

**CITY OF MENASHA
COMMON COUNCIL
Third Floor Council Chambers
140 Main Street, Menasha
Monday May 7, 2012**

**WORKSHOP – 5:00 PM
Fox Cities Chamber of Commerce – Ignite Fox Cities Economic Plan**

**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. [Steve Radich, Gold Cross - Gold Cross Ambulance Service Report](#)
 - 2. Clerk Galeazzi - the following minutes and communications have been received and placed on file:
Minutes to receive:
 - a. [Administration Committee, 4/17/12](#)
 - b. [Board of Public Works, 4/17/12](#)
 - c. [Board of Health, 3/14/12](#)
 - d. [Committee on Aging, 3/8/12](#)
 - e. [Library Board, 4/19/12](#)
 - f. [NM Sewerage Commission, 2/28/12, 3/27/12](#)
 - g. [Personnel Committee, 4/17/12](#)
 - h. [Safety Committee, 3/27/12; Public Works/Parks Dept.](#)
 - i. [Sustainability Board, 3/20/12](#)
 - j. [Water & Light Commission, 4/25/12](#)
Communications:
 - k. [Ald. Sevenich from Congressman Petri, 4/19/12; Current financial condition of the USPS](#)
 - l. [Ald. Taylor, Post Crescent articles](#)
 - m. [Menasha Historical Society Newsletter, May 2012](#)
 - n. [Calumet County Clean Sweep 2012 information](#)
 - o. [Proclamation – Celebrating Municipal Clerks Week](#)
 - p. [Proclamation – Celebrating National Police Week](#)
 - q. [Special Events Staff Members, 4/23/12; 2011 Program Review, 2012 Procedural Changes](#)
 - r. [WisDOT – Public Information meeting regarding 441 Tri-County Expansion](#)
- 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, 4/17/12](#)
 - 2. [New Common Council, 4/17/12](#)

Board of Public Works, 4/17/12; recommends approval of:

3. [Application for City of Menasha Deferred Assessment Policy, First Addition to Lake Park Heights, Winnebago Investments, LLC \(Van's Realty & Construction\) in the amount of approximately \\$584,000](#)
4. [Application for City of Menasha Deferred Assessment Policy, Second Addition to Southfield, Van's Realty & Construction in the amount of approximately \\$325,000](#)
5. [Request for extension of sanitary sewer from Southfield Subdivision to Second Addition to Southfield in the amount of approximately \\$33,000 to be paid from TID #9, Amendment #1 Project Plan proceeds](#)

H. ITEMS REMOVED FROM CONSENT AGENDA

I. ACTION ITEMS

1. [Accounts payable and payroll for the term of 4/19/12 to 5/3/12 in the amount of \\$1,175,551.91](#)
2. [Petition of Tammy & Amara Hoffstatter & Chuck Peterson, 332 8th St. for special exemption of Section 7-1-6\(e\) of City Code to license and house one more pet than allowed](#)
3. [Class "B" Liquor License Application of Menasha Athletic Association \(MAC\) to sell fermented malt beverages, Koslo Park Concession, May 7, 2012-October 31, 2012, Paul S. Johnson, agent](#)
4. [Class "B" Liquor License Application of Menasha Twins Baseball \(Legion Team\) to sell fermented malt beverages, Koslo Park Concession, May 7, 2012-October 31, 2012, Debbie Chew, agent](#)

J. ORDINANCES AND RESOLUTIONS

K. APPOINTMENTS

1. Mayor's appointment to the NM Joint Fire Commission
 - a. Reappointment of Jim Liebhauser, 1004 Grove St., for the term of May 7, 2012 to May 1, 2015
2. Mayor's reappointment to the Police Commission
 - a. Ron Duuck, 825 Kelsey Brook Ct., for the term of May 7, 2012 to May 1, 2017

L. PUBLIC COMMENTS ON ANY MATTER LISTED ON THE AGENDA

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

M. CLAIMS AGAINST THE CITY

N. ADJOURN

MEETING NOTICE

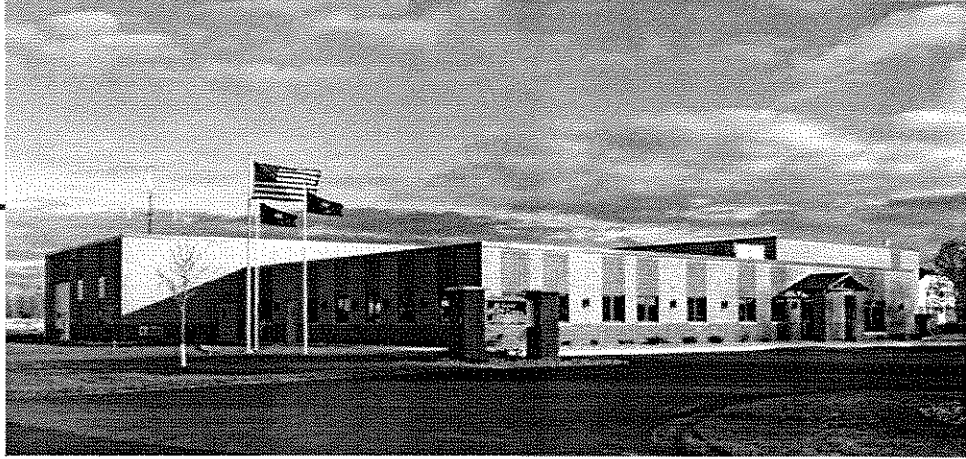
Common Council – Monday, May 21, 2012

Common Council - 6:00 pm

Administration Committee – 6:30 p.m.

Board of Public Works – 7:00 p.m.

Recall Primary Election – Tuesday, May 8, 2012



Gold Cross Ambulance

1055 Wittmann Drive
Menasha

OPEN HOUSE

May 19, 2012

10:00am - 3:00pm

*In celebration of **Emergency Medical Services Week***

10:00-12:00 Bike Safety Check/Helmet Giveaway

11:00-1:00 ThedaStar Aeromedical Helicopter

1:00-2:00 Vehicle Extrication/Jaws of Life Demo

Ambulances, Fire Trucks, Police Cars,
ThedaStar and EMS Bike Team

Refreshments & Prizes

CITY OF MENASHA
ADMINISTRATION COMMITTEE
Third Floor Council Chambers
140 Main Street, Menasha
April 17, 2012
MINUTES

DRAFT

A. CALL TO ORDER

Meeting called to order by Clerk Galeazzi at 7:38 p.m.

B. ROLL CALL/EXCUSED ABSENCES

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

EXCUSED: Alderman Englebert

ALSO PRESENT: Mayor Merkes, PC Styka, DPW Radtke, CDD Keil, C/T Stoffel,
PRD Tungate, LD Lenz, Clerk Galeazzi

C. MINUTES TO APPROVE

1. Administration Committee, 4/2/12

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

Motion carried on voice vote.

D. ACTION ITEMS

1. Election of Chairman

Moved by Ald. Krueger, seconded by Ald. Langdon to nominate Ald. Klein for Chairman.

Having no other nominations the clerk was directed to cast a unanimous ballot for Ald. Klein as Chairman.

Alderman Klein took over as Chairman

2. Election of Vice-Chairman

Moved by Ald. Klein, seconded by Ald. Zelinski to nominate Ald. Langdon as Vice-Chairman.

Having no other nominations the clerk was directed to cast a unanimous ballot for Ald. Langdon as Vice-Chairman.

3. Appeal of Operator's License - Cory Roehrig

Cory Roehrig explained he forgot to list the underage drinking convictions when completing the application for the operator's license.

PC Styka explained Mr. Roehrig's application was denied because he provided false information on the application, which according to the guideline, is reason for denial. The application states to include any underage drinking convictions.

Moved by Ald. Krueger, seconded by Ald. Benner to deny the appeal of operator's license of Cory Roehrig.

Motion carried on roll call 7-0.

DRAFT

4. Option to Purchase from FP One LLC, former NMFR Station 36, 901 Airport Road

CDD Keil explained the amended Option to Purchase submitted by FP One. The parcel will need to be rezoned from single-family to commercial

General discussion ensued on the insurance estimates to repair the building; the cost to raze the building; the assessed value of the property; other interested parties.

Moved by Ald. Klein, seconded by Ald. Sevenich to table the Option to Purchase from FP One LLC.

Motion carried on voice vote.

E. ADJOURNMENT

Moved by Ald. Zelinski, seconded by Ald. Langdon to adjourn at 7:55 p.m.

Motion carried on voice vote.

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

CITY OF MENASHA
Board of Public Works
Third Floor Council Chambers
140 Main Street, Menasha
April 17, 2012
MINUTES

DRAFT

A. CALL TO ORDER

Meeting called to order by DPW Radtke at 7:55 p.m.

B. ROLL CALL/EXCUSED ABSENCES

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

EXCUSED: Alderman Englebert

ALSO PRESENT: Mayor Merkes, PC Styka, DPW Radtke, CDD Keil, C/T Stoffel,

PRD Tungate, LD Lenz, Clerk Galeazzi

C. MINUTES TO APPROVE

1. April 2, 2012

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

Motion carried on voice vote.

D. ACTION ITEMS

1. Election of Chairman

Moved by Ald. Sevenich, seconded by Ald. Krueger to nominate Ald. Taylor as Chairman.

Having no other nominations the clerk was directed to cast a unanimous ballot for Ald. Taylor as Chairman.

Alderman Taylor took over as Chairman

2. Election of Vice-Chairman

Moved by Ald. Klein, seconded by Ald. Langdon to nominate Ald. Benner for Vice-Chairman.

Having no other nominations the clerk was directed to cast a unanimous ballot for Ald. Benner for Vice-Chairman.

3. Application for City of Menasha Deferred Assessment Policy, First Addition to Lake Park Heights, Winnebago Investments, LLC (Van's Realty & Construction) in the amount of approximately \$530,000

CDD Keil explained the request of Jerry Haen, Winnebago Investment, a division of Van's Realty & Construction, to use the City's deferred assessment policy to enable the City to borrow to fund the installation of public infrastructure in the Lake Park Heights and Southfield Subdivisions. The City would borrow the funds for the infrastructure installation from the State Trust Fund Loan program and repayment to the City would come from special assessments on the benefitting properties. The current estimate of the public infrastructure would be \$584,000.

General discussion ensued on the cost of the project, special assessment policy, development of that area.

Moved by Ald. Sevenich, seconded by Ald. Benner to recommend to Common Council the Application for City of Menasha Deferred Assessment Policy, First Addition to Lake Park Heights, Winnebago Investment, LLC (Van's Realty & Construction) in the amount of approximately \$584,000.

Motion carried on roll call 5-2.

Ald. Klein, Taylor, Sevenich, Langdon Benner – yes

Ald. Krueger, Zelinski – no

DRAFT

4. Application for City of Menasha Deferred Assessment Policy, Second Addition to Southfield, Van's Realty & Construction in the amount of approximately \$300,000

CDD Keil explained the request of Van's Realty & Construction to use the City's deferred assessment policy for the cost of installing public infrastructure in the Second Addition to Southfield Subdivision. The estimate of the installation of public infrastructure is \$325,000. The borrowing for this project would come from the State Trust Fund and be repaid to the City from special assessments on the benefitting properties.

Moved by Ald. Sevenich, seconded by Ald. Benner to recommend to Common Council the application for City of Menasha Deferred Assessment Policy, Second Addition to Southfield, Van's Realty & Construction in the amount of \$325,000.

Motion carried on roll call 5-2.

Ald. Klein, Taylor, Sevenich, Langdon Benner – yes

Ald. Krueger, Zelinski – no

5. Request for extension of sanitary sewer from Southfield Subdivision to Second Addition to Southfield in the amount of approximately \$33,000 (to be paid from TID #9, Amendment #1 Project Plan proceeds)

CDD Keil explained the request from Van's Realty & Construction to fund the construction of approximately 800' of sanitary sewer main from the Southfield Subdivision to the Second Addition to Southfield site. The extension is necessary because sewer cannot be extended from the adjacent First Addition to Southfield due to topography. The estimated cost is \$33,000 and will come from TID #9, Amendment #1 Project Plan proceeds.

Moved by Ald. Sevenich, seconded by Ald. Benner to recommend to Common Council the request for extension of sanitary sewer from Southfield Subdivision to Second Addition to Southfield in the amount of approximately \$33,000 to be paid from TID #9 Amendment #1 Project Plan proceeds.

Motion carried on roll call 7-0.

E. ADJOURNMENT

Moved by Ald. Krueger, seconded by Ald. Zelinski to adjourn at 8:16 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
March 14, 2012**

A. Meeting called to order at 8:07 AM by Chairman C. Rusin

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

C. MINUTES TO APPROVE

1. Motion to minutes from February 8, 2012 meeting made by T. Rudolph and seconded by L. Asmus. Motion carried.

D. REPORT OF DEPT HEADS/STAFF/CONSULTANTS

1. February 2012 Communicable Disease Report presented and discussed. S. Nett also distributed a copy of the communicable disease report for the past year for all of Winnebago County. The 12 month total for Chlamydia remains high. Rickettsial/tickborne diseases are also increasing.
2. Update – Pertussis. S. Nett reported the number of confirmed pertussis cases in Menasha seems to be declining. A significant number of individuals being tested continues to be reported with negative test results. These cases are classified as suspect and staff follow-up on each one to determine if they meet the probable case definition. The majority of cases have been in school age children. To date from January 1st there have been 2 confirmed cases, 13 probable cases (meet case definition but aren't lab confirmed), and 18 suspect cases.
3. Community Health Improvement Plan update given by S. Nett. Representatives from ThedaCare, Affinity, and Aurora health systems, and the local public health departments in the Fox Valley region have formed a coalition to begin working on a community health improvement plan. The group has met twice and has started working on identifying health priorities in the area. Monthly meetings are scheduled to continue. Currently the top health priority identified is obesity.
4. 60+ Health Screening Program Update---S. Nett reported that the grant nurse recently completed the foot care certification course through UW- Eau Claire. Nail care can now be provided as part of the 60+ health program. The program is being implemented for low income seniors. The federal poverty guidelines will be used in determining eligibility. Discussion ensued around what kind of evidence would need to be provided to show an individual met the income guidelines. The other new program currently under consideration for implementation is ear wax screening. Some seniors were reporting they were having to make 2 physician office visits when ear wax was a concern. The first visit was for a screening and then it was recommended to try an OTC product for softening and removing the ear wax; the second visit was to determine if they needed to have their ears

"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

flushed at the MD office. The grant nurse would need a review on the assessment for ear wax. Dr. Rudolph agreed to provide insight and assist with the review.

E. ACTION ITEMS

1. Fees for DHS Agent of the State 7-1-12 to 6-30-13 Licensing Year reviewed. S. Nett recommended the fees remain the same as the current licensing year. The state is not increasing their reimbursement amount and the costs to administer the agent of the state program is not increasing for 2012. L. Asmus made a motion and seconded by T. Rudolph to keep the fees the same as in 2011 for the DHS Agent of the State 7-1-12 to 6-30-13 licensing year. Motion carried.
2. Fees for Tattoo Parlors 7-1-12- to 6-30-13 Licensing Year reviewed. S. Nett recommended the fees remain the same as in 2011. L. Asmus questioned how many tattoo parlors there are currently in the city. S. Nett indicated there is only one currently licensed and that business does the permanent eyeliner. T. Rudolph made a motion and seconded by L. Asmus to retain the same fee as is in 2011 for the licensing period 7-1-12 to 6-30-13 for tattoo parlors. Motion carried.
3. Fees for DATCP Agent of the State 7-1-12 to 6-30-13 Licensing Year reviewed. S. Nett recommended the fees remain the same as the current licensing period. The state is not increasing their reimbursement amount and the costs to administer the agent of the state program is not increasing for 2012. Motion made by L. Asmus and seconded by T. Rudolph to keep the fees the same as in 2011 for the DATCP Agent of the State 7-1-12 to 6-30-13 licensing year. Motion carried.
4. Fees for Temporary Not for Profit Food Permits 7-1-12 to 6-30-13 Licensing Year reviewed. C. Rusin requested information on how this permitting process works. S. Nett explained the two tiers of permits. Applicants can choose to watch a video online or at the department and pay a lesser fee or the applicant can choose to have an inspection by the sanitarian, receive the education at the time of the inspection and pay the higher fee. The majority of applicants will take the online training. S. Nett recommends the fees stay the same for this licensing period. Motion made by T. Rudolph and seconded by L. Asmus to keep the fees the same for the Not for Profit Food Permits for the licensing period 7-1-12 to 6-30-13. Motion carried.
5. Fees for Mobile Home Parks 7-1-12 to 6-30-14 Licensing Year (2 yr. Permit) reviewed. S. Nett explained this is a 2 year permit. One inspection is required per year. The state is not increasing the pass-through fee. Motion made by T. Rudolph and seconded by L. Asmus to keep the current fees for the licensing period 7-1-2 to 6-30-14 for mobile home parks. Motion carried.
6. Discussion – Foot Care Program Fees. S. Nett explained the grant nurse received certification to do nail care and that fees needed to be set for this program which will become part of the 60+ health program. There was much discussion on how to set income eligibility as the program is primarily for low income older adults. C. Rusin asked if there was a difference in criteria for someone who is an older adult versus someone much younger. S. Nett to contact the benefit specialist for Winnebago County for information. The VNA currently charges \$22 and the Thompson Center in Appleton charges \$25. Board members were willing to set the fee now but wanted to review program guidelines once they were completed.

Motion made by T. Rudolph and seconded by L. Asmus to set a fee of \$15 per person for foot care based on eligibility guidelines. Motion carried.

7. Discussion – Ear Wax Screening Fees. S. Nett explained the 60+ program was looking at ear wax screening a couple of times a year and wanted to set a fee for doing so. The 60+ grant nurse will need a review on the assessment of the ear before starting this program. T. Rudolph willing to do the review. After discussion, it was decided the screening should be done with a recommended donation. Motion made by L. Asmus and seconded by T. Rudolph to set a recommended donation of \$2/person for the ear wax screening. Motion carried.

F. HELD OVER BUSINESS

1. None

- G. Motion to adjourn at 9:25 AM made by L. Asmus and seconded by T. Rudolph. Motion carried. Next meeting April 11, 2012.

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

**CITY OF MENASHA
COMMITTEE ON AGING
Minutes
March 8, 2012**

- A. Meeting called to order at 7:50 AM by Chairman J. Klundt.
- B. Present: John Ruck, Mary Lueke, Peg Malueg, Sue Steffen, Lee Murphy, Jean Wollerman, Joyce Klundt, Susan Nett
- C. MINUTES TO APPROVE
 - 1. Motion to approve minutes from February 9, 2011 meeting made by L. Murphy and seconded by J. Ruck. Motion carried.
- D. REPORT OF DEPT HEADS/STAFF/CONSULTANTS
 - 1. Senior Center Older Adult Director reported on February attendance statistics for the senior center. Feb. visits to the center were the highest in a month's time in 5 years at 1657. The mild winter may be one of the reasons for this. Conversely, the mealsite attendance was low for the month. Committee members questioned if the other ADVOCAP mealsites also saw a drop in attendance. S. Nett to contact ADVOCAP's Mealsite Director for attendance information at other sites. In addition to the Valentine's Day party, the trip to the PAC for the Million Dollar quartet were popular activities for the month.
 - 2. Building Project Update provided. Miron Construction and McMahon Associates visited the senior center to discuss the possibility of changing the building entrance to the back of the building. The architect has completed some preliminary plans and will be meeting with J. Wollerman, S. Nett, L. Murphy and Greg Keil from Community Development next week to review those plans. Next step is to bring that information to the committee on aging for review and discussion.
 - 3. Senior Pool Initiative---J. Wollerman has finalized the plans for the exercise class at the pool for the summer for seniors and submitted the information to the Park and Rec Director for inclusion in the summer brochure.
- E. New Business
 - 1. Health Program – New Initiatives. S. Nett discussed the foot care program for low income seniors. The Board of Health will be reviewing the program and setting the fees at the next meeting. Ear Wax Screening is also being planned pending consultation with the medical advisor for the health department.
- F. HELD OVER BUSINESS
 - 1. Legacy Account Policy---J. Wollerman presented information on a policy. Plans are to bring the written policy, account information and a brochure design to the next committee on aging meeting.
- G. Motion to adjourn at 8:50 AM made by L. Murphy and seconded by S. Steffen. Motion carried. Next meeting April 12, 2012.

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D R A F T
MINUTES OF REGULAR MEETING
ELISHA D. SMITH PUBLIC LIBRARY TRUSTEES
April 19, 2012

Call to order at 4:01 p.m. by President Enos

Present: Crawmer, Eisen, Enos, Kobylski, Murray, Nichols, Wicihowski, Wisneski

Absent: Warren (Teen Rep)

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

Public Comment

The Library Board received a thank you note from staff for providing treats each day as part of Staff Appreciation Week.

Wicihowski noted that the library grounds are looking especially nice. She complimented the custodial staff for their work.

Eisen stated that he was offended by the attire of someone who was asked to visit with trustees at a recent board meeting.

Authorization of Bills

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

Consent Business

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

Approve minutes from the Library Board meeting of March 15, 2012

Accept minutes from the Policies & Personnel Committee meeting of March 13, 2012

Nichols noted single revisions in each of the minutes.

Motion

Motion to approve minutes as revised from the Library Board meeting of March 15, 2012 and to accept the minutes as revised from the Policies & Personnel Committee of March 13, 2012 by Nichols, seconded by Wisneski, and carried unanimously.

Director's Report/Information Items

1. March Statistics. Circulation was down 11.3% for the Adult Department and 2.6% for the Children's Department for March. Overall, lending was down 7.7% from 2011. On a positive note, children's book lending statistics remained about even with last year's numbers and their periodical lending was up 10%.
2. Endowment Report. The library received the following gifts: \$30 from Subway, \$150 from Franzoi & Franzoi, and \$100 from Lamers for the Children's Services summer reading program.

We also received \$15 from the Fox River Theatre Co., \$25 from the Menasha Dock Association, and \$20 from Helen Chang for meeting room use. Tim Gruper donated \$20 toward Karen Drechsel's memorial bench and Ben and Cindy Adams made a general donation of \$600 to our General Endowment Fund. Nichols noted that we had a CD coming due in early May. Director Lenz will compare interest rates at First National Bank and Community First Credit Union to determine where the CD will be reinvested.

3. Current Budget Status. Director Lenz reviewed the current status of the budget. 26.7% of the budget has been spent to date.
4. Staff Reports. Some special events we had this past month included National Library Week, Fox Cities Reads, and spring break week for local students. The Fox Cities Book Festival events held here in our library were exceptionally well attended.
5. Recent State Legislation Affecting Public Libraries. Assembly Bill 224 was signed into law by Governor Walker. The bill gives schools and libraries greater flexibility in the management of gifts and grants to their institutions. Legislators did not take action on a bill that would have extended the deadline for WiscNet, our non-profit Internet provider.
6. Winnefox System Board Member. Newly appointed Winnefox Library System board representative Tasha Saecker reported that she recently attended her first meeting. Normal operating procedures were discussed. eBooks will be discussed at a future meeting.
7. Long Range Plan. Our present long range plan will conclude at the end of this year. The director will oversee the process of determining whether existing goals and objectives have been met. She and the library's supervisors are currently developing a plan for constructing the library's next long range plan. Director Lenz shared preliminary ideas for implementing that plan. Discussion ensued. It was agreed that an ad hoc committee should be formed. Mary Crawmer and Becky Nichols agreed to serve on this committee; they don't want to begin until summer. Additional committee members will be determined at a later date.
8. Trustee Re-appointments. Two Library Board appointments will come due on June 30, 2012. Kathy Wicihowski will contact the mayor with her preference to serve another term; Gary Wisneski has already informed Mayor Merkes that he will be leaving the board.

Discussion/Action Items

9. Report from the Policies & Personnel Committee. On behalf of the Policies & Personnel Committee, chair Kathy Wicihowski recommended that the board approve the Rules of Conduct as originally presented. Several board members stated that it was important to have these policy statements in writing to give staff the tools they need to consistently run the library in the absence of the director. Eisen opposed having a written policy which would allow petitioning in the library, preferring that only general instances of behavior be addressed in the policy.

Motion

Motion to approve the Rules of Conduct policy as presented by the Policies & Personnel Committee by Murray and seconded by Nichols. Seven members voted aye and Eisen voted nay.

10. Ceiling Mounted Projector. At Director Lenz's request, Building Supervisor Adam Alix obtained two proposals from local businesses for a ceiling mounted projector system. Both vendors did on-site visits and prepared their quotes based on their own interpretation of what type of system would best meet our needs. A third option, which involved mounting one of our existing projectors on the ceiling, was presented at the meeting. The cost for this would be considerably less than the first two quotes. Discussion ensued. There was a consensus to table this matter until the next meeting.
11. 2012 Budget. The 2011 budget has been closed out, and a rollover of \$36,690 was approved by the Common Council. The budget total approved by the Council for 2012 was \$1,422,454. Director Lenz reviewed some line items that were changed to meet this final budget number. She explained that the \$4,200 budgeted in capital funds to replace worn carpeting with floor tiles in the area adjacent to the interior foyer doors were not as pressing, since the library had virtually no winter traffic, but that she recommends using the capital funds toward costs associated with the anticipated Teen/Business Center move. Discussion relative to the use of those funds ensued. There was a consensus to table the discussion pertaining to the use of the capital funds for a future meeting.

Motion

Motion to approve the 2012 budget as presented by Eisen, seconded by Wicihowski, and carried unanimously. The capital funds budgeted for 2012 were left undesignated.

Announcements

Board members were reminded of the upcoming Voicing Your Support for WI Libraries Workshop for Trustees and of the WAPL Conference scheduled to be held in May. Trustees choosing to attend either will be reimbursed for registration and travel costs.

Adjournment

Motion to adjourn the meeting at 5:02 p.m. by Wicihowski, seconded by Wisneski and carried unanimously

Respectfully submitted,
Paul Eisen, Secretary
Kris Seefeldt, Recording Secretary

NEENAH-MENASHA SEWERAGE COMMISSION

Regular Meeting

Tuesday February 28, 2012

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

Present: Commissioners Tim Hamblin, Kathy Bauer, Raymond Zielinski, Mike Sambs, Dale Youngquist; Manager Randall Much, Attorney John Thiel, Accountant Roger Voigt.

Excused: Commissioners Gunz, Falck.

Also Present: Tom Kispert, Chad Olsen, Amy Vaclavik (McMAHON); Gary Mennen (resident-Town of Greenville); Mike King (Post Crescent); Paul Much (MCO).

Commissioners discussed the minutes from the Regular Meeting and Closed Session of January 24, 2012. After discussion, motion made by Commissioner Zielinski, seconded by Commissioner Bauer to approve the minutes of the Regular Meeting and Closed Session of January 24, 2012. Motion carried unanimously.

Correspondence

The following correspondence was discussed:

- A. February 16, 2012 letter from David Kliber, President SF Analytical Laboratories to NMSC President William Zelinski.
RE: Wisconsin DNR disqualifying certain WET testing performed.
- B. February 21, 2012 letter from Susan Sylvester, WDNR Director Bureau Water Quality to NMSC President William Zelinski.
RE: Disqualified WET testing from SF Analytical Laboratories.

Budget, Finance, Personnel

Accountant Voigt presented the financial statements for the month of January 2012. The financial statements are preliminary and do not include all the year-end adjustments. The auditors have completed their work at the treatment plant and are waiting for responses from the Commission's attorneys to be able to finish up the report. After discussion, motion made by Commissioner Zielinski, seconded by Commissioner Sambs to approve the Financial Statements for the month of January. Motion carried unanimously.

Accountant Voigt presented the Accountant's Report and Cash Flow Projection for the month of January. The interest rates have not changed; MCO generated \$4,600 in income to the Commission in January. After discussion, motion made by Commissioner Zielinski, seconded by Commissioner Bauer to accept the Accountant's Report and cash flow projection for January. Motion carried unanimously.

Motion made by Commissioner Bauer, seconded by Commissioner Zielinski to approve operating and payroll fund vouchers #132790 through #132835 in the amount of \$346,765.80 for the month of January 2012. (No Construction Fund Vouchers in January). Motion carried unanimously.

Accountant Voigt presented MCO Invoices #16218, #16259 and #16253 in the amounts of \$118,745.45, \$440.55 and \$894.55. After discussion, motion made by Commissioner Hamblin, seconded by Commissioner Zielinski to approve for payment MCO Invoices #16218, #16259 and #16253 and to pay the invoices after March 1, 2012. Motion carried unanimously.

Accountant Voigt presented for payment McMAHON invoices #48340 - \$8,625.00; #48339 - \$26,400.00; #48386 - \$1,695.00; #48477 - \$3,337.60; and #48520 - \$2,031.00. After discussion, motion made by Commissioner Bauer seconded by Commissioner Hamblin to approve for payment invoices #48340, #48339, #48386, #48477, and #48520. Motion carried unanimously.

Accountant Voigt presented and explained the Certificates for Payment received for Contracts A, C, and D. These requests represent the 5% owed on the various equipment procurement items for submittal of the shop drawings. Contracts A, C, and D are all with LAI Ltd. After discussion, motion made by Commissioner Bauer, seconded by Commissioner Sambs to approve for payment the Certificates for Payment received from LAI Ltd. for Contracts A, C, and D. Motion carried unanimously.

Operations, Engineering, Planning

Manager Much had three items to report on: 1) The turbo unit for the methane engine has been ordered and was shipped. The turbo is somewhere between here and Germany. 2) The chlorine generation unit is expected to be started up today. MCO has two master electricians on-site here at the NMSC who have spent over 400 hours doing the wiring to get this unit set up. There have been some issues with the internal wiring on the unit and the manufacturer needed to send a technician here to correct the wiring. The manufacturer sent the unit to the NMSC with these internal wiring issues. Commissioner Hamblin questioned who is responsible for the costs; Manager Much responded there will be no cost for MCO's labor. President Youngquist reminded the Commissioners that MCO has not been charging the NMSC for extra services performed. 3) Manager Much attended the recent Government Affairs Seminar; one item topic was the EPA and regulations. The EPA has areas of concern with larger communities; the NMSC was on the map as one of these communities. The City of Oshkosh was another community and they currently have enforcement action against them; Oshkosh needed to hire an attorney, consultants, and prepare reports for submittal to the EPA. Oshkosh has quite an issue in dealing with the EPA. Attorney Thiel questioned if this was due to sanitary overflows in Oshkosh; Manager Much indicated it was part of the issue. Attorney Thiel reported Oshkosh has had severe problems with overflows. Commissioner Bauer questioned if there is anything we can do proactively; at this time there is not anything to do. After discussion, motion by Commissioner Zielinski, seconded by Commissioner Sambs to accept the Operating Report for January.

Tom Kispert updated the Commission on the facilities upgrade project. The facilities design is moving forward, shop drawings have been coming in from the equipment supplier. Tom reported he needs acceptable shop drawings before we can do plans. The original submittal date to submit the design to the DNR was scheduled for April 6; we are now looking at an additional 30-

45 days for the submittal. Tom indicated the biosolids storage facility needs to be determined for the final design.

Tom Kispert discussed the Controls & SCADA. Scott Mahnke (McMahon) is working with plant staff; systems older than 15 years will be replaced.

Tom Kispert discussed the GIS based work order system. The work order system is up and running; there have been some bugs in the programming but they are being worked out. Work on the GIS portion is under way. President Youngquist questioned if there will be a presentation at the March meeting. Tom responded yes, that is the plan.

Manager Much reported there is still activity on the centrifuge issue by Centrysis. We have been contacted by the Wisconsin Economic Development Council requesting additional information.

Amy Vaclavik updated the Commission on the Clean Water Fund (CWF). Amy referred to her memo that was included in the packets. Amy has met with the communities; currently the CWF application will include the equipment procurement and building modifications. If the biosolids storage building location and design are known, this can then be included with the CWF application as one application for the project. Amy brought forth items to be discussed: 1) How will the CWF debt be distributed as well as the Sonoco portion of the debt? President Youngquist responded he thought it would be spread among the communities. Amy questioned what percentage should be used to calculate the distribution; the Commission was provided three alternatives. There was a brief discussion. After discussion, motion by Commissioner Bauer, seconded by Commissioner Hamblin to allocate the Sonoco percentage of the borrowing to the communities based on the municipality percent of use from the most current year 2011 actual. Motion carried unanimously. 2) Amy will need to receive authorized representative resolutions to designate someone in the community to sign their paperwork and loan resolutions. 3) Amy discussed her need to have a Bond Counsel available when questions arise during this process. The NMSC used Tom Griggs with Godfrey & Kahn; the majority of the other communities use Rebecca Speckhard from Quarles & Brady. Amy has talked with both Attorney Thiel and Attorney Speckhard. Attorney Speckhard indicated most of the questions that will come up will fall under the responsibility of the community. If the NMSC needs answers, this could be done on a time and expense basis. Attorney Thiel reported Rebecca has done more CWF work and has worked with some of the communities; he had some concern of conflict of interest but this can be dealt with. Attorney Thiel explained to the Commission that Amy is looking for the Commission to give approval for her to work with a Bond Counsel for the Commission needs for the CWF. Attorney Griggs rate is \$450 per hour, Attorney Speckhard's rate is \$425 per hour. Amy has worked with Rebecca previously and is comfortable working with her. The Commission should have a motion to hire special counsel to assist as-needed for Bond Counsel services. After discussion, motion by Commissioner Bauer, seconded by Commissioner Sambs to allow McMahon to use Quarles & Brady as-needed for Special Bond Counsel at a cost not to exceed \$5,000 without additional approval from the Commission. Motion carried unanimously. 4-5) A draft inter-municipal agreement should be sent to Quarles & Brady. 6) Attorney Thiel reported he is waiting to hear back from the Board at U.S. Paper (Sonoco); management in North Carolina has recommendations for the Board of Directors, we do not know what the recommendations are or when the Board is meeting. 7-8) A variance request needs to be completed; Quarles & Brady can help with this document. Once this document is approved and the variance granted, we

would not need to have the contracts with MCO and Sonoco reviewed. 9) The communities may need to prepare new sewer service charges prior to receiving the CWF closing; this will be necessary for any communities using Revenue Bonds for the CWF.

Tom Kispert discussed the change order received from Unison Solutions for Equipment Procurement Contract N. Tom discussed the need and reasons behind the change order. By increasing the size for capacity, it will improve the efficiency. The size if being increased 40 percent. President Youngquist questioned why we didn't know we would have needed the larger size initially; the original unit sized did not take into account the efficiency of the boiler. After discussion, motion by Commissioner Bauer, seconded by Commissioner Hamblin to approve change order #1 for Equipment Procurement Contract N for an increase of \$22,343.00. Motion carried unanimously.

Old Business

Attorney Thiel provided an update on the Fox River litigation. The trial for arranger liability began on Tuesday February 21st. In the arranger trial, the NMSC is a defendant. From Tuesday through Friday the defendants put in their case; now the Federal & State Governments, NCR, and API (plaintiffs) are presenting their position. Attorney Thiel read a report to the Commission received from Davis & Kuelthau on the trial.

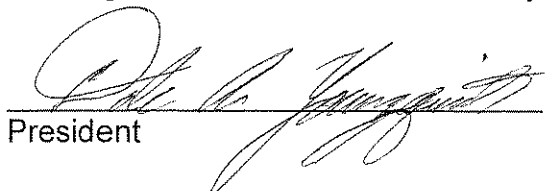
Biosolids. Chad Olsen indicated he has no new information to discuss at this time.

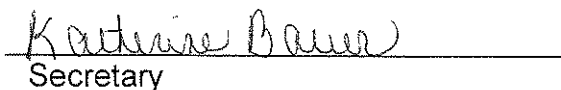
Motion made by Commissioner Zielinski, seconded by Commissioner Hamblin to convene into closed session pursuant to Wis. Stats. § 19.85(1)(e) to discuss strategy concerning the Contracted Industrial User as it affects the financing of the Sewer Plant Project. Also, pursuant to Wis. Stats. § 19.85(1)(e) to discuss identified real estate options for placement of a building to be used by the Commission for which bargaining reasons and developing acquisition strategy require a closed session to protect the public investment and spending of public funds. By roll call vote taken, motion carried unanimously, by Commissioners Zielinski, Bauer, Hamblin, Sambs, Youngquist.

Meeting convened into closed session at 9:15 am.

After discussions, motion made by Commissioner Zielinski, seconded by Commissioner Bauer to adjourn the closed session and return in regular open session. By roll call vote taken, motion carried unanimously by Commissioners Zielinski, Bauer, Hamblin, Sambs, Youngquist. The Commission returned to Regular open session at 10:28 am.

Motion made by Commissioner Zielinski, seconded by Commissioner Bauer to adjourn the meeting. Motion carried unanimously. Meeting adjourned at 10:28 a.m.


President


Secretary

THE NEXT REGULAR MEETING IS SCHEDULED FOR TUESDAY March 27th, 2012.

NEENAH-MENASHA SEWERAGE COMMISSION

Regular Meeting

Tuesday March 27, 2012

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

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

Excused: Commissioner Bauer.

Also Present: Tom Kispert, Chad Olsen, Sam Pociask, Stuart Boerst (McMAHON); Gary Mennen (resident-Town of Greenville); Rob Franck, Paul Much (MCO).

Commissioners discussed the minutes from the Regular Meeting and Closed Session of February 28, 2012. After discussion, motion made by Commissioner Gunz, seconded by Commissioner Zielinski to approve the minutes of the Regular Meeting and Closed Session of February 28, 2012. Motion carried unanimously.

Correspondence

The following correspondence was discussed:

- A. March 21, 2012 letter from Jake Oelke, WPPI to Rob Franck, NMSC.
RE: Standby generation test results.

Sam Pociask (McMahon) presented a real time demonstration of the GIS/Work Order system developed for the Commission. The work order portion is almost complete; there are some minor issues to be dealt with. The GIS portion of the program will progress with current equipment and new equipment as it is installed.

Budget, Finance, Personnel

Accountant Voigt presented the financial statements for the month of February 2012. The financial statements include all the year-end adjustments. After discussion, motion made by Commissioner Zielinski, seconded by Commissioner Gunz to approve the Financial Statements for the month of February. Motion carried unanimously.

The Commission discussed the refund from Menasha Utilities for electrical overcharges and how the refund should be handled. The overcharge was due to a meter error for a period of slightly more than six years. Per PSC regulations, the Commission will be reimbursed for any overcharge going back a total of six years. Also per PSC regulations, the Commission will be repaid the overcharge over a two year period. The Commission will be receiving monthly checks from Menasha Utilities in the amount of \$75,048.50 totaling \$1,801,164.00 over the two year period. Accountant Voigt discussed two options he has discussed with others: 1) refund all money received from Menasha Utilities to the contract users, or 2) with permission of the contract users, keep the refund received from Menasha Utilities and use the funds to reduce the amount

of borrowing from the Clean Water Fund for the current project. Attorney Thiel reported he reviewed the Ordinance-Contract and it does not provide any indication how this type of matter should be handled. President Youngquist reported he asked the question if the Commission could keep this refund to reduce any CWF borrowing. Commissioner Gunz indicated he felt this refund is from plant operations and it should be returned to the contract users. Accountant Voigt discussed his report showing a six-year average of plant usage by the contract users. The six year average is a weighted average of the flow, BOD and suspended solids. After discussion, motion by Commissioner Gunz, seconded by Commissioner Zielinski for the Commission to refund the repayment of the electrical overcharge received from Menasha Utilities on a monthly basis to the contract users based on the six year average of plant usage. Motion carried unanimously on a roll call vote.

Dave Maccoux (Schenck) entered the meeting.

Dave Maccoux presented and discussed the 2011 Financial Audit Report and Management Communications. There is one reportable condition of a control deficiency in that there is a lack in the segregation of duties. Attorney Thiel questioned the materiality of this reported control deficiency. Mr. Maccoux reported it is a material matter and this type of condition is common for smaller units of a size like the NMSC. This condition has been reported in previous years. Mr. Maccoux was further questioned if it would be beneficial to have someone from the outside come in to review the financials during the year. Mr. Maccoux reported the Commission reviews of the financial reports are important. An outside person to come in to review the financials would not be necessary, but possibly having a Commissioner review the bank reconciliations would be good. After discussion, motion by Commissioner Zielinski, seconded by Commissioner Gunz to approve the 2011 Financial Audit report and Management Communications as presented. Motion carried unanimously.

Accountant Voigt presented the Accountant's Report and Cash Flow Projection for the month of February. The interest rates have not changed; MCO generated \$4,686 in income to the Commission in February. Commissioner Falck had questions on how the CWF worked between the State and the individual communities. No one in attendance was able to answer his questions; Commissioner Gunz indicated Amy Vaclavik (McMahon) should attend the next meeting to explain the CWF process. After discussion, motion made by Commissioner Gunz, seconded by Commissioner Falck to accept the Accountant's Report and cash flow projection for February. Motion carried unanimously.

Motion made by Commissioner Gunz, seconded by Commissioner Hamblin to approve operating and payroll fund vouchers #132836 through #132877 in the amount of \$308,649.08 for the month of February 2012 and Construction Fund Vouchers #111 through #115 in the amount of \$55,008.50 for the month of February 2012. Motion carried unanimously.

Accountant Voigt presented MCO Invoices #16292 and #16330 in the amounts of \$118,745.45, and \$462.85. After discussion, motion made by Commissioner Zielinski, seconded by Commissioner Gunz to approve for payment MCO Invoices #16292 and #16330 and to pay the invoices after April 1, 2012. Motion carried unanimously.

Accountant Voigt presented for payment McMAHON invoices #48657 - \$9,075.00; #48656 - \$86,230.00; #48658 - \$3,817.00; #48724 - \$6,000.00; #48747 - \$3,214.06, and #48746 - \$329.50. After discussion, motion made by Commissioner Zielinski seconded by Commissioner Hamblin to approve for payment invoices #48657, #48656, #48658, #48724, #48747, and #48746. Motion carried unanimously.

Accountant Voigt presented the Certificate for Payment received for Contract L – Fine Pore Disc Aeration System. This request represents the 5% owed on the equipment procurement item for submittal of the shop drawings. Contract L is with XYLEM (formerly ITT Water Solutions). After discussion, motion made by Commissioner Gunz, seconded by Commissioner Zielinski to approve for payment the Certificate for Payment received from XYLEM for Contract L. Motion carried unanimously.

Operations, Engineering, Planning

Manager Much reported the turbo for the methane engine has been installed and the unit has been running for two weeks. Manager Much also reported on DNR codes coming out based on EPA review of the DNR. The first item deals with sanitary sewer overflows; if the codes are passed as they currently are written, they will allow “blending” under certain conditions – which the Commission does with its flow in excess of 40 MGD. We will need to meet with the DNR to discuss this matter in more detail. The community efforts have been significant, but more needs to be done by the communities. The second item deals with phosphorous codes; we need to begin to look at our options – 1) brick and mortar, 2) adaptive management – reducing current levels of phosphorous found in the Fox River, and 3) pollutant trading. Manager Much feels the pollutant trading options may be the best economic potential for the Commission. Manager Much would like McMahon to provide a proposal for them to begin tracking phosphorous. This would be done in cooperation with other wastewater plants on the Fox River. Commissioner Gunz indicated with the four communities, there could be four different consultants performing work for this study. Chad Olsen indicated the goal is to have one firm represent all. Chad will bring in a proposal to the next meeting. Manager Much also discussed the NR101 Fees. These fees billed to the Commission are based on pounds discharged into the river from the NMSC. Normally our billing has been in the \$40,000 per year range. This past year we had two months (April and May) of extremely high flows and loading discharged. This year we may be looking at fees to be near \$100,000. After discussion, motion by Commissioner Gunz, seconded by Commissioner Hamblin to accept the Operating Report for February. Motion carried unanimously.

Tom Kispert updated the Commission on the facilities upgrade project. The facilities design is moving forward and he is looking at a June 1 submittal date of the design to the DNR. Tom reported he is still waiting for some of the equipment shop drawings. Tom also discussed the current hypochlorite storage tanks; the current tanks are ten years old and are showing their age and fatigue. New tanks will now be included with the project. The current tanks are polyethylene; we will look at going with fiberglass tanks. Two polyethylene tanks cost about \$21,000; two fiberglass tanks will cost \$30,000 - \$35,000. The polyethylene tanks have a life of about ten years; fiberglass tanks are projected to have a 20 year life. Tom reminded the Commissioners that the decision on the biosolids building will have an impact on the design and equipment delivery schedule. There currently are six items scheduled for a July 12 shipment; we can delay the shipment date up to sixty days with no change in the equipment price. The big

concerns are with the storage of the equipment once it gets on site. Tom also reported they are coordinating the design with the SCADA. Tom reported on Contract F – Fine Screens; the contractor was asked to provide Allen Bradley screens and switches to insure the equipment would work with the SCADA system. The cost to make this change is \$3,100. Tom also explained the need to have the fine screens base built with additional height to insure they would be long enough to fit in the floor area. The additional cost for increasing the base height will be \$8,800. The request for the change order for Contract F is \$11,900. Commissioners discussed the change order; Commissioner Gunz would like to see the proposed change orders at the time of the request. After discussion, motion made by Commissioner Gunz, seconded by Commissioner Hamblin to approve the change order request to add \$11,900 to Contract F – Fine Screens as proposed. Motion carried unanimously. Tom discussed a request to add two grinders for the centrifuges. The grinders being requested are the same grinders that are part of the current Contract F with JWC. The grinders would be installed ahead of the centrifuges to protect them. Three quotes for grinders were obtained and the quote received from JWC was the least expensive. By ordering additional grinders under Contract F there would be significant cost savings. The cost to add two additional grinders under Contract F is \$36,070. After discussion, motion made by Commissioner Gunz, seconded by Commissioner Hamblin to add two additional grinders to Contract F. Motion carried unanimously.

Tom Kispert updated the Commission on the System Controls/SCADA.

Tom Kispert discussed a memo from Amy Vaclavik providing a status update of the Clean Water Fund Application and also distributed another memo from Amy updating the Commissioners on the current CWF Priority Score. A draft Agency Agreement was prepared by Attorney Speckhard; Amy would like permission to send the Draft Agency Agreement to the DNR, DOA, and member communities. After discussion, motion made by Commissioner Gunz to approve sending the Draft Agency Agreement to the DNR, DOA, and member communities. Motion carried unanimously. The DNR issued a new priority score for the NMSC; the NMSC score increased from 98.481 to 119.323. This new score puts the NMSC project at Number 2 on the Clean Water Fund Program for fiscal year 2013. Tom also indicated there is the potential for principal forgiveness on CWF projects.

Old Business

Attorney Thiel provided an update on the Fox River litigation. The federal government has appealed a ruling in regards to the Freedom Of Information Act and information in the Fox River litigation; this has the potential for an impact on a settlement. Attorney Thiel also reported API has now hired a premier legal firm from Kansas City. Commissioner Gunz questioned the mid-April hearing with Judge Griesbach; this will have no impact on us.

Biosolids. Chad Olsen indicated he has no new information to discuss at this time.

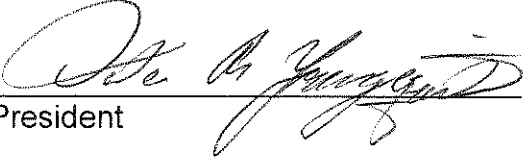
Motion made by Commissioner Falck, seconded by Commissioner Zielinski to convene into closed session pursuant to Wis. Stats. § 19.85(1)(e) to discuss strategy concerning the Contracted Industrial User as it affects the financing of the Sewer Plant Project, and pursuant to Wis. Stats. § 19.85(1)(g) to confer and review oral legal advice by legal counsel to the Commission as to potential litigation with Insurance Carriers as it relates to the lawsuit(s)

commonly referred to as the Fox River litigation. 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 for which bargaining reasons and developing acquisition strategy require a closed session to protect the public investment and spending of public funds. By roll call vote taken, motion carried unanimously, by Commissioners Zielinski, Gunz, Falck, Hamblin, Sambs, Youngquist.

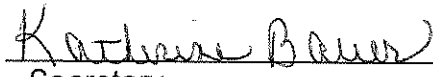
Meeting convened into closed session at 9:56 am.

After discussions, motion made by Commissioner Gunz, seconded by Commissioner Zielinski to adjourn the closed session and return in regular open session. By roll call vote taken, motion carried unanimously by Commissioners Zielinski, Gunz, Falck, Hamblin, Sambs, Youngquist. The Commission returned to Regular open session at 11:22 am.

Motion made by Commissioner Gunz, seconded by Commissioner Zielinski to adjourn the meeting. Motion carried unanimously. Meeting adjourned at 11:22 a.m.



President



Secretary

THE NEXT REGULAR MEETING IS SCHEDULED FOR TUESDAY April 24th, 2012.

DRAFT

CITY OF MENASHA
PERSONNEL COMMITTEE
Third Floor Council Chambers
140 Main Street, Menasha
April 17, 2012
MINUTES

A. CALL TO ORDER

Meeting called to order by Clerk Galeazzi at 8:16 p.m.

B. ROLL CALL/EXCUSED ABSENCES

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

EXCUSED: Alderman Englebert

ALSO PRESENT: PC Styka, DPW Radtke, CDD Keil, C/T Stoffel, LD Lenz,
Clerk Galeazzi

C. MINUTES TO APPROVE

1. Personnel Committee, 4/2/12

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

Motion carried on voice vote.

D. ACTION ITEMS

1. Election of Chairman

Moved by Ald. Zelinski, seconded by Ald. Klein to nominate Ald. Krueger for Chairman.

Moved by Mayor Merkes, seconded by Ald. Benner to hold the election of Chairman.

Item held

2. Election of Vice-Chairman

Moved by Mayor Merkes, seconded by Ald. Benner to hold the election of Vice-Chairman.

Item held.

E. ADJOURNMENT

Moved by Mayor Merkes, seconded by Ald. Benner to adjourn at 8:20 p.m.

Motion carried on voice vote.

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



PUBLIC WORKS / PARKS DEPARTMENT SAFETY COMMITTEE
March 27, 2012
MINUTES

Meeting called to order at 9:10 AM

Present: Jim Julius, Todd Drew, Vince Maas, Sue Nett, Jeff Nieland, Adam Alix,
Kevin Schmahl, Mark Radtke, Corey Gordon, Brian Tungate, Tim
Jacobson

Guest: Ben Rank – CVMIC

Absent: Ken Popelka, Pamela Captain

Approval of Minutes – Motion to approve minutes from the March 27, 2012, 2012
meeting made by J. Julius second M. Radtke - Motion approved.

A. Old Business

1. **Maintenance Shop Ventilation** – No change
2. **Cold Storage Bird Feces / Overhead doors** – T. Drew reinforced the health concern related to working in accumulated pigeon feces in the cold storage building. Recommendation is to put automatic door closers in vehicles and keep doors shut as much as possible. Any feces should be cleaned frequently to avoid dry feces becoming airborne.
3. **Shock Gloves** – K. Schmahl stated gloves work well to lessen hand/wrist trauma using impact tools. It was decided that additional pairs be obtained for crews who run equipment such as air hammers. T. Drew will obtain gloves.

B. New Business

1. **Monthly Safety Topic** – “Monthly Safety Topic” – distributed and discussed.
2. **Injury Review – 2 injuries reported** First injury – Employee twisted his right knee in an extension cord. Recommendation employees should make sure of their work area and follow proper site and cord organization to avoid slips, trips and falls. Second injury – Employee twisted knee by short stepping on a catch basin losing balance and twisting his knee. Recommendation – size up work area and make adjustments in vehicle or equipment location if necessary to render a safe work area.
3. **New Items for discussion-** Fleet Safety policy required revision due to incorrect language with current organization.

Training

1. **Fire extinguisher training** – T. Drew scheduled fire extinguisher training for April 2, 2012.
2. **Hearing Screening** – scheduled for April 5, 2012 all employees scheduled. Truck will be parked behind the Health Department.
3. **Work Zone Traffic Safety Training Kimberly 3/29/12** – Review
4. **Other new items for discussion** – Discussion regarding an OSHA visit which was made at the Senior Center due to a complaint of City employees on the roof without connected fall protection. T. Drew stated that all employees should be told that if any regulatory inspection occurs, credentials should be checked, write down the name of the inspector or get a business card and take notes re: any discussion or statements made during the visit.

D. Adjourn: Motion M. Radtke second A. Alix - Meeting adjourned at 10:10am.

**CITY OF MENASHA
SUSTAINABILITY BOARD
Common Council Chambers
140 Main Street, Menasha
Tuesday, March 20, 2012
Minutes**

A. CALL TO ORDER

Meeting called to order by Chairperson Linda Stoll at 6:35 p.m.

B. ROLL CALL/EXCUSED ABSENCES

Present: Linda Stoll, Paul Van de Sand, Chris Bohne, Kathy Thunes, Roger Kanitz

Also Present: Mayor Merkes

Excused: Ed Kassel

C. PUBLIC COMMENTS ON ANY MATTER OF CONCERN TO THE SUSTAINABILITY BOARD

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

No one spoke.

D. MINUTES TO APPROVE

1. February 21, 2012

Moved by Paul Van de Sand, seconded by Chris Bohne to approve minutes of February 21, 2012.

Motion carried with Roger Kanitz abstaining

E. COMMUNICATIONS

F. REPORTS

1. February Sustainability Board Report

Discussion of report by Roger Kanitz including: trolley proposal, electronics recycling event April 28th, Town of Menasha sustainability activities, and ECOS website and activities.

G. ACTION ITEMS

1. Earth Day recycling

Volunteers should be at Menasha Utilities at 7AM. Committee members will confirm that staffers were included in MU billings, list on the earth day website, and get to the Post Crescent.

H. DISCUSSION

1. City of Menasha buildings: energy use per square foot (Paul Van de Sand)

The chart is nearing completion; data should be ready for April meeting.

2. Earth Week 2010

A cooperative website is being updated. It was suggested that a link be added to the city website to help better communicate region wide activities to the community.

3. Recycling update

4. Complete Streets

Linda reported that community development is completing the mapping needed to start this project, there could be a potential for an intern to do this work if data could be exported to them.

5. Waste Management

I. ADJOURNMENT

Moved by Chris Bohne and seconded by Paul Van de Sand to adjourn at 7:37 p.m.

Motion carried.

Respectfully submitted by Mayor Merkes

REGULAR MEETING OF THE WATER AND LIGHT COMMISSION

April 25, 2012

Draft

Commission President Allwardt called the Regular Meeting of the Water and Light Commission to order at 8:00 A.M., with Commissioners Joe Guidote, Don Merkes, and Dan Zelinski present on roll call. Also present were Melanie Krause, Co-General Manager/Business Operations; Dick Sturm, Co-General Manager/Engineering and Operations; Steve Grenell, Project Engineer; Kristin Hubertus, Business Operations Accountant; Tim Gosz, Chief Water Plant Operator, and Don Voogt, McMahon Associates, Inc.

Those absent were: Comm. Joanne Roush, Paula Maurer, Customer Services Manager; Lonnie Pichler, Electric and Water Distribution Supervisor; John Teale, Technical Services Engineer; and Lisa Miotke, Energy Services Representative.

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

Item III. Motion made by Comm. Guidote, seconded by Comm. Zelinski, was unanimous on roll call to approve the following:

- A. Minutes of the Regular Meeting of March 28, 2012.
- B. Approve and warrant payments summarized by checks dated April 2 - 25, 2012, which includes Net Payroll Voucher Checks and Operation and Maintenance Voucher Checks for a total of \$597,753.51, and Operation and Maintenance Vouchers and Rebates to be paid prior to the next Regular Meeting. Motion approved unanimously on roll call.
- C. Correspondence, as listed.
 - Copy of letter dated February 6, 2012, via email to John Teale, Menasha Utilities, from Michael Hyland, APPA, re: RP3 Designation
 - Copy of invitation dated March 28 from Davis & Kuelthau Attorneys, re: Public Officials Program
 - Copy of April 6 news release from Tom Stoffel, City of Menasha, re: Menasha Credit Rating Increases Two Steps
 - Copy of April 13 memorandum from Tammy Freeman, WPPI Energy, re: Typical Bill Comparison Summary
 - Copy of invitation to Orientation to WPPI Energy scheduled for May 10, 2012

Item IV. New Business, West Electric Inc. Request to Withdraw Bid and Award Bid for High Lift Pumping Station Modifications – Co-General Manager/Business Operations Krause reported on April 10, 2012 West Electric Inc. submitted a bid for the Standby Generator & Motor Control Modifications Project (Contract M0002-910283-B) The Bid was received before the 2:00 pm bid deadline at the Menasha Utilities Office April 10, 2012. A total of four bids were received and West Electric Inc complied with all the bid requirements. West Electric, Inc did submit the lowest bid for Base Bid B of \$536,795.76 and Alternate Bid B-1 deduct of \$2,325.50.

On April 10, after the bids were opened there were discussions with Menasha Utilities staff, McMahon and West Electric, Inc. on their bid since they were much lower than the rest. Within an hour after bid opening West Electric, Inc. contacted McMahon by phone and stated they made an error. On April 11 a letter was received from West Electric, Inc. stating they did not include markup on their bid. On April 17 West Electric, Inc. submitted a written request to withdraw its

bid. Notification by West Electric, Inc. occurred before the contract was awarded and prior to being presented to the Menasha Utilities Commission.

West Electric, Inc. did make a mistake in bidding and it was caused by a clerical error. This error is material to the contract and it would be unreasonable to attempt to enforce the bid because it was an error in computing and the company would be losing money. Menasha Utilities will not be prejudiced because we were notified on a timely basis of the error.

West Electric, Inc. has satisfied the conditions for withdrawal of its bid based on when notification was given, the fact the contract has not been awarded yet, and it was a good faith error.

Motion made by Joe Guidote and seconded by Donald Merkes was unanimously approved on roll call to allow the withdrawal of the bid and the release of the bid bond, and also to award the contract to the second lowest bidder Pieper Electric, Inc based on Base Bid B of \$615,000 and Alternate Bid B-1 for a deduct of \$2,600.

McMahon Associates Agreement for Professional Services, Amendment #2 – Co-General Manager/Engineering and Operations Sturm reported the amendment modifies the original agreement and includes the costs for re-examining and rebidding the High Lift Pump Station Modifications and Abandonment of Manitowoc Street Elevated Tank project.

The motion by Comm. Merkes, seconded by Comm. Allwardt, was unanimous on roll call to approve Amendment #2 changing the lump sum design fee from \$25,400 to \$35,400.

Mr. Voogt departed at 8:30 a.m.

Item V. March Financial and Operations Statement – Business Operations Accountant Hubertus reviewed the new format for the Financial and Project Status Reports.

In March the consumption of electricity decreased by 3.53% overall compared to budget. Several projects have been deferred for the anticipated revenue adjustments due to the customer refund and customer closings, and the lineman position is on hold.

Water consumption decreased for the month primarily due to our resale customer using less water. Revenues are higher for the month because the water rate case became effective on March 1, and chemical expenses were lower due to favorable water conditions.

After discussion, the Commission accepted the March Financial and Operations Statement as presented.

Item VI. Claims Against The Utility – there were no claims discussed at this meeting.

Item VII. Purchase Orders over \$10,000.00 issued since the last Commission meeting were presented for informational purposes.

Item VIII. Unfinished Business – there was no Unfinished Business discussed at this meeting.

Item IX. Project Reports, Telecommunications Update – Mr. Sturm added the dark fiber customer remains uncertain as to what is going to happen. He also gave an update on the new

Fox Lodge housing project, which is a private entity. Wiscnet cannot get involved with a private enterprise, and it is not likely that we would be able to service this group of users.

Comm. Merkes commented on putting together a business plan for the Telecommunications Utility and deciding whether it is even feasible to support other new customers.

Water Projects – Project Engineer Grenell gave an update on the Safe Drinking Water projects being completed.

Metering Practices and Plan –Mr. Sturm reported verification costs are being tracked, five customers have had their multipliers recalculated by one individual, and the calculation will be verified by another individual. Field inspections for the remaining 34.5 kV customers are being coordinated and scheduled with the industries. A meeting has been scheduled for May 2 with Larry Chapman, Chapman Metering, to discuss the issue and look for a proposal. The WPPI Metering Best Practices task force is scheduled for May 8.

Item X. Staff Reports, Co-General Manager/Engineering and Operations and Project Engineer – there were no additional questions to the reports presented.

Electric and Water Distribution/Safety Report – Mrs. Krause noted the OSHA Incident Rate has been added to the Safety Report.

Telecommunications & Substations – there were no additional questions to the report presented.

Water Plant – Chief Operator Gosz added the head house is now on line for the summer.

Co-General Manager/Business Operations and Customer Services - there were no additional questions to the reports presented.

Energy Services Representative/Key Accounts – Mayor Merkes reported on a LEDO (Economic Development) conference he attended with ESR Miotke.

Comm. Allwardt reported on the April 19 tour of the Elm Road Generating facility.

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

Item XII. The motion by Comm. Zelinski, seconded by Comm. Guidote, was unanimously approved on roll call to adjourn at 9:40 a.m.

By: MARK L. ALLWARDT
President

JOSEPH P. GUIDOTE
Secretary

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

6TH DISTRICT OFFICES:

FOND DU LAC, WI
(920) 922-1180

OSHKOSH, WI
(920) 231-6333

Congress of the United States
House of Representatives
Washington, DC 20515-4906

April 19, 2012

Mr. Stanley Sevenich
645 9th Street
Menasha, WI 54952-2367

Dear Mr. Sevenich:

Thank you for contacting me regarding the current financial condition of the United States Postal Service (USPS) and its future. As I am sure you know, in 2010, the USPS had an operating deficit of \$8.5 billion and its First Class Mail volume dropped by nearly 5.57 billion pieces. Continuing this trend, the USPS lost \$5.1 billion and the total mail volume dropped by 3 billion pieces in 2011.

Since the USPS is a self-sustaining federal agency that is not subsidized by federal, state or local governments, it is responsible for making up for these losses. Since 2002 it has, on average, cut annual costs by \$1 billion by reducing its workforce through attrition, holding off on construction of new facilities, and freezing the salaries of those in the Service's executive ranks. Unfortunately, these cuts have not been enough to counter the declining revenue. The bleak economic forecast for USPS is prompting Congress to take action to address the current fiscal condition of the USPS.

There are a number of bills aimed at improving the operations and financial standing of the USPS which may be considered by Congress. The purpose of H.R. 2309, the Postal Reform Act of 2011, is to restore the financial solvency of the United States Postal Service and to ensure the efficient and affordable nationwide delivery of mail. It would establish the Commission on Postal Reorganization to pursue cost reductions and create a new advisory body, the Postal Service Financial Responsibility and Management Assistance Authority, to make financial recommendations should the agency default for more than 30 days. If, two years after the Authority is created, the Postal Service has an annual budget deficit of more than \$2 billion, power over the agency would be transferred to the Authority.

H.R. 2309 was approved by the House Committee on Oversight and Government Reform by a vote of 22-18 and is now pending consideration by the full House. As I consider this legislation, I will be sure to keep your thoughts in mind. Please continue to contact me on issues of concern.

Sincerely,



Thomas E. Petri
Member of Congress

TP/md

Menasha credit rating improves

By Michael King
The News-Record

MENASHA — The January settlement of the lawsuit filed by investors in the failed Menasha Utilities steam plant project has prompted an improvement in the city's credit rating.

The city is still working its way back to its A1 credit rating that dropped nine steps to B1 in the aftermath of its Sept. 1, 2009, default on \$22.8 million worth of municipal bonds issued for the steam plant project.

Moody's Investors Services noted that the city strengthened and stabilized its general obligation debt position so it recently issued a Ba2 rating with a stable outlook, a two-step improvement.

"It's positive and it's showing that we're going in the right direction," said Mayor Don Merkes.

"They recognize that we're trying to set the ship straight but it's still too close to the event yet for us to be back to where we were," said Tom Stoffel, comptroller-treasurer.

Both officials said the city would likely need to continue relying on the state Trust Fund for any

necessary future borrowing needs until the city is able to restore its credit rating to investment grade status.

Merkes said the city's financial outlook has certainly improved but added that "it will be a number of years before we're completely out of the woods."

Merkes said the city will look to the state Trust Fund later this year for street projects in the Woodland Hills area that will be repaid with special assessments.

It may also look to refinance a Lake Park Villas balloon payment at a lower interest rate through the state fund.

The mayor, who won reelection this month without opposition, said he has a number of goals for the next four years.

"I think that we're moving in the right direction," Merkes said. "People are happy that we are resolving things. Now we need to start looking toward the future, working on our housing stock and reconnecting back to the riverfront again and improving our financial situation."

Michael King:
920-729-6622, ext. 33, or
mking@newsrecord.net

Menasha credit rating improves

MENASHA — The January settlement of a lawsuit filed by investors in the failed Menasha Utilities steam plant project has prompted an improvement in the city's credit rating.

The city is still working its way back to its A1 credit rating that dropped nine steps to B1 in the aftermath of its Sept. 1, 2009, default on \$22.8 million worth of municipal bonds issued for the steam plant, which closed a month later unable to cover its debt.

Last week, Moody's Investors Services noted that the city had strengthened and stabilized its general obligation debt position so it issued a Ba2 rating with a stable outlook, a two-step improvement.

Mayor Don Merkes and Tom Stoffel, the city's comptroller-treasurer, said the city likely would need to continue to rely on the state Trust Fund for any future borrowing needs until it is able to restore its credit rating to investment grade status.

Ald. Taylor

COMMENTARY

Civility is based on honesty, values

Civility is something we need to pay attention to if we want to correctly deal with the issues at hand. Civility isn't just using polite or politically correct words and phrases, but is an honest, mature sharing of facts and opinions.

I recently read an article entitled "The Meaning of Civility" written in 1997 by Guy and Heidi Burgess. This

Terri Gerner
Community Columnist



Terri Gerner is a Neenah resident.

article identified ways to "increase the constructiveness of public debate." Due to our cur-

rent political and social media climate, the strategies suggested in this article seem timely.

The first recommendation made in this article was to "separate people from the problem." This will help defuse the destructive "us vs. them" attitude along with hopefully encouraging a "principles above personalities" type of dialogue. When a controversy or con-

flict arises, it doesn't matter who is right, but what is right.

"To obtain all the available facts" was another suggestion made in this article. This suggestion is just as and maybe even more important than the previous recommendation.

We now live in a society that's wired for instant overreactions to questionable information. The complete, real

facts are seldom readily available and I believe our best defense is to slow down and take the time to gather all available facts before responding or taking action.

Abraham Lincoln said, "I am a firm believer in the people. If given the truth, they can be depended upon to meet any national cri-

See GERNER, B-2

GERNER: Civility comes first from honesty, values

From B-1

sis. The great point is to bring them the real facts."

"The Meaning of Civility" urges the community to "condemn the deliberate distortion of information." This means we all need to take the time to educate ourselves so that we don't naively believe the false, incomplete messages being marketed to us day in and day out.

I used to hear the phrase "knowledge is power," but in

this day and age, I think knowledge is "protection" more than power.

Another recommendation made by the authors of "The Meaning of Civility" was to "honor legitimate uses of legal, political and other types of power." The important word here is "legitimate." The definition of legitimate is "being in compliance with the law, being in accordance with established or accepted patterns and standards, based on logical reasoning, and being authentic/genuine."

We have witnessed our share of uncivilized behavior in this country and around the world due to the "illegitimate" use of power.

The final recommendation from the article that I want to focus on is to "separate win/win from win/lose issues." There are many issues we can compromise on and come up with win-win solutions. Then there are "core value" issues such as basic freedoms, justice issues, the protection of children, adolescents and vulnerable adults, along with the basic protection

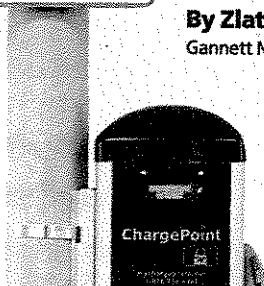
of the natural environment where compromise may not be an option.

When it comes to core value issues, we need to be willing to "agree to disagree." We are our values and we cannot compromise who we are and expect to be at peace with ourselves and others.

Being civil is being willing to be honest, fair and compassionate while walking fearlessly in the values that define us.

— Terri Gerner

pdletters@postcrescent.com

ELECTRIC
VEHICLE
CHARGING
STATION

By Zlati Meyer
Gannett News Service

Study: Charging up electric cars could create more emissions than fueling up

For most motorists in Michigan, charging their electric vehicles could produce more greenhouse-gas emissions than fueling up and driving the most efficient gas-powered hy-

brids, according to a new study released Monday by the Union of Concerned Scientists.

The organization looked at how electricity is produced around the U.S. — regions more dependent on coal for their electricity received a lower score.

"Today, in Michigan, our analysis is an electric vehicle is as good as

some of the best gas vehicles and some hybrids, and if Michigan continues to invest in renewable energy, it can go from being a 'good region' to a 'best region,'" said Don Anair, one of the researchers.

He said that in Michigan, where 70 percent of electricity comes from

See **ELECTRIC**, Page E-5

Electric

Continued from Page E-1

coal-burning power plants, a plug-in electric vehicle affects the environment the same as a car that gets 38 mpg. That's not as environmentally beneficial as a 2012 Toyota Prius, for example, which gets 50 mpg Michigan's score is about equal to the all-gasoline 2012 Scion iQ. The Rocky Mountain region ranked last with a 33 mpg score.

The southwestern corner of Michigan and parts of the Upper Peninsula are lumped with the region that ranked cleaner at 41 mpg and includes mostly Indiana, Ohio and West Virginia.

"When people are considering electric vehicles, I think emissions is one question," Anair said.

"This will certainly make it clear that even with no tailpipe emissions, there are emissions associated with charging it."

Jesse Toprak, vice president of market intelligence for the new vehicle research and pricing site TrueCar.com, doesn't anticipate the study will affect consumer behavior. Plus, despite the study findings, buying an electric vehicle now could help the environment in the long run by helping drive down the costs of the cleaner vehicles through higher demand, he said.

"The idea of introducing these cars, fuel cells, anything not going to use the traditional supply of oil, is that one day we'll be able to reach an economies-of-scale number ... so the masses can afford electric cars," he said. "The ultimate multiplier effect of that eventually will be much cleaner air, due (to) not using much gas."

Environmental concerns aside, many car shoppers simply want to save on their gas expenses.

The study — which took into account the higher cost of the electric vehicles and the price of electricity and gas — found that electric vehicle owners could save as much as \$1,200 a year compared with the average compact gas-powered car, based on the national average electricity price of 11 cents per kilowatt hour and an average gas price of \$3.50 per gallon.

MENASHA HISTORICAL SOCIETY NEWS

May 2012



MEMORIAL DAY A time to remember



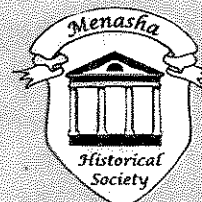
April 12-The program on the Brin & Valley Theatres, presented by Nancy Barker, was held at the Memorial Building, the site of the Menasha Historical Resource Ctr./Museum. Many attendees shared their own experiences at both sites to add to a very interesting program. We set up for approximately 35 persons and much to our amazement 98 persons attended. Yes, we ran out of space and had to adjourn to the upstairs area in order to accommodate all. Much scurrying around to move chairs upstairs and later bring them back down, buying more refreshments, etc. made for a very memorable evening. Thank you to all of our members and guests who so willingly offered their services. A great lesson:

Working together makes all things possible!!

The newly elected officers and board members, who will assume their duties as of June 1, 2012 for a two year term, are as follows:

President – Bob Smarzinski
Vice-President - Jean Chew
Secretary – Dolores Gear
Treasurer – Nancy Ropella
Resource Director – Katie LaMore
Advisor – Paul Brunette
Ex-Officio – Nancy Barker

Dick Loehning
Carol Sweet
Tom Konetzke
Sylvia Biebel
Stacey Hoekstra



Mark your calendars for the final “get-together” of this season
and

September 13 for our annual “back-together”
Picnic in the Park

THURSDAY - MAY 10

11:00 a.m.-Lunch (Dutch treat) at Michaels Bar & Grill – Appleton Rd., Menasha
(Call Dolores Gear 722-3635 for reservations)

1:00 p.m-Barlow Planetarium-“Ring World”-Campus of UW Fox Valley
(\$4.00 discounted cost will be collected at lunch or prior to admittance)

You may park in the lot directly in front of the building reserved for Barlow and Weis customers. Please heed posted signs on other special reserved spaces.

NEWLY DONATED ARTIFACTS

2 metal ballot (voting) boxes which were used in the 3rd Ward many years ago. They have now "come home" to their original site.

When RR Donnelly cleared out the Ahnaip St. building we acquired information, artifacts and pictures of the Banta family and era. Included are many duplicates of the Nightmare (Banta's monthly published newsletter) and are available for the taking at the Resource Ctr./Museum. They will also be available at the Menasha High School Alumni Banquet which will be held June 6 at Germania Hall.

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

Vacation time is almost upon us (for those of us who don't leave WI for warmer climate during our winter months). That means this will be the final issue of our Menasha Historical Society Newsletter until August. However, the Resource Center/Museum continues to be open every Monday (except holidays) from 9:00 am-12:30 pm, or whenever the faithful volunteers finish the day's projects. There are also projects we hope to accomplish during the warm, summer days so will always accept anyone willing and able to help. In June the newly elected Board of Directors will be discussing programs for the coming year and would love to have suggestions which would interest all age groups and the entire community.

For anyone not acquainted with the Menasha Historical Resource Center & Museum please stop in and check us out. We are very proud of the valuable city history which has been collected over the years and is available for research along with all of the artifacts we now have on display. As the word is spread we are receiving countless requests for information/pictures, etc. from locals and persons living throughout the United States. Stop in and check us out and perhaps consider becoming a member of the Society. We welcome persons of all ages as HISTORY is never finished!

MEMORIAL DAY REMEMBRANCE

Peace will come when people live
In friendship, side by side,
And cherish understanding
More than hatred, greed and pride.

Peace will come when people see
All people as the same,
And no one has to live in fear,
In ignorance, or shame.

Peace will come when people
Who are needy can reach out
For shelter, food, or love,
And no one has to do without.

Peace will come when people
Learn to listen and to care
About the rights and dignity
Of people everywhere.

Peace will come when love
and trust
And kindness know rebirth,
And on that day all people
Will rejoice in peace on earth.



Clean Sweep 2012

**For Disposal of...Unwanted hazardous wastes and
electronic wastes from your home and farm**

**FOR ALL CALUMET COUNTY RESIDENTS, BUSINESSES and FARMS
throughout Calumet County**

If you are unable to participate, ask a friend, family member, or neighbor to take your materials for you.

Households, Businesses, & Farms Friday, May 18, 2012 - 3:00 to 6:00 PM

New Holstein Public Works Garage, 1319 Taft Avenue, New Holstein

Households Only Saturday, May 19, 2012 - 8:00 to 11:00 AM

Town of Harrison Town Hall, W5298 Hwy 114, Menasha

FOR LARGE CONTAINERS, call 920-849-1450, Ext. 3 to arrange a pick-up. If the items you wish to dispose are not listed or you are unsure if the items are hazardous or dangerous, please call 920-849-1473 ahead of time.

Wastes must be brought in the original containers, 5 gallons or less in size whenever possible. Keep materials separate. Do NOT mix chemicals. To transport materials, place them in a box or other sturdy container to prevent spills or breakage. **CONTAINERS ARE NOT RETURNED.**

CLEAN SWEEP FOR BUSINESSES

Qualifying businesses are eligible to participate in the Clean Sweep program, although they must pay the full cost for material disposal. Contact UW Extension at 920-849-1450, Ext. 3 (in the Appleton area call 920-989-2700, Ext. 288) for information on scheduling an appointment.

COMPUTERS AND ELECTRONICS

Household computer and electronics items will be accepted according to the following fee schedule:

\$1.00 per piece: televisions, computer monitors, laptops, CPU's, fax machines, printers, photocopiers, VCR, DVD players, cell phones.

CASH ONLY!

No Checks or Plastic

NO CHARGE for peripherals: keyboards, mice, speakers, wires, docking stations, and scanners.

Proof of Calumet County residency required.

FREE DISPOSAL OF THESE ACCEPTABLE ITEMS:

- Plant, pest, yard maintenance chemicals
- Oil-based paints, solvents, and related products— **NO LATEX PAINT!**
- Cleaners and cleansers
- Automotive and vehicle products ***Keep waste oil separate to be recycled.***
- Mercury and other products—Bulk mercury and mercury containing devices such as thermometers and thermostats, tube fluorescent bulbs, button cell (**NOT HOUSEHOLD**) batteries, acids and bases, and photographic chemicals.

NON-ACCEPTABLE ITEMS

These items require special handling and will not be accepted. For proper disposal please contact UW Extension.

- Radioactive Material (smoke detectors)
- Explosives
- Ammunition
- Rechargeable batteries
- Compressed Gas Tanks/Propane tanks
- CFL Light Bulbs (the curly ones)
- Latex Paint

**Project funding provided by
Veolia Waste Services**

**With contributions from the local governments
in Calumet County and a WI DATCP grant**

University of Wisconsin-Extension, U.S. Department of
Agriculture and Wisconsin Counties cooperating. UW-
Extension provides equal opportunities in employment
and programming including Title IX and ADA.

For more information about this Clean Sweep Program contact:

Calumet County
206 Court Street, Chilton, WI 53014
Emergency Management, 920-849-1473 or
UW-Extension 920-849-1450, Ext. 3
Appleton area call 920-989-2700
<http://calumet.uwex.edu> or
Kohrell.mary@co.calumet.wi.us

Municipal Clerks Week April 29, 2012 thru May 5, 2012

WHEREAS, the Office of the City Clerk a time honored and vital part of local government exists throughout the world; and

WHEREAS, the Clerk is the oldest position among public servants; and

WHEREAS, the Clerk provides the professional link between the citizens, the local governing bodies and agencies of government at other levels; and

WHEREAS, Clerks have pledged to be ever mindful of their neutrality and impartiality, rendering equal service to all; and

WHEREAS, the Clerk serves as the information center on functions of local government and community; and

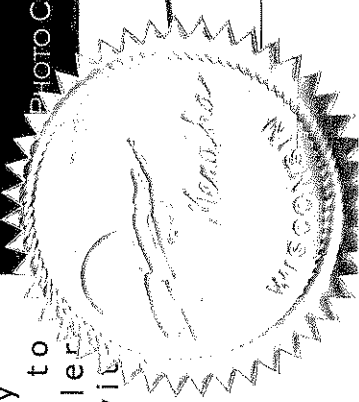
WHEREAS, Clerks continually strive to improve the administration of the affairs of the Office of the City Clerk through participation in education programs, seminars, workshops and the annual meetings of their professional organizations; and

WHEREAS, it is most appropriate that we recognize the accomplishments of the Office of the City Clerk.

NOW, THEREFORE, I, Donald Merks, Mayor of the City of Menasha do hereby recognize the week of April 29 through May 5, 2012, as City Clerks Week, and further extend appreciation to our City Clerk, Debbie Galeazzi and Deputy Clerk Kristin Sewall and to all City Clerks for the vit services they perform.



PHOTO COURTESY OF AERIAL PHOTOS OF AMERICA



Donald Merks, Mayor

PROCLAMATION

National Police Week - May 13-May 19, 2012

WHEREAS, there are approximately 900,000 law enforcement officers serving in communities across the United States, including the dedicated members of the City of Menasha Police Department; and

WHEREAS, the Menasha Police Department continuously provides a vital public service, protecting our community; and

WHEREAS, the Congress and President of the United States have designated May 15 as Peace Officers' Memorial Day, and the week in which May 15 falls as National Police week; and

WHEREAS, members of our community honor their duty to serve the people by safeguarding life and property, by protecting citizens against violence, disorder, and deception and by protecting the weak against oppression; and

WHEREAS, the service and sacrifice of all officers killed in the line of duty will be honored during the National Law Enforcement Officers Memorial Fund's 23rd Annual Candlelight Vigil, on the evening of Friday, May 13, 2011 in Washington, DC.

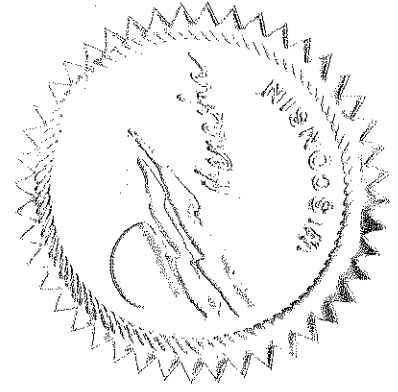
NOW, THEREFORE, BE IT RESOLVED that the Common Council of the City of Menasha with the Mayor concurring proclaim May 13 through May 19, 2012 to be;

NATIONAL POLICE WEEK
in the City of Menasha

BE IT FURTHER RESOLVED that May 15th, 2012 is observed as

PEACE OFFICERS' MEMORIAL DAY

in the City of Menasha, in honor of those law enforcement officers throughout our nation, who, through their courageous deeds, have made the ultimate sacrifice in service to their community or have become disabled in the performance of duty, and let us recognize and pay respect to the survivors of those fallen heroes.



"That some achieve great success is proof to all that others can achieve it as well"
- Abraham Lincoln

PHOTO COURTESY OF AERIAL PHOTOS OF AMERICA

Dated this 13th day of May, 2012



Donald Merkes, Mayor



To: Members of the Common Council

From: Special Events Staff Members

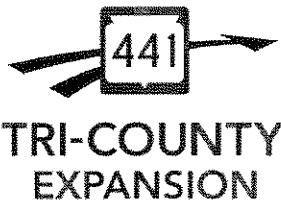
RE: 2011 Program Review, 2012 Procedural Changes

Date: April 23, 2012

Over the past year the staff members have been working on the process to ensure that event holders in Menasha have had the resources available for a successful event, while working with the direction of the Council to appropriately bill the event holder for City resources used. Overall, the feedback that we have received for this process has been extremely positive. Allowing an event holder to attend one meeting to coordinate plans for their event is a model of efficiency for both parties. We have also found ways to improve our processes from the initial inception of this program. Below are the procedural improvements we have or are implementing to transition a good program into a great one. These items are not changing the Special Events Policy which is governed by ordinances and policies of the Common Council.

- Clear identification of staff members authorized to make decisions on behalf of the City Department for the event
- Changes made to the forms utilized as the guide for the event planning meeting
- Event holders will now receive a copy of the estimated costs which will be billed to them by the City at the meeting. This will be signed by the event holder.
- Streamlined the process to set up event holders into the billing system to accurately send out statements for an event
- Creation of accounts in the accounting software to properly earmark the costs associated with an event

We believe these behind the scene changes will help to ensure a smooth planning process for those organizations wishing to hold an event in the City in the future. We will also continue to look for additional areas of improvement in the future.



Public Information Meeting

You are invited to a public information meeting for the WIS 441 Tri-County Project. This meeting will provide information on the latest project design plans and schedule. We hope you can join us to learn more about the project and share your input.

WHEN and WHERE

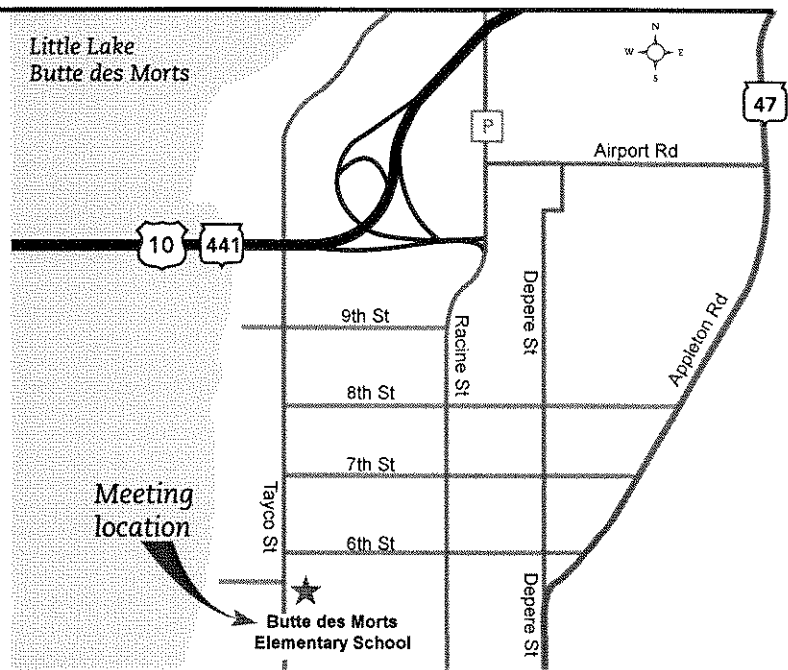
Thursday,
May 10, 2012

5:30 to 7 p.m.

Butte des Morts Elementary
School - Commons

501 Tayco Street
Menasha, WI

Presentation at 5:45 p.m.



CONTACT INFORMATION

For questions about the meeting, contact:



(920) 492-4109
Kris Schuller



(920) 492-2240
Scott Ebel, P.E.

For general project information:



www.US41wisconsin.gov/wis441

E-MAIL CONTACT LIST

To receive project updates and notices of future meetings related to the WIS 441 Tri-County Project via e-mail, please submit your e-mail address to Ashley Dercks at Ashley.Dercks@dot.wi.gov



CITY OF MENASHA
COMMON COUNCIL
Third Floor Council Chambers
140 Main Street, Menasha
Tuesday, April 17, 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, PC Styka, DPW Radtke, CDD Keil, C/T Stoffel, PRD Tungate, PHD Nett,
LD Lenz, Clerk Galeazzi

DEPT. HEAD EXCUSED: CA/HRD Captain

D. PUBLIC HEARING

1. Proposed Final Resolution authorizing public improvement and levying special assessments against benefited property. Location – Kelly Lake Dr. and Kernan Ave fronting Woodland Hills Subdivision (Lots 8-16, 18-28)

Bruce Companik, 889 Kernan Ave, Menasha. Concerns with mail delivering during street construction; reseeding of grass after street constructed; signs at round-a-bouts.

Tina Honigschmidt, 948 Kernan Ave, Menasha. Problems with type of grass reseeding on other areas where street construction was recently done; allow property owners to do own reseeding of grass after street construction; notifying residents of delays in mail delivery during street construction.

Kris Webory, W6902 Firelane 4, Menasha. Lot assessment increase after street construction

Richard Cramer, 2459 Kelly Lake, Menasha. Street construction in front of ponds.

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

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

Chuck Peterson, 332 8th St, Menasha. Comments on petition for more dogs than ordinance allows.

Tammy Hoffstatter, 332 8th St, Menasha. Comments on petition for more dogs than ordinance allows.

Doug Landskron, 328 8th St, Menasha. Comments on petition for more dogs than ordinance allows.

Janet Landskron, 328 8th St, Menasha. Comments on petition for more dogs than ordinance allows.

F. REPORT OF DEPARTMENT HEADS/STAFF/CONSULTANTS

1. Mayor Merkes – Recognition of outgoing 2011 Board/Committee members

Mayor Merkes recognized the outgoing members of boards and committees for the City. He presented those present with a certificate and pin.

2. Mike Dillon, SCA – Arbor Day Celebration & SCA donation

Mike Dillon and Nancy Taylor from SCA presented the City with a \$1,000 donation for trees for Arbor Day.

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

Minutes to receive:

- a. Administration Committee, 4/2/12
- b. Board of Public Works, 4/2/12
- c. Board of Canvass, 4/4/12
- d. IT Steering Committee, 4/10/12
- e. Park and Recreation Board, 4/9/12
- f. Personnel Committee, 4/2/12
- g. Plan Commission, 4/3/12

DRAFT

Communications:

- h. Ald. Sevenich, 4/10/12: Memorial Day Parade information
- i. Clerk Galeazzi, 4/12/12: League of Wisconsin Municipalities upcoming events
- j. Historical Society Newsletter, April 2012
- k. Proclamation – Celebrating National Health Week
- l. Proclamation – Celebrating Arbor Day

Moved by Ald. Sevenich, seconded by Ald. Krueger to receive Minutes and Communications A-L

Discussion: Ald. Langdon – Minutes C, Board of Canvass Minutes, thanked the residents for voting in the April 3 election.

Mayor Merkes thanked the poll workers and clerk's office.

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, 4/2/12

Administration Committee, 4/2/12; recommends:

- 2. Approval and adoption by the Common Council of the City of Menasha Cafeteria Plan (adopted on January 1, 1996, amended and restated effective January 1, 2001) and authorize the City Attorney/HR Director to act on behalf of the Common Council in signing the necessary documents for the Plan including future Plan amendments necessary for administration of the Plan

Board of Public Works, 4/2/12; recommends approval of:

- 3. Change Order - Terra Engineering & Construction Corporation; City of Menasha Wastewater Collection System Rehabilitation Improvements, Phase 4 Project; Sanitary Sewer Rehabilitation; Contract E124-11-01A; 60-Day Time Extension to Complete Punch List Items and Provide Project Close-Out Documentation (Change Order No. 5)
- 4. Payment – Terra Engineering & Construction Corporation; City of Menasha Wastewater Collection System Rehabilitation Improvements, Phase 4 Project; Sanitary Sewer Rehabilitation; Contract E124-11-01A; \$12,489.75(Payment No. 3)

Personnel Committee, 4/2/12; recommends:

- 5. Approval of the Personnel Policy Handbook policies including the corrected Electronic Communications and Information Technology Policy and the amendment to the Code of Conduct Policy
- 6. Authorizing CA/HRD Captain to draft a side letter for the 2012-2014 contract with Menasha Police Union Local 603 allowing those officers hired prior to January 1, 1998 with an Associate's Degree to be compensated \$75 a month as part of their Educational Incentive Program

Plan Commission, 4/3/12; recommends approval of:

- 7. The extraterritorial Certified Survey Map for W7027 Verna Road in the Town of Harrison

Ald. Sevenich requested that item 6, (Authorizing CA/HRD Captain to draft a side letter) be removed from Consent Agenda

Moved by Ald. Sevenich, seconded by Ald. Zelinski to approve Consent Agenda items 1-5 & 7.

Motion carried on roll call 7-0.

H. **ITEMS REMOVED FROM CONSENT AGENDA**

Moved by Ald. Sevenich, seconded by Ald. Benner to approve Consent Agenda item 6, Authorizing CA/HRD Captain to draft a side letter for the 2012-2014 contract with Menasha Police Union Local 603 allowing those officers hired prior to January 1, 1998 with an Associate's Degree to be compensated \$75 a month as part of their Educational Incentive Program.

Motion carried on roll call 5-2.

Ald. Klein, Taylor, Sevenich, Langdon, Benner – yes

Ald. Zelinski, Krueger – no

Moved by Ald. Sevenich, seconded by Ald. Langdon to reconsider the previous motion

Motion carried on voice vote.

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H. ITEMS REMOVED FROM CONSENT AGENDA, cont'd.

Moved by Ald. Sevenich, seconded by Ald. Benner to approve Consent Agenda item 6, Authorizing CA/HRD Captain to draft a side letter for the 2012-2014 contract with Menasha Police Union Local 603 allowing those officers hired prior to January 1, 1998 with an Associate's Degree to be compensated \$75 a month as part of their Educational Incentive Program.

Motion carried on roll call 4 – 3.

Ald. Klein, Taylor, Sevenich, Benner – yes

Ald. Langdon, Zelinski, Krueger – no

I. ACTION ITEMS

1. Accounts payable and payroll for the term of 4/2/12 to 4/12/12 in the amount of \$2,036,082.17

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

Motion carried on roll call 7-0.

2. Petition of Tammy & Amara Hoffstatter & Chuck Peterson, 332 8th St. for special exemption of Section 7-1-6(e) of City Code to license and house one more pet than allowed

No Action.

3. Class "B" Beer and Class "C" Wine liquor license application of Crazy Buffet to sell fermented malt beverages and wine, 1550 Appleton Rd, April 18, 2012 – June 30, 2012.

Moved by Ald. Sevenich, seconded by Ald. Zelinski to approve Class "B" and Class "C" liquor license application for Crazy Buffet.

Motion carried on roll call 7-0.

4. Change of Agent to Kevin Somers for the Bar on Lake Park LLC, d/b/a Sliders Bar & Grill, 890 Lake Park Rd.

Moved by Ald. Sevenich, seconded by Ald. Benner to approve change of agent to Kevin Somers for the Bar on Lake Park LLC.

Motion carried on voice vote.

J. ORDINANCES AND RESOLUTIONS

5. R- 8 -12 – Resolution Continuing Appropriations (Introduced by Ald. Klein)

Moved by Ald. Klein, seconded by Ald. Krueger to adopt R-8-12.

Motion carried on roll call 7-0.

6. R- 9 -12 – Resolution Transferring/Appropriating Funds (Introduced by Ald. Klein)

Moved by Ald. Klein, seconded by Ald. Krueger to adopt R-9-12.

Motion carried on roll call 7-0.

7. R-10-12 – Resolution to Apply for Matching Grant Funds For Acquisition of Park Land Through the Wisconsin Department of Natural Resources. (Introduced by Ald. Langdon)

Moved by Ald. Langdon, seconded by Ald. Benner to adopt R-10-12

Motion carried on roll call 7-0.

8. R-11-12 – Final Resolution Authorizing Public Improvements and Levying Special Assessments Against Benefited Property (Introduced by Ald. Taylor)

Moved by Ald. Taylor, seconded by Ald. Zelinski to adopt R-11-12.

Motion carried on roll call 7-0.

K. APPOINTMENTS

L. PUBLIC COMMENTS ON ANY MATTER LISTED ON THE AGENDA

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

No one spoke

DRAFT

M. CLAIMS AGAINST THE CITY

N. ADJOURN-Sine Die

Moved by Ald. Sevenich, seconded by Ald. Langdon to adjourn Sine-Die at 7:16 p.m.

Motion carried on voice vote.

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

CITY OF MENASHA
NEW COMMON COUNCIL
Third Floor Council Chambers
140 Main Street, Menasha
Tuesday April 17, 2012
MINUTES

DRAFT

A. CALL TO ORDER

Meeting called to order by Mayor Merkes at 7:30 p.m.

B. PLEDGE OF ALLEGIANCE

A Moment of Silence was observed for the New Council.

Clerk Galeazzi administered Oath of Office to Mayor Merkes, Aldermen Taylor, Langdon, Zelinski and Benner

C. ROLL CALL/EXCUSED ABSENCES

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

EXCUSED: Alderman Englebert

ALSO PRESENT: Mayor Merkes, PC Styka, DPW Radtke, CDD Keil, C/T Stoffel, PRD Tungate, LD Lenz, Clerk Galeazzi

DEPT. HEADS EXCUSED: CA/HRD Captain, PHD Nett

D. PUBLIC HEARING

None

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

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

No one spoke.

F. REPORT OF DEPARTMENT HEADS/STAFF/CONSULTANTS

None

G. CONSENT AGENDA

None

H. ITEMS REMOVED FROM CONSENT AGENDA

None

I. ORDINANCES AND RESOLUTIONS

1. R-12-12 Resolution Providing for the Method of Selecting Certain Council/Committee Officials
(Introduced by Ald. Sevenich)

Moved by Ald. Sevenich, seconded by Ald. Langdon to adopt R-12-12.

Motion carried on voice vote

J. ACTION ITEMS

None

K. APPOINTMENTS

1. Common Council Appointments

- a. City Attorney – Pamela Captain

Moved by Ald. Sevenich, seconded by Ald. Krueger to appoint Pamela Captain as City Attorney for a three year term.

Motion carried on roll call 7-0.

- b. City Clerk – Deborah Galeazzi

Moved by Ald. Sevenich, seconded by Ald. Krueger to appoint Deborah Galeazzi as City Clerk for a three year term.

Motion carried on roll call 7-0.

DRAFT

c. City Assessor – Associated Appraisal

Moved by Ald. Sevenich, seconded by Ald. Langdon to appoint Associated Appraisal as City Assessor for a three year term.

Motion carried on roll call 7-0.

d. Council President (1 year term effective immediately)

Moved by Ald. Taylor, seconded by Ald. Krueger to elect Ald. Sevenich as Council President.

Motion carried on voice vote.

e. Alderman Member to the Plan Commission (1 year term effective immediately)

Moved by Ald. Klein, seconded by Ald. Zelinski to elect Ald. Benner as Alderman Member to the Plan Commission

Motion carried on voice vote.

f. Alternate Alderman Member of the Plan Commission (1 year term effective immediately)

Moved by Ald. Klein, seconded by Ald. Krueger to elect Ald. Zelinski as Alternate Alderman Member of the Plan Commission.

Motion carried on voice vote.

L. RECESS TO COMMITTEES

Moved by Ald. Sevenich, seconded by Ald. Krueger to recess at 7:38 p.m.

Motion carried on voice vote.

Reconvened at 8:20 p.m.

M. APPOINTMENTS

1. Common Council Appointments

a. NM Fire Rescue Joint Finance and Personnel Committee:

1) Council President (No action necessary)

2) Administration Committee Chair or Personnel Committee Chair (If necessary)

Moved by Ald. Taylor, seconded by Ald. Sevenich to appoint Administration Committee Chair- Ald. Klein to NM Fire Rescue Joint Finance and Personnel Committee.

Clerk was directed to cast unanimous ballot for Ald. Klein to NM Fire Rescue Joint Finance and Personnel Committee.

b. Information Systems Steering Committee (If necessary)

Moved by Ald. Klein, seconded by Ald. Krueger to appoint Vice-Chair of Administration Committee-Ald. Langdon to Information Systems Steering Committee.

Clerk was directed to cast unanimous ballot for Ald. Langdon to Information Systems Steering Committee.

2. Mayor's Committee Appointments

a. Approval of Ald. Benner to Parks & Recreation Board (1 year term effective immediately)

b. Approval of Ald. Sevenich to the Landmarks Commission (1 year term effective immediately)

c. Approval of Ald. Langdon to the NM Fire Rescue Joint Finance and Personnel Committee (1 year term effective immediately)

d. Approval of Ald. Englebert to the Redevelopment Authority (1 year term effective immediately)

e. Approval of Ald. Zelinski to the Parking Committee (1 year term effective immediately)

f. Approval of Ald. Taylor to the Heckrodt Wetland Reserve Board (1 year term effective immediately)

Moved by Ald. Sevenich, seconded by Ald. Zelinski to approve appoints a-f

Motion carried on voice vote.

DRAFT

- g. Re-appointment to the Plan Commission of Catherine Cruickshank, 1056 Tahoe Ct., Menasha for the term May 1, 2012 to May 1, 2015

Moved by Ald. Sevenich, seconded by Ald. Langdon to approve reappointment of Catherine Cruickshank to Plan Commission.

Motion carried on voice vote.

- h. Re-appointment to the Board of Health of Candyce Rusin, 628 Nicolet Blvd., Menasha for the term May 1, 2012 to May 1, 2015

Moved by Ald. Sevenich, seconded by Ald. Langdon to approve reappointment of Candyce Rusin to Board of Health.

Motion carried on voice vote.

N. CLAIMS AGAINST THE CITY

None

O. HELD OVER BUSINESS

None

P. PUBLIC COMMENTS ON ANY MATTER LISTED ON THE AGENDA

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

No one spoke.

Q. ADJOURNMENT

Moved by Ald. Zelinski, seconded by Ald. Langdon to adjourn at 8:25 p.m.

Motion carried on voice vote.

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

CITY OF MENASHA DISBURSEMENTS

Accounts Payable for 4/19/12-5/3/12	\$ 852,233.67
Checks # 33168-33392	
 Payroll Checks for 4/19/12-5/3/12	 <u>323,318.24</u>
 Total	 \$1,175,551.91

Medical Expense Reimbursement Trust-Retirement Pay Out

Menasha Employees Credit Union-Employee Deductions

Wisconsin Support Collections-Child/Spousal Support

United Way-Employee Donations

**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: 4/19/2012

Vendor Name	Check Number	Check Date	Invoice Number	Account Number	Amount	Description
ACCURATE	33168	4/19/2012	1204381	731-1022-541.30-18	12.48	Shop supplies
			Total for check: 33168		12.48	
AIRGAS NORTH CENTRAL	33169	4/19/2012	105505733	731-1022-541.30-18	62.72	Oxygen
			Total for check: 33169		62.72	
AMERICAN INDUSTRIAL MEDICAL	33170	4/19/2012	12748	100-0901-515.21-05	1,314.00	Audiogram
			Total for check: 33170		1,314.00	
TRACY ANTHONY	33171	4/19/2012	REFUND	100-0000-441.23-00	105.00	Wedding cancelled
			Total for check: 33171		105.00	Refund
CITY OF APPLETON	33172	4/19/2012	204778	100-0302-542.25-01	13,338.00	April Transit Services
			Total for check: 33172		13,338.00	
AT&T	33173	4/19/2012	920R09453004	100-1001-514.22-01	113.90	
				601-1020-543.22-01	292.50	
			Total for check: 33173		406.40	
BADGER HIGHWAYS CO INC	33174	4/19/2012	156488	100-1003-541.30-18	251.85	Cold Mix
			Total for check: 33174		251.85	
BAHCALL RUBBER CO INC	33175	4/19/2012	570533-001	731-1022-541.38-03	159.26	Hose/Clamp
		4/19/2012	570574-001	731-1022-541.38-03	113.40	
			Total for check: 33175		272.66	
BAYCOM INC	33176	4/19/2012	139968	100-0801-521.29-05	271.04	Radio Repair
			Total for check: 33176		271.04	

AP Check Register

Check Date: 4/19/2012

Vendor Name	Check Number	Check Date	Invoice Number	Account Number	Amount	Description
BECK ELECTRIC INC	33177	4/19/2012	A0912-CG2	731-1022-541.24-03	665.01	Overhead Door Lights
		4/19/2012	A1112-COM-PK4	100-0703-553.24-03	65.00	Meter socket
		4/19/2012	M2212-COM-PK3	100-0703-553.24-03	368.03	Concession Stand Work
			Total for check: 33177		1,098.04	
BERGSTROM	33178	4/19/2012	118718	731-1022-541.38-03	107.94	Gasket/Seal
			Total for check: 33178		107.94	
SHARON BEYER	33179	4/19/2012	BEYER	100-0801-521.19-03	195.28	Clothing Allowance
			Total for check: 33179		195.28	
TRACY BOS	33180	4/19/2012	REFUND	100-0000-441.23-00	42.00	User Fee Refund
			Total for check: 33180		42.00	
BRAZEE ACE HARDWARE	33181	4/19/2012	017342	100-0703-553.30-18	9.52	Benches-Fasteners
			Total for check: 33181		9.52	
BUBRICK'S	33182	4/19/2012	577406	100-0801-521.30-10	209.95	Chair Mat/Office Supplies
			Total for check: 33182		209.95	
CULLIGAN WATERCARE SERVICES	33183	4/19/2012		100-1001-514.20-01	17.85	
				731-1022-541.30-13	5.95	
			Total for check: 33183		23.80	
UNEMPLOYMENT INSURANCE	33184	4/19/2012	000003632950	100-1019-552.15-09	410.00	
				625-1010-541.15-09	363.00	
			Total for check: 33184		773.00	
DIGICORPORATION	33185	4/19/2012	122028	100-0000-134.00-00	(15.80)	Business Cards

AP Check Register

Check Date: 4/19/2012

Vendor Name	Check Number	Check Date	Invoice Number	Account Number	Amount	Description
DIGICORPORATION...	33185...	4/19/2012...	122028...	100-0801-521.29-01	103.80	Business Cards
			Total for check: 33185		88.00	
	33186	4/19/2012	925-650169009	100-0305-562.51-03	355.00	Seventh Street
EVANS TITLE COMPANIES			Total for check: 33186		355.00	
FABCO EQUIPMENT INC	33187	4/19/2012	C108483	731-1022-541.38-03	507.02	Pad
			Total for check: 33187		507.02	
	33188	4/19/2012	9275040-00	100-0703-553.24-03	33.56	Plumb parts
FIRST SUPPLY LLC - APPLETON		4/19/2012	9275082-00	100-0703-553.24-03	13.51	Plumb parts
			Total for check: 33188		47.07	
FOX CITIES GREENWAYS	33189	4/19/2012		100-0702-552.34-02	40.00	Registration
				100-0304-562.34-02	35.00	Registration
			Total for check: 33189		75.00	
GUNDERSON UNIFORM & LINEN RENTAL	33190	4/19/2012	1450817	100-0801-521.30-13	30.95	Matt & Towel Cleaning
			Total for check: 33190		30.95	
	33191	4/19/2012	17129	625-1010-541.30-15	941.00	Sandbagger
HOGAN MFG INC			Total for check: 33191		941.00	
HOTSYS CLEANING SYSTEMS INC	33192	4/19/2012	0078850-IN	731-1022-541.30-18	350.00	Panel Wash
			Total for check: 33192		350.00	
	33193	4/19/2012	G-220860014	731-1022-541.38-03	8.60	Cap-Radiator
JX ENTERPRISES INC						

AP Check Register

Check Date: 4/19/2012

Vendor Name	Check Number	Check Date	Invoice Number	Account Number	Amount	Description
JX ENTERPRISES INC...	33193...	4/19/2012	G-220870010	731-1022-541.38-03	9.12 Bolt	
			Total for check: 33193		17.72	
KAEMPFER & ASSOCIATES INC	33194	4/19/2012	16418	601-1020-543.21-02	1,366.33 Industrial Discharge Prog	
		4/19/2012	16419	601-1020-543.21-02	488.04 Wet Weather Flow Bypass	
		4/19/2012	16420	601-1020-543.21-02	1,242.42 Wastewater Collect System	
		4/19/2012	16421	601-1020-543.21-02	342.66 Phase 4-SSES	
		4/19/2012	16422	601-1020-543.21-02	976.19 Phase 4-SSES	
			Total for check: 33194		4,415.64	
KUNDINGER FLUID POWER INC	33195	4/19/2012	50179085	731-1022-541.38-03	6.92 Elbow	
		4/19/2012	50179118	731-1022-541.38-03	22.32	
			Total for check: 33195		29.24	
KWIK TRIP INC	33196	4/19/2012	1512846	100-0801-521.38-01	13.96 Fuel for Gator	
			Total for check: 33196		13.96	
LANDLORD SERVICES LLC	33197	4/19/2012	14352	100-0801-521.21-06	17.00 Pierce Credit Report	
			Total for check: 33197		17.00	
LEVENHAGEN CORPORATION	33198	4/19/2012	045589A-IN	100-0000-131.00-00	17,729.18 Diesel	
		4/19/2012	045598A-IN	100-0000-131.00-00	10,377.46 Unleaded	
			Total for check: 33198		28,106.64	
MATTHEWS TIRE & SERVICE CENTER	33199	4/19/2012	220354	731-1022-541.38-02	258.78 Tires	
		4/19/2012	42408	731-1022-541.38-02	1,062.00 Tires/Wheel Recondition	
		4/19/2012	42412	731-1022-541.38-02	668.79 Tires	
			Total for check: 33199		1,989.57	

AP Check Register Check Date: 4/19/2012

Vendor Name	Check Number	Check Date	Invoice Number	Account Number	Amount	Description
MENASHA EMPLOYEES CREDIT UNION	33200	4/19/2012	20120419	100-0000-202.05-00	13,973.50	PAYROLL SUMMARY
			Total for check: 33200		13,973.50	
MENASHA JOINT SCHOOL DISTRICT	33201	4/19/2012	APRMOBHOME	100-0000-412.00-00	6,194.86	April Mobile Home
		4/19/2012	JAN-MARMOBHMCO	100-0000-412.00-00	166.28	Jan-Mar Mobile Home
		4/19/2012	LOTTERY CREDIT	100-0000-412.00-00	6,628.04	Lottery Credit
			Total for check: 33201		12,989.18	
POSTMASTER	33202	4/19/2012	STAMPS	100-0204-512.30-11	90.00	Absentee Ballot Stamps
			Total for check: 33202		90.00	
MENASHA TREASURER	33203	4/19/2012		266-1027-543.30-11	44.00	Garage Petty Cash
				100-0703-553.30-18	2.59	Garage Petty Cash
				731-1022-541.38-03	29.36	Garage Petty Cash
			Total for check: 33203		75.95	
MENASHA UTILITIES	33204	4/19/2012	003866	625-0401-513.25-01	902.07	Feb, 2012 Storm Water Fee
		4/19/2012	BILLING #3	100-1008-541.22-03	513.47	Electric
				100-1008-541.22-05	33.36	Water/Sewer
				601-1020-543.22-03	27.60	Electric
				100-0704-552.22-03	175.00	Electric
				100-0704-552.22-05	407.10	Water/Sewer
				731-1022-541.22-03	1,555.97	Electric
				731-1022-541.22-05	930.31	Water/Sewer
				731-1022-541.22-06	830.00	Storm
				266-1028-543.22-06	73.13	Storm
				100-0801-521.22-03	1,343.88	Electric
				100-0801-521.22-05	258.52	Water/Sewer
				100-0801-521.22-06	62.72	Storm
				100-0000-123.00-00	973.16	Electric
				100-0000-123.00-00	45.41	Storm
				100-0000-123.00-00	187.21	Water/Sewer

AP Check Register

Check Date: 4/19/2012

Vendor Name	Check Number	Check Date	Invoice Number	Account Number	Amount	Description
MENASHA UTILITIES...	33204...	4/19/2012...	BILLING #3...	100-0801-521.22-03	14.81	Electric
				100-0601-551.22-03	3,476.56	Electric
				100-0601-551.22-05	490.64	Water/Sewer
				100-0601-551.22-06	103.75	Storm
				100-1019-552.22-03	224.47	Electric
				100-1019-552.22-05	12.37	Water/Sewer
				100-0000-123.00-00	6.89	Electric
				100-1001-514.22-03	18.01	Electric
				100-1001-514.22-05	12.32	Water/Sewer
				100-1001-514.22-06	6.25	Storm
				100-0703-553.22-03	1,406.60	Electric
				100-0703-553.22-06	280.64	Storm
				100-0305-562.22-06	7.50	Storm
Total for check: 33204					14,379.72	
MENASHA UTILITIES	33205	4/19/2012		267-0102-581.22-03	2,253.76	
				267-0102-581.22-05	175.59	
	Total for check: 33205				2,429.35	
MEYER INC, LW	33206	4/19/2012		731-1022-541.30-15	136.83	
	Total for check: 33206				136.83	
MORTON SAFETY	33207	4/19/2012		731-1022-541.30-18	102.00	Eyewash
		4/19/2012		731-1022-541.30-18	85.10	Sqwincher
	Total for check: 33207				187.10	
N&M AUTO SUPPLY	33208	4/19/2012		731-1022-541.38-03	65.87	Belt/Pulley
		4/19/2012		731-1022-541.38-03	70.14	Oil Cooler Line/Therm
		4/19/2012		731-1022-541.38-03	10.49	Fitting
		4/19/2012		731-1022-541.30-18	8.50	Shop Supplies
		4/19/2012		731-1022-541.38-03	246.02	Rotor/Axle Kit
		4/19/2012		731-1022-541.38-03	1.16	Gasket

AP Check Register

Check Date: 4/19/2012

Vendor Name	Check Number	Check Date	Invoice Number	Account Number	Amount	Description
N&M AUTO SUPPLY...	33208...	4/19/2012	398646	731-1022-541.38-03	(27.46) Pulley/Hose	credit
			Total for check: 33208		<u>374.72</u>	
NEENAH-MENASHA MUNICIPAL COURT	33209	4/19/2012		100-0000-201.03-00	176.80 Bond	Report #MP12-118
				100-0000-201.03-00	202.00 Bond	Report #MP12-107
				100-0000-201.03-00	328.00 Bond	Report #12-149
				100-0000-201.03-00	51.00 Bond	Report #12-146
				100-0000-201.03-00	139.00 Bond	Report #12-141
				100-0000-201.03-00	139.00 Bond	Report #12-142
				100-0000-201.03-00	202.00 Bond	Report #12-963
			Total for check: 33209		<u>1,237.80</u>	
RAY O'HERRON CO INC	33210	4/19/2012	1208050-IN	100-0801-521.30-18	52.83 Badges	
			Total for check: 33210		<u>52.83</u>	
PACKER CITY INTERNATIONAL	33211	4/19/2012	3-220880013	731-1022-541.38-03	77.16 Air Filters	
			Total for check: 33211		<u>77.16</u>	
RENS NURSERY RETAIL	33212	4/19/2012		826-0706-561.30-18	1,000.00 Trees	
				625-0706-561.30-18	894.90 Trees	
			Total for check: 33212		<u>1,894.90</u>	
SCHAEFFER MFG CO	33213	4/19/2012	UL4929-INV1	731-1022-541.30-18	427.20	
			Total for check: 33213		<u>427.20</u>	
SECURITY FENCE & SUPPLY CO INC	33214	4/19/2012	2012-21631-IN	207-0707-552.30-18	443.00 Marina Fence Materials	
				100-0703-553.30-18	443.00 Marina Fence Materials	
			Total for check: 33214		<u>886.00</u>	

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Vendor Name	Check Number	Check Date	Invoice Number	Account Number	Amount	Description
SENG XIONG	33215	4/19/2012	XIONG/ADDTL REF	100-0000-441.13-00	96.47	Refund Addtl Refuse Fee
					96.47	
SERVICEMASTER BUILDING MAINTENANCE	33216	4/19/2012		100-0801-521.20-01	1,395.00	Contract Janitorial
					50.00	Clean Garage
				Total for check: 33216	1,445.00	
J A SEXAUER	33217	4/19/2012		100-0703-553.24-03	72.69	Plumb parts
					72.69	
SPORT-O-MOTIVE	33218	4/19/2012		731-1022-541.38-03	35.90	
					35.90	
SPORTS GRAPHICS	33219	4/19/2012		100-0702-552.30-18	80.00	T-shirts
					80.00	
STAPLES ADVANTAGE	33220	4/19/2012		100-0702-552.30-10	12.24	Supplies
					27.50	Supplies
				100-1002-541.30-10	12.34	Supplies
				100-1001-514.30-10	44.34	Supplies
				731-1022-541.30-10	10.17	Supplies
				Total for check: 33220	106.59	
SUPERIOR CHEMICAL CORP	33221	4/19/2012		731-1022-541.30-18	501.65	Solvent
					501.65	
TERRA ENGINEERING & CONSTRUCTION	33222	4/19/2012		601-0000-196.00-00	12,810.00	Wastewater System Improve

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Vendor Name	Check Number	Check Date	Invoice Number	Account Number	Amount	Description
TERRA ENGINEERING & CONSTRUCTION...	33222...	4/19/2012...	...	601-0000-201.04-00	(320.25)	Wastewater System Improve
				Total for check: 33222	12,489.75	
TOTER INC	33223	4/19/2012	KB291904	100-1016-543.30-18	1,993.60	
				Total for check: 33223	1,993.60	
TRUGREEN	33224	4/19/2012	019588	100-0703-553.20-06	172.00	Lawn Service
		4/19/2012	019969	100-0703-553.20-06	40.00	Lawn Service
			Total for check: 33224		212.00	
UNIFIRST CORPORATION	33225	4/19/2012	097 0109367	731-1022-541.20-01	110.29	Clothing/Supply Cleaning
			Total for check: 33225		110.29	
UNIFORM SHOPPE	33226	4/19/2012	208123	100-0804-521.30-18	95.90	Shirts/Pants
			Total for check: 33226		95.90	
UNITED WAY FOX CITIES	33227	4/19/2012	20120419	100-0000-202.09-00	27.48	PAYROLL SUMMARY
			Total for check: 33227		27.48	
VEOLIA ES TECHNICAL SOLUTIONS LLC	33228	4/19/2012		100-1016-543.20-09	2,508.50	Street
				100-0703-553.30-13	836.25	Park
			Total for check: 33228		3,344.75	
VERIZON WIRELESS	33229	4/19/2012	2723196471	100-1002-541.22-01	82.84	Cell Phone
				100-0919-531.22-01	17.07	Cell Phone
			Total for check: 33229		99.91	

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Vendor Name	Check Number	Check Date	Invoice Number	Account Number	Amount	Description
VISION INSURANCE PLAN OF AMERICA	33230	4/19/2012	111798	100-0000-204.10-00	983.60	May 2012
			Total for check: 33230		983.60	
WC INDUSTRIAL SUPPLY COMPANY	33231	4/19/2012	0017568-IN	731-1022-541.38-03	5.76	Bearing
			Total for check: 33231		5.76	
WE ENERGIES	33232	4/19/2012		100-0903-531.22-04	30.05	316 Racine Street
			Total for check: 33232		30.05	
WILLIAM BEHRENDT	33233	4/19/2012	BEHRENDT	100-0000-441.23-00	110.00	Refund Park Reservation
			Total for check: 33233		110.00	
WINDOW WORLD OF GREEN BAY &	33234	4/19/2012		263-0306-562.70-01	1,321.00	111 Madison
			Total for check: 33234		1,321.00	
WINNEBAGO COUNTY TREASURER	33235	4/19/2012	LF118328	100-0920-531.82-01	213.76	Landfill
				100-1016-543.25-01	11,241.28	Landfill
				100-1017-543.25-01	4,148.80	Landfill
				266-1027-543.25-01	156.00	Landfill
	4/19/2012	LF118399		266-1027-543.25-01	404.90	March 2012
			Total for check: 33235		16,164.74	Single Stream Recycling
WISCONSIN SUPPORT COLLECTIONS	33236	4/19/2012	20120419	100-0000-202.03-00	1,740.76	PAYROLL SUMMARY
				100-0000-202.04-00	923.06	PAYROLL SUMMARY
			Total for check: 33236		2,663.82	

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Vendor Name	Check Number	Check Date	Invoice Number	Account Number	Amount	Description
ZARNOTH BRUSH WORKS INC	33237	4/19/2012	0138217-IN	731-1022-541.38-03	395.00	Broom refill
			Total for check: 33237		395.00	
					147,075.68	

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ALWAYS AT YOUR SURFACE	33238	4/23/2012	123	100-0601-551.24-03	544.00	BLDG REPAIR & MAINTENANCE
			Total for check: 33238		544.00	
AMAZON	33240	4/23/2012	006610383652	100-0601-551.30-14	514.13	LIBRARY MATERIALS
		4/23/2012	006615555681	100-0601-551.30-14	10.19	LIBRARY MATERIALS
		4/23/2012	006618533982	100-0601-551.30-14	10.72	LIBRARY MATERIALS
		4/23/2012	053521452745	100-0601-551.30-14	(3.00)	CREDIT
		4/23/2012	053524625199	100-0601-551.30-14	220.36	LIBRARY MATERIALS
		4/23/2012	053524874024	100-0601-551.30-14	59.97	LIBRARY MATERIALS
		4/23/2012	053526047866	100-0601-551.30-14	(3.00)	CREDIT
		4/23/2012	053528321239	100-0601-551.30-14	(3.00)	CREDIT
		4/23/2012	084760018380	100-0601-551.30-14	62.43	LIBRARY MATERIALS
		4/23/2012	084760283135	100-0601-551.30-14	67.96	LIBRARY MATERIALS
		4/23/2012	084760461455	100-0601-551.30-14	(9.00)	CREDIT
		4/23/2012	084760565637	100-0601-551.30-14	50.97	LIBRARY MATERIALS
		4/23/2012	084762093554	100-0601-551.30-14	33.98	LIBRARY MATERIALS
		4/23/2012	084764528183	100-0601-551.30-14	54.96	LIBRARY MATERIALS
		4/23/2012	084767189246	100-0601-551.30-14	22.41	LIBRARY MATERIALS
		4/23/2012	084769036643	100-0601-551.30-14	33.98	LIBRARY MATERIALS
		4/23/2012	08476921327	100-0601-551.30-14	158.91	LIBRARY MATERIALS
		4/23/2012	223621557209	100-0601-551.30-14	274.44	LIBRARY MATERIALS
		4/23/2012	223624677325	100-0601-551.30-14	63.65	LIBRARY MATERIALS
		4/23/2012	223625355971	100-0601-551.30-14	11.25	LIBRARY MATERIALS
		4/23/2012	293844559491	100-0601-551.30-14	41.07	LIBRARY MATERIALS
AUDIOGO	33241	4/23/2012	446563	100-0601-551.30-14	258.61	LIBRARY MATERIALS
			Total for check: 33241		258.61	
			Total for check: 33240		2,372.28	

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Vendor Name	Check Number	Check Date	Invoice Number	Account Number	Amount	Description
AUTOMATIC ENTRANCES OF WI INC	33242	4/23/2012	1909126	100-0601-551.24-03	747.65	BLDG REPAIR & MAINTENANCE
			Total for check: 33242		747.65	
BAKER & TAYLOR INC	33245	4/23/2012	0002289553	100-0601-551.30-14	(16.78)	CREDIT
		4/23/2012	2026796317	100-0601-551.30-14	287.87	LIBRARY MATERIALS
		4/23/2012	2026796338	100-0601-551.30-14	20.97	LIBRARY MATERIALS
		4/23/2012	2026799009	100-0601-551.30-14	14.53	LIBRARY MATERIALS
		4/23/2012	2026801066	100-0601-551.30-14	91.89	LIBRARY MATERIALS
		4/23/2012	2026805001	100-0601-551.30-14	465.85	LIBRARY MATERIALS
		4/23/2012	2026808923	100-0601-551.30-14	393.84	LIBRARY MATERIALS
		4/23/2012	2026810408	100-0601-551.30-14	59.33	LIBRARY MATERIALS
		4/23/2012	2026812566	100-0601-551.30-14	365.24	LIBRARY MATERIALS
		4/23/2012	2026814067	100-0601-551.30-14	5.02	LIBRARY MATERIALS
		4/23/2012	2026819866	100-0601-551.30-14	28.52	LIBRARY MATERIALS
		4/23/2012	2026820307	100-0601-551.30-14	643.17	LIBRARY MATERIALS
		4/23/2012	2026827586	100-0601-551.30-14	451.69	LIBRARY MATERIALS
		4/23/2012	2026829358	100-0601-551.30-14	41.75	LIBRARY MATERIALS
		4/23/2012	2026829407	100-0601-551.30-14	113.60	LIBRARY MATERIALS
		4/23/2012	2026831559	100-0601-551.30-14	300.00	LIBRARY MATERIALS
		4/23/2012	2026835724	100-0601-551.30-14	257.54	LIBRARY MATERIALS
		4/23/2012	2026837733	100-0601-551.30-14	89.57	LIBRARY MATERIALS
		4/23/2012	2026844284	100-0601-551.30-14	22.60	LIBRARY MATERIALS
		4/23/2012	2026844407	100-0601-551.30-14	14.55	LIBRARY MATERIALS
		4/23/2012	2026848794	100-0601-551.30-14	126.77	LIBRARY MATERIALS
		4/23/2012	2026854916	100-0601-551.30-14	470.60	LIBRARY MATERIALS
		4/23/2012	2026856721	100-0601-551.30-14	160.00	LIBRARY MATERIALS
		4/23/2012	2026867360	100-0601-551.30-14	148.64	LIBRARY MATERIALS
		4/23/2012	2026867382	100-0601-551.30-14	11.24	LIBRARY MATERIALS
		4/23/2012	2026867443	100-0601-551.30-14	22.38	LIBRARY MATERIALS
		4/23/2012	2026874007	100-0601-551.30-14	465.51	LIBRARY MATERIALS
		4/23/2012	2026875584	100-0601-551.30-14	99.94	LIBRARY MATERIALS
		4/23/2012	2026882293	100-0601-551.30-14	57.37	LIBRARY MATERIALS
		4/23/2012	5011894123	100-0601-551.30-14	31.39	LIBRARY MATERIALS
		4/23/2012	5011916928	100-0601-551.30-14	406.90	LIBRARY MATERIALS

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Vendor Name	Check Number	Check Date	Invoice Number	Account Number	Amount	Description
BAKER & TAYLOR INC...	33245...	4/23/2012	174867200	100-0601-551.30-14	19.43	LIBRARY MATERIALS
		4/23/2012	177463850	100-0601-551.30-14	19.43	LIBRARY MATERIALS
			Total for check: 33245		5,690.35	
BECK ELECTRIC INC	33246	4/23/2012	M3012-PL	100-0601-551.24-03	65.00	BLDG REPAIR & MAINTENANCE
			Total for check: 33246		65.00	
BRILLIANCE AUDIO INC	33247	4/23/2012	IN0653787	100-0601-551.30-14	284.76	LIBRARY MATERIALS
			Total for check: 33247		284.76	
CDW GOVERNMENT INC	33248	4/23/2012	H001906	100-0601-551.30-10	456.23	OFFICE SUPPLIES
		4/23/2012	H385466	100-0601-551.30-10	358.78	OFFICE SUPPLIES
			Total for check: 33248		815.01	
CENTER POINT LARGE PRINT	33249	4/23/2012	1004307	100-0601-551.30-14	44.34	LIBRARY MATERIALS
		4/23/2012	1004573	100-0601-551.30-14	42.54	LIBRARY MATERIALS
			Total for check: 33249		86.88	
CHILD'S WORLD	33250	4/23/2012	NA115126	100-0601-551.30-14	617.35	LIBRARY MATERIALS
			Total for check: 33250		617.35	
DEMCO INC	33251	4/23/2012	4569385	100-0601-551.30-18	229.59	DEPT SUPPLIES
			Total for check: 33251		229.59	
ENERGY CONTROL & DESIGN INC	33252	4/23/2012	0065045-IN	100-0601-551.24-03	351.00	BLDG REPAIR & MAINTENANCE
			Total for check: 33252		351.00	

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FINDAWAY WORLD LLC	33253	4/23/2012	68018	100-0601-551.30-14	288.70	LIBRARY MATERIALS
			Total for check: 33253		288.70	
FOCOL	33254	4/23/2012	04192012	100-0601-551.32-01	25.00	MEMBERSHIP DUES
			Total for check: 33254		25.00	
GALE	33255	4/23/2012	95756256	100-0601-551.30-14	83.97	LIBRARY MATERIALS
		4/23/2012	95768595	100-0601-551.30-14	98.36	LIBRARY MATERIALS
		4/23/2012	95862660	100-0601-551.30-14	21.59	LIBRARY MATERIALS
		4/23/2012	95873256	100-0601-551.30-14	38.92	LIBRARY MATERIALS
		4/23/2012	95966085	100-0601-551.30-14	28.79	LIBRARY MATERIALS
		4/23/2012	959745047	100-0601-551.30-14	26.39	LIBRARY MATERIALS
			Total for check: 33255		298.02	
GENERAL BOOK COVERS	33256	4/23/2012	12131	100-0601-551.30-18	387.03	DEPT SUPPLIES
			Total for check: 33256		387.03	
KATHY HANNAH	33257	4/23/2012	04182012	100-0601-551.34-03	8.00	MEAL REIMBURSEMENT
		4/23/2012	04192012	100-0601-551.34-01	31.50	MILEAGE REIMBURSEMENT
			Total for check: 33257		39.50	
STEVE HEINER	33258	4/23/2012	04192012	100-0601-551.20-05	100.00	PERFORMERS FEE
			Total for check: 33258		100.00	
KITZ & PFEIL INC	33259	4/23/2012	0221140005	100-0601-551.24-03	19.86	BLDG REPAIR & MAINTENANCE
		4/23/2012	0222140026	100-0601-551.24-03	11.67	BLDG REPAIR & MAINTENANCE
		4/23/2012	0306090051	100-0601-551.24-03	4.40	BLDG REPAIR & MAINTENANCE
			Total for check: 33259		35.93	

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Vendor Name	Check Number	Check Date	Invoice Number	Account Number	Amount	Description
KONE INC	33260	4/23/2012	220867602	100-0601-551.24-03	424.68	BLDG REPAIR & MAINTENANCE
			Total for check: 33260		424.68	
MADER NEWS AGENCY INC	33261	4/23/2012	72640	100-0601-551.30-14	108.20	LIBRARY MATERIALS
			Total for check: 33261		108.20	
MANDERFIELD BAKERY	33262	4/23/2012	421634	100-0601-551.30-16	27.80	PROGRAM SUPPLIES
		4/23/2012	422058	100-0601-551.30-16	18.70	PROGRAM SUPPLIES
		4/23/2012	422486	100-0601-551.30-16	30.90	PROGRAM SUPPLIES
		4/23/2012	422530	100-0601-551.34-03	18.55	STAFF TRAINING SNACK
		4/23/2012	422993	100-0601-551.30-16	35.80	PROGRAM SUPPLIES
			Total for check: 33262		131.75	
MARSHALL CAVENDISH CORP	33263	4/23/2012	R888361	100-0601-551.30-14	177.93	LIBRARY MATERIALS
			Total for check: 33263		177.93	
MIDWEST TAPE	33264	4/23/2012	2772859	100-0601-551.30-14	347.79	LIBRARY MATERIALS
		4/23/2012	2779697	100-0601-551.30-14	9.99	LIBRARY MATERIALS
		4/23/2012	2790502	100-0601-551.30-14	186.89	LIBRARY MATERIALS
			Total for check: 33264		544.67	
ORIENTAL TRADING CO INC	33265	4/23/2012	650156546-01	100-0601-551.30-16	54.99	PROGRAM SUPPLIES
			Total for check: 33265		54.99	
PENWORTHY COMPANY	33266	4/23/2012	X523848	100-0601-551.30-14	148.69	LIBRARY MATERIALS
			Total for check: 33266		148.69	

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Vendor Name	Check Number	Check Date	Invoice Number	Account Number	Amount	Description
PIGGY WIGGLY MIDWEST LLC	33267	4/23/2012	7648616	100-0601-551.30-16	72.95	PROGRAM SUPPLIES
			Total for check: 33267		72.95	
RANDOM HOUSE INC	33268	4/23/2012	1083548420	100-0601-551.30-14	26.25	LIBRARY MATERIALS
		4/23/2012	1083715940	100-0601-551.30-14	26.25	LIBRARY MATERIALS
		4/23/2012	1083762905	100-0601-551.30-14	40.00	LIBRARY MATERIALS
		4/23/2012	1183715940	100-0601-551.30-14	32.00	LIBRARY MATERIALS
			Total for check: 33268		124.50	
RECORDED BOOKS LLC	33269	4/23/2012	74507345	100-0601-551.30-14	173.20	LIBRARY MATERIALS
			Total for check: 33269		173.20	
S & L DELIVERY	33270	4/23/2012	04232012	100-0601-551.30-14	142.09	LIBRARY MATERIALS
			Total for check: 33270		142.09	
SIMPLE DISTRIBUTORS	33271	4/23/2012	9960-1	100-0601-551.30-10	93.00	OFFICE SUPPLIES
			Total for check: 33271		93.00	
UNIQUE BOOKS INC	33272	4/23/2012	357539.2	100-0601-551.30-14	23.63	LIBRARY MATERIALS
			Total for check: 33272		23.63	
UNIQUE MANAGEMENT SERVICES INC	33273	4/23/2012	221689	100-0000-441.19-00	214.80	COLLECTION AGENCY FEES
			Total for check: 33273		214.80	
WATSON LABEL PRODUCTS	33274	4/23/2012	83458	100-0601-551.30-18	2,599.06	DEPT SUPPLIES
		4/23/2012	83587	100-0601-551.30-18	2,504.72	DEPT SUPPLIES
			Total for check: 33274		5,103.78	
WERNER ELECTRIC SUPPLY CO	33275	4/23/2012	S3515180.001	100-0601-551.30-13	232.84	HOUSEKEEPING SUPPLIES

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Vendor Name	Check Number	Check Date	Invoice Number	Account Number	Amount	Description
WERNER ELECTRIC SUPPLY CO...	33275...	4/23/2012	S3517060.001	100-0601-551.30-13	26.64	HOUSEKEEPING SUPPLIES
		4/23/2012	S3534520.001	100-0601-551.30-13	529.04	HOUSEKEEPING SUPPLIES
		4/23/2012	S3534520.003	100-0601-551.30-13	(107.52)	CREDIT
	Total for check: 33275				681.00	
					21,456.52	

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Vendor Name	Check Number	Check Date	Invoice Number	Account Number	Amount	Description
ACCURATE	33276	4/26/2012	1200509	731-1022-541.80-05	9,834.43	Tire Changer/Adapter
		4/26/2012	1204624	731-1022-541.30-18	384.29	Primer/Paint
		4/26/2012	1204625	731-1022-541.30-18	299.10	Nuts/Washers/Misc
			Total for check: 33276		10,517.82	
AGCS MARINE INSURANCE COMPANY	33277	4/26/2012		733-0206-512.51-04	179.00	Partial Policy Renewal
			Total for check: 33277		179.00	
AIRGAS NORTH CENTRAL	33278	4/26/2012	105540749	731-1022-541.21-06	78.00	Acetylene/Argon/Oxygen
			Total for check: 33278		78.00	
ARING EQUIPMENT CO INC	33279	4/26/2012	395053	731-1022-541.38-03	195.96	Filters
			Total for check: 33279		195.96	
ASSOCIATED APPRAISAL CONSULTANTS	33280	4/26/2012	12729	100-0402-513.21-09	4,975.00	March Services
				100-0402-513.30-11	6.75	March Postage
		4/26/2012	12730	100-0402-513.21-04	59.76	March Internet Postings
			Total for check: 33280		5,041.51	
BERGSTROM	33281	4/26/2012	118777	731-1022-541.38-03	55.40	Pipe
		4/26/2012	118799	731-1022-541.38-03	11.78	Pipe
		4/26/2012	210297	731-1022-541.29-04	760.94	Transmission Repair
			Total for check: 33281		828.12	
BOMBSKI CONSTRUCTION &	33282	4/26/2012		263-0306-562.70-01	1,612.00	CDBG Rehab Program
			Total for check: 33282		1,612.00	

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Vendor Name	Check Number	Check Date	Invoice Number	Account Number	Amount	Description
BOMBSKI CONSTRUCTION &	33283	4/26/2012		263-0306-562.70-01	2,835.00	CDBG Rehab Program
			Total for check: 33283		2,835.00	
BRAZEE ACE HARDWARE	33284	4/26/2012	017362	100-0703-553.30-13	6.49	Battery
		4/26/2012	017394	100-0703-553.30-18	29.99	Tennis nels
		4/26/2012	017409	100-0703-553.30-18	9.48	Painbrush/Primer
			Total for check: 33284		45.96	
CALUMET COUNTY CLERK OF COURTS	33285	4/26/2012		100-0000-201.03-00	150.00	Bond
			Total for check: 33285		150.00	Report #12-1035
CASPERS TRUCK EQUIPMENT INC	33286	4/26/2012	58927	741-0000-193.00-00	3,625.00	Tank combo
		4/26/2012	59027	741-0000-193.00-00	3,625.00	Tank combo
		4/26/2012	59028	731-1022-541.38-03	73.76	Filter Element
		4/26/2012	59050	731-1022-541.38-03	149.84	Bumper
			Total for check: 33286		7,473.60	
CDW GOVERNMENT INC	33287	4/26/2012	H941079	743-0403-513.80-01	2,486.50	New Server Hard Drives
			Total for check: 33287		2,486.50	
CEC	33288	4/26/2012	54876	100-0501-522.24-03	250.00	Alarm System Monitoring
			Total for check: 33288		250.00	
CUROTTO CAN INC	33289	4/26/2012	S15401	741-0000-193.00-00	2,465.23	Rotary Can Side Kit
			Total for check: 33289		2,465.23	
DIGICORPORATION	33290	4/26/2012	122031	266-1027-543.29-01	2,297.64	Spring Newsletter

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Vendor Name	Check Number	Check Date	Invoice Number	Account Number	Amount	Description
DIGICORPORATION...	33290...	4/26/2012...	122031...	100-0405-513.29-01	2,016.18	Spring Newsletter
			Total for check: 33290		4,313.82	
DUMKE & ASSOCIATES &	33291	4/26/2012	316 RACINE ST	100-0903-531.29-06	2,077.50	316 Racine Street
			Total for check: 33291		2,077.50	
FBI NATIONAL ACADEMY ASSOCIATES	33292	4/26/2012		100-0801-521.34-02	75.00	Training
			Total for check: 33292		75.00	
FATHER PAUL FEIDER	33293	4/26/2012	REFUND	100-0000-422.03-00	40.00	Refund overpayment
			Total for check: 33293		40.00	
JOHN'S REPAIR & TOWING LLC	33294	4/26/2012	44592	100-0801-521.29-05	100.00	Incident #12-0903
			Total for check: 33294		100.00	
JX ENTERPRISES INC	33295	4/26/2012	G-220950008	731-1022-541.38-03	64.50	Lamp-Marker
			Total for check: 33295		64.50	Jumper-Side Marker
LEGACY DISTRIBUTION	33296	4/26/2012	3279	100-1003-541.30-18	65.40	Safety Vests
				100-1006-541.30-18	250.00	Safety Vests
				100-1009-541.30-18	65.40	Safety Vests
				625-1010-541.30-18	250.00	Safety Vests
				266-1028-543.30-18	65.40	Safety Vests
				601-1020-543.30-18	65.40	Safety Vests
				100-1016-543.30-18	65.40	Safety Vests
			Total for check: 33296		827.00	

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Vendor Name	Check Number	Check Date	Invoice Number	Account Number	Amount	Description
MCNEILUS TRUCK & MFG COMPANY	33297	4/26/2012	1841212	731-1022-541.38-03	28.50	Buckle
			Total for check: 33297		28.50	
			Total for check: 33298		144.00	
TOWN OF MENASHA POLICE DEPARTMENT	33298	4/26/2012		100-0000-201.03-00	144.00	Bond Report #12-1164
MENASHA TREASURER	33299	4/26/2012		100-0000-103.08-00	50.00	PWF Summer
			Total for check: 33299		50.00	Petty Cash
			Total for check: 33301		6,710.05	
MENASHA UTILITIES	33301	4/26/2012		100-1008-541.22-03	325.76	Electric
				100-0000-123.00-00	18.00	Electric
				100-1012-541.22-03	85.77	Electric
				100-0305-562.22-03	21.10	Electric
				100-0305-562.22-06	17.50	Storm
				100-0304-562.22-03	30.51	Electric
				100-1013-541.22-03	56.15	Electric
				100-1013-541.22-06	187.51	Storm
				207-0707-552.22-03	207.30	Electric
				207-0707-552.22-05	33.58	Water
				207-0707-552.22-06	31.88	Storm
				100-0703-553.22-03	436.67	Electric
				100-0703-553.22-05	83.80	Water
				100-0703-553.22-06	198.14	Storm
				100-1001-514.22-03	1,414.37	Electric
				100-1001-514.22-05	457.50	Water
				743-0403-513.21-04	3,061.36	Outside Svcs
				100-1014-543.22-06	12.50	Storm
				601-1020-543.22-03	30.65	Electric
			Total for check: 33301		6,710.05	
MODERN BUSINESS MACHINES	33302	4/26/2012	26273916	743-0403-513.29-01	53.04	Images Used
		4/26/2012	26278355	743-0403-513.29-01	243.10	May 2012

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Vendor Name	Check Number	Check Date	Invoice Number	Account Number	Amount	Description
MODERN BUSINESS MACHINES...	33302...	4/26/2012	28278542	743-0403-513.29-01	166.95	Images Used 1/1/12-3/31/12
			Total for check: 33302		463.09	
			Total for check: 33303		3,174.00	
MODERN SHEET METAL &	33303	4/26/2012		263-0306-562.70-01	3,174.00	CDBG Rehab Program
MULCAHY SHAW WATER INC	33304	4/26/2012	317974	601-1020-543.30-15	21,965.50	Software/Modem/ Sensor
			Total for check: 33304		21,965.50	
NEENAH-MENASHA MUNICIPAL COURT	33305	4/26/2012		100-0000-201.03-00	170.50	Bond Report #12-162
				100-0000-201.03-00	139.00	Bond Report #12-163
				100-0000-201.03-00	328.00	Bond Report #12-164
			Total for check: 33305		637.50	
CITY OF NEENAH	33306	4/26/2012	33558	100-0501-522.80-05	7,764.93	Mobile Data Systems/IPAD
		4/26/2012	FIRE SVCS	100-0501-522.25-01	262,958.00	Fire/Rescue Services
			Total for check: 33306		270,722.93	
NETWORK HEALTH PLAN	33307	4/26/2012	489984	100-0000-204.08-00	108,419.92	May Health Premiums
				100-0000-204.11-00	11,112.20	May Health Premiums
			Total for check: 33307		119,532.12	
NETWORK HEALTH SYSTEM INC	33308	4/26/2012	283618	100-0202-512.21-05	734.00	
			Total for check: 33308		734.00	
OFFICE DEPOT	33309	4/26/2012	2511473	100-0201-512.30-10	3.46	Post-Its
				100-0202-512.30-10	9.55	Post-Its
				100-0101-511.30-10	6.96	Office Supplies
				100-0203-512.30-10	31.03	Office Supplies
				100-0204-512.30-10	29.22	Office Supplies

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Vendor Name	Check Number	Check Date	Invoice Number	Account Number	Amount	Description
OFFICE DEPOT...	33309...	4/26/2012...	2511473...	100-0405-513.30-10	30.04	Office Supplies
			Total for check: 33309		110.26	
PIRANHA PAPER SHREDDING	33310	4/26/2012	8285040412	100-0801-521.30-13	6.00	Clean Out
				100-0501-522.30-13	9.00	Clean Out
				100-1001-514.20-01	153.00	Clean Out
			Total for check: 33310		168.00	
REDI-WELDING CO	33311	4/26/2012	14360	731-1022-541.30-18	246.00	Fenders/Floor Plate Rod/Rings
			Total for check: 33311		246.00	
RIESTERER & SCHNELL INC	33312	4/26/2012	331859	731-1022-541.38-03	8.25	Oil Filter
			Total for check: 33312		8.25	
ROAD EQUIPMENT	33313	4/26/2012	WA543731	731-1022-541.38-03	67.19	Drawbar
			Total for check: 33313		67.19	
ROLAND MACHINERY EXCHANGE	33314	4/26/2012	21069632	731-1022-541.38-03	131.13	Filter Element
			Total for check: 33314		131.13	
DR TERESA RUDOLPH	33315	4/26/2012		100-0903-531.21-05	150.00	City Physician
			Total for check: 33315		150.00	
DIANE SCHABACH	33316	4/26/2012		207-0707-552.38-01	214.28	Gas Pump Repair
			Total for check: 33316		214.28	
STAPLES ADVANTAGE	33317	4/26/2012	8021465985	731-1022-541.30-10	51.83	Supplies
			Total for check: 33317		51.83	

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Vendor Name	Check Number	Check Date	Invoice Number	Account Number	Amount	Description
STREICHER'S INC	33318	4/26/2012	1911078	100-0801-521.19-03	32.98	Holster
			Total for check: 33318		32.98	
SUNGARD PUBLIC SECTOR INC	33319	4/26/2012	49155	743-0403-513.24-04	2,678.00	
			Total for check: 33319		2,678.00	
UNIFIRST CORPORATION	33320	4/26/2012	097 0109880	731-1022-541.20-01	110.39	Coveralls/Towels
			Total for check: 33320		110.39	
UNIFORM SHOPPE	33321	4/26/2012	208358	100-0801-521.30-18	54.95	Pants
			Total for check: 33321		54.95	
UNITED PAPER CORPORATION	33322	4/26/2012	49426	100-0000-132.00-00	2,602.11	Supplies
			Total for check: 33322		2,602.11	
US CELLULAR	33323	4/26/2012	200267787-098	100-0201-512.22-01	32.32	Captain
				100-0202-512.22-01	23.63	Brunn
				100-0401-513.22-01	5.42	Stoffel
				100-1019-552.22-01	11.38	Bridges
				743-0403-513.22-01	172.53	IT
				601-1020-543.22-01	5.40	Confined Space
				100-1001-514.22-01	54.34	Alix
				100-0801-521.22-01	396.75	PD
				100-0919-531.22-01	139.09	Health
				100-0904-531.22-01	57.87	Drew
				100-1002-541.22-01	92.43	Engineering
				100-0702-552.22-01	35.16	Tungate
				100-0703-553.22-01	112.78	Parks
				100-0304-562.22-01	13.77	Keil
				731-1022-541.22-01	56.86	Jacobson
				100-1008-541.22-01	10.60	Bursack

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Vendor Name	Check Number	Check Date	Invoice Number	Account Number	Amount	Description
US CELLULAR...	33323...	4/26/2012...	200267787-098...	601-1020-543.22-01	5.40	Sewer Truck
			Total for check: 33323		1,225.73	
US LUBRICANTS	33324	4/26/2012	50012863	731-1022-541.30-18	109.75	Windshield Wash
			Total for check: 33324		109.75	
US VENTURE	33325	4/26/2012	L44015	731-1022-541.21-06	48.00	Fuel
			Total for check: 33325		48.00	
WCPFA	33326	4/26/2012	2012-012	100-0801-521.34-02	75.00	Conference
			Total for check: 33326		75.00	
WE ENERGIES	33327	4/26/2012		100-0703-553.22-04	9.28	2170 Plank Road
				100-0000-123.00-00	574.58	NM Fire
				100-1001-514.22-04	518.12	City Hall
				100-0801-521.22-04	793.46	PD
				100-0920-531.22-04	91.06	Senior Center
				100-0601-551.22-04	1,422.84	Library
				100-0703-553.22-04	385.37	Parks
				100-0704-552.22-04	148.14	Pool
				207-0707-552.22-04	31.78	Marina
				731-1022-541.22-04	2,657.96	Garage
			Total for check: 33327		6,632.59	
						3/7/12 - 4/8/12 Gas
WERNER ELECTRIC SUPPLY CO	33328	4/26/2012	S3521902-002	731-1022-541.24-03	216.19	Office Door
		4/26/2012	S3521902.001	731-1022-541.24-03	201.34	Park Door
			Total for check: 33328		417.53	
WINNEBAGO COUNTY CLERK OF COURTS	33329	4/26/2012		100-0000-201.03-00	150.00	Bond
						Report #MP12-1100

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Vendor Name	Check Number	Check Date	Invoice Number	Account Number	Amount	Description
WINNEBAGO COUNTY CLERK OF COURTS...	33329...	4/26/2012...	...	100-0000-201.03-00	350.00 Bond	Report #MP12-1126
				Total for check: 33329	500.00	
WINNEBAGO COUNTY REGISTER OF DEEDS	33330	4/26/2012		263-0306-562.70-01	30.00 Loan	
				263-0306-562.70-01	30.00 Loan	
				263-0306-562.70-01	30.00 Loan	
				Total for check: 33330	90.00	
WISCOLIFT INC	33331	4/26/2012	128492	731-1022-541.38-03	30.35 Latch Kit	
				Total for check: 33331	30.35	
YMCA OF THE FOX CITIES	33332	4/26/2012	CM040112	100-0920-531.21-06	22,125.00 Senior Center Collab	2nd Qtr 2012
				Total for check: 33332	22,125.00	
ZARNOTH BRUSH WORKS INC	33333	4/26/2012	0138313-IN	625-1005-541.30-15	59.90 Baffle Strip-Rubber	
				Total for check: 33333	59.90	
					503,757.43	

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Vendor Name	Check Number	Check Date	Invoice Number	Account Number	Amount	Description
AAA SANITATION INC	33334	5/3/2012	175679	100-0703-553.20-09	115.00	Portable Toilets
			Total for check: 33334		115.00	
ACCURATE	33335	5/3/2012	1205155	731-1022-541.30-18	145.82	Brakleen/Tape/ Connectors
			Total for check: 33335		145.82	
ARING EQUIPMENT CO INC	33336	5/3/2012	394502	731-1022-541.38-03	594.31	Mudguard Widener
		5/3/2012	395317	731-1022-541.38-03	(547.46)	Mudguard Widener
			Total for check: 33336		46.85	Credit
BAY VERTE MACHINERY INC	33337	5/3/2012	172622-00	100-1002-541.30-18	144.72	Nylon Clad Tape
				625-1002-541.30-18	48.24	Flag Tape
			Total for check: 33337		192.96	
BAYCOM INC	33338	5/3/2012	67910	100-0801-521.29-05	149.50	Cable/ Antenna/Connector
			Total for check: 33338		149.50	
BERGSTROM	33339	5/3/2012	2013 FORD	100-0801-521.80-03	28,810.98	Ford Explorer/Police
			Total for check: 33339		28,810.98	
BUBRICK'S	33340	5/3/2012	582680	100-0801-521.30-10	5.70	Tape Dispenser
			Total for check: 33340		5.70	
BUILDERS SERVICE CENTER	33341	5/3/2012	B009737-IN	100-0703-553.24-03	494.00	Mirror
			Total for check: 33341		494.00	
CARDMEMBER SERVICE	33344	5/3/2012		100-0601-551.24-03	273.97	Camersuperstore.com
				100-0601-551.24-03	16.14	Luxor Direct
				100-0801-521.30-13	108.00	Belt Parts Supply

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Vendor Name	Check Number	Check Date	Invoice Number	Account Number	Amount	Description
CARDMEMBER SERVICE...	33344...	5/3/2012...	...	100-0801-521.30-13	126.00	Bell Parts Supply
				100-0902-524.30-18	8.67	Menards
				100-1001-514.30-18	13.30	Mouser Electronics
				743-0403-513.34-02	12.95	experts Exchange
				100-0601-551.30-16	122.57	Rhode Island Novelty
				100-0601-551.30-14	366.33	Barnes & Noble
				100-0304-562.33-03	108.50	Zuppas
				100-0702-552.30-18	18.55	Walgreens
				100-0702-552.30-18	4.99	Brazee Ace Hardware
				100-0702-552.34-02	70.00	Wisconsin Park & Rec
				100-0703-553.34-02	14.95	WIFI
				100-0703-553.34-03	80.05	Chula Vista Resort
				100-0703-553.34-03	5.66	Chula Vista Resort
				100-0703-553.34-02	90.00	Wisconsin Park & Rec
				207-0707-552.24-03	214.28	Oil Equipment Company
				100-0601-551.30-16	42.00	Subway
				100-0703-553.29-03	61.50	Ebay
				743-0403-513.24-04	129.50	J&R Sound
				100-0801-521.30-15	12.59	ShopKo
				100-0801-521.30-15	22.49	Autozone
				824-0801-521.21-06	91.98	Tailwaggers Doggy Daycare
				100-0801-521.34-03	19.20	BMW E Town Mall
				100-0801-521.34-03	139.98	Comfort Inn
				100-0801-521.30-18	105.94	www.newegg.com
				100-0601-551.33-02	75.00	Wisconsin Library Assoc
				625-1010-541.30-18	42.00	WI Dept Adm Doc Sale
				731-1022-541.38-03	129.74	Truck Addons
				731-1022-541.38-03	278.34	Truck Addons
					2,805.17	
Total for check: 33344						
CAREW CONCRETE & SUPPLY CO INC	33345	5/3/2012		100-1011-541.30-18	518.00	709 Tenth
		5/3/2012		100-1011-541.30-18	770.25	312 Racine Street
		5/3/2012		100-1004-541.30-18	426.75	1033 Lucerne
				100-1011-541.30-18	225.00	1033 Lucerne

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Vendor Name	Check Number	Check Date	Invoice Number	Account Number	Amount	Description
CAREW CONCRETE & SUPPLY CO INC...	33345...	5/3/2012	898673	100-1004-541.30-18	632.00	1204 Stardust
				100-1011-541.30-18	79.00	1204 Stardust
				731-1022-541.82-01	197.50	1204 Stardust
			Total for check: 33345		2,848.50	
CDW GOVERNMENT INC	33346	5/3/2012	J148626	743-0403-513.24-04	1,476.50	Sign Shop Plotting Upgrade
		5/3/2012	J205111	743-0403-513.30-15	168.31	Emergency Replacement
			Total for check: 33346		1,644.81	
COMMUNITY HOUSING COORDINATOR	33347	5/3/2012	161	100-0304-562.21-06	1,800.00	2012 Comp Housing Plan
			Total for check: 33347		1,800.00	
CRESCENT ELECTRIC SUPPLY COMPANY	33348	5/3/2012	087-385054-00	100-0703-553.24-05	290.56	Timers
		5/3/2012	087-385057-00	100-0703-553.24-05	31.42	Timers
		5/3/2012	087-385550-00	207-0707-552.24-03	84.88	Block
		5/3/2012	087-385623-00	100-0703-553.24-03	24.04	
				100-0703-553.24-03	107.19	
				207-0707-552.24-03	16.74	
			Total for check: 33348		554.83	
DEROUIN, LINDA	33349	5/3/2012	LINDA DEROUIN	100-0000-204.07-00	12.24	Refund Jan 2012 Life Ins
			Total for check: 33349		12.24	
FABCO EQUIPMENT INC	33350	5/3/2012	C112399	731-1022-541.38-03	133.22	Spring
		5/3/2012	C120187	731-1022-541.38-03	324.60	Bearing/Catch
		5/3/2012	C120222	731-1022-541.38-03	13.20	Bearing
		5/3/2012	C127242	731-1022-541.38-03	(151.15)	Pin/Bearing Credit
			Total for check: 33350		319.87	
FACTORY MOTOR PARTS CO	33351	5/3/2012	18-1108375	731-1022-541.38-03	121.71	Battery

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Vendor Name	Check Number	Check Date	Invoice Number	Account Number	Amount	Description
FACTORY MOTOR PARTS CO...	33351...	5/3/2012	18-1109076	731-1022-541.38-03	(18.00) Credit	
			Total for check: 33351		103.71	
FERGUSON ENTERPRISES #448	33352	5/3/2012	0746208	100-0703-553.24-03	298.90	
			Total for check: 33352		298.90	
FOX CITIES GREENWAYS	33353	5/3/2012		100-0702-552.34-02	35.00 Greenways Trails Workshop	
			Total for check: 33353		35.00	
FOX VALLEY HUMANE ASSOCIATION	33354	5/3/2012		100-0806-532.25-01	1,246.52 March 2012	
			Total for check: 33354		1,246.52	
GERDAU	33355	5/3/2012	47009634	100-1003-541.30-18	275.00 White Water Wax Cure	Dayton Clean Strip
				100-1009-541.30-18	275.00 White Water Wax Cure	Dayton Clean Strip
			Total for check: 33355		550.00	
GIPAW	33356	5/3/2012		743-0403-513.32-01	50.00 Membership Renewal	
				743-0403-513.34-02	100.00 Conference Registration	
			Total for check: 33356		150.00	
GOSS AUTO BODY INC	33357	5/3/2012	57117	100-0801-521.29-05	120.75	
			Total for check: 33357		120.75	
GUNDERSON UNIFORM & LINEN RENTAL	33358	5/3/2012	1452733	100-0801-521.30-13	30.78 Towels/Mats	
		5/3/2012	1454460	100-0801-521.30-13	30.78 Towels/Mats	
			Total for check: 33358		61.56	
HOME DEPOT CREDIT SERVICES	33359	5/3/2012	2030268	100-0703-553.24-03	24.82	
		5/3/2012	2037197	100-0703-553.24-03	13.88	

AP Check Register

Check Date: 5/3/2012

Vendor Name	Check Number	Check Date	Invoice Number	Account Number	Amount	Description
HOME DEPOT CREDIT SERVICES...	33359...	5/3/2012	3992350	100-0703-553.30-15	59.99	Dig Level
		5/3/2012	4021699	100-0703-553.30-18	(55.94)	
		5/3/2012	4036943	100-0703-553.30-18	55.94	
		5/3/2012	4036945	100-0703-553.30-18	55.94	
		5/3/2012	7036466	100-0703-553.30-18	44.53	
			Total for check: 33359		199.16	
HORST DISTRIBUTING INC	33360	5/3/2012	18352-000	741-0000-193.00-00	13,895.00	Super Star 3WD
			Total for check: 33360		13,895.00	
INTERSTATE BATTERY OF GREEN BAY	33361	5/3/2012	90075977	731-1022-541.38-03	263.85	
			Total for check: 33361		263.85	
EDMUND J JELINSKI	33362	5/3/2012	210	100-0201-512.21-01	487.50	March 2012 Municipal Court
			Total for check: 33362		487.50	
LAPPEN SECURITY PRODUCTS INC	33363	5/3/2012	LSPQ22504	100-1001-514.30-18	5.75	Parking Ticket Box Key
			Total for check: 33363		5.75	
LINCOLN CONTRACTORS SUPPLY INC	33364	5/3/2012	107972	625-1010-541.30-15	29.01	Mag Float/Adapter
				100-1003-541.30-15	29.01	Mag Float/Adapter
				100-1009-541.30-15	29.02	Mag Float/Adapter
			Total for check: 33364		87.04	
MANDERFIELD BAKERY	33365	5/3/2012	421446	100-0918-531.30-18	38.65	Bakery Items
			Total for check: 33365		38.65	
MATTHEWS TIRE & SERVICE CENTER	33366	5/3/2012	393313	731-1022-541.38-02	358.00	Tires

AP Check Register

Check Date: 5/3/2012

Vendor Name	Check Number	Check Date	Invoice Number	Account Number	Amount	Description
MATTHEWS TIRE & SERVICE CENTER...	33366...	5/3/2012	42565	731-1022-541.38-02	41.50	Flat Repair
			Total for check: 33366		399.50	
MENARDS-APPLETON WEST	33367	5/3/2012	46754	625-1010-541.30-15	86.81	Shovels/Locks
				100-1003-541.30-15	86.82	Shovels/Locks
				100-1009-541.30-15	86.82	Shovels/Locks
			Total for check: 33367		260.45	
MENASHA EMPLOYEES CREDIT UNION	33368	5/3/2012	20120503	100-0000-202.05-00	13,956.00	PAYROLL SUMMARY
			Total for check: 33368		13,956.00	
MENASHA EMPLOYEES CREDIT UNION	33369	5/3/2012	20120503	100-0000-202.10-00	159.68	PAYROLL SUMMARY
			Total for check: 33369		159.68	
MENASHA TREASURER	33370	5/3/2012		100-0902-524.30-18	21.00	March Expenses
				100-0904-531.33-03	10.24	March Expenses
				100-0918-531.30-18	6.30	March Expenses
				100-0903-531.33-01	45.46	March Expenses
				100-0903-531.34-04	6.40	March Expenses
			Total for check: 33370		89.40	
MENASHA UTILITIES	33371	5/3/2012	3875	100-1008-541.25-01	205.06	Traffic Signal
			Total for check: 33371		205.06	
N&M AUTO SUPPLY	33372	5/3/2012	398913	731-1022-541.38-03	51.36	Hydraulic Filter
		5/3/2012	398953	731-1022-541.30-18	24.00	Washer Fluid
		5/3/2012	399361	731-1022-541.38-03	43.25	Hose/Swab
		5/3/2012	399891	731-1022-541.38-03	13.57	Sway bar
		5/3/2012	400331	731-1022-541.38-03	39.57	Plugs/Filters
		5/3/2012	400925	100-1008-541.30-18	24.42	Air Hose

AP Check Register

Check Date: 5/3/2012

Vendor Name	Check Number	Check Date	Invoice Number	Account Number	Amount	Description
N&M AUTO SUPPLY...	33372...	5/3/2012	401395	100-1008-541.30-18	19.90	Dual Foot Guage
			Total for check: 33372		216.07	
NANCY EBEN	33373	5/3/2012	EBBENREFUND	100-0000-441.23-00	12.50	Refund
			Total for check: 33373		12.50	
NEENAH-MENASHA MUNICIPAL COURT	33374	5/3/2012		100-0000-201.03-00	202.00	Bond, MEPS 11-109
			Total for check: 33374		202.00	
NEENAH-MENASHA SEWERAGE COMMISSION	33375	5/3/2012	2012-061	601-1021-543.25-01	73,888.37	May 2012 Wastewater
		5/3/2012	2012-067	601-1021-543.25-01	24,519.00	May 2012 Interest & Debt
			Total for check: 33375		98,407.37	
RAY O'HERRON CO INC	33376	5/3/2012	1208919-IN	100-0801-521.30-15	847.67	Taser
			Total for check: 33376		847.67	
OSHKOSH FIRE & POLICE EQUIPMENT INC	33377	5/3/2012	146141	100-0801-521.29-05	145.00	Strap Kit
			Total for check: 33377		145.00	
PACKER CITY INTERNATIONAL	33378	5/3/2012	3-220930010	731-1022-541.38-03	18.17	Cap
		5/3/2012	3-220930056	731-1022-541.38-03	119.49	Filters/Lamp
		5/3/2012	3-220950009	731-1022-541.38-03	25.58	Fluid
		5/3/2012	3-220950021	731-1022-541.38-03	21.37	Air Filter
		5/3/2012	3-220960041	731-1022-541.38-03	229.33	Filters
		5/3/2012	3-221010042	731-1022-541.38-03	398.56	Filters
			Total for check: 33378		812.50	
SEH	33379	5/3/2012	254695	625-1010-541.21-04	336.00	PermiTrack

AP Check Register

Check Date: 5/3/2012

Vendor Name	Check Number	Check Date	Invoice Number	Account Number	Amount	Description
SEH...	33379...	5/3/2012	254696	625-1010-541.21-04	490.00	PermiTrack
			Total for check: 33379		826.00	
			Total for check: 33380		440.04	
STREICHER'S INC	33380	5/3/2012	1923342	100-0801-521.30-15	440.04	Holsters
			Total for check: 33380		440.04	
			Total for check: 33381		113.46	
UNIFIRST CORPORATION	33381	5/3/2012	097 0110380	731-1022-541.20-01	113.46	Coveralls/Mops
			Total for check: 33381		113.46	
			Total for check: 33382		27.48	
UNITED WAY FOX CITIES	33382	5/3/2012	20120503	100-0000-202.09-00	27.48	PAYROLL SUMMARY
			Total for check: 33382		27.48	
			Total for check: 33383		119.91	
UR WASHINSTUFF INC	33383	5/3/2012	10045	100-0801-521.29-05	51.39	February
			10046	100-0801-521.29-05	68.52	March
			Total for check: 33383		119.91	9 Car Washes 12 Car Washes
US SLING & SUPPLY	33384	5/3/2012	180744	100-1003-541.30-15	307.86	
				601-1020-543.30-15	307.86	
				625-1010-541.30-15	307.86	
			Total for check: 33384		923.58	
WC INDUSTRIAL SUPPLY COMPANY	33385	5/3/2012	0017712-IN	731-1022-541.38-03	12.76	Belt
			Total for check: 33385		12.76	
			Total for check: 33386		25.50	
WE ENERGIES	33386	5/3/2012		100-1001-514.22-04	25.50	901 E Airport
			Total for check: 33386		25.50	
			Total for check: 33386		25.50	3/13/12-4/12/12 Gas

AP Check Register

Check Date: 5/3/2012

Vendor Name	Check Number	Check Date	Invoice Number	Account Number	Amount	Description
WE ENERGIES	33387	5/3/2012		267-0102-581.22-04	8.67	
				Total for check: 33387	8.67	
WINNEBAGO COUNTY CLERK OF COURTS	33388	5/3/2012		100-0000-201.03-00	500.00	Bond Report #MP12-1195
				Total for check: 33388	500.00	
WINNEBAGO COUNTY DISTRICT ATTORNEY	33389	5/3/2012	REPORT 12-798	824-0000-466.00-00	190.00	Eduardo Morales/12CV577 Asset Forfeitures
				Total for check: 33389	190.00	
WISCONSIN DEPT OF ADMINISTRATION	33390	5/3/2012	40504	100-0401-513.32-02	20.00	Admin Code Renewal
				Total for check: 33390	20.00	
WISCONSIN SUPPORT COLLECTIONS	33391	5/3/2012	20120503	100-0000-202.03-00	1,740.76	PAYROLL SUMMARY
				100-0000-202.04-00	923.06	PAYROLL SUMMARY
				Total for check: 33391	2,663.82	
ZARNOTH BRUSH WORKS INC	33392	5/3/2012	0138423-IN	625-1005-541.30-15	870.00	Cablewrap/Gutter Broom
				Total for check: 33392	870.00	
					179,944.04	



MEMORANDUM

Date: May 2, 2012

To: Common Council

From: Pamela A. Captain, City Attorney

RE: Petition to Exceed 4 Pet Limit (SEC. 7-1-6(e))

City of Menasha ordinance, SEC. 7-1-6(e), limits the number of pets (dogs and cats) per dwelling unit to 4 without a petition and from 5 up to 12 with a petition. The ordinance sets forth the requirements necessary to have from 5 up to 12 pets. A petition must be presented to the common council for approval. The role of the common council is to determine whether the petition meets the requirements set forth in the ordinance. The requirements set forth in the ordinance are:

1. List the dogs (or cats) by name, specific breed and license number, and
2. Signed by 80% of the residents over 18 years of age within 200 feet of the property line of the premises of the pets.

If the requirements of the ordinance are met, the common council must approve the petition. If the common council finds that the requirements of the ordinance are not met, the common council must so state in the minutes by motion.

If the common council does not take any action on the petition, the petitioner would have the ability to go into circuit court and ask for a writ of mandamus to order the common council to take action. A writ of mandamus is an extraordinary writ compelling performance of a ministerial act that the law recognizes as an absolute duty, as distinct from other types of acts that may be a matter of the official's discretion. In other words, the City's ordinance requires that the common council consider petitions submitted to it under SEC. 7-1-6(e). A petition that meets the requirements under the ordinance must be approved. Examples of discretionary matters are whether to approve a contract, a grant application, the sale of city property, a public works project or the city budget (although it is ministerial that the budget be approved by a date certain).

The burden of proof is upon the petitioner to demonstrate that the requirements of the ordinance are met. The common council can only consider the requirements set forth in the ordinance in determining whether the petition should be approved. If the common council desires to consider other factors than listed in the ordinance, it must amend the ordinance to do so.

Sample motions are:

- To approve the petition as stated, or
- Find that the petition is not sufficient for the following reason(s): (for example, it does not list the animals by name, identify the breed or license number or it only contains ___% of the signatures of the adult residents within 200 feet of the property line of the premises of the pets, not the required 80%).

Hi we are Chuck Peterson, Tammy & Amara Hoffstatter we reside at 332 Eighth Street, Menasha, Wisconsin. We would like to ask if it would be okay that we have **5 dogs** at our home. Chuck's dog is **Misty** - Female - Black Lab - Age 5^{1/2} Years (Birth date 04/09/2006) - License number 12116, Tammy's dogs are; **Twinke** - Female - Wire Fox Terrier mixed with Yellow Lab (Looks like a baby Yellow Lab) - Age 8^{1/2} - (Birth Date 06/01/2003) - License number 12224, **Zoe** - Female - Chihuahua mixed with Rat Terrier - Age 8 - (Birth Date 12/11/2003) - License number 12225, **Trinkit** - Female - Chihuahua - Age 3^{1/2} - (Birth Date 07/31/2008) - License number 12223, **Zena** - Female - Pug - Age 9 Months - (Birth Date 05//2011) - License number 12226.

If you agree that it is okay for us to have our **5 babies (Dogs)**, we would like to ask that you please sign this petition for us to **keep our babies** in Menasha, since we are over the allowed limit of 4 pets per dwelling unit. We need only the homeowner to sign please and thank you very much for allowing us to **keep our babies!**

SIGN

ADDRESS

DATE

Eere Eckert 330 Eighth St 2-18-12

Deb Wittmann 313 8th St 2-18-12

Danielle Humdin 317 8th St. 2-18-12

Robert Beckman 331 8th 2-18-12

Mike 343 8th Street 02-18-12

Pamela Marrache 347 Eighth St 02-18-12

Lynn Datzgik 351 Eighth St 2-18-12

Donna Deeg 344 8th St 2-18-12

Kate Bell 726 Carver Ln. 2-18-12

Marge Newcomb 922 Carver Lane 2-18-12

Peterson/Hoffstatter

02/2012

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APR 02 2012

CITY OF MENASHA
BY___

SIGN

ADDRESS

DATE

Chris Brown 720 Carver Lane 2/18/12

[Signature] 317 Lisbon Ave 2/18/12

Bert Schmitt 321 Lisbon 2-18-12

Alan Rodwell 341 Lisbon 2-18-12

[Signature] 336 LISBON 2-18-12

Charles Huber 332 LISBON 2-18-12

[Signature] 345 Lisbon 2-18-12

Janet Sandstrom 328 8th Street 2-18-12

Gene Kluck 316 Pth St. 2-11-2012

[Signature] 340 8th St. 3-11-2012

Saw Blue 724 CARVER LN 3-11-2012

Marcy Helms 337 Lisbon Ave 3-11-2012

DONALD J FASCI JR 329 Lisbon Ave. 03/11/12

Randy Joseph 325 Lisbon Ave 3-11-12

[Signature] 326 Lisbon AV 3-11-12

SIGN

ADDRESS

DATE

Timothy A. Kramer 333 Lisbon St. Menasha, WI - OWNER 3-19-2012
4070 W. Fairview Rd Hoge

William J. Kasmussen 327 8th St Menasha 3-19-12

Brian P. 335-8TH ST 3-19-12

James A. Walker 349 Lisbon 3-25-12

LaBrosse 340 Lisbon 3-25-12

John 339 Eighth St. 3/30/12

Robert 348 8th St. 3/30/12



NORTH

332 8th Street
Properties within 200 Feet
Menasha, WI

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APR 09 2012

CITY OF MENASHA
BY _____

My Name is Alice Jean Boness

I Live at 336 8th St. Menasha

My neighbor who lives at 332 8th St. Menasha
has 5 dogs

City Rules for menasha is 4 dogs or
Cats and a Kennel License.

The neighbors do not have a Kennel
license, to have the dogs.

Tammy Hoffstatter moved in 3 years
ago with 4 dogs.

Charles Peterson (chuck) owns the
house who has 1 dog named (Missy)

Tammy - Charles would just open the
back door and the dogs would be out
side loose and in neighbors yards
doing there duty and both Tammy
and Charles would think nothing of it
my yard was one of the yards that
they would do there duty, in this would
happen a lot.

Some times the yard would be
cleaned up, and other times not.

Tammy has a dog Name Zookie
who is brown-white dog, medium size
who barks all of the time and slips
its collar and muzzle and would
and still does, go after any thing.
Zookie more than once, in
over

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APR 09 2012

CITY OF MENASHA

BY

The 3 years that Tammy has lived here went after my dog. who was tied and either laying in my backyard or on the back porch.

Zookie when she came after my dog the hair zookie would be up - zookie would be barking - growling - teeth showing both tammy and charles were out when this happened and would do nothing about it, Till i would call the police.

Police came took Report - Police told both tammy & charles, the dogs have to be tied, OK the dogs were tied for a little while, and then it would start all over again - dogs loose, doing there duty in the neighbors yards again - again mine was one of them.

And again zookie went after my dog again who was tied and in her own yard.

Zookie went after my dog 4 times in the 3 years that tammy has lived here.

There is barking at all hours of the day and nite, when they are home over

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CITY OF MENASHA

BY _____

and when they are not.

Tammy went around with a petition to have the neighbors sign, so she can keep the dogs, but she did not tell any one about the dogs being loose doing there duties in neighbors yards or tell any one about Zookie going after my dog!

She also did not tell anyone that they did not clean up after the dogs either all the time.

I know for a fact that she was not honest - because a couple of the neighbors questioned me about, what was going on, I told them the truth.

When all of this was going on there were witness, who saw all of this happen.

There is a Police Report and I did talk to the Mayor - and to Mark Langdon and also to ~~Stan~~ Stan who is also an alderman.

If every one has to keep there animals tied or fenced in and have to have a Kennel License if they have 4 dogs, How come
over

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CITY OF MENASHA
BY _____

Tammy and Charles don't have to do any of this OR obey the law??

Tammy also lied to the police about her parents - they live in neenah. Tammy more than once said that Zooki went after the neighbors dog. She also said that her dogs had to stay outside when she lived with her parents.

Charles also lied about me feeding the dogs. When Missy would come over and hit the back door she would want to come in and get a treat and drink water. She never got a treat unless Charles was asked and he would say sure or he did not care. There were witness when this would take place also.

Thank You For Reading this, I hope the Right thing will be done.

Thank You Alice Jean Boess

Tammys Hoffstatter
mom & Dad
address

William - Beyer

1134 Michael

Avenue neenah

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CITY OF MENASHA
BY _____

Incident Report

MENASHA POLICE DEPARTMENT
430 FIRST ST,
MENASHA, WISCONSIN 54952
(920) 967-3500

Incident Number: MP11-003033

Incident Summary

Incident Type: ANIMAL CALLS
Inc Occurred Address: 332 EIGHTH ST, MENASHA, WISCONSIN 54952
Inc Occurred Start: 09/21/2011 19:08 Inc Occurred End: 09/21/2011 19:28
Domestic: N Bias Motivation: Gang Related: U
Other Agency: Reporting Officer: OLESZAK, NICK Primary Assigned Officer:
Case Status: CLOSED Clearance: CLOSED WITH WARNING
Jurisdiction: Reported Date/Time: 09/21/2011 19:08
Clearance Date/Time: 09/22/2011 14:07

Report Type: INCIDENT

Sector/Beat: 21/WE04

Report Taken:

Substance: U

Reported Date/Time: 09/21/2011 19:08

Primary Assigned Officer:

Clearance Date/Time: 09/22/2011 14:07

Offenses

Statute Code: 7-1-6(C)(1) Enhancers:
Statute Desc: ANIMALS RUNNING AT LARGE
Counts: 1 Statute Severity:

Officers

Event Association	Emp#	Badge#	Name	Squad#
PRIMARY REPORTING OFFICER	59	59	OLESZAK, NICK	

Persons Involved

Person#: 0001 MNI: 128316
Event Association: REPORTING PERSON Contact Date/Time: 09/21/2011 19:08
Name: BONESS, ALICEJEAN J
DOB: Age: Sex: Race:
Height: Weight: Eye Color: Hair Color:
Phone Type 1: UNPUBLISHED Phone# 1: Ext 1:
Phone Type 2: Phone# 2: Ext 2:
Occupation: Employer/School:

Person address(es)

Address: HOME ADDRESS, 336 EIGHTH ST, MENASHA, WISCONSIN 54952

Person#: 0002 MNI: 193171
Event Association: WARNED Contact Date/Time: 09/21/2011 19:08
Name: HOFFSTATTER, TAMMY J
DOB: Age: Sex: Race:
Height: Weight: Eye Color: Hair Color:
Phone Type 1: HOME Phone# 1: Ext 1:
Phone Type 2: CELL Phone# 2: Ext 2:
Occupation: Employer/School:

Person address(es)

Address: 332 EIGHTH ST, MENASHA, WISCONSIN 54952

Person Offenses

Statute Code: 7-1-6(C)(1) Enhancers:
Statute Desc: ANIMALS RUNNING AT LARGE
Counts: 1

RECEIVED

APR 09 2012

CITY OF MENASHA
BY _____

Incident Report

MENASHA POLICE DEPARTMENT
430 FIRST ST,
MENASHA, WISCONSIN 54952
(920) 967-3500

Incident Number: MP11-003033

Narratives

ENTERED DATE/TIME: 9/21/2011 21:44:18

NARRATIVE TYPE: SUMMARY NARRATIVE

SUBJECT: SUMMARY

AUTHOR: OLESZAK, NICK

REP called the MEPD to report that her neighbors dog ran across property boundary and growled at her dog which was tied up in the back yard. REP said this has been ongoing and she would like party warned for allowing her dog(s) to create trouble. Warned party was advised she needed to prevent her dog from running next door. REP party advised warned party complained of her dog barking too much. Both parties advised to refrain from actions that would be cause for this for that complaints.

alo

Incident Report

MENASHA POLICE DEPARTMENT
430 FIRST ST,
MENASHA, WISCONSIN 54952
(920) 967-3500

Incident Number: MP12-000169

Incident Summary

Incident Type: ANIMAL CALLS
Inc Occurred Address: 332 EIGHTH ST, MENASHA, WISCONSIN 54952
Inc Occurred Start: 01/18/2012 17:06 Inc Occurred End: 01/18/2012 17:06
Domestic: N Bias Motivation: Gang Related: U Substance: U
Other Agency: Reported Date/Time: 01/18/2012 17:06
Reporting Officer: KNOWLTON, DALLAS Primary Assigned Officer: CSO, CSO
Case Status: Clearance: ADULT SUMMONS/CITATION Clearance Date/Time: 01/24/2012 13:11
Jurisdiction:

Offenses

Statute Code: 7-1-1(a) Enhancers:
Statute Desc: DOG OR CAT LICENSE REQUIRED
Counts: 1 Statute Severity:
Statute Code: 174.042(1)(A) Enhancers:
Statute Desc: DOG RUNNING AT LARGE
Counts: 1 Statute Severity:

Officers

Event Association	Emp#	Badge#	Name	Squad#
PRIMARY REPORTING OFFICER	74	74	KNOWLTON, DALLAS	
PRIMARY ASSIGNED OFFICER			CSO, CSO	

Associated Events

Association:	Event Type:	Event#:	Event Date (Start):	Event Date (End):	Agency:
ARREST TO INCIDENT	ARREST	MP12-000169	1/24/2012 00:00:00	1/18/2012 17:06:00	MP

List of Attachments

Type:	Report ID:	Report Date:	Report Summary:
STATEMENTS		01/23/2012 00:00	Alice Jean Boness - 1 page
OTHER		04/02/2012 00:00	E-mail from DEBBIE GALEAZZI to E48

Persons Involved

Person#: 0001 MNI: 128316
Event Association: REPORTING PERSON Contact Date/Time: 01/18/2012 17:06
Name: BONESS, ALICE J
DOB: Age Sex: Race: 1
Height: Weight: Eye Color: Hair Color:
Phone Type 1: UNPUBLISHED Phone# 1: Ext 1:
Phone Type 2: UNPUBLISHED Phone# 2: Ext 2:
Occupation: Employer/School:

Person address(es)

Address: 336 EIGHTH ST, MENASHA, WISCONSIN 54952

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APR 09 2012

CITY OF MENASHA
BY _____

Incident Report

MENASHA POLICE DEPARTMENT
430 FIRST ST,
MENASHA, WISCONSIN 54952
(920) 967-3500

Incident Number: MP12-000169

Persons Involved

Person#: 0002 MNI: 193171
Event Association: WARNED Contact Date/Time: 01/18/2012 17:06
Name: HOFFSTATTER, TAMMY J
DOB: Age: Sex: Race:
Height: Weight: Eye Color: Hair Color: i
Phone Type 1: CELL Phone# 1: Ext 1:
Phone Type 2: CELL Phone# 2: Ext 2:
Occupation: Employer/School:

Person address(es)

Address: 332 EIGHTH ST, MENASHA, WISCONSIN 54952

Person Offenses

Statute Code: 174.042(1)(A) Enhancers:
Statute Desc: DOG RUNNING AT LARGE
Counts: 1
Statute Code: 7-1-1(a) Enhancers:
Statute Desc: DOG OR CAT LICENSE REQUIRED
Counts: 1

Person#: 0003 MNI: 162902
Event Association: DEFENDANT Contact Date/Time: 01/18/2012 17:06
Name: PETERSON, CHARLES R
DOB: Age: Sex: Race:
Height: Weight: Eye Color: Hair Color:
Phone Type 1: CELL Phone# 1: Ext 1:
Phone Type 2: Phone# 2: Ext 2:
Occupation: Employer/School:

Person address(es)

Address: 332 EIGHTH ST, MENASHA, WISCONSIN 54952

Person Offenses

Statute Code: 174.042(1)(A) Enhancers:
Statute Desc: DOG RUNNING AT LARGE
Counts: 1
Statute Code: 7-1-1(a) Enhancers:
Statute Desc: DOG OR CAT LICENSE REQUIRED
Counts: 1

Incident Report

MENASHA POLICE DEPARTMENT
430 FIRST ST.
MENASHA, WISCONSIN 54952
(920) 967-3500

Incident Number: MP12-000169

Narratives

ENTERED DATE/TIME: 1/18/2012 20:24:07
NARRATIVE TYPE: SUMMARY NARRATIVE
SUBJECT: SUMMARY
AUTHOR: KNOWLTON, DALLAS

On 01-18-2012 I was dispatched to 338 Eighth Street for a dog running at large.

alo

ENTERED DATE/TIME: 1/18/2012 20:32:00
NARRATIVE TYPE: INITIAL NARRATIVE
SUBJECT: E74 DICTATION
AUTHOR: KNOWLTON, DALLAS

On Wednesday January 18, 2012 I was dispatched to 338 Eighth Street for an animal complaint.

Upon arrival I made contact with the R/P

ALICE JEAN BONESS

who had been luring from the residence at 332 Eighth over to her yard in the adjacent lot at 338 Eighth and some of the dogs had been defecating in the yard and stated the neighbors had not been cleaning it up. ALICE stated she was previously friends with the neighbors but in the last year had stopped watching their dogs and had asked them several times to keep the dogs from running around in her yard, ALICE asked that I talk with her neighbors and ask them to keep the dogs from coming into her yard and also advised me there are five dogs at the residence. One of the dogs which belonged to the owner of the residence,

CHARLES R. PETERSON

and that the other four dogs belong to his girlfriend

TAMMY J. HOFFSTATTER

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CITY OF MENASHA
BY _____

I then went over to the residence at 332 Eighth Street and was able to make contact with TAMMY. I explained to

Incident Report

MENASHA POLICE DEPARTMENT
430 FIRST ST,
MENASHA, WISCONSIN 54952
(920) 967-3500

Incident Number: MP12-000169

TAMMY that her neighbor had complained about her dogs running into her yard and I asked TAMMY if the dogs were still in the house to which she stated yes, except for one dog, MISTY a Lab, who was with the currently owner CHARLES who had left the residence. TAMMY was however able to give me a rabies tag for each dog:

- 1) TWINKE with rabies vaccination number 5817
- 2) ZENA six month old puppy with current rabies vaccination number 8137
- 3) ZOE with a current rabies vaccination number of 5818
- 4) TRINKET with a rabies vaccination number of 5816.

I was not able to neither get a rabies vaccination number nor license number for MISTY because the dog was not there. I also was not able to verify that at the Police Department because the system is currently down. TAMMY, however, was not able to present valid City of Menasha Dog Licenses for the four dogs currently at the residence, I told TAMMY that I would give her two weeks to get valid City of Menasha Dog Licenses for: TWINKE, ZENA, ZOE and TRINKET and I would check on the other dog, MISTY, to see if it had a current license.

I was able to speak to CHARLES over the phone and did inform him that the neighbor called and complained this dog was running into his yard and advised CHARLES over the phone and TAMMY while she was standing in the living room that they needed to keep their dogs on a leash and ensure that the dogs don't go into the neighbor's yard. I then asked TAMMY and CHARLES if they had any further questions to which they stated, no.

Follow up should consist of a CSO checking back on or after February 1, 2012 to ensure that TAMMY has proper City of Menasha Dog Licenses for her four dogs and CHARLES PETERSON also has a valid City of Menasha Dog License for his dog as well.

No further information.

alo

ENTERED DATE/TIME: 1/20/2012 12:00:48
NARRATIVE TYPE: SUPPLEMENTAL NARRATIVE
SUBJECT: E97 DICTATION
AUTHOR: GROESCHEL, JENNY

TAMMY came into the lobby to show proof that she got her 4 dogs licensed. A copy of her receipts are attached. TAMMY told me that CHARLES will be bringing in proof that he got his dog licensed. I did talk to TAMMY about the city ordinance that limits a homeowner to having only 4 dogs and she told me that she did talk to the officer and told them that ZENA was not actually her dog, but her parents, BILL and SANDY BEYER who live somewhere up north some where. TAMMY did not know their address or even a general area where they lived.

Incident Report

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(920) 967-3500

Incident Number: MP12-000169

The dogs TAMMY got licensed are TWINKE, ZOE, TRINKIT and ZENA.

Follow-up consists of waiting for CHARLES to bring in proof that he got his dog licensed.

Jg

ENTERED DATE/TIME: 1/22/2012 11:51:05
NARRATIVE TYPE: SUPPLEMENTAL NARRATIVE
SUBJECT: E80 DICTATION
AUTHOR: HEIDEMANN, DENTON

On 01/22/12, at approximately 10:00 a.m., I was dispatched to 336 Eighth St. to talk with the R/P about another incident that took place earlier this morning.

ALICE stated that early this morning, CHARLES, her neighbor at 332 Eighth St. opened up the back door allowing MITSY, the Black Lab to exit the house unleashed. MISTY then ran into ALICE's back yard and proceeded to defecate. ALICE stated that CHARLES is no longer home as he went to work and will not be back until late tonight. I informed ALICE that I would have a CSO follow-up with CHARLES on a later date regarding an incident that took place this morning.

A follow-up will consist of a CSO making contact with either TAMMY or CHARLES at 332 Eighth St. in reference to the alleged Animal Running at Large Complaint that took place this morning. I should be noted that both TAMMY and CHARLES still have until 02/01/12 to have one of the five dogs at the residence removed, and have the remaining four licensed through the City of Menasha.

No further information at this time.

sb

ENTERED DATE/TIME: 1/24/2012 08:45:54
NARRATIVE TYPE: SUPPLEMENTAL NARRATIVE
SUBJECT: E64 DICTATION
AUTHOR: SCHRAMPFER, MARTIN

On 01/24/12, at approximately 8:00 a.m., I was dispatched back over to 336 Eighth St. to meet with

ALICE J. BONESS

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CITY OF MENASHA
BY _____

Incident Report

MENASHA POLICE DEPARTMENT
430 FIRST ST,
MENASHA, WISCONSIN 54952
(920) 967-3500

Incident Number: MP12-000169

regarding this ongoing dog problem.

Upon my arrival, ALICE invited me to her residence, where she advised that a short time ago, the owner of the dogs next door, a

CHARLES R. PETERSON

had opened up his back door, let the Black Lab out of the house, and did not tie it up or supervise it. ALICE states the Black Lab ran into her yard, where it did urinate and defecate near the back corner of her storage shed. The dog then ran up onto porch, where she told it to go home, and the dog ran back over to 332 Eighth St., where it was let back into the residence. ALICE indicated that she is very fed-up with this and wants the matter addressed. I did explain to her the progression of steps that are taken in this type of situation, and that we would take appropriate action at this time.

Prior to arriving at the residence, I was briefed over the phone by PSP BEYER on the status of this complaint, and the fact that Warnings had already been recently issued about the dogs Running at Large. I did walk into the back yard area, where I was able to verify based on the footprints in the fresh snow and slush, that a dog had run from 332 Eighth St. into the back yard of 336 Eighth St. into an area there was animal urine and feces, and there were footprints in the snow leading back to the shoveled back patio area of 332 Eighth St.; everything consistent with what ALICE had described to me. As I was finishing making these observations, a male subject came out of the back door from 332 Eighth St. and he was identified as,

CHARLES R. PETERSON

CHARLES did admit to me verbally that he let the Black Lab out this morning, he gave a couple different excuses as to why it wasn't placed on a leash or kept under control, but ultimately, he did admit as the fact that the dog did go into the neighbor's yard, and he knew it wasn't suppose to. I did obtain his identification from him, and requested that CHARLES go back into his residence, and I would be with him shortly, that I needed to do some paperwork in my squad. I did go out to my car, where I started to complete a Municipal Citation to CHARLES for Animal Running at Large. I was partially through the Citation, when CHARLES approached my squad and spoke with me. He advised that he would like me to also inform ALICE that she should stop trying to feed his dogs and doing things that would lure them into her yard. I did advise CHARLES that I would pass that message along; however, as he started to walk back across the street towards his residence, ALICE came out on her front porch, and the two of them started yelling at each other. I had to exit my squad and advise both of the individuals to stop creating a disturbance, ultimately Warning both of them that Disorderly Conduct Tickets would be issued if they continue to yell at each other. At this point, ALICE went back into her residence, CHARLES went back over by his house and eventually came back out by my squad as I was completing the Citation. The Citation was issued to CHARLES and explained to him, and he stated he understood. At this

Incident Report

MENASHA POLICE DEPARTMENT
430 FIRST ST,
MENASHA, WISCONSIN 54952
(920) 967-3500

Incident Number: MP12-000169

point, CHARLES was released and I cleared the scene.

No further information.

sb

ENTERED DATE/TIME: 2/8/2012 18:22:25
NARRATIVE TYPE: SUPPLEMENTAL NARRATIVE
SUBJECT: E80 DICTATION
AUTHOR: HEIDEMANN, DENTON

On February 8, 2012 at approximately 3:00pm I spoke with TAMMY over the phone regarding the issue of the fifth dog. TAMMY explained to me that the fifth dog known as ZENA was just given to her daughter a couple of months back by her father, who has now passed away. I informed TAMMY that she has the right to appeal the ordinance with City Council and informed her how to do so. TAMMY informed me that she would go and talk with City Hall and would keep us updated on the situation.

Further follow up will consist of a CSO checking with TAMMY on the status of the appeal, if she has not contacted us previously.

alo

ENTERED DATE/TIME: 2/16/2012 10:38:23
NARRATIVE TYPE: SUPPLEMENTAL NARRATIVE
SUBJECT: E80 DICTATION
AUTHOR: HEIDEMANN, DENTON

On 02/16/12, at approximately 8:15 a.m., in doing follow-up to this complaint, I was able to locate a License for the Black Lab known as MISTY. License #12116 with Rabies Expiring: 01/10/13.

Further follow-up will consist of a CSO checking up on the status of TAMMY's Appeal Process to have more than 4 dogs in one household.

No further information at this time.

sb

RECEIVED

APR 09 2012

CITY OF MENASHA
BY _____

ENTERED DATE/TIME: 2/21/2012 23:17:06

Incident Report

MENASHA POLICE DEPARTMENT
430 FIRST ST,
MENASHA, WISCONSIN 54952
(920) 967-3500

Incident Number: MP12-000169

NARRATIVE TYPE: SUPPLEMENTAL NARRATIVE
SUBJECT: E80 DICTATION
AUTHOR: HEIDEMANN, DENTON

On February 21, 2012 at approximately 12:00 p.m., I spoke with TAMMY over the telephone regarding the status of her appeal process. TAMMY stated that she has already gone down to City Hall, got the necessary paperwork and is in the process of getting signatures at this time. She stated that she has approximately 50% of the signatures needed so far and as soon as she has the signatures, she will be going down to City Hall to schedule a meeting with the City Council.

Follow-up will consist of a CSO checking on the status of the appeal process within a week or two.

dk

ENTERED DATE/TIME: 4/2/2012 16:21:08
NARRATIVE TYPE: SUPPLEMENTAL NARRATIVE
SUBJECT: E48 DICTATION
AUTHOR: POLZIEN, JOSEPH

On today's date I received an e-mail from the City Clerk stating that CHUCK & TAMMY have filed their petition with them to allow for special permit in regards to the number of animals they may have at their property. Also, per that e-mail the City Clerk will be forwarded it to the City Council on April 17, 2012.

During the City Council meeting it will be determined whether or not a special permit will be issued to CHUCK and TAMMY in regards to the number of pets.

I have also attached a copy of the e-mail to the CSO report.

No further follow up or documentation at that time.

alo



May 7, 2012

To: Common Council

From: Debbie Galeazzi, Clerk

Subject: Class "B" Liquor License for Menasha Athletic Association and
Menasha Twins Baseball (Legion Team)

Applications for a 6-month Class "B" Liquor License for Menasha Athletic Association (MAC) and Menasha Twins Baseball (Legion Team) for May 1, 2012 to October 31, 2012 are on the agenda for consideration. The licensed premise will be the concession stand at Koslo Park.

The Police Department has done background checks and has no objection to issuing the license.

All necessary inspections by the Fire Department, Health Department and Building Inspectors have been completed and are in compliant.

RENEWAL ALCOHOL BEVERAGE LICENSE APPLICATION

Submit to municipal clerk. Read instructions on reverse side.

For the license period beginning: 05 01 2012 ending: 10 31 2012
(MM DD YYYY) (MM DD YYYY)

TO THE GOVERNING BODY of the: ☐ Town of ☐ Village of ☒ City of MENASHA

County of WINNEBAGO Aldermanic Dist. No. _____ (if required by ordinance)

CHECK ONE ☐ Individual ☐ Partnership ☐ Limited Liability Company
☒ Corporation ☒ Nonprofit Organization

Complete A or B. All must complete C.

A. Individual or Partnership:

Full Name(s) (Last, First and Middle Name)

Home Address

Post Office & Zip Code

B. Full Name of Corporation/Nonprofit Organization/Limited Liability Company Menasha Athletic Association

Address of Corporation/Limited Liability Company (if different from licensed premises) P.O. Box 342 Menasha

All Officer(s) Director(s) and Agent of Corporation and Members/Managers and Agent of Limited Liability Company:

Title	Name (Inc. Middle Name)	Home Address	Post Office & Zip Code
President/Member	<u>Larry Konetzke</u>	<u>222 Lake Street</u>	<u>Menasha 54952</u>
Vice President/Member	<u>Tom Konetzke</u>	<u>858 Emily Street</u>	<u>Menasha 54952</u>
Secretary/Member	<u>Joan Smogoleski</u>	<u>1306 Dunning Street</u>	<u>Menasha 54952</u>
Treasurer/Member	<u>Gary Coopman</u>	<u>1248 Meadowview Dr.</u>	<u>Menasha 54952</u>
Agent	<u>Paul Johnson</u>	<u>1043 Tayco St., #209</u>	<u>Menasha 54952</u>

Directors/Managers

C. 1. Trade Name Menasha Macs

Business Phone Number

2. Address of Premises Koslo Park - Geneva Road

Post Office & Zip Code Menasha 54952

3. Does the applicant understand that they must purchase alcohol beverages only from Wisconsin wholesalers, breweries and brewpubs? ☒ Yes ☐ No

4. Premises description: Describe building or buildings where alcohol beverages are to be sold and stored. The applicant must include all rooms including living quarters, if used, for the sales, service, and/or storage of alcohol beverages and records.

(Alcohol beverages may be sold and stored only on the premises described.) Koslo Park concession stand - Coolers and back room storage room

5. Legal description (omit if street address is given above):

6. a. Since filing of the last application, has the named licensee, any member of a partnership licensee, or any member, officer, director, manager or agent for either a limited liability company licensee, corporation licensee, or nonprofit organization licensee been convicted of any offenses (excluding traffic offenses not related to alcohol) for violation of any federal laws, any Wisconsin laws, any laws of other states, or ordinances of any county or municipality? If yes, complete reverse side ☐ Yes ☒ No

b. Are charges for any offenses presently pending (excluding traffic offenses not related to alcohol) against the named licensee or any other persons affiliated with this license? If yes, explain fully on reverse side ☐ Yes ☒ No

7. Except for questions 6a and 6b, have there been any changes in the answers to the questions as submitted by you on your last application for this license? If yes, explain. ☐ Yes ☒ No

8. Was the profit or loss from the sale of alcohol beverages for the previous year reported on the Wisconsin Income or Franchise Tax return of the licensee? If not, explain. ☒ Yes ☐ No

9. Does the applicant understand a Wisconsin Seller's Permit must be applied for and issued in the same name as that shown under Section A or B above? [phone (608) 266-2776] ☒ Yes ☐ No

10. Does the applicant understand that alcohol beverage invoices must be kept at the licensed premises for 2 years from the date of invoice and made available for inspection by law enforcement? ☒ Yes ☐ No

11. Is the applicant indebted to any wholesaler beyond 15 days for beer or 30 days for liquor? ☐ Yes ☒ No

READ CAREFULLY BEFORE SIGNING: Under penalty provided by law, the applicant states that each of the above questions has been truthfully answered to the best of the knowledge of the signers. Signers agree to operate this business according to law and that the rights and responsibilities conferred by the license(s), if granted, will not be assigned to another. (Individual applicants and each member of a partnership applicant must sign; corporate officer(s), members/managers of Limited Liability Companies must sign.)

SUBSCRIBED AND SWORN TO BEFORE ME

this 28th day of March, 20 12

Gary Coopman
(Clerk/Notary Public)

Larry Konetzke

(Officer of Corporation/Member/Manager of Limited Liability Company /Partner/Individual)

Joan Smogoleski

(Officer of Corporation/Member/Manager of Limited Liability Company /Partner)

My commission expires 12-23-12

(Additional Partner(s)/Member/Manager of Limited Liability Company if Any)

TO BE COMPLETED BY CLERK

Date received and filed with municipal clerk <u>3-30-12 paul Full</u>	Date reported to council/board	Date license granted
License number issued	Date license issued	Signature of Clerk / Deputy Clerk

RENEWAL ALCOHOL BEVERAGE LICENSE APPLICATION

Submit to municipal clerk. Read instructions on reverse side.

For the license period beginning: 05 01 2012 ending: 10 31 2012
(MM DD YYYY) (MM DD YYYY)

TO THE GOVERNING BODY of the: ☐ Town of ☐ Village of ☒ City of MENASHA

County of WINNEBAGO Aldermanic Dist. No. _____ (if required by ordinance)

CHECK ONE ☐ Individual ☐ Partnership ☐ Limited Liability Company
☒ Corporation/Nonprofit Organization

Complete A or B. All must complete C.

Applicant's Wisconsin Seller's Permit Number:	
Federal Employer Identification Number (FEIN):	
LICENSE REQUESTED	
TYPE	FEE
<input type="checkbox"/> Class A beer	\$
<input checked="" type="checkbox"/> Class B beer	\$ 50
<input type="checkbox"/> Class C wine	\$
<input type="checkbox"/> Class A liquor	\$
<input type="checkbox"/> Class B liquor	\$
<input type="checkbox"/> Reserve Class B liquor	\$
Publication fee	\$ 25
TOTAL FEE	\$ 75.00

A. Individual or Partnership:

Full Name(s) (Last, First and Middle Name)

Home Address

Post Office & Zip Code

B. Full Name of Corporation/Nonprofit Organization/Limited Liability Company MENASHA TWINS

Address of Corporation/Limited Liability Company (if different from licensed premises) 1308 NINTH ST

All Officer(s) Director(s) and Agent of Corporation and Members/Managers and Agent of Limited Liability Company:

Title	Name (Inc. Middle Name)	Home Address	Post Office & Zip Code
President/Member	JEFF CHEW	1308 NINTH ST	MENASHA 54952
Vice President/Member	DEBBIE CHEW	1308 NINTH ST	
Secretary/Member	SCOTT MILLIGAN	708 10TH ST	
Treasurer/Member	BRIAN JULIUS	1300 DUNNING	
Agent	DEBBIE CHEW	1308 NINTH	
Directors/Managers			

C. 1. Trade Name MENASHA TWINS

Business Phone Number

2. Address of Premises GENEVA RD

Post Office & Zip Code MENASHA 54952

3. Does the applicant understand that they must purchase alcohol beverages only from Wisconsin wholesalers, breweries and brewpubs? ☐ Yes ☒ No

4. Premises description: Describe building or buildings where alcohol beverages are to be sold and stored. The applicant must include all rooms including living quarters, if used, for the sales, service, and/or storage of alcohol beverages and records.

(Alcohol beverages may be sold and stored only on the premises described.) KOSLO PARK - CONCESSION STAND

5. Legal description (omit if street address is given above):

6. a. Since filing of the last application, has the named licensee, any member of a partnership licensee, or any member, officer, director, manager or agent for either a limited liability company licensee, corporation licensee, or nonprofit organization licensee been convicted of any offenses (excluding traffic offenses not related to alcohol) for violation of any federal laws, any Wisconsin laws, any laws of other states, or ordinances of any county or municipality? If yes, complete reverse side ☐ Yes ☒ No

b. Are charges for any offenses presently pending (excluding traffic offenses not related to alcohol) against the named licensee or any other persons affiliated with this license? If yes, explain fully on reverse side ☐ Yes ☒ No

7. Except for questions 6a and 6b, have there been any changes in the answers to the questions as submitted by you on your last application for this license? If yes, explain. ☐ Yes ☒ No

8. Was the profit or loss from the sale of alcohol beverages for the previous year reported on the Wisconsin Income or Franchise Tax return of the licensee? If not, explain. NON-PROFIT N/A ☐ Yes ☒ No

9. Does the applicant understand a Wisconsin Seller's Permit must be applied for and issued in the same name as that shown under Section A or B above? [phone (608) 266-2776] ☒ Yes ☐ No

10. Does the applicant understand that alcohol beverage invoices must be kept at the licensed premises for 2 years from the date of invoice and made available for inspection by law enforcement? ☒ Yes ☐ No

11. Is the applicant indebted to any wholesaler beyond 15 days for beer or 30 days for liquor? ☐ Yes ☒ No

READ CAREFULLY BEFORE SIGNING: Under penalty provided by law, the applicant states that each of the above questions has been truthfully answered to the best of the knowledge of the signers. Signers agree to operate this business according to law and that the rights and responsibilities conferred by the license(s), if granted, will not be assigned to another. (Individual applicants and each member of a partnership applicant must sign; corporate officer(s), members/managers of Limited Liability Companies must sign.)

SUBSCRIBED AND SWORN TO BEFORE ME

this 2nd day of April, 20 12

Kristin R. Sewall
Clerk/Notary Public

My commission expires 5-10-13

Jeffrey A. Chew
(Officer of Corporation/Member/Manager of Limited Liability Company /Partner/Individual)

(Officer of Corporation/Member/Manager of Limited Liability Company /Partner)

(Additional Partner(s)/Member/Manager of Limited Liability Company if Any)

TO BE COMPLETED BY CLERK

Date received and filed with municipal clerk <u>4-12-12</u>	Date reported to council/board	Date license granted
License number issued <u>75-</u>	Date license issued	Signature of Clerk / Deputy Clerk