

**CITY OF MENASHA  
COMMON COUNCIL  
Third Floor Council Chambers  
140 Main Street, Menasha  
Monday, August 5, 2013  
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. [Kevin Soucie CN – Presentation of CN Stronger Communities Fund Grant](#)
  - 2. Clerk Galeazzi - the following minutes and communications have been received and placed on file:  
Minutes to receive:
    - a. [Administration Committee, 7/15/13](#)
    - b. [Board of Public Works, 7/15/13](#)
    - c. [City Hall Safety Committee, 6/7/13](#)
    - d. [Committee on Aging, 6/13/13](#)
    - e. [Landmarks Commission, 7/10/13](#)
    - f. [Neenah-Menasha Sewerage Commission, 6/25/13](#)
    - g. [Parks and Recreation Board, 7/8/13](#)
    - h. [Personnel Committee, 7/15/13](#)
    - i. [Plan Commission, 7/16/13](#)
    - j. [Public Works/ Parks Safety Committee, 7/2/13](#)
    - k. [Water and Light Commission, 6/26/13](#)Communications
    - l. [LD Lenz, 7/19/13; Grant to install hearing loop](#)
    - m. [June 2013 Disposal Violations](#)
    - n. [American Water Works Association, 6/26/13; Service to the Water Industry Plaque](#)
    - o. [Cathy Stepp DNR, 7/16/13; Mayor Merkes reappointment to the Wisconsin Urban Forestry Council](#)
    - p. [Winnebago County, 7/17/13; Foreclosure of Tax Liens, 221 Washington Street; 46 Lawson Street](#)
    - q. [MU Public Notice to all Electric Customers of Menasha Utilities](#)
    - r. [MN Sewerage Commission PowerPoints, 6/25/13, 7/23/13](#)
    - s. [ES Montour, 7/16/13; Construction Permits to Residents-Midway Road Sidewalk Construction Project](#)
    - t. [Mayor's Proclamation to The Gray Lion, 7/20/13](#)
    - u. [Customers First! \*The Wire\* newsletter, July 2013](#)
- 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, 7/15/13](#)Board of Public Works, 7/15/13; Recommends approval of:
  - 2. [Street Use Application – Twisted Pistons Scholarship Cruise-In; Thursday, August 15, 2013; 2:00 PM – 10:00 PM; \(Twisted Pistons\)](#)
  - 3. [Recommendation to Award – Contract Unit No. 2013-01; Midway Road Concrete Walk Construction; Al Dix Concrete, Inc.; \\$199,919.05](#)

4. Recommendation to Submit Ballot Requesting Winnebago County shall maintain \$160,614.00 of the Surplus Recycling Revenue to avoid a 2012 County Recycling Deficit and rebate \$194,445.00 to Signing Municipalities Based upon each Municipality's Actual Tonnage Processed and Sold for Year 2012

H. ITEMS REMOVED FROM CONSENT AGENDA

I. ACTION ITEMS

1. Accounts payable and payroll for the term of 7/18/13 to 8/1/13 in the amount of \$709,458.68.
2. Beverage Operators License Applications for the 2013-2015 licensing period.

J. ORDINANCES AND RESOLUTION

1. R-9-13 Resolution Approving Application to Board of Commissioners of Public Lands to Borrow \$786,816.00 from the State Trust Funds and Authorizing the Borrowing and the Issuance of Certificates of Indebtedness and Levying a Tax in Connection Therewith. (Introduced by Mayor Merkes)

K. APPOINTMENTS

1. Mayor's reappointment of Christine Kaup, 518 Broad St., Menasha, to the Housing Authority for the term of 7-21-13 to 7-21-18.
2. Mayor's reappointment of Michael Keehan, 944 Ida St., Menasha, to the Housing Authority for the term of 7-21-13 to 7-21-18.
3. Mayor's reappointment of Kim Vanderhyden, 334 Park St., Menasha, to the Redevelopment Authority for the term of 9-1-13 to 9-1-18.

L. HELD OVER BUSINESS

M. CLAIMS AGAINST THE CITY

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

O. RECESS TO ADMINISTRATION AND BOARD OF PUBLIC WORKS COMMITTEES

P. ADJOURN

Motion to adjourn into Closed Session pursuant to Wis. Stats. §19.85(1)(g): Conferring with legal counsel for the governmental body who is rendering oral or written advise concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved. (Village/Town of Harrison).

Q. ADJOURN INTO OPEN SESSION

May reconvene into open session to act on what was discussed in closed session.

## MEETING NOTICE

**Common Council – August 19, 2013 – 6:00 pm**  
Committee meetings to follow Common Council



**FOR IMMEDIATE RELEASE**

Contact:

Donald Merkes  
Mayor, City of Menasha  
140 Main Street  
Menasha, WI 54952  
Phone: 920-967-3600  
[dmerkes@ci.menasha.wi.us](mailto:dmerkes@ci.menasha.wi.us)  
[www.cityofmenasha-wi.gov](http://www.cityofmenasha-wi.gov)

**CN STRONGER COMMUNITIES FUND DONATION BUILDS ON  
MENASHA'S THIRTY YEARS AS A TREE CITY**

MENASHA, WI – August 1, 2013. A \$15,000 donation from CN will allow Menasha to continue building on its 30 years as a tree city and the benefits its urban forestry program. The generous donation from the CN Stronger Communities Fund, along with volunteer labor will enable the planting of 240 additional trees throughout the city in 2013.

Earlier this year the City marked its 30 year Tree City milestone by announcing that Menasha's electric utility had received Tree Line certification, and the UW Fox Valley had achieved Tree Campus status. The donation from CN will commemorate the anniversary with plantings of groups of 30 trees in each aldermanic district in celebration of Menasha's Tree City status. Planting locations include Lopas Street, Milwaukee St, De Pere Street, Tayco Street, Melissa Street, Broad Street, Lucerne Drive, and Villa Way. In the spirit of partnership each grouping will be planted by a group of volunteers from the community.

The CN Stronger Communities Fund symbolizes CN's commitment to help build safer, stronger communities making them better places to live and work. CN believes that sustainability involves making decisions and taking actions that protect the environment and otherwise support the communities in which they operate.

"The partnership provides an outstanding opportunity to work with CN to meet its environmental and community objectives and at the same time improve neighborhoods around the community" stated Mayor Merkes.

Trees in the community provide numerous environmental benefits including: reducing stormwater runoff, lowering summer air temperatures, reducing air pollution, reducing heating and cooling costs, reducing atmospheric carbon dioxide (CO2), enhancing property values, providing wildlife habitat, improving health and wellbeing, improving learning and concentration, and providing aesthetic benefits. Menasha's current street trees provide nearly \$300,000 in benefits each year to the community. CN's gift will increase diversity of the city's tree inventory, helping protect our investment from disease. The value of the new trees to the community will increase by at least 5% over the next 10 years. Upon planting a typical tree provides \$5 in value, increasing to \$250 at the midpoint of its life, and \$400 per year at maturity.

Dedication of the first tree, will occur on August 8<sup>th</sup> at 6PM in Smith Park near the Wisconsin Central Caboose. The first group of 30 trees along Lopas Street will be planted following the dedication.

CITY OF MENASHA  
ADMINISTRATION COMMITTEE  
Third Floor Council Chambers  
140 Main Street, Menasha  
July 15, 2013  
MINUTES

A. CALL TO ORDER

Meeting called to order by Chairman Nichols at 6:35 p.m.

B. ROLL CALL/EXCUSED ABSENCES

PRESENT: Aldermen Englebert, Benner, Nichols, Taylor, Sevenich, Langdon, Keehan, Zelinski

ALSO PRESENT: Mayor Merkes, Pc Styka, CDD Keil, Dpty Treasurer Sassman, Clerk Galeazzi

C. MINUTES TO APPROVE

1. Administration Committee, 7/1/13

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

Motion carried on voice vote.

D. DISCUSSION/ACTION ITEMS

1. R-9-13 Resolution Approving Application to Board of Commissioners of Public Lands to Borrow \$786,816.00 from the State Trust Funds and Authorizing the Borrowing and the Issuance of Certificates of Indebtedness and Levying a Tax in Connection Therewith. (Introduced by Mayor Merkes)

Dpty. Treasurer Sassman explained the resolution is part of the application process for the borrowing from the State Trust Fund. She has talked to representatives from Board of Commissioners of Public Lands and they are aware the borrowing is for payment of incentives for development agreements and feel it meets the borrowing criteria.

Moved by Ald. Benner, seconded by Ald. Langdon to recommend to Common Council R-9-13 Resolution Approving Application to Board of Commissioners of Public Lands to Borrow \$786,816.00 from the State Trust Funds and Authorizing the Borrowing and the Issuance of Certificates of Indebtedness and Levying a Tax in Connection Therewith.

Motion carried on roll call 7-1. Ald. Zelinski voted no.

E. ADJOURNMENT

Moved by Ald. Langdon, seconded by Ald. Keehan 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  
July 15, 2013  
MINUTES

A. CALL TO ORDER

Meeting called to order by Chairman Taylor at 6:40 p.m.

B. ROLL CALL/EXCUSED ABSENCES

PRESENT: Aldermen Englebert, Benner, Nichols, Taylor, Sevenich, Langdon, Keehan, Zelinski

ALSO PRESENT: Mayor Merkes, PC Styka, CDD Keil, Dpty. Treasurer Sassman, Clerk Galeazzi

C. MINUTES TO APPROVE

1. June 17, 2013

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

Motion carried on voice vote.

D. ACTION ITEMS

1. Street Use Application – Twisted Pistons Scholarship Cruise-In; Thursday, August 15, 2013; 2:00 PM – 10:00 PM; (Twisted Pistons)

Chairman Taylor commented the City Attorney has not approved the application as the insurance has not been received yet. The insurance should be submitted before the application goes to Council.

Moved by Ald. Benner, seconded by Ald. Langdon to recommend to Common Council Street Use Application for Twisted Pistons Scholarship Cruise-in, Thursday, August 15, 2013, 2:00 pm-10:00pm (Twisted Pistons)

Motion carried on roll call 8-0.

2. Recommendation to Award – Contract Unit No. 2013-01; Midway Road Concrete Walk Construction; Al Dix Concrete, Inc.; \$199,919.05

Moved by Ald. Sevenich, seconded by Ald. Keehan to recommend to Common Council Recommendation to Award Contract Unit No. 2013-01 Midway Road Concrete Walk Construction to Al Dix Concrete Inc for \$199,919.05.

Motion carried on voice vote 8-0.

3. Recommendation to Submit Ballot Requesting Winnebago County to Refund the Recycling Revenue Surplus of \$194,445.00 to Signing Municipalities Based upon each Municipality's Actual Tonnage Processed and Sold for Year 2012

Chairman Taylor commented DPW Radtke is recommending the City cast a ballot to refund the recycling revenue surplus of \$194,445 to signing municipalities based upon each municipality's actual tonnage processed and sold for 2012.

Moved by Ald. Nichols, seconded by Ald. Englebert to recommend to Common Council Recommendation to Submit Ballot Requesting Winnebago County shall maintain \$160,614.00 of the surplus recycling revenue to avoid a 2012 County recycling deficit And rebate \$194,445.00 to the Signing Municipalities based on the Municipality's actual tonnage processed and sold for year 2012.

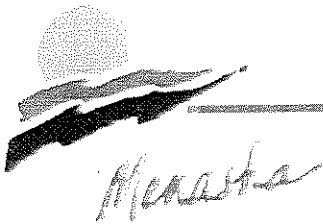
Motion carried on roll call 8-0.

E. ADJOURNMENT

Moved by Ald. Nichols, seconded by Ald. Benner to adjourn at 6:50 p.m.

Motion carried on voice vote.

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



## City Hall Safety Committee Meeting

### June 7, 2013

### MINUTES

Meeting called to order at 9:05 AM by T. Drew

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

Excused: Kristi Heim, Pamela Captain, Kate Clausing,

A. Motion to approve minutes from April 4, 2013 and May notes made by S. Nett seconded by A. Alix - Motion carried.

#### B. Old Business

1. **MSDS Computer Program** – Drew reported that CVMIC is attempting to purchase a MSDS program which would be made available to members likely in 2014.
2. **City Hall Handicapped Entrance Sign** – sign is completed and placed.
3. **Summer Help Safety Training** – Drew reported that numerous summer help have started with little to no receipt of training confirmations. Request to remind summer help to complete training.
4. **City Hall Microwave Exposure (cell tower)** – No information provided from cell company per meeting in May 2013. A. Alix to follow-up and report in July.

#### C. New Business

1. **Monthly Safety Topic** – Safety topic – “Regarding suspicious items, packages” was distributed and discussed.
2. **Injury Review** – no injuries
3. **Department Safety and Security Assessments**- Aaron Zemlock MPD will be completing assessments on City buildings. Drew will report progress in July.
4. **Baseball bat inspection concerns** – issue was referred to the Mayor for a decision on policy and procedure for bat inspections.
5. **Ergonomics Assessments** – to be completed by Ben Rank CVMIC based on request and general assessments. Please inform T. Drew if staff has issues.
6. **Other new items for discussion** – Library a chair was cited as blocking a fire alarm. Library to relocate chair to maintain clear path to alarm.

#### D. Training

1. **Fire Extinguisher Training** – Drew will schedule with M. Sipin NMFD for September (Thursday if possible). 2 sessions 10 am and 1 pm

2. **Summer Help Training** – CVMIC to conduct bloodborne pathogen and harassment training to summer help.
3. **New training items for discussion** – No new items discussed.

E. Motion to adjourn at 1:50 PM by S. Sefker seconded by A. Alix - Meeting adjourned.

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  
June 13, 2013**

- A. Meeting called to order at 7:52 AM by Chairman J. Klundt.
- B. Present: Joyce Klundt, Mary Lueke, Peg Malueg, Lee Murphy, Jean Wollerman, Sue Nett  
Excused: John Ruck, Sue Steffen  
Others Present: Alderman Nichols, Mayor Merkes
- C. MINUTES TO APPROVE
  - 1. Motion to approve minutes from May 9, 2013 made by P. Malueg and seconded by L. Murphy. Motion carried.
- D. REPORT OF DEPT HEADS/STAFF/CONSULTANTS
  - 1. Senior Center Older Adult Director J. Wollerman discussed recent fundraising events for the senior center which included a brat fry at Piggly Wiggly (\$400) and selling Packer Family Night tickets (\$4 of every ticket sold is given to the senior center by the Packer organization). The attendance numbers and programs for May distributed and discussed. The trend of increased participation continues as the attendance numbers for May were 1610, the highest for May in the past 6 years. The number of participants was however lower than April at 1699. The center was closed on Memorial Day which may account for the slight decrease. The noon mealsite attendance is also starting to increase as more seniors become comfortable with Advocap's new mealsite vendor. The mother's day special lunch also accounted for the increase in numbers at the mealsite. Raised garden project currently on hold, most likely until next summer. Volunteer recognition reception is scheduled for Sept. 18<sup>th</sup>.
  - 2. Public Health Director. No report for this month.
- E. Action Items
  - 1. None
- F. HELD OVER BUSINESS
  - 1. Next steps in Architectural Design Project. S. Nett did contact Craig Sachs from McMahon and Associates about the updated architectural design that he was going to complete for presentations. S. Nett hadn't heard back from him prior to today's meeting and will be contacting him again. J. Wollerman will be checking with the Community Foundation regarding the Frank Shattuck fund which is earmarked for senior citizens. Community Block grant application not available yet. Potential funding sources at this point 30% community block grant, 30% other grant and donor, with the remaining the city's portion. Mayor Merkes explained this would probably be a project the city would need to borrow funds for its portion.

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

P. Malueg questioned if the city would also be updating the parking lot behind the senior center when this project would actually begin. Mayor Merkes responded there has been some discussion regarding the parking lot. He requested the CAD file be obtained from McMahon and forwarded to engineering for future use.

Alderman Nichols stressed to the committee the need for a well developed plan for fundraising and a known dollar amount for the project. Once the plan is developed, the project should be brought to the council.

2. Senior Center Mission Statement. J. Wollerman asked if the committee members were in agreement with the mission statement and if it captured all of the committee's thoughts regarding what a senior center should be and do for senior citizens. The final draft will be brought to the next meeting for approval. Once approved, the mission statement will be on all correspondence related to the senior center.

- G. Motion to adjourn at 9:40 AM made by P. Malueg and seconded by L. Murphy. Motion carried. Next meeting July 11, 2013

**CITY OF MENASHA**  
**Landmarks Commission**  
**Council Chambers, 3<sup>rd</sup> Floor, City Hall – 140 Main Street**  
July 10, 2013  
**DRAFT MINUTES**

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**A. CALL TO ORDER**

Meeting called to order by Comm. Grade at 4:30 PM.

**B. ROLL CALL/EXCUSED ABSENCES**

LANDMARKS MEMBERS PRESENT: Ald. Mike Keehan, Commissioners Paul Brunette, Peg Docter, Kristi Lynch, Tom Grade and James Taylor

LANDMARKS MEMBERS EXCUSED: None

LANDMARKS MEMBERS ABSENT: None

OTHERS PRESENT: CDD Keil, and Kara Homan, Principal Planner

**C. MINUTES TO APPROVE**

1. **Minutes of the June 12, 2013 Landmarks Commission Meeting**

Motion by Comm. Docter, seconded by Comm. Brunette to approve the June 12, 2013 Landmarks Commission meeting minutes.

The motion carried.

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

1. No one spoke.

**E. COMMUNICATIONS**

1. None

**F. ACTION ITEMS**

1. **Facade Improvement Grant Request - 65 Racine Street**

CDD Keil provided an overview of the proposed window replacements at 65 Racine St, which included the replacement of 35 windows from wood to vinyl, for a total cost of approximately \$24,500.

Commissioners discussed the following:

- The importance of preserving the arched area above the windows.
- The need for additional information/photos on the appearance and construction of the proposed window units.
- The need for an illustration of the proposed colors for the windows, and where each color will be applied.
- The need for a second quote for grant requests that exceed \$1,000.

Commissioners took no action on the Facade Improvement Grant Request for 65 Racine Street due to lack of information. They instructed CDD Keil to make inquiry to the applicant to provide the additional information for consideration at a future meeting.

**G. DISCUSSION ITEMS**

1. **Bridge Tower Museum Update**

Community Development staff provided an overview of the following items:

- TV Screen. A TV screen has been secured, and will be donated by ReBoot, a new refurbished technology store on Tayco St. Staff will inquire with them regarding hardware to

- run the video and means to have the video play automatically.
- Banners. Installation of the banners is based on the availability of public works crews.
- Status of Drywall. The city's health inspector took a look at the drywall and determined that it will only require painting with a "Kilz" type primer.
- Display case. The display case was removed.

Commissioners discussed the potential for removing the drywall on the first floor. Commissioners Brunette, Grade and Taylor volunteered to do additional prep-work and cleaning at the tower to prepare it for opening

2. **Vacant Storefront Enhancements**

PP Homan indicated that Jeff Maroszek, owner of 212 Main, had agreed to participate in the Commissions new vacant storefront program. PP Homan will work with Mr. Maroszek to secure historic photos of the building, print them in large format, and ensure they are displayed in the empty windows. The owners of 230 Main do not wish to display photos at this time, but may reconsider after they see how they look at 212 Main.

3. **Facade Improvement Program Grant/Loan Balance**

CDD Keil reported that the balance remained unchanged, at around \$11,000.

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

Commissioners desired for the pedestrian link project to be listed as an ongoing project of the Landmarks Commission.

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

1. No one spoke.

I. **ADJOURNMENT**

Moved by Comm. Taylor, seconded by Comm. Brunette to adjourn at 5:20 PM.

The motion carried.

*Respectfully submitted by PP Homan.*



# NEENAH-MENASHA SEWERAGE COMMISSION

## Regular Meeting

Tuesday June 25, 2013

Meeting was called to order by Commission President Youngquist at 8:00 a.m. at the Town of Menasha Municipal Complex, Arden Tews Assembly Room.

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

**Also Present:** Chad Olsen, Tom Kispert (McMAHON); Rob Franck (MCO).

May 28, 2013 meeting minutes: Motion by Commissioner Gunz, second by Commissioner Zielinski to approve the minutes from the May 28, 2013 Regular Meeting. Motion carried unanimously.

## Correspondence

There was no correspondence to be discussed.

## Old Business

Inflow/Infiltration. Manager Much reported on issues with Neenah from the June 15 rain event. At 9:00 am the Neenah flow was approximately 4 MGD; there was intense rain and by 9:30 am the Neenah flow was 24 MGD, and by 9:45 the Neenah flow was over 30 MGD. This type of increase in flows would indicate there are direct connections to the sewer system; this is not just laterals providing the I/I to the treatment plant. During this rain event there was tankage down; we did have plant overflows. The DNR was contacted to report the overflows.

Commissioner Falck asked if chemical suppliers have been responding to our request for certification of products being mercury free; Manager Much reported we are receiving responses and so far no mercury is being found in products used in the treatment process.

Commissioner Sambs reported Waverly has received a letter from Menasha to hold a meeting in May 2014 to discuss loadings.

## New Business

### Operations, Engineering, Planning

Chad Olsen discussed his memo to the Commission and further reported on the 2-week pilot proposal for the Actiflo process from Kruger, Inc. - the company who will be providing pilot testing in the state. The cost for the pilot would be \$2,500 for transportation costs plus the cost of chemicals used. Commissioner Hamblin questioned if the work Neenah is doing for

phosphorus removal could be applied as a credit for the NMSC; Chad indicated the work Neenah is doing would not. Chad reported the Actiflo process was seen as the most cost effective method for phosphorus removal. Tom Kispert has another client of McMahon who is being charged \$10,000 per week for the pilot study. President Youngquist questioned if the concept of doing the pilot would be to prove we don't want this process. Chad reported this pilot would help confirm the costs for the adaptive management comparisons; we need this information to balance the risk vs. reward. Commissioner Gunz questioned if the DNR is involved in the phosphorus removal because of the EPA; Chad responded yes, further discussion ensued on this. Commissioner Gunz reported since we could be acting on an agreement there should be more specific language on the meeting agenda to act on the agreement. Commissioner Sambs questioned if this process is being used anywhere else in Wisconsin; they are not aware of any in Wisconsin at this time. The Commission discussed holding a special meeting for this subject. After discussion, motion made by Commissioner Gunz second by Commissioner Bauer to approve the agreement for the 2-week pilot testing with Kruger, Inc. for the Actiflo treatment process. Motion carried unanimously.

Tom Kispert presented a power point slide show and discussed the construction activities that have occurred since the May 28, 2013 meeting. Tom further discussed with the Commission the emergency repair (non-construction related) of the primary clarifier effluent pipe. President Youngquist questioned why only a temporary repair was made of the primary clarifier effluent pipe and not a permanent repair; Tom further explained the issue and why only a temporary repair was made. The Commission will need to address this issue further in 2 – 3 years, maybe longer. They are confident the cause was due to the ground settling; the blower building is settling in the same location. Commissioner Hamblin questioned if there was an explanation for the H2S levels that were found in the pipe; Tom indicated he did not have one.

Construction Progress Update. Tom Kispert reviewed and discussed his memorandum handout on the plant construction progress, the Certificates for Payment and contract change orders. Tom reported on issues with delivery of switchgear from Square D; there are lots of promises, lots of apologies, and still no delivery of the product. We are working with a regional Vice-President in Milwaukee. The Commission further discussed issues with not having the switchgear and the agreement the Commission has with WPPI for standby service. Motion made by Commissioner Gunz, second by Commissioner Bauer to have Attorney Thiel become involved in resolving the issue with Square D and the delivery of their switchgear. Motion carried unanimously. Tom reported work is progressing throughout the plant.

After discussion, motion by Commissioner Zielinski, second by Commissioner Sambs to approve for payment Certificate for Payment #8 from August Winter & Sons Inc. in the amount of \$1,208,020.00. Motion carried unanimously.

Tom Kispert discussed proposed change orders for the contract with August Winter & Sons. Motion by Commission Gunz, second by Commissioner Hamblin to approve change order #15 for the contract with August Winters & Sons in the amount of \$12,357.00. Motion carried unanimously. Motion by Commission Gunz, second by Commissioner Hamblin to approve change order #16 for the contract with August Winters & Sons in the amount of \$58,385.00. Motion carried unanimously. Motion by Commission Gunz, second by Commissioner Bauer to

approve change order #17 for the contract with August Winters & Sons in the amount of \$13,060.00. Motion carried unanimously. Commissioner Gunz questioned if these change orders have been completed or anticipated to be completed; these are anticipated. Tom further reviewed additional change order proposals that are still pending. Tom is looking for approval to proceed on the pending change order for concrete removal. Commissioners discussed; Manager Much is pre-authorized to grant approval. Tom discussed three pending items not included on his report; clarifier painting and the use of coal tar epoxy, office area replacing ceiling tiles with new tiles in lieu of re-using the old tiles, and digester heating modifications and the boiler registration.

Tom Kispert reviewed and discussed the equipment Certificate for Payment #4 for Contract P – Diesel Generator Sets from Cummins NPower, LLC in the amount of \$75,809.42. Motion by Commissioner Gunz second by Commissioner Zielinski to approve for payment Certificate for Payment #4 for Contract P – Diesel Generator Sets from Cummins NPower, LLC in the amount of \$75,809.42. Motion carried unanimously.

Tom Kispert reported on the status of the HSI Blower. He received a delivery date of August 31 for the additional blower. Tom further reported on control issues with the automated controls for the blowers. They have been non-responsive to requests; Tom began including Attorney Thiel as a "cc" on the emails to HSI, this got their attention and now upper management has been addressing the issues.

Tom Kispert reported on the Focus-On-Energy grant. June 30 is the close-out date; Tom is working on the final paperwork requests, he has all but the final payment request from HSI.

Tom Kispert reviewed the contract summary log and the summary of the change orders.

Motion by Commissioner Gunz, second by Commissioner Sambs to approve for payment McMahon invoices: #43980 - \$38,700.00; #43981 - \$88,300.00; #43982 – \$1,200.00; #43983 - \$1,400.00; #43984 - \$905.00; #43985 - \$1,800.00; #43986 - \$3,500.00; #43987 - \$22,705.84; #43988 - \$975.00, and #43989 – \$294,700.00. Motion carried unanimously.

Manager Much discussed the Operating Report for May. There was a second water service leak to the treatment plant in the past 3-months. It was discussed with the utility to replace the entire water service from the valve to the building and how to route the replacement water service line. The price received from Hietpas & Sons for their services will be about \$18,000. Motion made by Commissioner Gunz second by Commissioner Sambs to approve the water service line replacement. Motion carried unanimously. Manager Much reported there was another effluent mercury violation. We are trying lab water which is guaranteed to have no mercury for testing our technique for sample collection. After discussion, motion by Commissioner Gunz, second by Commissioner Sambs to accept the Operating Report for May. Motion carried unanimously.

Manager Much discussed the repairs needed for the front-end loader based on a review of the unit by Fabco; the cost of the replacement bucket and the cost to replace the tires for the proper use of the unit. After discussion motion by Commissioner Gunz second by Commissioner Sambs

to approve \$9,123 in repairs, the purchase of the rollout bucket, and the purchase of tires for the front-end loader. Motion carried unanimously.

Manager Much discussed the Compliance Maintenance Annual Report (CMAR) for calendar year 2012. This report is a snapshot of the plant performance; the plant received all A's except for Influent loadings (C) and Biosolids Quality (B). After discussion motion by Commissioner Gunz second by Commissioner Hamblin to approve Compliance Maintenance Resolution, NMSC Resolution 2013-1. Motion carried unanimously.

#### Budget, Finance, Personnel

Accountant Voigt discussed the Financial Statements for the month of May 2013. President Youngquist questioned the Accrued Interest value; Accountant Voigt will recheck the account. After discussion, motion by Commissioner Gunz, second by Commissioner Hamblin to accept the financial statements for the month of May, 2013. Motion carried unanimously.

Motion by Commissioner Gunz, second by Commissioner Zielinski to approve Operating and Payroll Vouchers #133763 thru #133814 in the amount of \$344,962.73 and Construction Fund Vouchers #193 thru #197 in the amount of \$1,328,574.26 for the month of May 2013. Motion carried unanimously.

Accountant Voigt discussed the Accountant's Report for May 2013. The interest rates on the checking and money market accounts have not changed. MCO generated \$4,500 in income for the Commission in May. Accountant Voigt reported the Cash Flow report was updated to current known information. Motion by Commissioner Gunz, second by Commissioner Zielinski to accept the Accountant's Report and Cash Flow Report for the month of May 2013. Motion carried unanimously. Manager Much reported on meeting with insurance agents from the McClone Agency. They are able to offer coverage with our current liability insurance company and they are now also able to provide coverage through the League of Wisconsin Municipalities through the acquisition of another agency. After discussion motion by Commissioner Gunz second by Commissioner Zielinski to change our insurance agent of record to the McClone Agency and to look closer at the League of Wisconsin Municipalities liability insurance coverage's. Motion carried unanimously. President Youngquist discussed his conversation with David Maccoux of Schenck regarding a 5-year proposal for auditing services; we are still waiting for a written response. President Youngquist also discussed a meeting with MCO regarding updating the contract language. He requested and received three additional current contracts MCO has with other clients to review contract language; President Youngquist would now like to receive a contract proposal to incorporate contract language changes discussed. Commissioner Gunz concurs we need a new agreement with MCO. Accountant Voigt was instructed to send a copy of the current MCO contract to the other Commissioners and to provide a draft contract to Commissioner Gunz and President Youngquist.

Motion by Commissioner Gunz, second by Commissioner Zielinski to approve for payment MCO invoices #17417 - \$120,999.71; #17451 - \$1,466.48; and #17454 - \$479.25 and to pay the invoices after July 1, 2013. Motion carried unanimously.

June 25, 2013  
Regular Meeting  
Page 5

Motion made by Commissioner Gunz, seconded by Commissioner Sambs to adjourn the meeting. Motion carried unanimously. Meeting adjourned at approximately 10:21 a.m.

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President

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Secretary

**THE NEXT REGULAR MEETING IS SCHEDULED FOR TUESDAY JULY 23<sup>rd</sup> 2013.**

**CITY OF MENASHA**  
**Parks and Recreation Board**  
**Koslo Park Open Shelter – 1200 Geneva Road, Menasha**  
**July 8, 2013**  
**DRAFT MINUTES**

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**A. CALL TO ORDER**

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

**B. ROLL CALL/EXCUSED ABSENCES**

MEMBERS PRESENT: Chr. Dick Sturm, Lisa Hopwood, Nancy Barker, Cindy Schaefer-Kemps, Ald. Mark Langdon and Sue Pawlowski

MEMBERS EXCUSED: Luke Schiller (excused)

OTHERS PRESENT: PRD Tungate, PS Maas, Dan Rippl, Tom Konetzke, Gary Coopman

**C. MINTUES TO APPROVE**

1. **Minutes of the June 10, 2013, 2013 Park Board Meeting**

Moved by N. Barker, seconded by S. Pawlowski to approve the June 10, 2013 Park Board minutes. Motion carried.

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

1. Tom Konetzke spoke about the Board's feelings on increasing ball diamond rental fees at Koslo Park. He noted that the MACS have been active in other fundraising efforts the last few years at the park.

**E. COMMUNICATION**

1. None.

**F. REPORT OF DEPARTMENT HEADS/STAFF/ OR CONSULTANTS**

1. **Department Report**

PRD Tungate reported that the pool season has been good so far this year. No major issues to deal with. Attendance appears to be about average so far. Duck Drop has been cancelled for this year, primarily due to lagging ticket sales. All available Koslo Park scoreboard sign sponsorships were sold this year. These proceeds are split between general revenue and long range park improvements. The large scoreboard identification sign is scheduled to be replaced by next week.

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

PS Maas reported on recent theft of boat launch envelopes from both Jefferson Park and Manitowoc Street launch sites. Park crews have strengthened and redesigned the launch containers and so far no more incidents have been reported. Repairs have also been made to several brick areas along the Riverwalk. Pool water maintenance going as planned.

**G. DISCUSSION**

1. **Koslo Park Diamond Rental Fees**

Ald. Langdon had been asked by some parents why we charge fees for the diamond for youth leagues, like the Legion. He wanted to better understand the position of the Board on this issue. The Board seemed comfortable with the current fee structure. Fees for the diamond recoup a portion of the operating costs and this reduces the overall impact on the entire taxpaying

community. It was not the Board's intent to discuss possibly raising fees which addressed Tom Konetzke's question.

2. **Army Reserve Building Update – PRD Tungate**

PRD Tungate reported on some positive movement from the Army Corps of Engineers on the demolition of the Reserve Bldg. The Corps appears to be working on an amendment to the existing lease that would include a dollar amount to the City to pay for demolition costs. PRD Tungate will be working with CD Keil and CA Captain on the amendment that will eventually make its way to the Common Council.

3. **Marina Security**

PRD Tungate explained that several incidents of vandalism have been reported in or near the Marina this season. The Police Department is aware of the incidents and is supportive of a camera system. Police Department and Park staff have met with Harbormaster Schabach about the possibility of installing a security camera system at the Harborhouse. It was felt that good camera coverage could be obtained from that location. PRD Tungate is looking into camera options and will be seeking cost estimates.

**H. ACTION ITEMS**

1. **Approve Seafoodfest to be held on September 6-7, 2013 in Jefferson Park**

Dan Rippl was in attendance and answered questions about this year's event. Moved by L. Hopwood, seconded by N. Barker to approve the event for this year. Motion carried.

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

Five (5) minute time limit for each person

No one spoke.

**J. ADJOURNMENT**

Moved by L. Hopwood, seconded by S. Pawlowski to adjourn at 8:00 p.m. Motion carried.

CITY OF MENASHA  
PERSONNEL COMMITTEE  
Third Floor Council Chambers  
140 Main Street, Menasha  
July 15, 2013  
MINUTES

A. CALL TO ORDER

Meeting called to order by Chairman Englebert at 6:55 p.m.

B. ROLL CALL/EXCUSED ABSENCES

PRESENT: Aldermen Englebert, Benner, Nichols, Taylor, Sevenich, Langdon, Keehan, Zelinski, Mayor Merkes

ALSO PRESENT: HR Specialist Brunn, Clerk Galeazzi

C. MINUTES TO APPROVE

1. Personnel Committee, 6/3/13

Moved by Mayor Merkes, seconded by Ald. Benner to approve minutes.

Motion carried on voice vote.

D. DISCUSSION/ACTION ITEMS

1. Moved by Ald. Benner, seconded by Ald. Keehan to Adjourn into Closed Session pursuant to Wis. Stats. §19.85(1)(c): Considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility (Administrative Services Director Position)

Motion carried on roll call 9-0.

2. May Adjourn into Open Session to act on item discussed in Closed Session

No action.

E. ADJOURNMENT

Moved by Ald. Benner, seconded by Ald. Keehan to adjourn at 7:37 p.m.

Motion carried on voice vote.

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



**CITY OF MENASHA**  
**Plan Commission**  
**Council Chambers, City Hall – 140 Main Street**  
**July 16, 2013**  
**DRAFT MINUTES**

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**A. CALL TO ORDER**

The meeting was called to order at 3:36 PM by Mayor Merkes.

**B. ROLL CALL/EXCUSED ABSENCES**

PLAN COMMISSION MEMBERS PRESENT: Mayor Merkes, DPW Radtke, and Commissioners DeCoster, Sturm and Cruickshank.

PLAN COMMISSION MEMBERS EXCUSED: Commissioner Schmidt

PLAN COMMISSION MEMBERS ABSENT: Ald. Benner

OTHERS PRESENT: CDD Keil and PP Homan

**C. MINUTES TO APPROVE**

**1. Minutes of the June 18, 2013 Plan Commission Meeting**

Motion by Commissioner Cruickshank, seconded by Commissioner Sturm to approve the July 2, 2013 Plan Commission meeting minutes. The motion carried.

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

1. No one spoke.

**E. DISCUSSION**

**1. Alternate Access to Shoreline Park area at Gilbert Site**

CDD Keil provided commissioners with an overview of an alternative access route, which could be situated on the west end of the "duck pond". Currently the designated route runs along the berm on the west end of the East Central Planning site. This route was suggested by the owners of the East Central Planning Site, and the law office that maintains the pond.

Commissioners discussed the following:

- Potential for more direct access to the riverfront and added amenity of proximity to the duck pond.
- Potential grade issues with the alternative route, and need to maintain ADA accessibility.
- Situating the trail in a way so as not to prevent the development potential of the remaining vacant land.

It was the general consensus of the Plan Commission that Community Development staff further explore the feasibility of this alternative and present this information at a future meeting.

**ACTION ITEMS**

**1. Site Plan Amendment - United Paper Corporation, 1330 University Drive**

PP Homan provided an overview of the proposed expansion to United Paper. She indicated that the proposed site plan had several minor deficiencies that would need to be addressed in order for it to be in compliance with the City's site plan regulations. These included adding more information to the lighting plan, providing additional landscaping screening to the parking lot and along the foundation at east end of the building, and indicating what type of gate would enclose the new dumpster enclosure. She indicated that the existing vegetation along the south property line met the requirements for transitional areas.

Motion by Comm. Sturm, seconded by Commissioner Cruikshank to approve the Site Plan Amendment for United Paper Corporation, with the following conditions:

- Final landscape plan, to include screening of parking lot and foundation planting, be submitted to and approved by Community Development Staff.
- Depiction of the proposed gate to the dumpster enclosure be submitted with the final site plan.
- Final Lighting Plan, to include cut sheets of light fixtures, be submitted to and approved by Community Development staff.
- Final Stormwater Plan approval by the Public Works Department.

The motion carried.

#### **G. ADJOURNMENT**

Motion by Comm. DeCoster, seconded by Comm. Sturm to adjourn at 4:15p.m. The motion carried.

*Minutes respectfully submitted by PP Homan.*



**Public Works / Parks Safety Committee  
July 2, 2013  
Minutes**

Meeting called to order at 9:05 AM.

Present: Randy Losselyong, Jeff Nieland, Mark Radtke, Adam Alix, Corey Gordon, Todd Drew, Ken Popelka, Vince Maas,  
Absent: Tim Jacobson, Brian Tungate, Pam Captain, Kevin Schmahl

Approval of minutes from April 23, 2013 motion by C. Gordon second V. Maas.  
Motion passed

**B. Old Business**

1. **Leaf Truck Significant Program Award** – T. Drew reported that the submission had been sent to CVMIC for the Significant Program Award.
2. **Return to Work Following Injury** – concerns raised about recent employee who aggravated a recent injury. Discussion around a policy to promote exercise and possible easing employees back even with physician release.
3. **Chemicals/ PPE / Filter Selection** – Drew emphasized the importance to discuss chemicals or issues which are high hazard example > 3 on NFP ratings.
4. **Work Zone Safety** – T. Styka came to the meeting to discuss the issue of enforcement in work zones. Options of parking unused MPD vehicles in the vicinity or increased presence was discussed. C. Gordon stated that areas were properly regulated and MPD had not enforced violations. T. Styka also stated that importance of having prior notice on work zones requiring road closures and proper use of barricades.
5. **Exhaust from power washing into Maintenance Garage** – Drew requested that exhaust be turned and raised above roof line to disperse exhaust and prevent draw in at make up air vent which is approximately 10' away at the same level.

**C. New Business**

1. **Monthly Safety Topic** – distributed and discussed. Requested to be posted in appropriate department.

2. **Injury Review.** – 1 injury reported. Injury was caused by repetitive motion related to pulling approximately 200 stakes used for tree bracing. Discussion of obtaining a puller which would eliminate the need to manually pull stakes.
3. **Safety Policy Issues** – Drew discussed a previous injury involving foot protection. Foot Protection policy clearly states that metatarsal protection be used with hazards over the foot. Drew reminded that acknowledged safety policies had to be followed.
4. **New items for discussion** – Drew stated that a replacement for Ken Popelka was needed from Street or Sanitation.

#### D. Training

1. Respirator Fit Testing – Drew completed testing
2. Summer Help Training – Drew stated that summer help had not received web link for trainings as previously arranged. Drew requested that summer help complete trainings as soon as possible.
3. Fire Extinguisher Training – to be completed in September
4. Confined Space Training - to be completed in September
5. Lifting training – to be completed mid October
6. Other Training – V. Maas informed group of a partially funded chain saw training – additional information to be provided in July meeting.

E. Motion to adjourn at 10:15 AM made by R. Losselyong and seconded by J. Nieland

REGULAR MEETING OF THE WATER AND LIGHT COMMISSION

June 26, 2013

**Draft**

Commission Vice-President Roush called the Regular Meeting of the Water and Light Commission to order at 8:00 A.M., with Commissioners Roy Kordus, Don Merkes, and Dan Zelinski present on roll call. Also present were Melanie Krause, Interim General Manager; Steve Grenell, Project Engineer; Kristin Hubertus, Business Operations Accountant; Paula Maurer, Customer Services Manager; Lonnie Pichler, Electric and Water Distribution Supervisor; John Teale, Technical Services Engineer; Scott Maurer, Water Maintenance Foreman; Don Voogt from McMahon Associates; and Leslie Taylor, board chair for Sustainable Fox Valley.

Those absent were: Commissioner Allwardt, Water Plant Supervisor Gosz,

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

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

- A. Minutes of the Regular Meeting of May 22, 2013
- B. Approve and warrant payments summarized by checks dated May 30 & June 6-26, 2013, which includes Net Payroll Voucher Checks, Void O & M Checks #045690-045692, and Operation and Maintenance Voucher Checks for a total of \$1,114,605.94, 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 Wisconsin Clean Transportation Program (WCTP) introduction highlighting Menasha Utilities HEV utility truck
  - Copy of News Release dated May 17 Re: Menasha Utilities/WPPI Energy High School Scholarship award
  - Copy of thank you letter dated May 23, from Michael Strauss Re: High School scholarship
  - Annual Drinking Water Quality Report Dated June 2013
  - Copy of letter from New Alchemy Energy Partners (NEPA) to Mayor Merkes, dated May 13 Re: potential working relationship with NEAP

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

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

Item VI. Unfinished Business, GM Position Update – Business Operations Accountant Hubertus reported that 111 resumes have been received; 3 have a utilities background and 14 individuals were sent a full job description. Applications will continue to be accepted until July 15, 2013.

Item VII. New Business, Amendment #1 for McMahon agreement for High Lift Water Main Replacement Project – Electric and Water Distribution Supervisor Pichler explained that the amendment is being requested to modify the original agreement dated January 11, 2013 for the High Lift Water Main Replacement Project from \$12,400 to \$16,900. The amendment would incorporate a local water main replacement project onto the High Lift Water Main Replacement Project. DNR approval has been obtained for the change. Water Maintenance Foreman Maurer added McMahon would prepare the bidding documents and administer the water main replacement contract.

The motion by Commissioner Merkes, seconded by commissioner Zelinski was unanimous on roll call to approve Amendment #1 from McMahon, for professional services, for the High Lift Water Main Replacement Project for a total increase of \$4,500.

Low Lift Pump Replacement Agreement, McMahon – Don Voogt of McMahon Associates stated the agreement was for a preliminary engineering evaluation of the concept and physical feasibility of installing a vertical turbine low lift pump above ground level and re-locating the raw water pipe in the water plant. The new lift pump would satisfy the deficiency of having the low lift pumps below grade, as noted in the Sanitary Survey, in addition to increasing the efficiency of the water plant operations.

Project Engineer Grenell reviewed the plans for re-locating the raw water pipe out of the sedimentation basins and into the existing pipe gallery. Business operations accountant Hubertus added the project is budgeted.

The motion by Comm. Merkes, seconded by Comm. Roush was unanimous on roll call to accept the proposal from McMahon Associates for preliminary engineering evaluation of the water treatment plant low lift pump replacement and raw water pipe re-location in the amount of \$2,950.00.

Sanitary Survey – Mr. Grenell stated the DNR sanitary survey went well. There were no significant deficiencies identified and only a few minor deficiencies noted. Recommendations and timelines were set in the survey and staff is working with the DNR to address all issues.

Comm. Merkes requested a list of water mains, less than 6 inches in diameter, sent to the Dept. of Public Works in order to coordinate street work with main replacements.

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

School Challenge/Cool Choices – Leslie Taylor, board chair for Sustainable Fox Valley, summarized the Cool Choices program that was utilized in Menasha and Kaukauna schools this past school year. The program was designed to help students, and their families, recognize actions that can be taken to reduce wasteful use of energy resources. St. Mary's was the winning school in Menasha and received a certificate from Menasha Utilities that will be used to make energy improvements in their school.

Maplewood and Gegan Elementary were additional Menasha schools that participated in the program.

Ms. Taylor departed at 8:38 a.m.

Item VIII. Strategic Reports, Monthly Strategic Initiative Update – Comm. Roush questioned the number of employees with completed performance evaluations in the Water Distribution and the Electric Distribution departments. Mr. Pichler stated the Water Distribution evaluations were scheduled for the end of June and the Electric Distribution evaluations are scheduled for the first part of July.

Mr. Pichler reported on a substantial leak found by the Neenah-Menasha Sewage plant; the leak was repaired and plans to run a new line are in the process. A second leak is being investigated in order to pin point its exact location. Discussion ensued regarding current and future water usage monitoring devices.

Mr. Maurer departed at 8:50 a.m.

May Financial and Project Status Reports – Electric decreased slightly compared to budget; however, year-to-date consumption is above budget. Revenues are under budget due to the lower ECA rates for the industrial customers. A net loss was recognized in May, primarily driven by a combination of reduced consumption and lower ECA rates within the CP3 and CP4 customers. Expenses are higher than budget due to mixture of higher costs associated with the meter testing project, additional time spend on disconnects and reconnects, payment of the new radio system with the city, and tree trimming costs realized for the year occurring in May.

Water usage increased 22.23% compared to budget for the month with overall yearly consumption up 4.34%. The water loss ratio has returned to normal coming in at 8.5%. The projected year-end cash balance reflects all budgeted projects being completed this year as well as projects from 2012 that were delayed or carried over; approximately half of the budget verses projection difference was carried over from 2012. A portion of the overage has been transferred into the depreciation fund to cover future capital replacement projects.

Work has continued on the High Lift Pump Station project and the water sampling program. An energy efficiency rebate was received from Focus on Energy and applied to the High Lift Pump Station project.

After discussion, the Commission accepted the May Financial and Project Status Reports as presented.

Project Reports, Water Plant Projects – Mr. Grenell gave an update on the number 2 high lift pump damaged during start-up. New start-up procedures have been documented for future use.

Metering Practice & Plan – Staff is working on a plan to install over 300 meters that are currently in stock; and reviewing the usage of major customers for variances on a monthly basis.

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

Item XI. The motion by Comm. Merkes, seconded by Comm. Kordus, was unanimously approved on roll call to adjourn at 9:12 a.m.

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.



July 19, 2013



Dear Mayor Merkes and City of Menasha Alderman:

I have good news! The library has received a grant from the Menasha Corporation Foundation for \$6,610 to install a hearing loop in the library's main meeting room – the Company E Room. Building Supervisor Adam Alix is working out the details of its installation right now.

A hearing loop is a wire that circles an area (under flooring or above ceiling tiles) and is connected to a sound system. The loop transmits sound electromagnetically to a wireless receiver called a T-coil in a person's hearing aid or cochlear implant.

Hearing loops help people overcome the listening challenges of distance from the speaker, eliminating background noise. All cochlear implants and most hearing aids have a built-in wireless receiver called a telecoil (T-coil). To use a hearing loop, people with a hearing device turn on the T-coil by pushing a button on their hearing device.

More than 4,000 adults and 14,000 children attended programs at the Elisha D. Smith Public Library during 2012. A small number of those children probably have cochlear implants, and a growing number of adults wear hearing aids. The library's main meeting room will soon have a hearing loop to improve those people's ability to hear during library programs.

I will send out a press release after the loop is installed, so our patrons with those special needs know that they can come to the library and take advantage of this technology.

Best regards,

A handwritten signature in cursive script that reads 'Vicki Lenz'.

Vicki Lenz  
Director

Elisha D. Smith Public Library \* 440 First Street \* Menasha, Wisconsin \* 54952-3191  
Telephone: 920-967-3660 \* Library FAX: 920-967-5159 \* Administration FAX: 920-967-0012 \* [www.menashalibrary.org](http://www.menashalibrary.org)  
Children's Department 3670 \* Reference 3690 \* Circulation 3680 \* Library Office 3662  
Vicki Lenz, Director 3661 [lenz@menashalibrary.org](mailto:lenz@menashalibrary.org)

## June 2013 Disposal Violations

[illegible]

Not included: gas cans ( ) & compressed gas cylinders ( ) will be disposed of with other hazardous waste left here illegally.

**Incident like those listed above are reasons other communities have closed their drop off sites.**



**American Water Works  
Association**

**Memo**

6666 West Quincy Avenue  
Denver, CO 80235-3098  
T 303.794.7711  
F 303.795.1440  
www.awwa.org

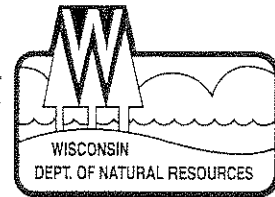
The Authoritative Resource on Safe Water<sup>SM</sup>

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**To:** Menasha Utilities  
**From:** David LaFrance, Executive Director  
**Date:** June 26, 2013  
**Re:** Service to the Water Industry Plaque

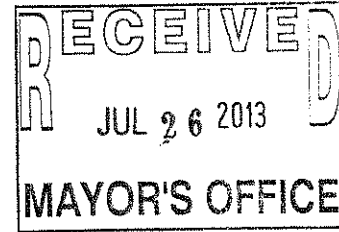
Congratulations on 50 years of membership in the American Water Works Association. Please accept the enclosed plaque as a token of our appreciation of your long and valuable service to the water profession. I hope you will proudly display it in a prominent place in your company. At the Water Industry Luncheon held during the Association's recent annual conference in Denver, the names of all of the companies being honored this year were announced and shown on a slide. Long-standing, loyal members are what make AWWA great!  
Thanks again.

ta:awd\plaques\swi  
070  
Enclosure



July 16, 2013

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



Subject: Wisconsin Urban Forestry Council Reappointment

Dear Don:

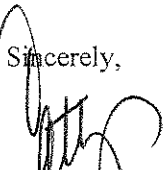
I am writing to invite you to continue serving on the Wisconsin Urban Forestry Council. As you know, the purpose of the Council is to advise the Department of Natural Resources and the Wisconsin State Forester on the best ways to preserve, protect, expand, and improve Wisconsin's urban and community forest resources. The experience and expertise you have brought to the Council has benefited not only the Department, but Wisconsin's natural resources as well. I would like to continue that relationship.

You will serve as an elected official representative and your term will expire on June 30, 2016. Re-appointment will be considered at that time. Please advise me if you are unable to accept this appointment.

Laura Wyatt, Urban Forestry Council Liaison, is the Department's contact for the Council. Should you have any questions, she can be reached at the above address, at [laura.wyatt@wi.gov](mailto:laura.wyatt@wi.gov) or by phone at (608) 267-0568.

Thank you for your continued willingness to serve. I am looking forward to a long and productive partnership between the Department and the Urban Forestry Council.

Sincerely,

  
Cathy Stepp  
Secretary

cc: P. DeLong  
M. Eddy  
R. Roe  
L. Wyatt

JOHN A BODNAR  
Corporation Counsel  
LINDA L STAFFARONI  
Paralegal  
OSHKOSH (920) 236-4752  
FOX CITIES (920) 727-2880  
FAX (920) 424-7798



MARY ANNE MUELLER  
Assistant Corporation Counsel  
TRACY A ROSENTHAL  
Paralegal  
OSHKOSH (920) 236-4753  
FOX CITIES (920) 727-2880  
FAX (920) 424-7798

*The Wave of the Future*

## **Winnebago County**

Office of Corporation Counsel

448 ALGOMA BOULEVARD \* PO BOX 2808 \* OSHKOSH WI 54903-2808

jbodnar@co.winnebago.wi.us \* lstaffaroni@co.winnebago.wi.us

July 17, 2013

CLERK - CITY OF MENASHA  
140 MAIN STREET  
MENASHA WI 54952

PARCEL NUMBER: 703-0530

*- 221 Washington St - Richard Shelefski*

RE: **In the Matter of the Foreclosure of Tax Liens Under § 75.521, Wis Stats, by Winnebago County, List of Tax Liens for 2013, Number One**  
Winnebago County Case Number: 13 GF 009  
Code Number: 30405

Dear Sir or Madam:

You were recently notified that property you have a recorded interest in was included in a foreclosure action in Winnebago County Case Number 13 GF 009, which was commenced by Winnebago County in Winnebago County Circuit Court Branch 6. This action was initiated because real estate taxes on property owned by you or in which you have an interest in have not been paid and are delinquent.

The notice to you indicated that the last date for payment of the delinquent property taxes on the property described was **July 15, 2013**. This date has subsequently passed and you have failed to make any payment or file an answer.

On **August 15, 2013, at 9:30 a.m., before the Honorable Daniel J. Bissett, in Room 208 of the Public Safety Building, 420 Jackson Street, Oshkosh, WI 54901**, Winnebago County will seek entry of a judgment regarding the above-described real estate. As a result of this judgment, Winnebago County will be granted ownership of the described property free and clear of all mortgages, liens, or other encumbrances. Winnebago County will then sell the property and apply the proceeds of sale to the delinquent tax account. Foreclosure upon the property by Winnebago County will eliminate your interest in the property.

Please be advised that if you occupy the premises at this time, entry of a judgment in favor of Winnebago County shall result in your being evicted from the premises.

Should you have any desire to retain the property, you should contact the Winnebago County Treasurer *immediately*.

If you have any questions concerning this matter, please contact **Mary Krueger, Winnebago County Treasurer**, at (920) 236-4777 or (920) 727-2880.

Yours very truly,

John A Bodnar  
Winnebago County Corporation Counsel

cc: Mary Krueger, Winnebago County Treasurer

**RECEIVED**

**JUL 22 2013**

**CITY OF MENASHA**  
BY \_\_\_\_\_

JOHN A BODNAR  
Corporation Counsel  
LINDA L STAFFARONI  
Paralegal  
OSHKOSH (920) 236-4752  
FOX CITIES (920) 727-2880  
FAX (920) 424-7798



MARY ANNE MUELLER  
Assistant Corporation Counsel  
TRACY A ROSENTHAL  
Paralegal  
OSHKOSH (920) 236-4753  
FOX CITIES (920) 727-2880  
FAX (920) 424-7798

*The Wave of the Future*

## **Winnebago County**

Office of Corporation Counsel

448 ALGOMA BOULEVARD \* PO BOX 2808 \* OSHKOSH WI 54903-2808  
jbodnar@co.winnebago.wi.us \* lstaffaroni@co.winnebago.wi.us

July 17, 2013

CLERK - CITY OF MENASHA  
140 MAIN STREET  
MENASHA WI 54952

PARCEL NUMBER: 703-0652 - 46 Lawson St / Vincent Kruth

RE: **In the Matter of the Foreclosure of Tax Liens Under § 75.521, Wis Stats, by Winnebago County, List of Tax Liens for 2013, Number One**  
Winnebago County Case Number: 13 GF 009  
Code Number: 30405

Dear Sir or Madam:

You were recently notified that property you have a recorded interest in was included in a foreclosure action in Winnebago County Case Number 13 GF 009, which was commenced by Winnebago County in Winnebago County Circuit Court Branch 6. This action was initiated because real estate taxes on property owned by you or in which you have an interest in have not been paid and are delinquent.

The notice to you indicated that the last date for payment of the delinquent property taxes on the property described was **July 15, 2013**. This date has subsequently passed and you have failed to make any payment or file an answer.

On **August 15, 2013, at 9:30 a.m., before the Honorable Daniel J. Bissett, in Room 208 of the Public Safety Building, 420 Jackson Street, Oshkosh, WI 54901**, Winnebago County will seek entry of a judgment regarding the above-described real estate. As a result of this judgment, Winnebago County will be granted ownership of the described property free and clear of all mortgages, liens, or other encumbrances. Winnebago County will then sell the property and apply the proceeds of sale to the delinquent tax account. Foreclosure upon the property by Winnebago County will eliminate your interest in the property.

Please be advised that if you occupy the premises at this time, entry of a judgment in favor of Winnebago County shall result in your being evicted from the premises.

Should you have any desire to retain the property, you should contact the Winnebago County Treasurer *immediately*.

If you have any questions concerning this matter, please contact **Mary Krueger, Winnebago County Treasurer**, at (920) 236-4777 or (920) 727-2880.

Yours very truly,

John A Bodnar  
Winnebago County Corporation Counsel

cc: Mary Krueger, Winnebago County Treasurer

**RECEIVED**

**JUL 22 2013**

**CITY OF MENASHA**  
BY \_\_\_\_\_



## PUBLIC NOTICE TO ALL ELECTRIC CUSTOMERS OF MENASHA UTILITIES

Menasha Utilities has filed an application with the Public Service Commission of Wisconsin (PSCW) to adjust electric rates. The adjustment has been requested to cover inflationary increases in operational and maintenance expenses and costs associated with maintaining the reliability of the electric distribution system. The last electric rate case was effective in 2011.

The cost of service study has an overall increase of 1.88%, or \$873,482. The final impact of the rate increase upon individual customers will not be definitely known until the PSC issues an order. Under the proposed rate structure, based on an average usage of 630 kilowatt-hours, the typical residential customer would see a monthly increase of \$3.14, or 4.1%.

A telephonic public hearing on the application has been scheduled for Thursday, August 8 at 9:30 a.m. in the Commission Room of the Menasha Utilities Office Complex, 321 Milwaukee Street, Menasha, Wisconsin. Scheduling questions regarding this hearing may be directed to the PSCW at (608) 266-5481.

A person may testify in this proceeding without becoming a party and without attorney representation. A person may submit this testimony in one of the following ways:

- **Web Comment.** Go to the PSCW's web site at <http://psc.wi.gov>, click on the "Public Comments" button on the side menu bar. On the next page select the "File a comment" link that appears for docket number 3560-ER-105. Web comments shall be received no later than the day before the hearing.
- **Oral Comment.** Spoken testimony at the public hearing session.
- **Written Comment.** Instead of speaking at the hearing, write out a comment and submit it at the public hearing session.
- **Mail Comment.** All comments submitted by U.S. mail shall be received no later than the day before the hearing and shall be addressed to: Docket 3560-ER-105 Comments, Public Service Commission, P.O. Box 7854, Madison WI 53707-7854.

The PSCW intends to webcast this hearing live on the PSCW's web site at <http://psc.wi.gov> under the "PSC Live Broadcast" button.

All documents in this docket are filed on the Commission's Electronic Regulatory Filing (ERF) system. To view these documents: (1) go to the Commission's web site at <http://psc.wi.gov>, (2) enter "3560-ER-105" in the box labeled "Link Directly to a Case," and (3) select "GO."

If you have any questions, please contact the Menasha Utilities at 967-3401.

Menasha Electric Utility  
PSC STAFF ESTIMATED ELECTRIC RETAIL REVENUE SUMMARY  
FOR THE TEST YEAR JANUARY 1-DECEMBER 31, 2013  
3560-ER-105

Ex -PSC-Singletary-2  
Docket 3560-ER-105  
Corey Singletary  
July 12, 2013  
Schedule 1  
Page 1 of 13

RATE CLASS	PSC Staff Estimates		PSC Staff Proposed		
	KWH	PRESENT REVENUES	PROPOSED REVENUES	PROPOSED DOLLAR INCREASE	PROPOSED PERCENT INCREASE
Rg-1 Residential Service	61,422,033	\$7,475,273	\$7,781,536	\$306,263	4.10%
Rg-2 Residential Optional Time-of-Day Service	319,024	\$34,401	\$34,439	\$38	0.11%
<b>TOTAL RESIDENTIAL REVENUE</b>	61,741,057	\$7,509,674	\$7,815,975	\$306,301	4.08%
Gs-1 General Service	20,016,446	\$2,320,953	\$2,376,999	\$56,046	2.41%
Gs-2 General Service Optional Time-of-Day	73,431	\$7,551	\$7,329	(\$222)	-2.94%
Cp-1 Small Power 50-200 kW	14,133,236	\$1,498,793	\$1,546,919	\$48,126	3.21%
Cp-1 TOD Small Power Optional Time-of-Day 50-200 kW	1,413,473	\$149,470	\$148,555	(\$915)	-0.61%
<b>TOTAL SMALL COMMERCIAL &amp; INDUSTRIAL REVENUE</b>	35,636,586	\$3,976,767	\$4,079,802	\$103,035	2.59%
Cp-2 Large Power Time-of-Day 200-1000 kW	23,728,184	\$2,223,022	\$2,271,176	\$48,154	2.17%
Cp-3 Industrial Power Time-of-Day > 1000 kW	102,664,341	\$8,357,673	\$8,364,605	\$6,932	0.08%
Cp-4 Large Industrial Power TOD High Load Factor > 5000 kW	346,060,454	\$24,154,790	\$24,551,012	\$396,222	1.64%
<b>TOTAL LARGE COMMERCIAL &amp; INDUSTRIAL REVENUE</b>	472,452,979	\$34,735,485	\$35,186,793	\$451,308	1.30%
Primary Voltage Discount (kW)		(\$578,382)	(\$634,174)	(\$55,792)	9.65%
Transformer Equipment Discount (kW)		(\$182,378)	(\$182,378)	\$0	0.00%
<b>TOTAL DISCOUNTS [1]</b>		(\$760,760)	(\$816,552)	(\$55,792)	7.33%
Ms-1 Street Lighting	1,416,646	\$220,053	\$227,838	\$7,785	3.54%
Ms-2 Outdoor Security Lighting	198,652	\$27,952	\$32,235	\$4,283	15.32%
Ms-3 Athletic Field Lighting	112,369	\$9,054	\$9,824	\$770	8.50%
<b>TOTAL LIGHTING SERVICE</b>	1,727,667	\$257,059	\$269,897	\$12,838	4.99%
RER-1 Renewable Energy Rider		\$0	\$0	\$0	0.00%
<b>TOTAL ELECTRIC RETAIL REVENUE</b>	571,558,289	\$46,478,985	\$47,352,467	\$873,482	1.88%
Interdepartmental	0	\$0	\$0	\$0	0.00%
<b>TOTAL ELECTRIC RETAIL REVENUE W/ INTERDEPART.</b>	571,558,289	\$46,478,985	\$47,352,467	\$873,482	1.88%
Sales for Resale/Other Electricity Sales		\$0	\$0	\$0	0.00%
<b>TOTAL ELECTRIC RETAIL REVENUE W/ INTERDEPART. &amp; SFR</b>		\$46,478,985	\$47,352,467	\$873,482	1.88%

Notes  
[1] Discounts and credits are listed here for reference. They are already subtracted from the appropriate Commercial and Industrial Class revenue totals.



**SERVICE DATE**  
**Jul 17, 2013**

**RECEIVED**

JUL 18 2013

**CITY OF MENASHA**  
BY dg

**PUBLIC SERVICE COMMISSION OF WISCONSIN**

Application of the City of Menasha, Winnebago County, Wisconsin, as  
an Electric Public Utility, for Authority to Increase Electric Rates

3560-ER-105

**NOTICE OF HEARING**

<b>Hearing Date:</b>	<b>Thursday, August 8, 2013 - 9:30 a.m.</b>
<b>Hearing Location:</b>	<b>Amnicon Falls Hearing Room – 1st Floor Public Service Commission 610 North Whitney Way Madison, Wisconsin</b>
	<b>Menasha Utilities Commission Room 321 Milwaukee Street Menasha, Wisconsin</b>

**NOTICE IS GIVEN** that the Public Service Commission of Wisconsin will hold a public hearing in this proceeding on Thursday, August 8, 2013, at 9:30 a.m., in the Amnicon Falls Hearing Room at the Public Service Commission Building, 610 North Whitney Way, Madison, Wisconsin, and by **telephone** in the Menasha Utilities Commission Room, 321 Milwaukee Street, Menasha, Wisconsin. The Commission shall receive evidence from the parties, Commission staff, and comments from members of the public. The presiding Administrative Law Judge may allot additional time to receive evidence and comments, if necessary.

This is a Class 1 proceeding as defined in Wis. Stat. § 227.01(3)(a).

The Commission intends to webcast any hearing sessions held in the Amnicon Falls Hearing Room live on the Commission's web site at <http://psc.wi.gov> under the "PSC Live Broadcast" button.

**DOCUMENTS.** All documents in this docket are filed on the Commission's Electronic Regulatory Filing (ERF) system. To view these documents: (1) go to the Commission's web site at <http://psc.wi.gov>, (2) enter "3560-ER-105" in the box labeled "Link Directly to a Case," and (3) select "GO."

**PUBLIC COMMENTS.** A person may testify in this proceeding without becoming a party and without attorney representation. A person may submit this testimony in only one of the following ways:

- **Web Comment.** Go to the Commission's web site at <http://psc.wi.gov>, click on the "Public Comments" button on the side menu bar. On the next page select the "File a comment" link that appears for docket number 3560-ER-105. Web comments shall be received no later than Wednesday, August 7, 2013.
- **Oral Comment.** Spoken testimony at the public session.
- **Written Comment.** Instead of speaking at the hearing, write out a comment and submit it at the public session.
- **Mail Comment.** All comments submitted by U.S. mail shall be received no later than Wednesday, August 7, 2013. A mail comment shall include the phrase "Docket 3560-ER-105 Comments" in the heading, and shall be addressed to:

Docket 3560-ER-105 Comments  
Public Service Commission  
P.O. Box 7854  
Madison WI 53707-7854

The Commission will not accept comments submitted via e-mail or facsimile (fax).

A person shall limit a public comment to non-technical personal knowledge or personal opinion. A person may include references to other materials in a comment, but may not include as part of a comment, any document not written or substantially modified by that person. The Commission shall only accept documents that a person offers to supplement a comment for the purpose of showing the basis of an opinion, not for proof of the matter asserted. Parties may object to the receipt of a public comment.

Any material submitted to the Commission is a public record and may appear on the Commission web site. Only one comment may be submitted per person during a comment period. The Commission may reject a comment that does not comply with the requirements described in this notice.

**AMERICANS WITH DISABILITIES ACT.** The Commission does not discriminate on the basis of disability in the provision of programs, services, or employment. Any person with a disability who needs accommodations to participate in this docket or who needs to obtain this document in a different format should contact the docket coordinator listed below. Any hearing location is accessible to people in wheelchairs. The Public Service Commission Building is accessible to people in wheelchairs through the Whitney Way first floor (lobby) entrance. Parking for people with disabilities is available on the south side of the building.

Docket 3560-ER-105

**CONTACT.** Please direct questions about this docket or requests for additional accommodations for the disabled to the Commission's docket coordinator, Corey Singletary, at (608) 267-7778 or [Corey.Singletary@wisconsin.gov](mailto:Corey.Singletary@wisconsin.gov).

A handwritten signature in black ink, appearing to read "Michael E. Newmark", is written over a horizontal line.

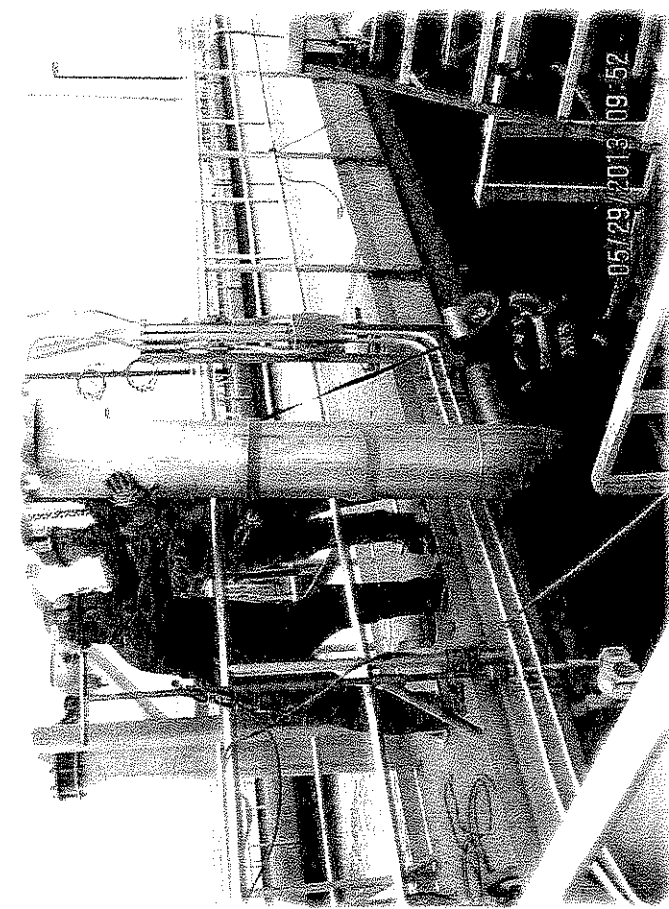
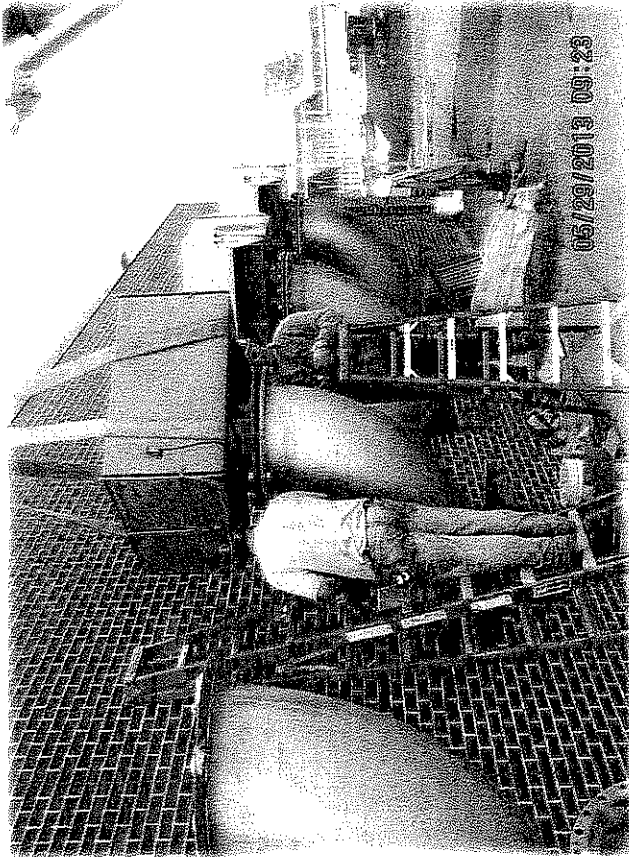
Michael E. Newmark  
Administrative Law Judge

MEN:CSS:jlt:DL:00775292

# Neenah Menasha Sewerage Commission

## WWTF Modifications

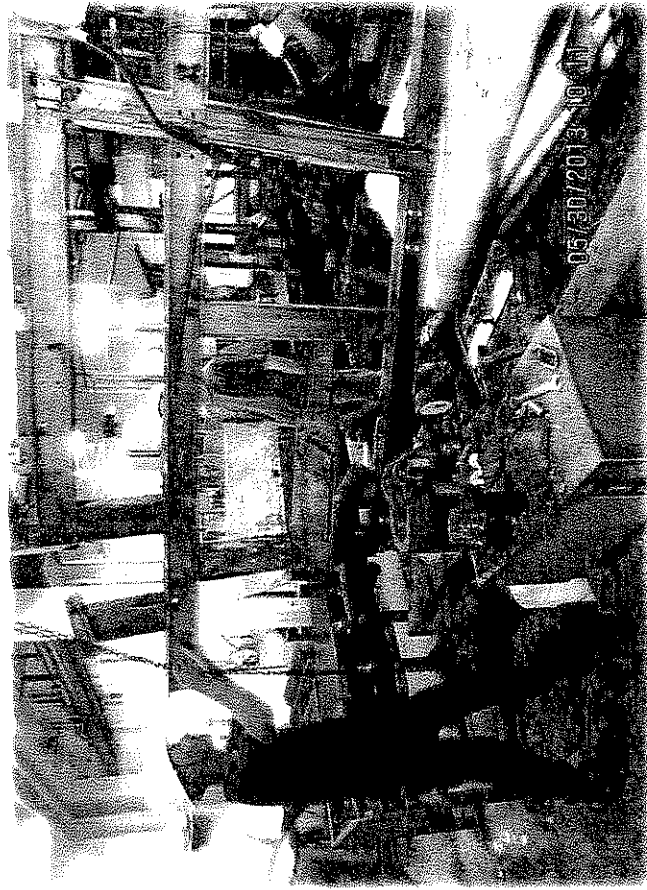
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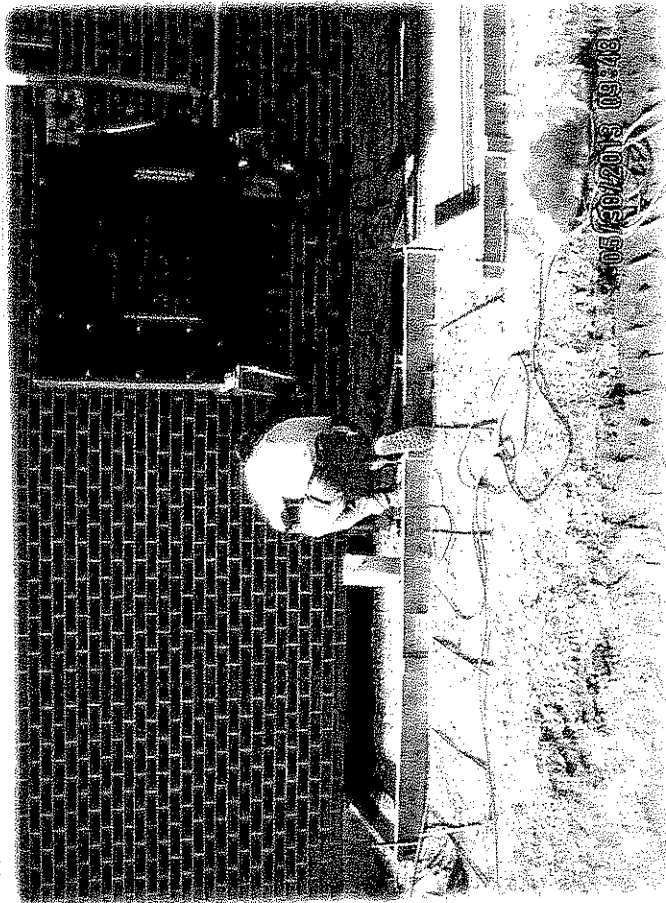
August Winter working on installing filters for the blowers and rerouting airmain piping at the aeration tanks.



Faith working on wiring automated valves for the aeration tanks and  
Miron laying concrete around wiring for the future MCCs.

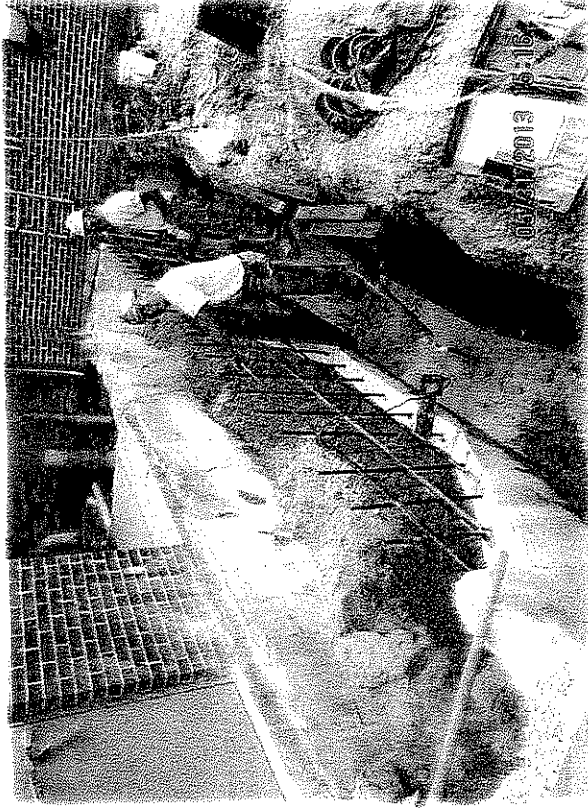


An HSI representative worked on starting up blowers and Kuhn demoed the west belt press in the sludge dewatering room.

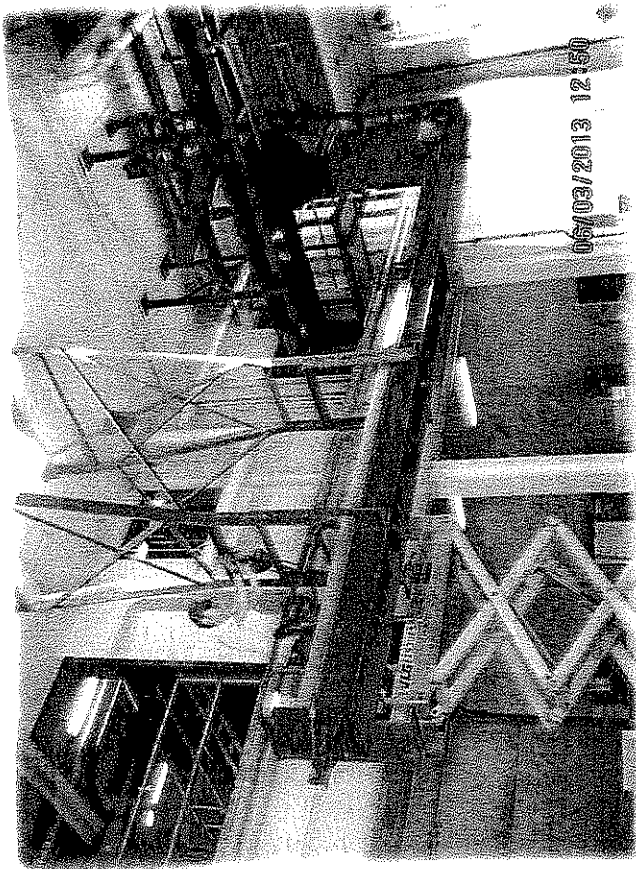


Miron prepared the sidewalk underneath the south blower building's heat exchangers and August Winter worked on excavating for 8" PVC centrate drain line.

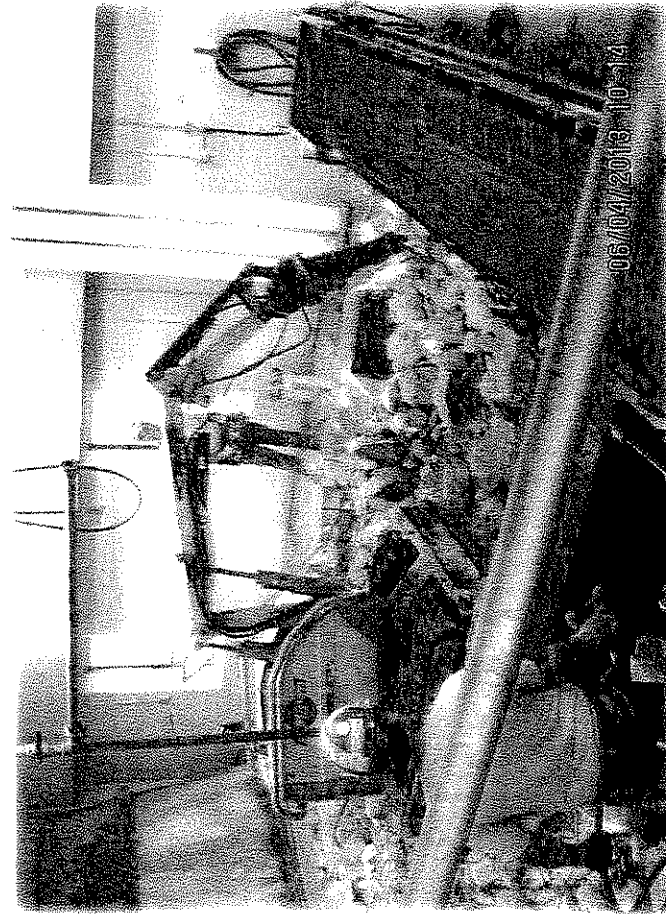
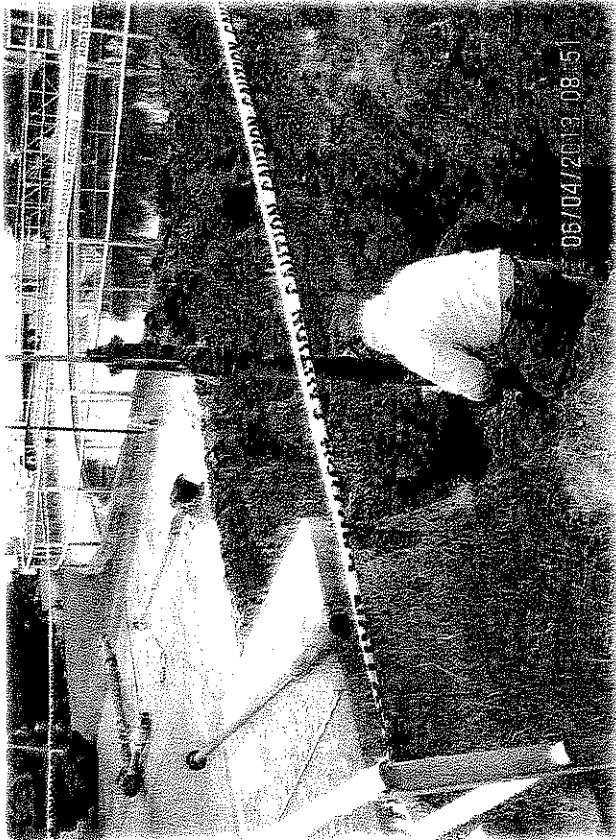




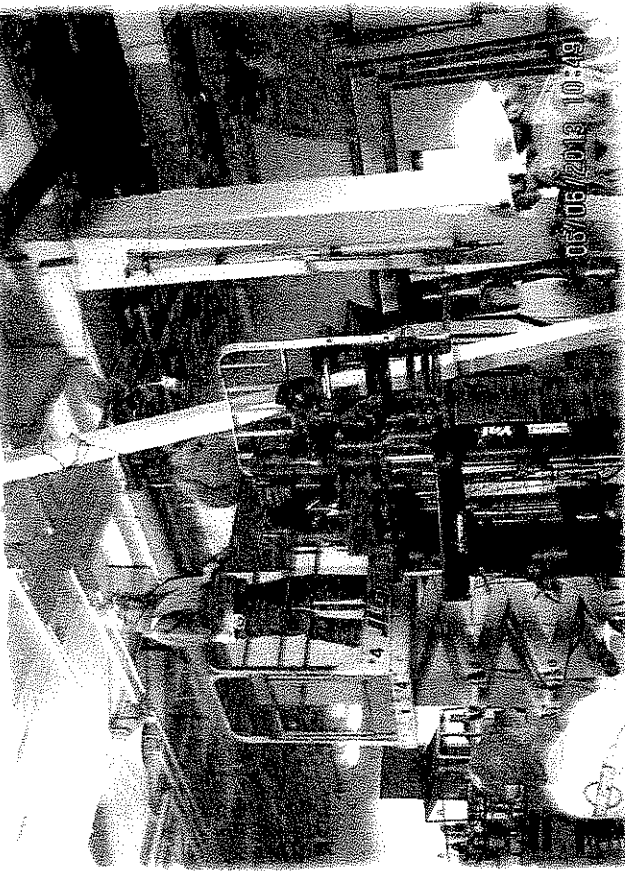
Miron worked on demolishing the west belt press house keeping pad and  
worked on setting up the stoop in front of the grit room door.



August Winter worked on removing the auger conveyor for modifications and cutting a section out of the 36" abandoned pipe for the PVC centrate drain line.

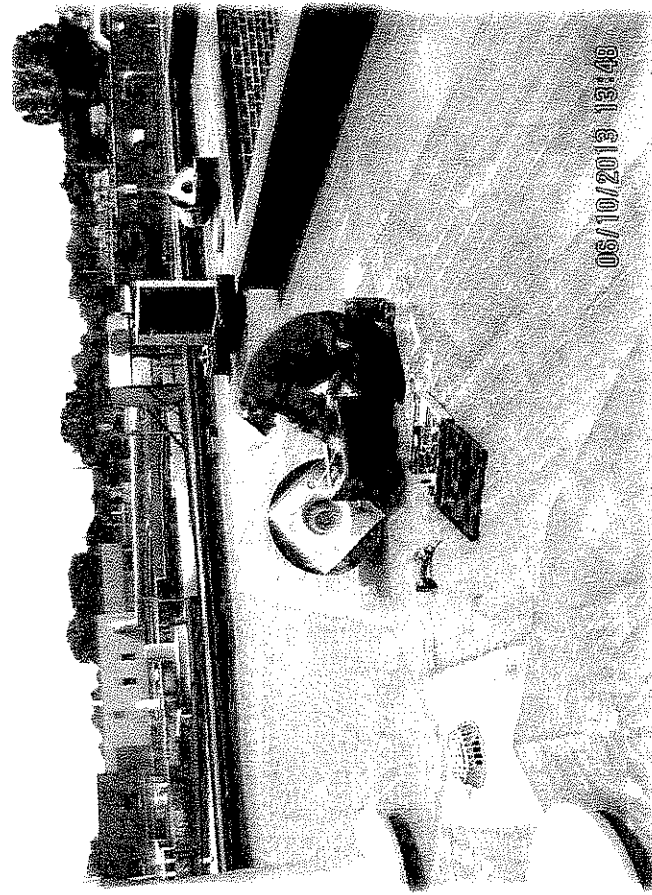
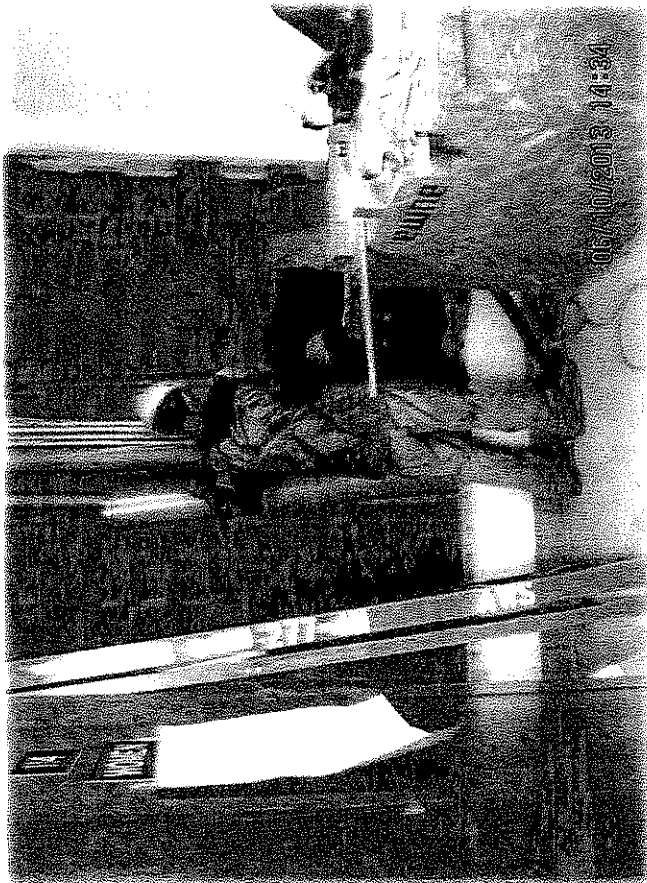


August Winter worked on replacing yard hydrants and Miron finished breaking up the last of the west belt press's house keeping pad.

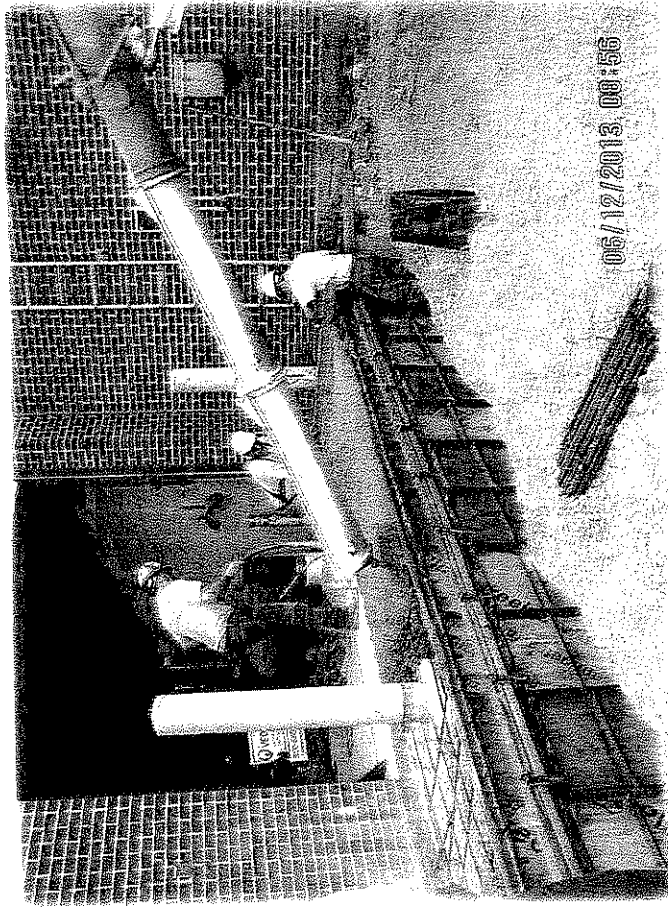
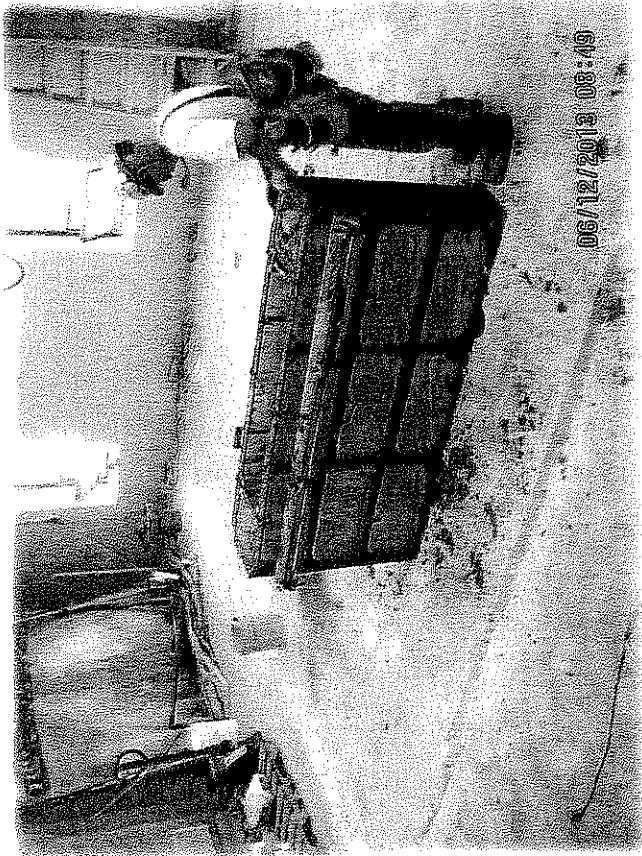


August Winter worked on demoing transformer TX3 and Miron installed a support beam in the service building's garage.

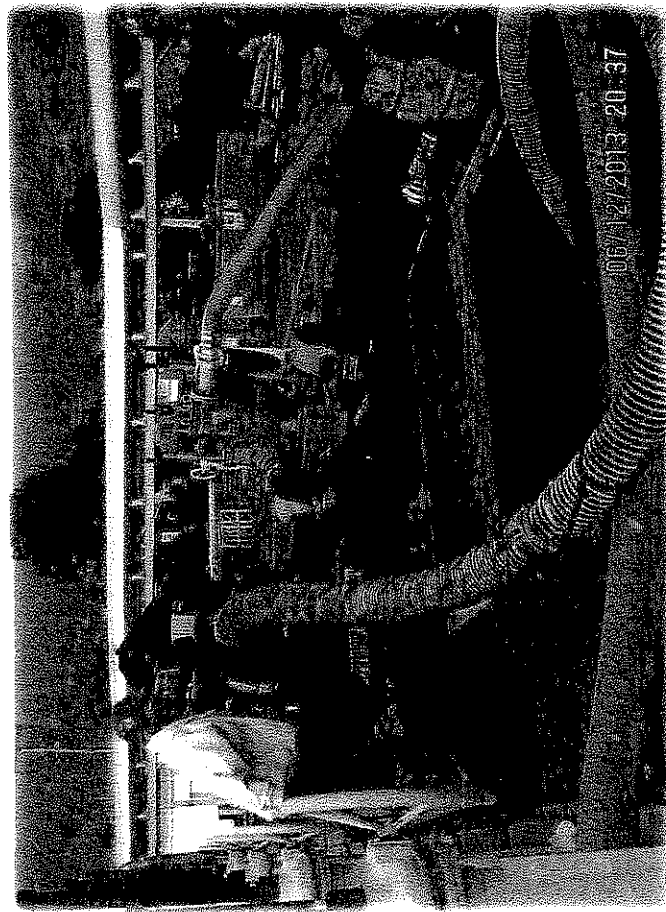




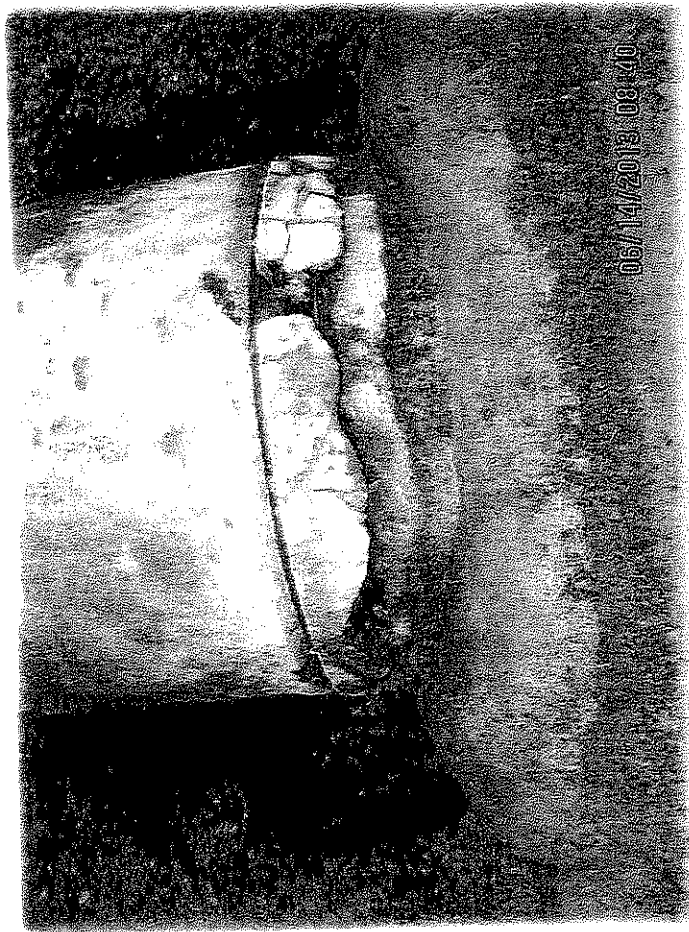
Kuhn demoing ductwork in the women's restroom and J&H wiring an exhaust fan on the gas handling building's roof.



Miron worked on leveling concrete for the west centrifuge pillars and for the apron in front of the grit room door.

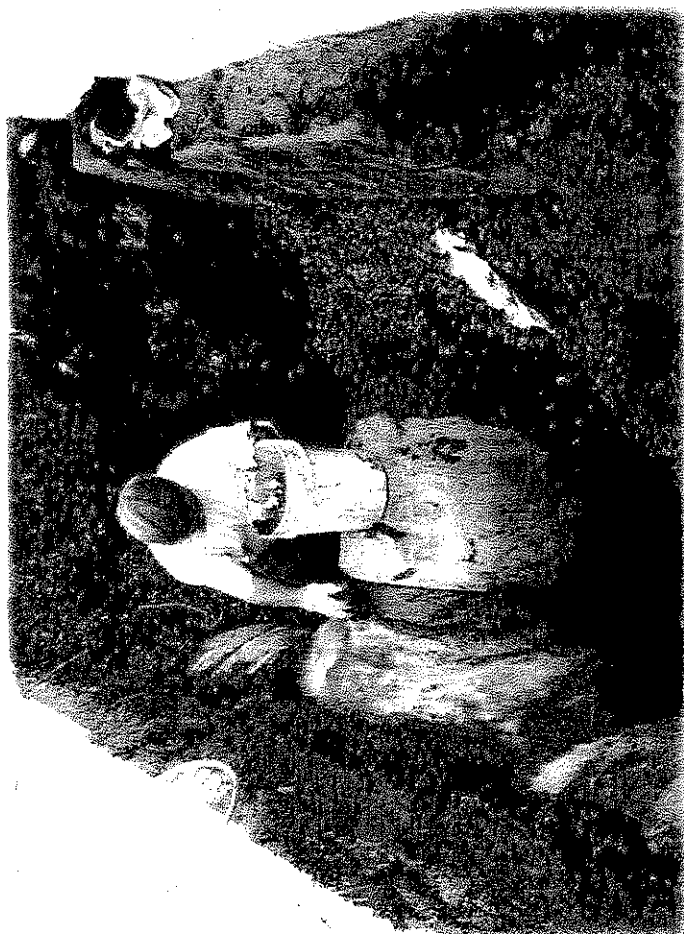


August Winter pumped out the primary effluent pipe and the primary clarifier and discharged it into the aeration tank splitter box.



Leak in primary effluent line was detected on west side of Primary Clarifier #2 where drop box pipe ties into the tee and August Winter cleaned out joint.





Miron applying a Xypex and grout mixture to fill in the spaces/cracks that had formed at the joint. August Winter then wrapped the newly covered joint in an asphaltic band.

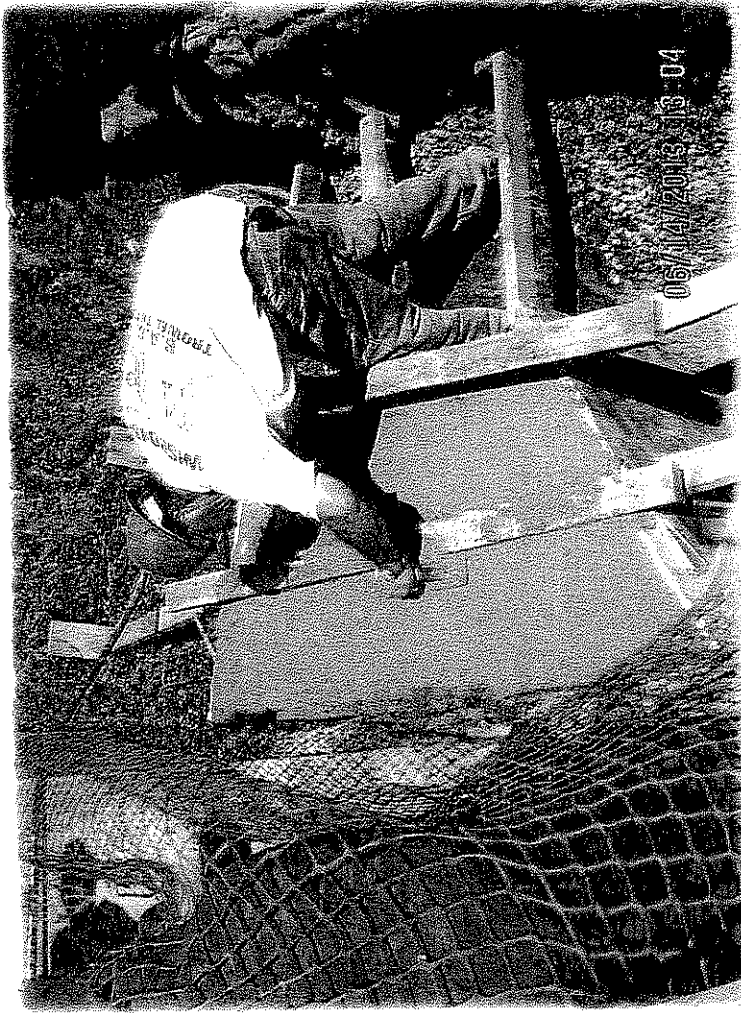
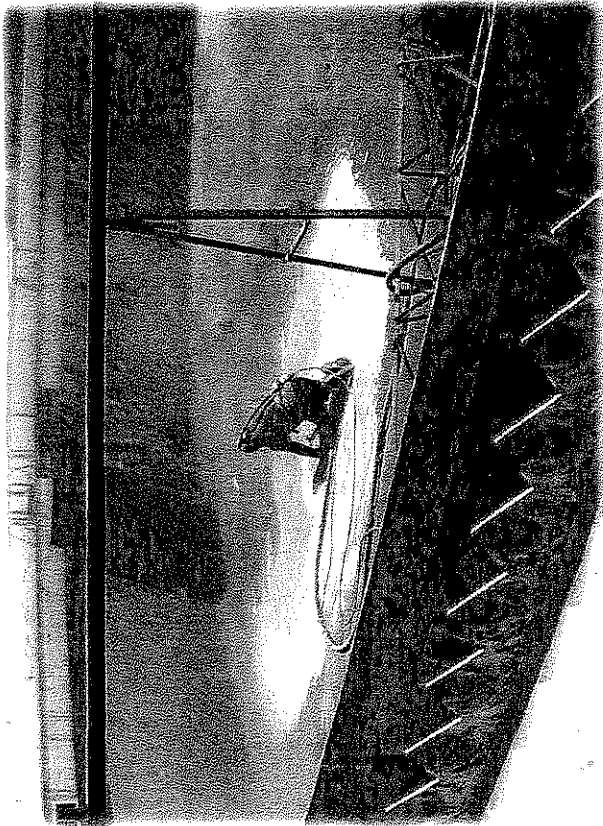
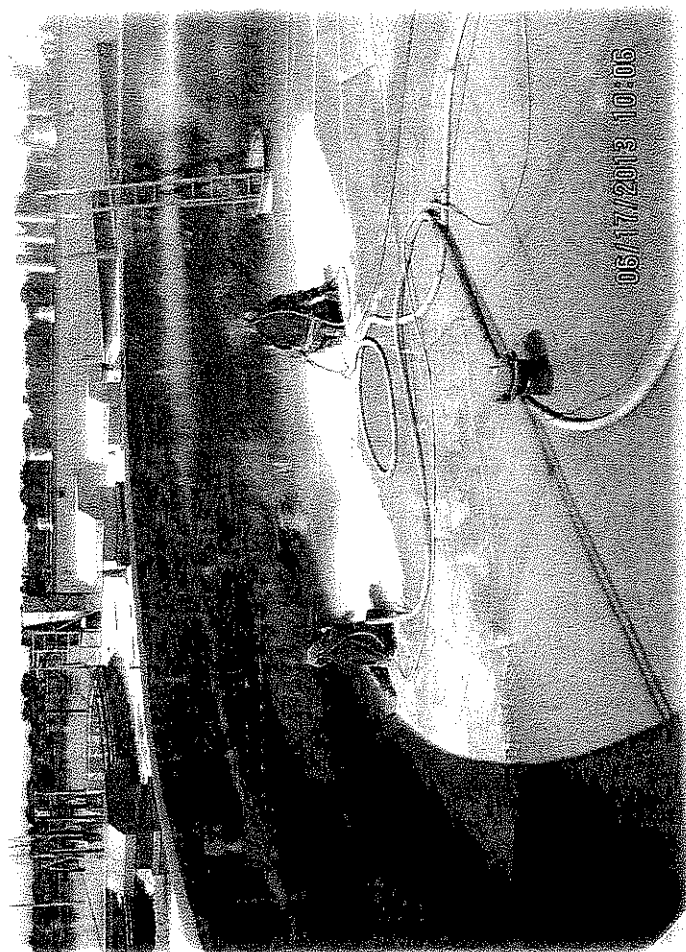
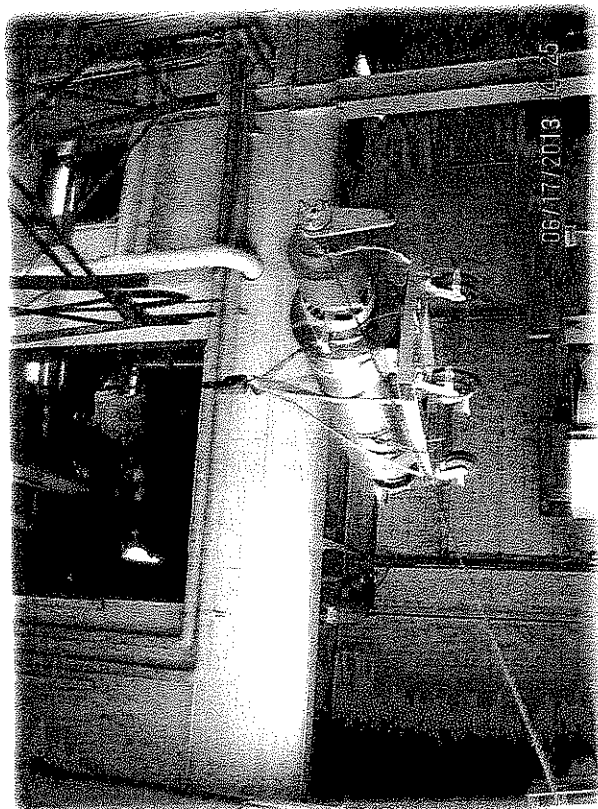


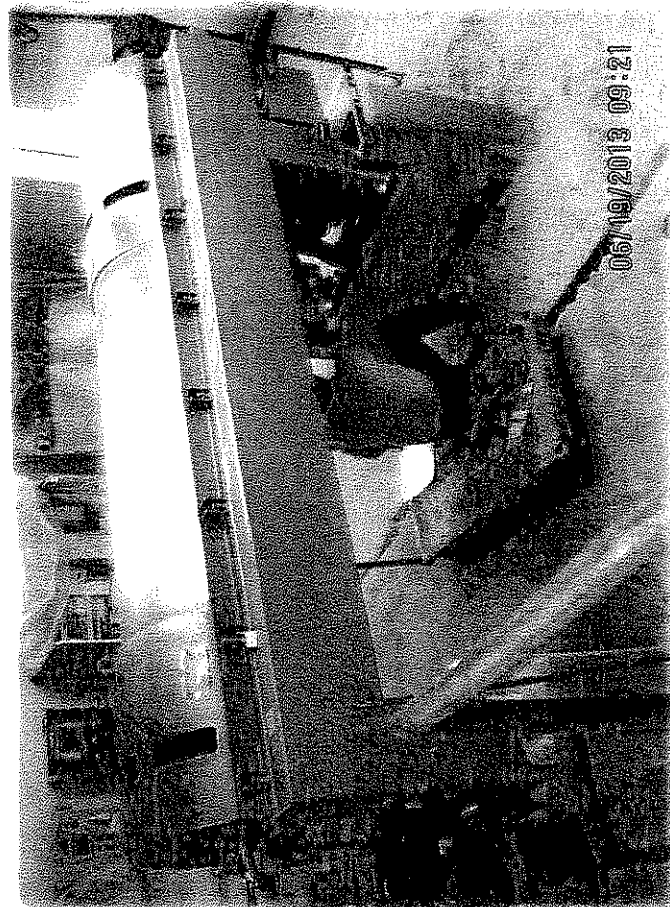
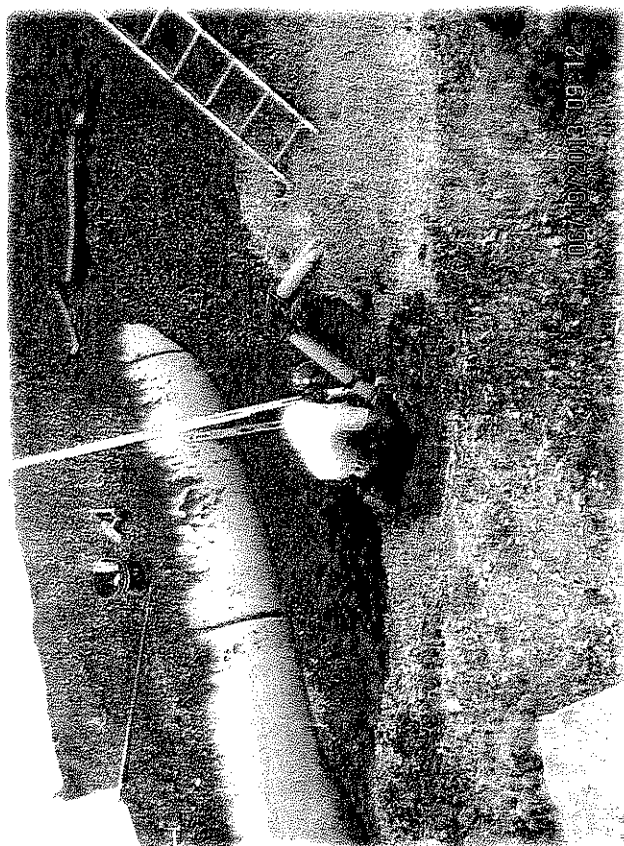
Image of joint after bands had been applied (left). Miron working on leveling out the concrete that had been poured around the joint.



Spies working on blasting the floor of primary clarifier number one and August Winter installing new odor control piping outside of the truck bay.

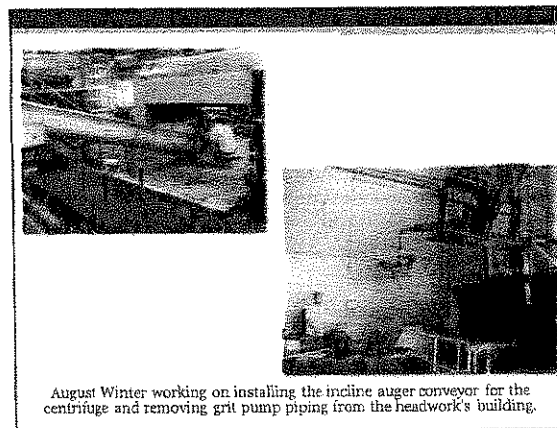
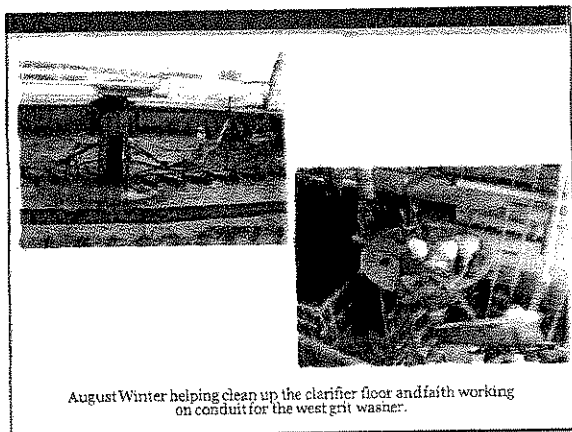
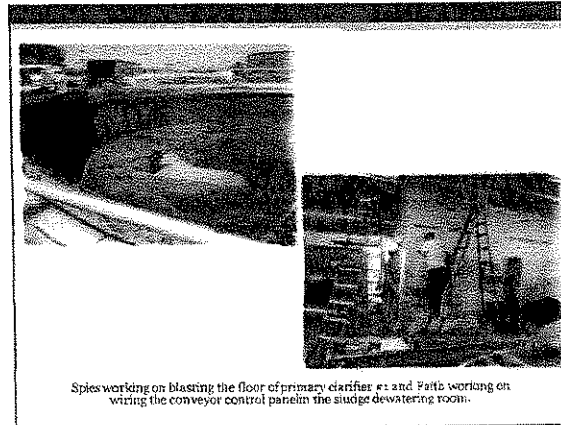
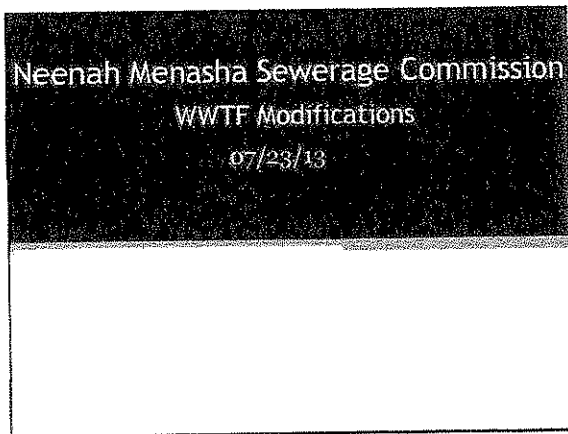


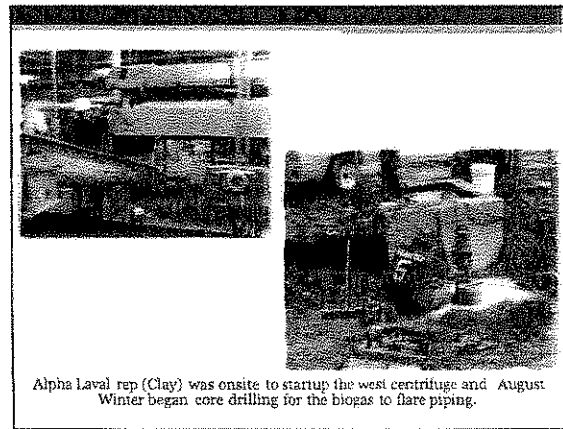
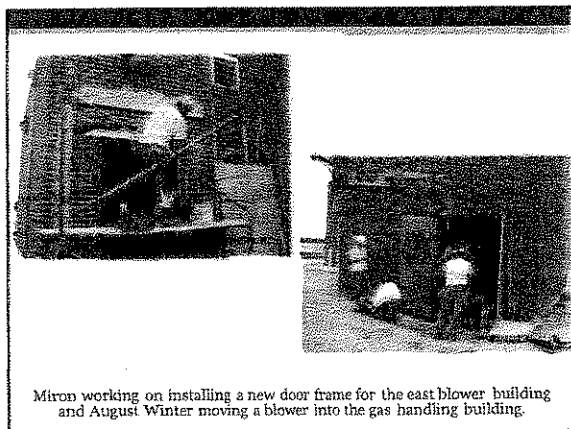
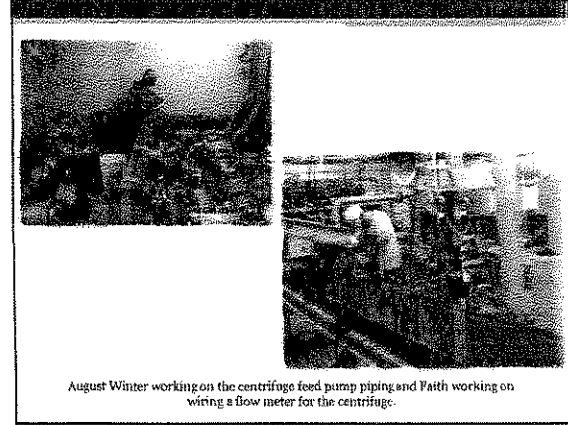
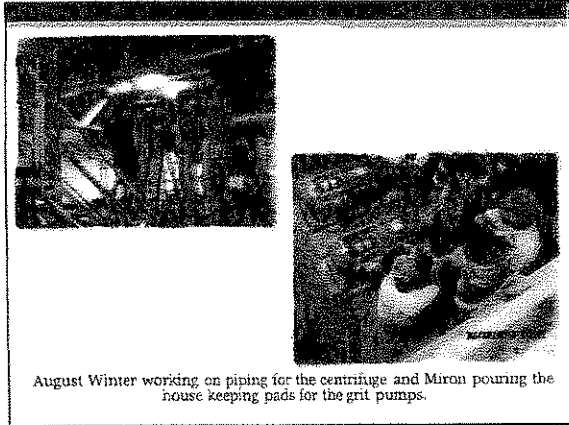
August Winter raising the centrifuge to the sludge dewatering room piece by piece and Spies blasting sections of the NW digester cover.

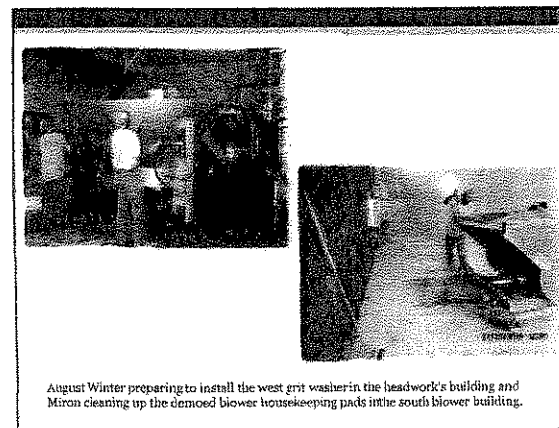
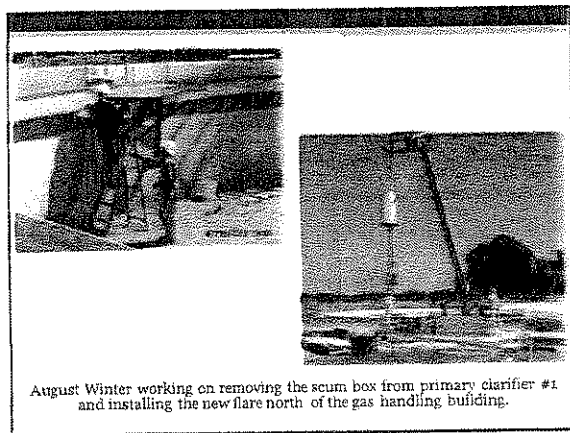
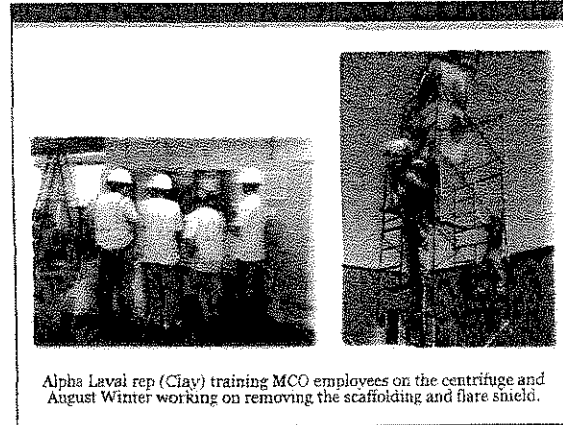
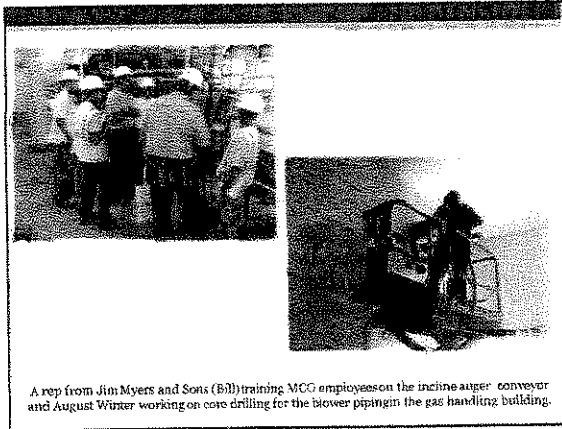


August Winter working on the 4 inch non-potable water line west of the generator building and installing components of west centrifuge.

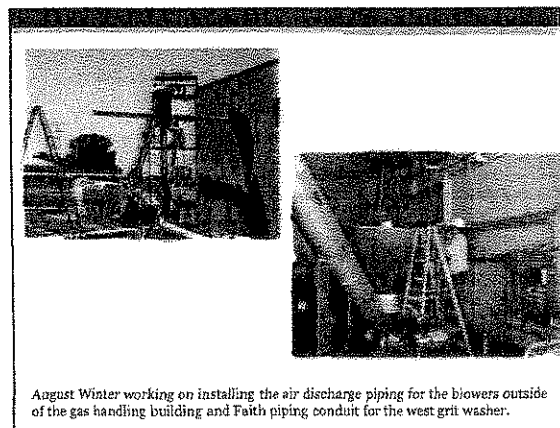
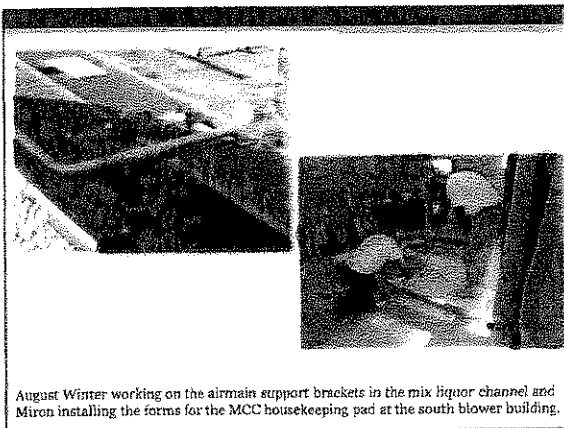
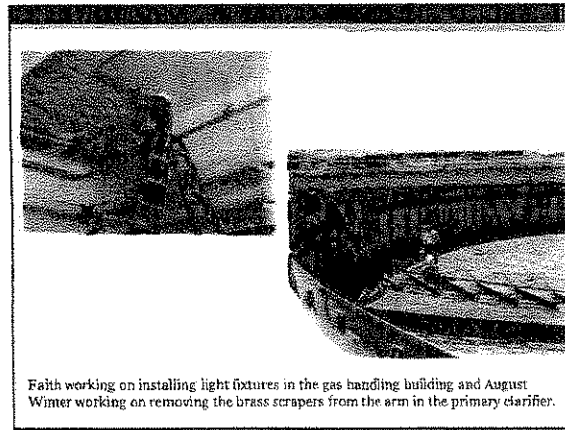
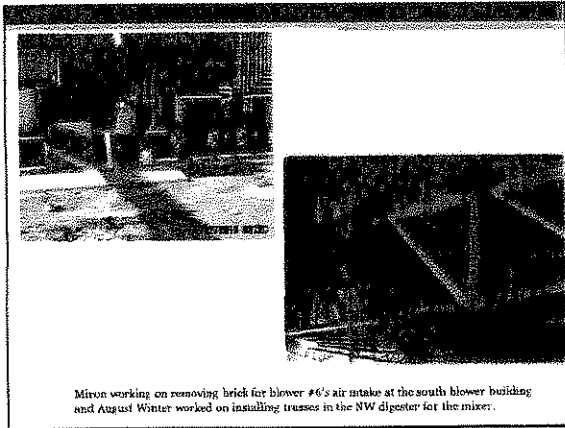














*Menasha*

July 16, 2013

«Owner»

«Owner\_address»

«Owner\_city», «Owner\_state» «Owner\_zip»

RE: Unit 2013-01 - Midway Road Sidewalk Construction Project

Dear Sir/Madam:

The City of Menasha has opened the bids for the above referenced Project and the recommendation to award has been forwarded to the Board of Public Works. The Board of Public Works will make their recommendation to the Common Council on August 5, 2013. The earliest start date for the Project would be August 13, 2013 with substantial completion to take place by November 15, 2013.

Please find enclosed a Construction Permit that you need to sign and return to the City of Menasha. The Construction Permit allows the Project Contractor onto your property to ensure a proper grade transition occurs from your property to the limits of the street right of way, which is normally at the back of the sidewalk. This work will include grading, lawn restoration, driveway paving, private curb and gutter replacement and private walk replacement. Also enclosed, for your use and/or reference, is that portion of the construction plans showing the proposed sidewalk construction in front of your property.

It is extremely important that you sign and return this permit in order to provide a good transition from the back of the new sidewalk to match point on your property. **The deadline for returning the signed Construction Permit is August 12, 2013.**

When you return the signed Construction Permit, please include an email contact, if you have one available. That will be the City's way to contact you regarding Project scheduling and how the Project is progressing.

If you have any questions regarding the Construction Permit or the Midway Road Sidewalk Project in general, please call me at (920) 967-3612 or [tmontour@ci.menasha.wi.us](mailto:tmontour@ci.menasha.wi.us).

Sincerely,

Tim J. Montour  
Engineering Supervisor

Enclosures

C: Mayor Merkes

Common Council

S:\PUBLICWORKS PUBLICWORKS\Contracts\Contracts 2013\2013-01 Midway Road\Midway Road Construction Permit\7\_15\_2013\ docx

parcel number	complete parcel address	Owner	Owner address	Owner city	Owner state	Owner zip
740076800	800 Midway Rd	Banta Corporation	PO Box 60	Menasha	WI	54952
740077605	Midway Rd	Capital Credit Union	P.O. Box 410	Kimberly	WI	54136
740077606	1050 Midway Rd	BMG Properties LLC	1050 Midway Road	Menasha	WI	54952
740077611	Midway Rd	La Salle Clinic Of WI SC	222 W College Ave Ste 3B	Appleton	WI	54911
740077902	1110 Midway Rd	Zaibon Property Group LLC	120 N Lake St	Neenah	WI	54956
740077904	1520 Appleton Rd	VK Real Estate Holding Co	PO Box 7971	Madison	WI	53707
740077905	1500 Appleton Rd	North Shore Bank, FSB	15700 W Bluemound	Brookfield	WI	53005
740077907	1578 Appleton Rd	Shopko SPE Real Estate LLC	PO Box 19060	Green Bay	WI	54307
740078000	895 Midway Rd	Monica Betters	895 Midway Rd	Menasha	WI	54952
740078200	905 Midway Rd	905 Midway Rd LLC	PO Box 703 DF6-4W	Deerfield	IL	60015
740078201	921 Midway Rd	Greater Fox Cities Area Habitat For Humanity	921 Midway Rd	Menasha	WI	54952
740078300	1095 Midway Rd	United Health Group Inc	1095 Midway Rd	Menasha	WI	54952
740078303	1101 Midway Rd	Laydwell Building Investors LLC	111 N Washington St Ste 400	Green Bay	WI	54301
740078307	1492 Appleton Road	Van Zeeland Companies	P.O. Box 7777	Appleton	WI	54912
740078309	1151 Midway Rd	Gemelli Real Estate Wisconsin LLC	2215 Union Ave.	Sheboygan	WI	53001
740078310	1486 Kenwood Dr	Kenwood Office Center LLC	PO Box 1690	Brookfield	WI	53008
740078315	1487 Kenwood Center	Kenwood Office Center LLC	PO Box 1690	Brookfield	WI	53008
740078318	1488 Kenwood Center	Kenwood Office Center LLC	PO Box 1690	Brookfield	WI	53008
760126989	1465A Opportunity Way	St. Joseph's Food Program, Inc.	1465A Opportunity Way	Menasha	WI	54952
760126990	1465B Opportunity Way	Community Clothes Closet Inc	1465B Opportunity Way	Menasha	WI	54952
760126991	Opportunity Way	Mercy Works Foundation	1475A Opportunity Way Ste 1	Menasha	WI	54952
760126992	1475 Opportunity Way	Leaven Inc	1475 Opportunity Way Suite 1	Menasha	WI	54952
760126993	Midway Rd	Mercy Works Foundation	1475A Opportunity Way Ste 1	Menasha	WI	54952
760126994	Midway Rd	Mercy Works Foundation	1475A Opportunity Way Ste 1	Menasha	WI	54952
760126995	1455 Midway Rd	United Way Fox Cities	1455 Midway Road	Menasha	WI	54952
760126996	Opportunity Way	Mercy Works Foundation	1475A Opportunity Way Ste 1	Menasha	WI	54952
760126997	Opportunity Way	Mercy Works Foundation	1475A Opportunity Way Ste 1	Menasha	WI	54952
760126998	Opportunity Way	Mercy Works Foundation	1475A Opportunity Way Ste 1	Menasha	WI	54952
760126999	Opportunity Way	Mercy Works Foundation	1475A Opportunity Way Ste 1	Menasha	WI	54952
760127000	1435 Midway Rd	Advanced Tooling Equities Inc	1435 Midway Rd	Menasha	WI	54952
760127100	1445 Midway Rd	United Pentecostal Church	1445 Midway Rd	Menasha	WI	54952
760163500	Midway Rd	Winnebago Color Press Inc	PO Box 528	Menasha	WI	54952
760165200	1233 Midway Rd	NBT Mortgage Servicing Solutions, LLC	2501 E. Enterprise Avenue	Appleton	WI	54913
760165300	1281 Midway Rd	RMH Holdings LLC	PO Box 631	Appleton	WI	54912
760165500	1305 Midway Rd	Midway Properties LLC	E9548 Hickory Ridge Rd	New London	WI	54961
760165600	1303 Midway Rd	C.W. Huffer LLP	1303 Midway Rd	Menasha	WI	54952
760165700	1313 Midway Rd	Data One Computer Services Inc	1313 Midway Rd	Menasha	WI	54952
760165800	1377 Midway Rd	American Court Offices LLC	1377 Midway Rd	Menasha	WI	54952
760166000	1381 Midway Rd	V R B Investments,LLP	PO Box 290	Weyauwega	WI	54983
760166100	Midway Rd	V R B Investments,LLP	PO Box 290	Weyauwega	WI	54983

S:\PUBLICWORKS PUBLICWORKS\Contracts\2013\2013-01 Midway Road\2013-01 city parcels for Construction Permit

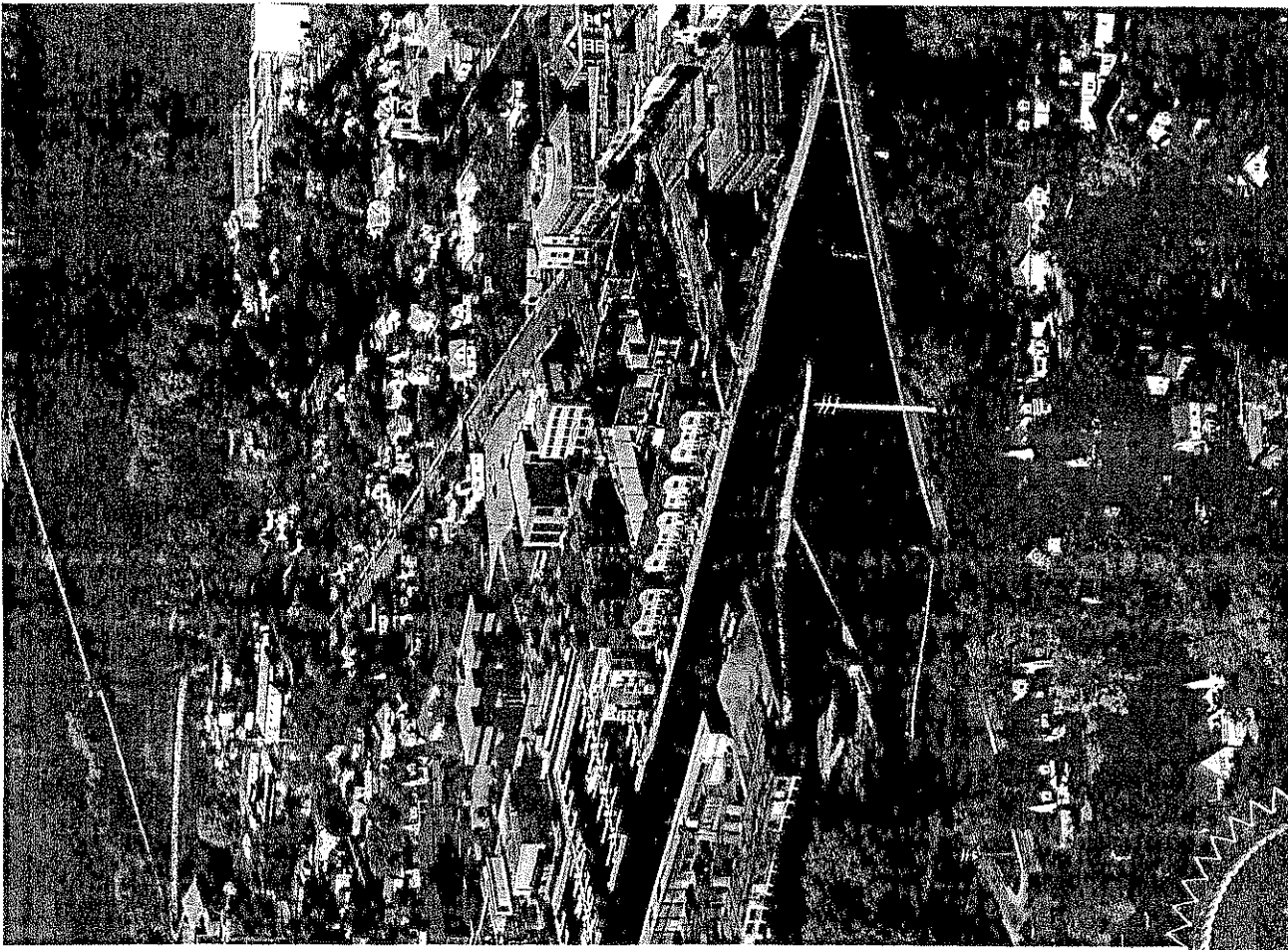
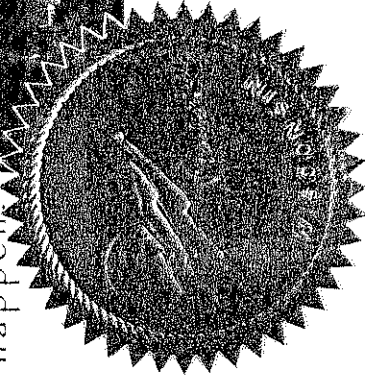
# The City of Menasha Welcomes

## The The Gray Lion

On July 20, 2013

Thanks to you, Downtown Menasha is drawing people from across the Fox Cities to share in our renewed vitality.

Menasha has captured the downtown charm with fantastic restaurants, unique shopping, art, nightlife, and the farm fresh market. Your business plays a key part in making this happen.



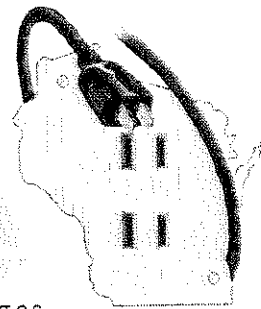
  
Donald Merkes, Mayor

A Coalition  
to preserve  
Wisconsin's  
Reliable and  
Affordable  
Electricity

# Customers First!

the Wire

Plugging you in to electric industry changes



608/286-0784 • P.O. Box 54 • Madison, WI 53701 • [www.customersfirst.org](http://www.customersfirst.org) • JULY 2013 • Vol. 18, No. 7

## Court approves cost allocations

Who pays for the big transmission build-out already well underway across the U.S., and how are their shares of the cost divided? That's been a question facing Wisconsin electric utilities, regulators, and customers for years.

Last month, a federal appeals court in Chicago came up with this answer: Everybody pays.

In a 26-page opinion, a three-judge panel of the U.S. Court of Appeals for the 7<sup>th</sup> Circuit reviewed the role of regional transmission organizations or RTOs—of which the Mid-continent Independent Transmission System Operator (MISO) that serves Wisconsin is one—and concluded that every entity using the grid of an RTO whose service area is traversed by a new line should share in the cost of building that line.

At issue are more than \$5 billion in lines specifically designated by the MISO as “multi-

value projects” or MVPs. These projects consist of high-voltage transmission lines with a minimum expected cost of \$20 million that help MISO members comply with renewable energy mandates, enhance system reliability, or deliver economic benefits

across multiple sectors of the RTO service area.

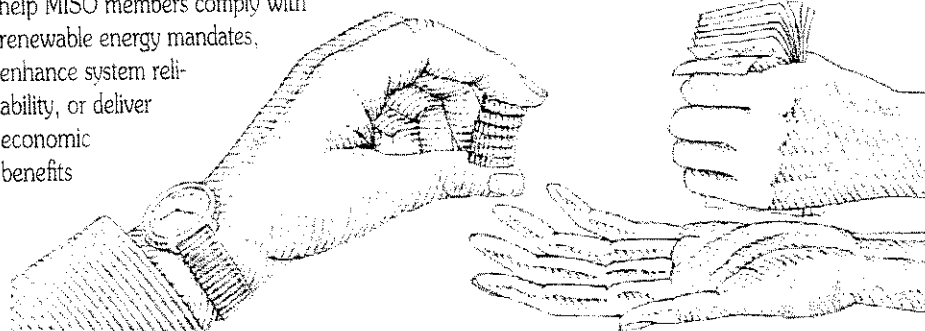
Two years ago the Federal Energy Regulatory Commission (FERC) largely adopted a MISO plan allocating MVP costs among all MISO members, but state regulators in Illinois and Michigan, (along with some utilities) object-

ed that MISO members in their jurisdictions—and ultimately their customers—would receive minimal benefit in comparison with the costs they would share. They petitioned for judicial review of the FERC-approved cost-sharing scheme.

The court agreed that under federal law, the costs of transmission upgrades, paid in the form of fees added to the price of wholesale electricity, must be “roughly proportionate to the anticipated benefits to a utility of being able to use the grid.” It also noted that both MISO and FERC agree that the MVPs will benefit all MISO members and all members should share in their costs.

So the fundamental issues aren't especially complicated but some aspects of the resulting opinion can be expected to trigger a lot more activity—both legal and energy-related activity—down the road. Here's why:

Construction of the MVPs is largely a result of policy choices to increase reliance on wind energy, which is generated far more efficiently on the Great Plains than in the more populated sections of the MISO service area farther east.



## Renaissance in reverse?

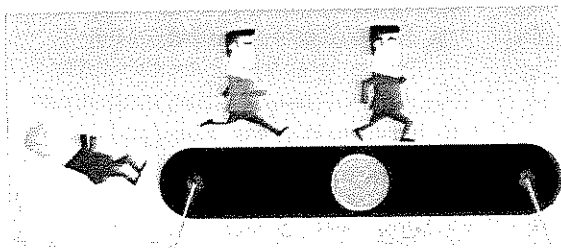
Over the past decade or so, we've commented occasionally on speculation about a “renaissance” in nuclear-fueled electric generation and the practical considerations that often make the speculation appear to be no more than that. Several new nuclear units are under construction, but the first half of 2013 raised the question: Will the old ones go out of business faster than the new ones can be built?

The middle week of June was typical. Over a span of three days we saw stories that Xcel Energy plans to spend nearly \$2 billion to add another 20 years to the productive lifetime of its 40-year-old reactors in Minnesota, and that Southern California Edison will permanently close its San Onofre plant, idled by a prolonged outage for major repairs. A few weeks ago the Kewaunee plant on Lake Michigan shut down for good, despite being licensed to operate until 2033, after its Virginia-based owner found it uneconomical to operate in the face of low natural-gas prices. Also in June, Mid-American Energy said it was abandoning studies for a small-scale reactor in Iowa.

In February, Duke Energy

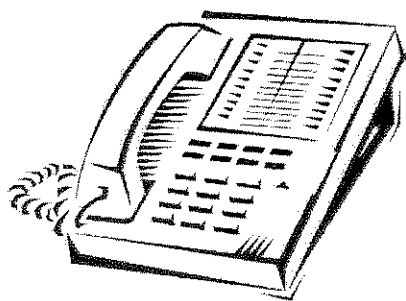
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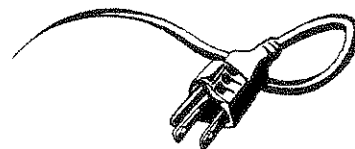
THE WIRE is a monthly publication of the *Customers First!* Coalition—a broad-based alliance of local governments, small businesses and farmers, environmental groups, labor and consumer groups, retirees and low-income families, municipal electric utilities, rural electric cooperatives, wholesale suppliers,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

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



## KEEPING CURRENT

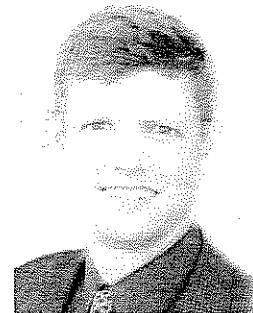
With CFC Executive Director Matt Bromley



The Wisconsin State Legislature recently wrapped up work on the 2013-15 state budget, and as of this writing, it's now back before the governor for his signature into law. Lawmakers left mostly intact the few energy-related items the governor proposed in his original budget earlier this year.

One of those items, previously mentioned in this column, gives the state specific authority to sell or lease state-owned property, including heating, cooling, and power plants. The Legislature modified the provision by specifying that the state could not sell or lease a plant unless the transaction is first approved by the Legislature's Joint Committee on Finance. As part of the approval process, the Department of Administration (DOA) will be required to provide the committee with a cost-benefit analysis and other information related to the proposed sale or lease.

Whether there will be any bidders for the plants remains to be seen. Most of the 33 state-owned facilities are small, older plants that provide steam and chilled water to state universities, prisons, and health care facilities. According to the DOA, there is nearly \$313 million in outstanding debt for the plants. Yet, some entities may find acquiring one or more of them to be a prudent investment. We Energies has publicly expressed an interest in purchasing one or more of the state's plants, and Madison Gas & Electric has indicated it would be interested in purchasing plants in its service territory such as the state-owned portion of the 150-megawatt cogeneration facility on the University of Wisconsin-Madison campus. Currently, that plant is jointly owned by the utility and the state.



Bromley

A second item in the governor's budget that was approved by the Legislature changes how utility public benefits are allocated. Utilities collect from customers a "state low-income assistance fee" (a/k/a public benefits) that cannot exceed more than 3 percent of the customer's utility bill. The \$90 million or so collected annually from this fee is combined with federal dollars to fund weatherization programs and bill payment assistance to low-income households. The budget bill doesn't change the amount customers pay, but it shifts a greater portion—approximately \$8 million a year—of the money collected through the fee from weatherization to bill payment assistance. The governor's administration says the change is intended "to ensure fair and consistent funding for each program."

The governor says he hopes to sign the budget into law by July 1. 💡

## Cost allocations

**Continued from page 1...**

The court found that facilitating the delivery of Western wind power will "confer substantial benefits on the region served by MISO by replacing more expensive local wind power" and fossil-fueled power plants.

The Michigan plaintiffs argued that one reason they would derive minimal benefit from MVPs is a Michigan law prohibiting utilities from counting renewable energy produced outside the state in demonstrating compliance with the mandated standard of 10 percent renewable energy by 2015.

The court's rejection of this argument opens a whole new line of potential litigation, as the opinion says, "Michigan cannot, without

violating the commerce clause of Article I of the Constitution, discriminate against out-of-state renewable energy."

Wisconsin's renewable energy standard—also 10 percent by 2015—prescribes no geographical restriction, but a number of states do. *Environment and Energy News* quoted an unnamed source in the legal profession speculating that the 7<sup>th</sup> Circuit opinion sets the table for litigation against in-state sourcing requirements and "changes the entire renewables game."

On the more basic cost-benefit question, the court was dismissive: "Illinois can't counter [the FERC-approved cost-sharing plan] without presenting evidence of imbalance of costs and benefits, which it hasn't done," the opinion said. 💡

## Coalition member names new executive director

RENEW Wisconsin, a renewable energy advocacy organization and member of the *Customers First!* Coalition, has appointed a veteran of the U.S. Department of Energy and the Wisconsin Division of Energy Services as its new executive director. Tyler Huebner commenced his duties with RENEW as of June 1.

In addition to his past work for the state and federal governments, Huebner has been a consultant for ICF International and a facilities management engineer at the University of Iowa, where he earned a bachelor's degree in electrical engineering. He holds a master's degree in Civil and Environmental Engineering from Stanford University. 💡



## PGE = Penalties Go Easy?

Two billion dollars might seem like a steep price to pay for shoddy work by a public utility, until you consider that the shoddiness resulted in eight fatalities and extensive property damage. Pacific Gas and Electric (PGE) has been ordered to spend \$2.2 billion to remedy deficiencies in its gas system, but now some California officials are saying the penalty needs to be tougher.

Early last month, a regulatory attorney with the California Public Utilities Commission issued a public statement critical of his own agency's consumer protection and public safety division. Robert Cagen, who was reassigned from the PGE penalty case, said he believed the staff-recommended penalties were "unlawful" and did not amount to adequate punishment.

The San Jose *Mercury News*, which reported on Cagen's statements initially e-mailed to a local television station's website, said

officials in the city of San Bruno, where the pipeline explosion occurred, were upset that the staff penalty proposal would allow PGE to receive credit for \$1 billion in work it says it has already completed and also to gain access to \$900 million in tax credits.

Meanwhile, the administrator whose division Cagen criticized tore into PGE for its "lack of remorse," after the utility complained that the proposed penalty was excessive.

According to a story reported by Los Angeles TV station KCET, safety division head Emory Hagan said, "It's time to throw the Book at PG&E."

On the other hand, KCET reported, Hagan acknowledged that the proposed penalty is half as much as PGE would need to spend to bring its gas pipeline network up to "minimum acceptable standards" but worried that higher penalties might degrade the utility's ability to maintain safe operations while making the needed upgrades.

So, how's this relevant in a newsletter dedicated to affordable and reliable electricity? Simple: PGE's troubles can be traced to the electric restructuring mania of the 1990s, when the company lost focus on its core mission and started cutting corners in a desperate—and unsuccessful—bid to avoid bankruptcy in a regulatory environment rigged to make restructuring look like a winner for customers.

California utilities—and their customers—are still paying the price. 💡

## Renaissance?

Continued from page 1...

decided to permanently close its inactive Crystal River plant in Florida, which had become a money pit for the company.

Five new units are under construction in South Carolina, Georgia, and Tennessee, so closures and construction startups are running about even.

In a report this spring, the Energy Information Administration (EIA, a division of the Department of Energy) identified reasons why the renaissance talk hasn't been panning out so far: "With high nuclear power-plant construction costs, low natural gas prices, and slow growth in demand for electricity, market conditions for building new nuclear plants are challenging," the report said.

The EIA anticipated overall U.S. nuclear generation to grow more than 14 percent by 2040 but to nevertheless decline as a share of total generation—from about 19 percent today to 17 percent in 2040—as natural gas and renewable energy sources expand. 💡

## Scam warning

Bogus home-energy audits and phony bill collections through prepaid credit cards are some of the latest tricks employed by thieves to part electricity customers from their hard-earned money, electric cooperatives in several states are reporting.

In mid-June, *Electric Co-op Today*, a national trade publication, reported that thieves posing as co-op employees have been making "home walk-through" scam calls. They tell a co-op member it's possible to save money on energy bills if they schedule a walk-through energy audit of their home. The "audit" turns out to be nothing but an excuse to get inside the house and case it for future burglary attempts.

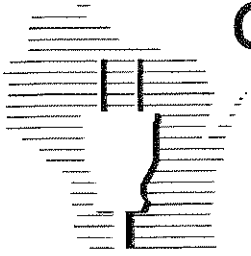
More familiar is the tactic of calling unsuspecting customers and telling them they're behind on their electric bill and that service will be disconnected if they don't pay up within a matter of hours. The scam artist demands payment via a prepaid credit card and the customer is out of luck.

Customers of investor-owned utilities in Wisconsin and other states, along with electric co-op members in Texas and Virginia are among those recently targeted. 💡

## Energy saver tip

If your freezer needs to be defrosted, it's working too hard. That means it's using more electricity than necessary and that, in turn, means it's churning out excessive heat inside your home at midsummer, just when you don't want it. Removing frost when its thickness reaches a quarter-inch will give you more efficient performance and help you stay cool. 💡



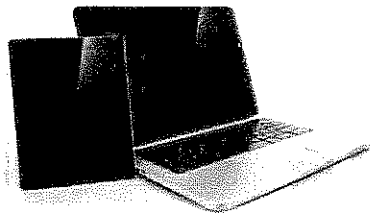


# Customers First!

P.O. Box 54  
Madison, WI 53701

## A Coalition

to preserve  
Wisconsin's  
Reliable  
and Affordable  
Electricity



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

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



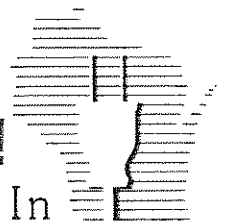
## Quotable Quotes

*"These scammers will tell you that you are months behind on your utility bills and must pay at once. If these scammers call you, do not engage them. Hang up immediately."*

—Sandy Chalmers, Wisconsin Department of Agriculture, Trade and Consumer Protection, warning of fake utility bill-payment scams and quoted June 18, 2013 in *Electric Co-op Today*.

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

**Customers First!**  
Plugging Wisconsin In





CITY OF MENASHA  
COMMON COUNCIL  
Third Floor Council Chambers  
140 Main Street, Menasha  
Monday, July 15, 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, Nichols, Taylor, Sevenich, Langdon, Keehan, Zelinski

ALSO PRESENT: Mayor Merkes, PC Styka, FC Auxier, CDD Keil, Dpty Treasurer Sassman, LD Lenz,  
Clerk Galeazzi

DEPT HEADS EXCUSED: CA/HRD Captain, DPW Radtke, PHD Nett, PRD Tungate

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. 7/1/13
- b. Board of Health. 5/8/13. 6/12/13
- c. Committee on Aging. 5/9/13
- d. Landmarks Commission. 6/12/13
- e. Plan Commission. 7/2/13
- f. Public Works/Parks Safety Committee. 5/28/13
- g. City Hall Safety Committee. 4/4/13

Moved by Ald. Benner, seconded by Ald. Langdon to receive Minutes A-G.

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. 7/1/13
2. Special Joint Common Council and Water and Light Commission. 7/8/13

Administration Committee. 7/1/13; Recommends approval of:

3. Amendment # 3 to Development Agreement between PJC Group, LLC and the City of Menasha
4. Prepayment of Development Incentive to Gilbert Development Company, LLC
5. Inclusion of payment of development incentives to PJC Group, LLC and Gilbert Development Company, LLC in 2013 Board of Commissioners of Public Lands Borrowing

Plan Commission, 7/2/13; Recommends approval of:

6. Certified Survey Map Combining Lots 6 & 7 of J.O. Johnson Industrial Park Plat- Bud Drive

Ald. Zelinski requested to remove items 3, 4, 5 from Consent Agenda.

Moved by Ald. Benner, seconded by Ald. Langdon to approve Consent Agenda items 1, 2, and 6.

Motion carried on roll call 8-0.

DRAFT

#### H. ITEMS REMOVED FROM CONSENT AGENDA

Moved by Ald. Benner, seconded by Ald. Langdon to approve Consent Agenda item 3, Amendment #3 to Development Agreement between PJC Group LLC and City of Menasha.  
General discussion ensued on the amendment and development site status.  
Motion carried on roll call 7-1. Ald. Zelinski voted no.

Moved by Ald. Benner, seconded by Ald. Keehan to approve Consent Agenda item 4, Prepayment of Development Incentive to Gilbert Development Company LLC.  
Motion carried on roll call 8-0.

Moved by Ald. Benner, seconded by Ald. Keehan to approve Consent Agenda item 5, Inclusion of payment of development incentives to PJC Group, LLC and Gilbert Development Company LLC in 2013 Board of Commissioners of Public Lands borrowing.  
Motion carried on roll call 7-1. Ald. Zelinski voted no.

#### I. ACTION ITEMS

1. Accounts payable and payroll for the term of 7/3/13 to 7/11/13 in the amount of \$714,548.33.  
Moved by Ald. Nichols, seconded by Ald. Englebert to approve accounts payable and payroll.  
Motion carried on roll call 8-0.

2. Beverage Operators License Applications for the 2013-2015 licensing period.  
Moved by Ald. Benner, seconded by Ald. Zelinski to approve Beverage Operators License as submitted.  
Motion carried on roll call 8-0.

Moved by Ald. Benner, seconded by Ald. Keehan to deny Beverage Operators License for Christina Metros as she does not meet criteria under the Guidelines of Operator Licenses.  
Motion carried on roll call 8-0.

3. Renewal Liquor License Application for Mr. Taco LLC, Francisca Jaimes, Agent, 403 Racine Street, Menasha for the 2013-2014 licensing year.  
Clerk Galeazzi reported that all requirements of the liquor license have been received and are in order.  
Moved by Ald. Sevenich, seconded by Ald. Benner to approve renewal liquor license application for Mr. Taco LLC, Francisca Jaimes, agent, 403 Racine Street, Menasha for the 2013-2014 licensing year.  
Motion carried on roll call 8-0.

#### J. ORDINANCES AND RESOLUTION

1. R-8-13 Resolution Authorizing The Issuance And Sale Of Up To \$504,200 Sewerage System Revenue Bonds, Series 2013, And Providing For Other Details And Covenants With Respect Thereto (Introduced by Mayor Merkes)

Moved by Ald. Zelinski, seconded by Ald. Benner to adopt R-8-13.  
Motion carried on roll call 8-0.

#### K. APPOINTMENTS

1. Mayor's appointment of Robert Golz, 1321 Applewood Drive, Menasha, to the Library Board for the term of 7/15/13 to 7/1/16.

Moved by Ald. Langdon, seconded by Ald. Nichols to approve Mayor's appointment of Robert Golz to the Library Board for the term 7/15/13 to 7/1/16.  
Motion carried on voice vote.

#### L. HELD OVER BUSINESS

#### M. CLAIMS AGAINST THE CITY

DRAFT

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. Langdon, seconded by Ald. Benner to adjourn at 6:34 p.m.  
Motion carried on voice vote.

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

## STREET USE APPLICATION

Event: Twisted Pistons Cruise-inSponsored by: Twisted PistonsResponsible Person: Randy ThomsonAddress: 426 Broad St.  
Menasha WIStreet Use Date: 8/15/13Start Time: 2:00 PMEnd Time: 10:00 PM

Number of Units: \_\_\_\_\_

(Parades)

Email Address: randy@randallsequel.com Phone: 920-727-1826Street Route: MAIN STREET RACINE to chute / MILL STREET  
Description of Use (attach map)Liability insurance has been secured in the amount of \$2,000,000.00 with the City of Menasha named as the additional insured. This is primary insurance.Insurance Company: HUB International/Tulio Policy No. ARL360147  
(Attached are samples of the certificate of insurance and endorsement: each naming the City of Menasha as additional insured)Date: 8/13/13Applicant's Signature: Randy Thomson**Permit Fee:** Each application for a Street Use Permit shall be accompanied by a fee of \$25.00 along with a Special Event Fee of \$25.00. Please make checks payable to City of Menasha.**Note to events planning to use City Parks and/or greenspace:** Any multi-day event or event which plans to sell beer and/or wine to the public must appear before the Parks and Recreation Board.

TO BE COMPLETED BY CITY STAFF (Revised February 4, 2013)

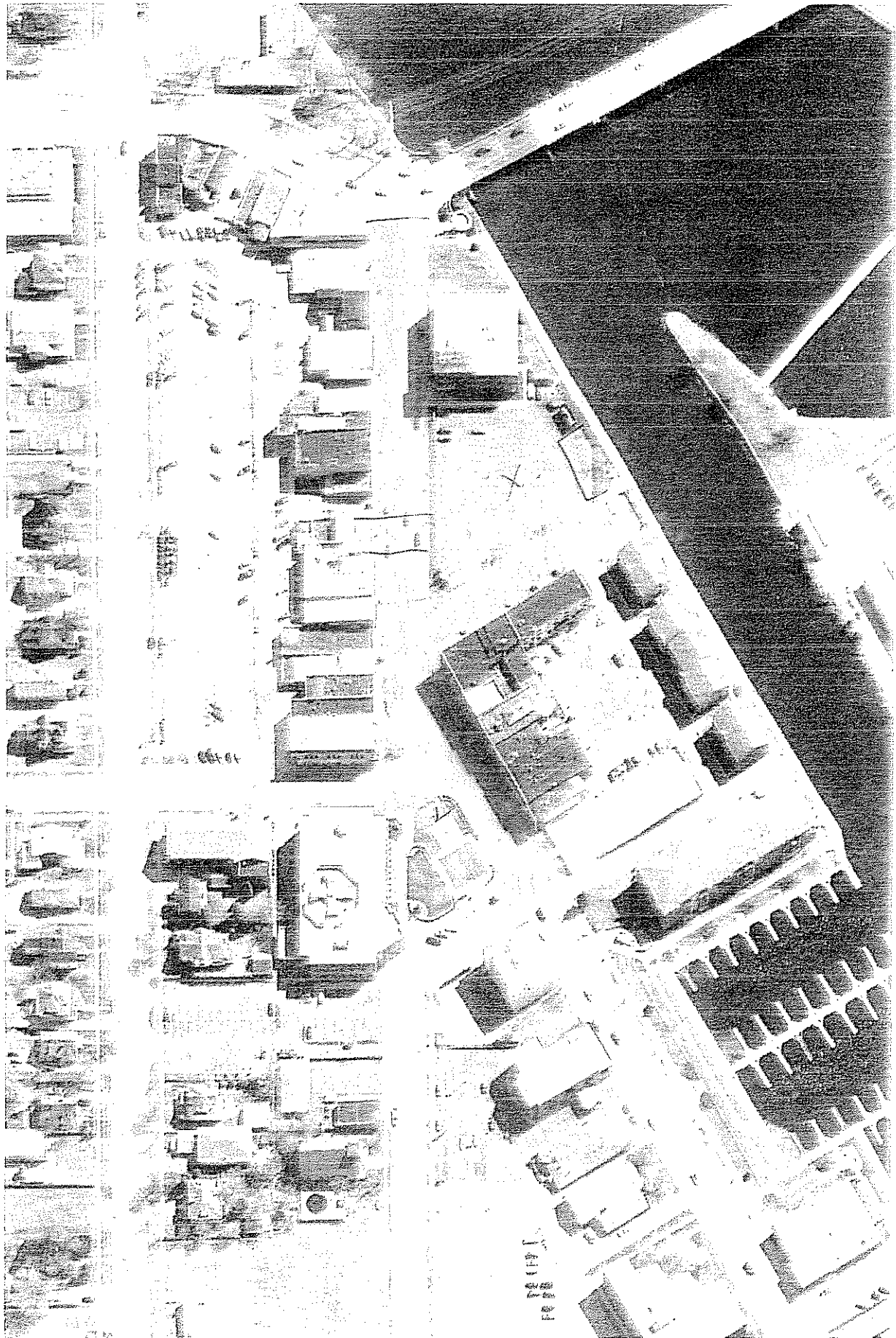
Scheduled Park &amp; Recreation Board Review Date: \_\_\_\_\_

Not Required: ☒ Approved: \_\_\_\_\_ Denied: \_\_\_\_\_Scheduled Common Council Review Date: 8-5-13


Approved: \_\_\_\_\_ Denied: \_\_\_\_\_

## APPROVAL:

Police Dept. IS/ceFire Dept. VafegPublic Works Dept. MRCity Attorney PA



**CERTIFICATE OF INSURANCE**  
**SPECIAL EVENT LIABILITY GROUP INSURANCE TRUST, A RISK PURCHASING GROUP**

				Certificate #	37502	
FACILITY OWNER: (Additional Insured)				CA License #0757776		
City of Menasha 140 Main Street Menasha, WI 54952				PRODUCER: HUB International Insurance Services Inc. P.O. Box 4047 Concord, CA 94524-4047 PH: 925 609 6500 FX: 925 609 6550 <a href="mailto:specialevent@hubinternational.com">specialevent@hubinternational.com</a>		
EVENT HOLDER: (Named Insured)				<b>EVENT INFORMATION</b>		
Twisted Pistons Scholarship Cruise-In 426 Broad Street Menasha, WI 54952				TYPE OF EVENT:	Auto Show	
				EVENT DATE(S):	8/15/2013	
				EVENT LOCATION:	Curtis Reed Square/Main Street/Milwaukee Street/Mill Street	
This is to certify that the policies of insurance listed below have been issued to the insured named above for the event date(s) indicated above. Notwithstanding any requirement, term or condition of any contract or other document with respect to which this certificate may be issued or may pertain, the insurance afforded by the policies described herein is subject to all the terms, exclusions and conditions of such policies.						
<b>INSURER A:</b>		<b>COLONY INSURANCE COMPANY</b>				
INSR LTR	Type of Insurance	Policy Number	Effective	Expiration	Policy Limits	
A	Commercial General Liability	AR6360147	1/1/2013	1/1/2014	Each Occurrence	\$1,000,000
					General Aggregate	\$2,000,000
					Personal & Advertising Injury	\$1,000,000
					Products/Completed Operations Aggregate	\$2,000,000
					Damage to Premises Rented to You	\$500,000
					Medical Payments	\$5,000
					Liquor Liability Each Occurrence	\$1,000,00
					Liquor Liability Aggregate	Incl.
<b>COVERAGE TERMS:</b>						
Occurrence Form (CG 0001) Host Liquor Liability <u>Included</u> . Full Liquor Liability Included <u>when a separate premium has been charged</u> . All participants in athletic activities are <u>required</u> to sign Release and Waiver of Liability forms.		The coverage afforded by this insurance is primary and not contributing with any insurance held by the "ADDITIONAL INSURED", WHEN REQUIRED BY WRITTEN CONTRACT. The limits of insurance apply separately to each event insured by this policy as if a separate policy of insurance has been issued for that event. Who is an insured is amended to include as an additional insured the "Facility Owner - Additional Insured" above and any person or organization shown in the schedule below. This insurance does not apply to: any "occurrence" which takes place after the event holder ceases to be a tenant in that premises. This insurance applies only to: an "occurrence" which takes place during the dates indicated under "Event Information" above.				
<b>COVERAGE EXCLUSIONS: (REFER TO POLICY FOR COMPLETE LISTING OF EXCLUSIONS)</b>						
-- Sexual Abuse & Molestation  -- Terrorism		Specific Events are excluded from coverage. Please see second page for list of excluded events. On behalf of the Risk Purchasing Group and each Member, the Trustee has declined coverage for the Terrorism Risk Insurance Act (TRIA).				
<b>OTHER ADDITIONAL INSURED:</b>						
CANCELLATION: Should the above described policy(s) be canceled before the expiration date thereof, the issuing company will endeavor to mail 30 days written notice to the insured event holder and additional insureds listed.						
AUTHORIZED REPRESENTATIVE: 				DATE ISSUED:	7/18/2013	

Second Page of Certificate

Certificate #

37502

### SPECIFIC EVENT EXCLUSIONS

The following types of events are specifically excluded and no coverage for them exists on the policies listed on the front page of this Certificate of Insurance:

Aircraft / Aviation  
All Terrain Boarding  
Ballooning / Balloon Rides  
Base Jumping  
Bouldering Events  
Boxing  
Bungee Jumping  
Carnival Rides  
Circuses  
Concerts with performances exceeding 6 hours of performance time  
Contact Karate / Martial Arts  
Contact Sports  
Diving  
Dodgeball / Gaga Dodgeball  
Football / Flag Football (except passing camps with no contact drills)  
Gun Shows / Exhibitions  
Hang Gliding  
Hockey  
Jousting  
Kayaking, Rafting or Canoeing in greater than Class 3 rapids  
Lacrosse / Rugby  
Mechanical Amusement Rides or Services  
Motorized Sporting Equipment  
Mosh Pits  
Mountain Biking  
Power Boat Racing  
Professional Sporting Activity; Games, Races, Contests of a professional nature  
Pyrotechnics / Explosives  
Rap or Heavy Metal Concerts  
Raves  
Rock Climbing  
Rodeo / Roping Events (includes practice)  
Scuba Diving  
Sky Diving  
Tattoo Expos / Conventions





# Memorandum

DATE: July 11, 2013

TO: Board of Public Works

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

RE: Recommendation to Award – Contract Unit No. 2013-01; Midway Road Walk Construction; Al Dix Concrete, Inc.; \$199,919.05

The City of Menasha opened bids on Tuesday, July 9, 2013 for Contract Unit No. 2013-01, Midway Road Concrete Walk Construction. Five bids were received as indicated on the enclosed itemized bid tabulation. An alternate bid for linseed oil concrete cure was also submitted by each of the bidders.

The project consists of excavating the proposed sidewalk area, placement and grading of base material, construction of various thicknesses of concrete walk, construction of a retaining wall, lawn restoration, driveway restoration, and miscellaneous associated items. The City of Menasha and Town of Menasha have executed an inter-municipal agreement because a portion of this project is in the Town of Menasha. It is expected the Town will be providing its approval for this project at its next Town Board meeting, scheduled for July 22<sup>nd</sup>.

There were three bid irregularities discovered during our review. One involved the low bid submitted by Al Dix Concrete. An incorrect unit price was inadvertently listed for Items 4 and 5. If the listed unit prices for those items were used to calculate the total item price, the resulting total project price would have been substantially higher, but still below the next highest submitted bid, still resulting in Al Dix Concrete being the lowest qualified bidder. Al Dix Concrete has agreed in writing to the submitted total item prices for Items 4 and 5.

The other two bid irregularities involved a minor math error on one bid and an incorrect provision, in words, of the item unit prices. The bidder provided the item total price in words instead of the item unit price in words. If corrected, neither of these errors would result in any change regarding the low bidder.

In reviewing the low bidder's alternate bid for the use of a linseed oil concrete curing compound in lieu of the standard white pigmented resin type curing compound, I recommend accepting the alternate bid of \$1,000. Linseed oil based curing compound



provides excellent resistance to concrete scaling due to salt application over the first winter the concrete is in service. This is very important in the urban environment where appearance is very important due to a high level of public presence. I verified the acceptance of the additional linseed oil cost with the Town of Menasha's engineer.

The low bid, with the alternate bid, results in a total bid price of \$199,919.05. This amount is within the amount borrowed for this project. The special assessment hearing and resolution for this project have been completed. It is expected work will start in August with a final completion in October or November.

After reviewing the bids and finding them to be competitive and compliant, I recommend Contract Unit No. 2013-01 be awarded to Al Dix Concrete, Inc. of Kaukauna, Wisconsin in the amount of \$199,919.05, which includes Alternate Bid A for the use of linseed oil concrete cure.

Enclosure

**Itemized Bid Tabulation**  
**City of Menasha Contract Unit No. 2013-01**  
**Midway Road Concrete Walk Construction**  
**Midway Road - Various Locations from Fatima Street to Home Avenue**

ITEM	QUANTITY	DESCRIPTION	Al Dix Concrete		Jim Fischer, Inc.		Vinton Construction Company	
			UNIT PRICE	ITEM TOTAL	UNIT PRICE	ITEM TOTAL	UNIT PRICE	ITEM TOTAL
1	1,093	Unclassified Excavation for Sidewalk/CY	\$ 5.30	\$ 5,792.90	\$ 7.75	\$ 8,470.75	\$ 22.90	\$ 25,029.70
2	795	Sawcut-Full Depth/LF	\$ 2.00	\$ 1,590.00	\$ 3.00	\$ 2,385.00	\$ 1.50	\$ 1,192.50
3	1	Abandon Existing Storm Inlet Drain (STA 69+85)/Ea	\$ 100.00	\$ 100.00	\$ 600.00	\$ 600.00	\$ 1,000.00	\$ 1,000.00
4	9.55	24" Diameter Storm Inlet Drain (Excluding Castings)/VF*	\$ 500.00	\$ 500.00	\$ 400.00	\$ 3,820.00	\$ 475.00	\$ 4,536.25
5	18	8" Storm Sewer/LF*	\$ 500.00	\$ 500.00	\$ 50.00	\$ 900.00	\$ 250.00	\$ 4,500.00
6	1	Abandon Existing Electric and Conduit (STA 69+50)/Ea	\$ 100.00	\$ 100.00	\$ 150.00	\$ 150.00	\$ 850.00	\$ 850.00
7	33,985	4" Concrete Sidewalk/SF	\$ 2.80	\$ 95,158.00	\$ 3.02	\$ 102,634.70	\$ 2.92	\$ 99,236.20
8	910	6" Concrete Sidewalk/SF	\$ 3.20	\$ 2,912.00	\$ 3.37	\$ 3,066.70	\$ 3.95	\$ 3,594.50
9	883	8" Concrete Sidewalk/SF	\$ 4.00	\$ 3,532.00	\$ 3.77	\$ 3,328.91	\$ 4.39	\$ 3,876.37
10	250	4" Concrete Sidewalk - Remove and Replace/SF	\$ 4.25	\$ 1,062.50	\$ 3.45	\$ 862.50	\$ 3.65	\$ 912.50
11	1,149	4" Concrete Handicap Ramp with City Supplied Warning Detection Fields/SF	\$ 3.50	\$ 4,021.50	\$ 3.26	\$ 3,745.74	\$ 3.95	\$ 4,538.55
12	9	Handicap Ramp Curb Cut/Ea	\$ 250.00	\$ 2,250.00	\$ 450.00	\$ 4,050.00	\$ 200.00	\$ 1,800.00
13	2,704	6" Concrete Sidewalk with Roll/Transition Apron/SF	\$ 3.20	\$ 8,652.80	\$ 3.40	\$ 9,193.60	\$ 3.95	\$ 10,680.80
14	2,437	8" Concrete Sidewalk with Roll/Transition Apron/SF	\$ 4.00	\$ 9,748.00	\$ 3.80	\$ 9,260.60	\$ 4.39	\$ 10,698.43
15	578	6" Concrete Driveway Apron/SF	\$ 3.20	\$ 1,849.60	\$ 3.37	\$ 1,947.86	\$ 3.95	\$ 2,283.10
16	646	8" Concrete Driveway Apron/SF	\$ 4.00	\$ 2,584.00	\$ 3.77	\$ 2,435.42	\$ 4.39	\$ 2,835.94
17	10	Sidewalk and Driveway Apron Gap/Ea	\$ 50.00	\$ 500.00	\$ 175.00	\$ 1,750.00	\$ 50.00	\$ 500.00
18	6,125	Various Depth Asphalt Driveway - Remove and Replace/SF	\$ 3.35	\$ 20,518.75	\$ 2.65	\$ 16,231.25	\$ 3.95	\$ 24,193.75
19	72	7" Gravel Driveway - Remove and Replace/SF	\$ 2.00	\$ 144.00	\$ 2.00	\$ 144.00	\$ 2.00	\$ 144.00
20	256	8" Concrete Driveway - Remove and Replace/SF	\$ 5.25	\$ 1,344.00	\$ 4.27	\$ 1,093.12	\$ 5.39	\$ 1,379.84
21	24	Parking Lot Concrete Curb & Gutter - Remove and Replace/LF	\$ 20.00	\$ 480.00	\$ 25.00	\$ 600.00	\$ 40.00	\$ 960.00
22	9	Utility Adjustment (Manholes, Pull Boxes and Roof Drain)/Ea	\$ 150.00	\$ 1,350.00	\$ 200.00	\$ 1,800.00	\$ 150.00	\$ 1,350.00
23	23	Utility Adjustment (Water Valves)/Ea	\$ 1.00	\$ 23.00	\$ 50.00	\$ 1,150.00	\$ 70.00	\$ 1,610.00
24	480	No. 4 Epoxy Coated Rebar/LF	\$ 1.00	\$ 480.00	\$ 1.50	\$ 720.00	\$ 0.70	\$ 336.00
25	140	Retaining Wall (STA 55+10 to 56+50 +/-)/LF	\$ 46.50	\$ 6,510.00	\$ 47.04	\$ 6,585.60	\$ 57.00	\$ 7,980.00
26	1	Landscaping Restoration (STA 65+80 to 66+20 +/-)/Ea	\$ 200.00	\$ 200.00	\$ 800.00	\$ 800.00	\$ 160.00	\$ 160.00
27	8	Furnish and Install Pyramidal Arborvitae (5 to 6 Feet Tall (STA 65+80 to 66+20	\$ 100.00	\$ 800.00	\$ 800.00	\$ 6,400.00	\$ 170.00	\$ 1,360.00
28	1	Landscaping Restoration (STA 76+00 to 77+00 +/-)/Ea	\$ 500.00	\$ 500.00	\$ 1,200.00	\$ 1,200.00	\$ 120.00	\$ 120.00
29	3,960	Lawn Restoration/SY	\$ 4.60	\$ 18,216.00	\$ 3.85	\$ 15,246.00	\$ 2.95	\$ 11,682.00
30	1	Traffic Control/LS	\$ 6,000.00	\$ 6,000.00	\$ 14,000.00	\$ 14,000.00	\$ 17,495.00	\$ 17,495.00
31	1	Erosion Control/LS	\$ 500.00	\$ 500.00	\$ 3,500.00	\$ 3,500.00	\$ 1,120.00	\$ 1,120.00

32	1	Construction Mobile/Demobile; Traffic Control; Erosion Control; Project Coordination; all incidental work; and all other Project Work Area Restoration and Clean-up to an equal and/or better preconstruction condition, as required and related to the overall Project/LS										\$	1,000.00	\$	1,000.00	\$	1,000.00	\$	1,000.00	\$	0.01	\$	0.01
		TOTAL BASE BID (ITEMS 1-32)										\$		\$	198,919.05					\$	229,071.75	\$	247,955.44
ITEM	QUANTITY	DESCRIPTION																					
		ALTERNATE BID A																					
1A.	1	Linseed Oil Concrete Cure/LS										UNIT PRICE	\$	1,000.00	ITEM TOTAL	\$	1,000.00	UNIT PRICE	\$	3,500.00	ITEM TOTAL	\$	2,200.00
		Total Alternate Bid A (Item 1A)													\$	1,000.00				\$	3,500.00	\$	2,200.00
*Note: The item total prices submitted by AI Dix Concrete reflect the intent of the bidder for Items 4 and 5. The item total price was inadvertently listed as the unit price as well.																							

**Itemized Bid Tabulation**  
**City of Menasha Contract Unit No. 2013-01**  
**Midway Road Concrete Walk Construction**  
**Midway Road - Various Locations from Fatima Street to Home Avenue**

ITEM	QUANTITY	DESCRIPTION	Sommers Construction		Fischer & Uman Construction	
			UNIT PRICE	ITEM TOTAL	UNIT PRICE	ITEM TOTAL
1	1,093	Unclassified Excavation for Sidewalk/CY	\$ 8.00	\$ 8,744.00	\$ 8.00	\$ 8,744.00
2	795	Sawcut-Full Depth/LF	\$ 2.50	\$ 1,987.50	\$ 4.00	\$ 3,180.00
3	1	Abandon Existing Storm Inlet Drain (STA 69+85)/Ea	\$ 800.00	\$ 800.00	\$ 1,000.00	\$ 1,000.00
4	9.55	24" Diameter Storm Inlet Drain (Excluding Castings)/VF	\$ 300.00	\$ 2,865.00	\$ 980.00	\$ 9,359.00
5	18	8" Storm Sewer/LF	\$ 50.00	\$ 900.00	\$ 120.00	\$ 2,160.00
6	1	Abandon Existing Electric and Conduit (STA 69+50)/Ea	\$ 2,500.00	\$ 2,500.00	\$ 2,200.00	\$ 2,200.00
7	33.985	4" Concrete Sidewalk/SF	\$ 3.20	\$ 108,752.00	\$ 4.47	\$ 151,912.95
8	910	6" Concrete Sidewalk/SF	\$ 4.00	\$ 3,640.00	\$ 4.70	\$ 4,277.00
9	883	8" Concrete Sidewalk/SF	\$ 5.00	\$ 4,415.00	\$ 5.50	\$ 4,856.50
10	250	4" Concrete Sidewalk - Remove and Replace/SF	\$ 5.50	\$ 1,375.00	\$ 5.47	\$ 1,367.50
11	1,149	4" Concrete Handicap Ramp with City Supplied Warning Detection Fields/SF	\$ 4.00	\$ 4,596.00	\$ 5.00	\$ 5,745.00
12	9	Handicap Ramp Curb Cut/Ea	\$ 200.00	\$ 1,800.00	\$ 600.00	\$ 5,400.00
13	2,704	6" Concrete Sidewalk with Roll/Transition Apron/SF	\$ 4.00	\$ 10,816.00	\$ 4.90	\$ 13,249.60
14	2,437	8" Concrete Sidewalk with Roll/Transition Apron/SF	\$ 5.00	\$ 12,185.00	\$ 5.75	\$ 14,012.75
15	578	6" Concrete Driveway Apron/SF	\$ 4.00	\$ 2,312.00	\$ 4.70	\$ 2,716.60
16	646	8" Concrete Driveway Apron/SF	\$ 5.00	\$ 3,230.00	\$ 5.50	\$ 3,553.00
17	10	Sidewalk and Driveway Apron Gap/Ea	\$ 500.00	\$ 5,000.00	\$ 350.00	\$ 3,500.00
18	6,125	Various Depth Asphalt Driveway - Remove and Replace/SF	\$ 4.00	\$ 24,500.00	\$ 7.00	\$ 42,875.00
19	72	7" Gravel Driveway - Remove and Replace/SF	\$ 4.00	\$ 288.00	\$ 6.00	\$ 432.00
20	256	8" Concrete Driveway - Remove and Replace/SF	\$ 6.00	\$ 1,536.00	\$ 6.50	\$ 1,664.00
21	24	Parking Lot Concrete Curb & Gutter - Remove and Replace/LF	\$ 50.00	\$ 1,200.00	\$ 50.00	\$ 1,200.00
22	9	Utility Adjustment (Manholes, Pull Boxes and Roof Drain)/Ea	\$ 300.00	\$ 2,700.00	\$ 700.00	\$ 6,300.00
23	23	Utility Adjustment (Water Valves)/Ea	\$ 150.00	\$ 3,450.00	\$ 190.00	\$ 4,370.00
24	480	No. 4 Epoxy Coated Rebar/LF	\$ 2.00	\$ 960.00	\$ 1.50	\$ 720.00
25	140	Retaining Wall (STA 55+10 to 56+50 +/-)/LF	\$ 60.00	\$ 8,400.00	\$ 53.00	\$ 7,420.00
26	1	Landscaping Restoration (STA 65+80 to 66+20 +/-)/Ea	\$ 1,500.00	\$ 1,500.00	\$ 1,255.00	\$ 1,255.00
27	8	Furnish and Install Pyramidal Arborvitae (5 to 6 Feet Tall (STA 65+80 to 66+20 +/-)/Ea	\$ 300.00	\$ 2,400.00	\$ 170.00	\$ 1,360.00
28	1	Landscaping Restoration (STA 76+00 to 77+00 +/-)/Ea	\$ 1,500.00	\$ 1,500.00	\$ 1,265.00	\$ 1,265.00
29	3,960	Lawn Restoration/SY	\$ 5.00	\$ 19,800.00	\$ 4.50	\$ 17,820.00
30	1	Traffic Control/LS	\$ 12,500.00	\$ 12,500.00	\$ 16,200.00	\$ 16,200.00
31	1	Erosion Control/LS	\$ 3,000.00	\$ 3,000.00	\$ 3,000.00	\$ 3,000.00





July 10, 2013

Board of Public Works  
City of Menasha  
Menasha, WI 54952

RE: Winnebago County Recycling Surplus Commodity Revenue Ballots for 2012 Funds

Members of the Board:

Winnebago County has established the surplus commodity revenue amounts for the 2012 operating year. For 2012, there is surplus revenue of \$355,059 to the Signing Municipalities and a deficit of \$160,614 to Winnebago County (see attached Winnebago County memo).

The City of Menasha and other Winnebago County participating municipalities are governed by an agreement with Winnebago County relative to the use of surplus revenue from its recycling operations. The decision whether, and how, the surplus revenue should be rebated to the signing municipalities is made by the municipalities representing 70% of the total population of the signing municipalities.

As the attached memo indicates, Winnebago County realized a deficit of \$160,614 in 2012 because the County is totally responsible for debt service. This year's ballot is asking the Signing Municipalities whether their entire surplus should be rebated to them, or if the amount should be reduced to cover the County deficit. The rebate amount would be reduced by \$160,614 to \$194,445 if the ballot results allow the Board to use rebated funds to cover the deficit. If the deficit is not covered by the reduced rebates, the likely result would be an increase in landfill tipping fees to cover the County deficit.

Using the reduced rebate amount of \$194,445 for all the Signing Municipalities, the City of Menasha's portion would be \$18,826. If the original rebate amount of \$355,059 is used, the City's portion would be \$34,370; however, we could expect increases to our landfill tipping fees in future years under this scenario.

Winnebago County Solid Waste and Recycling staff has been very helpful to the City in several ways in recent years:

1. Through coordination of the Recycling Consolidation Grant for a number of years which directs grant funds to the City and other smaller Signing Municipalities,
2. Providing a \$3.00/ton rebate to the City for solid waste tipping fees starting approximately in 2000 and continuing today, and

3. Recommending and participating in the Tri-County consortium (Brown, Outagamie, and Winnebago) which has saved the City significant dollars through higher commodity market values resulting in lower recycling tipping fees.

In order to help stabilize the landfill tipping fees, and to truly be a partner with Winnebago County, I recommend the City cast a ballot to refund the recycling revenue surplus of \$194,445 to Signing Municipalities based upon each municipality's actual tonnage processed and sold for year 2012 while allowing Winnebago County to retain \$160,614 of the surplus recycling revenue to avoid a 2012 County recycling deficit.. Be mindful that the ultimate decision is controlled by the prevailing ballot representing 70% of the total population of the signing municipalities.

Sincerely,

A handwritten signature in black ink, reading "Mark Radtke". The signature is fluid and cursive, with a horizontal line extending from the end of the name.

Mark Radtke  
Director of Public Works

Enclosures



LANDFILL / ADMINISTRATION  
(920) 232-1800  
FOX CITIES  
(920) 727-2884  
FAX  
(920) 424-1189

100 W. COUNTY RD. Y  
OSHKOSH, WI 54901



## Winnebago County

### Solid Waste Management Board

*The Wave of the Future*

RECYCLING FACILITY  
(920) 232-1850  
FOX CITIES  
(920) 727-2896  
FAX  
(920) 424-4955

LANDFILL GAS FACILITY  
(920) 232-1810  
LANDFILL GAS FAX  
(920) 424-7761

**DATE:** June 24, 2013

**TO:** Contracted Responsible Units

**FROM:** Jennifer Semrau - Recycling Specialist

**RE:** 2012 Surplus Commodity Revenue Ballot

Enclosed is the Signing Municipality Recycling Surplus Revenue Ballot for 2012 Funds. Please consider the options carefully and **return the ballot by August 23, 2013** with a copy of your city, town or village resolution or copy of the municipal board minutes authorizing this vote.

Those of you who attended the Annual Financial and Informational Meeting on April 25<sup>th</sup> will recall the discussion on the 2012 Financial Report. A copy of the report is enclosed. The report revealed a surplus to the Signing Municipalities of \$355,059 and a deficit to the County of \$160,614. The primary reason behind this is that the Winnebago County Solid Waste Management Board (WCSWMB) assumes the entire responsibility of the debt service on the Tri-County Single Stream Recycling Facility. You will see on the enclosed Financial Report in the Debt Service line, the amount of \$323,860 is in the County column only, with no portion of this passed to the Municipalities. The original 1993 County/Municipal Recycling Agreement shared debt service on the Winnebago County Material Recovery Facility with the Municipalities. When the Tri-County Single Stream Recycling Facility was constructed in 2008/2009, Winnebago County did not seek an Amendment to the 1993 County/Municipal Recycling Agreement to share the debt service. As a result, the debt service is shown only as an expense to the County and results in a deficit in 2012.

You will likely recall, WCSWMB experienced a similar deficit in 2011. However the Tri-County program made significant strides in increasing non-BOW (Brown, Outagamie, Winnebago) County tonnage in 2012. This resulted in the County's share of non-BOW revenue increasing from only \$12,275 in 2011 to \$103,595 in 2012. Despite commodity markets being markedly lower in 2012 versus 2011, Winnebago County was actually able to reduce its deficit, not increase it. WCSWMB hopes that further expansion of non-BOW tonnage will further decrease or eliminate our deficit situation in future years.

It is also important to remember that as an Enterprise Fund, the WCSWMB receives no County 'tax levy' funds and charges user fees or tip fees to cover the expenses of the operation. A deficit in the recycling program, therefore, would need to be covered by revenues from other areas of the operation, such as landfill tip fees. The WCSWMB strives to keep landfill tip fees as low as possible for our Municipalities and customers. The alternative to looking at landfill tip fees to cover the recycling deficit would be to reduce the recycling revenue rebate to the Signing Municipalities. The enclosed ballot asks Municipalities to consider this option. In so doing, the Signing Municipalities



would still receive surplus revenue in the amount of \$194,445 and allow the WCSWMB to 'break even' on the recycling program. I have enclosed a spreadsheet which provides the dollar amounts each Signing Municipality could expect to receive if the ballot results allow the WCSWMB to rebate \$194,445.

The WCSWMB appreciates the support and the partnership we have with our municipalities in our solid waste and recycling programs. This was demonstrated last year when the majority of our municipalities (representing 91% of the signing municipality population) voted to allow the County to cover its recycling deficit.

Thank you for carefully considering the enclosed ballot. Please feel free to contact me at (920) 232-1853 or [jsemrau@co.winnebago.wi.us](mailto:jsemrau@co.winnebago.wi.us) with any questions or clarifications on the ballot or financial report.

**WINNEBAGO COUNTY  
SIGNING MUNICIPALITY RECYCLING SURPLUS REVENUE BALLOT FOR 2012 FUNDS  
JUNE 24, 2013**

**ARTICLE IX  
FURTHER AMENDMENTS**

The County and the Signing Municipalities agree that this initial Agreement may be further amended and/or supplemented by written agreement of both the County and Signing Municipalities representing 70% of the total population of Signing Municipalities.

**ARTICLE VI  
FUNDING**

- B. The County shall have the right to collect any and all revenues from the sale of recycled materials processed by the County under this Agreement.
1. From the time of the County MRF's opening until December 31, 1994, said revenues from Signing Municipalities shall be applied to the cost of construction, purchase and operation for all structures, equipment and personnel required by the County to perform its obligations under the Agreement. In the event that revenues from Signing Municipality processing fees and material sales exceed the cost of program operation, the net profit shall be rebated after year's end to Municipalities signing this Agreement. Rebates shall be based upon each Municipality's actual tonnage processed during that calendar year.
  2. After January 1, 1995 the processing fee per ton shall be set to reflect the anticipated cost of services provided. The County shall maintain revenue rebates from Signing Municipality material sold during the year 2012 in the amount of one hundred sixty thousand, six hundred and fourteen dollars (\$160,614.00) to avoid a 2012 recycling deficit and rebate one hundred ninety-four thousand, four hundred and forty-five dollars (\$194,445.00) to the Signing Municipalities.

**Please check the appropriate box for your municipality's choice, sign and indicate individual title, date and return this ballot on or before August 23, 2013 (include a copy of your city, town or village resolution or a copy of the municipal board meeting minutes authorizing this vote).**

Winnebago County shall maintain \$160,614.00 of the surplus recycling revenue to avoid a 2012 County recycling deficit and rebate \$194,445.00 to the Signing Municipalities based on the Municipality's actual tonnage processed and sold for year 2012.

Winnebago County shall refund the recycling revenue surplus of \$355,059.00 to Signing Municipalities based upon each Municipality's actual tonnage processed and sold for year 2012.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Print Name

\_\_\_\_\_  
Municipality

\_\_\_\_\_  
Title

\_\_\_\_\_  
Date Signed

**Tonnage Thru December 2012**

	Actual	Budget
Signing Municipalities	12,278	11,500
County	1,252	1,000
<b>Total</b>	<b>13,530</b>	<b>12,500</b>

**Winnebago County Solid Waste Management  
Material Recovery Facility  
Unaudited Income Statement December 31, 2012**

	Budget		Actual		Signing	
	Per Ton	Total	Total	Per Ton	Municipalities	County
<b>Revenue</b>						
Commodity Revenue	32.00	400,000	521,602	38.55	473,335	48,266
Commodity Revenue (Non BOW)	-	-	103,595	7.66	-	103,595
Tire Revenue	0.90	11,250	12,786	0.94	-	12,786
Appliance Revenue	1.44	18,000	15,639	1.16	-	15,639
Electronics Revenue	0.80	10,000	12,998	0.96	-	12,998
Signing Municipality Revenue	4.60	57,500	60,891	4.50	55,257	5,635
Cost Share (Outagamie County) SS Hauling	10.00	125,000	163,171	12.06	148,072	15,099
Sale of Scrap/Misc	0.96	12,000	9,661	0.71	-	9,661
<b>Total Revenue</b>	<b>50.70</b>	<b>633,750</b>	<b>900,342</b>	<b>66.54</b>	<b>676,664</b>	<b>223,678</b>
<b>Expenses</b>						
Labor Costs	6.28	85,030	126,435	9.34	114,735	11,700
Travel	0.15	2,080	1,640	0.12	1,488	152
Office	0.44	5,950	2,141	0.16	1,943	198
Operating Expenses	0.40	5,440	10,163	0.75	9,223	940
Education/Advertising	0.74	10,000	9,639	0.71	8,747	892
Repairs	0.17	2,260	7,770	0.57	7,051	719
Utilities	0.18	2,425	6,461	0.48	5,864	598
Contracts	13.98	189,175	208,598	15.42	164,215	44,383
Miscellaneous	0.02	335	3,348	0.25	3,038	310
Debt Service	23.14	313,107	323,860	23.94	-	323,860
Depreciation	0.02	213	5,842	0.43	5,301	541
<b>Total Expenses</b>	<b>45.53</b>	<b>616,015</b>	<b>705,898</b>	<b>52.17</b>	<b>321,605</b>	<b>384,292</b>
<b>Net Surplus/(Deficit)</b>	<b>5.17</b>	<b>17,735</b>	<b>194,445</b>	<b>14.37</b>	<b>355,059</b>	<b>(160,614)</b>

**Tonnage Thru December 2012**

	Actual	Budget
Signing Municipalities	12,278	11,500
County	1,252	1,000
<b>Total</b>	<b>13,530</b>	<b>12,500</b>

**Winnebago County Solid Waste Management  
Material Recovery Facility  
Unaudited**

Year	Total	Net Surplus/(Deficit)	County	Signing Munis
1995	891,709	254,209		637,500 (1)
1996	(106,122)	(53,612)		(52,510) (1)
Reduce Debt Funding	(584,990)	-		(584,990)
1997	68,362	6,808		61,554 (2)
1998	47,847	(33,250)		81,097 (2)
1999	(114,586)	(44,747)		(69,839) (2)
2000	234,571	30,246		204,325 (2)
2001	(93,822)	(26,249)		(67,574)
2002	37,144	(31,004)		68,149 (2)
Reduce Debt Funding	(158,469)	-		(158,469) (3)
2003	63,099	13,199		49,900 (2)
2004	471,432	85,786		385,646 (2)
2005	389,568	41,489		348,079
2006	238,580	55,643		182,937
Refund Portion of Surplus	(523,047)	-		(523,047) (4)
2007	252,971	49,451		203,520
Refund Surplus	(766,278)	-		(766,278) (5)
2008	469,656	44,236		425,420 (6)
2009	(28,459)	(142,690)		114,231
Refund Surplus	(539,651)	-		(539,651) (6)
2010	109,394	(221,493)		330,887 (7)
Refund Surplus	(330,887)			(330,887)
2011	780,911	(171,470)		952,381
Refund Surplus	(780,911)			(780,911) (8)
Signing Munis Vote to Offset County 2011 Deficit		171,470		(171,470) (9)
2012	194,445	(160,614)		355,059 (10)
<b>Total Net Surplus/(Deficit)</b>	<b>222,467</b>	<b>(132,592)</b>		<b>355,059</b>

- (1) Used to reduce debt funding for second expansion in 1996 as authorized.
- (2) Excess commodity revenue was reserved for tipping fee stabilization as authorized.
- (3) Used to pay off all remaining debt.
- (4) 2005 - 2006 refunded surplus \$523,047.
- (5) 1997 - 2004 and 2007 refunded surplus \$766,278.
- (6) 2008 - 2009 refunded surplus \$539,651.
- (7) 2010 - refunded surplus \$330,887.
- (8) 2011 - refunded surplus \$780,911.
- (9) 2011- County maintain \$171,470 to cover deficit.
- (10) 2012 - surplus revenues \$355,059.00.

## 2012 Surplus Commodity Revenue Distribution Based on Tonnage

Municipality	2012 SS Tonnage	% of Refund	\$ Refund
Town of Algoma	663.8	5.41%	\$ 10,512.00
Town of Black Wolf	279.6	2.28%	\$ 4,427.77
Town of Clayton	458.0	3.73%	\$ 7,252.93
Town of Menasha	1,373.5	11.19%	\$ 21,750.87
Town of Neenah	396.1	3.23%	\$ 6,272.67
Town of Nekimi	139.2	1.13%	\$ 2,204.38
Town of Omro	107.3	0.87%	\$ 1,699.21
Town of Vinland	229.1	1.87%	\$ 3,628.05
Town of Winneconne	233.9	1.90%	\$ 3,704.06
Town of Wolf River	71.5	0.58%	\$ 1,132.28
Village of Winneconne	201.0	1.64%	\$ 3,183.05
City of Menasha	1,188.8	9.68%	\$ 18,825.94
City of Neenah	2,156.5	17.56%	\$ 34,150.53
City of Omro	254.1	2.07%	\$ 4,023.95
City of Oshkosh	4,526.2	36.86%	\$ 71,677.31
Total Tonnage	12,278.6		\$ 194,445.00
Total Refunded		\$ 194,445.00	

### City of Menasha Disbursements

Accounts Payable	7/18/13-8/1/13	\$ 534,811.67
	Checks # 43074-43315	

Payroll	7/25/13	<u>\$ 174,647.01</u>
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Total	<u><u>\$ 709,458.68</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: 7/18/2013

Vendor Name	Check Number	Check Date	Invoice Number	Account Number	Amount	Description
ACC PLANNED SERVICE INC	43074	7/18/2013	10807	100-0601-551.24-03	1,550.00	Semi-Annual Billing
				100-0920-531.24-03	350.00	Semi-Annual Billing
				100-0703-553.24-03	420.00	Semi-Annual Billing
				100-0801-521.20-04	1,008.00	Semi-Annual Billing
				100-0501-522.24-03	672.00	Semi-Annual Billing
				731-1022-541.20-04	1,540.00	Semi-Annual Billing
				100-1001-514.20-04	1,036.87	Semi-Annual Billing
				<b>Total for check: 43074</b>	<b>6,576.87</b>	
ACCURATE	43075	7/18/2013		731-1022-541.38-03	639.84	Spider/Brake & Cam Kits
				731-1022-541.30-18	52.20	Flat Washer/Nylock Nuts
				731-1022-541.29-04	93.21	Front End Alignment
				<b>Total for check: 43075</b>	<b>785.25</b>	
APPLETON COMPRESSOR SERVICE &	43076	7/18/2013		731-1022-541.30-18	63.00	Air Filter & Oil
				731-1022-541.38-03	23.78	Air Filter & Oil
				<b>Total for check: 43076</b>	<b>86.78</b>	
BADGER HIGHWAYS CO INC	43077	7/18/2013		100-1003-541.30-18	633.06	Tack Coat
				100-1003-541.30-18	1,345.50	Hot Mix/Cr Run Milwaukee
				625-1003-541.30-18	169.68	Hot Mix/Cr Run Arthur
				100-1003-541.30-18	47,584.74	Hot Mix/Cr Run Milwaukee St
				100-0703-553.30-18	57.12	Concrete Sand
				100-1003-541.30-18	1,125.44	Tack Coat/Paving Projects
				<b>Total for check: 43077</b>	<b>50,915.54</b>	
BAHCALL RUBBER CO INC	43078	7/18/2013		731-1022-541.38-03	344.50	Hoses
				<b>Total for check: 43078</b>	<b>344.50</b>	

# AP Check Register Check Date: 7/18/2013

Vendor Name	Check Number	Check Date	Invoice Number	Account Number	Amount	Description
BAYCOM INC	43079	7/18/2013	78351	743-0403-513.24-04	1,365.00	Arbitrator Maintenance
			Total for check: 43079		1,365.00	
BRAZEE ACE HARDWARE	43080	7/18/2013	022646	207-0707-552.24-03	5.98	5.98 Clamp Flex Alum Duct
			Total for check: 43080		5.98	
BUBRICK'S	43081	7/18/2013	758675	100-0801-521.30-10	91.40	Supplies
			Total for check: 43081		91.40	
CDW GOVERNMENT INC	43082	7/18/2013	CZ95514	100-1003-541.30-15	21.96	PWF - Address Labels
		7/18/2013	DB16379	743-0403-513.30-15	9.61	Replacement Network Card Arbitrator 360 Server
		7/18/2013	DD40006	743-0403-513.29-01	63.18	PWF - Toner
				743-0403-513.30-15	24.58	PWF - Power Strips
			Total for check: 43082		119.33	
COMPASS GROUP	43083	7/18/2013		100-0000-421.04-00	900.00	Overpay Restaurant Licens
			Total for check: 43083		900.00	
CRESCENT ELECTRIC SUPPLY COMPANY	43084	7/18/2013	762639	100-1001-514.24-03	155.12	Hoff-E Panel/Box
			Total for check: 43084		155.12	
CULLIGAN WATER CONDITIONING	43085	7/18/2013		100-1001-514.20-01	18.90	Rental
				100-0704-552.30-10	120.00	Pool
			Total for check: 43085		138.90	
EARTHLINK BUSINESS	43087	7/18/2013		100-0402-513.22-01	7.01	July Phone/Assessor
				100-0201-512.22-01	6.82	July Phone/Attorney
				100-0000-123.00-00	15.57	July Phone/Bldg Insp
				100-0203-512.22-01	14.18	July Phone/Clerk
				100-0304-562.22-01	25.51	July Phone/Com Dev



# AP Check Register Check Date: 7/18/2013

Vendor Name	Check Number	Check Date	Invoice Number	Account Number	Amount	Description
EARTHLINK BUSINESS...	43087	7/18/2013	...	100-1001-514.22-01	77.27	July Phone/City Hall
				100-0401-513.22-01	34.42	July Phone/Finance
				731-1022-541.22-01	27.70	July Phone/Garage
				100-0903-531.22-01	52.33	July Phone/Health
				743-0403-513.22-01	16.37	July Phone/IT
				100-0601-551.22-01	181.39	July Phone/Library
				100-0101-511.22-01	10.76	July Phone/Mayor
				100-0702-552.22-01	28.85	July Phone/Recreation
				100-0703-553.22-01	48.47	July Phone/Parks
				100-0202-512.22-01	17.23	July Phone/Personnel
				100-0801-521.22-01	267.46	July Phone/Police
				100-1002-541.22-01	44.95	July Phone/Engineering
				100-0920-531.22-01	14.07	July Phone/Senior Ctr
				100-1008-541.22-01	4.06	July Phone/Sign Shop
FACTORY MOTOR PARTS CO				100-0502-522.22-01	42.72	July Phone/EOC
				207-0000-123.00-00	28.65	July Phone/Marina
				100-0000-123.00-00	320.63	July Phone/Utilities
				<b>Total for check: 43087</b>	<b>1,286.42</b>	
FACTORY MOTOR PARTS CO	43088	7/18/2013		731-1022-541.38-03	(35.00)	Motor Asy-Wiper/CREDIT
		7/18/2013		731-1022-541.38-03	194.13	Batteries & Cores
				<b>Total for check: 43088</b>	<b>159.13</b>	
FAULK'S BROS CONSTRUCTION INC	43089	7/18/2013		100-0703-553.24-05	591.41	Infield Mix/Koslo
				<b>Total for check: 43089</b>	<b>591.41</b>	
FOX CITIES CHAMBER OF COMMERCE &	43090	7/18/2013		100-0405-513.33-02	60.00	FC Chamber Seminar
				<b>Total for check: 43090</b>	<b>60.00</b>	
FOX VALLEY TECHNICAL COLLEGE	43091	7/18/2013		100-0000-201.03-00	174.00	Training
				100-0918-531.34-02	3.00	Training
				100-0903-531.34-02	9.00	Training

# AP Check Register Check Date: 7/18/2013

Vendor Name	Check Number	Check Date	Invoice Number	Account Number	Amount	Description
FOX VALLEY TECHNICAL COLLEGE...	43091...	7/18/2013...	...	100-0702-552.34-02	12.00	Training
				100-0601-551.32-01	3.00	Training
				100-0203-512.30-18	3.00	Training
				100-0202-512.32-01	3.00	Training
				100-1019-552.30-18	12.00	Training
				100-0801-521.34-02	430.00	Training
				<b>Total for check: 43091</b>	<b>649.00</b>	TPB0000188063/FY12-13
JX PETERBILT - APPLETON	43092	7/18/2013	G-231430019	731-1022-541.38-03	91.12	Adjuster-Brake
				<b>Total for check: 43092</b>	<b>91.12</b>	
KAEMPFER & ASSOCIATES INC	43093	7/18/2013	16986	601-1020-543.21-02	649.20	Sewer User Monitoring Proj E145-01.07
		7/18/2013	16987	601-1020-543.21-02	580.78	NMSC WWTP Sampling Eval Proj E145-01.10
		7/18/2013	16988	601-1020-543.21-02	773.49	San Sewer Lateral Repair Proj E145-01.11
		7/18/2013	16989	601-1020-543.21-02	1,669.76	Ninth St Lift Station Proj E145-08.05
		7/18/2013	16990	601-1020-543.21-02	3,980.13	Ninth St Lift Station Proj E145-08.07
				<b>Total for check: 43093</b>	<b>7,653.36</b>	
KEEPRS INC	43094	7/18/2013	212220	100-0801-521.30-15	2,238.00	Glock Supplies
				<b>Total for check: 43094</b>	<b>2,238.00</b>	
KUNDINGER FLUID POWER INC	43095	7/18/2013	50240874	731-1022-541.38-03	39.54	Element/O-Rings
		7/18/2013	50242394	731-1022-541.38-03	257.57	Hose Assembly
				<b>Total for check: 43095</b>	<b>297.11</b>	
KWIK TRIP INC	43096	7/18/2013		100-0801-521.29-05	2,816.36	Fuel/Police
				<b>Total for check: 43096</b>	<b>2,816.36</b>	
LEVENHAGEN CORPORATION	43097	7/18/2013	050000A-IN	100-0000-131.00-00	3,513.51	Fuel
		7/18/2013	050000A-IN	100-0000-131.00-00	10,083.36	Diesel to Brokerage/Fuel Inspection
		7/18/2013	82308	207-0707-552.38-01	5,576.36	Fuel
				<b>Total for check: 43097</b>	<b>19,173.23</b>	

# AP Check Register Check Date: 7/18/2013

Vendor Name	Check Number	Check Date	Invoice Number	Account Number	Amount	Description
LEVENHAGEN CORPORATION...	43097...	7/18/2013	82312	207-0707-552.38-01	4,523.72	Fuel
		7/18/2013	82314	207-0707-552.38-01	2,959.16	Fuel
			Total for check: 43097		26,656.11	
			Total for check: 43098		40.55	40.55 Cabin Internet
MANAWA TELEPHONE CO	43098	7/18/2013		743-0403-513.22-01		
MARATHON COUNTY SPECIAL EDUCATION	43099	7/18/2013		100-0903-531.34-02	195.00	Training
			Total for check: 43099		195.00	
	43100	7/18/2013	47720	731-1022-541.38-02	1,581.40	Tires/Hardware
		7/18/2013	47735	731-1022-541.38-02	193.30	Tires & Hardware
MATTHEWS TIRE & SERVICE CENTER		7/18/2013	47756	731-1022-541.38-02	1,330.56	Tires & Hardware
		7/18/2013	47757	731-1022-541.38-02	899.96	Tires & Hardware
			Total for check: 43100		4,005.22	
			Total for check: 43101		140.09	140.09 Cover/Fabric/Curotto
MCNEILUS TRUCK & MFG COMPANY	43101	7/18/2013	2203476	731-1022-541.38-03		
MENARDS-APPLETON EAST	43102	7/18/2013	24197	100-0703-553.30-18	86.27	Turnbuckles/Stain/Ties
			Total for check: 43102		86.27	
	43103	7/18/2013		100-0000-412.00-00	6,072.21	June Mobile Home
				100-0000-412.00-00	6,072.21	July Mobile Home
			Total for check: 43103		12,144.42	
MENASHA NEENAH MUNICIPAL COURT	43104	7/18/2013		100-0000-201.03-00	202.00	Bond/MPD 13-175

# AP Check Register Check Date: 7/18/2013

Vendor Name	Check Number	Check Date	Invoice Number	Account Number	Amount	Description
MENASHA NEENAH MUNICIPAL COURT...	43104...	7/18/2013...	...	100-0000-201.03-00	139.00	Bond/MPD 13-190
				<b>Total for check: 43104</b>	<b>341.00</b>	
MENASHA UTILITIES	43107	7/18/2013		100-1008-541.22-03	152.96	Electric
				100-1008-541.22-05	56.42	Water/Sewer
				601-1020-543.22-03	26.71	Electric
				100-0704-552.22-03	2,791.86	Electric
				100-0704-552.22-05	3,989.80	Water/Sewer
				731-1022-541.22-03	895.14	Electric
				731-1022-541.22-05	491.20	Water/Sewer
				731-1022-541.22-06	901.88	Storm
				266-1028-543.22-06	73.13	Storm
				100-0801-521.22-03	1,510.71	Electric
				100-0801-521.22-05	261.93	Water/Sewer
				100-0801-521.22-06	62.72	Storm
				100-0000-123.00-00	1,093.97	Electric
				100-0000-123.00-00	189.67	Water/Sewer
				100-0000-123.00-00	45.41	Storm
				100-0801-521.22-03	83.42	Electric
				100-0601-551.22-03	3,559.37	Electric
				100-0601-551.22-05	889.10	Water/Sewer
				100-0601-551.22-06	103.75	Storm
				207-0707-552.22-05	395.00	Water/Sewer
				100-1019-552.22-03	15.52	Electric
				100-1019-552.22-05	12.38	Water/Sewer
				100-0000-123.00-00	6.95	Electricity
				100-1001-514.22-05	12.38	Water/Sewer
				100-1001-514.22-06	17.50	Storm
				100-0703-553.22-03	1,767.40	Electricity
				100-0703-553.22-05	45.42	Water/Sewer
				100-0703-553.22-06	700.63	Storm
				485-0304-562.22-06	33.13	Storm
				457-0304-562.22-06	2.50	Storm
				485-0304-562.22-06	15.00	Storm

# AP Check Register Check Date: 7/18/2013

Vendor Name	Check Number	Check Date	Invoice Number	Account Number	Amount	Description
MENASHA UTILITIES...	43107...	7/18/2013...	...	457-0304-562.21-10	8.32	Electric
				100-0305-562.22-06	5.00	Storm
				501-0304-562.22-06	280.01	Storm
				267-0102-581.22-03	1,803.05	198 River Street
				<b>Total for check: 43107</b>	<b>22,299.34</b>	
TOWN OF MENASHA UTILITY DISTRICT	43108	7/18/2013		457-0304-562.22-05	9.60	1300 Wittmann Dr
				<b>Total for check: 43108</b>	<b>9.60</b>	
MENDOZA, MOISES	43109	7/18/2013	MENDOZA	100-0000-201.10-00	100.00	Moises Mendoza/Refund
				<b>Total for check: 43109</b>	<b>100.00</b>	Exc Permit 11348
MODERN DAIRY INC	43110	7/18/2013	211579	100-0704-552.30-17	582.24	Concessions
		7/18/2013	211733	100-0704-552.30-17	611.88	Concessions
			<b>Total for check: 43110</b>		<b>1,194.12</b>	
MORTON SAFETY	43111	7/18/2013	802462	100-0704-552.30-10	148.42	First Aid Supplies/Pool
		7/18/2013	803564	731-1022-541.30-18	45.50	Ear Plugs
			<b>Total for check: 43111</b>		<b>193.92</b>	
N&M AUTO SUPPLY	43112	7/18/2013	448088	731-1022-541.30-18	22.98	Seam Sealer
		7/18/2013	448173	731-1022-541.30-18	81.99	Herculiner Blk Coaling
		7/18/2013	448212	731-1022-541.30-18	18.00	Herculiner
		7/18/2013	449169	731-1022-541.38-03	30.30	Spark Plug & Adapter
			<b>Total for check: 43112</b>		<b>153.27</b>	
CITY OF NEENAH	43113	7/18/2013	34200	100-0501-522.80-03	7,879.83	Refurbish Engine 35
			<b>Total for check: 43113</b>		<b>7,879.83</b>	
NORTHEAST ASPHALT INC	43114	7/18/2013	1214781	100-1003-541.30-18	24,316.67	Millwaukee Street

# AP Check Register Check Date: 7/18/2013

Vendor Name	Check Number	Check Date	Invoice Number	Account Number	Amount	Description
NORTHEAST ASPHALT INC...	43114...	7/18/2013	1214782	100-1003-541.30-18	324.80	Paving Projects
			Total for check: 43114		24,641.47	
PACKER CITY INTERNATIONAL	43115	7/18/2013	3-231760049	731-1022-541.38-03	38.77	Lubefilt, Def, & FF
				731-1022-541.30-18	31.80	Lubefilt, Def, & FF
			Total for check: 43115		70.57	
PJC GROUP LLC	43116	7/18/2013		489-0305-562.73-01	596,154.09	
			Total for check: 43116		596,154.09	
REDI-WELDING CO	43117	7/18/2013	14542	100-1003-541.30-15	453.68	Concrete Forms/Dumpsters
				100-1016-543.30-18	125.80	Concrete Forms/Dumpsters
				731-1022-541.30-18	301.83	Concrete Forms/Dumpsters
			Total for check: 43117		881.31	
RICK'S AUTO GLASS INC	43118	7/18/2013	1108163	731-1022-541.29-04	250.00	Windshield/Supplies
			Total for check: 43118		250.00	
ROAD EQUIPMENT	43119	7/18/2013	WA562703	731-1022-541.38-03	14.12	7-Way Receptacle
			Total for check: 43119		14.12	
LIZ ROSIN	43120	7/18/2013		100-0903-531.33-01	41.85	June Expenses
			Total for check: 43120		41.85	
SERVICEMASTER BUILDING MAINTENANCE	43121	7/18/2013	9114	100-1001-514.20-01	1,095.00	City Hall Janitorial Serv
			Total for check: 43121		1,095.00	
SHERWIN WILLIAMS CO	43122	7/18/2013	4382-7	100-1008-541.30-18	12.30	

# AP Check Register Check Date: 7/18/2013

Vendor Name	Check Number	Check Date	Invoice Number	Account Number	Amount	Description
SHERWIN WILLIAMS CO...	43122...	7/18/2013	4456-9	100-1008-541.30-18	1,777.50	
			Total for check: 43122		1,789.80	
SKID & PALLET	43123	7/18/2013	3089	100-0703-553.30-18	168.00	Mulch
			Total for check: 43123		168.00	
R A SMITH NATIONAL INC	43124	7/18/2013	108929	100-0304-562.21-02	4,980.00	Gilbert Mill Site Dev Prof Serv March, 2013
			Total for check: 43124		4,980.00	
SPORTS GRAPHICS	43125	7/18/2013	0613-142	100-0704-552.30-10	400.10	Pool Uniforms
			Total for check: 43125		400.10	
STAPLES ADVANTAGE	43126	7/18/2013	3201939687	100-0702-552.30-10	54.32	Supplies
				100-0304-562.30-10	35.89	Supplies
				100-0405-513.30-10	34.14	Supplies
				100-0401-513.30-10	20.88	Supplies
				100-1001-514.30-10	579.00	Supplies
				100-0401-513.30-10	23.78	Supplies
				100-0401-513.30-10	6.84	Supplies
				731-1022-541.30-10	52.26	Supplies
				731-1022-541.30-10	9.09	Message Pads
			Total for check: 43126		816.20	
TRI-CITY GLASS INC	43127	7/18/2013	101-0620-21633	100-0801-521.29-05	204.98	Windshield/Primer
			Total for check: 43127		204.98	
UNIFIRST CORPORATION	43128	7/18/2013	097 0141353	731-1022-541.20-01	244.65	Mat/Mop/Clothing Service
			Total for check: 43128		244.65	

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Vendor Name	Check Number	Check Date	Invoice Number	Account Number	Amount	Description
US VENTURE	43129	7/18/2013	L47204	731-1022-541.21-06	12.00	Sample
			Total for check: 43129		12.00	
UW-FOX VALLEY	43130	7/18/2013	13-22158	100-0405-513.21-08	960.00	Videotaping of Meetings Second Quarter
			Total for check: 43130		960.00	
VERIZON WIRELESS	43131	7/18/2013	9707574203	743-0403-513.24-04	516.29	Wireless/Broadband
			Total for check: 43131		516.29	
WAVERLY SANITARY DISTRICT	43132	7/18/2013	30037656	100-0703-553.22-05	78.22	2170 Plank Rd
			Total for check: 43132		78.22	
WE ENERGIES	43133	7/18/2013		100-0903-531.22-04	9.61	316 Racine St
				100-0703-553.22-03	12.78	North Street
				100-0703-553.22-03	9.86	North Street
			Total for check: 43133		32.25	
WEA INSURANCE TRUST	43134	7/18/2013		100-0000-204.11-00	11,051.74	August Premium
				100-0000-204.08-00	108,986.64	August Premium
			Total for check: 43134		120,038.38	
WERNER ELECTRIC SUPPLY CO	43135	7/18/2013	S3895728.001	100-0703-553.30-18	504.53	Lamps
			Total for check: 43135		504.53	
WEYERS EQUIPMENT INC	43136	7/18/2013	01-38079	731-1022-541.38-03	162.20	Rings/Knife
			Total for check: 43136		162.20	
WINNEBAGO COUNTY TREASURER	43137	7/18/2013	100187	100-1016-543.25-01	12,865.94	June Haul to Outagamie
				100-1017-543.25-01	3,797.80	June Haul to Outagamie



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Vendor Name	Check Number	Check Date	Invoice Number	Account Number	Amount	Description
WINNEBAGO COUNTY TREASURER...	43137 ...	7/18/2013	LF119897	266-1027-543.25-01	469.25 June Recycling	
			Total for check: 43137		17,132.99	
WISCONSIN DEPT OF ADMINISTRATION	43138	7/18/2013		100-0401-513.32-02	20.00 Admin Code Renewal	
			Total for check: 43138		20.00	
					923,974.32	

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Vendor Name	Check Number	Check Date	Invoice Number	Account Number	Amount	Description
A TO Z DATABASES	43139	7/23/2013	500509	100-0601-551.30-14	1,000.00	LIBRARY MATERIALS
			Total for check: 43139		1,000.00	
AMAZON	43141	7/23/2013	17620802539	100-0601-551.30-14	43.17	LIBRARY MATERIALS
		7/23/2013	176923467476	100-0601-551.30-14	15.55	LIBRARY MATERIALS
		7/23/2013	176925169240	100-0601-551.30-14	19.96	LIBRARY MATERIALS
		7/23/2013	176926458897	100-0601-551.30-14	374.71	LIBRARY MATERIALS
		7/23/2013	176926458897DUP	100-0601-551.30-16	14.49	PROGRAM SUPPLIES
		7/23/2013	176926633228	100-0601-551.30-14	30.78	LIBRARY MATERIALS
		7/23/2013	176926858377	100-0601-551.30-14	53.97	LIBRARY MATERIALS
		7/23/2013	176929050526	100-0601-551.30-14	(1.97)	CREDIT
		7/23/2013	256533259910	100-0601-551.30-14	244.84	LIBRARY MATERIALS
		7/23/2013	256534168369	100-0601-551.30-14	301.72	LIBRARY MATERIALS
		7/23/2013	256535747377	100-0601-551.30-14	24.99	LIBRARY MATERIALS
		7/23/2013	25653720781	100-0601-551.30-14	33.90	LIBRARY MATERIALS
		7/23/2013	256537307456	100-0601-551.30-14	44.88	LIBRARY MATERIALS
		7/23/2013	256538053753	100-0601-551.30-14	38.97	LIBRARY MATERIALS
		7/23/2013	256665055881	100-0601-551.30-14	9.99	LIBRARY MATERIALS
		7/23/2013	297666569747	100-0601-551.30-14	14.99	LIBRARY MATERIALS
		7/23/2013	297668940155	100-0601-551.30-14	152.19	LIBRARY MATERIALS
		7/23/2013	297668940155DUP	100-0601-551.30-16	14.49	PROGRAM SUPPLIES
		7/23/2013	297669032274	100-0601-551.30-14	34.95	LIBRARY MATERIALS
		7/23/2013	297669283412	100-0601-551.30-14	179.00	LIBRARY MATERIALS
			Total for check: 43141		1,645.57	
BADGER MAILING & SHIPPING SYSTEMS	43142	7/23/2013	56645	100-0601-551.30-11	112.28	POSTAGE SUPPLIES
			Total for check: 43142		112.28	
BAKER & TAYLOR INC	43144	7/23/2013	0002450455	100-0601-551.30-14	(6.95)	CREDIT
		7/23/2013	2028247836	100-0601-551.30-14	48.09	LIBRARY MATERIALS
		7/23/2013	2028250635	100-0601-551.30-14	210.91	LIBRARY MATERIALS
		7/23/2013	2028256562	100-0601-551.30-14	442.76	LIBRARY MATERIALS
		7/23/2013	2028269580	100-0601-551.30-14	91.22	LIBRARY MATERIALS

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Vendor Name	Check Number	Check Date	Invoice Number	Account Number	Amount	Description
BAKER & TAYLOR INC...	43144...	7/23/2013	2028269714	100-0601-551.30-14	99.71	LIBRARY MATERIALS
		7/23/2013	2028271225	100-0601-551.30-14	78.00	LIBRARY MATERIALS
		7/23/2013	2028271629	100-0601-551.30-14	147.01	LIBRARY MATERIALS
		7/23/2013	2028278000	100-0601-551.30-14	454.96	LIBRARY MATERIALS
		7/23/2013	2028283969	100-0601-551.30-14	92.31	LIBRARY MATERIALS
		7/23/2013	2028287421	100-0601-551.30-14	32.54	LIBRARY MATERIALS
		7/23/2013	2028290807	100-0601-551.30-14	235.98	LIBRARY MATERIALS
		7/23/2013	2028298602	100-0601-551.30-14	523.23	LIBRARY MATERIALS
		7/23/2013	2028308012	100-0601-551.30-14	41.08	LIBRARY MATERIALS
		7/23/2013	2028313012	100-0601-551.30-14	174.34	LIBRARY MATERIALS
		7/23/2013	2028313474	100-0601-551.30-14	54.87	LIBRARY MATERIALS
		7/23/2013	2028314103	100-0601-551.30-14	120.78	LIBRARY MATERIALS
		7/23/2013	2028319239	100-0601-551.30-14	112.29	LIBRARY MATERIALS
		7/23/2013	2028320755	100-0601-551.30-14	13.82	LIBRARY MATERIALS
		7/23/2013	2028322763	100-0601-551.30-14	336.27	LIBRARY MATERIALS
		7/23/2013	2028327957	100-0601-551.30-14	86.19	LIBRARY MATERIALS
		7/23/2013	5012633167	100-0601-551.30-14	309.74	LIBRARY MATERIALS
		7/23/2013	5012654849	100-0601-551.30-14	129.76	LIBRARY MATERIALS
		7/23/2013	M16890560	100-0601-551.30-14	17.99	LIBRARY MATERIALS
7/23/2013	M16890561	100-0601-551.30-14	41.74	LIBRARY MATERIALS		
Total for check: 43144					3,888.64	
BLACKSTONE AUDIO INC	43145	7/23/2013	491432	100-0601-551.30-14	100.00	LIBRARY MATERIALS
		7/23/2013	492135	100-0601-551.30-14	50.00	LIBRARY MATERIALS
		Total for check: 43145			150.00	
CDW GOVERNMENT INC	43146	7/23/2013	CK03371	100-0601-551.30-10	68.24	OFFICE SUPPLIES
		7/23/2013	CM95520	100-0601-551.30-10	350.17	OFFICE SUPPLIES
		Total for check: 43146			418.41	
CENTER POINT LARGE PRINT	43147	7/23/2013	1099396	100-0601-551.30-14	133.02	LIBRARY MATERIALS

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Vendor Name	Check Number	Check Date	Invoice Number	Account Number	Amount	Description
CENTER POINT LARGE PRINT...	43147...	7/23/2013	1105579	100-0601-551.30-14	133.02	LIBRARY MATERIALS
			Total for check: 43147		266.04	
FINDAWAY WORLD LLC	43148	7/23/2013	100480	100-0601-551.30-14	488.33	LIBRARY MATERIALS
		7/23/2013	101283	100-0601-551.30-14	140.58	LIBRARY MATERIALS
		7/23/2013	101801	100-0601-551.30-14	399.55	LIBRARY MATERIALS
			Total for check: 43148		1,028.46	
GALE	43149	7/23/2013	99476699	100-0601-551.30-14	28.79	LIBRARY MATERIALS
		7/23/2013	99476974	100-0601-551.30-14	28.79	LIBRARY MATERIALS
		7/23/2013	99487855	100-0601-551.30-14	38.92	LIBRARY MATERIALS
		7/23/2013	99492947	100-0601-551.30-14	24.79	LIBRARY MATERIALS
		7/23/2013	99519955	100-0601-551.30-14	86.37	LIBRARY MATERIALS
		7/23/2013	99520112	100-0601-551.30-14	28.79	LIBRARY MATERIALS
		7/23/2013	99552692	100-0601-551.30-14	26.39	LIBRARY MATERIALS
		7/23/2013	99553032	100-0601-551.30-14	28.79	LIBRARY MATERIALS
		7/23/2013	99553974	100-0601-551.30-14	28.79	LIBRARY MATERIALS
			Total for check: 43149		320.42	
GANNETT WISCONSIN MEDIA	43150	7/23/2013	07222013	100-0601-551.30-14	316.08	LIBRARY MATERIALS
			Total for check: 43150		316.08	
LAPPEN SECURITY PRODUCTS INC	43151	7/23/2013	LSPQ25728	100-0601-551.80-05	940.00	CAP OUTLAY-EQUIPMENT
			Total for check: 43151		940.00	
MADER NEWS AGENCY INC	43152	7/23/2013	7872	100-0601-551.30-14	133.16	LIBRARY MATERIALS
			Total for check: 43152		133.16	
MIDWEST TAPE	43153	7/23/2013	91059908	100-0601-551.30-14	14.99	LIBRARY MATERIALS
		7/23/2013	91076529	100-0601-551.30-14	31.98	LIBRARY MATERIALS
		7/23/2013	91103544	100-0601-551.30-14	276.81	LIBRARY MATERIALS

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Vendor Name	Check Number	Check Date	Invoice Number	Account Number	Amount	Description
MIDWEST TAPE...	43153...	7/23/2013	9110542	100-0601-551.30-14	14.99	LIBRARY MATERIALS
			Total for check: 43153		338.77	
NAVANT	43154	7/23/2013	0118497	100-0601-551.24-04	778.00	REPAIR/MAINT - SPEC EQUIP
			Total for check: 43154		778.00	
OFFICE DEPOT CREDIT PLAN	43155	7/23/2013	4974533	100-0601-551.30-10	24.98	OFFICE SUPPLIES
		7/23/2013	5193830	100-0601-551.30-10	11.99	OFFICE SUPPLIES
		7/23/2013	5270263	100-0601-551.30-10	16.99	OFFICE SUPPLIES
			Total for check: 43155		53.96	
CASSANDRA PAYNE	43156	7/23/2013	06192013	100-0601-551.33-01	147.50	MILEAGE REIMBURSEMENT
				100-0601-551.33-02	75.00	REGISTRATION REIMB
				100-0601-551.33-03	31.87	MEAL REIMBURSEMENT
		7/23/2013	07182013	100-0601-551.30-10	22.25	OFFICE SUPPLIES
			Total for check: 43156		322.73	
PIGGLY WIGGLY MIDWEST LLC	43157	7/23/2013	8894599	100-0601-551.30-16	50.51	PROGRAM SUPPLIES
			Total for check: 43157		50.51	
RANDOM HOUSE INC	43158	7/23/2013	1087217489	100-0601-551.30-14	10.00	LIBRARY MATERIALS
		7/23/2013	1087225472	100-0601-551.30-14	37.50	LIBRARY MATERIALS
		7/23/2013	1087257297	100-0601-551.30-14	129.00	LIBRARY MATERIALS
		7/23/2013	1087276232	100-0601-551.30-14	56.25	LIBRARY MATERIALS
		7/23/2013	1087321385	100-0601-551.30-14	10.00	LIBRARY MATERIALS
		7/23/2013	1187225472	100-0601-551.30-14	26.25	LIBRARY MATERIALS
			Total for check: 43158		269.00	
RECORDED BOOKS LLC	43159	7/23/2013	74742917	100-0601-551.30-14	99.00	LIBRARY MATERIALS
		7/23/2013	74746010	100-0601-551.30-14	39.99	LIBRARY MATERIALS

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Vendor Name	Check Number	Check Date	Invoice Number	Account Number	Amount	Description
RECORDED BOOKS LLC...	43159...	7/23/2013	74751150	100-0601-551.30-14	99.00	LIBRARY MATERIALS
			Total for check: 43159		237.99	
RELIABLE OFFICE SUPPLIES	43160	7/23/2013	DSW72600	100-0601-551.30-10	150.89	OFFICE SUPPLIES
		7/23/2013	DSW72600 CR	100-0601-551.30-10	(7.19)	CREDIT
			Total for check: 43160		143.70	
SERVICEMASTER BUILDING MAINTENANCE	43161	7/23/2013	9112	100-0601-551.20-01	1,425.00	CONTRACT SERV/JANITORIAL
			Total for check: 43161		1,425.00	
SHOWCASES	43162	7/23/2013	273236	100-0601-551.30-18	59.20	DEPT SUPPLIES
		7/23/2013	273593	100-0601-551.30-18	95.34	DEPT SUPPLIES
			Total for check: 43162		154.54	
UNIQUE BOOKS INC	43163	7/23/2013	359514.2	100-0601-551.30-14	20.95	LIBRARY MATERIALS
		7/23/2013	360171	100-0601-551.30-14	856.29	LIBRARY MATERIALS
		7/23/2013	360173	100-0601-551.30-14	321.23	LIBRARY MATERIALS
		7/23/2013	360672	100-0601-551.30-14	395.09	LIBRARY MATERIALS
			Total for check: 43163		1,593.56	
UNIQUE MANAGEMENT SERVICES INC	43164	7/23/2013	241113	100-0000-441.19-00	268.50	COLLECTION AGENCY FEE
			Total for check: 43164		268.50	
UPS	43165	7/23/2013	0000E904E4263	100-0601-551.30-11	35.79	POSTAGE SUPPLIES
			Total for check: 43165		35.79	
UPSTART	43166	7/23/2013	4975734	100-0601-551.30-16	243.97	PROGRAM SUPPLIES

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Vendor Name	Check Number	Check Date	Invoice Number	Account Number	Amount	Description
UPSTART...	43166...	7/23/2013	5007991	100-0601-551.30-16	155.38	PROGRAM SUPPLIES
			Total for check: 43166		399.35	
WERNER ELECTRIC SUPPLY CO	43167	7/23/2013	S383069.002	100-0601-551.30-13	479.25	HOUSEKEEPING SUPPLIES
		7/23/2013	S3883069.001	100-0601-551.30-13	154.30	HOUSEKEEPING SUPPLIES
			Total for check: 43167		633.55	
WINNEFOX LIBRARY SYSTEM	43168	7/23/2013	4924	100-0601-551.30-11	162.23	POSTAGE SUPPLIES
			Total for check: 43168		162.23	
JENNIFER WUNROW-LEMKE	43169	7/23/2013	07182013	100-0601-551.30-14	17.00	LIBRARY MATERIALS
			Total for check: 43169		17.00	
					17,103.24	

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Vendor Name	Check Number	Check Date	Invoice Number	Account Number	Amount	Description
ACCURATE	43170	7/25/2013	1307331	731-1022-541.30-18	154.77	Washers/HS Gloss White
		7/25/2013	1309461	731-1022-541.30-18	162.50	Brake Rotor/Pads/Ties
				731-1022-541.38-03	333.11	Brake Rotor/Pads/Ties
		7/25/2013	1309536	731-1022-541.38-03	189.20	Shock Absorbent/Air Cell
				731-1022-541.30-18	34.44	Gloss Black
		7/25/2013	1309615	731-1022-541.29-04	93.21	Front-End Alignment
		7/25/2013	1309694	731-1022-541.30-18	44.36	Service Station Air
		7/25/2013	1309702	731-1022-541.38-03	135.12	Light Bulbs/Strobe Light
			<b>Total for check: 43170</b>		<b>1,146.71</b>	
AIRGAS USA LLC	43171	7/25/2013	9017364713	731-1022-541.30-18	67.40	Oxygen Ind
		7/25/2013	9911058546	731-1022-541.21-06	171.40	Cylinder Rental
			<b>Total for check: 43171</b>		<b>238.80</b>	
ALL-SPORT TROPHY	43172	7/25/2013	47233	100-0704-552.30-10	168.00	Name Tags
			<b>Total for check: 43172</b>		<b>168.00</b>	
ANIMAL HAVEN ZOO	43173	7/25/2013		100-0702-552.20-05	350.00	Smith Park Petting Zoo
			<b>Total for check: 43173</b>		<b>350.00</b>	
CITY OF APPLETON	43174	7/25/2013	213552	100-0302-542.25-01	12,917.00	June Valley Transit
			<b>Total for check: 43174</b>		<b>12,917.00</b>	
ARING EQUIPMENT CO INC	43175	7/25/2013	M09341	741-0000-193.00-00	4,000.00	Right & Left Forks
			<b>Total for check: 43175</b>		<b>4,000.00</b>	
ASSOCIATED APPRAISAL CONSULTANTS	43176	7/25/2013	15353	100-0402-513.21-09	4,991.67	Professional Services
				100-0402-513.30-11	6.32	Postage



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Vendor Name	Check Number	Check Date	Invoice Number	Account Number	Amount	Description
ASSOCIATED APPRAISAL CONSULTANTS...	43176...	7/25/2013	15354	100-0402-513.21-04	59.76	Internet posting
					5,057.75	6640 parcels
				Total for check: 43176		
AT&T	43177	7/25/2013	920R09453007	601-1020-543.22-01	292.50	Alarm
				100-1001-514.22-01	113.90	Alarm
				Total for check: 43177	406.40	
BADGER HIGHWAYS CO INC	43178	7/25/2013	160138	100-0703-553.30-18	55.67	Holmix Asphalt
				Total for check: 43178	55.67	
BADGER LAB & ENGINEERING INC	43179	7/25/2013	INV000053656	601-1020-543.21-02	315.00	MU Wastewaters
				Total for check: 43179	315.00	June 16-23, 2013
BECK ELECTRIC INC	43180	7/25/2013	JY2113-COM-ED-7	100-1008-541.24-04	429.35	Traffic Light Repairs
				Total for check: 43180	429.35	
BERGSTROM FORD OF NEENAH	43181	7/25/2013	23664	731-1022-541.38-03	114.42	Link & Bush
				Total for check: 43181	114.42	
KELSEY E BLOB	43182	7/25/2013	HATTIE MINER	822-0413-554.30-16	250.00	2013 Fall Semester
				Total for check: 43182	250.00	Scholarship
BRAZEE ACE HARDWARE	43183	7/25/2013	022676	100-0703-553.30-18	6.98	Bolt Eye w/Nut
		7/25/2013	022698	100-0703-553.30-18	13.99	Battery
				Total for check: 43183	20.97	
BUBRICK'S	43184	7/25/2013	762562	100-0801-521.30-10	55.16	Supplies
		7/25/2013	762563	100-0801-521.30-10	8.21	Supplies

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Vendor Name	Check Number	Check Date	Invoice Number	Account Number	Amount	Description
BUBRICK'S...	43184...	7/25/2013	762639	100-0801-521.30-10	6.17	Supplies
			Total for check: 43184		69.54	
	43185	7/25/2013		100-0000-201.03-00	150.00	Bond/MEPD 13-2328
CALUMET COUNTY CLERK OF COURTS			Total for check: 43185		150.00	
	43186	7/25/2013	HATTIE MINER	822-0413-554.30-16	250.00	2013 Fall Semester Scholarship
			Total for check: 43186		250.00	
CARRICO AQUATIC RESOURCES INC	43187	7/25/2013	20124543	100-0704-552.30-18	4,000.00	Chemicals
			Total for check: 43187		4,000.00	
	43188	7/25/2013	30084630	100-1016-543.30-18	1,246.20	Recycling/Trash
CASCADE ENGINEERING			Total for check: 43188		1,246.20	
	43189	7/25/2013	DF98090	743-0403-513.30-15	6.68	KB Cover Compaq
		7/25/2013	DG56314	743-0403-513.30-15	4.71	Screen Cleaning Wipes
CDW GOVERNMENT INC		7/25/2013	DG73723	743-0403-513.30-15	14.13	Screen Cleaning Wipes
			Total for check: 43189		25.52	
	43190	7/25/2013	3518044914	100-0704-552.30-17	218.14	Beverages
COCA-COLA REFRESHMENTS			Total for check: 43190		218.14	
	43191	7/25/2013	177	100-0304-562.21-06	1,800.00	Comp Housing Plan/June
		7/25/2013	178	263-0306-562.70-01	982.20	229 Kaukauna Street
COMMUNITY HOUSING COORDINATOR			Total for check: 43191		2,782.20	

# AP Check Register Check Date: 7/25/2013

Vendor Name	Check Number	Check Date	Invoice Number	Account Number	Amount	Description
CONCRETE INDUSTRIES INC	43192	7/25/2013	3634	625-1010-541.30-18	175.00	Delivery Receipt 15269
			Total for check: 43192		175.00	
DIGICORPORATION	43193	7/25/2013	134089	100-0000-134.00-00	(127.50)	Window Envelopes
				100-0401-513.29-01	203.50	Window Envelopes
			Total for check: 43193		76.00	
DUMKE & ASSOCIATES &	43194	7/25/2013		100-0903-531.29-06	2,077.50	316 Racine St
			Total for check: 43194		2,077.50	
ENERGY CONTROL & DESIGN INC	43195	7/25/2013	0068582-IN	100-0704-552.24-04	849.52	Pool/Boiler Service
			Total for check: 43195		849.52	
FACTORY MOTOR PARTS CO	43196	7/25/2013	18-1237604	731-1022-541.38-03	93.42	Battery Core/Core Change
			Total for check: 43196		93.42	
FERGUSON ENTERPRISES #448	43197	7/25/2013	SC25397	100-0703-553.24-03	2.58	June Service Charge
			Total for check: 43197		2.58	
FLENZ, ANNIE	43198	7/25/2013	FLENZ	100-0704-552.30-18	16.70	Slide Wax
			Total for check: 43198		16.70	
FOX VALLEY AREA LABOR COUNCIL	43199	7/25/2013		100-0408-552.30-16	250.00	Labor Day Parade Donation
			Total for check: 43199		250.00	
GEVA HABITAT FOR HUMANITY	43200	7/25/2013	REMOVE CARTS	100-0000-441.13-00	70.68	Refuse/Recy Cart Removal 625 Third St
			Total for check: 43200		70.68	

# AP Check Register Check Date: 7/25/2013

Vendor Name	Check Number	Check Date	Invoice Number	Account Number	Amount	Description
GUNDERSON INC	43201	7/25/2013	103757	100-0801-521.30-13	34.82 Towels/Mats	
			Total for check: 43201		34.82	
GUSTMAN CHEVROLET SALES INC	43202	7/25/2013	28195	731-1022-541.38-03	47.77 Horn Kit	
		7/25/2013	28205	731-1022-541.38-03	1,046.49 Rotor/Pad Kit/Hose/Arms	
		7/25/2013	28262	731-1022-541.38-03	72.71 Arm	
		7/25/2013	28268	731-1022-541.38-03	169.95 Seal/Rotor/Pad Kit	
			Total for check: 43202		1,336.92	
HEIMAN, PAULINE	43203	7/25/2013	HEIMAN/REFUSE	100-0000-441.13-00	16.50 Refuse Cart Downgrade	1014 Oneida St
			Total for check: 43203		16.50	
HOLMES AUTOMOTIVE RECYCLING INC	43204	7/25/2013	2970	731-1022-541.38-03	150.00 U-Seat	
			Total for check: 43204		150.00	
HORST DISTRIBUTING INC	43205	7/25/2013	30712-000	731-1022-541.38-03	49.57 Kit, Seal	
		7/25/2013	30746-000	731-1022-541.38-03	256.94 Cylinder, Hydraulic	
		7/25/2013	30834-000	731-1022-541.38-03	(49.57) Kit, Seal - CREDIT	
			Total for check: 43205		256.94	
HOTSY CLEANING SYSTEMS INC	43206	7/25/2013	0083803-IN	731-1022-541.21-06	214.29 Oil/Nozzle & Maintenance	
			Total for check: 43206		214.29	
HUB INTERNATIONAL	43207	7/25/2013		733-0000-201.03-00	162.10 Liability Insurance	Memorial Day Parade
			Total for check: 43207		162.10	
INDEPENDENT INSPECTIONS LTD	43208	7/25/2013	307242	100-0301-523.21-06	9,231.27 June Permits	
			Total for check: 43208		9,231.27	

# AP Check Register Check Date: 7/25/2013

Vendor Name	Check Number	Check Date	Invoice Number	Account Number	Amount	Description
JOHN DEERE FINANCIAL	43209	7/25/2013	64943787	100-0703-553.30-18	384.95	Kill All Aquane
		7/25/2013	65023207	733-0206-512.73-01	617.50	Seed & Mulch
				100-0305-562.21-06	617.50	Seed & Mulch
				100-0000-123.00-00	308.75	Seed & Mulch
				100-1003-541.30-18	463.12	Seed & Mulch
				100-1009-541.30-18	463.13	Seed & Mulch
		7/25/2013	65263912	100-0703-553.30-18	139.50	Kill All Pruner
			Total for check: 43209		2,994.45	
JX PETERBILT - APPLETON	43210	7/25/2013	G-231500014	731-1022-541.38-03	118.75	Radio
				Total for check: 43210	118.75	
KJ WASTE SYSTEMS INC	43211	7/25/2013		266-1027-543.21-06	608.00	Recycling
			Total for check: 43211		608.00	
LORETTA KJEMHUS	43212	7/25/2013		100-0903-531.30-18	15.19	Supplies
				100-0906-531.30-18	11.00	Supplies
				Total for check: 43212	26.19	
KOBUSSEN BUSES LTD	43213	7/25/2013	197728	100-0702-552.20-05	146.00	Mecan Outfitters Trip
				Total for check: 43213	146.00	
KUNDINGER FLUID POWER INC	43214	7/25/2013	50243269	731-1022-541.38-03	150.55	Nonspill QC
				Total for check: 43214	150.55	
LAKE PARK VILLAS HOMEOWNERS ASSN	43215	7/25/2013		501-0703-553.22-05	59.45	Lake Park Villas Project
				501-0703-553.21-06	3,561.01	Lake Park Villas Project
				501-0703-553.22-03	156.80	Lake Park Villas Project
				501-1012-541.22-03	34.62	Lake Park Villas Project

# AP Check Register Check Date: 7/25/2013

Vendor Name	Check Number	Check Date	Invoice Number	Account Number	Amount	Description
LAKE PARK VILLAS HOMEOWNERS ASSN...	43215...	7/25/2013...	...	501-1010-541.22-03	732.30	Lake Park Villas Project
			Total for check: 43215		4,544.18	
LEE TRUCK EQUIPMENT INC	43216	7/25/2013	67833	731-1022-541.38-03	334.66	Gear Motor, Tarp
			Total for check: 43216		334.66	
LEVENHAGEN CORPORATION	43217	7/25/2013	82306	207-0707-552.38-01	3,499.00	Fuel
		7/25/2013	82333	207-0707-552.38-01	1,431.50	Fuel
		7/25/2013	82337	207-0707-552.38-01	6,070.10	Fuel
		7/25/2013	82340	207-0707-552.38-01	2,750.79	Fuel
			Total for check: 43217		13,751.39	
MATTHEWS TIRE & SERVICE CENTER	43218	7/25/2013	47871	731-1022-541.38-02	643.32	Tires & Hardware
			Total for check: 43218		643.32	
MEMORIAL FLORISTS INC	43219	7/25/2013	02787648	100-0703-553.30-18	7,674.10	Plants
			Total for check: 43219		7,674.10	
MENARDS-APPLETON EAST	43220	7/25/2013	24338	100-0703-553.24-03	51.96	Concrete Stain
			Total for check: 43220		51.96	
MENASHA EMPLOYEES CREDIT UNION	43221	7/25/2013	20130725	100-0000-202.05-00	12,163.00	PAYROLL SUMMARY
			Total for check: 43221		12,163.00	
MENASHA TREASURER	43222	7/25/2013	PARK & REC	100-0702-552.30-18	79.19	Park & Rec Supplies
		7/25/2013	PD	100-0801-521.30-18	68.60	PD/Supplies Reimbursement
		7/25/2013	REC	100-0702-552.30-18	24.09	Recreation Supplies
			Total for check: 43222		171.88	

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Vendor Name	Check Number	Check Date	Invoice Number	Account Number	Amount	Description
MENASHA UTILITIES	43223	7/25/2013	ST LIGHTS	100-1012-541.22-03	16,235.82	June Street Lighting
			Total for check: 43223		16,235.82	
			Total for check: 43224		9.70	
TOWN OF MENASHA UTILITY DISTRICT	43224	7/25/2013		100-0703-553.22-05	9.70	1521 Brighton Beach Rd
MILLER-BRADFORD & RISBERG INC	43225	7/25/2013	IC03518	100-1003-541.30-15	69.00	Cut Out
			Total for check: 43225		69.00	
MODERN DAIRY INC	43226	7/25/2013	211734	100-0704-552.30-17	178.60	Concessions
			Total for check: 43226		178.60	
MORTON SAFETY	43227	7/25/2013	303651	100-0202-512.21-06	110.00	Drug Screens
			Total for check: 43227		110.00	
NATIONAL CRIME PREVENTION COUNCIL	43228	7/25/2013		100-0801-521.34-02	400.00	Training
			Total for check: 43228		400.00	
CITY OF NEENAH	43229	7/25/2013		100-0501-522.25-01	253,090.00	Fire/Rescue Service
			Total for check: 43229		253,090.00	
NIELSON COMMUNICATIONS	43230	7/25/2013	FV13-28569	731-1022-541.38-03	57.53	Antenna, Adapter, & Mount
			Total for check: 43230		57.53	
ROGERS UPHOLSTERY	43231	7/25/2013	401	731-1022-541.38-03	600.00	Truck Seat Repair
		7/25/2013	402	731-1022-541.38-03	250.00	Truck Seat
			Total for check: 43231		850.00	
ROLAND MACHINERY EXCHANGE	43232	7/25/2013	41007177	731-1022-541.38-03	575.22	Pumtrack Spray

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Vendor Name	Check Number	Check Date	Invoice Number	Account Number	Amount	Description
ROLAND MACHINERY EXCHANGE...	43232...	7/25/2013	41007277	731-1022-541.38-03	212.39	Nozzle Tack Sprs
			Total for check: 43232		787.61	
	43233	7/25/2013		100-0903-531.21-05	150.00	Monthly Payment
DR TERESA RUDOLPH			Total for check: 43233		150.00	
SAM'S CLUB/GEGRB	43234	7/25/2013		100-0704-552.30-17	1,958.55	Concessions
			Total for check: 43234		1,958.55	
	43235	7/25/2013	651883	625-0401-513.21-03	1,250.00	Audit Examination
SCHENCK BUSINESS SOLUTIONS				601-0401-513.21-03	1,200.00	Audit Examination
				100-0401-513.21-03	5,550.00	Audit Examination
			Total for check: 43235		8,000.00	
STAPLES ADVANTAGE	43236	7/25/2013	3193385643	100-0702-552.30-10	45.78	Supplies
				100-0304-562.30-10	31.13	Supplies
				100-1002-541.30-10	21.26	Supplies
				625-1002-541.30-10	7.08	Supplies
			Total for check: 43236		105.25	
SUNGARD PUBLIC SECTOR INC	43237	7/25/2013	68185	743-0403-513.24-04	2,806.00	Contracts
			Total for check: 43237		2,806.00	
	43238	7/25/2013		100-0801-521.34-02	395.00	Training
NEAL TRAUTMAN INC			Total for check: 43238		395.00	
UNIFIRST CORPORATION	43239	7/25/2013	097 0141827	731-1022-541.20-01	112.65	Uniform/Supply Service
			Total for check: 43239		112.65	



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Vendor Name	Check Number	Check Date	Invoice Number	Account Number	Amount	Description
UNIFORM SHOPPE	43240	7/25/2013	222240	100-0801-521.19-03	69.95	Pants
			Total for check: 43240		69.95	
	43241	7/25/2013	20130725	100-0000-202.09-00	30.25	PAYROLL SUMMARY
			Total for check: 43241		30.25	
US PETROLEUM EQUIPMENT	43242	7/25/2013	203145	731-1022-541.24-06	131.54	Switch Assemblies
			Total for check: 43242		131.54	
	43243	7/25/2013	L47319	731-1022-541.21-06	12.00	Sample
			Total for check: 43243		12.00	
VALLEY CHEMICAL LLC	43244	7/25/2013	0043155-IN	100-0704-552.30-18	725.19	Chemicals
		7/25/2013	0043156-IN	100-0704-552.30-18	539.88	Chemicals
				100-0704-552.30-18	(0.70)	Chemicals/Credit
			Total for check: 43244		1,264.37	
VALLEY DIESEL INJECTION INC	43245	7/25/2013	415270	731-1022-541.29-04	112.50	Injection Pump
			Total for check: 43245		112.50	
	43246	7/25/2013	106907	100-0704-552.24-04	60.03	O-Ring
			Total for check: 43246		60.03	
VERIZON WIRELESS	43247	7/25/2013		743-0403-513.22-01	38.32	Lacey Cell/IT
				743-0403-513.30-15	120.03	IT Pads
				100-0919-531.22-01	10.22	Health Dept Cell
				743-0403-513.30-15	160.04	Broadband Charges
				743-0403-513.30-15	40.01	Broadband Charges
				100-0703-553.22-01	50.29	Parks Cell
				100-0704-552.22-01	70.69	Pool Cell

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Vendor Name	Check Number	Check Date	Invoice Number	Account Number	Amount	Description
VERIZON WIRELESS...	43247...	7/25/2013...	...	743-0403-513.22-01 100-0702-552.22-01	123.19 James Cell/IT 6.96 Rec Cell <b>619.75</b>	
				<b>Total for check: 43247</b>		
VISION INSURANCE PLAN OF AMERICA	43248	7/25/2013	131652	100-0000-204.10-00	995.60 August Premium <b>995.60</b>	
				<b>Total for check: 43248</b>		
WAUBUNESS, JAMIE	43249	7/25/2013	WAUBUNESS	100-0000-441.13-00	70.68 Removal of Refuse Cart <b>70.68</b>	
				<b>Total for check: 43249</b>		
WIL-KIL PEST CONTROL	43250	7/25/2013	2265823	100-1019-552.20-07 100-1019-552.20-07	27.00 Racine SI/Tayco 108.00 Racine SI/Tayco <b>135.00</b>	Bridgetender Houses Bridgetender/Exterior
				<b>Total for check: 43250</b>		
WISCONSIN DEPT OF JUSTICE	43251	7/25/2013	L7101T	100-0801-521.21-06	1,358.00 Searches <b>1,358.00</b>	
				<b>Total for check: 43251</b>		
WISCONSIN EMERGENCY MANAGEMENT	43252	7/25/2013	178684	731-1022-541.21-06	582.00 2012 Tier II Fee/ <b>582.00</b>	Chemicals
				<b>Total for check: 43252</b>		
WISCONSIN SUPPORT COLLECTIONS	43253	7/25/2013	20130725	100-0000-202.03-00	1,108.13 PAYROLL SUMMARY <b>1,108.13</b>	
				<b>Total for check: 43253</b>		
WKZG-FM	43254	7/25/2013	IN-11306108803	100-0000-201.15-00	120.00 Farm Market <b>120.00</b>	
				<b>Total for check: 43254</b>		

**AP Check Register**  
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<i>Vendor Name</i>	<i>Check Number</i>	<i>Check Date</i>	<i>Invoice Number</i>	<i>Account Number</i>	<i>Amount</i>	<i>Description</i>
YMCA OF THE FOX CITIES	43255	7/25/2013	CM3Q13	100-0920-531.21-06	22,075.00	Senior Ctr/3 Qtr Install 7/1/13 - 9/30/13
	Total for check: 43255				22,075.00	
					406,664.85	

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Vendor Name	Check Number	Check Date	Invoice Number	Account Number	Amount	Description
ACCURATE	43256	8/1/2013	1307527	731-1022-541.30-18	34.44	HS Gloss Black
		8/1/2013	1309468	731-1022-541.30-18	7.90	Split Flex Tubing
		8/1/2013	1309782	731-1022-541.30-18	49.40	UBolts
			Total for check: 43256		91.74	
APPANASHA PET CLINIC	43257	8/1/2013	196708	824-0807-521.21-05	79.52	Gommez
			Total for check: 43257		79.52	
APPLETON ELECTRONICS SUPPLY LLC	43258	8/1/2013	10157	100-1008-541.30-18	28.48	Fan 1st & Racine
			Total for check: 43258		28.48	
APWA	43259	8/1/2013	60484	100-1002-541.32-01	138.00	Renewal
				625-1002-541.32-01	46.00	Renewal
			Total for check: 43259		184.00	
ATSSA	43260	8/1/2013	90073827	100-1002-541.32-01	79.00	Membership
			Total for check: 43260		79.00	
BADGER HIGHWAYS CO INC	43261	8/1/2013	160206	100-1003-541.30-18	141.16	Mason Sand/Cold Mix
		8/1/2013	160207	100-0703-553.30-18	48.55	Sand Jefferson Park
			Total for check: 43261		189.71	
BAYCOM INC	43262	8/1/2013	78984	100-0801-521.29-05	231.30	Console/Panel
			Total for check: 43262		231.30	
BECK ELECTRIC INC	43263	8/1/2013	JY1413COMED6	100-1008-541.24-04	553.75	Hit & Run Traffic Light
		8/1/2013	JY2413COMED8	100-1008-541.24-04	113.75	Reimbursable Accident
			Total for check: 43263		667.50	

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Vendor Name	Check Number	Check Date	Invoice Number	Account Number	Amount	Description
BERGSTROM FORD OF NEENAH	43264	8/1/2013	N130019	100-0801-521.80-03	22,779.50 Ford Taurus	
			Total for check: 43264		22,779.50	
	43265	8/1/2013	4035934	100-0202-512.21-06	260.00 Plan Fees	
BMO HARRIS BANK NA			Total for check: 43265		260.00	
CARDMEMBER SERVICE	43268	8/1/2013		100-0601-551.24-03	399.99 Lib-Horn/Strobe	
				100-0601-551.24-03	14.15 Co E Sound	
				100-0000-132.00-00	135.43 Clorox Wipes	
				731-1022-541.30-13	34.65 PWF Bottles	
				743-0403-513.34-04	12.95 Online Tech Database	
				100-0402-513.21-04	249.00 Assessor-Report App	
				743-0403-513.30-15	149.99 Replacement RAM	Arbitrator 360
				100-0704-552.24-04	47.76 Anchor Industries	Awnings
				100-0703-553.30-18	40.47 Fleet Farm/Coils	
				100-0704-552.24-04	177.49 Anchor Industries	Umbrellas
				100-0703-553.30-18	63.46 Fleet Farm/Cables	
				100-0703-553.30-18	236.90 Propet Distributors/Bags	
				100-0201-512.34-03	290.26 Heidel House	
				100-0201-512.32-02	344.40 REI/Books & Audio	
				100-0202-512.30-16	229.00 Wellness Conference	
				100-0101-511.32-02	21.95 Wisconsin Taxpayers	Alliance
				100-0918-531.30-15	94.00 IPAD Defender Series	
				100-0918-531.30-15	1,220.00 IPADS	
				100-0601-551.32-01	39.98 Paypal	
				100-0601-551.30-16	14.14 Hobby Lobby	
				100-0801-521.30-10	130.52 Records	
				100-0801-521.32-01	14.95 Cell phone	
				100-0702-552.24-01	129.99 Copy/Printer	
				100-0704-552.22-01	18.02 Public Phone	
				100-0801-521.33-03	15.24 Subway	
				100-0801-521.30-18	105.25 The Tag Place	Tags/Wire
				100-0801-521.32-01	150.00 National Tactical	

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Vendor Name	Check Number	Check Date	Invoice Number	Account Number	Amount	Description
CARDMEMBER SERVICE...	43268...	8/1/2013...	...	100-0801-521.32-01	0.50	TLO
				100-0801-521.32-02	36.45	Eagletraining/Guide
				824-0807-521.30-15	96.58	Tailwagger's
				100-0702-552.30-18	49.97	Helmets
				100-0702-552.30-18	49.97	Helmets
				100-0702-552.30-18	49.97	Helmets
				100-0702-552.30-18	49.97	Helmets
				100-0704-552.30-10	129.05	Suits
				100-0702-552.30-18	185.20	Supplies
				100-0702-552.20-05	470.00	Bus Trip
				<b>Total for check: 43268</b>	<b>5,497.60</b>	
SCOTT M DAY	43269	8/1/2013		100-0801-521.21-05	295.00	Medical Psyc Counseling
				<b>Total for check: 43269</b>	<b>295.00</b>	
DIGICORPORATION	43270	8/1/2013	134374	100-0000-134.00-00	(178.50)	Assessors Envelopes
				100-0402-513.29-01	284.90	Assessors Envelopes
			<b>Total for check: 43270</b>		<b>106.40</b>	
ELECTRIC CITY	43271	8/1/2013	74590	100-0702-552.30-18	151.93	Grunski/Kidski Numbers
			<b>Total for check: 43271</b>		<b>151.93</b>	
JAMES M FICO PHD	43272	8/1/2013		100-0801-521.21-05	300.00	Evaluation/Report
			<b>Total for check: 43272</b>		<b>300.00</b>	
FOX EXCAVATING LLC	43273	8/1/2013	1577	733-0206-512.73-01	17,881.37	901 Airport Road Bldg Demo
			<b>Total for check: 43273</b>		<b>17,881.37</b>	

# AP Check Register Check Date: 8/1/2013

Vendor Name	Check Number	Check Date	Invoice Number	Account Number	Amount	Description
FOX VALLEY HUMANE ASSOCIATION	43274	8/1/2013		100-0806-532.25-01	1,071.04	June Animal Fees
			Total for check: 43274		1,071.04	
FOX VALLEY TECHNICAL COLLEGE	43275	8/1/2013		824-0808-521.34-04	30.00	Youth Academy
			Total for check: 43275		30.00	
GERDAU	43276	8/1/2013	4712035935	100-1003-541.30-18	1,242.48	Rebar - Epoxy
			Total for check: 43276		1,242.48	
GRIESBACH READY-MIX LLC	43277	8/1/2013	1686	625-1003-541.30-18	372.75	Arthur Street
		8/1/2013	1698	625-1003-541.30-18	355.00	Arthur St
		8/1/2013	1700	625-1003-541.30-18	406.00	Arthur St
			Total for check: 43277		1,133.75	
GUSTMAN CHEVROLET SALES INC	43278	8/1/2013	28335	731-1022-541.38-03	50.74	Handle
			Total for check: 43278		50.74	
ANNIE JENKINS	43279	8/1/2013	JENKINS	100-0704-552.30-18	16.70	Slide Wax Reimbursement
			Total for check: 43279		16.70	
GREG KEIL	43280	8/1/2013		100-0304-562.33-01	93.50	Jan-June Expenses
				100-0304-562.30-11	6.58	Jan-June Expenses
			Total for check: 43280		100.08	
LAPPEN SECURITY PRODUCTS INC	43281	8/1/2013	LSPQ25897	100-0703-553.30-18	44.00	Disc Pdlk
			Total for check: 43281		44.00	

# AP Check Register Check Date: 8/1/2013

Vendor Name	Check Number	Check Date	Invoice Number	Account Number	Amount	Description
LEXINGTON HOMES INC	43282	8/1/2013		625-0000-201.18-00	12,822.50	Refund Erosion Control Deposit
				<b>Total for check: 43282</b>	<b>12,822.50</b>	
LIFELINE TRAINING LTD	43283	8/1/2013	9045	100-0801-521.34-02	537.00	Seminar
				<b>Total for check: 43283</b>	<b>537.00</b>	
MATTHEWS TIRE & SERVICE CENTER	43284	8/1/2013	47900	731-1022-541.38-02	68.88	Tire & Hardware
		8/1/2013	47911	731-1022-541.38-02	43.98	Hardware
			<b>Total for check: 43284</b>		<b>112.86</b>	
MCMAHON	43285	8/1/2013	44415	100-0704-552.24-04	801.84	Slide Inspection
			<b>Total for check: 43285</b>		<b>801.84</b>	
MENARDS-APPLETON EAST	43286	8/1/2013	25393	266-1028-543.30-18	59.96	Ratchet Bypass Telescopic
		8/1/2013	25415	100-0704-552.24-03	125.87	Alum Termination Bar Poly Black
			<b>Total for check: 43286</b>		<b>185.83</b>	
MENASHA NEENAH MUNICIPAL COURT	43287	8/1/2013		100-0000-201.03-00	113.50	Bond Report #12-535
				100-0000-201.03-00	139.00	Bond Report #12-534
				100-0000-201.03-00	176.80	Bond Report #12-277
				100-0000-201.03-00	113.80	Bond Report #12-279
				100-0000-201.03-00	115.80	Bond Report #12-280
				100-0000-201.03-00	113.80	Bond Report #12-278
				100-0000-201.03-00	176.80	Bond Report #12-197
			<b>Total for check: 43287</b>		<b>949.50</b>	
MENASHA TREASURER	43288	8/1/2013	HEALTHDEPT	100-0916-531.30-11	5.60	
				100-0904-531.30-11	2.07	
				100-0902-524.33-04	5.05	
				100-0918-531.33-02	28.00	
				100-0901-515.30-18	4.18	

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# AP Check Register Check Date: 8/1/2013

Vendor Name	Check Number	Check Date	Invoice Number	Account Number	Amount	Description
MENASHA TREASURER...	43288...	8/1/2013...	HEALTHDEPT...	100-0904-531.33-01	13.00	
			Total for check: 43288		57.90	
MENASHA UTILITIES	43290	8/1/2013		100-1008-541.22-03	304.07	Electric
				100-0000-123.00-00	15.53	Electric
				100-1012-541.22-03	79.38	Electric
				100-0304-562.22-03	25.06	Electric
				625-0304-562.22-03	7.22	Electric
				100-1013-541.22-03	50.73	Electric
				100-1013-541.22-06	277.51	Storm
				207-0707-552.22-03	1,152.84	Electric
				207-0707-552.22-05	45.42	Water/Sewer
				207-0707-552.22-06	48.76	Storm
				100-0703-553.22-03	1,637.76	Electric
				100-0703-553.22-05	75.60	Water/Sewer
				100-0703-553.22-06	341.27	Storm
				100-1001-514.22-03	1,762.53	Electric
				100-1001-514.22-05	473.60	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	198.45	Electric
				601-1020-543.22-03	32.74	Electric
			Total for check: 43290		10,452.97	
NETWORK HEALTH SYSTEM INC	43291	8/1/2013	303651	100-0202-512.21-06	110.00	Drug Screen
			Total for check: 43291		110.00	
RAY O'HERRON CO INC	43292	8/1/2013	1320742-IN	100-0801-521.30-15	848.00	Ammo
			Total for check: 43292		848.00	

# AP Check Register Check Date: 8/1/2013

Vendor Name	Check Number	Check Date	Invoice Number	Account Number	Amount	Description
OGDEN PLUMBING & HEATING INC	43293	8/1/2013	69444	100-1001-514.24-03	1,124.47	Pipe/Sink/Toilet
			Total for check: 43293		1,124.47	
	43294	8/1/2013	97698	100-0805-521.25-01	660.00	June Lodging
OUTAGAMIE COUNTY			Total for check: 43294		660.00	
QUARLES & BRADY	43295	8/1/2013	650026.00056	601-0000-196.00-00	5,500.00	Legal Services/
			Total for check: 43295		5,500.00	Clean Water Fund Loan
	43296	8/1/2013	14556	731-1022-541.30-18	803.88	Tee Post Stands/Flat Bars
REDI-WELDING CO			Total for check: 43296		803.88	
ROAD EQUIPMENT	43297	8/1/2013	WA563193	731-1022-541.38-03	67.07	Jack
			Total for check: 43297		67.07	
	43298	8/1/2013	3242	100-0703-553.30-18	168.00	Playground Mulch
SKID & PALLET			Total for check: 43298		168.00	
SPORTS GRAPHICS	43299	8/1/2013	0713-040	824-0808-521.30-18	166.50	T-shirts
			Total for check: 43299		166.50	
	43300	8/1/2013	2918	100-0601-551.24-03	522.00	Mulch
STEVE STUMPF LANDSCAPING				100-0703-553.30-18	1,160.00	Mulch
			Total for check: 43300		1,682.00	
SURVEY SUPPLY SHOP INC	43301	8/1/2013	2653	100-1002-541.30-18	550.50	Hubs/Lath
				625-1002-541.30-18	183.50	Hubs/Lath
			Total for check: 43301		734.00	

# AP Check Register Check Date: 8/1/2013

Vendor Name	Check Number	Check Date	Invoice Number	Account Number	Amount	Description
SWIDERSKI POWER INC	43302	8/1/2013	IF17815	731-1022-541.38-03	227.55	Nuts & Plate
			Total for check: 43302		227.55	
	43303	8/1/2013	1426945	100-1008-541.24-04	2,710.00	Cabinet Filter
			Total for check: 43303		2,710.00	
TETER INC	43304	8/1/2013	KB 321032	100-1016-543.30-18	172.65	Straps & Fasteners
			Total for check: 43304		172.65	
	43305	8/1/2013	36278	100-0703-553.24-03	1,484.80	Jefferson Pavilion/ Kitchen
			Total for check: 43305		1,484.80	
TREEO'S TREE SERVICE INC	43306	8/1/2013	4012	100-0706-561.20-06	250.00	Removal
		8/1/2013	4014	100-0706-561.20-06	1,975.00	Trees/Stumps
			Total for check: 43306		2,225.00	
TRUGREEN	43307	8/1/2013	8878934	100-0703-553.20-06	172.00	Park Street
			Total for check: 43307		172.00	
UNIFIEST CORPORATION	43308	8/1/2013	097 0142304	731-1022-541.20-01	112.65	Cleaning Service
			Total for check: 43308		112.65	
VALLEY CHEMICAL LLC	43309	8/1/2013	0043405-IN	100-0704-552.24-04	204.53	Tele Vac Pole & Brush
			Total for check: 43309		204.53	
VERIZON WIRELESS	43310	8/1/2013	9707574199	601-1020-543.22-01	22.44	Cell Phone
				100-1002-541.22-01	144.77	Cell Phone
				625-1002-541.22-01	48.26	Cell Phone
				100-1001-514.22-01	12.45	Cell Phone

# AP Check Register Check Date: 8/1/2013

Vendor Name	Check Number	Check Date	Invoice Number	Account Number	Amount	Description
VERIZON WIRELESS...	43310...	8/1/2013...	9707574199...	743-0403-513.30-15	40.01 iPad	
			Total for check: 43310		267.93	
WALHDAB	43311	8/1/2013		100-0903-531.32-01	330.00 Membership Renewal	
			Total for check: 43311		330.00	
WE ENERGIES	43312	8/1/2013		100-0703-553.22-04	17.11 2170 Plank Road	
				100-0000-123.00-00	82.16 Bill N-M Fire	
				100-1001-514.22-04	64.12 City Hall	
				100-0801-521.22-04	113.47 Police	
				100-0920-531.22-04	11.11 Senior Center	
				100-0601-551.22-04	54.13 Library	
				100-0703-553.22-04	61.81 Parks	
				100-0704-552.22-04	4,458.05 Pool	
				207-0707-552.22-04	31.91 Marina	
				731-1022-541.22-04	83.60 Garage	
			Total for check: 43312		4,977.47	
WIL-KIL PEST CONTROL	43313	8/1/2013	2287089	100-0704-552.24-03	85.00 Contract	
			Total for check: 43313		85.00	
WINNEBAGO COUNTY CLERK OF COURTS	43314	8/1/2013		100-0000-201.03-00	285.00 Bond	Report #13-2494
			Total for check: 43314		285.00	
WINNEBAGO COUNTY REGISTER OF DEEDS	43315	8/1/2013		263-0306-562.70-01	30.00 Recording Fees	
			Total for check: 43315		30.00	
					103,580.74	



To: Menasha Common Council  
From: Jenny Groeschel and Ginger Tralongo, Police Records  
RE: Beverage Operator License (Bartender) Applicants  
Date: **July 31, 2013**

The below individuals have applied for a bartender license to serve, dispense and/or sell alcohol at a licensed establishment within the City. They have all met the criteria under the "Guidelines for Operator Licenses" approved by the Common Council. Therefore, staff is recommending the following people be **APPROVED** for an Operator's License for the 2013-2015 licensing period:

Monique L. Abram  
Jennifer R. Long  
Samantha A. Blake  
Katie M. Major  
Kassandra K. Affeldt  
Joshua A. Cross  
Helen A. Thomson  
Shafiqur Rehman  
Hannah M. Lider  
Connie S. Mitchler

The following individuals have applied for a bartender license to serve, dispense and/or sell alcohol at a licensed establishment in the City. They have not met the criteria under the "Guidelines for Operator Licenses" approved by the Common Council. Therefore, staff is recommending the following person be **DENIED** an Operator's License:

Griffin R. Sengbusch  
Lisa M. Zarling

RESOLUTION R-9-13

RESOLUTION APPROVING APPLICATION TO BOARD OF COMMISSIONERS OF PUBLIC LANDS TO BORROW \$786,816.00 FROM THE STATE TRUST FUNDS, AND AUTHORIZING THE BORROWING AND THE ISSUANCE OF CERTIFICATES OF INDEBTEDNESS AND LEVYING A TAX IN CONNECTION THEREWITH.

The following preamble and resolutions were presented by ~~Alderman~~ Mayor Merkes and were read to the meeting.

By the provisions of Sec. 24.66 of the Wisconsin Statutes, all municipalities may borrow money for such purposes in the manner prescribed, and,

By the provisions of Chapter 24 of the Wisconsin Statutes, the Board of Commissioners of Public Lands of Wisconsin is authorized to make loans from the State Trust Funds to municipalities for such purposes. (Municipality as defined by Sec. 24.60(2) of the Wisconsin Statutes means a town, village, city, county, public inland lake protection and rehabilitation district, town sanitary district created under Sec. 60.71 or 60.72, metropolitan sewerage district created under Sec. 200.05 or 200.23, joint sewerage system created under Sec. 281.43(4), school district or technical college district.)

THEREFORE, BE IT RESOLVED, that the City of **Menasha**, in the County(ies) of **Calumet And Winnebago**, Wisconsin, borrow from the Trust Funds of the State of Wisconsin the sum of **Seven Hundred Eighty Six Thousand Eight Hundred Sixteen And 00/100 Dollars (\$786,816.00)** for the purpose of **financing TID #11 development incentives** and for no other purpose.

The loan is to be payable within **20** years from the 15th day of March preceding the date the loan is made. The loan will be repaid in annual installments with interest at the rate of **4.25** percent per annum from the date of making the loan to the 15th day of March next and thereafter annually as provided by law.

RESOLVED FURTHER, that there shall be raised and there is levied upon all taxable property, within the City of **Menasha**, in the County(ies) of **Calumet And Winnebago**, Wisconsin, a direct annual tax for the purpose of paying interest and principal on the loan as they become due.

RESOLVED FURTHER, that no money obtained by the City of **Menasha** by such loan from the state be applied or paid out for any purpose except **financing TID #11 development incentives** without the consent of the Board of Commissioners of Public Lands.

RESOLVED FURTHER, that in case the Board of Commissioners of Public Lands of Wisconsin agrees to make the loan, that the **Mayor** and clerk of the City of **Menasha**, in the County(ies) of **Calumet And Winnebago**, Wisconsin, are authorized and empowered, in the name of the city to execute and deliver to the Commission, certificates of indebtedness, in such form as required by the Commission, for any sum of money that may be loaned to the city pursuant to this resolution. The **Mayor** and clerk of the city will perform all necessary actions to fully carry out the provisions of Chapter 24, Wisconsin Statutes, and these resolutions.

RESOLVED FURTHER, that this preamble and these resolutions and the aye and no vote by which they were adopted, be recorded, and that the clerk of this city forward this certified record, along with the application for the loan, to the Board of Commissioners of Public Lands of Wisconsin.

Passed and approved this \_\_\_\_\_ day of August, 2013

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

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