



Goal



Enhance the financial health of the City of Menasha and create vibrant new neighborhoods to better serve the housing needs of our future residents. ✓

COMMUNITY OF
LAKE PARK

Success




After experiencing five years without a vacant lot sale, the Lake Park Neighborhoods are again growing, contributing to the financial well being of the city and bringing new residents to Menasha.

COMMUNITY OF
LAKE PARK

Achievements

- ✓ Purchase of the Van de Hey farm
- ✓ Development of Lake Park Square & Lake Park Villas
- ✓ Marketing of raw land, creation of TIF 12 and transfer of development land to Redevelopment Authority
- ✓ Creation of development agreements with two residential developers
- ✓ Secured marketing and sales teams
- ✓ Award of park grant
- ✓ Accelerated lot sales and development

Villas *Cottages* *Penits* *Lake Park Square*



In 1999 the city purchased the Van de Hoy farm for \$ 1,663,700.

Progression


- ✓ Secured growth area and boundary agreement with Town of Harrison / Appleton
- ✓ Secured sewer service agreement with Waverly Sanitary District
- ✓ Development of Lake Park Villas and Lake Park Square
- ✓ Creation of TIF 12
- ✓ Transfer of property to the city's redevelopment authority
- ✓ Development agreements with the Ponds of Menasha and Cypress Homes

LAKE PARK

New Taxable Value in former Van de Hoy farm area
\$19,627,300 as of 1/1/13

Achievements

- ✓ Infrastructure installed for 15 lots
- ✓ Four new commercial buildings
- ✓ Commercial lots transferred to Menasha Redevelopment Authority
- ✓ Marketing plan being implemented
- ✓ Commercial brokers listing vacant lots



LAKE PARK

Constructed Businesses
4

Lots Sold
5

Available Sites
10


Taxable Value
\$4,906,200

Lake Park Square

The Menasha Redevelopment Authority has taken responsibility for the marketing and sale of the available properties within the homeowners association.

Achievements

- ✓ Ark Media commissioned to develop a marketing strategy
- ✓ Implementation of a new website for the Community of Lake Park
- ✓ Collette Binkler, the Real Estate Group contracted to list properties including MLS listing & pricing
- ✓ Reinstated covenants to remove obsolete information and clarify lot descriptions



LAKE PARK

Completed Homes
46

Available Sites
63


Taxable Value
\$12,513,800

Villas

The Cottages at Lake Park is a 16 unit residential condominium development, being constructed by Cypress Homes under a 2011 development agreement with the City of Menasha.

Achievements


- ✓ Installation of road and utilities at developers expense
- ✓ First payments of over \$32,000 for land
- ✓ 2 homes purchased
- ✓ 2 homes under construction
- ✓ 2 homes pre-sold



COMMUNITY
LAKE PARK

Cottages
- 16 UNIT -

Sites Sold	5
Model Home	1
Available	10
Taxable Value	\$882,200



Homes Built/Under Construction
26
Presold Lots
1
Sites Available
97
Taxable Value
\$3,194,806 (12/31/12)
\$4,500,000 (4/1/15 estimated)


— COMMUNITY OF —
LAKE PARK



A development agreement with Ponds of Menasha was signed in 2011 leading to construction of 26 new homes by Lexington Homes

Achievements

- ✓ 41 acres purchased by Ponds of Menasha
- ✓ Infrastructure installed at developers expense for Phase I based on concept plan
- ✓ Marketing campaign by developer
- ✓ Will meet \$2.5 million minimum value in 2013 for incentive payments in 2014
- ✓ Purchased 27 lots at \$5,700
- ✓ Provided notice of future sidewalks and streets to purchasers



COMMUNITY

LAKE PARK

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**East Side
Neighborhood Park**

In the planning stage for almost a decade, this park will help fulfill the recreation needs of long time residents in several subdivisions as well as over 150 lots available for development in the area.

Details

- ✓ 5.24 acres partially wooded including small pond
- ✓ Funding: \$60,698 Stewardship Grant \$62,092 Parkland dedication fund
- ✓ Plans to be developed for playground and pavilion
- ✓ Land transfer in spring of 2013

DRAFT

CITY OF MENASHA
ADMINISTRATION COMMITTEE
Third Floor Council Chambers
140 Main Street, Menasha
March 4, 2013
MINUTES

A. CALL TO ORDER

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

B. ROLL CALL/EXCUSED ABSENCES

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

ALSO PRESENT: Mayor Merkes, CA/HRD Captain, PC Styka, DPW Radtke, CDD Keil, Dpty Treasurer Sassman, Clerk Galeazzi

C. MINUTES TO APPROVE

1. Administration Committee, 2/18/13

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

Motion carried on voice vote.

D. DISCUSSION/ACTION ITEMS

1. Annual renewal of equipment breakdown insurance coverage with The Travelers Indemnity Company of Connecticut

CA/HRD Captain explained the coverage of the insurance. The annual premium is \$4,078.

Moved by Ald. Englebert, seconded by Ald. Zelinski to approve the renewal of equipment breakdown insurance coverage with the Travelers Indemnity Company of Connecticut for one year in the amount of \$4,078.

Motion carried on roll call 8-0.

E. ADJOURNMENT

Moved by Ald. Langdon, seconded by Ald. Krueger to adjourn at 6:40 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
March 4, 2013
MINUTES

DRAFT

A. CALL TO ORDER

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

B. ROLL CALL/EXCUSED ABSENCES

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

ALSO PRESENT: Mayor Merkes, CA/HRD Captain, PC Styka, DPW Radtke, CDD Keil, Dpty Treasurer Sassman, Clerk Galeazzi

C. MINUTES TO APPROVE

1. February 18, 2013

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

Motion carried on voice vote.

D. ACTION ITEMS

1. Street Use Application – Memorial Day Parade: Monday, May 27, 2013: 8:00 AM – 11:00 AM (Twin City Veterans Organization)

Moved by Ald. Englebert, seconded by Ald. Zelinski to recommend to Common Council Street Use Application for Memorial Day Parade, Monday May 27, 2013, 8:00AM-11:00AM, Twin City Veterans Organization.

Motion carried on voice vote.

2. Street Use Application – Race the Lake: Sunday, August 18, 2013: 7:00 AM – 9:00 AM (Midwest Sports Events)

Moved by Ald. Krueger, seconded by Ald. Zelinski to recommend to Common Council Street Use Application for Race the Lake, Sunday August 18, 2013, 7:00AM-9:00AM, Midwest Sport Events.

Motion carried on voice vote

3. Request to Add or Move a Street Light at the Intersection of Washington Street and Garfield Avenue (Graphic Packaging International)

DPW Radtke explained the request from Graphic Packaging for a street light at the intersection of Washington Street and Garfield Avenue for the safety of their employees. Most of the City's major signalized intersections have three or four street lights. This intersection only has two. Staff recommends installing a street light on an existing pole at the northeast corner. The cost of adding one 150 watt HPS street light is approximately \$125/year.

Moved by Ald. Krueger, seconded by Ald. Englebert to recommend to Common Council installation of a 150 watt HPS light on the existing Menasha Utilities' pole located at the northeast corner of the intersection of Washington Street and Garfield Avenue.

Motion carried on roll call 8-0.

4. Selection of Design Elements for Structures and Noise Barriers along STH 441 (441 Expansion Project)

DPW Radtke explained the Department of Transportation is seeking input from affected local municipalities for the design elements for the 441 Expansion Project. Common Council previously selected Ashlar Stone finish concept. The WisDOT would like to refine the Ashlar concept for the structures east of Little Lake Butte des Morts, Junction US 10/WIS 441 and US 41 structures, neighborhood noise barrier concept and highway noise barrier concept. The final decision will be made by WisDOT on the basis of input from all involved communities and impacted property owners.

Moved by Ald. Sevenich, seconded by Ald. Englebert to recommend to Common Council selection of Ashlar Stone Concept A as design element for structures east of Little Lake Butte des Morts for the WIS 441 expansion project.

Motion carried on roll call 8-0.

Moved by Ald. Sevenich, seconded by Ald. Englebert to recommend to Common Council selection of Ashlar Stone Concept A as design element for Junction US 10/WIS 441 and US 41 structures for the WIS 441 expansion project.

Motion carried on roll call 8-0.

Moved by Ald. Sevenich, seconded by Ald. Englebert to recommend to Common Council selection of Ashlar Stone Concept B as design element for neighborhood noise barrier concept for the WIS 441 expansion project.

Motion carried on roll call 8-0.

Moved by Ald. Sevenich, seconded by Ald. Englebert to recommend to Common Council Selection of Highway Concept 1 as design element for highway noise barrier concept for the WIS 441 expansion project.

Motion carried on roll call 8-0.

E. ADJOURNMENT

Moved by Ald. Klein, seconded by Ald. Langdon to adjourn at 7:00 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
January 9, 2013**

A. Meeting called to order by Chairman C. Rusin at 8:05 AM.

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

C. MINUTES TO APPROVE

1. Motion to approve minutes from December 12, 2012 meeting made by D. Jankowski and seconded by T. Rudolph. Motion carried.

D. REPORT OF DEPT HEADS/STAFF/CONSULTANTS

1. December 2012 Communicable Disease Report presented and discussed. The number of cases of Chlamydia continues to be high. T. Rudolph questioned if students should be educated more on this in the middle school to help prevent cases in high school age students or even middle school students. S. Nett discussed the incidence of Chlamydia is high statewide and nationwide and more educational intervention will be planned in the future.
2. 2011 Health Department Annual Report distributed and discussed.
3. 2013 Health Department Staffing will remain the same as 2012. The dental hygienist will be at 85% instead of 80% due to some additional funding in the fluoride varnish program.
4. 2013 Consolidated Grant Contract – Update. The program objectives are the same as 2012. Radon funding has been eliminated due to decreased federal funding. The department will be able to sustain the program due to a kit fee.
5. Bed Bugs. The sanitarian is still in the process of collecting information on what ordinances are in place in other jurisdictions. The health department continues to receive inquiries on how to eliminate bedbugs from dwellings.
6. Flu Vaccine Update. The department has a few doses of adult flu vaccine available and also has children's doses. The requests are increasing regarding availability so an order will most likely need to be placed soon.
7. Report on Early Childhood Initiative. The Fox Valley Home Visitation Consortium has changed its name to Fox Valley Early Childhood Coalition and will be expanding to include others with an interest in screening and working with early childhood.
8. Report on Fox Valley Regional Health Coalition. This coalition continues to meet monthly and will be involved with a ThedaCare plunge delving into childhood obesity.

E. ACTION ITEMS

1. Review Parochial School Fees for School Year 2013-14. S. Nett discussed the need to increase the fees charged to parochial schools for nursing and dental

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

health services. The vision/hearing screener fees would increase by .30 cents per hour. The remaining professional fees would increase by \$2 per hour. (See attached). L. Asmus questioned if the fees included the benefits as well and S. Nett responded they did. T. Rudolph questioned how much revenue do these fees generate. S. Nett responded under \$500 per year. Motion, to recommend to the common council for approval the fees as proposed for the school year 2013-14, made by D. Jankowski and seconded by L. Asmus. Motion carried.

F. HELD OVER BUSINESS

1. None

G. Motion to adjourn at 9:17 AM made by L. Asmus and seconded by D. Jankowski. Motion carried. Next meeting February 13, 2013.

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
January 10, 2013**

- A. Meeting called to order at 7:55 AM by Chairman J. Klundt.
- B. Present: Joyce Klundt, Mary Lueke, Peg Malueg, John Ruck, Lee Murphy, Sue Nett, Jean Wollerman
Excused: Sue Steffen
- C. MINUTES TO APPROVE
 - 1. Motion to approve minutes from December 13, 2012 meeting made by M. Lueke and seconded by L. Murphy. Motion carried.
- D. REPORT OF DEPT HEADS/STAFF/CONSULTANTS
 - 1. Senior Center Older Adult Director J. Wollerman distributed the monthly report of contacts for December---1161 contacts. This was lower than 2011(1330) but higher than the other 4 preceding months. Reasons for the decrease could have been the closure of the center for the Christmas holiday and the winter storm day. Total number of contacts for 2012 was 18894 as compared to 15743 in 2011. The newsletter is being re-designed. Health screening dates are listed for 2013 in the health program brochure. A new screening for 2013 will be a depression screening scheduled for May 21st. J. Wollerman has been promoting the screening now to remove the stigmatism some might feel about having a depression screening. The volunteer recognition which takes place every 3 years is due to be held in 2013. J. Wollerman is planning a banquet in June and it will be 5:30 to 7:30. Date hasn't been finalized yet. Summer water exercise class will be held again this summer for 9 weeks. \$440 was donated to the senior center in Meta Meukow's memory. The money was deposited in the Legacy Acct. United Healthcare has volunteered to be a sponsor of a monthly movie afternoon at the center. A new class on weaving will be starting with the instructor donating time to teach the class.
 - 2. Update – Architectural Design Project. S. Nett explained that Community Development Director Greg Keil will be putting out a request for proposals for the architectural design work.
- E. Action Items
 - 1. Discussion on Discontinuing \$2 Birthday Coupon. J. Wollerman discussed the cost of having a \$2 birthday coupon in the birthday packet given to seniors during their birthday month. The coupon is used most often to offset the cost of attending a party at the center. Some months there are so many coupons used that the expenses of the party far exceeds the revenue. Committee members discussed

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other options such as a sponsor for the coupons or decreasing the value of the coupon for 2013 and then eliminating it in 2014. The birthday gift bag would still be distributed regardless of the decision the committee makes. Motion made by P. Malueg and seconded by J. Klundt to recommend J. Wollerman try and get a sponsor to buy \$1 coupons to put in the birthday bag. Motion carried.

F. HELD OVER BUSINESS

1. National Accreditation Discussion (held from December meeting)---the committee as a whole was not interested at this time to pursue national accreditation.
2. Senior Center Mission Statement. J. Wollerman reminded committee members to bring their ideas on a mission statement at the next meeting.

G. Motion to adjourn at 8:40 made by L. Murphy and seconded by M. Lueke. Motion carried. Next meeting February 14, 2013.

CITY OF MENASHA
Parks and Recreation Board
Council Chambers, 3rd Floor City Hall – 140 Main Street
March 11, 2013
DRAFT MINUTES

A. CALL TO ORDER

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

B. ROLL CALL/EXCUSED ABSENCES

MEMBERS PRESENT: Chr. Dick Sturm, Nancy Barker, Lisa Hopwood, Cindy Schaefer-Kemps, Ald. Kevin Benner

MEMBERS EXCUSED: Luke Schiller, Sue Pawlowski

OTHERS PRESENT: PRD Tungate, PS Maas,

C. MINUTES TO APPROVE

1. Minutes of the February 11, 2013 Park Board Meeting

Moved by L. Hopwood seconded by N. Barker to approve the February 11, 2013 Park Board minutes. Motion carried.

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

Five (5) minute time limit for each person.

No one spoke.

E. REPORT OF DEPARTMENT HEADS/STAFF/ OR CONSULTANTS

1. Department Report – PRD Tungate

PRD Tungate reported on the status of designing and purchasing a handful of directional signs that would complement the wayfinding signs recently installed. There are a couple park directional signs and ones for the Police Department, etc. scattered throughout the city. This came about by the request from the VFW to have an Isle of Valor sign place near Smith Park. ActiveNet recreation software is very close to going live. The speed of transactions has been sporadically slow and this issue needs to be addressed by the IT Department. PRD Tungate has started working on the Gilbert site grant. He is confident that the City's application will be very strong and stands a good chance of receiving funding.

2. Park, Pool and Vandalism Report – PS Maas

PS Maas reported a small amount of bench vandalism at Smith Park. Repairs were also made to the fountain in Smith Park. Pool filters have been installed and a dramatic improvement in the amount of backwashing and overall chemical performance is expected. Ski trails have received compliments this year. Ice rink flooding has stopped for the season. Tree trimming is occurring. ADA issues will be addressed by CVMIC staff that plan to visit the department this spring. New scoring structure will be built this spring for the west diamond.

F. DISCUSSION

1. Format Date for Presenting Pool Analysis/Options to the Public

PRD Tungate updated the Board on the status of the pool study. Water Technologies, Inc. is close to finishing up. It was determined that, if possible, staff should present Water Tech's study at the April meeting and then schedule a public presentation by Water Tech staff at the May meeting at the library.

2. **Gilbert Site Preliminary Design Plan Presentation – March 20, 2013 – 6:00 p.m. – Menasha Library, Company E Room**
PRD Tungate encouraged the Board to attend what should be an informative meeting about plans for the shoreline along the old Gilbert Mill site.
3. **New Park Update**
PRD Tungate explained that a CSM is being done and that closing on the property for the new park is expected to occur by April. Some discussion was held on how the area could be initially opened up for public use pending the development of permanent plans.
4. **PFD Loaner Station Update**
The WDNR has agreed to reimburse the city for all supply costs towards the construction of a youth life jacket loaner station at the Jefferson Park boat landing. PRD Tungate will work with CA Captain on an agreement to allow the small station to be placed on park property.

G. ACTION ITEMS

1. None.

H. PUBLIC COMMENT ON ANY MATTER LISTED ON THE AGENDA

Five (5) minute time limit for each person

1. Chr. D. Sturm requested that for next month's meeting, staff bring back plans for making the new park open for some limited public use while developing a master plan for park continues.

I. ADJOURNMENT

Moved by Ald. K. Benner, seconded by L. Hopwood, to adjourn at 7:40 p.m. Motion carried.



President Ron Duuck called the meeting to order on February 21st at 4:38PM, Menasha Safety Building, 430 First Street, Menasha, Wisconsin

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

Chief Styka report

Training:

- Chuck Sahr, Brett Halderson and Tim Styka: WI Chiefs of Police Winter Conference
- Sara Swenson, Roger Picard and Chris Groeschel: Advanced CIT
- Matt Spiegel and Anthony Edwards: ARIDE Training (Advanced Roadside Impaired Driving Enforcement)
- Pete Sawyer: CPR Instructor Course
- Pete Sawyer: DCI Drug Investigation School
- Anthony Edwards and Matt Albrecht: Traffic Incident Management Program Instructors
- Darlene Krause and Sharon Beyer: How to Deliver Exceptional Customer Service
- Denton Heidemann: Radar Certification School
- Legal Update: Sworn Personnel will be attending over next 3 months

Department Updates:

- Hiring Process Continues
- Adult Crossing Guard Appreciation Week - January 14-18
- Dan Hoernke – Employment Status (probation ended)
- Working on updates to mission statement
- Automation of Comp Time Books
- Mutual Aid discussions with joining jurisdictions
- 2013 Goals

MEPD 2013 Goals

- Cross Training of Employees: By the end of 2013 all employees will have at least one person that can perform their key job duties
- Briefing Training: On a monthly basis one training topic will be distributed department wide making use of the time personnel are assembled at shift change
- Active Shooter Training: By fall 2013 all sworn personnel will complete a training course with their shift members in active shooter. All school preplans will be reviewed and information will be passed along to sworn personnel
- Training from Training: A system will be established to have personnel that attend training develop a brief training for the rest of the department on the key points from the session they attended
- Achieve 100% of all sworn personnel completing their range training on a quarterly basis
- Achieve full staffing and distribution of personnel

- Develop and implement a system in which a few complaints can be monitored by all personnel from start to finish.
- Implement transition to TRACS 10
- Implement new radio system
- Changeover to new CAD system
- Provide a minimum of 32 hours per year (1 per quarter) per officer with specialized projects to have an "extra" day for project work
- Create a recognition program for internal acknowledgment of examples of employees demonstrating the concepts behind the Respect Project
- Sponsor or co-sponsor a citizen type academy program for members of the Latino Community
- Reorganize Com-Tech space to make it more "community friendly" by moving the person closer to the window
- All Com-Tech's will attend a Customer Service class within 12 months (2 have already attended)
- Through advertising double the number of "traffic issues" from 2012-2013 and report the results
- Host at least 6 "Coffee with the Cops" programs in 2013
- Complete Policy and Procedure manual moving away 100% from old manual and SOP book

Correspondence:

- None

Adjourn: Motion by Terri Reuss, seconded by Marshall Spencer at 5:47 pm. The motion was unanimously supported.

- The next meeting will be held Thursday February 28th, 2013 at 4:30pm Menasha Safety Building, 430 First Street, Menasha, Wisconsin.

Menasha alderpersons occasionally attend meetings of this body. It is possible that a quorum of Common Council, Board of Public Works, Administration Committee, Personnel Committee, may be attending; however no official Action of any of these bodies will be taken.

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

Respectfully submitted,
Theresa Reuss
Commissioner, Secretary



MENASHA POLICE COMMISSION MEETING MINUTES
DRAFT

President Ron Duuck called the meeting to order on February 28th at 4:24PM, Menasha Safety Building, 430 First Street, Menasha, Wisconsin

Present: Ron Duuck, Tony Gutierrez, Terri Reuss, Chief Styka, Jason Dionne

Excused: Marshall Spencer

Minutes to Approve: Terri Reuss moved to approve February 21st, 2013 meeting minutes. Jason Dionne seconded the motion. The Commission unanimously approved the minutes.

Communication to Receive: The Commission was notified that the City of Menasha accepted the resignation of Michael Hopfensperger from his position as a patrol officer effective March 2, 2013.

Correspondence: None

Closed Session: Terri Reuss moved to begin closed session of the meeting at 4:50 pm. Jason Dionne seconded the motion. The Commission unanimously approved to enter a closed session.

Wisconsin statutes sec 19.85 (1)(c)

*Considering the employment, promotion, compensation or evaluating the performance of any Employee under the commission's jurisdiction.

*Open patrol position (consideration of candidates).

Adjourn: Terri Reuss moved to adjourn. Tony Gutierrez seconded the motion at 7:14 pm. The motion was unanimously supported.

The next bi-monthly meeting will be held Thursday April 25th, 2013 at 4:30pm Menasha Safety Building, 430 First Street, Menasha, Wisconsin.

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Respectfully submitted,
Theresa Reuss
Commissioner, Secretary

CITY OF MENASHA
Redevelopment Authority
Council Chambers, 3rd Floor, City Hall – 140 Main Street
March 6, 2013
DRAFT MINUTES

A. CALL TO ORDER

The meeting was called to order at 5:38 p.m. by Chairman Kim Vanderhyden.

B. ROLL CALL/EXCUSED ABSENCES

REDEVELOPMENT AUTHORITY MEMBERS PRESENT: Bob Stevens, Kim Vanderhyden, Gail Popp, and Ald. Jim Englebert

REDEVELOPMENT AUTHORITY MEMBERS EXCUSED: Susan Smith, Linda Kennedy and Kip Golden

OTHERS PRESENT: CDD Keil, Ald. Chris Klein and John Behrens

C. MINTUES TO APPROVE

1. Minutes of the February 11, 2013 Redevelopment Authority Meeting

Motion by Ald. Englebert, seconded by Bob Stevens to approve the February 11, 2013 Redevelopment Authority meeting minutes.

The motion carried.

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

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

No one spoke.

E. COMMUNICATION

1. Shoreline Park Presentation – Former Gilbert Paper Site

F. DISCUSSION

1. None.

G. ACTION ITEMS

1. Acceptance of Community at Lake Park Website

John Behrens reviewed the changes in the website that were made in response to RDA comments and meetings with city staff, Chairman Vanderhyden and the residential brokers. Changes were made to the photo selections, website copy relating to the distinctions between the development areas and related mapping, and text legibility. The brokers sell sheets were also being updated and new content relative to the Lake Park Villas Homeowners Association covenants will be added. There was consensus that the updated version of the website was much improved and that the final changes should be made as expeditiously as possible so that the website can go live. John Behrens is to provide clarification regarding Ark Media's website hosting an updating responsibilities.

2. Amendment #1 to Standard Agreement for Services Ark Media and Redevelopment Authority of the City of Menasha – 2013 Marketing and Advertising Plan

Discussion was held on the timing and placement of media buys. Ark media is to inform staff of pending media placements and staff is to forward that information to RDA members. Media

placements will be initiated as soon as possible. The cost of media buys are included in the proposed budgeted amount for the marketing and advertising plan.

Motion by Gail Popp, seconded by Ald. Englebert to approve Amendment #1 to the Standard Agreement for Services between Ark Media and the Redevelopment Authority of the City of Menasha – 2013 Marketing and Advertising Plan. The motion carried

3. **Establishment of Bike/Pedestrian Easement – Lake Park Villas – Lots 8, 9, 10, 11, 13 and 14 (Recommended by Plan Commission)**

CDD Keil stated that the existing easement along STH 114 needed to be relocated further southward to coincide with the existing gravel driveway leading from Lake Park Road to the Waverly Sanitary District lift station located in the southwest corner of the Lake Park Villas Plat. A new easement along the Lake Park Road frontage was also being requested to allow future connections with subdivisions to the north and to the City of Appleton bike/pedestrian trail network.

The consensus was that staff should proceed with preparing the easement descriptions and bring the back to the RDA for its consideration.

H. ADJOURNMENT

Motion by Gail Popp, seconded by Ald. Englebert to adjourn at 6:17 p.m.

The motion carried.

Minutes respectfully submitted by Greg Keil, Community Development Director.



City Hall Safety Committee Meeting

January 3, 2013

MINUTES

Meeting called to order at 1:35 PM by T. Drew

Present: Todd Drew, Sue Nett, Adam Alix, Vicki Lenz, Pam Captain, Sue Seffker

Excused: Kristi Heim, Kate Clausing

A. Motion to approve minutes from December 6, 2012 as corrected (addition of S. Seffker as present), made by P. Captain and seconded by S. Seffker - Motion carried.

B. Old Business

1. **Employee Information Board** – Installed as previously discussed left of the elevator in the basement of City Hall.
2. **MSDS Electronic Program** – No progress, question as to timeframe based on IT work priorities.

C. New Business

1. **Monthly Safety Topic** – Safety topic "*Asbestos – Research before you Remodel*" was distributed and discussed.
2. **Injury Review** – One injury from the Health Department – no report available.
3. **Additional items for discussion** – no new items addressed.

D. Training

1. **Safety Manual Training Intranet** – 1 employee at City Hall left to finish Safety Manual training.
2. **Wellness/ Body Mechanics Training** – Items to include stretches and repetitive motion and work station layout. To be scheduled for late winter.
3. **Additional Training items for discussion** – no additional items discussed.

E. Motion to adjourn at 2:15 PM by P. Captain seconded by A. Alix - Meeting adjourned.



**Public Works / Parks Safety Committee
January 22, 2013
Minutes**

Meeting called to order at 9:05 AM.

Present: Tim Jacobson, Jeff Nieland, Ken Popelka, Vince Maas, Sue Nett, Adam Alix, Corey Gordon, Todd Drew, Pam Captain, Kevin Schmahl
Absent: Brian Tungate, Jim Julius

Approval of minutes from November 27, 2012 motion by C. Gordon
second by M. Ratdke - Motion carried.

B. Old Business

1. **MSDS Sheets electronic program / book availability** – Drew reported that IT is working on a data base for MSDS sheets. Computer access will be available to both DPW and Parks Departments.
2. **Leaf Truck – Update** – both leaf collection units were retro fit by vehicle maintenance to be in compliance with DOT/State Patrol requirements. Vertical chute was made detachable for transit removing restricted vision issue.
3. **Public Works Walk Thru** – Progress on remaining items, majority of items have been completed including:
 - New handrails were installed in cold storage area mezzanine stairs
 - Automatic restart prevention installed in Parks shop area

C. New Business

1. **Monthly Safety Topic** – "Research before you REMODEL" – which covered requirements to identify asbestos containing materials prior to renovation or materials demolition. Sheet was distributed and discussed.
2. **Injury Review.** – No injuries reported
3. **Maintenance vehicle compressed gas transport** – question was raised by vehicle maintenance regarding the necessity to placard the vehicle as it has oxygen and acetylene cylinders permanently mounted onboard. T. Drew researched issue with

CVMIC and DOT/State Patrol and found that quantities less than 440 pounds total or any single containers weighting less than 220 lbs do not require placarding of the vehicle. Flammable gas cylinders on this vehicle are far less than the trigger quantity to require placards for flammables. A fire extinguisher is also permanently mounted on board and will have a sign identifying where it is stored.

4. **Other new items for discussion** – Question related to employees having to work in close proximity to other employees who were clearly sick. It is recommended that sick employees stay home especially during flu season, and approaching the employee regarding being ill is at the discretion of the supervisor.
R. Lossylong inquired about the door on the west end of the vehicle garage near the park shop being very difficult to open. Reason for the difficulty is largely due to a vacuum created by the ventilation system seeking make up air. A. Alix will check the door to also ensure it is properly functioning. Issue of vacuum with all doors closed is not correctible without additional make up air supply for the ventilation system.

D. Training

1. **Hearing screening training.** – completed
2. **Safety Manual Training** – all have completed training
3. **Other new training items or suggestions** – Inquiry was made to look into conducting a rigging training which would cover proper hoisting, rigging, strap inspection and proper tie downs. T. Drew will find training providers and schedule training for late March or early April.

E. Motion to adjourn at 10:05 AM made by M. Radtke and seconded by P. Captain - Motion carried.

REGULAR MEETING OF THE WATER AND LIGHT COMMISSION

February 27, 2013

Draft

Commission Vice-President Roush called the Regular Meeting of the Water and Light Commission to order at 8:09 A.M., with Commissioners Roy Kordus, and Dan Zelinski present on roll call. Also present were Melanie Krause, Co-General Manager/Business Operations; Steve Grenell, Project Engineer; Tim Gosz, Water Plant Supervisor; Kristin Hubertus, Business Operations Accountant; Paula Maurer, Customer Services Manager; Lonnie Pichler, Electric and Water Distribution Supervisor; and John Teale, Technical Services Engineer.

Those absent were: Commissioner Allwardt and Commissioner Merkes.

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

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

- A. Minutes of the Regular Meeting of January 23, 2013
- B. Approve and warrant payments summarized by checks dated January 31 & February 1-27, 2013, which includes Net Payroll Voucher Checks, Void O & M Check #45038, and Operation and Maintenance Voucher Checks for a total of \$995,436.23, 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 thank you card from Boys' & Girls' Brigade re: Adopt-A-Family Christmas Giving Program
 - Copy of letter dated 1/23/13 from Donald Hietpas & Sons, Inc. re: recognition of dedication and work ethic of Scott Maurer and crew
 - Copy of thank you letter from Lisa Weiner, UW Fox Valley Foundation RE: Scholarship for the 2013-14 academic year
 - Copy of letter and compliance report dated 1/28/13 to Scot Cullen, Public Service Commission RE: Two Year Report Documenting Compliance with the Preventative Maintenance Plan

Item IV. December 2012 & January 2013 Financial and Project Status Reports – Electric consumption was under budget by 2.24% for 2012; revenues were within 1% of budget. All operating expenses are under budget for the entire year with administrative and other operating expenses making up the largest differences. Water consumption was 4% above budget strictly due to an industrial customers increased use. Water treatment chemicals, for the year, came in under budget by \$1,253.00.

Business Operations Accountant Hubertus stated increased water revenues account for half of the cash balance. Reduced personnel and delayed projects make up the difference.

Mrs. Hubertus added Steam expenses were higher for the month of December because of additional administrative costs and chemicals needed to keep the boilers heating the plant.

Mrs. Hubertus reported on increased electricity consumption, compared to budget, for the month of January, with industrial customers having the highest impact. The net cash balance is lower than budgeted, partly because figures for 2012 ended lower than budgeted and needed to be carried forward to 2013.

On the Project Status Report, several projects are being delayed in order to reach WPPI year end requirements for cash reserves. Staff will be monitoring the cash position monthly to see if projects are able to be brought back for 2013.

Water consumption was less than budget by less than 1% in January. Industrial customers increased usage made up for the town's decreased usage. The higher system loss ratio is due to two leaks in the distribution system that are being investigated by staff. Net operating income was higher than budget mainly due to lower chemical costs. East Basin repair came in under budget and is finished.

Comm. Zelinski questioned projects that are being delayed and how would an emergency be handled.

Mrs. Krause stated the delays are non-crucial projects. If an emergency came up delays are assigned a priority code and adjustments would need to be made accordingly.

Project Engineer Grenell added, on the Electric side, funds have been put into replacing poles, lines, transformers and substation maintenance programs to increase reliability in the system.

After discussion, the Commission accepted the December 2012 & January 2013 Financial and Project Status Reports as presented.

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

Item VI. There were no purchase Orders over \$10,000.00 issued since the last Commission meeting.

Item VII. New Business, Year End Reliability Report - Electric and Water Distribution Supervisor Pichler explained the most common distribution indices and how they measure the reliability of an electric distribution system. The ASAI ratio, amount of time service is available to the total customer hours demanded, was 99.996% for 2012. These figures are benchmarked to other utilities.

Mr. Pichler reviewed the second part of the report regarding Number of Outages (by cause). In 2012 there were 35 outages, the bulk coming from birds and other animals. Staff will be looking into various arrestor covers to help alleviate this problem.

Comm. Zelinski asked about the tree figures being low. Mr. Pichler referred to the success of the Utilities Tree Trimming program.

During the compilation of the Reliability report the age of the transformers that went bad were noted. Staff will make these a priority for change outs.

Comm. Zelinski asked if having wires underground would be more reliable than overhead. Mr. Pichler stated it was more reliable in regards to weather conditions; however, installation and replacement costs are much higher.

Item IX. Project Reports, Water Plant Projects – Water Plant Supervisor Gosz reported the East Basin repair project was finished and came in under budget. BFM Pump #3 rebuild had an issue upon start up. The pump was pulled and Crane will be working to remedy the problem. A change order will be coming for parts needing repair that weren't included in the original rebuild. Pump #2 has been running for a few months with no problems.

Source Water Plan – Mr. Gosz reported on a proposed Water Quality Study with analysis of several source water locations sent to the DNR. Many of the scheduled tests will be performed in the Utilities lab. We are waiting for response from the DNR to begin the study.

Water Distribution Projects – Mr. Pichler stated there were two leaks that staff was investigating, as mentioned earlier.

Metering Practice & Plan – Mr. Grenell reported Chapman is done inspecting the schools and will be submitting a report to the Menasha School District. They are scheduled back on March 11th to finish up the CP2 customers and then move on to the CP1 customers where staff will be changing out meters to monitor demands and verify correct rate class.

Work is continuing on the Best Practices Program. Staff is reviewing 6 year trending data on CP2, CP3, and CP4 customers on a monthly basis. Mr. Grenell stated the data would show meter analysis patterns. This in turn, would help to detect variances. These variances would then be investigated for possible meter or billing errors.

Metering Verification & Irregularities – A meeting was conducted with the two customers affected by the meter discrepancies. Payment plans were presented to both parties. A PCAC adjustment request was sent to the PSC on February 4. A response has not been received yet.

Mr. Grenell added employees will be attending Metering and Billing Best Practices training put on by WPPI in March and April.

Item X. Staff Reports, Project Engineer, Telecommunications & Substations, Electric and Water Distribution/Safety Report, Co-General Manager/Business Operations - there were no additional questions to the reports presented.

Water Plant – Mr. Gosz reported that system data distributed to SCA was missing on the Water Plant report due to a transition at SCA; contact has been reestablished.

Customer Services – Comm. Roush asked for an assessment of collection problems as compared to last winter.

Customer Services Manager Maurer reported that changes have been made, within established rules and regulations, and collections are improving. Coming out of Moratorium has become more manageable with the new collection practices.

Comm. Zelinski commented on water disconnection, during the winter, helping the process.

Mrs. Maurer gave an update on future collection policy changes and how Customer Service is being proactive by incorporating the changes in their current procedures.

Energy Services Representative/Key Accounts – There were no additional questions to the report presented.

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

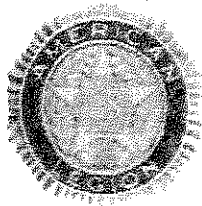
Item XII. The motion by Comm. Zelinski, seconded by Comm. Roush, was unanimously approved on roll call at 9:16 a.m. to convene into Closed Session pursuant to Section 19.85 (1) (c) of the Wisconsin Statutes for the purpose of considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility. RE: Performance Evaluations of Co-General Managers.

By: JOANNE ROUSH
Vice-President

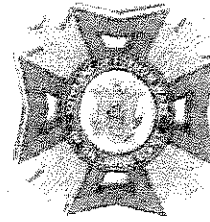
DAN ZELINSKI
Secretary

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

\\comm\minute form.doc



Neenah Post 33
Menasha Post 152



Menasha Post 2126
Neenah Post 10893

NEENAH-MENASHA
MEMORIAL DAY PARADE COMMITTEE

We take this opportunity to invite your participation in the 2013 Memorial Day parade, which will be held on Monday, May 27. The citizens of our communities look forward to this annual event and welcome your participation.

Please take the time to complete the enclosed form and return it no later than April 19 to allow us sufficient time to arrange the line-up and be able to notify you in a timely manner where you are in the parade line up.

All completed entry forms should be mailed to:

Memorial Day Parade Committee
546 3rd St.
Menasha, WI 54952

Should you need additional information or have questions, please contact Dick Meyer at 725-2501 or Dave Mix at 725-2368. If not available at the time of your call, kindly leave a message indicating you are calling for parade information along with your name and phone number.

We look forward to seeing you again this year. Thank you for your cooperation.

Your 2013 Memorial Day Parade Committee

March 14, 2013

To: Mayor Merkes, City Council, Community Development Dept.

From: Jim Englebert

Re: Appleton Regional Partnership First Quarter Shareholders Meeting

On March 7 I attended the above meeting and following are some key activities that were reported to us:

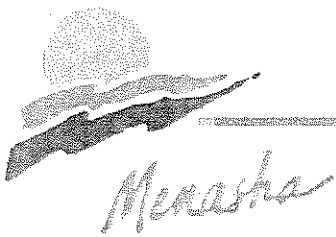
Two representatives the Partnership attended a Site Selectors Guild meeting in New Orleans during the week of Feb. 26. Over 200 site selectors were in attendance. (Site selectors are individuals/business who work for businesses/companies who are looking to expand into other areas. The Site Selectors examine the demographics of potential communities, the sites available, consumer info, workforce skills and training potential etc., and then make recommendations about where businesses should expand, locate etc.)

The Partnership has contracted with a leading national company to develop a website for the Fox Cities area. Two examples of effective websites were shared as the desired type of website to promote our communities:

The first was the Oklahoma City Regional Partnership: www.greateroklahomacity.com and the second was the Northeast Indiana Regional Partnership: www.neindiana.com. (Northeast Indiana is in the process of changing their name to the Fort Wayne Regional Partnership after seven years in business because they have received important feedback from potential customers both nationally and internationally that they would be easier to locate with the name change).

(I would strongly suggest that all of you visit these websites to see how effectively they promote their region).

The Partnership also reported visiting 23 local business in eleven communities and 3 counties to discuss their future expansion needs and how the Partnership can assist them.



Memorandum

Date: March 14, 2013

To: Common Council

From: Adam Alix, Assistant Superintendent of Buildings and Parks

Re: 2012 Leftover Police and Fire Funds - Intentions of Use

When the Public Protection Facility's air conditioning components were replaced, we elected to use R410a refrigerant as R22 is being phased out. If you recall this switch resulted in a change order to the project where our engineer recommended adding energy management module boards to the condensers instead of replacing the existing piping which was to provide a near step-less capacity control. However, what we have found is that we do have limitations with the system's ability to cool the facility on low cooling load conditions. This seems to be quite often and we should have changed the size of the refrigerant piping at that time.

The issue is more than just with the comfort of the facility's occupants; it's about the life expectancy of the cooling components. The EMM boards have enabled us to set a low end capacity at which the compressors will operate safely; however, in order to do so, the compressors short cycle, turning on and then off in short periods of time. This resulted in us programming a timeout delay to require the compressors to remain off for the sake of the compressors longevity, as well as the energy savings we were counting on. Once the refrigerant lines have been replaced with a smaller diameter pipe the compressors will be able to operate at much lower capacities as designed by the manufacturer providing true step-less capacity control.

It was my original intent to accomplish this work last fall/winter in the 2012 fiscal period as there were sufficient funds left in the building repairs and maintenance subaccounts. However, I was unable to do so and am now ready to move forward with this project. With the use of the experience of one of our Department of Public Works employees, we will provide a majority of the labor needed to complete this project. I estimate the cost for reclaiming and recharging the systems, pipe, fittings and materials to be around \$4,000. At the end of the 2012 fiscal period there is approximately \$5,500 in the Police building repairs and maintenance subaccount and \$2,900 in the Fire building repairs and maintenance subaccounts. All system wide expenditures at the Public Protection Facility are split 60/40 respectively so \$2,400 from the Police and \$1,600 from the Fire leftover funds will be used to complete this work.



EAST CENTRAL WISCONSIN REGIONAL PLANNING COMMISSION

400 Ahnaip Street, Suite 100 Menasha Wisconsin 54952 (920) 751-4770 Fax (920) 751-4771
Website: www.eastcentralrpc.org Email: staff@eastcentralrpc.org

Celebrating 40 Years of Fostering Regional Collaboration!

MEMORANDUM

TO: Dale Weber, Wisconsin Department of Transportation, NE Region, Green Bay
Jim Bonetti, U.S. Army Corps of Engineers, Kaukauna
John Silagy, U.S. Army Corps of Engineers, Detroit
Chief Marcus Evans, U.S. Coast Guard
CWO Jon Grob, U.S. Coast Guard
Eric Deksnis, Canadian National RR, Michigan
Steve Spanbauer, Dock Master, Neenah Boat and Dock
Mike Hendrick, Planner, Outagamie County, Appleton
Mark Harris, Winnebago County Executive, Oshkosh
Ernest Winters, Winnebago County Highway Department
Bridge Operations Supervisor, Winnebago County
Jerry Bougie, Winnebago County Planner, Oshkosh
Robert Way, Parks Director, Winnebago Co.
Paula Van de Hey, Public Works Director, Appleton
Chad Weyenberg, Drawbridge Operations, Appleton
Scott Thoresen, Public Works Director, DePere
John Sundelius, Public Works Director, Kaukauna
Adam Hammett, Village Administrator, Kimberly
Chuck Kell, Village Administrator, Little Chute
Mark Radtke, Public Works Director, Menasha
Brian Tungate, Parks Director, Menasha
Candice Mortara, President, Friends of the Fox
Doug Bodway, Valley Marine Mart, Inc.
Douglas Ales, Presentation Rentals
Tom Radtke, Radtke Contractors, Inc.
Diane Schabach, Harbor Master, Menasha Marina
Dennis Arnoldussen, Fox River Navigation System Authority
Robert J. Stark, Fox River Navigation System Authority
Harlan Kiesow, CEO, Fox River Navigation System Authority

FROM: Walt Raith, Assistant Director/MPO Director
East Central Wisconsin Regional Planning Commission

DATE: March 7, 2013

RE: WisDOT 2013 navigation season operating dates and hours for bridges on the Fox River System

OVER

**Wisconsin Department of Transportation, Northeast Region
Fox River System 2013 Bridge Operation Schedule**

For the four bridges in Oshkosh (Main Street, Oregon/Jackson Streets, Wisconsin Street and Congress Avenue) and the Winneconne Main Street Bridge, the operating hours will be: **8:00 a.m. to 12:00 midnight from April 19, to October 6, 2013.** As in the past there will be **restricted operating hours** for the Oshkosh bridges on Monday through Friday to avoid undue conflicts with street traffic during the following time periods:

**11:45 a.m. to 12:15 p.m.
12:45 p.m. to 1:15 p.m.
3:00 p.m. to 5:00 p.m.**

For the two bridges in Menasha (Racine and Tayco Streets), the operating hours will be: **8:00 a.m. to 12:00 midnight on Friday through Sunday. Monday through Thursday normal operation hours are 10:00 a.m. to 10:00 p.m. beginning on April 19th and ending on October 6th.** Operating hours on **Memorial Day, Monday, May 27th and Labor Day, Monday, September 2nd** will be from **8:00 a.m. to 12:00 midnight**, as on weekends.

Note: The Racine Street Bridge will not be operated on September 22nd, 2013 from 7:30 A.M until 1:30 P.M. to accommodate the Fox Cities Marathon route.

During the off season, all operable bridges in the system can be opened if at least twelve (12) hours notice is given. Railroad bridges and highway lift bridges can be operational and available in non-operating hours prior to April 19, 2013 and after October 6, 2013.

The following is a listing of telephone contacts for the issuance of 12 hour notices by mariners of requests for drawbridge openings during unscheduled operating hours:

City of Appleton, Drawbridge Operations, Municipal Service Building, 2625 E. Glendale Avenue, Appleton, WI 54911 (920) 832-5580 [Police (920) 832-5500]

City of Menasha, Director, Department of Public Works, 140 Main Street, Menasha, WI 54952 (920) 967-5102 [Police (920) 967-5128]

Winnebago County (Oshkosh and Winneconne Drawbridges), Bridge Operations Supervisor, Winnebago County, 901 W. County Road Y, Oshkosh, WI 54903 (920) 232-1700 [After 3:00 p.m. (920) 420-2146] Off Hours (920) 232-1715

Canadian National Railroad, Southern Region, Bridges and Structures, (906) 789-7168.

Questions? Northeast Region Bridge Operations: Dale Weber, Wisconsin Department of Transportation, Northeast Region, 944 Vanderperren Way, Green Bay, WI 54304, Call (920) 492-7161.

The Lower **Fox River Lock System** operating season information is attached. Off season lockages (surcharge applies) can be made by special 12 hour advance request by contacting:

Dennis Arnoldussen at (920) 202-1853.

LOWER FOX LOCK SYSTEM – 2013 OPERATING SEASON INFORMATION

Lock Location	Season Dates
Menasha, De Pere, Little Rapids	May 10 through October 6
Appleton 1, 2, 3, 4, and Cedars	May 24 through September 2

USER FEE SCHEDULE

Season Unlimited Recreational and Commercial Transit Permit \$120.00

Multi-Vessel Season Unlimited Recreational Transit Permit \$140.00

*(Recreational vessel owners who own more than one vessel can now purchase a season pass that includes a decal for each of their registered vessels
Two vessels \$140.00 – each additional vessel \$20.00)*

Daily Limited Transit Permits based on boat length:

Less than 26 ft - \$6.00 || 26 ft or greater - \$12.00

Special off-hour call-in lockages available per rate on back

2013 Fox Locks Operational Schedule		
Lock Location	Days Per Week	Hours Per Day
Menasha and De Pere	7 Days Monday through Thursday Friday, Saturday, Sunday and Holidays	10:00 am – 10:00 pm 8:00 am – 12:00 midnight
Little Rapids	5 Days Thursday through Monday (Closed Tuesday and Wednesday)	10:00 am – 10:00 pm
Appleton Locks 1, 2, 3, 4	Friday, Saturday, Sunday and Holidays	11:00 am – 11:00 PM
Appleton Lock 1	Down-River Lockage Times Two-way lockage available Friday by request with locktender on duty	Noon, 2 pm, 4 pm, 6 pm, 8 pm, 10 pm
Appleton Lock 4	Up-River Lockage Times	11 am, 1 pm, 3 pm, 5 pm, 7 pm, 9 pm
Cedars	Friday, Saturday, Sunday and Holidays	10:00 am – 10:00 pm Friday call (920) 750-3309 to schedule
All Other Locks	Restoration in Progress	Operation planned 2015 Season

www.foxriverlocks.org

Fox Locks Phone Numbers	
De Pere	(920) 227-7024
Menasha	(920) 201-1857
Little Rapids	(920) 227-7043
Appleton #1	(920) 750-3306
Appleton #4	(920) 750-3307
Cedars	(920) 750-3309
Kaukauna Office	(920) 759-9833



Fox River Navigational System Authority
1008 Augustine Street
Kaukauna, Wisconsin 54130
(920) 759-9833

-OVER-

Vessel Lockage Procedure

- Upon approaching lock at a safe and slow speed, locktender will direct timing and placement of all vessels into and out of the lock chamber.
- Personal Flotation Devices (PFD) are recommended for all passengers. Children 13 years old and younger are required by Federal Law to wear a PFD while aboard recreational vessels underway.
- A bow and stern safety line provided by locktender is required for all vessels. Both safety lines must be attended at all times and are never to be tied to any vessel.
- Turn engine off while in Lock.
- No smoking or cooking while in Lock.
- Passengers of recreational vessels must remain in their vessels at all times during the lockage procedure.
- Operators should have vessel information and fee readily available to the locktender. Seasonal and daily permits must be displayed in a location easily seen by locktender.
- All operators must be able to control their vessel in a safe and sober manner.
- Failure to adhere to the above guidelines may result in a refusal of lockage and/or notification of law enforcement authorities.

2013 Call-In Procedure and Call-In Fees

To schedule additional commercial or recreational lock operations, please call 920-202-1853 12 hours in advance. In addition to vessel lockage fee, an hourly fee is due before lockage begins.

Lock Location	Operation Schedule	Hourly Lockage Fee
Menasha Cedars Little Rapids Depere	Monday thru Friday	\$15.00/hour – 2 hour min.
	Saturday and Sunday	\$22.50/hour – 2 hour min.
	Holidays	\$30.00/hour – 2 hour min.
Appleton 1 – 4	Monday thru Friday	\$25.00/hour – 2 hour min.
	Saturday and Sunday	\$37.50/hour – 2 hour min.
	Holidays	\$50.00/hour – 2 hour min.

Public Docks are located upstream of Menasha Lock, Appleton Lock #2, Little Chute Guard Lock, and De Pere Lock



www.foxriverlocks.org

Fox River
Navigational
System Authority
www.foxriverlocks.org
lock269735@sbcglobal.net



Neenah-Menasha Fire Rescue and



Local 275 Firefighters

Welcomes The Citizens of Neenah and Menasha

to a

FIRE STATION OPEN HOUSE

SATURDAY, May 4, 2013

10:00 a.m. to 2:00 p.m.

Station 36 – 1108 Province Terrace - Menasha

Please join us for:

- ✦ *Station Tours*
- ✦ *Jaws demonstration*
- ✦ *Activities for kids*
- ✦ *Refreshments*

Neenah-Menasha Fire Rescue

www.nmfire.org

886-6200

“One Department - Fully Involved”

CITY OF MENASHA
COMMON COUNCIL
Third Floor Council Chambers
140 Main Street, Menasha
Monday, March 4, 2013
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 Englebert, Benner, Klein, Taylor, Sevenich, Langdon, Krueger, Zelinski

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

PRD Tungate, Dpty Treasurer Sassman, LD Lenz, Clerk Galeazzi

DEPT. HEAD EXCUSED: PHD Nett

D. PUBLIC HEARING

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

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

No one spoke

F. REPORT OF DEPARTMENT HEADS/STAFF/CONSULTANTS

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

Minutes to receive:

a. Administration Committee, 2/18/13

b. Board of Public Works, 2/18/13

c. Landmarks Commission, 1/9/13

d. Library Board, 2/21/13

e. NM Fire Rescue, Joint Fire Commission, 2/27/13

f. NM Fire Rescue, Joint Finance & Personnel Committee, 2/26/13

g. NM Sewerage Commission, 1/22/13

h. NM Sewerage Commission, 2/4/13; Special meeting

i. Plan Commission, 2/19/13

j. Redevelopment Authority, 1/31/13

Communications:

k. CA/HRD Captain, Springsted Incorporated

l. CA/HRD Captain, 2/20/13; Mario Nunez, Mario's Old House Fresh Mexican Cuisine LLC d/b/a Mario's Old House, 14 Tavco Street, Menasha

m. CDD Keil, 2/28/13; Presentation of Shoreline Park Preliminary Design Plan – Former Gilbert Paper Site

n. Dave Voss, Miron Construction, 2/18/13; Funding for Appleton Regional Partnership

o. NM Sewerage Commission WWTF Modifications, 2/26/13

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

General discussion ensued

Motion carried on voice vote.

DRAFT

G. CONSENT AGENDA

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

Minutes to approve:

1. Common Council, 2/18/13

Board of Public Works, 2/18/13; Recommends approval of:

2. Amendments to FEMA grant funds for Station 36 (NMFR)

NM Fire Rescue, Joint Finance & Personnel Committee, 2/26/13; Recommends approval of:

3. Winnebago County Radio Agreement, pending final approval by both City Attorneys

Moved by Ald. Sevenich, seconded by Ald. Krueger to approve Consent Agenda items 1-3.

Motion carried on roll call 8-0.

H. ITEMS REMOVED FROM CONSENT AGENDA

I. ACTION ITEMS

1. Accounts payable and payroll for the term of 2/21/13 to 2/28/13 in the amount of \$796,577.38

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

General discussion ensued on expenditures.

Ald. Sevenich requested to separate check #36513-Konicek Environmental Consultants.

Motion to approve accounts payable and payroll excluding check #36513 carried on roll call 8-0.

Moved by Ald. Klein, seconded by Ald. Langdon to approve check #36513-Konicek Environmental Consultants

Motion carried on roll call 5-4.

Ald. Taylor, Zelinski, Englebert, Benner, Mayor Merkes - yes

Ald. Klein, Sevenich, Langdon, Krueger - no

2. Third Amendment to Development Agreement with Ponds of Menasha

Moved by Ald. Benner, seconded by Ald. Englebert to approve Third Amendment to Development Agreement with Ponds of Menasha.

General discussion ensued on the amendment.

Motion carried on roll call 5-4.

Ald. Taylor, Sevenich, Langdon, Benner, Mayor Merkes - yes

Ald. Klein, Krueger, Zelinski, Englebert, - no

J. ORDINANCES AND RESOLUTIONS

K. APPOINTMENTS

L. HELD OVER BUSINESS

M. CLAIMS AGAINST THE CITY

N. PUBLIC COMMENTS ON ANY MATTER LISTED ON THE AGENDA

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

No one spoke

O. ADJOURN

Moved by Ald. Krueger, seconded by Ald. Langdon to adjourn at 6:25 p.m.

Motion carried on voice vote.

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

City of Menasha Disbursements

Accounts Payable	3/5/13-3/14/13	\$ 315,525.23
	Checks # 36558-36690	

Payroll	3/7/13	<u>\$ 166,677.27</u>
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Total	<u><u>\$ 482,202.50</u></u>
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Medical Expense Reimbursement Trust-Retirement Pay Out

Menasha Employees Credit Union-Employee Deductions

United Way-Employee Donations

Wisconsin Support Collections-Child/Spousal Support

WI SCTF-Child Support Annual Fee

**A gap in check numbers is due to more invoices being paid than fit on the check stub.
The last check stub used is the check number that will appear on the check register.

AP Check Register Check Date: 3/5/2013

Vendor Name	Check Number	Check Date	Invoice Number	Account Number	Amount	Description
MENASHA UTILITIES	36559	3/5/2013		100-1008-541.22-03	364.92	Electric
				100-0000-123.00-00	19.16	Electric
				100-1012-541.22-03	90.33	Electric
				501-0304-562.22-03	20.39	Electric
				501-0304-562.22-06	43.13	Storm
				100-0304-562.22-03	32.91	Electric
				625-0304-562.22-03	7.42	Electric
				100-1013-541.22-03	60.11	Electric
				100-1013-541.22-06	277.51	Storm
				207-0707-552.22-03	325.31	Electric
				207-0707-552.22-05	33.58	Water/Sewer
				207-0707-552.22-06	48.76	Storm
				100-0703-553.22-03	405.80	Electric
				100-0703-553.22-05	83.80	Water/Sewer
				100-0703-553.22-06	341.27	Storm
				100-1001-514.22-03	1,386.51	Electric
				100-1001-514.22-05	457.50	Water/Sewer
				743-0403-513.21-04	3,856.37	Outside Services
				100-0305-562.22-06	2.50	Storm
				100-1014-543.22-06	53.13	Storm
				267-0102-581.22-06	12.50	Storm
				100-1019-552.22-03	306.49	Electric
				601-1020-543.22-03	35.61	Electric
				100-0703-553.22-03	(8.58)	Electric
				100-0305-562.22-06	(7.50)	Storm
				100-0703-553.22-06	(8.75)	Storm
				207-0707-552.22-05	(75.20)	Water/Sewer
				100-1019-552.22-03	(1,481.60)	Electric
				100-1019-552.22-03	(306.49)	Electric
					6,376.89	
Total for check: 36559					6,376.89	

6,376.89

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Vendor Name	Check Number	Check Date	Invoice Number	Account Number	Amount	Description
ACCURATE	36560	3/7/2013	1301988	731-1022-541.30-18	242.11	Tubing/Brakleen/Drill
		3/7/2013	1302174	731-1022-541.30-18	128.05	Solder/Nuts/Washer
		3/7/2013	1302190	731-1022-541.30-18	81.84	Drill/Wire/Clamp
		3/7/2013	1302342	731-1022-541.38-03	118.52	Strobe Light/Rib Belt
			Total for check: 36560		570.52	
ASSESSMENT TECHNOLOGIES LLC	36561	3/7/2013	4193	743-0403-513.24-04	2,979.99	Market Drive Licenses
			Total for check: 36561		2,979.99	
BERGSTROM	36562	3/7/2013	21450	731-1022-541.38-03	91.78	Motor Asy
			Total for check: 36562		91.78	
BMO HARRIS BANK NA	36563	3/7/2013	4032369	100-0202-512.21-06	45.51	Forms & Brochures
			100-0202-512.21-06		260.00	Monthly Fee
			Total for check: 36563		305.51	
BRAZEE ACE HARDWARE	36564	3/7/2013	021107	100-0703-553.30-18	15.48	Glue/Sandbelt
			Total for check: 36564		15.48	
BROCK WHITE COMPANY	36565	3/7/2013	12287086-09	100-0704-552.24-03	393.53	Cartridge/Sand
			Total for check: 36565		393.53	
MIKE BURSACK	36566	3/7/2013		100-0204-512.24-01	62.95	Reimburse Elect Supplies
			Total for check: 36566		62.95	
CALLUMET COUNTY CLERK OF COURTS	36567	3/7/2013		100-0000-201.03-00	150.00	Bond/MEPD 13-0595
			Total for check: 36567		150.00	
PAMELA A CAPTAIN	36568	3/7/2013		100-0202-512.34-01	179.10	May, 2012 Expenses

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Vendor Name	Check Number	Check Date	Invoice Number	Account Number	Amount	Description
PAMELA A CAPTAIN...	36568...	3/7/2013...	...	100-0202-512.34-03	40.00 May, 2012 Expenses	
				100-0201-512.33-01	12.60 May, 2012 Expenses	
				Total for check: 36568	231.70	
CRESCENT ELECTRIC SUPPLY COMPANY	36569	3/7/2013	087-431445-00	100-1012-541.30-18	76.14 Washington Street Lights	
				Total for check: 36569	76.14	
DIGICORPORATION	36570	3/7/2013	130779	100-0702-552.29-01	32.00 Program Pass Cards	
				Total for check: 36570	32.00	
EAGLE SUPPLY & PLASTICS INC	36571	3/7/2013	2126910-IN	100-0703-553.24-04	230.60 Lid/Flange	
				Total for check: 36571	230.60	
FACTORY MOTOR PARTS CO	36572	3/7/2013	18-1197918	731-1022-541.30-18	40.62 Transfer Fluid	
		3/7/2013	18-1199234	731-1022-541.38-03	102.46 Part	
		3/7/2013	18-1199818	731-1022-541.38-03	(14.00) Credit	
		3/7/2013	18-1201271	731-1022-541.38-03	427.27 Brake Shoe Kit/Rotors/Pad	
		3/7/2013	48-272051	731-1022-541.38-03	254.84 Regulator & Motor Asy	
		3/7/2013	63-105132	731-1022-541.38-03	152.16 Motor Asy	
				Total for check: 36572	963.35	
FERRELLGAS	36573	3/7/2013	1074994465	266-1027-543.21-06	48.44	
				Total for check: 36573	48.44	
FOX VALLEY HUMANE ASSOCIATION	36574	3/7/2013		100-0806-532.25-01	1,078.24 January Transport Fees	
				Total for check: 36574	1,078.24	

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Vendor Name	Check Number	Check Date	Invoice Number	Account Number	Amount	Description
FOX VALLEY TRUCK	36576	3/7/2013	502230	731-1022-541.38-03	222.63	Reservoir
			Total for check: 36576		222.63	
GALLS LLC	36577	3/7/2013	000389441	100-0801-521.19-03	71.32	Uniforms
				100-0803-521.30-18	26.10	Uniforms
			Total for check: 36577		97.42	
GAT SUPPLY INC	36578	3/7/2013	00014376	100-1003-541.30-15	54.08	Finish Broom/Bracket
				100-1009-541.30-15	54.08	Finish Broom/Bracket
			Total for check: 36578		108.16	
GUNDERSON INC	36579	3/7/2013	74248	100-0801-521.30-13	33.48	Towels/Mats
			Total for check: 36579		33.48	
H&K WOODS INC	36580	3/7/2013	1238	100-0703-553.30-18	86.42	Cedar Boards
			Total for check: 36580		86.42	
HOME DEPOT CREDIT SERVICES	36581	3/7/2013		100-0703-553.30-18	92.05	Pipe/Blade/Misc Supplies
				100-0703-553.30-18	38.47	Cleaner/PVC Cement
				100-0703-553.30-18	(41.45)	Supplies/Credit
				100-0704-552.24-02	90.89	Tub/Brushes/Rags/Brooms
			Total for check: 36581		179.96	
INFINITY TECHNOLOGY INC.	36582	3/7/2013	488169	743-0403-513.21-04	5,960.00	50-Hr Tech Service Block
			Total for check: 36582		5,960.00	
KAUKAUNA POLICE DEPARTMENT	36583	3/7/2013		100-0000-201.03-00	114.00	Bond/MEPD 13-0634
			Total for check: 36583		114.00	

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Vendor Name	Check Number	Check Date	Invoice Number	Account Number	Amount	Description
KITZ & PFEIL INC	36586	3/7/2013	012114-0002	100-0703-553.30-18	2.51	Jig Blade
		3/7/2013	012114-0005	100-0703-553.24-03	20.75	Sealant/Tape/Relief Valve
		3/7/2013	012214-0003	100-0703-553.30-18	6.82	Butane Fuel
		3/7/2013	012214-0005	100-0801-521.29-05	31.49	Booster Cable
		3/7/2013	012214-0023	731-1022-541.38-03	9.60	Misc Hardware
		3/7/2013	012414-0024	100-1001-514.30-15	8.55	Misc Hardware/STD Tap
		3/7/2013	012514-0007	100-0703-553.24-03	10.14	Misc Hardware
		3/7/2013	012609-0002	100-0801-521.29-05	1.99	Delcer
		3/7/2013	012614-0012	100-0801-521.29-05	11.94	Delcer
		3/7/2013	012814-0011	100-0703-553.24-03	25.62	Cold Weld Compound/Bits
		3/7/2013	012914-0020	100-0703-553.30-18	18.24	Ball Valve/Countersinks
		3/7/2013	012914-0064	100-0703-553.30-18	52.86	Door Pull & Misc Hardware
		3/7/2013	012914-0093	100-1001-514.30-18	7.04	Handle & Misc Hardware
		3/7/2013	012914-0161	100-0801-521.30-18	12.58	Batteries
		3/7/2013	020414-0082	100-0703-553.30-18	11.68	Roller Covers & Brush
		3/7/2013	020514-0065	100-0703-553.30-18	17.32	Poplar Dowels/Power Tip
		3/7/2013	020614-0015	731-1022-541.38-03	42.53	Misc Hardware/Adapters
		3/7/2013	020714-0002	731-1022-541.30-18	41.39	Out Ext Cord
		3/7/2013	020714-0019	731-1022-541.38-03	10.02	Adapters/Fitting/Elbow
		3/7/2013	020714-0057	731-1022-541.30-18	17.99	Hole Saw
		3/7/2013	021109-0010	100-1008-541.30-18	3.41	Key
		3/7/2013	021114-0008	100-0703-553.30-18	7.00	Epoxy Adhesive/Caulk Save
		3/7/2013	021114-0072	100-1001-514.30-15	13.49	Groov Join Pliers
		3/7/2013	021214-0036	100-0703-553.30-18	5.39	Epoxy Adhesive
		3/7/2013	021303-0001	100-0703-553.30-15	647.92	Chainsaw & Sthl Blower
		3/7/2013	021314-0001	100-0703-553.30-18	5.38	Sandpaper
		3/7/2013	021314-0039	100-1001-514.30-13	25.17	Ice Melter
				100-0801-521.30-13	12.58	Ice Melter
				100-0601-551.30-13	12.58	Ice Melter
		3/7/2013	021314-0104	100-0601-551.30-13	26.93	Duct Tape/Snap Knife
		3/7/2013	021414-0002	100-0703-553.30-18	23.48	Dish Soap/Brushes/Liners
		3/7/2013	021414-0085	100-0801-521.29-05	12.56	Snow Brush
		3/7/2013	021414-0086	100-0801-521.24-05	7.18	Nails/Caulk Gun
		3/7/2013	021514-0058	100-0703-553.30-18	66.37	Screws/Hex Nut/Enamel
		3/7/2013	021514-0108	100-0703-553.24-02	72.99	Knives

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Vendor Name	Check Number	Check Date	Invoice Number	Account Number	Amount	Description
KITZ & PFEIL INC...	36586...	3/7/2013	021814-0005	100-0703-553.30-18	12.56	Cover
		3/7/2013	021814-0007	731-1022-541.30-13	13.47	Light Bulbs/Maint. Shop
		3/7/2013	021814-0061	100-1008-541.30-18	4.31	Deep Socket/Sign Shop
		3/7/2013	021814-0062	100-0204-512.30-10	5.02	Tube Bulb/Voting Machines
			Total for check: 36586		1,338.85	
KUNDINGER FLUID POWER INC	36587	3/7/2013	50223621	731-1022-541.38-03	129.06	Flexible Hose
		3/7/2013	50224623	731-1022-541.38-03	81.35	Tube Assembly
			Total for check: 36587		210.41	
LEVENHAGEN CORPORATION	36588	3/7/2013	048713A-IN	100-0000-131.00-00	7,552.00	Diesel Fuel
		3/7/2013	048726A-IN	100-0000-131.00-00	23,389.13	Fuel
			Total for check: 36588		30,941.13	
MANAWA TELEPHONE CO	36589	3/7/2013		743-0403-513.22-01	39.95	Internet Services
			Total for check: 36589		39.95	
MATTHEWS TIRE & SERVICE CENTER	36590	3/7/2013	46397	731-1022-541.38-02	643.36	Tires/Hardware/FET
			Total for check: 36590		643.36	
MCCLOONE INSURANCE GROUP	36591	3/7/2013	95185	100-0203-512.32-01	30.00	Notary Bond
			Total for check: 36591		30.00	
MCNEILUS TRUCK & MFG COMPANY	36592	3/7/2013	2101967	731-1022-541.38-03	164.47	Seals/Pin
			Total for check: 36592		164.47	
MENARDS-APPLETON EAST	36593	3/7/2013	14083	100-0703-553.30-18	9.74	Treated Lumber
			Total for check: 36593		9.74	

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Vendor Name	Check Number	Check Date	Invoice Number	Account Number	Amount	Description
MENASHA EMPLOYEES CREDIT UNION	36594	3/7/2013	20130307	100-0000-202.05-00	13,147.00	PAYROLL SUMMARY
			Total for check: 36594		13,147.00	
MENASHA EMPLOYEES CREDIT UNION	36595	3/7/2013	20130307	100-0000-202.10-00	197.40	PAYROLL SUMMARY
			Total for check: 36595		197.40	
MENASHA NEEINAH MUNICIPAL COURT	36596	3/7/2013		100-0000-201.03-00	139.00	Bond/MEPD 12-403
				100-0000-201.03-00	139.00	Bond/MEPD 13-00001
			Total for check: 36596		278.00	
POSTMASTER	36597	3/7/2013		100-0204-512.30-11	92.00	Absentee Ballot Postage
			Total for check: 36597		92.00	
MENASHA UTILITIES	36598	3/7/2013		100-1008-541.22-03	216.23	Electric
				100-0703-553.22-03	527.08	Electric
				100-0703-553.22-05	229.16	Water/Sewer
				100-0703-553.22-06	132.51	Storm
				100-0903-531.22-03	172.89	Electric
				100-0903-531.22-05	55.13	Water/Sewer
				100-0000-123.00-00	8.76	Electric
				100-0305-562.22-06	7.50	Storm
				601-1020-543.22-03	68.77	Electric
			Total for check: 36598		1,418.03	
MINNESOTA LIFE INSURANCE COMPANY	36599	3/7/2013		100-0000-204.07-00	2,372.23	April Premium
			Total for check: 36599		2,372.23	
N&M AUTO SUPPLY	36600	3/7/2013	432324	731-1022-541.38-03	110.52	Turn Sig/Halogen Capsule
		3/7/2013	432407	731-1022-541.30-18	44.70	Gear Lube
		3/7/2013	432505	731-1022-541.38-03	35.06	Toggle Switch
		3/7/2013	432992	731-1022-541.38-03	20.97	Halogen Capsule

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Vendor Name	Check Number	Check Date	Invoice Number	Account Number	Amount	Description
N&M AUTO SUPPLY...	36600...	3/7/2013	433118	731-1022-541.38-03	56.10	Serpentine Belt
		3/7/2013	433254	731-1022-541.30-18	23.74	Syringe/Thinner
		3/7/2013	433363	731-1022-541.38-03	(56.10)	Serpentine Belts/Credit
		3/7/2013	433484	731-1022-541.38-03	10.85	Oil Filters
		3/7/2013	433843	731-1022-541.38-03	8.96	Oil Filter
				Total for check: 36600	254.80	
NEENAH-MENASHA SEWERAGE COMMISSION	36601	3/7/2013	2013-026	601-1021-543.21-01	10,283.00	Legal Reimbursement Fox River Clean Up
				Total for check: 36601	10,283.00	
PACKER CITY INTERNATIONAL	36602	3/7/2013	3-230350006	731-1022-541.38-03	14.70	Lamp
		3/7/2013	3-230360064	731-1022-541.38-03	222.79	Filter Kit/Filters/Element
		3/7/2013	3-230420045	731-1022-541.38-03	130.83	Pipe/Clamp
		3/7/2013	3-230430060	731-1022-541.38-03	93.61	Air Filter
		3/7/2013	3-230450121	731-1022-541.38-03	300.20	Clamp/Filter/Tuff
		3/7/2013	3-230460075	731-1022-541.38-03	39.76	DEF 2.5 Gallons
		3/7/2013	3-230500045	731-1022-541.38-03	84.54	Fuel Filters
		3/7/2013	3-230600054	731-1022-541.38-03	(527.87)	Credit/Gear & Kit
				Total for check: 36602	358.56	
POOL WORKS INC	36603	3/7/2013	52718-1	100-0704-552.24-04	211.76	Diamond Blue Quartz/Tile Caulk
				Total for check: 36603	211.76	
REINDERS INC	36604	3/7/2013	1420457-00	731-1022-541.38-03	150.19	Bearing-Ball & Key-Clutch
				Total for check: 36604	150.19	
ROSS IMAGING LLC	36605	3/7/2013	132693	743-0403-513.29-01	1,346.69	Equipment Contract
				Total for check: 36605	1,346.69	

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Vendor Name	Check Number	Check Date	Invoice Number	Account Number	Amount	Description
J A SEXAUER	36606	3/7/2013	282130806	100-0703-553.24-03	1,021.20	Pin Kit/Gauge/Tool/Pin/ Uncombined Core
			Total for check: 36606		1,021.20	
SNAP-ON INDUSTRIAL	36607	3/7/2013	ARV19068540	731-1022-541.30-15	3,024.47	Solus Ultra Industrial
			Total for check: 36607		3,024.47	
SPORTS GRAPHICS	36608	3/7/2013	0213-010	100-0803-521.30-18	22.00	CSO Shirt
			Total for check: 36608		22.00	
TAPCO	36609	3/7/2013	1415442	100-1008-541.30-18	471.76	Traffic Signal Bases
			Total for check: 36609		471.76	
UNIFIRST CORPORATION	36610	3/7/2013	097 0132060	731-1022-541.20-01	129.95	Coveralls/Shirts
			Total for check: 36610		129.95	
UNITED WAY FOX CITIES	36611	3/7/2013	20130307	100-0000-202.09-00	30.25	PAYROLL SUMMARY
			Total for check: 36611		30.25	
UR WASHINSTUFF INC	36612	3/7/2013	10052	100-0801-521.29-05	91.36	September Carwashes
		3/7/2013	10053	100-0801-521.29-05	68.52	October Carwashes
		3/7/2013	10054	100-0801-521.29-05	57.10	November Carwashes
		3/7/2013	10055	100-0801-521.29-05	79.94	December Carwashes
		3/7/2013	10056	100-0801-521.29-05	119.91	January Carwashes
			Total for check: 36612		416.83	
US CELLULAR	36613	3/7/2013	200267787-108	100-0201-512.22-01	31.82	Captain
				100-0202-512.22-01	11.61	Brunn
				100-0401-513.22-01	3.73	Stoffel
				100-1019-552.22-01	4.43	Bridges
				743-0403-513.22-01	113.70	IT

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Vendor Name	Check Number	Check Date	Invoice Number	Account Number	Amount	Description
US CELLULAR...	36613...	3/7/2013...	200267787-108...	601-1020-543.22-01	2.19	Confined Space
				100-1001-514.22-01	61.95	Alix
				100-0801-521.22-01	486.56	PD
				100-0803-521.22-01	12.40	CSO
				100-0919-531.22-01	4.33	Health
				100-0904-531.22-01	37.02	Drew
				100-1002-541.22-01	31.78	Eng
				100-0702-552.22-01	57.69	Tungate
				100-0703-553.22-01	87.13	Parks
				100-0304-562.22-01	58.94	Community Development
				731-1022-541.22-01	77.17	PWF
				100-1008-541.22-01	3.78	Bursack
				601-1020-543.22-01	2.19	Sewer Truck
				Total for check: 36613	1,088.42	
VALLEY GASKET INC	36614	3/7/2013	104877	100-0704-552.24-03	14.97	O-Ring
				Total for check: 36614	14.97	
VALUE LINE PUBLISHING INC	36615	3/7/2013	01172013	100-0601-551.30-14	898.00	LIBRARY MATERIALS
				Total for check: 36615	898.00	
WE ENERGIES	36616	3/7/2013		100-1001-514.22-04	8.99	901 Airport Road
				100-1012-541.22-03	2,255.33	Street Lights
				Total for check: 36616	2,264.32	
WE ENERGIES	36617	3/7/2013		267-0102-581.22-04	885.90	Power Plant
				Total for check: 36617	885.90	
WIL-KIL PEST CONTROL	36618	3/7/2013	2197112	731-1022-541.20-07	66.50	Commercial Contract
				Total for check: 36618	66.50	

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Vendor Name	Check Number	Check Date	Invoice Number	Account Number	Amount	Description
WINNEBAGO COUNTY CLERK OF COURTS	36619	3/7/2013		100-0000-201.03-00	650.00	Bond/MEPD 13-0617
				100-0000-201.03-00	285.00	Bond/MEPD 13-0637
					<u>935.00</u>	
				Total for check: 36619		
WINNEBAGO COUNTY TREASURER	36620	3/7/2013	4008	100-0805-521.25-01	257.30	Inmate Charges
					<u>257.30</u>	
				Total for check: 36620		
WISCONSIN SUPPORT COLLECTIONS	36621	3/7/2013	20130307	100-0000-202.03-00	2,220.44	PAYROLL SUMMARY
					<u>2,220.44</u>	
				Total for check: 36621		
					<u>91,267.18</u>	

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Vendor Name	Check Number	Check Date	Invoice Number	Account Number	Amount	Description
ACCURATE	36622	3/14/2013	1300708	731-1022-541.30-18	180.00	Six Wheel Creeper
		3/14/2013	1301991	731-1022-541.30-18	4.76	Fuse
			Total for check: 36622		184.76	
AEROLOC INCORPORATED	36623	3/14/2013	1077	733-0206-512.73-01	400.00	Asbestos Insp/901 Airport
			Total for check: 36623		400.00	
AGCS MARINE INSURANCE COMPANY	36624	3/14/2013	142439	733-0206-512.51-06	3,936.00	Insurance Renewal
			Total for check: 36624		3,936.00	Inland Marine
AIRGAS USA LLC	36625	3/14/2013	9012936294	731-1022-541.30-18	150.93	Acetylene & Oxygen
			Total for check: 36625		150.93	
AMERICAN PLANNING ASSOCIATION	36626	3/14/2013	095883-12114	100-0304-562.32-01	353.00	Membership #095883
			Total for check: 36626		353.00	
APPLETON HYDRAULIC COMPONENTS	36627	3/14/2013	24647	731-1022-541.38-03	62.07	Seal Kit
			Total for check: 36627		62.07	
ARK MEDIA GROUP	36628	3/14/2013	00002096	492-0304-562.21-10	480.00	Communityoflakepark.com Hosting
		3/14/2013	2066	492-0304-562.21-10	4,050.75	Phase II/Lake Park Market
			Total for check: 36628		4,530.75	
BAYCOM INC	36629	3/14/2013	75430	100-0801-521.29-05	111.00	Bulkhead GPS Antenna
			Total for check: 36629		111.00	
MICHAEL BEST & FRIEDRICH LLP	36630	3/14/2013	1231962	267-0102-581.21-01	47.50	Professional Services
			Total for check: 36630		47.50	Steam Plant

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Vendor Name	Check Number	Check Date	Invoice Number	Account Number	Amount	Description
BUBRICK'S	36631	3/14/2013	707587	100-0801-521.30-10	80.46	Supplies
			Total for check: 36631		80.46	
CASPERS TRUCK EQUIPMENT INC	36632	3/14/2013	65375	731-1022-541.38-03	36.98	Relay Headlight
			Total for check: 36632		36.98	
CRI RECYCLING SERVICE INC	36633	3/14/2013	32312	266-1027-543.21-06	153.00	Granular Recycle
			Total for check: 36633		153.00	
EARTHLINK BUSINESS	36635	3/14/2013		100-0402-513.22-01	6.86	Assessor/March Telephone
				100-0201-512.22-01	9.18	Attorney/March Telephone
				100-0000-123.00-00	14.90	Bld Insp/March Telephone
				100-0203-512.22-01	14.49	Clerk/March Telephone
				100-0304-562.22-01	22.05	Com Dev/March Telephone
				100-1001-514.22-01	76.05	City Hall/March Telephone
				100-0401-513.22-01	33.73	Finance/March Telephone
				731-1022-541.22-01	25.35	Garage/March Telephone
				100-0903-531.22-01	51.51	Health/March Telephone
				743-0403-513.22-01	16.69	IT/March Telephone
				100-0601-551.22-01	179.56	Library/March Telephone
				100-0101-511.22-01	11.36	Mayor/March Telephone
				100-0702-552.22-01	29.28	Rec/March Telephone
				100-0703-553.22-01	46.61	Parks/March Telephone
				100-0202-512.22-01	16.20	Personnel/March Telephone
				100-0801-521.22-01	260.51	Police/March Telephone
				100-1002-541.22-01	43.00	Engineer/March Telephone
				100-0920-531.22-01	13.73	Senior/March Telephone
				100-1008-541.22-01	3.58	Sign/March Telephone
				100-0502-522.22-01	41.82	EOC/March Telephone
				207-0000-123.00-00	27.88	Marina/March Telephone

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Vendor Name	Check Number	Check Date	Invoice Number	Account Number	Amount	Description
EARTHLINK BUSINESS...	36635	3/14/2013	...	100-0000-123.00-00	323.68	Utilities/March Telephone
			Total for check: 36635		1,268.02	
FOX VALLEY TECHNICAL COLLEGE	36636	3/14/2013		100-0000-201.03-00	22.97	DNR
			Total for check: 36636		22.97	Payment in Lieu of Taxes
FOX VALLEY TRUCK	36637	3/14/2013	502427	731-1022-541.38-03	864.44	Gear & Handle
			Total for check: 36637		864.44	
GANNETT WISCONSIN MEDIA	36638	3/14/2013	0007011603	100-0204-512.29-02	33.65	Publications
				601-1020-543.29-02	23.11	Publications
				100-0405-513.29-02	402.61	Publications
			Total for check: 36638		459.37	
GRAY'S INC	36639	3/14/2013	30301	100-1006-541.30-15	5,565.00	CDB/Blade
			Total for check: 36639		5,565.00	
GUNDERSON INC	36640	3/14/2013	76743	100-0801-521.30-13	33.48	Towels/Mats
			Total for check: 36640		33.48	
IGFOA	36641	3/14/2013		100-0401-513.32-01	25.00	Membership Dues
			Total for check: 36641		25.00	
INDEPENDENT INSPECTIONS LTD	36642	3/14/2013	306838	100-0301-523.21-06	9,128.67	Feb Permits
			Total for check: 36642		9,128.67	
JX ENTERPRISES INC	36643	3/14/2013	G-230500001	731-1022-541.38-03	116.40	Pump & Switch
			Total for check: 36643		116.40	

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Vendor Name	Check Number	Check Date	Invoice Number	Account Number	Amount	Description
KUNDINGER FLUID POWER INC	36644	3/14/2013	50224753	731-1022-541.38-03	122.93	Electrical Indicator
		3/14/2013	50224941	731-1022-541.38-03	119.48	Bushing/Fittings/Seal
			Total for check: 36644		242.41	
KWIK TRIP INC	36645	3/14/2013	588949	100-0801-521.29-05	47.37	Fuel
			Total for check: 36645		47.37	
LANDLORD SERVICES LLC	36646	3/14/2013	16552	100-0801-521.21-06	34.00	Credit Reports
			Total for check: 36646		34.00	
LEADSONLINE LLC	36647	3/14/2013	223413	100-0801-521.32-01	2,148.00	TotalTrack Service Renew
			Total for check: 36647		2,148.00	
LINCOLN CONTRACTORS SUPPLY INC	36648	3/14/2013	158316	100-0703-553.24-02	10.25	Bell Crank
		3/14/2013	158324	100-1008-541.30-15	775.00	Paving Breaker Shank
			Total for check: 36648		785.25	
MATTHEWS TIRE & SERVICE CENTER	36649	3/14/2013	46472	731-1022-541.38-02	23.31	Valve Stem
		3/14/2013	46527	731-1022-541.38-02	248.95	Tires/Hardware
			Total for check: 36649		272.26	
MENARDS-APPLETON EAST	36650	3/14/2013	15153	100-0703-553.30-18	21.92	Glue/Poplar Rd
			Total for check: 36650		21.92	
MENASHA JOINT SCHOOL DISTRICT	36651	3/14/2013		100-0000-201.03-00	114.87	DNR
			Total for check: 36651		114.87	Payment in Lieu of Taxes
MENASHA NEENAH MUNICIPAL COURT	36652	3/14/2013		100-0000-201.03-00	139.00	Bond/MEPD 12-513
				100-0000-201.03-00	139.00	Bond/MEPD 12-512

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Vendor Name	Check Number	Check Date	Invoice Number	Account Number	Amount	Description
MENASHA NEENAH MUNICIPAL COURT...	36652...	3/14/2013...	...	100-0000-201.03-00	139.00	Bond/MEPD 13-627
				Total for check: 36652	417.00	
POSTMASTER	36653	3/14/2013		100-0702-552.30-11	1,186.50	Summer Activity Guide
				Total for check: 36653	1,186.50	
MENASHA TREASURER	36654	3/14/2013		100-0903-531.33-01	11.75	Health Dept Expenses
		3/14/2013	HEALTH	100-0902-524.34-02	15.00	Health Dept Expenses
				100-0903-531.33-01	11.25	Health Dept Expenses
				100-0903-531.30-11	6.60	Health Dept Expenses
				100-0903-531.30-18	11.01	Health Dept Expenses
				100-0904-531.30-11	2.58	Health Dept Expenses
				100-0909-531.30-18	14.58	Health Dept Expenses
				Total for check: 36654	72.77	
MENASHA UTILITIES	36655	3/14/2013		625-0401-513.25-01	1,456.08	January Storm Charge
		3/14/2013		601-0401-513.25-02	17,481.76	January Sewer Charge
		3/14/2013	ST LIGHTS	100-1012-541.22-03	17,351.25	February Street Lighting
				Total for check: 36655	36,289.09	
TOWN OF MENASHA UTILITY DISTRICT	36656	3/14/2013		100-0703-553.22-05	78.51	1200 Geneva
		3/14/2013		100-0703-553.22-05	9.81	Undeveloped Land
				Total for check: 36656	88.32	
MID-MORAINNE MUNICIPAL COURT	36657	3/14/2013		100-0000-201.03-00	391.80	Bond/MEPD 13-683
				Total for check: 36657	391.80	
MTAW	36658	3/14/2013		100-0401-513.32-01	40.00	Membership Dues
				Total for check: 36658	40.00	

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Vendor Name	Check Number	Check Date	Invoice Number	Account Number	Amount	Description
N&M AUTO SUPPLY	36659	3/14/2013	434279	731-1022-541.30-18	32.97	Power Steering Stop Leak
		3/14/2013	434400	731-1022-541.30-18	23.15	Tape
		3/14/2013	434615	731-1022-541.38-03	180.58	Brake Rotor/Pads/Sway Bar
		3/14/2013	434693	731-1022-541.38-03	221.27	Exhaust Pipe/Gasket/ Muffler/Clamp
			Total for check: 36659		457.97	
NEENAH MENASHA SEWERAGE COMMISSION	36660	3/14/2013	2013-030	601-1021-543.25-01	82,969.26	March Wastewater
		3/14/2013	2013-036	601-1021-543.25-01	34,167.00	March Interest & Debt
			Total for check: 36660		117,136.26	
NEWMAN TRAFFIC SIGNS	36661	3/14/2013	TH-0258955	100-1008-541.30-18	916.56	Blank/Horizontal
		3/14/2013	TH-0258965	100-1008-541.30-18	4,717.50	Sheeting
			Total for check: 36661		5,634.06	
OGDEN PLUMBING & HEATING INC	36662	3/14/2013	68394	100-0703-553.24-03	443.22	Memorial Building
			Total for check: 36662		443.22	
PACKER CITY INTERNATIONAL	36663	3/14/2013	3-230580006	731-1022-541.38-03	1,279.48	Kit/Gears
		3/14/2013	3-230580027	731-1022-541.38-03	361.05	Arm
		3/14/2013	3-230590054	731-1022-541.38-03	4.85	Lube Filler
			Total for check: 36663		1,645.38	
POSTAL ANNEX	36664	3/14/2013		100-0801-521.30-11	9.65	Postage
				601-1020-543.30-11	21.44	Postage
				100-0904-531.30-11	8.74	Postage
			Total for check: 36664		39.83	
PSYCHOLOGICAL CONSULTANTS	36665	3/14/2013		100-0801-521.21-05	450.00	Police Assessment
			Total for check: 36665		450.00	

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Vendor Name	Check Number	Check Date	Invoice Number	Account Number	Amount	Description
REINDERS INC	36666	3/14/2013	1420457-01	731-1022-541.38-03	9.67	9.67 Key-Clutch
			Total for check: 36666		9.67	
			Total for check: 36667		120.00	
ROCKET TOWING	36667	3/14/2013		100-0801-521.29-05	120.00	120.00 Incident #13-476
SERVICEMASTER BUILDING MAINTENANCE	36668	3/14/2013	7970	100-0801-521.20-01	50.00	50.00 MEPD Garage
		3/14/2013	7981	100-0801-521.20-01	1,395.00	1,395.00 MEPD
			Total for check: 36668		1,445.00	
SICARD	36669	3/14/2013	5870	100-1006-541.30-15	324.21	324.21 Scraper Blades
			Total for check: 36669		324.21	
R A SMITH NATIONAL INC	36670	3/14/2013	108386	100-0304-562.21-06	2,324.00	2,324.00 Engineering/430 Ahnaip
			Total for check: 36670		2,324.00	
SOUTH MILWAUKEE POLICE DEPARTMENT	36671	3/14/2013		100-0000-201.03-00	1,075.00	1,075.00 Bond/MEPD 13-683
			Total for check: 36671		1,075.00	
SPEEDY METALS LLC	36672	3/14/2013	816157-AP	100-0703-553.30-18	213.09	213.09 Aluminum
			Total for check: 36672		213.09	
ST FRANCIS POLICE DEPARTMENT	36673	3/14/2013		100-0000-201.03-00	298.00	298.00 Bond/MEPD 13-683
			Total for check: 36673		298.00	
STAPLES ADVANTAGE	36674	3/14/2013	3191736612	100-1001-514.30-10	23.74	23.74 Supplies
				100-0304-562.30-10	30.32	30.32 Supplies

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Vendor Name	Check Number	Check Date	Invoice Number	Account Number	Amount	Description
STAPLES ADVANTAGE...	36674...	3/14/2013	8024663860	100-0801-521.30-10	61.15	Supplies
			Total for check: 36674		115.21	
SWIDERSKI POWER INC	36675	3/14/2013	IF15784	731-1022-541.38-03	6.94	Link Pin & Pins
			Total for check: 36675		6.94	
TRADER PLUMBING INC	36676	3/14/2013	36012	100-0704-552.24-03	240.00	Menasha Pool
			Total for check: 36676		240.00	
UNIFIRST CORPORATION	36677	3/14/2013	097 0132560	731-1022-541.20-01	129.95	Clothing/Mat/Mop Service
			Total for check: 36677		129.95	
UNIFORM SHOPPE	36678	3/14/2013	218030	100-0801-521.19-03	52.95	Shirt
			Total for check: 36678		52.95	
US PETROLEUM EQUIPMENT	36679	3/14/2013	200047	731-1022-541.24-06	252.45	Repair
			Total for check: 36679		252.45	
US VENTURE	36680	3/14/2013	L46246	731-1022-541.21-06	12.00	Water AF Fuel
			Total for check: 36680		12.00	
USI	36681	3/14/2013	007588400012	100-0702-552.30-10	61.99	Lamination Supplies
			Total for check: 36681		61.99	
VERIZON WIRELESS	36682	3/14/2013	9700529848	743-0403-513.24-04	440.41	Broadband Charges
			Total for check: 36682		440.41	

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Vendor Name	Check Number	Check Date	Invoice Number	Account Number	Amount	Description
WAI	36683	3/14/2013		100-0801-521.32-01	140.00	2013 Renewals
			Total for check: 36683		140.00	
WAVERLY SANITARY DISTRICT	36684	3/14/2013		100-0703-553.22-05	44.62	44.62 Sewer/Water 2170 Plank Rd
			Total for check: 36684		44.62	
WE ENERGIES	36685	3/14/2013		100-0703-553.22-03	38.80	Menasha Conservancy
				100-1008-541.22-04	203.85	City Garage
			Total for check: 36685		242.65	
WERNER ELECTRIC SUPPLY CO	36686	3/14/2013	S3796311.001	100-0000-132.00-00	562.70	Bulb Inventory
			Total for check: 36686		562.70	
WINNEBAGO COUNTY CLERK OF COURTS	36687	3/14/2013		100-0000-201.03-00	150.00	Bond/MEPD 13-671
			Total for check: 36687		150.00	
WINNEBAGO COUNTY TREASURER	36688	3/14/2013	LF119418	266-1027-543.25-01	562.75	January Recycling
		3/14/2013	LF119432	266-1027-543.25-01	392.95	February Recycling
		3/14/2013	LF119489	100-1016-543.25-01	9,336.74	Feb Outagamie Direct Haul
				100-1017-543.25-01	3,020.22	Feb Outagamie Direct Haul
			Total for check: 36688		13,312.66	
WINNEBAGO COUNTY TREASURER	36689	3/14/2013		100-0000-201.03-00	66.58	DNR
			Total for check: 36689		66.58	Payment in Lieu of Taxes

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Vendor Name	Check Number	Check Date	Invoice Number	Account Number	Amount	Description
WISCONSIN DEPT OF ADMINISTRATION	36690	3/14/2013		100-0301-523.30-18	753.00	Bld Insp Documents
					753.00	
				Total for check: 36690		
					217,881.16	