

**CITY OF MENASHA  
COMMON COUNCIL  
Third Floor Council Chambers  
140 Main Street, Menasha  
Monday, December 3, 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. Introduction of Kevin Kloehn as new Shift Commander for NMFR
  - 2. Administer Oath to new firefighter Mike Novy
  - 3. Clerk Galeazzi - the following minutes and communications have been received and placed on file:  
Minutes to receive:
    - a. [Administration Committee, 11/19/12](#)
    - b. [Board of Health, 10/10/12](#)
    - c. [Board of Public Works, 11/19/12](#)
    - d. [Committee on Aging, 10/11/12](#)
    - e. [Library Board, 11/15/12](#)
    - f. [NM Fire Rescue, Joint Finance & Personnel Committee, 11/27/12](#)
    - g. [NM Sewerage Commission, 11/13/12](#)
    - h. [Police Commission, 11/15/12](#)
    - i. [Safety Committee, 10/4/12; City Hall](#)  
Communications:
    - j. [Comp. Stoffel, 11/26/12; Letter of Retirement](#)
    - k. [DPW Radtke, 11/29/12; Wayfinding Signage Update](#)
    - l. [Dept. of Administration Incorporation Review Board Meeting, 11/26/12; Incorporation of a portion of Towns of Harrison, Calumet County, & Buchanan, Outagamie County, Wisconsin, as a Village, Calumet County Circuit Court Case No. 2012CV28 – Agenda and minutes](#)
    - m. [Menasha Historical Society Newsletter, December 2012](#)
- G. CONSENT AGENDA  
(Prior to voting on the Consent Agenda, items on the Consent Agenda may be removed at the request of any Alderman and place immediately following action on the Consent Agenda. The procedures to follow for the Consent Agenda are: (a) removal of items from Consent Agenda; and (b) motion to approve the items from Consent Agenda.)  
Minutes to approve:
  - 1. [Common Council, 11/19/12](#)  
Board of Public, 11/5/12; recommends approval of:
  - 2. [Approval of Relocation Order for Midway Road Walk Project](#)  
NM Fire Rescue, Joint Finance & Personnel Committee, 11/27/12; recommends approval of:
  - 3. [The purchase of one Drager thermal imaging camera from Paul Conway Shields for a total of \\$10,100.00](#)
- H. ITEMS REMOVED FROM CONSENT AGENDA
- I. ACTION ITEMS
  - 1. [Accounts payable and payroll for the term of 11/20/12 to 11/29/12 in the amount of \\$865,841.99](#)

J. ORDINANCES AND RESOLUTIONS

1. [O-17-12 An Ordinance Dissolving A Municipal Steam Utility](#)
2. [R-41-12 Resolution transferring the assets of the Menasha Steam Utility Enterprise](#)
3. [R-42-12 Resolution for Preservation of Municipal Utility PILOTs \(recommended by Administration Committee and Water & Light Commission\)](#)
4. [R-43-12 – Resolution declaring 12/12/12 as Aaron Rodgers Day in the City of Menasha](#)
5. [R-37-12 Resolution for Preservation of Tax Exempt Financing \(Introduced by Mayor Merkes\) \(recommended by Administration Committee & Water & Light Commission\)](#)

K. APPOINTMENTS

L. HELD OVER BUSINESS

M. CLAIMS AGAINST THE CITY

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

O. ADJOURN

**MEETING NOTICE**

**Common Council – Monday, December 17, 2012**

Common Council - 6:00 pm

Administration Committee – 6:30 p.m.

Board of Public Works – 7:00 p.m.

CITY OF MENASHA  
ADMINISTRATION COMMITTEE  
Third Floor Council Chambers  
140 Main Street, Menasha  
November 19, 2012  
MINUTES

DRAFT

A. CALL TO ORDER

Meeting called to order by Chairman Klein at 7:20 p.m.

B. ROLL CALL/EXCUSED ABSENCES

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

EXCUSED: Alderman Englebert

ALSO PRESENT: Mayor Merkes, CA/HRD Captain, PC Styka, DPW Radtke, CDD Keil, C/T Stoffel, Clerk Galeazzi and the Press.

C. MINUTES TO APPROVE

1. Administration Committee, 11/5/12

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

Motion carried on voice vote.

D. DISCUSSION/ACTION ITEMS

1. R-36-12 Resolution for Restoration of Shared Revenue Funding (held 11/5/12)

Alderman Taylor read into the record part of an article from *The Municipality* on shared revenue.

Mayor Merkes explained the history of Wisconsin's shared revenue program and the League of Wisconsin Municipalities' request to restore shared revenue funding to 2002 levels.

Chairman Klein voiced his concerns on restoring shared revenue to the 2002 level.

Moved by Ald. Taylor, seconded by Ald. Benner to recommend to Common Council R-36-12 Resolution for Restoration of Shared Revenue Funding.

Motion failed on roll call 3-4.

Ald. Taylor, Sevenich, Benner – yes; Ald. Klein, Langdon, Krueger, Zelinski – no

2. R-42-12 Resolution for Preservation of Municipal Utility PILOTs

Mayor Merkes explained the Public Service Commission has looked into changes on how utility PILOTs are calculated. Any changes to the current way PILOTs are calculated could cause variables in the amount the City of Menasha receives. The City uses the PILOT to pay Steam Utility debt.

Moved by Ald. Krueger, seconded by Ald. Zelinski to recommend to Common Council R-42-12 Resolution for Preservation of Municipal Utility PILOTs

Motion carried on roll call 7-0.

E. ADJOURNMENT

Moved by Ald. Krueger, seconded by Ald. Langdon to adjourn at 7:30 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  
10-10-2012**

A. Meeting called to order at 8:10 AM by Chairman C. Rusin

B. Present: Candyce Rusin, Lori Asmus, Dr. Teresa Rudolph, Dorothy Jankowski, Susan Nett

C. MINUTES TO APPROVE

1. Motion to approve minutes from September 12, 2012 meeting made by L. Asmus and seconded by D. Jankowski. Motion carried.

D. REPORT OF DEPT HEADS/STAFF/CONSULTANTS

1. September 2012 Communicable Disease Report discussed by S. Nett. Hard copy to be distributed at next BOH meeting.
2. Pertussis Update on current number of cases statewide given by S. Nett for 2012 to date.
3. Mumps Update. S. Nett reported there have been 8 confirmed cases in the state since January 1<sup>st</sup>, 4 have been confirmed since Aug. 22<sup>nd</sup>. Age range has been 13 to 53 years old. 50% had valid doses of MMR, 25% unknown vaccine history and 25% were not vaccinated.
4. Flu Vaccine Clinic Updates. S. Nett reported that flu vaccine clinics have been held at Faith Technologies, Gunderson Cleaners, and here at the health department for city employees, school district employees and utility employees. There are 2 scheduled clinics left: October 11<sup>th</sup> here at the health department and October 25<sup>th</sup> at BDM school. Total number of doses administered will be provided at the Nov. BOH meeting.
5. 2013 Budget proposal is done with the exception of the grant programs. The IT portion of the budget is increasing due to initiating a document imaging component. There is an increase in the budget for wages. The remainder of the budget is basically the same as 2012
6. 317 Vaccine Policy Update. S. Nett reported there seems to be an increase in school vaccine waivers being signed. Parents who come in and have insurance won't be turned away for that visit but will be reminded they need to contact their provider for future immunization needs as long as they continue to be insured.
7. 2013 Consolidated Grant Update. As of today's meeting, there are prevention monies that will be used to expand the fluoride varnish program, lead prevention and preparedness funds. Radon monies will not be available in 2013. Dollar amounts haven't been released for MCH or immunization programs yet.

E. ACTION ITEMS

"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

1. Review Weights and Measures Fees for licensing period 7/1/13 through 6/30/14. S. Nett discussed the budget expenditures for 2013 for weights and measures. If health insurance costs increase by 7% and the document imaging is approved in the budget then the fees would need to increase 3.7%. If the document imaging is not remaining in the budget then the fees would increase 2.8%. S. Nett is waiting to hear from IT about the document imaging. L. Asmus mentioned that she is still concerned about increasing all the fees across the board as some devices take more time than others to calibrate and check, and she feels that those devices that take more time should pay more of the increase than those that take less time such as gas pumps vs. rules and tapes. C. Rusin agreed. Motion to increase the weights and measures fees by 3.7% unless the budget expenditures would require a lower increase, and there be possible exceptions for the higher staff time devices, made by L. Asmus and seconded by D. Jankowski. Motion carried.
2. Review Fees for Adult HepB and HepA Vaccines. S. Nett explained the costs of the adult Hep A and Hep B vaccines has increased and the current fees charged will not cover the cost. Current fees and policies are: Hep A \$25 if city resident, \$35 if a non resident and employed by the City, Menasha Utilities or Menasha School District. Hep B \$30 if city resident, and \$40 if a non resident and employed by the City, Menasha Utilities or Menasha School District. L. Asmus questioned why the non resident didn't include any employer within the city such as an assisted living facility. L. Asmus felt the policy should be changed before they look at changing the fees. D. Jankowski agreed. Motion to change the policy for non residents to receive the Hep A or Hep B vaccine to a non resident employed within the city made by L. Asmus and seconded by D. Jankowski. Motion carried. S. Nett said the current cost for the Hep A vaccine is \$26.60 per dose and for the Hep B vaccine \$33.50 per dose. Add in additional supplies and the total cost per vaccine is Hep A \$28 and Hep B \$35. Board members discussed what they considered a reasonable cost which would include administration fees. Motion to set the Hep A fee at \$35 for city resident and \$45 for nonresident employed within the city of Menasha made by D. Jankowski and seconded by L. Asmus. Motion carried. Motion to set the Hep B fee at \$40 for city resident and \$50 for nonresident employed within the city made by T. Rudolph and seconded by L. Asmus. Motion carried.

#### F. HELD OVER BUSINESS

1. None

- G. Motion to adjourn at 9:20 AM made by D. Jankowski and seconded by L. Asmus. Motion carried. Next meeting date changed to November 7, 2012 so a quorum will be present.

DRAFT

CITY OF MENASHA  
Board of Public Works  
Third Floor Council Chambers  
140 Main Street, Menasha  
November 19, 2012  
MINUTES

A. CALL TO ORDER

Meeting called to order by Chairman Taylor at 7:32 p.m.

B. ROLL CALL/EXCUSED ABSENCES

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

EXCUSED: Alderman Englebert

ALSO PRESENT: Mayor Merkes, CA/HRD Captain, DPW Radtke, Clerk Galeazzi and The Press.

C. MINUTES TO APPROVE

1. November 5, 2012

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

Motion carried on voice vote.

D. ACTION ITEMS

1. Approval of Relocation Order for Midway Road Walk Project

DPW Radtke explained a Relocation Order is necessary for the City to acquire land interests from property owners for a public improvement project.

The Relocation Order identifies the land interests necessary for completion of the Midway Road sidewalk project. The City will need to acquire easements for the sidewalk project.

Moved by Ald. Krueger, seconded by Ald. Langdon to recommend to Common Council approval of Relocation Order for Midway Road Walk Project.

Motion carried on roll call 7-0.

E. ADJOURNMENT

Moved by Ald. Zelinski, seconded by Ald. Langdon to adjourn at 7:44 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  
COMMITTEE ON AGING  
Minutes  
October 11, 2012**

- A. Meeting called to order at 7:53 AM by Chairman J. Klundt.
- B. Present: Joyce Klundt, John Ruck, Peg Malueg, Lee Murphy, Sue Steffen, Jean Wollerman, Mary Lueke, Susan Nett
- C. MINUTES TO APPROVE
  - 1. Motion to approve minutes from September 13, 2012 made by S. Steffen and seconded by M. Lueke. Motion carried.
- D. REPORT OF DEPT HEADS/STAFF/CONSULTANTS
  - 1. Senior Center Older Adult Director Jean Wollerman reported on the number of visits to the center during the month of September. The visits declined by about 60 from Aug. but were still greater than the previous 5 years for September. The GWAAR award for organizational excellence was shared with the committee. October's newsletter was shared. The senior center is going to participate in the downtown Halloween bash on October 25<sup>th</sup>. The annual center Christmas party is scheduled for Dec. 11<sup>th</sup> to be held at the senior center. J. Wollerman also discussed concerns she has had with senior center participant behaviors and the negative impact that has on senior citizens visiting the center. S. Nett discussed there is a policy in place to address behaviors that are offensive to other participants. The policy will be reviewed and may be brought back to the committee for revision if needed.
- E. New Business
  - 1. YMCA Contract Renewal for Operations of Senior Center for 2013 was reviewed by the committee. There are no changes to the contract language. The only revisions are the contract dollar amount and the effective contract date. The contractual fee is down \$200 from 2012 to \$88300. Motion to forward to the common council for approval made by J. Ruck and seconded by J. Klundt. Motion carried.
  - 2. Review of Newsletter subscription Fees. J. Wollerman discussed the current cost of developing the monthly newsletter which is done by a YMCA employee. That cost is \$4484 or which \$3500 is staff time. There are currently 257 subscribers at \$5 per year. Committee members discussed the pros and cons of increasing the subscription fee by .50 a year. Motion made by P. Malueg and seconded by L. Murphy to keep the subscription fee at its current amount of \$5 per year. Motion carried.
  - 3. Review of Newsletter Ad Fees. J. Wollerman discussed the current ad price for the newsletter and questioned if the newsletter ad fees are adequate. Committee members discussed the newsletter is a very cost effective way to reach senior citizens with ads that are appropriate to that age group. Motion made by P. Malueg and seconded by S. Steffen to increase the yearly ad fee for a small ad from \$144 to \$150 and to increase a large ad fee from \$288 to \$300. Motion carried.

"Menasha is committed to its diverse population. Our Non-English speaking population and those with disabilities are invited to contact the Menasha Senior Center at 967-3530 24-hours in advance of the meeting for the City to arrange special accommodations."

F. HELD OVER BUSINESS

1. Discussion – Architectural Design Project. S. Nett discussed that she and Greg Keil requested a second preliminary design estimate from another party. No information was given as to who gave the initial preliminary design estimate. The second estimate came in approximately \$122000 less. The committee discussed possible next steps. S. Nett indicated she was informed the architectural design project will have to be formally bid and an appropriate cost for the architectural design would be on average \$9950. This amount has been placed in the budget proposal for the senior center 2013 budget. Motion made by J. Ruck and seconded by L. Murphy the committee on aging go on record in support of continuing this project for the safety of the senior center participants and request the common council approve the requested amount for the architectural design project in the 2013 budget for the senior center. Motion carried.
2. Open House Discussion. The open house has been finalized for October 17<sup>th</sup> from 6 PM to 7:30 PM. An announcement has already been placed in the council packet for the previous council meeting on October 1, 2012. Committee members volunteered to bring in light refreshments.

G. Motion to adjourn at 9:50 AM made by L. Murphy and seconded by S. Steffen. Motion carried. Next meeting November 8, 2012.



**D R A F T**  
**MINUTES OF REGULAR MEETING**  
**ELISHA D. SMITH PUBLIC LIBRARY TRUSTEES**  
**November 15, 2012**

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

Present: Eisen, Enos, Kiley, Kobylski, Murray, Nichols, Wicihowski

Absent: Crawmer, Webster

Also present: Director Lenz, K. Seefeldt (Office Manager), C. Brandt (Head of Circulation Services), K. Beson (Head of Children's Services), J. Bongers (Head of Adult Services)

**Public Comment**

Murray noted the success of the Multicultural Festival held here on November 10. Eisen stated that he had attended a recent session at the WLA Convention on library fundraising.

**Authorization of Bills**

Motion to authorize payment of the November list of bills from the 2012 budget as presented by Enos, 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, October 18, 2012

Accept minutes of the Policies & Personnel Committee meeting of September 11, 2012

Accept minutes of the Ad Hoc Long Range Planning Committee meetings of August 27 and October 23, 2012

**Motion** to approve the Library Board meeting minutes of October 18, 2012 and to accept minutes of the Policies & Personnel Committee meeting of September 11, 2012 and the Ad Hoc Long Range Planning Committee meetings of August 27 and October 23, 2012 by Nichols, seconded by Enos and carried unanimously.

**Director's Report/Information Items**

1. October Statistics. Lending statistics were up approximately 1% from October of last year. Digital materials that were downloaded by patrons increased significantly, as did the use of wireless Internet access within the building. Library programs continue to be well attended. Program attendance was up approximately 38% for adults and 27% for children over last year.
2. Endowment Report. Copies of the endowment report dated November 15, 2012, were distributed. The Community Foundation has informed us that postings of our investment activity reports for October have been delayed.

3. Current Budget Status. Spending is on target. Director Lenz reported that 83.6% of the year had passed and year-to-date expenditures were at 81.1%.
4. Staff Reports.
  - Director Lenz updated the Board on the success of the library's first Multicultural Festival which was held on November 10.
  - Joe Bongers, Head of Adult Services, will begin a family medical leave on November 27.
  - Bongers held a very popular series of genealogy programs in October.
  - Paul Eisen recently attended WLA Conference workshops which addressed marketing & fundraising. In light of existing economic conditions in the City of Menasha, he emphasized the importance of addressing the need to increase the size of the library's endowment through fundraising, noting that the library's new long range plan should contain goals and objectives pertaining to financial planning.
5. Long Range Plan Committee Report. The Committee created a public satisfaction survey which is available at various locations throughout the city. Plans are being made to form a focus group made up of key community members willing to share their visions for the library. Discussion questions pertaining to long range planning were distributed to the trustees, and Board members will share their opinions on these topics at the December Board meeting.
6. Personnel and Policies Committee report.
  - Director Lenz, Committee Chair Wicichowski and Office Manager Seefeldt met with the City Attorney on November 29 for a final review of the Personnel chapter. After recommending some changes for committee review, Attorney Captain invited the committee to submit their final draft to the city's insurance carrier's attorneys for their assessment.
  - Wicichowski reported that the Committee began working on the year-end evaluation of the director. Board members were encouraged to return their completed evaluation forms as soon as possible to her. Staff members have been asked to complete an evaluation of the director as well. Information from these evaluations will be compiled and shared with the Board at the December meeting.

#### **Discussion Action Items**

7. Ad Hoc Fundraising Committee. President Murray called for the creation of a Fundraising Committee and appointed himself, Crawmer, Eisen and Kiley to serve on the committee; Murray will chair. The committee will begin to meet sometime in February.

Cate Brandt left the meeting at 4:38 p.m.

8. Zinio (on-line magazine subscription). Director Lenz recommended that our library join other libraries in the Winnefox System who plan to offer this on-line service to patrons in 2013. Winnefox has awarded the project a grant to help defray costs.
9. 2013 Budget Request. Several Board members joined Director Lenz when she presented the library's budget request to the Common Council on November 7. The city's 2013 budget will be finalized at the Council's November 19 meeting.

Kathy Beson left the meeting at 4:45 p.m.

**Announcements**

10. Trustee Essentials. President Murray summarized Chapter VI, *Evaluating the Director*. Enos agreed to summarize Chapter VII at the next meeting.

**Adjournment**

Motion to adjourn the meeting at 4:54 p.m. by Enos, seconded by Wicihowski and carried unanimously.

Respectfully submitted,  
Kathy Wicihowski, secretary  
Kris Seefeldt, Recording Secretary

Neenah-Menasha Fire Rescue  
Joint Finance & Personnel Committee  
Meeting Minutes  
November 27, 2012 – 5:30 p.m.  
Hauser Room – City of Neenah

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

Also Present: Chief Auxier and Director Easker

Ald. Stevenson called the meeting to order at 5:30 p.m.

Public: No members of the public were present.

Approval of Minutes: The Committee reviewed the meeting minutes from October 23, 2012. **MSC Ahles/Klein to approve the meeting minutes of October 23, 2012, all voting aye.**

Budget Report: The Committee reviewed the October 2012 budget report. Ald. Sevenich asked for the status of the current overtime budget. Chief Auxier reported, as of the last payperiod, we had approximately \$900 left in the budget. He explained that we would probably exceed this line item in the budget due to current FMLA requests and a work comp injury.

Ald. Stevenson asked if there were any concerns about the budget for salaries. Chief Auxier stated that there should not be any problems and that NMFR should be under that budgeted amount. **MSC Ramos/Klein to approve the October 2012 budget report and place on file, all voting aye.**

Monthly Activity & Automatic Aid Report: The Committee reviewed the October 2012 Monthly Activity and Automatic Aid Summary. Chief Auxier did note the run totals for 2012, compared to this time in 2011, have increased by 109 calls. This is primarily due to an increase in both EMS and hazardous condition calls. Chief Auxier reviewed the automatic aid policy with Appleton Fire Department and clarified the report was a running total of incidents from the time automatic aid started. **MSC Sevenich/Langdon to approve the October 2012 activity report and automatic aid report and place on file, all voting aye.**

Purchase of New Lockers for Station 32: The Committee reviewed the pricing submitted to purchase, and install, new lockers for Station 32. Ald. Stevenson asked if this was the only quote and Chief Auxier informed the Committee that it was the only quote submitted to the Committee for review. He did receive a quote for approximately \$8,000 but that quote was old and did include benches and we do not need benches. The money to complete the locker room remodeling is a City of Neenah responsibility and will come out of the capital improvement for facilities budget. The City of Neenah account number is 013-2334-743-0236. **MSC Ahles/Ramos recommends the Neenah Common**

**Council approve the purchase of new lockers for Station 32 from PA Sasse Associates for a total of \$8,172.00, all voting aye.**

Thermal Imaging Camera Purchase: The Committee reviewed the pricing and quote for the purchase of a new Drager thermal imaging camera. The Committee reviewed additional pricing for other thermal imaging cameras. Chief Auxier noted a camera has failed and been pulled from service. Therefore, we need to purchase a new camera and Drager is the type of camera we currently use. The firefighters are happy with this camera and the features it provides. Discussion was held on the vendor of whom the camera will be purchased from and that the local sales representative is an Appleton Firefighter. Ald. Sevenich expressed concern that there may be a conflict of interest and stated that he would abstain from the voting on this purchase. The other Committee members present didn't feel this was an issue. Chief Auxier noted the purchase would be funded from the capital improvement budget for equipment, account #180-2481-712-8133. **MSC Ahles/Klein recommends the City of Neenah and the City of Menasha Common Councils approve the purchase of one Drager thermal imaging camera from Paul Conway Shields for a total of \$10,100.00, Ald. Stevenson, Ramos, Ahles, Klein and Langdon voting aye and Ald. Sevenich abstained.**

December Meeting: The December meeting date is on Christmas Day. Therefore, the meeting will be rescheduled to Tuesday, December 11, 2012 in the City of Menasha.

**MSC Ramos/Langdon to adjourn at 6:15 p.m., all voting aye.**

Respectfully Submitted,

Chief Auxier

AA/tt

# **NEENAH-MENASHA SEWERAGE COMMISSION**

## **Regular Meeting**

**Tuesday November 13, 2012**

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

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

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

**Excused:** Commissioners Kathy Bauer, Jim Gunz.

Commissioner Falck questioned if the proper tense was used in the October 23 minutes; page 2, first sentence under Budget, Finance, Personnel. It was agreed the incorrect wording was used; the words "will be" should be changed to "were". After discussion, motion by Commissioner Zielinski, second by Commissioner Sambs to approve the minutes from the October 9, 2012 meeting and the minutes from the October 23, 2012 meeting as corrected. Motion carried unanimously.

## **Correspondence**

There was no correspondence to be discussed.

## **Old Business**

President Youngquist deferred discussing the old business topic until later in the meeting.

## **New Business**

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

Tom Kispert presented a slide show of construction activities that have occurred since the October 23, 2012 meeting; after the slide show, Tom discussed a memo distributed of plant updates.

Attorney John Thiel entered the meeting (8:22 am).

Tom further discussed and explained the unsuitable soils conditions found where the gas handling building is to be placed; Tom discussed the various recommendations to resolve the issue. The prices obtained in the options to resolve the issue were based on worst case conditions. After discussions, motion by Commissioner Falck, second by Commissioner Hamblin to approve a time and expense change order not to exceed \$155,000 to resolve the unsuitable soils conditions. Motion carried unanimously.

Tom Kispert discussed the EPA Air Permitting. The permit has been received; Tom further discussed metering of biogas and natural gas required under the permit. Two natural gas meters

will need to be purchased and installed. The change order will be presented at the next Commission meeting.

Tom Kispert discussed the equipment pay requests. Tom also distributed and explained a contract summary log to track the construction and equipment payment progress.

Amy Vaclavik updated the Commission on the Clean Water Fund activity. A meeting was held with DNR staff; Menasha will need to increase their sewer rates and they anticipate having the rates approved in December. Menasha staff is working with the State to get approved rates. The Town of Neenah S.D. 2 will also need a rate increase if they continue with revenue bonds from the Clean Water Fund. The tentative closing on the Clean Water Fund is in February.

Motion by Commissioner Falck, second by Commissioner Sambs to approve the construction project and equipment procurement pay requests presented. Motion carried unanimously. Items approved for payment are: Contract 910101-2 with August Winter & Sons, \$439,280.00; Contract C with LAI Ltd, \$43,602.30; Contract D with LAI Ltd, \$16,622.20; Contract F with JWC Environmental, \$27,052.50; Contract G with Energenecs Inc., \$102,606.00; and Contract P with Cummins NPower LLC, \$37,558.05.

Tom Kispert discussed change order #1 with August Winter & Sons to provide one grease-filled final clarifier drive and four oil-filled primary clarifier drives for a deduct of \$77,970.00. Motion made by Commissioner Falck, second by Commissioner Hamblin to approve change order #1 with August Winter & Sons for a deduct of \$77,970.00. Motion carried unanimously.

Manager Much discussed the Agreement to Terminate Power Purchase Agreement with WPPI. This relates to the methane gas engine that was removed earlier this year. Motion by Commissioner Hamblin, second by Commissioner Falck to approve the Agreement to Terminate Power Purchase Agreement with WPPI. Motion carried unanimously.

### **Old Business**

Attorney Thiel discussed his review and letter sent to the Town of Neenah S.D. 2 attorney regarding the Commission not approving prepayment towards this project. The Commission has the discretion on the prepayment to allow or not allow with justification. No response has been received from the S.D. 2 attorney. The Commission discussed allowing S.D. 2 to prepay the project costs and under what conditions.

Commissioner Gunz entered the meeting (9:30 am).

Commissioner Gunz reported discussing via email with Attorney John St. Peter (S.D. 2 attorney) this past month on this subject. Commission President Youngquist authorized sending a letter to S.D. 2 allowing a prepayment on the project cost with the conditions discussed. The conditions for prepayment are to include: payment of the estimated portion of S.D. 2, the S.D. 2 portion of the Sonoco cost, the Sonoco portion to be refunded at the end of the 20 years providing Sonoco pays over the entire 20 year period, no refund if S.D. 2 overpays, S.D. 2 would be responsible to pay additional if the prepayment does not cover the actual costs that S.D. 2 would have paid, S.D. 2 attorney to draft the agreement, S.D. 2 to reimburse NMSC for the NMSC attorney to

review the agreement, S.D. 2 to pay for costs to set up and monitor the tracking of the actual usage - \$2,000 set up fee and \$40 per month to monitor, and to complete the agreement by the November 27 NMSC meeting. S.D. 2's meeting is tonight and the prepayment subject is on the agenda. Manager Much and Accountant Voigt will attend to discuss with S.D. 2 Commissioners.

Budget, Finance, Personnel

Motion by Commissioner Gunz, second by Commissioner Zielinski to approve NMSC Resolution 2012-3, a Resolution Authorizing the Borrowing of \$10,000,000 and Providing for the Issuance and Sale of Sewerage System Revenue Bond Anticipation Notes, Series 2012A Therefor. By roll call vote taken, motion carried unanimously, by Commissioners Zielinski, Falck, Gunz, Sambs, Hamblin.

Motion by Commissioner Falck, second by Commissioner Hamblin to approve NMSC Resolution 2012-4, a Resolution Authorizing the Borrowing of \$1,000,000 and Providing for the Issuance and Sale of Taxable Sewerage System Revenue Bond Anticipation Notes, Series 2012B Therefor. By roll call vote taken, motion carried unanimously, by Commissioners Zielinski, Falck, Gunz, Sambs, Hamblin.

Motion by Commissioner Zielinski, second by Commissioner Sambs to approve Operating and Payroll Vouchers #133273 thru #133324 in the amount of \$376,845.92 and Construction Fund Vouchers #141 thru #142 in the amount of \$64,389.00 for the month of October. Motion carried unanimously.

Accountant Voigt discussed the Snow Plowing and Removal Contract. After discussion, motion by Commissioner Sambs, second by Commissioner Falck to approve the Snow Plowing and Removal Contract for the 2012-2013 contract period. Motion carried unanimously.

Motion made by Commissioner Falck, second by Commissioner Hamblin to convene into Closed Session pursuant to Wis. Stats. §19.85(1)(e) to discuss strategy concerning the Contracted Industrial User as it affects the financing of the Sewer Plant Project. Also, pursuant to Wis. Stats. §19.85(1)(e) to discuss identified real estate options for placement of a building to be used by the Commission and hauling and spreading proposals for which bargaining reasons and developing acquisition strategy require a closed session to protect the public investment and spending of public funds. Also pursuant to Wis. Stats. §19.85(1)(g) to confer and review written and/or oral legal advice by legal counsel to the Commission as to litigation strategy and status of matters concerning the lawsuit(s) commonly referred to as the Fox River Litigation. By roll call vote taken, motion carried unanimously, by Commissioners Zielinski, Falck, Gunz, Sambs, Hamblin, Youngquist.

Meeting convened into Closed Session at 9:52 am.

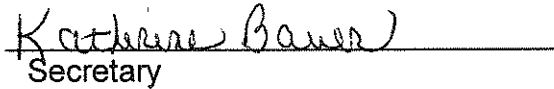
Motion made by Commissioner Gunz, second by Commissioner Zielinski to adjourn the Closed Session. By roll call vote taken, motion carried unanimously, by Commissioners Zielinski, Falck, Gunz, Sambs, Hamblin Youngquist. Meeting convened into Open Session at 10:12 am.



Motion made by Commissioner Gunz, second by Commissioner Zielinski to approve the sludge hauling and disposal agreement. Motion carried unanimously.

Motion made by Commissioner Gunz, seconded by Commissioner Falck to adjourn the meeting. Motion carried unanimously. Meeting adjourned at 10:13 a.m.

  
\_\_\_\_\_  
President

  
\_\_\_\_\_  
Secretary

**THE NEXT REGULAR MEETING IS SCHEDULED FOR TUESDAY NOVEMBER 27<sup>th</sup>, 2012.**



President Ron Duuck called the meeting to order on November 15<sup>th</sup> at 4:30PM, Menasha Safety Building, 430 First Street, Menasha, Wisconsin

Present:, Ron Duuck, Tony Gutierrez, Terri Reuss, Chief Styka, Marshall Spencer, Jason Dionne, Officer Thorn, Officer Gruss

#### **Meeting minutes**

- Marshall Spencer moved to approve the September 6<sup>th</sup> minutes. Tony Gutierrez seconded the motion. The motion was unanimously carried.

#### **Chief Styka report**

##### **Correspondence:**

- Letter of Appreciation for Kids Day Fox Valley
- Letter of Appreciation for Hometown Halloween: Downtown Trick or Treat

##### **Training:**

- Jamal Kavar: Wisconsin Association of Computer Crime Investigators, Brookfield WI
- Brett Halderson: Hiring – Avoiding a Lifetime of Regret, CVMIC
- Tim Styka: International Association of Chiefs of Police Conference, CA
- Amy Cook: Wisconsin Juvenile Officers Association, Wisconsin Dells
- Department wide Harassment Training

##### **Department Updates:**

- Policy manual is up and running. Officers are now required to do the monthly daily training bulletins. Next step is to pull procedures out from old manual into a procedure guide.
- Budget: Budget review was completed with Council. Full budget approval will be next Monday. Copies of budget workbook provided to Commission.
- Training: Only officer in field training is Officer Flores, all others are on their own
- Hiring process: Admin Interviews 1<sup>st</sup> week in December – Date for Commission Interviews?

Information was presented to The Commission by Officers Gruss and Thorn; Field Training Officers. An explanation of training procedures used for newly hired officers of the Menasha Police Department was provided. The Officers described the interview process conducted by the FTOs, shared the training schedule and approximate timeline for training. Descriptions were given concerning evaluation methods, reports and daily performance assessments.

Adjourn: Motion by Terri Reuss, seconded by Jason Dionne at 5:45 pm. The motion was unanimously supported.

- The next meeting will be held December 11<sup>th</sup>, 2012 at 4:30pm Menasha Safety Building, 430 First Street, Menasha, Wisconsin.

Menasha alderpersons 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; however no official Action of any of these bodies will be taken.

Menasha is committed to its diverse population. Our non- English speaking population or those with disabilities are invited to contact the acting Chief of Police at 967-3500 at least 24-hours in advance to ensure special accommodations can be made.

Respectfully submitted,  
Theresa Reuss  
Commissioner, Secretary



## City Hall Safety Committee Meeting

October 4, 2012

### MINUTES

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

Present: Todd Drew, Sue Nett, Adam Alix, Kate Clausing, Adam Alix, Kristi Heim

Excused: Pam Captain, Tom Stoffel, Vicki Lenz

A. Motion to approve minutes from September 6, 2012 made by A. Alix and seconded by K. Clausing. - Motion carried.

#### B. Old Business

1. **MSDS Sheets** – IT in process of developing a program to scan and maintain MSDS Sheets. Volunteers through the Health Department will be recruited to help enter / scan information.
2. **City Hall Employee Information Board** – 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. Updated employee information postings have also been forwarded to M. Brunn.
3. **Library In-service Injury Report Forms** – September 22 - S. Nett provided instruction to Library employees on the proper completion of employee and non-employee injury report forms.
4. **Replacement of K. Heim on City Hall Safety Committee** – K. Heim will remain on the City Hall Safety Committee with Kara Homan to act as a sub in the event K. Heim is unable to attend.

#### C. New Business

1. **Monthly Safety Topic** "Flammable fumes and a source of ignition Could put you in a critical condition" which covered proper handling and storage of flammable items. Topic distributed for posting and discussed.
2. **Injury Review** – No injuries reported
3. **Building Walk-Thru Follow-up** – to be conducted in November.
4. **Additional new items** – no new items

#### 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

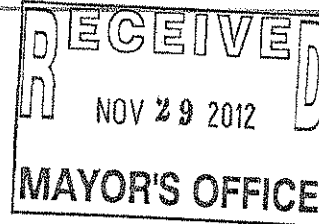
automatically sent to the Health Department after completion which will acknowledge the employees review of the manual.

2. **Hearing Protection Training Intranet – update** T. Drew to check list; primarily building maintenance employees affected.
3. **Harassment Training November 7** – 4 sessions all employees should attend.
3. **Additional Training items for discussion** – no additional training items discussed.

E. Motion to adjoin at 1:55 PM by K. Heim second K. Clausing - Meeting adjourned.



November 26, 2012



Mayor Merkes, Council President Sevenich and the Members of the City of Menasha Common Council:

After a great deal of thoughtful and thorough consideration, I am submitting my letter of retirement from the City of Menasha. My last day of work will be January 18, 2013.

I have been truly honored to have worked for the City of Menasha since May, 1981. In my tenure I have been fortunate to work with such a diverse group of individuals that strive each day to do what is in the best interest of the City. I have witnessed this commitment to excellence at each and every level.

If I have been successful in my time with the City, it is in no small part due to the people I have worked with in the Finance and Information Technology departments over the years. The names and faces have changed, but each staff member has used their own special skill set to provide a high level of service to the public and to other departments.

When I moved to Menasha with my wife and three young children, I had hoped I made the right decision to leave my prior position. Looking back on 31 years, it was one of the best decisions I made in my life. This position has provided me with the opportunity to meet/collaborate with so many different people and has challenged me in ways I did not anticipate.

I thank you for the opportunity I have had to serve the citizens of Menasha. Please call upon me in the future if I can be of further service. I feel the City of Menasha's financial health is improving and I know our Mayor, Council, Department Heads and staff will keep moving it in a positive direction in the years to come.

Sincerely,

Thomas Stoffel  
Comptroller/Treasurer  
City of Menasha

Cc: City Attorney/Human Resources Director Captain



## **Memorandum**

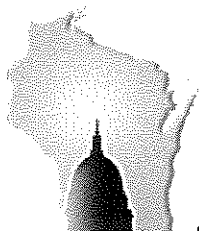
DATE: November 29, 2012

TO: Menasha Common Council

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

RE: Wayfinding Signage Update

Final installation of Menasha's wayfinding signage has been completed per the regional plan established by the Fox Cities Convention and Visitors Bureau (FCCVB). The City also installed five other local wayfinding signs not included in the regional plan. FCCVB will be reimbursing the City for approximately 85% of our costs for installation of the signs in the regional plan.



RECEIVED NOV 26 2012

**WISCONSIN DEPARTMENT OF  
ADMINISTRATION**

**SCOTT WALKER**  
GOVERNOR

**MIKE HUEBSCH**  
SECRETARY

**Municipal Boundary Review**  
PO Box 1645, Madison WI 53701  
Voice (608) 264-6102 Fax (608) 264-6102  
Email: [wimunicipalboundaryreview@wi.gov](mailto:wimunicipalboundaryreview@wi.gov)  
Web: <http://doa.wi.gov/municipalboundaryreview/>

November 21, 2012

Mr. Terry McMahon, Supervisor  
Town of Yorkville  
18114 52<sup>nd</sup> Road  
Union Grove, WI 53812

Mr. Lonnie Muller, Clerk  
Town of Stark  
S4654 Aumock Road  
LaFarge, WI 54639

Paul Fisk, Mayor  
City of Lodi  
130 South Main Street  
Lodi, WI 53555

Rich Eggleston  
2358 Fitchburg Road  
Fitchburg, WI 53593

**Re: The Incorporation of a portion of the Towns of Harrison, Calumet County,  
and Buchanan, Outagamie County, Wisconsin, as a Village  
Calumet County Circuit Court Case No. 2012CV28**

Gentlemen:

Please find enclosed the agenda for the Board's meeting in Madison on Tuesday, December 4<sup>th</sup> from 1:00 – 3:00pm.

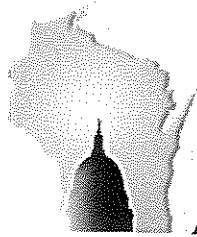
Also enclosed are the draft minutes from our previous meeting.

Sincerely,

Erich Schmidtke  
Municipal Boundary Review

cc: Ed Eberle, Incorporation Review Board Chair  
Mark Herman, DOA attorney  
Celine Romenesko, Petitioners' Representative  
Rick Kindschi, Petitioners Alternate Representative  
Travis Parish, Town of Harrison Administrator  
Andrew Rossmeissl, Petitioners' Attorney  
Kevin Davidson, City of Kaukauna Attorney  
Pam Captain, City of Menasha Attorney  
John St Peter, Town of Buchanan Attorney  
Gary Sharpe, Calumet County Circuit Court Judge





**WISCONSIN DEPARTMENT OF  
ADMINISTRATION**

**SCOTT WALKER**  
GOVERNOR

**MIKE HUEBSCH**  
SECRETARY

**Municipal Boundary Review**

PO Box 1645, Madison WI 53701

Voice (608) 264-6102 Fax (608) 264-6104

Email: [wimunicipalboundaryreview@wi.gov](mailto:wimunicipalboundaryreview@wi.gov)

Web: <http://doa.wi.gov/municipalboundaryreview/>

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**NOTICE**

**WISCONSIN INCORPORATION REVIEW BOARD MEETING/TELECONFERENCE**

December 4, 2012  
Wisconsin Department of Administration  
Yahara Room, First Floor  
101 East Wilson Street  
Madison, WI 53703

1 p.m. – 3:00 p.m.

**Agenda**

- |      |   |
|------|---|
| 1:00 | Welcome, roll call and introductions  |
| 1:05 | Approval of September 12, 2012 meeting minutes  |
| 1:10 | Deliberation on the proposed determination for the Incorporation Petition of a portion of the Towns of Harrison and Buchanan, in Calumet and Outagamie Counties |
| 2:45 | Other business matters  |
| 3:00 | Adjourn   |

**PLEASE NOTE:**

- Board members may choose to appear telephonically. The Department does not have the capacity to offer telephonic access to all members of the public. Members of the public are welcome to attend the meeting at the date, time and place indicated above.
- This meeting does not contain a public comments portion. Additional information or comments regarding the Petition for Incorporation will not be received.
- The Board waives any right to deliberate on the proposed determination in closed session under Wis. Stats. § 19.85 (1) (a) for this meeting only. The Board reserves the right to deliberate on similar matters in closed session in the future.



**WISCONSIN DEPARTMENT OF  
ADMINISTRATION**

**SCOTT WALKER**  
GOVERNOR

**MIKE HUEBSCH**  
SECRETARY

**Municipal Boundary Review**  
PO Box 1645, Madison WI 53701  
Voice (608) 264-6102 Fax (608) 264-6104  
Email: [wimunicipalboundaryreview@wi.gov](mailto:wimunicipalboundaryreview@wi.gov)  
Web: <http://doa.wi.gov/municipalboundaryreview/>

**MINUTES**

**WISCONSIN INCORPORATION REVIEW BOARD MEETING**

September 12, 2012  
Wisconsin Department of Administration  
Conference Room 121, First Floor  
101 East Wilson Street  
Madison, WI 53703  
1:30 p.m. – 5 p.m.

**Welcome, roll call and introductions**

Chairman Ed Eberle called the meeting to order at 1:30pm. Present were: Ed Eberle, Chairman of the Incorporation Review Board; Renee Powers, Erich Schmidtke, and Phil Wells, DIR staff to the Incorporation Review Board; Mark Herman, DOA legal counsel; Rich Eggleston, Board member representing the Wisconsin Alliance of Cities; Terry McMahon, Town of Yorkville Supervisor and Board member representing the Wisconsin Towns Association; Paul Fisk, City of Lodi Mayor and Board member representing the League of Wisconsin Municipalities; Lonnie Muller, Town of Stark Clerk and Board member representing Wisconsin Towns Association; Rick Kindschi, Petitioners' Representative; Travis Parish, Town of Harrison Administrator; Mark Mommaerts, Town of Harrison Planner; Andy Rossmeißl, Town of Harrison Attorney; and Bill Forrest, Town of Harrison Planning Consultant.

**Approval of August 9<sup>th</sup>, 2011 meeting minutes**

The minutes were approved without change.

**Discussion of Harrison incorporation petition:**

- 1) **Compactness & Homogeneity** – Erich thanked Petitioners and Town of Harrison staff for their excellent work on the petition. He indicated that because of the thoughtful manner in which Petitioners drew their boundaries, and the urban nature of the proposed village, there is not a lot to criticize regarding how the petition matches up with the statutory standards. Erich mentioned how the Petition's boundaries are physically-demarcated by roads, which makes identifying the village easy. He also talked about the compactness of the proposed village. While there are a scattering of town islands and peninsulas to the east, these will eventually transfer to the Cities of Appleton and Menasha pursuant to boundary agreements with those communities. Paul Fisk asked Petitioner's why they are naming their proposed village 'Harrison' rather than 'Darboy' like the watertower and area signs show, and like residents mentioned at the hearing when they said they are from 'Darboy'. Travis responded that they did not want to offend those residents in Darboy in the Town of Buchanan who are not a part of the petition. Paul asked why only one-half of Darboy was included. Travis responded that they were advised to keep things simple, that the petition would stand the best chance of succeeding if they did not include Buchanan territory and possibly risk having more municipalities intervene against the petition. Also, staff and residents of Buchanan were lukewarm about incorporation. Bill Forrest agreed, saying

that when he met with both the Harrison and Buchanan sides of Darboy jointly four years ago, it was the Harrison residents and staff who were excited about incorporation. The Buchanan side wanted to wait. Paul indicated his concern that this incorporation will split the Darboy community. He suggested that annexation might be utilized afterwards to rejoin the two sides of Darboy. Travis indicated that they would consider incorporating as 'Darboy' and annexing Buchanan residents according to the Harrison-Buchanan boundary agreement. Erich continued the discussion of whether the petition is compact and homogenous. He indicated that the proposed area has many interconnected local roads to facilitate movement throughout the area, and also has many sidewalks, bike paths, and even public transit. Socially, although only the Harrison half of the Darboy Community has been included in the petition, the Harrison side does show a distinct social and community identity that is separate from Appleton, Menasha, and other surrounding municipalities. Erich went on to describe how the area's population density and urban land uses also show that the petition is compact and homogenous.

- 2) **Territory Beyond the Core** – Erich indicated the petition includes 887 acres of vacant and developable land that must show the potential to be developed within 3 years. Examining past population growth and past development trends, Erich showed that the area does in fact have a strong development potential. Paul added that because Harrison is part of the Fox Valley metropolitan area, and really the Green Bay metropolitan area too, it is less likely to experience a slowdown from the recession because of its proximity to jobs, education, parks, and other amenities. Furthermore, Harrison itself has mass transit, parks, schools, etc. that make it an attractive place to be.
- 3) **Tax Impact** – Erich indicated that the petition appears to have sufficient financial resources to function as a village, looking at indicators such as mill rate, equalized value, and the proposed budget. Erich indicated that police service is something the new village would be responsible for providing, and Travis mentioned that three alternative police staffing levels have been proposed. Elected officials and residents will need to choose one of the alternatives. Paul indicated that Harrison's financial numbers are similar to his City of Lodi, and that Lodi has a 24/7 five-member police force. He feels comfortable that Harrison will be able to provide village-level resources.
- 4) **Impact on the Remainder of the Town** – Erich indicated that based on the shape of the Town remainder, its population, and its equalized value, the remnant will likely be able to continue to function as the Town of Harrison. Paul indicated that he has concerns about the Town remnant area south of the Village of Sherwood, which is almost entirely cut off from the rest of the Town by the Village. Paul also asked about the finger-like peninsula of Town remnant territory along Lake Winnebago, and why it was not included in the petition. Travis responded that it was not included because Petitioners wanted to make the territory as compact as possible, and also because that area is oriented to Lake Winnebago rather than the Darboy area. The peninsula area refers to itself as the Waverly Neighborhood and shares more in common with other Town remnant areas than with the Darboy area. Paul indicated that excluding these lake homes also probably helps the Town remnant from a financial standpoint.
- 5) **Impact on the Metropolitan Community** – Erich indicated that Harrison appears to be a good municipal member of its region, cooperating with other jurisdictions on a wide range of projects, issues, and initiatives. Paul suggested that incorporating the Darboy area may even benefit the larger metropolitan community because it will result in the creation of a jurisdiction with improved efficiency and problem-solving capacity. Phil indicated that incorporation of the southern one-half of Darboy gives the entire

Darboy community more certainty in that they will be less likely to become gradually and incrementally gobbled up by other municipal neighbors.

**Other business matters**

Erich updated the group on the Town of Brookfield's incorporation petition, indicating that the parties continue to be in mediation. Erich also mentioned that the Town of Bridgeport in Crawford County has expressed interest in incorporation, and that he and Renee met with the Bridgeport Town board to talk about the incorporation process and statutory standards.

**Adjourn**

The meeting was adjourned at 3:20pm.

# MENASHA HISTORICAL SOCIETY NEWS

December 2012

## DECEMBER 13 – ANNUAL CHRISTMAS DINNER

LOCATION: STONE TOAD - 1109 Oneida St., Menasha

5:00 P.M. SOCIAL HOUR

6:00 P.M. DINNER

7:00 P.M. PROGRAM

“MENASHA’S GROCERY STORES OF THE PAST”

(presented by relatives of the original owners)

+ guest musicians from the “past”

COST: \$15.00 PER PERSON

SEND CHECK TO:

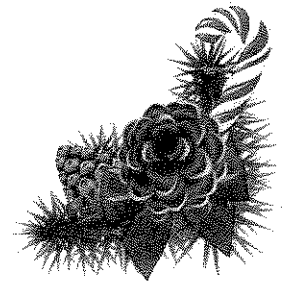
Menasha Historical Society

P. O. Box 255

Menasha, WI 54952

Deadline for reservations is December 7

For further information contact Jean-722-7349 or Bob 725-0250



### THANK YOU

Once again a huge thank you is in order to Mark Ropella for his excellent program honoring 3 Menasha Vietnam veterans. 59 persons once again sat in silence as actual war scenes were shown during the interviews with Bob Smarzinski, Roy Rogers, and Michael Hoks. As in previous veteran programs this has all been recorded on DVD's which are for sale at the Menasha Historical Resource Ctr./Museum for \$10. Please give Mark a verbal thanks if you should come into his presence. Thank you also to our “cookie bakers” Bob/Colleen Smarzinski, Nancy Ropella, Carol Sweet, and Dolores Gear.

Due to our over-crowded conditions we are continually trying to utilize every available space to enhance our displays. This includes rearranging to make room for 2 donated bookcases, hanging additional shelving, pictures, etc. and finally a much-needed thorough vacuuming, dusting, and cleaning of floors, walls, and everything on display. Our thanks go out to the following members of the association for the many extra hours put in to accomplish this huge undertaking: Bob Smarzinski, Nancy Ropella, Greg & Stacey Hoekstra, Sylvia Biebel and Jim & Jean Chew. Physical, intellectual and financial help is always welcome, and much needed, in a variety of areas so please volunteer whatever your time and ability warrants.

Thanks to 2 hearty (but foolish) souls (Nancy Ropella & Jim Chew) who spent a couple hours manning the “Downtown Trick or Treat” merchants-carved pumpkin booth. Through heavy downpours of rain, with additional thunder and lightening, they continued to guard the booth and hand out candy to approximately 100 children who also were out regardless of the weather conditions. Although they were both soaked neither got sick!



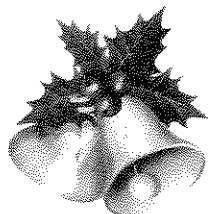
## REMINDERS

**No dues, No news!!** If your dues are not paid a yellow line on your envelope will indicate this will be your final newsletter for 2012-2013 and----- WE WILL MISS YOU!!

\$15/individual - \$25/couple payable to Menasha Historical Society  
P. O. Box 255  
Menasha, WI 54952

Just a few more weeks to purchase the newly published "Menasha" book as a "historical" Christmas gift. Cost is \$21.99 and can be purchased at the Historical site on Mondays 9:00 a.m. – 12:30 p.m. or by contacting Jean at 722-7349 and she will be happy to arrange for personal delivery.

Due to our usual inclement weather we will not be having meetings during January & February. However, the Board of Directors continue to meet once a month and the office and historical center remains open each Monday 9:00 a.m.-12:30 p.m. Additional volunteers are always needed for continual cleaning, sorting, accepting donated artifacts and welcoming visitors who use our Resource Center seeking to uncover their past and also to view our many interesting displays. On Friday, December 7, we will be open to the public during the City-sponsored hayride with Santa welcoming all inside the warm Memorial Bldg. Stop in and visit!



*Laughter is the medicine of life  
It's important to put a twinkle in your wrinkle  
Time waits for no one*

*Treasure every moment you have  
Worrying does not take away tomorrow's troubles, it takes away today's*  
PEACE



WE WISH YOU ALL A BLESSED AND MERRY CHRISTMAS

### **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

ADVISOR

Paul Brunette

EX-OFFICIO

Nancy Barker

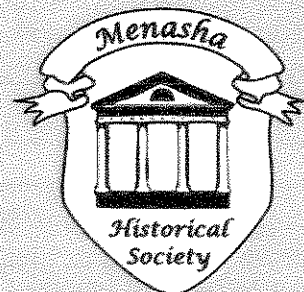
Sylvia Biebel

Stacey Hoekstra

Tom Konetzke

Dick Loehning

Carol Sweet



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

DRAFT

A. CALL TO ORDER

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

B. PLEDGE OF ALLEGIANCE

C. ROLL CALL/EXCUSED ABSENCES

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

EXCUSED: Alderman Englebert

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

DEPT. HEAD EXCUSED: PHD Nett

D. PUBLIC HEARING

1. Proposed City of Menasha Budget for the year 2013

Joe Polzien, Menasha Police Dept. Thanked Council for approving employee compensation and supporting staff.

John Quella, Menasha Public Works Dept. Thanked Council for approving employee compensation and recognizing staff.

Larry Burkhardt, Fox Cities Chamber Board. Offered to answer questions on Ignite Fox Cities.

Loretta Kjemhus, Menasha Health Dept. Thanked Council for approving employee compensation and appreciate employee recognition.

PC Tim Styka, Menasha Police Dept. Employees appreciate approving compensation.

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

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

No one spoke.

F. REPORT OF DEPARTMENT HEADS/STAFF/CONSULTANTS

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

Minutes to receive:

- a. Administration Committee, 11/5/12
- b. Board of Public Works, 11/5/12
- c. Budget Review Session, 11/1/12, 11/7/12, 11/12/12, 11/14/12
- d. City of Menasha Board of Canvassers Minutes, 11/12/12
- e. Housing Authority 10/2/12
- f. Landmarks Commission, 10/10/12
- g. NM Sewerage Commission, 10/23/12
- h. Parks and Recreation Board, 11/12/12
- i. Plan Commission, 11/13/12

Communications:

- j. Customers First!, 11/13/12; The Wire newsletter, November 2012
- k. Declaration of Official Intent, 11/13/12; Improvements to 9<sup>th</sup> St. Sewage Lift Station, City of Menasha
- l. PHD Nett, 11/13/12; Senior Center Entrance Project
- m. Public Works Facility, 11/12/12; Sept/Oct Disposal Violations
- n. CA/HRD Captain to LTC Thorn, US Army, 10/23/12; Army Reserve Land Lease
- o. DPW Radtke to Mayor Merkes, 11/15/12; Commendation for DPW Employees
- p. C/T Stoffel, 11/19/12, Comparison of Property Tax Rates/per \$1,000 of Assessed Value



DRAFT

F. REPORT OF DEPARTMENT HEADS/STAFF/CONSULTANTS, cont'd.

Moved by Ald. Sevenich, seconded by Ald. Langdon to received Minutes and Communications A-P.  
General discussion ensued.  
Motion carried on voice vote.

G. CONSENT AGENDA

(Prior to voting on the Consent Agenda, items on the Consent Agenda may be removed at the request of any Alderman and place immediately following action on the Consent Agenda. The procedures to follow for the Consent Agenda are: (a) removal of items from Consent Agenda; and (b) motion to approve the items from Consent Agenda.)

Minutes to approve:

1. Common Council, 11/5/12

Administration Committee, 11/5/12; recommends approval of:

2. Pitney Bowes Mailing System Rental Agreement
3. City of Menasha and Neenah-Menasha YMCA Senior Center Collaboration Contract for the term January 1, 2013 to December 31, 2013

Board of Public, 11/5/12; recommends approval of:

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

Parks and Recreation Board, 11/12/12; recommends approval of:

5. Changes to parks and recreation fees for 2013

Moved by Ald. Sevenich, seconded by Ald. Krueger to approve all Consent Agenda Items.  
Motion carried on roll call 7-0.

H. ITEMS REMOVED FROM CONSENT AGENDA

I. ACTION ITEMS

1. Accounts payable and payroll for the term of 11/8//12 to 11/15/12 in the amount of \$454,915.98  
Moved by Ald. Klein, seconded by Ald. Langdon to approve accounts payable and payroll.  
Motion carried on roll call 7-0.

J. ORDINANCES AND RESOLUTIONS

1. O-16-12 An Ordinance Amending Sections 10-1-26 and 10-1-29(a)(4) of the Municipal Code (Fourth Street, Winnebago Avenue) (Recommended from Board of Public Works)

Moved by Ald. Klein, seconded by Ald. Zelinski to adopt O-16-12.  
Motion carried on roll call 7-0.

2. O-17-12 An Ordinance Dissolving A Municipal Steam Utility  
No Action

3. R-35-12 Resolution Declaring Official Intent (Recommended from Board of Public Works)  
A Declaration of Official Intent has been signed by C/T Stoffel, therefore adopting R-35-12 is not necessary.

4. R-38-12 Resolution Authorizing Use Of Carry-Over Tax Levy Authority Under Wis. Stat. §66.0602(3)(F)1. for the 2012 Tax Levy Funding The 2013 City Operating Budget (Introduced by Mayor Merkes)  
Moved by Ald. Sevenich, seconded by Ald. Krueger to adopt R-38-12.  
Motion carried on roll call 7-0.

5. R-39-12 Resolution Igniting Fox Cities (Introduced by Ald. Zelinski)  
Moved by Ald. Zelinski, seconded by Ald. Krueger to adopt R-39-12.  
Motion carried on roll call 7-0.

6. R-40-12 Resolution Levying Taxes For The Purpose Of Paying The Operating Expenses For The Year 2013 For The City Of Menasha (Introduced by Mayor Merkes)

Moved by Ald. Sevenich, seconded by Ald. Krueger to adopt R-40-12.  
C/T Stoffel handed out information on City of Appleton 2013 assessed tax rate by County. General discussion ensued.  
Motion carried on roll call 4-3.  
Ald. Taylor, Sevenich, Langdon, Benner – yes; Ald. Klein, Krueger, Zelinski - no



DRAFT

K. APPOINTMENTS

1. Common Council appointment to the Water & Light Commission

a. Roy Kordus, 809 John St., Menasha for the term of November 19, 2012 – October 1, 2017

Moved by Ald. Sevenich, seconded by Ald. Benner to approve appointment of Roy Kordus.

Motion carried on voice vote.

L. HELD OVER BUSINESS

M. CLAIMS AGAINST THE CITY

N. PUBLIC COMMENTS ON ANY MATTER LISTED ON THE AGENDA

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

No one spoke.

O. ADJOURN

Moved by Ald. Krueger, seconded by Ald. Klein to adjourn at 7:10 p.m.

Motion carried on voice vote.

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



City of Neenah  
211 Walnut Street  
P.O. Box 426  
Neenah, WI 54957-0426

Billing Information  
Phone: 920-886-6146  
Fax: 920-886-6150  
E-Mail: NHandevdt@ci.neenah.wi.us

# Purchase Order

P.O. Number:	Date:
12 - 100	11/26/2012

**Bill To:**

City of Neenah  
Attn: Fire  
211 Walnut Street  
Neenah, WI 54956

**Ship To:**

Fire Station 32  
Attn: Fire  
125 E. Columbian Avenue  
Neenah, WI 54956

**Vendor:**

0006389  
Conway Shields, Paul  
14100 W Cleveland Avenue  
New Berlin, WI 53151

Ordered By	Department	Telephone #	Tax Exempt #	Federal EIN
Steven DeLeeuw	Fire	(920) 886-8600	0000377026	39-6005543

☐ Operating Budget☐ Capital Project☒ Capital Equipment/Outlay

(Press the F9 key at anytime to update the total calculations below)

QTY	DESCRIPTION	ACCOUNT #	UNIT COST	TOTAL
1.00	DRAGER UCF9000 THERMAL IMAGING CAMERA BUNDLE	180-2481-712-8133	\$10,100.00	\$10,100.00
1.00	FREIGHT	180-2481-712-8133	\$125.00	\$125.00

**\*\*Please Note:** You must now enter Freight as a line item above with an account number!

Special Instructions: Replace of one two cameras that failed the Last week of November

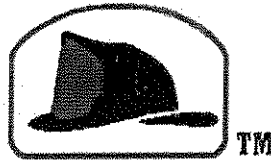
SUBTOTAL	\$10,225.00
TAX	EXEMPT
TOTAL	\$10,225.00

**Department Head Approval**

☐ Purchase(s) Approved ☐ Purchase(s) Denied

Comments:

1.800.955.8489  
262.782.4437 (FAX)  
www.paulconwayshields.com



**PAUL CONWAY**  
**S H I E L D S**

PO Box 510086  
14100 W Cleveland Ave  
New Berlin, WI 53151

**QUOTE FOR NEENAH-MENASHA FIRE RESCUE**

November 26, 2012

Quote for one Drager UCF9000 Thermal Imaging Camera bundle. The bundle will include the camera, truck charger, two lithium batteries and retractable lanyard. **\$10,100.00**  
Shipping is estimated to be \$100.00, but this is an estimate only.

This price is good until December 30, 2012.

Prepared by: Lee Kasten, Sales Representative

## CITY OF MENASHA DISBURSEMENTS

Accounts Payable for 11/20/12-11/29/12	\$ 690,905.74
Checks # 35515-35644	

Payroll Checks for 11/29/12	<u>174,936.25</u>
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Total	\$ 865,841.99
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Medical Expense Reimbursement Trust-Retirement Pay Out

Menasha Employees Credit Union-Employee Deductions

United Way-Employee Donations

Wisconsin Support Collections-Child/Spousal Support

WI SCTF-Child Support Annual Fee

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

# AP Check Register

## Check Date: 11/20/2012

Vendor Name	Check Number	Check Date	Invoice Number	Account Number	Amount	Description
AMAZON	35516	11/20/2012	076736095855	100-0601-551.30-14	88.97	LIBRARY MATERIALS
		11/20/2012	092862201381	100-0601-551.30-14	109.24	LIBRARY MATERIALS
		11/20/2012	092864747178	100-0601-551.30-14	38.25	LIBRARY MATERIALS
		11/20/2012	092865949152	100-0601-551.30-14	159.50	LIBRARY MATERIALS
		11/20/2012	095204515680	100-0601-551.30-14	27.98	LIBRARY MATERIALS
		11/20/2012	116911258024	100-0601-551.30-14	38.97	LIBRARY MATERIALS
		11/20/2012	116913783880	100-0601-551.30-14	(0.96)	CREDIT
		11/20/2012	116914781862	100-0601-551.30-14	39.98	LIBRARY MATERIALS
		11/20/2012	116917554404	100-0601-551.30-14	(1.00)	CREDIT
		11/20/2012	116919386980	100-0601-551.30-14	(0.96)	CREDIT
		11/20/2012	116919436964	100-0601-551.30-14	83.81	LIBRARY MATERIALS
		11/20/2012	116919714055	100-0601-551.30-14	245.13	LIBRARY MATERIALS
		11/20/2012	125876471059	100-0601-551.30-14	(0.96)	CREDIT
		11/20/2012	186320023510	100-0601-551.30-14	7.45	LIBRARY MATERIALS
		11/20/2012	186325456477	100-0601-551.30-14	406.62	LIBRARY MATERIALS
		11/20/2012	186326373490	100-0601-551.30-14	9.99	LIBRARY MATERIALS
		11/20/2012	186327753015	100-0601-551.30-14	56.97	LIBRARY MATERIALS
		11/20/2012	186327887077	100-0601-551.30-14	57.53	LIBRARY MATERIALS
		11/20/2012	186328357921	100-0601-551.30-14	62.96	LIBRARY MATERIALS
		11/20/2012	186329175350	100-0601-551.30-14	53.15	LIBRARY MATERIALS
		11/20/2012	197616344031	100-0601-551.30-14	(56.97)	CREDIT
		11/20/2012	201544122405	100-0601-551.30-14	50.97	LIBRARY MATERIALS
		11/20/2012	201546653059	100-0601-551.30-14	396.54	LIBRARY MATERIALS
		11/20/2012	210791252679	100-0601-551.30-14	44.88	LIBRARY MATERIALS
		11/20/2012	210793755854	100-0601-551.30-14	108.95	LIBRARY MATERIALS
			Total for check: 35516		79.96	LIBRARY MATERIALS
					2,106.95	
AUDIOGO	35517	11/20/2012	465419	100-0601-551.30-14	131.98	LIBRARY MATERIALS
		11/20/2012	466646	100-0601-551.30-14	79.99	LIBRARY MATERIALS
			Total for check: 35517		211.97	
BAKER & TAYLOR INC	35520	11/20/2012	2027436301	100-0601-551.30-14	123.65	LIBRARY MATERIALS

# AP Check Register

## Check Date: 11/20/2012

Vendor Name	Check Number	Check Date	Invoice Number	Account Number	Amount	Description
BAKER & TAYLOR INC...	35520...	11/20/2012	2027443972	100-0601-551.30-14	560.73	LIBRARY MATERIALS
		11/20/2012	2027448037	100-0601-551.30-14	602.50	LIBRARY MATERIALS
		11/20/2012	2027451977	100-0601-551.30-14	492.56	LIBRARY MATERIALS
		11/20/2012	2027454099	100-0601-551.30-14	45.89	LIBRARY MATERIALS
		11/20/2012	2027464043	100-0601-551.30-14	15.16	LIBRARY MATERIALS
		11/20/2012	2027464050	100-0601-551.30-14	158.47	LIBRARY MATERIALS
		11/20/2012	2027466099	100-0601-551.30-14	296.68	LIBRARY MATERIALS
		11/20/2012	2027470484	100-0601-551.30-14	295.04	LIBRARY MATERIALS
		11/20/2012	2027476119	100-0601-551.30-14	165.77	LIBRARY MATERIALS
		11/20/2012	2027485232	100-0601-551.30-14	22.65	LIBRARY MATERIALS
		11/20/2012	2027485264	100-0601-551.30-14	172.88	LIBRARY MATERIALS
		11/20/2012	2027486603	100-0601-551.30-14	48.66	LIBRARY MATERIALS
		11/20/2012	2027488560	100-0601-551.30-14	143.99	LIBRARY MATERIALS
		11/20/2012	2027494889	100-0601-551.30-14	83.98	LIBRARY MATERIALS
		11/20/2012	2027503116	100-0601-551.30-14	219.17	LIBRARY MATERIALS
		11/20/2012	2027506802	100-0601-551.30-14	26.82	LIBRARY MATERIALS
		11/20/2012	2027506916	100-0601-551.30-14	59.32	LIBRARY MATERIALS
		11/20/2012	2027508953	100-0601-551.30-14	366.59	LIBRARY MATERIALS
		11/20/2012	2027516455	100-0601-551.30-14	303.37	LIBRARY MATERIALS
		11/20/2012	2027518589	100-0601-551.30-14	88.37	LIBRARY MATERIALS
		11/20/2012	2027521890	100-0601-551.30-14	14.04	LIBRARY MATERIALS
		11/20/2012	2027532145	100-0601-551.30-14	205.75	LIBRARY MATERIALS
		11/20/2012	2027535326	100-0601-551.30-14	32.46	LIBRARY MATERIALS
		11/20/2012	207449595	100-0601-551.30-14	15.92	LIBRARY MATERIALS
		11/20/2012	5012233564	100-0601-551.30-14	26.66	LIBRARY MATERIALS
		11/20/2012	5012255345	100-0601-551.30-14	106.70	LIBRARY MATERIALS
		11/20/2012	75018872	100-0601-551.30-14	75.40	LIBRARY MATERIALS
		11/20/2012	188061310	100-0601-551.30-14	22.08	LIBRARY MATERIALS
		11/20/2012	188649550	100-0601-551.30-14	21.59	LIBRARY MATERIALS
		11/20/2012	188781960	100-0601-551.30-14	131.70	LIBRARY MATERIALS
Total for check: 35520					4,944.55	
CDW GOVERNMENT INC	35521	11/20/2012	R841679	100-0601-551.30-10	77.88	OFFICE SUPPLIES
		11/20/2012	S312328	100-0601-551.30-10	68.24	OFFICE SUPPLIES

# AP Check Register Check Date: 11/20/2012

Vendor Name	Check Number	Check Date	Invoice Number	Account Number	Amount	Description
CDW GOVERNMENT INC...	35521...	11/20/2012	S371485	100-0601-551.30-10	127.67	OFFICE SUPPLIES
			Total for check: 35521		273.79	
CENTER POINT LARGE PRINT	35522	11/20/2012	1048392	100-0601-551.30-14	131.22	LIBRARY MATERIALS
			Total for check: 35522		131.22	
EBSCO	35523	11/20/2012	1410601	100-0601-551.30-14	114.91	LIBRARY MATERIALS
			Total for check: 35523		114.91	
FINDAWAY WORLD LLC	35524	11/20/2012	81253	100-0601-551.30-14	468.67	LIBRARY MATERIALS
		11/20/2012	82790	100-0601-551.30-14	277.46	LIBRARY MATERIALS
			Total for check: 35524		746.13	
GALE	35525	11/20/2012	97647596	100-0601-551.30-14	54.38	LIBRARY MATERIALS
		11/20/2012	97672391	100-0601-551.30-14	111.16	LIBRARY MATERIALS
		11/20/2012	97723370	100-0601-551.30-14	39.98	LIBRARY MATERIALS
		11/20/2012	97736054	100-0601-551.30-14	38.92	LIBRARY MATERIALS
		11/20/2012	97747353	100-0601-551.30-14	27.19	LIBRARY MATERIALS
		11/20/2012	97827375	100-0601-551.30-14	25.59	LIBRARY MATERIALS
		11/20/2012	97828489	100-0601-551.30-14	21.59	LIBRARY MATERIALS
		11/20/2012	97844141	100-0601-551.30-14	201.53	LIBRARY MATERIALS
		11/20/2012	97859418	100-0601-551.30-14	25.59	LIBRARY MATERIALS
		11/20/2012	97864764	100-0601-551.30-14	26.39	LIBRARY MATERIALS
			Total for check: 35525		572.32	
GENERAL BOOK COVERS	35526	11/20/2012	12550	100-0601-551.30-18	177.54	DEPARTMENT SUPPLIES
			Total for check: 35526		177.54	

# AP Check Register

## Check Date: 11/20/2012

Vendor Name	Check Number	Check Date	Invoice Number	Account Number	Amount	Description
NADINE JANIK	35527	11/20/2012	10152012	100-0000-441.19-00	24.40	24.40 REIMBURSEMENT FROM FINES
			Total for check: 35527		24.40	
LIBRARY VIDEO COMPANY	35528	11/20/2012	W01555920001	100-0601-551.30-14	555.12	555.12 LIBRARY MATERIALS
			Total for check: 35528		555.12	
MADER NEWS AGENCY INC	35529	11/20/2012	89948	100-0601-551.30-14	122.00	122.00 LIBRARY MATERIALS
			Total for check: 35529		122.00	
MIDWEST TAPE	35530	11/20/2012	90443880	100-0601-551.30-14	59.97	59.97 LIBRARY MATERIALS
		11/20/2012	90462908	100-0601-551.30-14	81.96	81.96 LIBRARY MATERIALS
		11/20/2012	90462930	100-0601-551.30-14	220.86	220.86 LIBRARY MATERIALS
		11/20/2012	90478418	100-0601-551.30-14	224.94	224.94 LIBRARY MATERIALS
		11/20/2012	90479466	100-0601-551.30-14	221.83	221.83 LIBRARY MATERIALS
		11/20/2012	90479468	100-0601-551.30-14	73.94	73.94 LIBRARY MATERIALS
		11/20/2012	90492849	100-0601-551.30-14	93.97	93.97 LIBRARY MATERIALS
		11/20/2012	90494761	100-0601-551.30-14	176.89	176.89 LIBRARY MATERIALS
		11/20/2012	90494763	100-0601-551.30-14	249.80	249.80 LIBRARY MATERIALS
			Total for check: 35530		1,404.16	
RANDOM HOUSE INC	35531	11/20/2012	1085246932	100-0601-551.30-14	45.00	45.00 LIBRARY MATERIALS
		11/20/2012	1085366831	100-0601-551.30-14	119.99	119.99 LIBRARY MATERIALS
		11/20/2012	1085372618	100-0601-551.30-14	74.96	74.96 LIBRARY MATERIALS
		11/20/2012	1085426849	100-0601-551.30-14	56.25	56.25 LIBRARY MATERIALS
		11/20/2012	1185366831	100-0601-551.30-14	93.75	93.75 LIBRARY MATERIALS
			Total for check: 35531		389.95	
RECORDED BOOKS LLC	35532	11/20/2012	74611403	100-0601-551.30-14	247.40	247.40 LIBRARY MATERIALS
		11/20/2012	74624464	100-0601-551.30-14	99.00	99.00 LIBRARY MATERIALS
			Total for check: 35532		346.40	



# AP Check Register Check Date: 11/20/2012

Vendor Name	Check Number	Check Date	Invoice Number	Account Number	Amount	Description
UNIQUE MANAGEMENT SERVICES INC	35533	11/20/2012	230406	100-0000-441.19-00	366.95	COLLECTION AGENCY FEE
			Total for check: 35533		366.95	
WINNING TRADITIONS LLC	35534	11/20/2012	1111	100-0601-551.30-14	66.00	LIBRARY MATERIALS
			Total for check: 35534		66.00	
WRIGHT INDUSTRIAL INC	35535	11/20/2012	0610762-IN	100-0601-551.30-15	483.65	TOOLS & EQUIPMENT
			Total for check: 35535		483.65	
YP	35536	11/20/2012	11192012	100-0601-551.22-01	26.58	TELEPHONE UTILITY
			Total for check: 35536		26.58	
					13,064.59	

# AP Check Register Check Date: 11/21/2012

Vendor Name	Check Number	Check Date	Invoice Number	Account Number	Amount	Description
ACC PLANNED SERVICE INC	35537	11/21/2012	9284	100-0501-522.24-03	507.70	Water Pumps
				100-0801-521.24-03	761.55	Water Pumps
				<b>Total for check: 35537</b>	<b>1,269.25</b>	
ACCURATE	35538	11/21/2012	1216203	731-1022-541.30-18	372.92	Ties/Nitro Reamer & Drill
		11/21/2012	1216336	731-1022-541.30-18	33.78	Oxide Primer
		11/21/2012	1216337	731-1022-541.30-18	207.03	Oxide Primer/Broom/Misc
			<b>Total for check: 35538</b>		<b>613.73</b>	
AEROLOC INCORPORATED	35539	11/21/2012	1057	100-0000-123.00-00	525.00	Asbestos Insp/300 Third Parcel 1-408-00
			<b>Total for check: 35539</b>		<b>525.00</b>	
AIRGAS NORTH CENTRAL	35540	11/21/2012	9009785205	731-1022-541.30-18	132.31	Plasma Shld
		11/21/2012	9009824727	731-1022-541.30-18	80.56	Cylinder
		11/21/2012	9009873866	731-1022-541.30-18	74.95	Oxygen Ind
		11/21/2012	9905156756	731-1022-541.21-06	120.83	Cylinder Rental
			<b>Total for check: 35540</b>		<b>408.65</b>	
CITY OF APPLETON	35541	11/21/2012	209047	100-0302-542.25-01	13,338.00	Valley Transit
			<b>Total for check: 35541</b>		<b>13,338.00</b>	
						November 2012
ASSOCIATED APPRAISAL CONSULTANTS	35542	11/21/2012	13903	100-0402-513.21-09	4,991.75	October
				100-0402-513.30-11	4.95	October
		11/21/2012	13904	100-0402-513.21-04	59.76	October
			<b>Total for check: 35542</b>		<b>5,056.46</b>	Internet posting
AT&T	35543	11/21/2012	920R09453011	601-1020-543.22-01	292.50	Monthly Service
				100-1001-514.22-01	113.90	Monthly Service
			<b>Total for check: 35543</b>		<b>406.40</b>	

# AP Check Register

## Check Date: 11/21/2012

Vendor Name	Check Number	Check Date	Invoice Number	Account Number	Amount	Description
BADGER HIGHWAYS CO INC	35544	11/21/2012	158585	100-1004-541.30-18	4,762.36	Hotmix
				100-1003-541.30-18	22.87	Hotmix
		11/21/2012	158652	100-1003-541.30-18	1,838.97	Hotmix
			Total for check: 35544		6,624.20	
BATTERIES PLUS-502	35545	11/21/2012	508-165123	743-0403-513.30-12	4.95	Dept Battery Recycling
				743-0403-513.30-15	14.95	System Board Batter 5 Systems
		11/21/2012	508-165311	100-0204-512.24-01	29.90	Batteries for TSX Encoder
		11/21/2012	508-165580	100-0801-521.30-18	51.80	Batteries
			Total for check: 35545		101.60	
BAYCOM INC	35546	11/21/2012	70902	100-0801-521.29-05	58.00	Receiver Power Cable
			Total for check: 35546		58.00	
BERGSTROM	35547	11/21/2012	78994	731-1022-541.30-18	12.98	Vehicle Repairs
			Total for check: 35547		12.98	
BROCK WHITE COMPANY	35548	11/21/2012	12266334-00	100-1004-541.30-18	40.60	Exp Joint
			Total for check: 35548		40.60	
CALUMET COUNTY REGISTER OF DEEDS	35549	11/21/2012	480530	100-0203-512.21-08	30.00	Site Improvement Province LLC
			Total for check: 35549		30.00	
CALUMET COUNTY TREASURER	35550	11/21/2012	9901874	100-0204-512.29-01	77.92	Coding & Ballot Charges
				100-0204-512.29-02	400.00	Election Notices
			Total for check: 35550		477.92	

# AP Check Register

## Check Date: 11/21/2012

Vendor Name	Check Number	Check Date	Invoice Number	Account Number	Amount	Description
CULLIGAN WATER CONDITIONING	35551	11/21/2012	ACCT 718387	100-1001-514.20-01	18.90 Rental	
			Total for check: 35551		18.90	
UNEMPLOYMENT INSURANCE	35552	11/21/2012	12266334-00	100-1019-552.15-09	570.00 October Benefit Charges	
			Total for check: 35552		570.00	
DHS	35553	11/21/2012		100-0904-531.32-01	125.00 Training & Certif Renewal	Todd Drew
			Total for check: 35553		125.00	
FEAKER & SONS CO INC	35554	11/21/2012	20209	492-1020-543.82-02	6,382.00 Sewer/Water Modifications	Georgetown P1/Fountain Wa
				492-1015-543.82-02	5,067.00 Sewer/Water Modifications	Georgetown P1/Fountain Wa
			Total for check: 35554		11,449.00	
GALLS LLC	35555	11/21/2012	000145552	100-0801-521.19-03	109.90 Belts	
			Total for check: 35555		109.90	
GRIESBACH READY-MIX LLC	35556	11/21/2012	1320	100-1004-541.30-18	167.00 Lucerne Street	
				100-1009-541.30-18	68.00 Lucerne Street	
			Total for check: 35556		235.00	
JOHN DEERE FINANCIAL	35557	11/21/2012	63137857	100-0703-553.30-18	172.50 Seed/Straw Blanket	
		11/21/2012	63137877	100-0703-553.30-18	33.45 Metal Staples	
			Total for check: 35557		205.95	
KAEMPFER & ASSOCIATES INC	35558	11/21/2012	16671	601-1020-543.21-02	115.67 Industrial Discharge Prog	Permit Review
		11/21/2012	16672	601-1020-543.21-02	447.44 Industrial Discharge Prog	Sewer User Monitoring
		11/21/2012	16673	601-1020-543.21-02	1,139.62 Wet Weather Flow Bypass	Compliance Schedule
		11/21/2012	16674	601-1020-543.21-02	7,730.46 9th St Sewage Lift	Station Design Services
		11/21/2012	16675	601-1020-543.21-02	1,330.10 9th St Sewage Lift	Station Funding Assistance
		11/21/2012	16676	601-1020-543.21-02	424.75 Wastewater Collect System	Improvements

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Vendor Name	Check Number	Check Date	Invoice Number	Account Number	Amount	Description
KAEMPFER & ASSOCIATES INC...	35558...	11/21/2012	16677	601-1020-543.21-02	694.05	Phase 4 SSES Project Mgmt
		11/21/2012	16678	601-1020-543.21-02	1,350.88	Phase 4 SSES Construction Services
		11/21/2012	16679	601-1020-543.21-02	154.45	Phase 4 SSES Project Management
				<b>Total for check: 35558</b>	<b>13,387.42</b>	
KJ WASTE SYSTEMS INC	35559	11/21/2012		266-1027-543.21-06	730.00	Recycling/Container Rent
				<b>Total for check: 35559</b>	<b>730.00</b>	
KONE INC	35560	11/21/2012	221045098	100-1001-514.20-04	270.21	City Hall Maint Contract
				<b>Total for check: 35560</b>	<b>270.21</b>	
KONICEK ENVIRONMENTAL CONSULTANTS	35561	11/21/2012	2753	100-0000-122.03-00	574.80	87 Racine St Milestone/PECFA Claim 3
				<b>Total for check: 35561</b>	<b>574.80</b>	
LAKE PARK VILLAS HOMEOWNERS ASSN	35562	11/21/2012		501-0305-562.51-03	437.32	Invoices Phase 2 Lake Park Villas
				501-0703-553.21-06	1,583.54	Invoices Phase 2 Lake Park Villas
				501-0703-553.22-03	263.77	Invoices Phase 2 Lake Park Villas
				501-1010-541.22-03	742.12	Invoices Phase 2 Lake Park Villas
				501-1012-541.22-03	40.95	Invoices Phase 2 Lake Park Villas
				<b>Total for check: 35562</b>	<b>3,067.70</b>	
MCKAY NURSERY COMPANY	35563	11/21/2012	10-19-1225326	625-0706-561.30-18	104.00	Ironwood
				<b>Total for check: 35563</b>	<b>104.00</b>	
MENARDS-APPLETON EAST	35564	11/21/2012	7822	100-0801-521.24-03	10.83	PD Countertop Parts
		11/21/2012	8281	100-0703-553.24-03	9.98	Air Filters
				<b>Total for check: 35564</b>	<b>20.81</b>	

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Vendor Name	Check Number	Check Date	Invoice Number	Account Number	Amount	Description
MENARDS-APPLETON WEST	35565	11/21/2012	9879	100-0501-522.24-03	312.37	Counters/Cabinets Station 35
			Total for check: 35565		312.37	
TOWN OF MENASHA FINANCE DEPARTMENT	35566	11/21/2012	6633	625-0000-264.00-00	24,896.31	Tayco Pond
				625-0410-571.61-02	9,015.63	Tayco Pond
				625-0000-201.02-00	(2,648.32)	Tayco Pond
				625-0410-571.61-02	9,021.11	Tayco Pond
			Total for check: 35566		40,284.73	
MENASHA JOINT SCHOOL DISTRICT	35567	11/21/2012	MOBILE HOME	100-0000-412.00-00	6,171.30	November Mobile Home
			Total for check: 35567		6,171.30	
MENASHA TREASURER	35568	11/21/2012	PD	100-0801-521.30-11	2.89	Postage/Police Dept
				100-0801-521.30-18	30.31	Supplies/Police Dept
				100-0801-521.34-03	19.95	Training/Police Dept
			Total for check: 35568		53.15	
MENASHA UTILITIES	35571	11/21/2012		100-1008-541.22-03	226.65	Electric
				100-1008-541.22-05	43.88	Water/Sewer
				601-1020-543.22-03	28.53	Electric
				100-0704-552.22-03	150.23	Electric
				100-0704-552.22-05	415.40	Water/Sewer
				731-1022-541.22-03	1,082.27	Electric
				731-1022-541.22-05	480.70	Water/Sewer
				731-1022-541.22-06	901.88	Storm
				266-1028-543.22-06	73.13	Storm
				100-0801-521.22-03	1,474.79	Electric
				100-0801-521.22-05	253.40	Water/Sewer
				100-0801-521.22-06	62.72	Storm
				100-0000-123.00-00	1,067.95	Electric
				100-0000-123.00-00	183.50	Water/Sewer
				100-0000-123.00-00	45.41	Storm

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Vendor Name	Check Number	Check Date	Invoice Number	Account Number	Amount	Description
MENASHA UTILITIES...	35571...	11/21/2012...	...	100-0801-521.22-03	17.33	Electric
				100-0601-551.22-03	3,559.03	Electric
				100-0601-551.22-05	505.87	Water/Sewer
				100-0601-551.22-06	103.75	Storm
				207-0707-552.22-05	470.60	Water/Sewer
				100-1019-552.22-03	243.97	Electric
				100-1019-552.22-05	12.38	Water/Sewer
				100-0000-123.00-00	7.22	Electric
				100-1001-514.22-03	16.96	Electric
				100-1001-514.22-05	12.38	Water/Sewer
				100-1001-514.22-06	17.50	Storm
				100-0703-553.22-03	1,376.50	Electric
				100-0703-553.22-05	31.34	Water/Sewer
				100-0703-553.22-06	700.63	Storm
				625-1010-541.22-06	2.50	Storm
				457-0304-562.22-06	2.50	Storm
MENASHA-NEENAH MUNICIPAL COURT	35572	11/21/2012		100-0000-201.03-00	252.80	Bond/MEPD 12-175 & 12-176
				100-0000-201.03-00	172.00	Bond/MEPD 12-480
				<b>Total for check: 35572</b>	<b>424.80</b>	
				<b>Total for check: 35571</b>	<b>13,873.58</b>	
NETWORK HEALTH SYSTEM INC	35573	11/21/2012	287416	100-0202-512.21-05	666.00	June, 2012 Services
				<b>Total for check: 35573</b>	<b>666.00</b>	
OLD DOMINION BRUSH	35574	11/21/2012	0033219-IN	625-1028-543.30-18	9,950.00	Engine Assy
				<b>Total for check: 35574</b>	<b>9,950.00</b>	

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Vendor Name	Check Number	Check Date	Invoice Number	Account Number	Amount	Description
PERSONNEL EVALUATION INC	35575	11/21/2012	01699	100-0801-521.21-06	20.00	MEPD
			Total for check: 35575		20.00	
			Total for check: 35576		864.00	Mudjacking Services
PROFESSIONAL CONCRETE RAISING INC	35576	11/21/2012		100-1009-541.21-06	864.00	
			Total for check: 35577		82.15	
			Total for check: 35578		232.00	Downtown Christmas Bulbs
RIESTERER & SCHNELL INC	35577	11/21/2012	422301	731-1022-541.38-03	22.00	Gator Blades Freight
		11/21/2012	422486	731-1022-541.38-03	60.15	Gator Blades
			Total for check: 35579		71.89	
SCHROTH WHOLESALE SUPPLY CO	35578	11/21/2012	278087	100-1008-541.30-18	232.00	
			Total for check: 35580		177.99	
			Total for check: 35581		212.00	
STAPLES ADVANTAGE	35579	11/21/2012	8023500049	100-0702-552.30-10	71.89	Office Supplies
			Total for check: 35582		254.74	
			Total for check: 35583			
STREICHER'S INC	35580	11/21/2012	1971263	100-0801-521.30-18	177.99	Badges
			Total for check: 35584			
			Total for check: 35585			
TRUGREEN	35581	11/21/2012	1651659	100-0703-553.20-06	172.00	Smith Park Lawncare
		11/21/2012	1651660	100-0703-553.20-06	40.00	Curtis Reed Square
			Total for check: 35586			
UNIFIRST CORPORATION	35582	11/21/2012	097 0120807	731-1022-541.20-01	125.67	Uniform & Supply Cleaning
		11/21/2012	097 0124663	731-1022-541.20-01	125.67	Mat/Mop/Clothing Service
		11/21/2012	097120807	731-1022-541.20-01	129.07	Mat/Mop/Clothing Service
			Total for check: 35587		(125.67)	Correct Duplicate
			Total for check: 35588		254.74	



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Vendor Name	Check Number	Check Date	Invoice Number	Account Number	Amount	Description
UNIFORM SHOPPE	35583	11/21/2012	214520	100-0801-521.19-03	374.75	Shirts/Pants/Jacket
			<b>Total for check: 35583</b>		<b>374.75</b>	
UNIVERSITY OF WISCONSIN	35584	11/21/2012	1668738	100-1006-541.34-02	30.00	Workshop Registration New Plows Now
		11/21/2012	1668739	100-1006-541.34-02	30.00	Workshop Registration Using Anti-Icing
			<b>Total for check: 35584</b>		<b>60.00</b>	
VERIZON WIRELESS	35585	11/21/2012	2823006212	100-1001-514.22-01	(7.85)	Telephone
				100-1002-541.22-01	89.04	Telephone
				601-1020-543.22-01	118.86	Telephone
				625-1010-541.22-01	85.59	Telephone
		11/21/2012	2823006214	100-0919-531.22-01	13.58	Health Dept
			<b>Total for check: 35585</b>		<b>299.22</b>	
VISION INSURANCE PLAN OF AMERICA	35586	11/21/2012	120784	100-0000-204.10-00	1,092.60	December Vision Insurance
			<b>Total for check: 35586</b>		<b>1,092.60</b>	
WE ENERGIES	35587	11/21/2012		100-0703-553.22-04	8.99	2170 Plank Rd/Gas Charges
				100-0000-123.00-00	102.36	N-M Fire
				100-1001-514.22-04	448.58	City Hall
				100-0801-521.22-04	141.36	Police
				100-0920-531.22-04	47.22	Senior Center
				100-0601-551.22-04	588.35	Library
				100-0703-553.22-04	292.47	Parks
				100-0704-552.22-04	24.65	Pool
				207-0707-552.22-04	31.10	Marina
				731-1022-541.22-04	422.10	Garage
			<b>Total for check: 35587</b>		<b>2,107.18</b>	

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Vendor Name	Check Number	Check Date	Invoice Number	Account Number	Amount	Description
WISCONSIN CHIEFS OF POLICE ASSN INC	35588	11/21/2012	EXAMS	100-0801-521.21-06	305.00	Police Exams
			Total for check: 35588		305.00	
WISCONSIN DEPT OF JUSTICE	35589	11/21/2012	L7101T	100-0801-521.21-06	21.00	Name Searches
			Total for check: 35589		21.00	
WISCONSIN FASTENER SUPPLY INC	35590	11/21/2012	128382	100-1008-541.30-18	243.75	Waywinding Signage
			Total for check: 35590		243.75	
WMCA - DISTRICT 6	35591	11/21/2012		100-0203-512.34-02	30.00	Reg for District Meeting
			Total for check: 35591		30.00	
					138,015.68	

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Vendor Name	Check Number	Check Date	Invoice Number	Account Number	Amount	Description
ACCURATE	35593	11/29/2012	1216211	731-1022-541.30-18	67.28	Band Saw Blade
			Total for check: 35593		67.28	
			Total for check: 35594		5,200.00	
THE ACTIVE NETWORK INC	35594	11/29/2012	1005916	743-0403-513.80-01	5,200.00	Membership/Public Access
			Total for check: 35595		565.00	
			Total for check: 35596		226.50	
ADVANTAGE POLICE SUPPLY INC	35595	11/29/2012	2391	100-0801-521.30-15	565.00	Body Armor & Carrier
			Total for check: 35597		153.95	
			Total for check: 35598		380.00	
AIRGAS NORTH CENTRAL	35596	11/29/2012	9905056580	731-1022-541.21-06	226.50	Lease Renewals
			Total for check: 35599		43.12	
			Total for check: 35600		4,440.00	
ALWAYS AT YOUR SURFACE	35597	11/29/2012	000134	100-0703-553.24-03	153.95	Hart Park Restrooms/Hallway
			Total for check: 35601		22,525.00	
			Total for check: 35602			
AMERICAN PLANNING ASSOCIATION	35598	11/29/2012	180891-1285	100-0304-562.32-01	380.00	Membership Homan
			Total for check: 35603		43.12	
			Total for check: 35604		4,440.00	
BAHCALL RUBBER CO INC	35599	11/29/2012	593866-001	731-1022-541.38-03	43.12	Ball Valve/Pipe Adapter
			Total for check: 35605		4,440.00	
			Total for check: 35606		4,440.00	
BAYCOM INC	35600	11/29/2012	72063	100-0801-521.29-05	4,440.00	Arbitrator/PD
			Total for check: 35607		8,025.00	
			Total for check: 35608		13,500.00	
BMG PROPERTIES LLC	35601	11/29/2012	625-0000-201.19-00	625-0000-201.20-00	1,000.00	Final Site Improvement Escrow Return
			Total for check: 35609		1,000.00	
			Total for check: 35610		22,525.00	

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Vendor Name	Check Number	Check Date	Invoice Number	Account Number	Amount	Description
CALUMET COUNTY CLERK	35602	11/29/2012		100-0000-201.03-00	38.00	Dog License Settlement
				Total for check: 35602	38.00	
CARDMEMBER SERVICE	35605	11/29/2012		743-0403-513.22-01	3.95	PayPal/Cell Phone Case
				743-0403-513.22-01	21.14	PayPal/Case & Chargers
				743-0403-513.22-01	50.89	PayPal/Case & Chargers
				100-0601-551.30-16	51.62	Hobby Lobby
				100-0601-551.34-03	36.92	Heartwood Conf
				100-0801-521.30-18	25.14	WM Supercenter
				100-0801-521.32-02	56.65	Amazon
				826-0706-561.30-18	200.00	Johnson's Nursery
				100-0702-552.30-18	113.31	Target
				100-0702-552.34-03	127.11	Cula Vista
				100-0702-552.34-02	325.00	WI Park & Recreation
				100-0702-552.34-03	12.80	Jimmy John's
				100-0702-552.34-03	20.21	Chula Vista
				100-0702-552.34-03	8.51	Buffalo Phils
				100-0702-552.34-03	10.60	CVR Market
				100-0702-552.34-03	100.89	Chula Vista
				100-0702-552.34-03	23.70	High Rock Cafe
				100-0702-552.34-03	11.40	CVR Market
				100-1001-514.30-18	8.95	Manderfield's/CVMIC
				100-0801-521.24-03	706.73	Lowes
				100-0000-132.00-00	151.31	Restockit.com
				100-1001-514.24-03	22.85	Rubber Sheet Roll
				743-0403-513.34-04	12.95	Experts Exchange
				743-0403-513.30-15	153.00	I-Supply
				743-0403-513.30-15	59.99	Best Buy
				100-0703-553.30-18	359.86	Custom Fountains
				100-0703-553.34-03	254.22	Chula Vista
				100-0703-553.34-03	0.59	Chula Vista
				100-0601-551.33-03	35.00	WI Library Assoc
				100-0801-521.34-03	240.00	Sheraton Hotel
				100-0801-521.34-03	22.60	Bonefish

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Vendor Name	Check Number	Check Date	Invoice Number	Account Number	Amount	Description
CARDMEMBER SERVICE...	35605...	11/29/2012...	...	824-0807-521.21-06	96.58	Tailwaggers Doggy Daycare
				100-0801-521.29-05	169.99	Ovr'o.co/Overstock
				100-0801-521.30-18	99.95	www.newegg.com
				824-0807-521.21-06	65.10	Tailwaggers Doggy Daycare
				100-0801-521.30-18	74.47	Syx*Global Industrial Eq
				743-0403-513.22-01	0.42	Frn Trans Fee-PayPal
				<b>Total for check: 35605</b>	<b>3,734.40</b>	
CASPER'S TRUCK EQUIPMENT INC	35606	11/29/2012	62322	731-1022-541.38-03	82.02	Packing Set/Wipers & Nuts
			<b>Total for check: 35606</b>		<b>82.02</b>	
DIGICORPORATION	35607	11/29/2012	126772	100-0801-521.29-01	103.80	Business Cards/Police
				100-0000-134.00-00	(15.80)	Business Cards/Police
				100-0000-134.00-00	355.00	Window Envelope Inventory
				100-0000-134.00-00	(355.00)	Correct Account Number
				100-0401-513.29-01	355.00	Property Tax Envelopes
			<b>Total for check: 35607</b>		<b>443.00</b>	
DLT SOLUTIONS LLC	35608	11/29/2012	4232871A	743-0403-513.24-04	3,975.89	AutoCAD Support Renewal
			<b>Total for check: 35608</b>		<b>3,975.89</b>	
DUMKE & ASSOCIATES &	35609	11/29/2012		100-0903-531.29-06	2,077.50	316 Racine Street
			<b>Total for check: 35609</b>		<b>2,077.50</b>	
FASTENAL COMPANY	35610	11/29/2012	WIAPP228008	731-1022-541.82-01	63.99	Radio Building/PWF
			<b>Total for check: 35610</b>		<b>63.99</b>	
GAT SUPPLY INC	35611	11/29/2012	00012195	100-1003-541.30-15	297.00	Unv Blue Star Dlamd Bld
			<b>Total for check: 35611</b>		<b>297.00</b>	

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Vendor Name	Check Number	Check Date	Invoice Number	Account Number	Amount	Description
GRIESBACH READY-MIX LLC	35612	11/29/2012	1337	100-1009-541.30-18	627.00	Sidewalks
		11/29/2012	1340	100-1009-541.30-18	423.00	Sidewalks
			Total for check: 35612		1,050.00	
GUNDERSON UNIFORM & LINEN RENTAL	35613	11/29/2012	1479311	100-0801-521.30-13	33.47	Mat and Towel Cleaning
			Total for check: 35613		33.47	
HORN PRECAST	35614	11/29/2012	4763	625-1010-541.30-18	60.00	Risers
			Total for check: 35614		60.00	
LEVENHAGEN CORPORATION	35615	11/29/2012	047740A-IN	100-0000-131.00-00	26,734.30	Fuel
			Total for check: 35615		26,734.30	
LINCOLN CONTRACTORS SUPPLY INC	35616	11/29/2012	R10674	100-1008-541.30-18	28.00	Paving Breaker/Kerman Ave
			Total for check: 35616		28.00	
MENARDS-APPLETON EAST	35617	11/29/2012	8696	731-1022-541.82-01	47.72	Radio Building PWF
			Total for check: 35617		47.72	
MENASHA EMPLOYEES CREDIT UNION	35618	11/29/2012	20121129	100-0000-202.05-00	14,205.00	PAYROLL SUMMARY
			Total for check: 35618		14,205.00	
MENASHA UTILITIES	35620	11/29/2012		100-1008-541.22-03	334.43	Electric
				100-0000-123.00-00	15.82	Electric
				100-1012-541.22-03	95.15	Electric
				100-0305-562.22-03	22.93	Electric
				100-0305-562.22-06	45.63	Storm
				100-0304-562.22-03	32.35	Electric
				625-0304-562.22-03	7.42	Electric
				100-1013-541.22-03	61.10	Electric

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Vendor Name	Check Number	Check Date	Invoice Number	Account Number	Amount	Description
MENASHA UTILITIES...	35620...	11/29/2012...	...	100-1013-541.22-06	277.51	Storm
				207-0707-552.22-03	402.77	Electric
				207-0707-552.22-05	44.78	Water/Sewer
				207-0707-552.22-06	48.76	Storm
				100-0703-553.22-05	1,019.75	Water/Sewer
				100-0703-553.22-06	342.19	Storm
				100-1001-514.22-03	1,415.11	Electric
				100-1001-514.22-05	457.50	Water/Sewer
				743-0403-513.21-04	3,061.36	Outside Services
				100-1014-543.22-06	53.13	Storm
				267-0102-581.22-06	12.50	Storm
				100-1019-552.22-03	114.62	Electric
				100-1019-552.22-05	87.98	Water
11/29/2012				601-1020-543.22-03	32.29	Electricity
				100-0703-553.22-03	1,001.21	Electric
			ST LIGHTS	100-1012-541.22-03	18,121.75	October Street Lighting
			<b>Total for check: 35620</b>		<b>27,108.04</b>	
MENASHA-NEENAH MUNICIPAL COURT	35621	11/29/2012		100-0000-201.03-00	454.00	Bond/MEPD 12-105
				100-0000-201.03-00	202.00	Bond/MEPD 12-472
				100-0000-201.03-00	417.00	Bond/MEPD 12-3787
				100-0000-201.03-00	454.00	Bond/MEPD 12-306
			<b>Total for check: 35621</b>		<b>1,527.00</b>	
MODERN BUSINESS MACHINES	35622	11/29/2012	26296283	743-0403-513.29-01	243.10	Contract Dec 1-31, 2012
			<b>Total for check: 35622</b>		<b>243.10</b>	
CITY OF NEENAH	35623	11/29/2012	NM FIRE	100-0501-522.25-01	259,787.00	Fire/Rescue Services
			<b>Total for check: 35623</b>		<b>259,787.00</b>	

# AP Check Register Check Date: 11/29/2012

Vendor Name	Check Number	Check Date	Invoice Number	Account Number	Amount	Description
NETWORK HEALTH PLAN	35624	11/29/2012	00508764	100-0000-204.08-00	122,898.85	December Health Premium
			Total for check: 35624		122,898.85	
			Total for check: 35625		97.00	97.00 Drug Screenings
NETWORK HEALTH SYSTEM INC	35625	11/29/2012	293051	100-0202-512.21-05	97.00	97.00 Drug Screenings
NIELSON COMMUNICATIONS	35626	11/29/2012	FV12-110612DPW	731-1022-541.82-01	30,000.00	Radio Upgrade System 2nd Installment
			Total for check: 35626		30,000.00	
			Total for check: 35627		19.35	19.35 October Expenses
DENISE QUICK	35627	11/29/2012		100-1001-514.33-01	19.35	October Expenses
REDI-WELDING CO	35628	11/29/2012	14442	731-1022-541.30-18	577.87	Leaf Machine
		11/29/2012	14443	731-1022-541.30-18	702.38	Leaf Machine
		11/29/2012	14444	731-1022-541.30-18	263.25	Refuse Truck
		11/29/2012	14445	731-1022-541.30-18	636.94	Fork Pockets
			Total for check: 35628		2,180.44	
RIESTERER & SCHNELL INC	35629	11/29/2012	424219	731-1022-541.38-03	8.98	Cap & Packing
			Total for check: 35629		8.98	
			Total for check: 35630		150.00	150.00 City Physician
DR TERESA RUDOLPH	35630	11/29/2012		100-0903-531.21-05	150.00	City Physician
STAPLES ADVANTAGE	35631	11/29/2012	8023585641	100-1001-514.30-10	579.00	Office Supplies
				100-0401-513.30-10	34.36	Office Supplies
			Total for check: 35631		613.36	



# AP Check Register

## Check Date: 11/29/2012

Vendor Name	Check Number	Check Date	Invoice Number	Account Number	Amount	Description
SUNGARD PUBLIC SECTOR INC	35632	11/29/2012	57918	743-0403-513.24-04	2,806.00	December Contracts
			Total for check: 35632		2,806.00	
			Total for check: 35633		116.00	
THEDACARE	35633	11/29/2012	9200653868	100-0801-521.21-05	116.00	Venipuncture (2)
			Total for check: 35633		116.00	
			Total for check: 35634		142.80	
TRI-COUNTY OVERHEAD DOOR INC	35634	11/29/2012	30065	731-1022-541.30-18	142.80	Card, Pro, Lam
			Total for check: 35634		142.80	
			Total for check: 35635		128.57	
UNIFIRST CORPORATION	35635	11/29/2012	097 0125165	731-1022-541.20-01	128.57	Uniform & Supply Cleaning
			Total for check: 35635		128.57	
			Total for check: 35636		1,136.77	
UNITED PAPER CORPORATION	35636	11/29/2012	57107	100-0000-132.00-00	1,136.77	Cleaning Supplies/Bags
			Total for check: 35636		1,136.77	
			Total for check: 35637		27.48	
UNITED WAY FOX CITIES	35637	11/29/2012	20121129	100-0000-202.09-00	27.48	PAYROLL SUMMARY
			Total for check: 35637		27.48	
			Total for check: 35638		187.45	
VALLEY DIESEL INJECTION INC	35638	11/29/2012	402638	731-1022-541.38-03	163.36	Flange/Clamps/Pipes
		11/29/2012	402711	731-1022-541.38-03	45.15	Band Clamp/Exhaust Elbow
		11/29/2012	402743	731-1022-541.38-03	(21.06)	Turbo Flange
			Total for check: 35638		187.45	
VERIZON WIRELESS	35639	11/29/2012	2823006213	743-0403-513.22-01	169.46	Cell Phone & Plan
				743-0403-513.30-15	79.98	Mobile Broadband
			Total for check: 35639		249.44	

# AP Check Register Check Date: 11/29/2012

Vendor Name	Check Number	Check Date	Invoice Number	Account Number	Amount	Description
VIEVU	35640	11/29/2012	4499	100-0801-521.24-04	189.00	189.00 Video Camera & Repair
			Total for check: 35640		189.00	
			Total for check: 35641		20.73	20.73 901 Airport Rd/Gas Charge
WE ENERGIES	35641	11/29/2012		100-1001-514.22-04	20.73	20.73 901 Airport Rd/Gas Charge
			Total for check: 35641		20.73	
			Total for check: 35642		390.63	390.63 Boxed Lunches
WEATHER VANE CATERING	35642	11/29/2012		100-0204-512.20-02	390.63	390.63 Boxed Lunches
			Total for check: 35642		390.63	
			Total for check: 35643		759.75	759.75 2012 Dog Licenses
WINNEBAGO COUNTY TREASURER	35643	11/29/2012		100-0000-201.03-00	759.75	759.75 2012 Dog Licenses
			Total for check: 35643		759.75	
			Total for check: 35644		2,566.59	2,566.59 PAYROLL SUMMARY
WISCONSIN SUPPORT COLLECTIONS	35644	11/29/2012	20121129	100-0000-202.03-00	2,566.59	2,566.59 PAYROLL SUMMARY
			Total for check: 35644		2,566.59	
					539,825.47	

ORDINANCE O-17-12

AN ORDINANCE DISSOLVING A MUNICIPAL STEAM UTILITY

Introduced by Mayor Merkes

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

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

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

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

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

ATTEST:

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

RESOLUTION R - 41- 12

A RESOLUTION TRANSFERRING THE ASSETS OF THE MENASHA STEAM UTILITY  
ENTERPRISE

Introduced by Mayor Merkes

WHEREAS, as part of the City of Menasha utilities audit, the outside auditing firm has recommended dissolution of the steam utility; and

WHEREAS, at a special joint Common Council and Menasha Electric and Water Utility Commission meeting held on August 22, 2012, the respective bodies agreed to the dissolution of the Menasha Steam Utility Enterprise and reversion of the assets of the Menasha Steam Utility to City of Menasha control; and,

WHEREAS, the Common Council adopted Ordinance O-17-12 repealing the ordinance that created the Menasha Steam Utility; and,

WHEREAS, the remaining assets of the Menasha Steam Utility are to be removed from the financial records of the Menasha Utilities and transferred to the financial records of the City of Menasha.

NOW, THEREFORE BE IT RESOLVED by the Common Council of the City of Menasha the remaining assets of the Menasha Steam Utility Enterprise shall be transferred to the City of Menasha's financial records and that the City Comptroller/Treasurer is directed to make the necessary entries to effectuate the transfer.

Passed and approved this \_\_\_\_\_ day of December, 2012

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

ATTEST:

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

## RESOLUTION R-42-12

### Resolution for Preservation of Municipal Utility PILOTs

#### INTRODUCED BY MAYOR MERKES

**Whereas**, state law allows municipalities to receive payment in lieu of taxes (PILOTs) from municipal water and electric utilities, and PILOTs to municipalities have been authorized since at least 1918; and

**Whereas**, Public Service Commission (PSC) regulations establish a formula for determining the maximum allowable PILOT for any municipal utility, which is the municipal and school tax rates applied to the gross book value of the plant plus materials and supplies; and

**Whereas**, under current law the governing body of a municipality owning a public utility has the discretion to determine the appropriate level of PILOTs; and

**Whereas**, 511 municipal water utilities made PILOT payments totaling \$92.9 million in 2011 and 82 municipal electric utilities made PILOT payments totaling \$19.3 million in 2011; and

**Whereas**, on January 25, 2012, the PSC opened an investigation into PILOTs paid by municipal electric and water utilities, and on September 28, 2012 the PSC staff released a draft report concluding that:

- PILOT payments can be a significant component of municipal water utilities' revenue requirements, averaging 14.9 percent.
- The current method for calculating water utility PILOTs may be a disincentive to replacing aging utility infrastructure and making improvements necessary to ensure adequate service.
- PILOTs for most municipal water systems exceed the amount that they would otherwise pay as a gross receipts tax if they were private for profit utilities.

**Whereas**, there are several compelling reasons municipal utilities should make PILOTs to their municipalities that were not acknowledged in the PSC staff report, including:

- PILOTs are a way for tax exempt entities to financially contribute towards the cost of municipal services and reduce somewhat the burden on property tax payers.
- Financial risk is deserving of financial reward. Municipalities, as the owners of utilities, should receive a dividend in return for the considerable investment they make and risk they incur in establishing utilities.
- Municipal utility facilities directly benefit from public services provided by municipalities, such as police, fire, and snow plowing.
- Municipal utility facilities are located on land within the municipality that could otherwise be privately developed and the owners paying property taxes.

**Whereas**, PILOTs and gross receipts taxes are fundamentally different and there is no substantive benefit in trying to skew the outputs so they are reflective of each other.

**Whereas**, the League of Wisconsin Municipalities adopted a resolution at their 2012 Annual Conference opposes any efforts by the PSC, the state Legislature, and the Governor to eliminate or limit PILOTs from municipal water and electric utilities.

**Now, Therefore, Be It Resolved**, that the City of Menasha and Menasha Utilities opposes any efforts by the PSC, the state Legislature, and the Governor to change current statutes or rules regarding PILOTs from municipal water and electric utilities.

Passed and approved this            day of            , 2012.

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Donald Merkes, Mayor

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Mark Allwardt, President of W&L Commission

## Resolution R-43 -12

### Declaring 12/12/12 as Aaron Rodgers Day in the city of Menasha

Introduced by Mayor Merkes

**Whereas**, Aaron Rodgers in just a few years as a starter has established himself as a great leader of the Green Bay Packers and confidently takes the trust his teammates and coaches have placed in him to lead his team to further greatness; and

**Whereas**, Green Bay Packers Quarterback Aaron Rodgers became the only player in NFL history to throw for over 4,000 yards in each of the first two seasons as a starting quarterback; and

**Whereas**, the Green Bay Packers finished the 2011 regular season at the top of their division with a record of 15-1, thanks in large part to Aaron Rodgers; and

**Whereas**, Aaron Rodgers was named Most Valuable Player of Super Bowl XLV and of the 2011 season, winning 48 out of 50 possible votes; and

**Whereas**, Aaron Rodgers played the best season of his career in 2011, throwing for 4,643 yards, 45 touch-downs, and just 6 interceptions, good for a passer rating of 122.5, which is now the best single-season passer rating in NFL history; and

**Whereas**, Aaron Rodgers is actively involved in the charitable organization Midwest Athletes Against Childhood Cancer (the MAACC Fund).

**Now, therefore, be it Resolved** that I, Donald Merkes, Mayor and the City of Menasha Common Council hereby commend Aaron Rodgers' athletic accomplishments and humanitarian activities and declare December 12, 2012, as

“**Aaron Rodgers Day**”  
in the city of Menasha.

**Be it further resolved**, that the city clerk shall transmit a copy of this resolution to Aaron Rodgers.



PHOTO COURTESY OF AERIAL PHOTOS OF AMERICA

Dated this 3rd day of December, 2012

Donald Merkes, Mayor

R-37-12

**Resolution for Preservation of Tax Exempt Financing**

**INTRODUCED BY MAYOR MERKES**

**Whereas**, municipal bonds are the means by which state and local governments finance the critical infrastructure of our nation, including roads, bridges, hospitals, schools, and utility systems; and

**Whereas**, under current law the owners of municipal bonds are not required to pay federal income tax on the interest income they receive from the bonds; and

**Whereas**, this tax exemption is part of a more than century long system of reciprocal immunity under which owners of federal bonds are, in turn, not required to pay state and local income tax on the interest they receive from federal bonds; and

**Whereas**, this federal tax exemption provides a significant difference between public sector and private sector debt financing; and

**Whereas**; municipalities benefit from this tax exemption through substantial savings on the interest cost of borrowed money; and

**Whereas**; the benefit of lower capital costs attributable to tax exempt financing are passed on to property tax payers through reduced rates, greater local investments, or both; and

**Whereas**; from time to time Congress and the President have proposed legislation to tax – or alter the federal tax exemption of – interest on municipal bonds; and

**Whereas**, the League of Wisconsin Municipalities adopted a resolution at their 2012 Conference opposing any efforts by Congress or any future President to eliminate or limit the federal tax exemption on interest earned from municipal bonds.

**Now, Therefore, Be It Resolved**, that the City of Menasha Common Council with the Mayor concurring and Menasha Utilities opposes any efforts by Congress and any future, President to eliminate or limit the federal tax exemption on interest earned from municipal bonds.

Passed and approved this       day of       , 2012.

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Donald Merkes, Mayor

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Mark Allwardt, President of W&L Commission