total for check: 35173</b>	<b>15,459.62</b>	
	35174	10/18/2012		100-0801-521.29-05	129.55	Fuel
				<b>Total for check: 35174</b>	<b>129.55</b>	
LEVENHAGEN CORPORATION	35175	10/18/2012	79432	207-0707-552.38-01	1,598.40	Fuel
		10/18/2012	79775	207-0707-552.38-01	1,419.56	Fuel
				<b>Total for check: 35175</b>	<b>3,017.96</b>	

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Vendor Name	Check Number	Check Date	Invoice Number	Account Number	Amount	Description
MATTHEWS TIRE & SERVICE CENTER	35176	10/18/2012	44958	731-1022-541.38-02	985.96	Replace Tires
		10/18/2012	44996	731-1022-541.38-02	621.00	Goodyear Tires
		10/18/2012	45010	731-1022-541.38-02	1,205.96	Build 4 Tires
				Total for check: 35176	2,812.92	
MEDICAL PRODUCTS LABORATORIES INC	35177	10/18/2012	545152	100-0909-531.30-18	157.35	Bubble Gum Varnish
				Total for check: 35177	157.35	
MENARDS-APPLETON EAST	35178	10/18/2012	5440	100-0703-553.24-03	129.12	RV Antifreeze
				Total for check: 35178	129.12	
MENASHA EMPLOYEES CREDIT UNION	35179	10/18/2012	20121018	100-0000-202.05-00	13,957.00	PAYROLL SUMMARY
				Total for check: 35179	13,957.00	
TOWN OF MENASHA FINANCE DEPARTMENT	35180	10/18/2012	6538	100-0000-441.25-00	100.00	New Zoo/Bay Beach
				Total for check: 35180	100.00	
MENASHA UTILITIES	35183	10/18/2012		100-1008-541.22-03	162.25	Electric
				100-1008-541.22-05	43.88	Water
				601-1020-543.22-03	24.39	Electric
				100-0704-552.22-03	268.81	Electric
				100-0704-552.22-05	434.60	Water
				731-1022-541.22-03	1,069.76	Electric
				731-1022-541.22-05	512.20	Water
				731-1022-541.22-06	901.88	Storm
				266-1028-543.22-06	73.13	Storm
				100-0801-521.22-03	1,815.48	Electric
				100-0801-521.22-05	253.40	Water
				100-0801-521.22-06	62.72	Storm
				100-0000-123.00-00	1,314.66	Electric
				100-0000-123.00-00	183.50	Water

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Vendor Name	Check Number	Check Date	Invoice Number	Account Number	Amount	Description
MENASHA UTILITIES...	35183...	10/18/2012...	...	100-0000-123.00-00	45.41	Storm
				100-0801-521.22-03	15.38	Electric
				100-0601-551.22-03	4,226.77	Electric
				100-0601-551.22-05	1,054.38	Water
				100-0601-551.22-06	103.75	Storm
				207-0707-552.22-05	1,558.00	Water
				100-1019-552.22-03	181.54	Electric
				100-1019-552.22-05	12.38	Water
				100-0000-123.00-00	6.54	Electric
				100-1001-514.22-03	20.60	Electric
				100-1001-514.22-05	12.38	Water
				100-1001-514.22-06	17.50	Storm
				100-0703-553.22-03	1,455.74	Electric
				100-0703-553.22-05	64.48	Water
				100-0703-553.22-06	753.39	Storm
				625-1010-541.22-06	2.75	Storm
				457-0304-562.22-06	2.75	Storm
				485-0304-562.22-06	16.50	Storm
				100-0305-562.22-06	5.00	Storm
				501-0304-562.22-06	446.20	Storm
				<b>Total for check: 35183</b>	<b>17,122.10</b>	
MENASHA UTILITIES	35184	10/18/2012		267-0102-581.22-03	693.04	Steam Utility
				267-0102-581.22-05	175.36	Steam Utility
				<b>Total for check: 35184</b>	<b>868.40</b>	
TOWN OF MENASHA UTILITY DISTRICT	35185	10/18/2012		100-0703-553.22-05	88.32	Undeveloped Land
				100-0703-553.22-05	9.81	Undeveloped Land
	1961	10/18/2012		457-0304-562.22-05	18.13	1200 Wittmann Dr
				<b>Total for check: 35185</b>	<b>116.26</b>	
MENASHA-NEENAH MUNICIPAL COURT	35186	10/18/2012		100-0000-201.03-00	139.00	Bond/MEPD 12-325 Q421180-4

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Vendor Name	Check Number	Check Date	Invoice Number	Account Number	Amount	Description
MENASHA-NEENAH MUNICIPAL COURT...	35186...	10/18/2012...	...	100-0000-201.03-00	139.00	Bond/MEPD 12-326 Q421181-5
				Total for check: 35186	278.00	
	35187	10/18/2012		100-0000-204.07-00	2,452.46	November 2012
				Total for check: 35187	2,452.46	
MINNESOTA LIFE INSURANCE COMPANY	35188	10/18/2012	26292319	743-0403-513.29-01	78.46	Contract
				Total for check: 35188	78.46	
	35189	10/18/2012	DHS FUNDS	100-0000-201.03-00	18,766.00	DSH Deposit to Menasha Checking/S/B Neenah
				Total for check: 35189	18,766.00	
CITY OF NEENAH	35190	10/18/2012	007825	100-0703-553.30-18	58.05	Cleat-Dock Open Galv Bin
				Total for check: 35190	58.05	
PORT SUPPLY	35191	10/18/2012	A25177	100-0703-553.29-01	731.00	Launch Envelopes
				Total for check: 35191	731.00	
QUALITY PRINTING COMPANY INC	35192	10/18/2012	6272-8	100-1008-541.30-18	22.09	Paint
		10/18/2012	6805-5	100-0703-553.24-03	100.95	
				Total for check: 35192	123.04	
SHERWIN INDUSTRIES INC	35193	10/18/2012	0912-049	100-0702-552.30-18	95.55	Grunski Shirts
		10/18/2012	0912-156	100-0704-552.30-18	340.00	Shirts
				Total for check: 35193	435.55	
SPORTS GRAPHICS	35194	10/18/2012	313485	731-1022-541.38-03	27.24	Correct Credit
				Total for check: 35194	27.24	
STEPP EQUIPMENT COMPANY						



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Vendor Name	Check Number	Check Date	Invoice Number	Account Number	Amount	Description
TOM MAURER	35195	10/18/2012	MAURER	100-0000-441.13-00	35.33	Reimburse Yardwaste
			Total for check: 35195		35.33	
UNIFIRST CORPORATION	35196	10/18/2012	097-0122239	731-1022-541.20-01	128.57	Uniform & Supply Cleaning
			Total for check: 35196		128.57	
UNITED WAY FOX CITIES	35197	10/18/2012	20121018	100-0000-202.09-00	27.48	PAYROLL SUMMARY
			Total for check: 35197		27.48	
VISION INSURANCE PLAN OF AMERICA	35198	10/18/2012	119494	100-0000-204.10-00	1,055.00	November 2012 Premium
			Total for check: 35198		1,055.00	
WATER TECHNOLOGY INC	35199	10/18/2012	R01118.01-1	100-0000-201.02-00	1,342.53	Aquatic Center Study
			Total for check: 35199		1,342.53	
WE ENERGIES	35200	10/18/2012		100-0903-531.22-04	9.24	316 Racine Street
			Total for check: 35200		9.24	
WINAGAMIE GOLF FOUNDATION	35201	10/18/2012		100-0702-552.20-03	170.00	Golf Lessons
			Total for check: 35201		170.00	
WINNEBAGO COUNTY CLERK OF COURTS	35202	10/18/2012		100-0000-201.03-00	150.00	Bond/MEPD 12-3272
			Total for check: 35202		150.00	
WINNEBAGO COUNTY TREASURER	35203	10/18/2012	LF119030	100-1016-543.25-01	10,885.76	Delivered to Outagamie Ct
				100-1017-543.25-01	3,404.16	Delivered to Outagamie Ct
		10/18/2012	LF119037	266-1027-543.25-01	549.95	Single Stream Recycling
			Total for check: 35203		14,839.87	

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Vendor Name	Check Number	Check Date	Invoice Number	Account Number	Amount	Description
WISCONSIN DEPT OF SAFETY & PROF SVC	35204	10/18/2012	297845	100-1001-514.20-04	50.00	Elevator Permits
				100-0801-521.24-03	50.00	Elevator Permits
			Total for check: 35204		100.00	
WISCONSIN SUPPORT COLLECTIONS	35205	10/18/2012	20121018	100-0000-202.03-00	2,555.05	PAYROLL SUMMARY
			Total for check: 35205		2,555.05	
YMCA OF THE FOX CITIES	35206	10/18/2012	MPRSUM12	100-0702-552.20-05	97.75	Bus Trips
			Total for check: 35206		97.75	
					222,580.51	

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Vendor Name	Check Number	Check Date	Invoice Number	Account Number	Amount	Description
ACC PLANNED SERVICE INC	35207	10/23/2012	9153	100-0601-551.24-03	978.50	BLDG REPAIR & MAINTENANCE
			Total for check: 35207		978.50	
AMAZON	35210	10/23/2012	03353408338	100-0601-551.30-14	10.49	LIBRARY MATERIALS
		10/23/2012	061840038886	100-0601-551.30-14	(6.97)	CREDIT
		10/23/2012	061840063501	100-0601-551.30-14	(5.19)	CREDIT
		10/23/2012	061843473113	100-0601-551.30-14	(8.20)	CREDIT
		10/23/2012	061844923159	100-0601-551.30-14	24.99	LIBRARY MATERIALS
		10/23/2012	061845600424	100-0601-551.30-14	57.98	LIBRARY MATERIALS
		10/23/2012	061845832692	100-0601-551.30-14	73.15	LIBRARY MATERIALS
		10/23/2012	108250533229	100-0601-551.30-14	(13.49)	CREDIT
		10/23/2012	108250626972	100-0601-551.30-14	74.96	LIBRARY MATERIALS
		10/23/2012	108254145756	100-0601-551.30-14	190.86	LIBRARY MATERIALS
		10/23/2012	108255473486	100-0601-551.30-14	(6.50)	CREDIT
		10/23/2012	108257288163	100-0601-551.30-14	(9.97)	CREDIT
		10/23/2012	108257645116	100-0601-551.30-14	(6.97)	CREDIT
		10/23/2012	116910529220	100-0601-551.30-14	29.69	LIBRARY MATERIALS
		10/23/2012	116916405787	100-0601-551.30-14	16.99	LIBRARY MATERIALS
		10/23/2012	116917885839	100-0601-551.30-14	89.96	LIBRARY MATERIALS
		10/23/2012	116918863954	100-0601-551.30-14	20.98	LIBRARY MATERIALS
		10/23/2012	125870073918	100-0601-551.30-14	24.99	LIBRARY MATERIALS
		10/23/2012	125876823687	100-0601-551.30-14	44.88	LIBRARY MATERIALS
		10/23/2012	125878267334	100-0601-551.30-14	69.87	LIBRARY MATERIALS
		10/23/2012	197610352493	100-0601-551.30-14	(0.03)	CREDIT
		10/23/2012	197612980242	100-0601-551.30-14	(0.03)	CREDIT
		10/23/2012	197613419000	100-0601-551.30-14	(0.03)	CREDIT
		10/23/2012	197614997631	100-0601-551.30-14	101.94	LIBRARY MATERIALS
		10/23/2012	197616633741	100-0601-551.30-14	(0.03)	CREDIT
		10/23/2012	197617652347	100-0601-551.30-14	(0.03)	CREDIT
		10/23/2012	197618423939	100-0601-551.30-14	(0.03)	CREDIT
		10/23/2012	201542704376	100-0601-551.30-14	19.93	LIBRARY MATERIALS
		10/23/2012	201543514266	100-0601-551.30-14	31.79	LIBRARY MATERIALS
		10/23/2012	201544587095	100-0601-551.30-14	14.08	LIBRARY MATERIALS
		10/23/2012	201547443109	100-0601-551.30-14	153.27	LIBRARY MATERIALS

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Vendor Name	Check Number	Check Date	Invoice Number	Account Number	Amount	Description
AMAZON...	35210...	10/23/2012	210790045605	100-0601-551.30-14	90.78	LIBRARY MATERIALS
		10/23/2012	210792689086	100-0601-551.30-14	83.97	LIBRARY MATERIALS
		10/23/2012	210793500754	100-0601-551.30-14	75.57	LIBRARY MATERIALS
		10/23/2012	210797562247	100-0601-551.30-14	(15.00)	CREDIT
		10/23/2012	210799394032	100-0601-551.30-14	19.99	LIBRARY MATERIALS
		10/23/2012	210799409420	100-0601-551.30-14	39.99	LIBRARY MATERIALS
			Total for check: 35210		1,288.63	
AUDIOGO	35211	10/23/2012	462755	100-0601-551.30-14	167.94	LIBRARY MATERIALS
			Total for check: 35211		167.94	
BAKER & TAYLOR INC	35214	10/23/2012	2027342015	100-0601-551.30-14	350.35	LIBRARY MATERIALS
		10/23/2012	2027347257	100-0601-551.30-14	132.04	LIBRARY MATERIALS
		10/23/2012	2027351529	100-0601-551.30-14	28.24	LIBRARY MATERIALS
		10/23/2012	2027352677	100-0601-551.30-14	51.98	LIBRARY MATERIALS
		10/23/2012	2027354722	100-0601-551.30-14	592.60	LIBRARY MATERIALS
		10/23/2012	2027361924	100-0601-551.30-14	516.60	LIBRARY MATERIALS
		10/23/2012	2027363727	100-0601-551.30-14	74.98	LIBRARY MATERIALS
		10/23/2012	2027368902	100-0601-551.30-14	15.10	LIBRARY MATERIALS
		10/23/2012	2027369496	100-0601-551.30-14	266.39	LIBRARY MATERIALS
		10/23/2012	2027372517	100-0601-551.30-14	732.75	LIBRARY MATERIALS
		10/23/2012	2027376674	100-0601-551.30-14	639.74	LIBRARY MATERIALS
		10/23/2012	2027390132	100-0601-551.30-14	27.72	LIBRARY MATERIALS
		10/23/2012	2027390168	100-0601-551.30-14	318.92	LIBRARY MATERIALS
		10/23/2012	2027393115	100-0601-551.30-14	74.35	LIBRARY MATERIALS
		10/23/2012	2027395287	100-0601-551.30-14	110.12	LIBRARY MATERIALS
		10/23/2012	2027399614	100-0601-551.30-14	182.37	LIBRARY MATERIALS
		10/23/2012	2027405718	100-0601-551.30-14	115.25	LIBRARY MATERIALS
		10/23/2012	2027407907	100-0601-551.30-14	547.60	LIBRARY MATERIALS
		10/23/2012	2027413524	100-0601-551.30-14	40.89	LIBRARY MATERIALS
		10/23/2012	2027413903	100-0601-551.30-14	141.46	LIBRARY MATERIALS
		10/23/2012	2027416668	100-0601-551.30-14	78.92	LIBRARY MATERIALS
		10/23/2012	2027425075	100-0601-551.30-14	74.40	LIBRARY MATERIALS

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Vendor Name	Check Number	Check Date	Invoice Number	Account Number	Amount	Description
BAKER & TAYLOR INC...	35214...	10/23/2012	2027428791	100-0601-551.30-14	10.07	LIBRARY MATERIALS
		10/23/2012	2027431249	100-0601-551.30-14	294.18	LIBRARY MATERIALS
		10/23/2012	2027433187	100-0601-551.30-14	58.82	LIBRARY MATERIALS
		10/23/2012	5012187546	100-0601-551.30-14	30.03	LIBRARY MATERIALS
		10/23/2012	5012211627	100-0601-551.30-14	144.48	LIBRARY MATERIALS
		10/23/2012	186757400	100-0601-551.30-14	14.39	LIBRARY MATERIALS
		10/23/2012	186757401	100-0601-551.30-14	21.56	LIBRARY MATERIALS
		10/23/2012	187211500	100-0601-551.30-14	19.51	LIBRARY MATERIALS
		10/23/2012	187317100	100-0601-551.30-14	9.33	LIBRARY MATERIALS
		10/23/2012	187317101	100-0601-551.30-14	21.55	LIBRARY MATERIALS
		10/23/2012	187317102	100-0601-551.30-14	20.12	LIBRARY MATERIALS
			Total for check: 35214		5,756.81	
BECK ELECTRIC INC	35215	10/23/2012	S2712-PL3	100-0601-551.24-03	763.66	BLDG REPAIR & MAINTENANCE
			Total for check: 35215		763.66	
JOE BONGERS	35216	10/23/2012	10182012	100-0601-551.34-01	333.90	TRAINING MILEAGE
			Total for check: 35216		333.90	
BRAZEE ACE HARDWARE	35217	10/23/2012	019640	100-0601-551.30-13	9.28	HOUSEKEEPING SUPPLIES
			Total for check: 35217		9.28	
CAPSTONE PRESS	35218	10/23/2012	CH10279778	100-0601-551.30-14	967.64	LIBRARY MATERIALS
			Total for check: 35218		967.64	
CDW GOVERNMENT INC	35219	10/23/2012	P905276	100-0601-551.30-10	77.07	OFFICE SUPPLIES
		10/23/2012	Q812957	100-0601-551.30-10	131.94	OFFICE SUPPLIES
			Total for check: 35219		209.01	

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Vendor Name	Check Number	Check Date	Invoice Number	Account Number	Amount	Description
CENTER POINT LARGE PRINT	35220	10/23/2012	1042682	100-0601-551.30-14	131.22	LIBRARY MATERIALS
			Total for check: 35220		131.22	
CRESCENT ELECTRIC SUPPLY COMPANY	35221	10/23/2012	087-409208-00	100-0601-551.24-03	64.72	BLDG REPAIR & MAINTENANCE
			Total for check: 35221		64.72	
DEMCO INC	35222	10/23/2012	4760662	100-0601-551.30-18	52.93	DEPARTMENT SUPPLIES
			Total for check: 35222		52.93	
FINDAWAY WORLD LLC	35223	10/23/2012	79591	100-0601-551.30-14	262.46	LIBRARY MATERIALS
		10/23/2012	80048	100-0601-551.30-14	56.24	LIBRARY MATERIALS
			Total for check: 35223		318.70	
GALE	35224	10/23/2012	97387042	100-0601-551.30-14	28.79	LIBRARY MATERIALS
		10/23/2012	97406147	100-0601-551.30-14	27.19	LIBRARY MATERIALS
		10/23/2012	97493988	100-0601-551.30-14	38.92	LIBRARY MATERIALS
		10/23/2012	97512351	100-0601-551.30-14	20.79	LIBRARY MATERIALS
		10/23/2012	97617237	100-0601-551.30-14	83.97	LIBRARY MATERIALS
			Total for check: 35224		199.66	
HIGHSMITH	35225	10/23/2012	4760670	100-0601-551.30-18	156.18	DEPARTMENT SUPPLIES
			Total for check: 35225		156.18	
KITZ & PFEIL INC	35226	10/23/2012	0822140066	100-0601-551.24-03	5.22	BLDG REPAIR & MAINTENANCE
		10/23/2012	0827140049	100-0601-551.24-03	6.77	BLDG REPAIR & MAINTENANCE
		10/23/2012	0831090005	100-0601-551.24-03	9.16	BLDG REPAIR & MAINTENANCE
		10/23/2012	0905140033	100-0601-551.24-03	7.35	BLDG REPAIR & MAINTENANCE
			Total for check: 35226		28.50	

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Vendor Name	Check Number	Check Date	Invoice Number	Account Number	Amount	Description
KONE INC	35227	10/23/2012	221006819	100-0601-551.24-03	424.68	BLDG REPAIR & MAINTENANCE
			Total for check: 35227		424.68	
			Total for check: 35228		313.92	
LAKELAND CHEMICAL SPECIALTIES	35228	10/23/2012	33791	100-0601-551.24-03	313.92	BLDG REPAIR & MAINTENANCE
			Total for check: 35229		122.00	
			Total for check: 35230		42.00	
MANDER NEWS AGENCY INC	35229	10/23/2012	289899	100-0601-551.30-14	122.00	LIBRARY MATERIALS
			Total for check: 35231		284.86	
			Total for check: 35232		444.11	
MANDERFIELD BAKERY	35230	10/23/2012	429253	100-0601-551.34-03	42.00	TRAINING MEAL
			Total for check: 35233		171.31	
			Total for check: 35234		73.84	
MIDWEST TAPE	35231	10/23/2012	90374029	100-0601-551.30-14	68.97	LIBRARY MATERIALS
			Total for check: 35235		123.75	
			Total for check: 35236			
MODERN BUSINESS MACHINES	35232	10/23/2012	26294017	100-0601-551.24-04	444.11	MAINTENANCE CONTRACT
			Total for check: 35237			
			Total for check: 35238			
MOTION PICTURE LICENSING CORP	35233	10/23/2012	503796325	100-0601-551.32-01	171.31	LICENSES
			Total for check: 35239			
			Total for check: 35240			
PENWORTHY COMPANY	35234	10/23/2012	534106	100-0601-551.30-14	73.84	LIBRARY MATERIALS
			Total for check: 35241			
			Total for check: 35242			
RANDOM HOUSE INC	35235	10/23/2012	1085042281	100-0601-551.30-14	123.75	LIBRARY MATERIALS
			Total for check: 35243			
			Total for check: 35244			

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Vendor Name	Check Number	Check Date	Invoice Number	Account Number	Amount	Description
RANDOM HOUSE INC...	35235...	10/23/2012	1085060233	100-0601-551.30-14	30.00	LIBRARY MATERIALS
		10/23/2012	1085061902	100-0601-551.30-14	97.50	LIBRARY MATERIALS
		10/23/2012	1085242408	100-0601-551.30-14	40.00	LIBRARY MATERIALS
		10/23/2012	1085446961	100-0601-551.30-14	44.96	LIBRARY MATERIALS
			Total for check: 35235		336.21	
RECORDED BOOKS LLC	35236	10/23/2012	74331298	100-0601-551.30-14	272.20	LIBRARY MATERIALS
		10/23/2012	74340851	100-0601-551.30-14	6.95	LIBRARY MATERIALS
		10/23/2012	74344671	100-0601-551.30-14	41.40	LIBRARY MATERIALS
		10/23/2012	74602172	100-0601-551.30-14	181.20	LIBRARY MATERIALS
			Total for check: 35236		501.75	
S & L DELIVERY	35237	10/23/2012	10172012	100-0601-551.30-14	148.59	LIBRARY MATERIALS
		10/23/2012	10182012	100-0601-551.30-14	148.59	LIBRARY MATERIALS
			Total for check: 35237		297.18	
STAPLES ADVANTAGE	35238	10/23/2012	8023296416	100-0601-551.30-10	323.66	OFFICE SUPPLIES
			Total for check: 35238		323.66	
JAMES TELIN	35239	10/23/2012	10182012	100-0601-551.30-14	25.00	LIBRARY MATERIALS
			Total for check: 35239		25.00	
UNIQUE MANAGEMENT SERVICES INC	35240	10/23/2012	229103	100-0000-441.19-00	340.10	COLLECTION AGENCY FEE
			Total for check: 35240		340.10	
US POSTAL SERVICE	35241	10/23/2012	10182012	100-0601-551.30-11	205.00	POSTAGE SUPPLIES
			Total for check: 35241		205.00	



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Vendor Name	Check Number	Check Date	Invoice Number	Account Number	Amount	Description
WESTON WOODS STUDIOS	35242	10/23/2012	5392292	100-0601-551.30-14	636.35	LIBRARY MATERIALS
			Total for check: 35242		636.35	
WINNEFOX AUTOMATED LIBRARY SYSTEM	35243	10/23/2012	10182012	100-0601-551.25-01	2,481.78	WALS FUNDS TRANSFER
		10/23/2012	1901	100-0601-551.32-01	125.00	LICENSES
			Total for check: 35243		2,606.78	
WINNEFOX LIBRARY SYSTEM	35244	10/23/2012	4640	100-0601-551.30-11	1,476.69	POSTAGE SUPPLIES
		10/23/2012	4640-2	100-0601-551.32-01	221.00	LICENSES
			Total for check: 35244		1,697.69	
WISCONSIN DEPT OF JUSTICE	35245	10/23/2012	G3228 101012	100-0601-551.21-06	21.00	BACKGROUND CHECKS
			Total for check: 35245		21.00	
WRIGHT INDUSTRIAL INC	35246	10/23/2012	0610431-IN	100-0601-551.30-13	23.00	HOUSEKEEPING SUPPLIES
			Total for check: 35246		23.00	
					20,317.72	

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Vendor Name	Check Number	Check Date	Invoice Number	Account Number	Amount	Description
ACCENT BUSINESS SOLUTIONS INC	35247	10/25/2012	26424	743-0403-513.29-01	32.27	Contract
			Total for check: 35247		32.27	
ACCURATE	35248	10/25/2012	1214626	731-1022-541.30-18	58.15	Washers/Seal/Cable
			Total for check: 35248		58.15	
AIRGAS NORTH CENTRAL	35249	10/25/2012	9904643085	731-1022-541.21-06	116.10	Cylinders
			Total for check: 35249		116.10	
AL LAFAYETTE	35250	10/25/2012	LAFAYETTE	100-0000-441.13-00	22.32	Remove Refuse Cart
			Total for check: 35250		22.32	
AMBU INC	35251	10/25/2012	212065342	100-0901-515.30-15	334.21	Manikin
			Total for check: 35251		334.21	
ANCHOR BANK FSB	35252	10/25/2012		100-0000-201.03-00	103.43	Weed Cutting Overpayment
			Total for check: 35252		103.43	
APPLETON HYDRAULIC COMPONENTS	35253	10/25/2012	23924	731-1022-541.29-04	413.72	Hydraulic Cylinder
			Total for check: 35253		413.72	
CITY OF APPLETON	35254	10/25/2012	208376	100-0302-542.25-01	13,338.00	Valley Transit
			Total for check: 35254		13,338.00	
ASSOCIATED APPRAISAL CONSULTANTS	35255	10/25/2012	13728	100-0402-513.21-09	4,991.75	Professional Service/Sept
				100-0402-513.30-11	8.10	Postage/Sept
		10/25/2012	13729	100-0402-513.21-04	59.76	Internet Postings/Sept
			Total for check: 35255		5,059.61	

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Vendor Name	Check Number	Check Date	Invoice Number	Account Number	Amount	Description
ASSOCIATED BAG COMPANY	35256	10/25/2012	N74066	100-0909-531.30-18	35.83	Poly Bag
			Total for check: 35256		35.83	
BADGER HIGHWAYS CO INC	35257	10/25/2012	158323	100-1004-541.30-18	822.19	Hotmix Asphalt
			Total for check: 35257		822.19	
BERGSTROM	35258	10/25/2012	122677	731-1022-541.38-03	21.36	Knob
		10/25/2012	122732	731-1022-541.38-03	36.74	Test Cable
		10/25/2012	19440	731-1022-541.38-03	50.10	Wire Assy
			Total for check: 35258		108.20	
BRAZEE ACE HARDWARE	35259	10/25/2012	019644	731-1022-541.30-13	13.48	Cleanser/Mop
		10/25/2012	019719	100-1001-514.30-13	5.00	Dawn
			Total for check: 35259		18.48	
CAROL VANMARTER	35260	10/25/2012	VANMARTER	100-0000-441.13-00	22.50	Dumpster Refund
			Total for check: 35260		22.50	
CONGER INDUSTRIES INC	35261	10/25/2012	00038768	731-1022-541.29-04	210.13	Service & Supplies
			Total for check: 35261		210.13	
VALERIE DAVIS	35262	10/25/2012	MILEAGESEPT	100-0903-531.33-01	41.36	September 2012 Mileage
			Total for check: 35262		41.36	
DECKER SUPPLY CO INC	35263	10/25/2012	875350	100-1008-541.30-18	453.00	Stencil Bike Lane
			Total for check: 35263		453.00	

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Vendor Name	Check Number	Check Date	Invoice Number	Account Number	Amount	Description
DUMKE & ASSOCIATES &	35264	10/25/2012		100-0903-531.29-06	2,077.50	316 Racine Street Rental
			Total for check: 35264		2,077.50	
EARTHLINK BUSINESS	35266	10/25/2012		100-0402-513.22-01	7.05	Assessor
				100-0201-512.22-01	5.41	Attorney
				100-0000-123.00-00	15.73	Bld Insp
				100-0203-512.22-01	15.72	Clerk
				100-0304-562.22-01	26.18	Com Dev
				100-1001-514.22-01	77.57	City Hall
				100-0401-513.22-01	32.87	Finance
				731-1022-541.22-01	28.10	Garage
				100-0903-531.22-01	54.99	Health
				743-0403-513.22-01	14.98	IT
				100-0601-551.22-01	179.12	Library
				100-0101-511.22-01	9.73	Mayor
				100-0702-552.22-01	28.71	Recreation
				100-0703-553.22-01	48.74	Parks
				100-0202-512.22-01	20.86	Personnel
				100-0801-521.22-01	266.34	Police
				100-1002-541.22-01	44.62	Engineering
				100-0920-531.22-01	14.11	Senior
				100-1008-541.22-01	4.88	Sign
				100-0502-522.22-01	42.99	EOC
				207-0000-123.00-00	33.19	Marina
				100-0000-123.00-00	300.92	Menasha Utilities
			Total for check: 35266		1,272.81	
FACTORY MOTOR PARTS CO	35267	10/25/2012	18-1138981	731-1022-541.38-03	327.71	Sender and Pump Asy
		10/25/2012	18-1160941	731-1022-541.38-03	154.61	Blades/Drum
			Total for check: 35267		482.32	

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Vendor Name	Check Number	Check Date	Invoice Number	Account Number	Amount	Description
FIRST SUPPLY LLC - APPLETON	35268	10/25/2012	9543309-00	100-0801-521.30-18	11.36	
			Total for check: 35268		11.36	
			Total for check: 35269		183.00	Warrant #03CM147
FOND DU LAC POLICE DEPARTMENT	35269	10/25/2012		100-0000-201.03-00	183.00	Bond
FONDY AUTO ELECTRIC	35270	10/25/2012	A01875	731-1022-541.38-03	264.21	Reman 42MT Str E
			Total for check: 35270		264.21	
			Total for check: 35271		205.00	Sign
FOX STAMP SIGN & SPECIALTY	35271	10/25/2012	212964	100-0703-553.30-18	205.00	
GALLS LLC	35272	10/25/2012	000069663	100-0801-521.29-05	52.49	Headlight Flasher
			Total for check: 35272		52.49	
			Total for check: 35273		210.00	
GERDAU	35273	10/25/2012	47011861	100-1004-541.30-18	105.00	Wax Cure
				100-1011-541.30-18	105.00	Wax Cure
			Total for check: 35273		210.00	
GOOD ARMSTRONG TRAINING & CONSULTIN	35274	10/25/2012	11136	100-0904-531.34-02	200.00	Training/Todd Drew
			Total for check: 35274		200.00	
			Total for check: 35275		390.00	
HORN PRECAST	35275	10/25/2012	4868	601-1020-543.30-18	195.00	
				625-1010-541.30-18	195.00	
			Total for check: 35275		390.00	
HORST DISTRIBUTING INC	35276	10/25/2012	24946-000	731-1022-541.38-03	641.19	Kit Side Arm RH
			Total for check: 35276		641.19	
			Total for check: 35276		641.19	Pin Assy, Lift Arm

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Vendor Name	Check Number	Check Date	Invoice Number	Account Number	Amount	Description
JACOB POZORSKI	35277	10/25/2012	POZORSKI	100-0000-441.13-00	25.04	848 Appleton Street Remove 2nd Refuse Cart
			Total for check: 35277		25.04	
	35278	10/25/2012	54766	100-0801-521.29-05	21.17	Access Pegs
KEYPER SYSTEMS			Total for check: 35278		21.17	
KJ WASTE SYSTEMS INC	35279	10/25/2012		266-1027-543.21-06	555.00	
			Total for check: 35279		555.00	
	35280	10/25/2012	50206093	731-1022-541.38-03	203.40	Hose Assembly
KUNDINGER FLUID POWER INC		10/25/2012	50206314	731-1022-541.38-03	13.76	Male & Female Adapter
		10/25/2012	50206551	731-1022-541.38-03	205.16	Hose Assy
			Total for check: 35280		422.32	Buna-N O-Ring
LAKE PARK VILLAS HOMEOWNERS ASSN	35281	10/25/2012		501-0703-553.21-06	1,020.59	Phase 2
				501-0703-553.22-03	222.53	Phase 2
				501-1012-541.22-03	37.96	Phase 2
				501-1010-541.22-03	705.20	Phase 2
			Total for check: 35281		1,986.28	
LEARNING SHOP	35282	10/25/2012	101-1227732	100-0702-552.30-18	24.58	Rec Supplies
			Total for check: 35282		24.58	
	35283	10/25/2012	047420A-IN	100-0000-131.00-00	10,581.77	Fuel
LEVENHAGEN CORPORATION		10/25/2012	79795	207-0707-552.38-01	1,977.92	Fuel
			Total for check: 35283		12,559.69	
	35284	10/25/2012		492-1003-541.82-02	17,088.00	
LEXINGTON HOMES INC				492-1010-541.82-02	1,678.15	

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Vendor Name	Check Number	Check Date	Invoice Number	Account Number	Amount	Description
LEXINGTON HOMES INC...	35284...	10/25/2012...	...	492-1015-541.82-02	2,600.00	
			Total for check: 35284		21,366.15	
MATTHEWS TIRE & SERVICE CENTER	35285	10/25/2012	45128	731-1022-541.38-02	260.82	Replace Recap
			Total for check: 35285		260.82	
MCKAY NURSERY COMPANY	35286	10/25/2012	10-17-1225279	625-0706-561.30-18	125.00	Freight
			Total for check: 35286		125.00	
MCMAHON	35287	10/25/2012	68622	100-0920-531.24-03	533.50	Sr Center Study
			Total for check: 35287		533.50	
MENASHA JOINT SCHOOL DISTRICT	35288	10/25/2012	MOBILE HOME	100-0000-412.00-00	6,171.30	October Mobile Home
			Total for check: 35288		6,171.30	
POSTMASTER	35289	10/25/2012	PERMIT#39	100-1001-514.30-11	190.00	Permit #39
			Total for check: 35289		190.00	
TOWN OF MENASHA UTILITY DISTRICT	35290	10/25/2012		100-0703-553.22-05	569.67	1000 Geneva Road Koslo 8/14/12-10/10/12
			Total for check: 35290		569.67	
MENASHA-NEENAH MUNICIPAL COURT	35291	10/25/2012		100-0000-201.03-00	328.00	Bond Report #12-439
				100-0000-201.03-00	113.80	Bond Report #12-349
			Total for check: 35291		441.80	
MIKE SITTE	35292	10/25/2012	SITTE	100-0000-441.13-00	45.00	Refund Dumpster Prepay
			Total for check: 35292		45.00	
MODERN BUSINESS MACHINES	35293	10/25/2012	26286318	743-0403-513.29-01	243.10	8/1/12-8/31/12

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Vendor Name	Check Number	Check Date	Invoice Number	Account Number	Amount	Description
MODERN BUSINESS MACHINES...	35293...	10/25/2012	26286491	743-0403-513.29-01	282.17	4/1/12-6/30/12
		10/25/2012	26289013	743-0403-513.29-01	243.10	9/1/12-9/30/12
		10/25/2012	26289014	743-0403-513.29-01	67.20	7/1/12-7/31/12
		10/25/2012	26293818	743-0403-513.29-01	243.10	11/1/12-11/30/12
		10/25/2012	26294198	743-0403-513.29-01	247.59	7/1/12-9/30/12
		10/25/2012	26294468	743-0403-513.29-01	77.01	9/1/12-9/30/12
			Total for check: 35293		1,403.27	
MORTON SAFETY	35294	10/25/2012	718824	731-1022-541.30-18	24.25	Ear Plugs
		10/25/2012	721994	731-1022-541.30-18	21.25	Rubber Palm
			Total for check: 35294		45.50	
CITY OF NEENAH	35295	10/25/2012	NM FIRE	100-0501-522.25-01	259,787.00	Fire Rescue Services 2012
			Total for check: 35295		259,787.00	
NETWORK HEALTH PLAN	35296	10/25/2012	00506653	100-0000-204.08-00	111,802.31	Health Premiums 11/1/12-11/30/12
				100-0000-204.11-00	9,666.75	Health Premiums 11/1/12-11/30/12
			Total for check: 35296		121,469.06	
NETWORK HEALTH SYSTEM INC	35297	10/25/2012	291261	100-0202-512.21-05	486.00	PrePlacement/Drug Screen
			Total for check: 35297		486.00	
NORTHEAST ASPHALT INC	35298	10/25/2012	1176908	100-1004-541.30-18	690.83	12.5MM E-3
			Total for check: 35298		690.83	
PRIORITY 1 POLICE & FIRE	35299	10/25/2012		100-0803-521.29-05	600.00	Strip Old Squad/ Install New Equip
			Total for check: 35299		600.00	



# AP Check Register

## Check Date: 10/25/2012

Vendor Name	Check Number	Check Date	Invoice Number	Account Number	Amount	Description
PROCON DATA SYSTEMS INC	35300	10/25/2012	7742	100-0703-553.30-18	76.00	Signs
			Total for check: 35300		76.00	
	35301	10/25/2012	412700	731-1022-541.38-03	12.29	Switch
			Total for check: 35301		12.29	
DR TERESA RUDOLPH	35302	10/25/2012		100-0903-531.21-05	150.00	City Physician
			Total for check: 35302		150.00	
	35303	10/25/2012	SCHABACH	207-0707-552.21-06	11,063.00	Contract Payment
			Total for check: 35303		11,063.00	
SCHENCK BUSINESS SOLUTIONS	35304	10/25/2012	595208	100-0401-513.21-03	8,100.00	2011 Audit
			Total for check: 35304		8,100.00	
	35305	10/25/2012	1028	100-0801-521.29-05	75.00	Towing
			Total for check: 35305		75.00	
SPEEDY METALS LLC	35306	10/25/2012	740268	731-1022-541.38-03	22.14	Alum extruded tube
			Total for check: 35306		22.14	
	35307	10/25/2012	8023204449	731-1022-541.30-10	7.51	Magnifier
				100-0703-553.30-10	7.51	Magnifier
				731-1022-541.30-10	92.99	Folders
				100-0703-553.30-10	10.35	Folders
			Total for check: 35307		118.36	

# AP Check Register Check Date: 10/25/2012

Vendor Name	Check Number	Check Date	Invoice Number	Account Number	Amount	Description
SUNGARD PUBLIC SECTOR INC	35308	10/25/2012	56864	743-0403-513.24-04	2,806.00	Contracts
			Total for check: 35308		2,806.00	
UNIFIRST CORPORATION	35309	10/25/2012	097 0122735	731-1022-541.20-01	128.57	Mat/Mop/Clothing Service
			Total for check: 35309		128.57	
UNITED SIGN CORPORATION	35310	10/25/2012	31802	471-1008-541.30-18	6,054.00	Wayfinding Sign Panels
			Total for check: 35310		6,054.00	
UNITEL INC	35311	10/25/2012	36089	743-0403-513.21-04	111.25	Troubleshoot Phone
			Total for check: 35311		111.25	
US LUBRICANTS	35312	10/25/2012	50022053	731-1022-541.38-03	316.25	Premix
			Total for check: 35312		316.25	
US PETROLEUM EQUIPMENT	35313	10/25/2012	196659	731-1022-541.24-06	293.94	
		10/25/2012	196809	731-1022-541.24-06	139.66	Repair Pump
			Total for check: 35313		433.60	
THE VALLEY GUIDE LLC	35314	10/25/2012	1012	100-0702-552.29-03	70.00	Program Ad
			Total for check: 35314		70.00	
VERIZON WIRELESS	35315	10/25/2012	2808602140	601-1020-543.22-01	29.37	
				100-1001-514.22-01	68.40	
				100-0601-551.22-01	4.18	
		10/25/2012	2808602141	743-0403-513.30-15	79.98	IPad Monthly Charge
		10/25/2012	2808602142	100-0919-531.22-01	30.33	Health Dept
			Total for check: 35315		212.26	

# AP Check Register

## Check Date: 10/25/2012

Vendor Name	Check Number	Check Date	Invoice Number	Account Number	Amount	Description
VICKIE KIMBALL	35316	10/25/2012	KIMBALL	100-0000-441.13-00	5.00	5.00 824 State Street Remove Cart #96000061
			Total for check: 35316		5.00	
			Total for check: 35317		68.83	
WAVERLY SANITARY DISTRICT	35317	10/25/2012		100-0703-553.22-05	68.83	68.83 2170 Plank Road
WE ENERGIES	35318	10/25/2012		100-1001-514.22-04	24.65	24.65 Heat/904 Airport Rd
				100-0703-553.22-04	8.41	8.41 2170 Plank Road
				100-0000-123.00-00	27.17	27.17 Bill N-M Fire
				100-1001-514.22-04	228.95	228.95 City Hall
				100-0801-521.22-04	37.52	37.52 PD
				100-0920-531.22-04	10.61	10.61 Senior Center
				100-0601-551.22-04	171.51	171.51 Library
				100-0703-553.22-04	126.39	126.39 Parks
				100-0704-552.22-04	27.20	27.20 Pool
				207-0707-552.22-04	23.91	23.91 Marina
				731-1022-541.22-04	140.02	140.02 Garage
			Total for check: 35318		826.34	
WINNEBAGO COUNTY CLERK OF COURTS	35319	10/25/2012		100-0000-201.03-00	150.00	150.00 Bond Report #12-3342
			Total for check: 35319		150.00	
WINNEBAGO COUNTY DISTRICT ATTORNEY	35320	10/25/2012	12CV1516	824-0000-466.00-00	190.00	190.00 Report #12-2984
			Total for check: 35320		190.00	
WINNEBAGO COUNTY TREASURER	35321	10/25/2012	CP102365	100-0000-123.00-00	11,680.88	11,680.88 428 Sixth
			Total for check: 35321		11,680.88	

# AP Check Register Check Date: 10/25/2012

Vendor Name	Check Number	Check Date	Invoice Number	Account Number	Amount	Description
WISCONSIN DEPT OF JUSTICE	35322	10/25/2012	L7101T	100-0801-521.21-06	133.00	
			Total for check: 35322		133.00	
WISCONSIN FBI NATIONAL ACADEMY	35323	10/25/2012		100-0801-521.34-03	26.00	Meeting/Luncheon
			Total for check: 35323		26.00	
YMCA OF THE FOX CITIES	35324	10/25/2012	CM100112	100-0920-531.21-06	22,125.00	Sr Ctr Collaboration
			Total for check: 35324		22,125.00	4th Quarter
ZEP SALES & SERVICE	35325	10/25/2012	30498208	731-1022-541.30-18	410.90	
			Total for check: 35325		410.90	
					522,324.03	

# AP Check Register

## Check Date: 11/1/2012

Vendor Name	Check Number	Check Date	Invoice Number	Account Number	Amount	Description
ACCENT BUSINESS SOLUTIONS INC	35326	11/1/2012	29302	743-0403-513.29-01	280.00	Health Dept
		11/1/2012	33217	743-0403-513.29-01	350.00	Parks
			Total for check: 35326		630.00	
ACCURATE	35327	11/1/2012	1215114	731-1022-541.38-03	156.60	Trailer Cable
		11/1/2012	1215184	731-1022-541.29-04	93.01	Align Front End
			Total for check: 35327		249.61	
ADAMSON INDUSTRIES CORP	35328	11/1/2012	112406	100-0801-521.29-05	67.38	Headlight Flasher
			Total for check: 35328		67.38	
AIRGAS NORTH CENTRAL	35329	11/1/2012	9009261096	731-1022-541.30-18	115.43	Acetylene
			Total for check: 35329		115.43	
BADGER HIGHWAYS CO INC	35330	11/1/2012	158400	100-1004-541.30-18	2,810.04	Hotmix Asphalt
		11/1/2012	158422	100-1004-541.30-18	42.18	Tack Coat
			Total for check: 35330		2,852.22	
BAYCOM INC	35331	11/1/2012	72061	100-0801-521.29-05	190.00	Face Plate Set
			Total for check: 35331		190.00	
BECK ELECTRIC INC	35332	11/1/2012	O1512-COM-ED10	100-1008-541.24-04	413.35	Misc Signal Repairs
		11/1/2012	O1512-COM-ED9	100-1008-541.24-04	568.75	Repairs to Signals
			Total for check: 35332		982.10	
BERGSTROM	35333	11/1/2012	122804	731-1022-541.38-03	58.61	F-Cam
		11/1/2012	122839	731-1022-541.38-03	36.48	Handle
			Total for check: 35333		95.09	

# AP Check Register

## Check Date: 11/1/2012

Vendor Name	Check Number	Check Date	Invoice Number	Account Number	Amount	Description
BMO HARRIS BANK NA	35334	11/1/2012	4029621	100-0202-512.21-06	260.00	Monthly Fee
			Total for check: 35334		260.00	
BRAZEE ACE HARDWARE	35335	11/1/2012	19814	100-0801-521.24-03	14.39	PPF Front Lights
				100-0501-522.24-03	9.60	PPF Front Lights
			Total for check: 35335		23.99	
BUILDERS SERVICE CENTER	35336	11/1/2012	B010226-IN	100-0703-553.24-03	1,543.98	Restroom Doors
			Total for check: 35336		1,543.98	
CAMERA CORNER INC	35337	11/1/2012	0238708-IN	743-0403-513.21-04	3,125.00	Support
			Total for check: 35337		3,125.00	
CARDMEMBER SERVICE	35340	11/1/2012		100-0501-522.24-03	283.12	PPF VFDs
				100-0801-521.24-03	424.67	PPF VFDs
				100-0601-551.24-03	114.00	Lib Chemical Feeds
				100-0801-521.24-03	48.02	PPF RP Valve Kit
				743-0403-513.34-04	12.95	Online Tech Database
				743-0403-513.24-04	1,148.00	Spam Firewall Renewal
				743-0403-513.34-03	14.26	McDonald's GIPAW Conf
				743-0403-513.34-04	36.12	Training Manuals
				743-0403-513.34-03	70.00	Lodging GIPAW Conf
				743-0403-513.34-03	47.46	Samba Grill GIPAW Conf
				743-0403-513.34-03	16.84	McDonalds GIPAW Conf
				100-0304-562.34-03	278.52	Lodging
				100-0703-553.34-02	332.00	WI Park & Rec
				100-0703-553.30-18	172.90	Propet Distributors
				100-0703-553.34-03	127.11	Chula Vista Resort
				100-0706-561.30-18	41.97	Mills Fleet Farm
				100-0202-512.30-16	204.00	Survey Monkey
				100-0601-551.30-16	43.05	Subway
				100-0601-551.30-14	30.35	JJ Keller

# AP Check Register

## Check Date: 11/1/2012

Vendor Name	Check Number	Check Date	Invoice Number	Account Number	Amount	Description
CARDMEMBER SERVICE...	35340...	11/1/2012...	...	100-0601-551.34-03	137.59	Subway
				100-0601-551.34-03	36.93	Heartwood Conf
				100-0801-521.34-03	18.51	Cinders
				100-0801-521.30-18	9.98	Shopko
				100-0801-521.30-18	23.20	Manderfield
				100-0801-521.30-18	104.00	Bay Lakes Council
				100-0801-521.34-04	30.00	Out Cty Reg Airport
				100-0801-521.34-04	1,143.84	Grand Hyatt San Diego
				100-0702-552.34-03	36.93	Naut's Landing
				100-0801-521.34-03	27.85	Mitzi's Grill
ENVIRO SCIENCES/ALPHA ENERGY INC	35341	11/1/2012	00011082	100-0907-531.30-18	542.00	Radon Kits
			<b>Total for check: 35341</b>		<b>542.00</b>	
	35342	11/1/2012	000076861	100-0801-521.30-18	150.38	Vests & Whistle Chains
			<b>Total for check: 35342</b>		<b>150.38</b>	
GALLS LLC	35343	11/1/2012	00011241	100-1003-541.30-15	85.95	Blade
			<b>Total for check: 35343</b>		<b>85.95</b>	
GLAXOSMITHKLINE PHARMACEUTICALS	35344	11/1/2012	30660415	100-0903-531.30-18	(428.25)	Credit/Vials
		11/1/2012	30798149	100-0903-531.30-18	936.00	Engerix/Havrix
			<b>Total for check: 35344</b>		<b>507.75</b>	
GRIESBACH READY-MIX LLC	35345	11/1/2012	1258	100-1004-541.30-18	307.00	9 Bag Mix Racine Excavations
			<b>Total for check: 35345</b>		<b>307.00</b>	

# AP Check Register

## Check Date: 11/1/2012

Vendor Name	Check Number	Check Date	Invoice Number	Account Number	Amount	Description
GUNDERSON UNIFORM & LINEN RENTAL	35346	11/1/2012	1476146	100-0801-521.30-13	32.78	Towels & Mat cleaning
			Total for check: 35346		32.78	
PATRICK JAMES	35347	11/1/2012		743-0403-513.33-01	25.65	January Mileage
				743-0403-513.33-01	14.85	February Mileage
				743-0403-513.33-01	23.85	March Mileage
				743-0403-513.33-01	21.15	April Mileage
				743-0403-513.33-01	18.00	May Mileage
				743-0403-513.33-01	24.30	June Mileage
				743-0403-513.33-01	22.05	July Mileage
				743-0403-513.33-01	40.95	August Mileage
				743-0403-513.33-01	14.40	September Mileage
			Total for check: 35347		205.20	
JX ENTERPRISES INC	35348	11/1/2012	G-222840011	731-1022-541.38-03	22.04	Def 2.5 Gal w/Spout
			Total for check: 35348		22.04	
KUNDINGER FLUID POWER INC	35349	11/1/2012	50207596	731-1022-541.38-03	3.96	Compression Sleeve
			Total for check: 35349		3.96	
KUSTOM SIGNALS INC	35350	11/1/2012	470451	100-0801-521.29-05	136.00	Ir Remote
			Total for check: 35350		136.00	
LAPPEN SECURITY PRODUCTS INC	35351	11/1/2012	LSPQ23889	266-1027-543.30-18	39.33	Rekey Cylinder/Padlock
			Total for check: 35351		39.33	
LEVENHAGEN CORPORATION	35352	11/1/2012	047444A-IN	100-0000-131.00-00	18,497.40	Diesel
			Total for check: 35352		18,497.40	



# AP Check Register

## Check Date: 11/1/2012

Vendor Name	Check Number	Check Date	Invoice Number	Account Number	Amount	Description
MANDERFIELD BAKERY	35353	11/1/2012	430690	100-0914-531.30-18	18.00	18.00 Cookies
			Total for check: 35353		18.00	
					<u>2,124.29</u>	
MATTHEWS TIRE & SERVICE CENTER	35354	11/1/2012	45187	731-1022-541.38-02	2,124.29	Tire Labor
			Total for check: 35354		2,124.29	
					<u>100.62</u>	
MENARDS-APPLETON EAST	35355	11/1/2012	6414	100-0703-553.30-18	100.62	4 X 8/2 X 4
			Total for check: 35355		100.62	
					<u>13,957.00</u>	
MENASHA EMPLOYEES CREDIT UNION	35356	11/1/2012	20121101	100-0000-202.05-00	13,957.00	PAYROLL SUMMARY
			Total for check: 35356		13,957.00	
					<u>112.53</u>	
MENASHA EMPLOYEES CREDIT UNION	35357	11/1/2012	20121101	100-0000-202.10-00	112.53	PAYROLL SUMMARY
			Total for check: 35357		112.53	
					<u>121.01</u>	
MENASHA TREASURER	35358	11/1/2012	FINANCE	100-0000-201.15-00	56.00	Petty Cash
				100-0401-513.30-10	23.53	Petty Cash
				100-0401-513.30-11	0.45	Petty Cash
				100-0702-552.30-11	1.50	Petty Cash
				100-0702-552.30-18	8.40	Petty Cash
				100-1001-514.30-13	14.18	Petty Cash
				100-1002-541.30-11	12.97	Petty Cash
				625-1010-541.30-11	3.98	Petty Cash
			Total for check: 35358		121.01	
MENASHA UTILITIES	35360	11/1/2012		100-1012-541.22-03	17,563.04	September 2012 Street Lighting
				100-1008-541.22-03	367.21	Electric
				100-0000-123.00-00	15.99	Electric
				100-1012-541.22-03	94.16	Electric
				100-0305-562.22-03	21.22	Electric
				100-0305-562.22-06	45.63	Storm

# AP Check Register

## Check Date: 11/1/2012

Vendor Name	Check Number	Check Date	Invoice Number	Account Number	Amount	Description
MENASHA UTILITIES...	35360...	11/1/2012...	...	100-0304-562.22-03	31.02	Electric
				625-0304-562.22-03	7.42	Electric
				100-1013-541.22-03	60.38	Electric
				100-1013-541.22-06	277.51	Storm
				207-0707-552.22-03	1,273.38	Electric
				207-0707-552.22-05	87.76	Water
				207-0707-552.22-06	48.76	Storm
				100-0703-553.22-03	1,735.33	Electric
				100-0703-553.22-05	1,829.24	Water
				100-0703-553.22-06	327.52	Storm
				100-1001-514.22-03	1,679.23	Electric
				100-1001-514.22-05	457.50	Water
				743-0403-513.21-04	3,061.36	Outside Service
				100-1014-543.22-06	81.25	Storm
				267-0102-581.22-06	12.50	Storm
				100-1019-552.22-03	193.33	Electric
				100-1019-552.22-05	104.68	Water
				601-1020-543.22-03	27.22	Electric
				<b>Total for check: 35360</b>	<b>29,402.64</b>	
RIESTERER & SCHNELL INC	35361	11/1/2012	414700	731-1022-541.38-03	895.98	Manual Hydraulic Valve
			<b>Total for check: 35361</b>		<b>895.98</b>	
KRISTIN SEWALL	35362	11/1/2012		100-0000-201.15-00	196.78	October Expenses
			<b>Total for check: 35362</b>		<b>196.78</b>	
SEH	35363	11/1/2012	260915	625-1010-541.30-12	336.00	PermiTrackMS4
			<b>Total for check: 35363</b>		<b>336.00</b>	

# AP Check Register

## Check Date: 11/1/2012

Vendor Name	Check Number	Check Date	Invoice Number	Account Number	Amount	Description
SPIELBAUER FIREWORKS CO INC	35364	11/1/2012	12ME1754	100-0000-465.00-00	15,680.08	Fireworks Display 7/4/12
			Total for check: 35364		15,680.08	
STAPLES ADVANTAGE	35365	11/1/2012	8023204448	100-0702-552.30-10	35.34	Supplies
				100-0304-562.30-10	18.65	Supplies
				100-1002-541.30-10	13.04	Supplies
				100-1001-514.30-10	9.30	Supplies
				100-1001-514.30-10	23.74	Supplies
			Total for check: 35365		100.07	
SUBWAY	35366	11/1/2012		100-0914-531.30-18	147.00	Subs
			Total for check: 35366		147.00	
SYN-TECH SYSTEMS	35367	11/1/2012	76919	731-1022-541.24-06	242.00	Modules/Cables/Rings
			Total for check: 35367		242.00	
THEDACARE	35368	11/1/2012	9200639608	100-0801-521.21-05	58.00	Venipuncture
			Total for check: 35368		58.00	
UNIFIRST CORPORATION	35369	11/1/2012	097 0123219	731-1022-541.20-01	128.57	Mat/Mop/Clothing Service
			Total for check: 35369		128.57	
UNITED WAY FOX CITIES	35370	11/1/2012	20121101	100-0000-202.09-00	27.48	PAYROLL SUMMARY
			Total for check: 35370		27.48	
WE ENERGIES	35371	11/1/2012		100-1012-541.22-03	2,218.25	Street Lights
			Total for check: 35371		2,218.25	

# AP Check Register Check Date: 11/1/2012

Vendor Name	Check Number	Check Date	Invoice Number	Account Number	Amount	Description
WIL-KIL PEST CONTROL	35372	11/1/2012	2141122	731-1022-541.20-07	26.00	Rat/Mouse/Spiders
			Total for check: 35372		26.00	
WINNEBAGO COUNTY TREASURER	35373	11/1/2012	3631	100-0801-521.25-01	771.90	Inmate Housing
			Total for check: 35373		771.90	
WISCONSIN DEPT OF JUSTICE-TIME	35374	11/1/2012	T14046	100-0801-521.22-01	594.00	TIME Access/Maintenance
			Total for check: 35374		594.00	
WISCONSIN STATE LAB OF HYGIENE	35375	11/1/2012	ACCT 89367	601-1020-543.21-02	50.00	Ninth St Lift Station Test for Lead in Paint
			Total for check: 35375		50.00	
WISCONSIN SUPPORT COLLECTIONS	35376	11/1/2012	20121101	100-0000-202.03-00	2,555.05	PAYROLL SUMMARY
			Total for check: 35376		2,555.05	
					105,645.49	



## MEMORANDUM

Date: October 17, 2012

To: Common Council

From: Pamela A. Captain, City Attorney

RE: Request of Intertape Polymer Corp. to Release of Reversionary Interest

Intertape Polymer Corp. is requesting the City release a deed restriction recorded on May 10, 1973 relative to a street vacation and transfer of land from the City to Central Paper Company (successor-in-interest Intertape Polymer Corp.). For reference, a copy of the deed is attached. The 1973 land transfer occurred due to a street vacation. The deed restriction is a reversionary clause whereby the land would transfer back to the City of Menasha if the street was not used for the purpose of extending Central Paper Company facilities. Central Paper Company facilities were extended utilizing the vacated street – a building stands on the property. Therefore, the purpose for which the reversionary interest was created has been accomplished rendering the deed restriction superfluous. All other deed restrictions should remain intact.

**RECOMMENDATION:** Motion 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 document #435497 on May 10, 1973 and authorizing the Mayor and City Clerk to execute the necessary documents.

B-11  
#13

BY THIS DEED, City of Menasha, A Municipal Corporation  
quit-claims to Central Paper Company, a Delaware corporation  
Granted for a valuable consideration  
the following described real estate in Winnebago County, State of Wisconsin:

A portion of Manitowoc Street vacated per resolution of the City of Menasha on October 17, 1972 and described as follows:

Commencing at the southwest corner of the Fourth Street and Sheboygan Street intersection, then proceeding due south to the Soo Line and Chicago, Milwaukee, St. Paul, and Pacific Railroad right-of-way, then proceeding due east along the right-of-way to the outer extremities of Manitowoc Street, then proceeding north along the eastern extremities of Manitowoc Street to the southeast corner of the Sheboygan Street and Fourth Street intersection, then proceeding west to the point of beginning, in the subdivision of all of Lot No. 7 and all of Lot No. 6 except the east 66 feet and part of Lots No. 18 and 19 of Block No. 55 in the Fourth and Fifth Wards, City of Menasha.

Subject to Central Paper Company filing with the City of Menasha any and all utility easements required by the City of Menasha in the future and subject to Central Paper Company using the above described vacated street for the extension of its facilities, and if said street is not used for this purpose, then the street shall revert to the City of Menasha.

THIS SPACE RESERVED FOR RECORDING DATA  
Register's Office  
Dodge County, Wis.  
received for record  
this 10th day of May  
A.D., 19 73 at 8:12 o'clock A.M.  
Rudolf F. Furst  
Register of Deeds  
RETURN TO:  
ATTORNEY AT LAW  
216 E. MANITOWOC AVENUE  
PO BOX 107  
MENASHA, WISCONSIN 54952  
This is NOT homestead property

Executed at Menasha, Wisconsin

this 30th day of April, 19 72.

SIGNED AND SEALED IN PRESENCE OF

Richard J. Steffens  
Susan Quigley

Felix Ropella, Jr. (SEAL)  
Felix Ropella, Jr., Acting Mayor  
George Protogere (SEAL)  
George Protogere, City Clerk (SEAL)

Signatures of \_\_\_\_\_  
authenticated this \_\_\_\_\_ day of \_\_\_\_\_, 19 \_\_\_\_\_

Title, Member State Bar of Wisconsin or Other Party  
Authorized under Sec. 706.06 viz. \_\_\_\_\_

STATE OF WISCONSIN  
Winnebago County, Wis.  
Personally came before me, this 30th day of April, 19 73  
the above named Felix Ropella, Jr., Acting Mayor of the City of Menasha and  
George Protogere, City Clerk  
to me known to be the person(s) who executed the foregoing instrument and acknowledged the same.

This instrument was drafted by  
Richard J. Steffens, Attorney  
Notary Public Winnebago County, Wis.  
My Commission 1/1/71 (to) Permanent

The use of witnesses is optional.  
Names of persons signing in any capacity should be typed or printed below their signatures.