

**CITY OF MENASHA
COMMON COUNCIL
Third Floor Council Chambers
140 Main Street, Menasha
Tuesday, July 5, 2016
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. Presentation by Simply Incredible Foods
 - 2. Clerk Galeazzi - the following minutes and communications have been received and placed on file:
 - Minutes to receive:
 - a. [Administration Committee, 6/16/2016](#)
 - b. [Library Board, 6/22/2016](#)
 - c. NMFR Joint Finance and Personnel Commission, [6/22/2016](#) & [6/28/2016](#)
 - d. [Plan Commission, 6/21/2016](#)
 - e. [Redevelopment Authority, 6/28/2016](#)
 - Communications:
 - f. [Clerk Galeazzi Memo on Council Workshops](#)
- 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, 6/20/2016](#)
 - Administration Committee, 6/20/2016, Recommends to:
 - 2. Change the daily boat launch fee from \$5 to \$6 beginning January 1, 2017, and to budget a set amount of this additional revenue to be placed into a trust fund administered by the Neenah-Menasha Joint Finance and Personnel Committee for water rescue on an annual basis.
 - 3. Add a donation line to the daily and annual boat launch permit forms.
 - NMFR Joint Finance and Personnel Committee, 6/28/2016, Recommends the approval of :
 - 4. [The proposed ordinance change to Menasha ordinances Sec. 5-3-3 Smoke Detector Requirement to impose a special charge.](#)
 - 5. [The Wisconsin Administrative Code Chapter ATPC 93 Local Program Operator Contract between Wisconsin Department of Agriculture, Trade, and Consumer Protection and Neenah-Menasha Fire Rescue for a time period of January 1, 2016 through December 31, 2017 and authorize Chief Kevin Kloehn to sign this contract on behalf of Neenah-Menasha Fire Rescue.](#)
 - Plan Commission, 6/21/2016, Recommends Approval of:

6. [The Certified Survey Map at Lake Cottages Estate with the following conditions prescribed by the DOT along with the DOT notation be added to the CSM:](#)
 - a. [All lots within the boundaries of this survey are restricted to Residential/Non-Commercial use only;](#)
 - b. [No direct Public Road Connection will be allowed within the boundary of this CSM; and](#)
 - c. [The Public Road shall be extended if either the Fire Lane 3 \(north extension\) or Kernan Ave \(or new road connection to it\) is connected to the boundary of this CSM.](#)

[It is expressly intended that these restrictions are for the benefit of the public and enforceable by the Wisconsin Department of Transportation or its assigns.](#)

H. ITEMS REMOVED FROM THE CONSENT AGENDA

I. ACTION ITEMS

1. [Accounts payable and payroll for the term of 6/23/2016-6/30/2016 in the amount of \\$1,528,697.88](#)
2. [Beverage Operators License Applications for the 2015-2017 licensing period.](#)
3. Authorization for the City of Menasha to challenge The Village of Harrison Annexations
 - a. [Luniak Annexation, May 31, 2016](#)
 - b. [Smith & Wosner Annexation, May 31, 2016](#)

J. HELD OVER BUSINESS

1. [Liquor License Applications for 2016-2017 licensing year.](#)
 - a. Liquor License Application for Rebecca Mader, d/b/a Your Daily Grind, 204 Main Street
 - b. Liquor License Application for Margaritaville Lounge LLC, Jennifer Almeida Sandoval/Agent, 6 Tayco Street

K. ORDINANCES AND RESOLUTIONS

1. [O-6-16 Ordinance Amending Title 5, Chapter 3 of the Code of Ordinances \(Smoke Detectors\). Introduced by Alderman Keehan.](#)
2. [R-23-16 Resolution Supporting Application for a 2016 Wisconsin RPC and DNR Emerald Ash Borer \(AEB\) Mitigation Grant Program. Introduced by Mayor Merkes.](#)

L. APPOINTMENTS

M. CLAIMS AGAINST THE CITY

1. [A motion is in order for the Common Council to issue a formal notice of disallowance for the claim of Chad MyHill and that he be advised of his statutory rights pursuant to Wis. Stats. 893.80.](#)

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

O. ADJOURNMENT

MEETING NOTICE
Monday, July 18, 2016
Common Council Meeting – 6:00 p.m.
Committee Meetings to Follow

CITY OF MENASHA
ADMINISTRATION COMMITTEE
Third Floor Council Chambers
140 Main Street, Menasha
June 20, 2016
MINUTES

DRAFT

A. CALL TO ORDER

Meeting called to order by Chairman Nichols at 7:50 p.m.

B. ROLL CALL/EXCUSED ABSENCES

PRESENT: Aldermen Zelinski, Spencer, Benner, Nichols, Taylor, Krautkramer, Collier, Keehan.

ALSO PRESENT: Mayor Merkes, CA Captain, PC Styka, FC Kloehn, ASD Steeno, PHD McKenney, Clerk Galeazzi

C. MINUTES TO APPROVE

1. [Administration Committee, 6/6/16](#)

Moved by Ald. Keehan seconded by Ald. Krautkramer to approve minutes.

Motion carried on voice vote.

D. DISCUSSION/ACTION ITEMS

1. [Starting in 2017, raise daily boat launch fee from \\$5 to \\$6, with a portion of increase to be place in the Neenah/Menasha Fire & Rescue budget in a manner to be determined by the Mayor and appropriate staff to partially offset water rescue costs.\(Referred from Common Council\)](#)

Mayor Merkes explained the recommendations from Parks & Recreation Board and NMFR Joint Finance & Personnel Committee conflict with each other. Increasing the daily boat launch fee will collect from all users of the lake and river.

FC Kloehn explained the City of Neenah Council approved the recommendation from the NMFR Joint Finance & Personnel Committee.

Moved by Ald. Benner seconded by Ald. Keehan to recommend to Common Council Change the daily boat launch fee from \$5 to \$6 beginning Jan 1, 2017 and budget a set amount of this additional revenue to be placed into a trust fund administered by the Neenah Menasha Joint Finance and Personnel Committee for water rescue on an annual basis.

General discussion ensued on how account for water rescue can be funded and administered, amount for water rescue should be part of fire department budget, part of additional fees should go toward improving boat launch, water rescue funding was to come from donations and fundraising, cost to operate water rescue, boat launch fees charged by other municipalities.

Moved by Ald. Collier seconded by Ald. Taylor to amend, fifty cents of the increase should go to water rescue and fifty cents should go to boat launch improvements.

General discussion ensued on improvements to boat launch should be included in CIP.

Ald. Collier and Ald. Taylor removed their motion.

Original motion carried on roll call 5-3.

Ald. Nichols, Taylor, Krautkramer, Keehan, Benner voted yes.

Ald. Collier, Zelinski, Spencer voted no.

Moved by Ald. Benner seconded by Ald. Keehan to add a donation line to daily and annual boat launch permit forms.

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

2. Creation of the Water Rescue Trust Fund administered by the City of Neenah on behalf of the Neenah Menasha Fire Rescue with funds received from the increased boat launch fees approved by the Parks & Recreation Commission of both cities as well as other donations designated for water rescue services that shall be deposited into this trust account. Oversight of the Water Rescue Trust Fund shall be assigned to the Joint Finance & Personnel Committee. (Referred from Common Council)

No Discussion or Action.

E. ADJOURNMENT

Moved by Ald. Taylor seconded by Ald. Krautkramer to adjourn at 8:51 p.m.

Motion carried on voice vote.

Deborah A. Galeazzi, WCMC
City Clerk

Minutes of Regular Meeting
ELISHA D. SMITH PUBLIC LIBRARY TRUSTEES
Elisha D. Smith Public Library Gegan Room
June 22, 2016

Call to order at 4:02pm by VanderHeyden.

Present: Englebert, Franzoi, Golz, Kaminski (teen rep), VanderHeyden and Wicihowski.

Absent: Crawmer and Rollins-Jump.

Also Present: Director Lenz, Beson (Children's Services Supervisor), Brandt (Support Services Supervisor), Erin Beachkofski and Dreyer (Administrative Assistant).

Public Comment/Communication

Director Lenz introduced Erin Beachkofski, who is interested in serving as the Teen Representative for 2016-2017.

Consent Business

Motion made by Franzoi, seconded by Golz, to approve the Library Board meeting minutes from May 25, 2016. Motion carried unanimously.

Motion made by Golz, seconded by Wicihowski, to accept the minutes of the Policies and Personnel Committee meeting of June 6, 2016. Motion carried unanimously.

Authorization of Bills

Motion made by Franzoi, seconded by Wicihowski, to authorize payment of the June 2016 bills as presented from the 2016 budget. Golz asked about the \$706.00 bill from Home Depot which was used to purchase wood for the book displays on the bookshelves. Motion carried unanimously.

Director's Report/Information Items

1. May Statistics. Circulation of adult books was up 3% from last year. DVD circulation is down and will continue to be during the year as we are now following DPI guidelines to circulate TV series or any multi-disk set as one item, instead of as individual discs as we did in years past. Program attendance is up 21.7%. Wireless device connections will also be down for year, since we use new software to track that use; we no longer count every cell phone that comes through the door; a patron must use the wireless connection.
2. Budget Status. About 41.6% of the year has passed and 44.3% of the budget is spent. We spent less this year as compared to last year, but there were benefit changes and we needed to prepare the roof last year for a roofing project.
3. Endowment Report. The Community Foundation is still having problems with the launch of their redesigned website so users are unable to access their fund statements at this time. They are working on the problem. We hope to have the quarterly report next month.
4. Staff Reports.
 - There are 580 kids enrolled in the Summer Reading Program – about the same as last year.
 - We anticipate that circulation will be affected by the 441 interchange/Racine Street roadwork.
 - Lenz provided a demonstration of the new website that will launch July 18 (or so).
 - There is a place to type in "yes" on the meeting room online form that the patron agrees to the meeting room policy as discussed last month.
 - Golz forwarded information on a one-day conference that will be held in Neenah on Thursday, September 29, called "Purposeful Boards, Powerful Fundraising". This conference is intended for staff and board members and costs \$35.00/person. Lenz will register any board members that would like to attend.

Discussion /Action Items

5. Services and Facilities Policy. The Policies and Personnel Committee went through the Services and Facilities Policy and the Materials Selection Policy to clean up the language, give some flexibility and specify decision-making authority.

Page 19 under equipment requests, lists laptop computers under a. and p. One should be deleted.

6. Materials Selection Policy. The consensus was to change page 9, C. 3. to the following:
Gifts of Library Materials. Material donations are welcomed with the understanding that they will be evaluated for addition to the collection on the same basis as purchased materials. It shall be understood that the library may add such donations to its collection, offer them to the Friends of the Menasha Library for their books sales, share them with other appropriate institutions, or recycle them. if it cannot use the gifts, may dispose of them as it sees fit. Funds may be given to the library for purchase of items suggested by the donor. Cash donations made specifically for the purpose of buying books and other materials for the library may be designated for a specific collection. Donors may request that bookplates acknowledging their gifts be affixed to books purchased with their donations. All gifts of money shall be acknowledged.
7. Building and Grounds Committee Recommendation
 The Building and Grounds Committee met on June 15, 2016 and are recommending the following 5 year capital improvement projects:
 - a. Parking lot (2020) and north entrance apron (2017)
 - b. Carpet (2017) under public computers and light colored border around that area.
 - c. Recommission chiller (2017)
 - d. LED conversions/flag pole lights (2017)
 - e. Camera/DVR system (2018)
 - f. Study rooms (2019)
 - g. Boiler (2019)
 - h. Remaining carpet (2020)
 - i. Roof above reference and the second floor hallway (2021)
 There is some Focus on Energy incentives for lights.
8. Holiday Pay. Motion made by Franzoi, seconded by Englebert, to approve pay at time-and-a-half for work done on, before, or after a holiday for those doing the book drop when the library is closed. Motion carried unanimously.
9. 2017 Library Closings. Lenz provided a list of suggested closing dates for 2017. The library will be open from 9:00-1:00pm the Saturday before Memorial Day and Labor Day. Motion made by Englebert, seconded by Wicichowski, to approve the library closings for 2017. Motion carried unanimously.
10. Staff Unpaid Leave Request. Last month, the board granted a Library Assistant intermittent leave to accommodate an injury. She is requesting more intermittent leave until July 5 when she will resume her regular hours. Motion made by Englebert, seconded by Franzoi, to grant intermittent unpaid leave until July 5. Motion carried unanimously.
11. Online Digital Resource. The library will be purchasing more digital services this year. The first one will be Flipster, an online magazine service.
12. Appoint Nominating Committee. Englebert and Wicichowski were appointed to the Nominating Committee to select a President, Vice President, Secretary and Teen Representative for 2016-2017.

Adjournment

Motion to adjourn made at 4:53pm by VanderHeyden, seconded by Franzoi. Motion carried unanimously.

Respectfully submitted,
 Kathy Dreyer, recording Secretary

**Neenah-Menasha Fire Rescue
Joint Fire Commission Meeting Minutes
June 22, 2016 – 12:00 p.m.
3rd Floor Council Chambers – City of Menasha**

Present: Commissioners Kubiak, McCann, Keating, Englebert and Liebhauser

Excused: Commissioner Lewis

Also Present: Chief Kloehn, Director Steeno & MA Theisen

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

Introduction of New Fire Commission: The Commission welcomed Jeff Englebert to the Commission.

Public Forum: No members of the public were present.

Meeting Minutes: The Commission reviewed the May 20, 2016 meeting minutes. **MSC Liebhauser/Keating to approve the May 20, 2016 meeting minutes and place on file, all voting aye.**

Activity & Automatic Aid Reports: The Commission reviewed the May activity and automatic aid reports. This is informational only and no action is required.

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

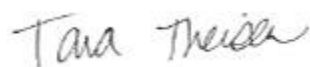
Firefighter Vacancy: Chief Kloehn noted that both Common Council's approved filling the firefighter vacancy that was created by his promotion to Fire Chief. An offer will be made to someone on the hiring list after his 30 day trial period ends.

Shift Commander Promotional Process: Chief Kloehn reviewed the upcoming process for filling the Shift Commander position.

Tour/Information on Department: Chief Kloehn invited the Fire Commissioners to visit our stations and/or visit with the staff.

MSC McCann/Keating to adjourn at 12:40 p.m., all voting aye.

Respectfully Submitted,



Tara Theisen
Management Assistant

**NMFR Joint Finance & Personnel Committee
Meeting Minutes
June 28, 2016 – 5:30 p.m.
3rd Floor Council Chambers – City of Menasha**

Present: Ald. Stevenson, Pollnow, Kunz, Keehan and Krautkramer

Excused: Ald. Benner

Also Present: Chief Kloehn, Director Steeno, Director Barber, AC Green and MA Theisen

Public: Ald. Collier

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

Public Forum: No members of the public chose to speak.

Meeting Minutes: MSC Pollnow/Keehan to approve the June 7, 2016, all voting aye.

Monthly Budget Report: Committee members reviewed the May 2016 budget report. Chief Kloehn noted both Common Council's approved filling his vacant line staff position and an offer will be made next week when his 30 day clause is up. There were three people off for non-work related injuries. One person was able to work light duty, which saved us 81 hours of overtime. **MSC Pollnow/Keehan to approve the May 2016 budget report and place on file all voting aye.**

Activity Report/Automatic Aid Reports: The Committee reviewed the May activity and automatic aid report. **MSC Pollnow/Kunz to accept the May Activity and Automatic Aid Report and place on file, all voting aye.**

5:30 p.m. Ald. Krautkramer entered the meeting.

Station 32 Kitchen Remodel: The Committee reviewed the memo from Deputy Chief Voss regarding Station 32's kitchen remodel. It was noted due to some unforeseen issues that were discovered during the remodeling project this caused the overage of \$2,077.56 of this project. Ald. Pollnow asked Chief Kloehn to talk to Director Easker about where the monies would come from within the City of Neenah to cover the overage and report this back at the next meeting.

Consideration and Action of approving City of Neenah Resolution #2016-25 Amending the Fee Schedule of the City of Neenah to provide for a Residential Rental Property Smoke Detector Fee and City of Menasha Ordinance Sec 5-3-3 Smoke Detector Requirement: The Committee reviewed the information provided by AC Green regarding our Smoke Detector Program. This program is to install smoke alarms in single-family, owner occupied homes within both Cities. However, there are times when we find rental properties do not have working smoke alarms installed. When this happens we do contact the property owner to correct the issue. However, there are times when we have an issue gaining compliance and we want make sure residents have working alarms. The resolution and ordinance changes allow us to recoup our costs for the alarms. Ald. Pollnow asked what the budgeting source would be if we cannot obtain grants and/or donations for this program. AC Green said \$300 was budgeted within our operating budget to cover the purchase of alarms. However, we have been able to obtain free detectors through donations from different sources and have not had to use these funds. **MSC Pollnow/Keehan recommends the City of Neenah approve Resolution #2016-25 amending the fee schedule of the City of Neenah to provide for a residential smoke detector fee and the City of Menasha Common Council approve the proposed ordinance change to Menasha ordinance Sec 5-3-3 Smoke Detector Requirement, to impose a special charge, all voting aye.**

Consideration and Action of Wisconsin Administrative Code Chapter ATCP 93 Local Program Operation Contract: The Committee reviewed the information regarding the contract renewal for above/below ground storage tank inspections. Ald. Kunz asked about the delay in receiving this contract to review. AC Green noted the delay was due to the State of Wisconsin was behind in sending the contracts out to the municipalities. **MSC Pollnow/Keehan recommends the City of Neenah and City of Menasha Common Councils approve the Wisconsin Administrative Code Chapter ATCP 93 Local Program Operator Contract between Wisconsin Department of Agriculture, Trade, and Consumer Protection and Neenah-Menasha Fire Rescue for a time period of January 1, 2016 through December 31, 2017 and authorize Chief Kevin Kloehn to sign this contract on behalf of Neenah-Menasha Fire Rescue, all voting aye.**

MSC Pollnow/Keehan to adjourn at 5:55 p.m., all voting aye.

Respectfully Submitted,

Tara Theisen
Management Assistant

CITY OF MENASHA
Plan Commission
Council Chambers, City Hall – 140 Main Street
June 21, 2016
DRAFT MINUTES

A. CALL TO ORDER

The meeting was called to order at 3:32 PM by Mayor Merkes.

B. ROLL CALL/EXCUSED ABSENCES

PLAN COMMISSION MEMBERS PRESENT: Mayor Merkes, Ald. Alex Zelinski, DPW Radtke and Commissioners Sturm, Schmidt and Cruickshank.

PLAN COMMISSION MEMBERS EXCUSED: Ald. Kevin Benner and Commissioner DeCoster.

OTHERS PRESENT: AP Englebert, CDC Heim, Dave Schmalz (McMahon Associates), Michael H. Hagens (Woodland Development), Ald. Arnie Collier and Steve Grenell (Menasha Utilities).

C. MINUTES TO APPROVE

1. **Minutes of the June 7, 2016 Plan Commission Meeting**

Motion by Comm. Schmidt, seconded by Comm. Sturm to approve the June 7, 2016 Plan Commission meeting minutes. The motion carried.

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

1. Mr. Hagens thanked DPW Radtke for all he has done over the years on the commission and for the City and stated that he will be missed.

E. CORRESPONDENCE

1. None.

F. DISCUSSION

1. None.

G. ACTION ITEMS

1. **Certified Survey Map – Lake Cottage Estates**

AP Englebert stated this item had been held at the June 7th Plan Commission meeting awaiting a decision from the Department of Transportation (DOT) regarding the approved driveway permit. Per an email from David Nielsen, WisDOT Northeast Region, there does not appear to be any significant obstacles. Staff is looking for recommendation from the Plan Commission for approval of the CSM with condition that the DOT notes be listed on the CSM.

Comm. Sturm requested verification that the lot division by CSM is legal. Mr. Schmalz indicated that documentation has been shared with staff from the Attorney General which ruled that there is nothing illegal regarding the proposed land division. AP Englebert indicated he has seen this correspondence and the city attorney has reviewed the ruling.

Comm. Schmidt asked for clarifications on the DOT conditions. AP Englebert explained each of the three conditions and informed the Commission that per correspondence with Mr. Nielsen that if these conditions are met the driveway permit would not be revoked.

Motion by DPW Radtke, seconded by Comm. Cruickshank to recommend approval of the certified survey map at Lake Cottage Estates with the following conditions prescribed by the DOT along with the DOT notation be added to the CSM:

1. All lots within the boundaries of this survey are restricted to Residential/Non-Commercial use only.
2. No direct Public Road Connection will be allowed within the boundary of this CSM.
3. The Public Road shall be extended if either the Fire Lane 3 (north extension) or Kernan Ave (or new road connection to it) is connected to the boundary of this CSM.

It is expressly intended that these restrictions are for the benefit of the public and enforceable by the Wisconsin Department of Transportation or its assigns.

The motion carried.

H. ADJOURNMENT

Mayor Merkes thanked DPW Radtke for his service to the Plan Commission and the community.

Motion by DPW Radtke, seconded by Comm. Cruickshank, to adjourn at 3:45 PM. The motion carried.

Minutes respectfully submitted by CDC Heim.

CITY OF MENASHA
Redevelopment Authority
Council Chambers, 3rd Floor City Hall – 140 Main Street
June 28, 2016
DRAFT MINUTES

A. CALL TO ORDER

The meeting was called to order at 5:00 PM by Chairman Kim Vanderhyden.

B. ROLL CALL/EXCUSED ABSENCES

REDEVELOPMENT AUTHORITY MEMBERS PRESENT: Kim Vanderhyden, Bob Stevens, Tim Caudill, Linda Kennedy, Kip Golden, and Ald. Becky Nichols.

REDEVELOPMENT AUTHORITY MEMBERS EXCUSED: Gail Popp.

OTHERS PRESENT: AP Englebert, CA Captain, ASD Steeno, Sandra Dabill Taylor (545 Broad Street), and Ald. Arnie Collier (708 Appleton Street).

C. MINTUES TO APPROVE

1. Minutes of the March 22, 2016 Redevelopment Authority Meeting

Motion by Linda Kennedy, seconded by Ald. Nichols, to approve the March 22, 2016 Redevelopment Authority meeting minutes. The motion carried.

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

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

Sandra Dabill Taylor (545 Broad Street) commented on the meeting schedule for the RDA and maintained that it is the Authority's obligation to meet during the first week of May to elect officers. Additionally, she had concerns with the role of the RDA in Menasha redevelopment efforts. She also commented on the language in the proposed amendment to the development agreement with Community First Credit Union and insisted that the wording be changed to read that the potential purchase price shall not exceed \$299,000.

Ald. Arnie Collier (708 Appleton Street) introduced himself to the Redevelopment Authority and the Authority members introduced themselves in turn.

E. DISCUSSION ITEMS

1. None.

F. ACTION ITEMS

1. Election of Officers

- a. Chairperson
- b. Vice-Chairperson

AP Englebert stated that the two officer positions were due for a new election by the Authority.

Motion by Linda Kennedy, seconded by Kip Golden, to elect Kim Vanderhyden as Chairperson of the Redevelopment Authority. The motion carried.

Motion by Kim Vanderhyden, seconded by Linda Kennedy, to elect Tim Caudill as Vice-Chairperson of the Redevelopment Authority. The motion carried.

2. **Amended Development Agreement – Community First Credit Union**

AP Englebert introduced the amendment to the Development Agreement between the RDA and Community First Credit Union. Community First requested a timeline extension to build a branch or office on the Lake Park Square Lots they acquired in 2014. Linda Kennedy inquired about the status of their corporate headquarters, the downtown Menasha branch, and any construction delays that they've had. AP Englebert explained that Community First is planning on building a branch on the lots during 2017 and have been busy building the downtown Menasha branch and their headquarters this year. CA Captain requested that the Authority change the language in the agreement to stipulate a branch must be built by the end of 2017 and receive an occupancy permit. There was general agreement on CA Captain's provision.

Motion by Kim Vanderhyden, seconded by Tim Caudill, to approve the Amended Development Agreement with Community First Credit Union with the condition that the language be changed to stipulate that a branch or office must be constructed by the end of 2017. The motion carried.

G. ADJOURNMENT

Motion by Kip Golden, seconded by Linda Kennedy to adjourn at 5:17 PM. The motion carried.

Minutes respectfully submitted by AP Englebert.



MEMORANDUM

DATE: June 30, 2016
TO: Common Council
FROM: Debbie Galeazzi, Clerk
SUBJECT: Common Council Orientation Workshop

There will be Common Council Orientation workshops on July 18 and Aug 1 at 5PM in City Hall Council Chambers. Please bring your Council Orientation Manual.

Please feel free to contact me should you have questions.

CITY OF MENASHA
COMMON COUNCIL
Third Floor Council Chambers
140 Main Street, Menasha
Monday, June 20, 2016
MINUTES

A. CALL TO ORDER

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

B. PLEDGE OF ALLEGIANCE

Pledge of Allegiance was recited.

C. ROLL CALL/EXCUSED ABSENCES

PRESENT: Aldermen Zelinski, Spencer, Benner, Nichols, Taylor, Krautkramer, Collier, Keehan.

ALSO PRESENT: Mayor Merkes, CA Captain, PC Styka, FC Kloehn, DPW Radtke, AP Englebert, ASD Steeno, PRD Tungate, PHD McKenney, Clerk Galeazzi.

D. PUBLIC HEARING

None

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

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

Mike Hagens, N319 Breezewood Drive, Appleton. City and Harrison need to work together to support development on the east side of City.

Vince Knuth, 42 Lawson Street, Menasha. Opposed to the Loop the Lake trail and the City purchasing 100 Fox Street.

Kathy Stahl, 44 DePere Street, Menasha. No signage when Broad Street parking ramp is available for public use; police presence at parking ramp.

Ron Pruss, 217 Lake Street, Menasha. Neighbors harassing him and damaging his property.

F. REPORT OF DEPARTMENT HEADS/STAFF/CONSULTANTS

1. Introduction and Oath of Office, Fire Chief Kevin Kloehn

Clerk Galeazzi administered a ceremonial Oath of Office to Fire Chief Kevin Koehn. FC Kloehn stated he looks forward to working with the Council and serving the residents of the Cities of Menasha and Neenah as Fire Chief.

2. AP Englebert—Landmarks Photo Contest Winner

Paul Brunette, Chairman of Landmarks Commission, introduced Sue Ellen John the winner of the Landmarks Photo Contest. Ms. John received gift certificates from Menasha merchants.

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

Minutes to receive:

- a. [Administration Committee, 6/6/2016](#)
- b. [Board of Health, 5/18/2016](#)
- c. [Board of Public Works, 6/6/2016](#)
- d. [Committee on Aging, 5/12/2016](#)
- e. [Landmarks Commission, 6/8/2016](#)
- f. [Library Board, 5/25/2016](#)
- g. [NMFR Joint Finance & Personnel, 6/7/2016](#)
- h. [Plan Commission, 6/7/2016](#)
- i. [Water & Light Commission, 5/25/2016](#)

Communications:

j. [Valley Transit Refund](#)

Moved by Ald. Benner seconded by Ald. Keehan to receive Minutes and Communications a-j.
General discussion ensued on Landmarks Commission item-allocating stone from former bank site.
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 6/6/2016](#)

Board of Public Works, 6/6/2016, Recommends

2. [Street Use Application – Community First Fox Cities Marathon Presented by Miron Construction; Sunday, September 18, 2016; 7:00 AM – 2:00 PM; \(Community First Credit Union\)](#)

NMFR Joint Finance & Personnel, 6/7/2016. Recommends to

3. [Authorize hiring one firefighter after July 7, 2016 and subject to Kevin Kloehn not returning to his line staff position.](#)

Ald. Taylor requested to remove items 1 & 3 from Consent Agenda.

Moved by Ald. Benner seconded by Ald. Keehan to approve Consent Agenda item 2.
Motion carried on roll call 8-0.

H. ITEMS REMOVED FROM THE CONSENT AGENDA

Moved by Ald. Benner seconded by Ald. Nichols to approve Consent Agenda item 1, Common Council Minutes of 6/6/2016.

General discussion ensued on responding to public comments from residents.
Motion carried on voice vote.

Moved by Ald. Benner seconded by Ald. Keehan to approve Consent Agenda item 3, authorize hiring one firefighter after July 7, 2016 and subject to Kevin Kloehn not returning to his line staff position.
General discussion ensued on union contract allows firefighter 30 days to return to previous position.
Motion carried on roll call 8-0.

I. ACTION ITEMS

1. [Accounts payable and payroll for the term of 6/9/2016-6/16/2016 in the amount of \\$2,716,832.82](#)

Moved by Ald. Nichols seconded by Ald. Keehan to approve accounts payable and payroll.
General discussion ensued on expenditures.
Motion carried on roll call 8-0.

2. [Beverage Operators License Applications for the 2015-2017 licensing period.](#)

Moved by Ald. Nichols seconded by Keehan to approve beverage operator's license applications for the 2015-2017 licensing period as listed in memo dated 6/15/16.
Motion carried on roll call 8-0.

3. [Liquor License Applications for 2016-2017 licensing year.](#)

a. [Liquor License Application for Rebecca Mader, d/b/a Your Daily Grind, 204 Main Street](#)

Clerk Galeazzi explained the request of Rebecca Mader to postpone action on the liquor license to a future meeting so they can be compliant with all City requirements.

Moved by Ald. Nichols seconded by Ald. Taylor to postpone to July 5, 2016.
Motion carried on voice vote.

b. [Liquor License Application for Lake Park Swim and Fitness, Megan Collins/Agent, 730 Lake Park Road](#)

Clerk Galeazzi explained the request of Lake Park Swim and Fitness to postpone action on the liquor license to a future meeting so they can be compliant with all City requirements.

Moved by Ald. Benner seconded by Ald. Krautkramer to postpone until real estate taxes are paid.
Motion carried on roll call 8-0.

c. [Liquor License Application for Margaritaville Lounge LLC, Jennifer Almeida Sandoval/Agent, 6 Tayco Street](#)

Clerk Galeazzi explained the request of Margaritaville Lounge to postpone action on the liquor license to a future meeting so they can be compliant with all City requirements.

Moved by Ald. Nichols seconded by Ald. Keehan to postpone to July 5, 2016.
Motion carried on roll call 8-0.

4. [Remove from Table—Special Use Permit, 222 Washington Street](#)

Moved by Ald. Nichols seconded by Ald. Keehan to remove from table, Special Use Permit for 222 Washington Street.
Motion carried on roll call 8-0.

Moved by Ald. Nichols seconded by Ald. Collier to approve Special Use Permit for 222 Washington St. General discussion ensued on blocking out lower windows of the building.

Moved by Ald. Taylor seconded by Ald. Zelinski to amend, lower windows on east side of building remain as is.

General discussion ensued on improvements to property, use of property, owner of property has addressed concerns of Council.

Doug Schmidt, owner, addressed the Council. He explained the new use of the building does not require windows on the east side. He also explained the improvements that have been made to the property.

Motion on amendment fails on roll call 3-5.

Ald. Taylor, Zelinski, Benner voted yes. Ald. Nichols, Krautkramer, Collier, Keehan, Spencer voted no.

Original motion to approve Special Use Permit for 222 Washington Street carried on roll call 6-2.

Ald. Nichols, Krautkramer, Collier, Keehan, Zelinski, Spencer voted yes. Ald. Taylor, Benner voted no.

J. HELD OVER BUSINESS

1. [R-17-16 Resolution Approving a 2016 Budget Adjustment for the Purpose of Acquiring a Vacant Lot at 100 Fox Street for the Loop the Lake Trail Project Introduced by Alderman Nichols](#)

Moved by Ald. Nichols seconded by Ald. Keehan to approve R-17-16 Resolution Approving a 2016 Budget Adjustment for the Purpose of Acquiring a Vacant Lot at 100 Fox Street for the Loop the Lake Trail Project.

General discussion ensued on the agreement with the railroad.

CA Captain explained the terms of the agreement with the railroad.

Ald. Taylor stated Point of Order – railroad agreement is not on the agenda for discussion.

Mayor Merkes ruled in favor of Point of Order.

General discussion ensued on the cost to move the trail; alternative routes of the trail; budget of project.

Motion carried on roll call 6-2.

Ald. Nichols, Krautkramer, Collier, Keehan, Spencer, Benner voted yes. Ald. Taylor, Zelinski voted no.

K. ORDINANCES AND RESOLUTIONS

1. [O-4-16 An Ordinance Amending Title 2, Chapter 1 of the Code of Ordinances \(Polling Places\). \(Introduced by Ald. Keehan\).](#)

Moved by Ald. Keehan seconded by Ald. Nichols to approve O-4-16 An Ordinance Amending Title 2, Chapter 1 of the Code of Ordinances (Polling Places).

Motion carried on roll call 8-0.

2. [O-5-16 An Ordinance Amending Title 7, Chapter 2 of the Code of Ordinances \(Reserve "Class B" Intoxicating Liquor License Fee\). \(Introduced by Ald. Keehan\)](#)

Moved by Ald. Keehan seconded by Ald. Krautkramer to approve O-5-16 An Ordinance Amending Title 7, Chapter 2 of the Code of Ordinances (Reserve "Class B" Intoxicating Liquor License Fee).

Motion carried on roll call 8-0.

3. [R-20-16 Preliminary Resolution Declaring Intent to Exercise Special Assessment Powers Under Section 66.0703 Wisconsin Statutes \(Second Addition to Woodland Hills\) Introduced by Alderman Krautkramer](#)

Moved by Ald. Krautkramer seconded by Benner to approve R-20-16 Preliminary Resolution Declaring Intent to Exercise Special Assessment Powers Under Section 66.0703 Wisconsin Statutes (Second Addition to Woodland Hills)

Motion carried on roll call 8-0.

4. [R-21-16 Preliminary Resolution Declaring Intent to Exercise Special Assessment Powers Under Section 66.0703 Wisconsin Statutes \(The Huelsbeck Property\) Introduced by Alderman Krautkramer](#)

Moved by Ald. Krautkramer seconded by Ald. Keehan to approve R-21-16 Preliminary Resolution Declaring Intent to Exercise Special Assessment Powers Under Section 66.0703 Wisconsin Statutes (The Huelsbeck Property).

Motion carried on roll call 8-0.

5. [R-22-16 Resolution Acknowledging Review of City of Menasha 2015 Compliance Maintenance Annual Report Under Wisconsin Administrative Code NR 208 \(Sanitary Sewer System\) \(Introduced by Ald. Krautkramer\)](#)

Moved by Ald. Krautkramer seconded by Ald. Collier to approve R-22-16 Resolution Acknowledging Review of City of Menasha 2015 Compliance Maintenance Annual Report Under Wisconsin Administrative Code NR 208 (Sanitary Sewer System).

Motion carried on roll call 8-0.

L. APPOINTMENTS

1. [Accept the Resignation of Sue Pawlowski from the Parks and Recreation Board for the term of 10/1/2013-10/1/2016](#)

2. [Appointment of Rob DeLain to the Parks and Recreation Board for the term of 7/1/2016-10/1/2016](#)

Moved by Ald. Keehan seconded by Ald. Nichols to accept resignation of Sue Pawlowski from Parks and Recreation Board and approve appointment of Rob DeLain to Parks and Recreation Board for the term 7/1/2016 to 10/1/2016.

Motion carried on voice vote.

3. [Appointment of Christine Stacker to the Board of Health for the term of 7/1/2016-5/1/2019](#)

Moved by Ald. Keehan seconded by Ald. Nichols to approve appointment of Christine Stacker to Board of Health for the term 7/1/2016 to 5/1/2019.

Motion carried on voice vote.

4. Reappointment of Patricia Rudolph to the Board of Review for the term of 7/1/2016-7/1/2021
Moved by Ald. Keehan seconded by Ald. Benner to approve reappointment of Patricia Rudolph to Board of Review for the term 7/1/2016 to 7/1/2021.
Motion carried on voice vote.

5. Reappointment of Bob Golz to the Library Board for the term of 7/1/2016-7/1/2019
Moved by Ald. Keehan seconded by Ald. Nichols to approve reappointment of Bob Golz to Library Board for the term 7/1/2016 to 7/1/2019.
Motion carried voice vote.

6. Reappointment of Larry Haase to the Housing Authority for the term of 7/1/2016-7/1/2021
Moved by Ald. Keehan seconded by Ald. Zelinski to approve reappointment of Larry Haase to Housing Authority for the term 7/1/2016 to 7/1/2021.
Motion carried on voice vote.

M. CLAIMS AGAINST THE CITY
None

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

Kathy Stahl, 44 DePere Street, Menasha. Questioned if the owners of 100 Fox Street were given options and if neighbors were surveyed about where to put Loop the Lake trail.

O. ADJOURNMENT
Moved by Ald. Taylor seconded by Ald. Keehan to adjourn at 7:39 p.m.
Motion carried on voice vote.

Deborah A. Galeazzi, WCMC,
City Clerk



Memorandum

TO: NMFR Joint Finance and Personnel Committee

FROM: Vernon A. Green, Assistant Chief / Fire Marshal

DATE: June 23, 2016

RE: NMFR Smoke Detector Program

In 2012, Neenah-Menasha Fire Rescue (NMFR) was awarded a Fire Prevention & Safety Grant through the Assistance to Firefighter's FEMA Grant to install 125 smoke alarms in owner occupied single family homes within our Communities. We are proud to say that we have installed all of the 125 detectors provided by the FEMA grant. The grant program clearly delineated an issue with the need for smoke detectors in homes throughout our community.

Smoke alarms significantly reduce the risk of injury or death from fire and the toxic by-products produced by fires by providing early warning to the residents. In the past few years, there have been multiple deaths in residential fires throughout NE Wisconsin. Many of these homes did not have proper working smoke detectors to alert the residents.

As a result of the FEMA grant program, and the obvious need for adequate early warning of fires in single family homes, NMFR has chosen to develop an ongoing smoke detector program that will help provide smoke detectors to *individual homeowners* on an as needed basis. The intent of this program is to provide assistance to homeowners that do not currently have working smoke detectors in their owner occupied homes.

When NMFR responds to a medical call and/or other incident at a *single family owner occupied home*, and we find that the home does not have working smoke detectors, NMFR will provide up to three detectors as needed, promoting a safer living environment to assist the homeowners.

This program is not however intended to support landlords and/or residential rental property owners. Wisconsin State Statute 101.145 *requires* rental property owners/landlords to provide and maintain properly installed working smoke detectors in all residential rental properties under their ownership/management.

In the interest of fire and life safety for residents in rental properties, NMFR does not feel comfortable leaving a residential property without proper working smoke detectors. As previously stated, the landlord/owner of a residential rental property is responsible for the installation and maintenance of smoke detectors. If NMFR responds to a residential property (single family or multi-family) that is not owner occupied, but rather a rental property, and we find that they do not have properly installed working smoke detectors, we are proposing that we will install smoke detectors as needed to provide an immediate safer living environment for the occupants of the residence. The property owner/landlord, will be billed for the cost of the smoke detectors, and NMFR personnel time to install the smoke detector devices, at a rate of \$30.00 per device. Included with this memo, please find a copy of NMFR Policy #906 as well as written correspondence to be provided to all rental property owners on record within the Cities of Neenah and Menasha.

Neenah City Attorney Jim Godlewski and Menasha City Attorney Pam Captain, have both reviewed this proposal and have approved our request to move it forward to the NMFR Joint Finance and Personnel Committee for approval prior to presenting to City Councils for final approval. City Attorney Jim Godlewski has provided a resolution (attached) for the city of Neenah to modify the fee schedule providing the appropriate fees for the City of Neenah. City Attorney Pam Captain has provided a proposed change (attached) to Menasha city code adding paragraph (f) to SEC. 5-3-3.

I also want to mention that I have met with Ryan Roth (Community Development Manager, Greater Fox Cities Area Habitat for Humanity) regarding the Rock the Block ® programs for Neenah and Menasha. NMFR is working closely with Ryan to assist his organization with the Rock the Block ® program as homes in the designated areas are identified as needing smoke detectors. NMFR has committed to providing roughly 25 smoke detectors for the Rock the Block ® program in each community.

I respectfully request your support with this program and request a motion to move this program through to the city councils for final approval in accordance with the provided language from Neenah City Attorney Jim Godlewski and Menasha City Attorney Pam Captain.

An appropriate motion would be for the NMFR Joint Finance and Personnel Committee to recommend that the City of Neenah approve resolution #2016-25 amending the fee schedule of the City of Neenah to provide for a residential smoke detector fee, also that the City of Menasha approve the proposed ordinance change to Menasha ordinance Sec 5-3-3 to impose a special charge.

Respectfully,



Vernon A. Green

Assistant Chief / Fire Marshal



RESOLUTION NO. 2016-25

A RESOLUTION AMENDING THE FEE SCHEDULE OF THE CITY OF NEENAH TO PROVIDE FOR A RESIDENTIAL RENTAL PROPERTY SMOKE DETECTOR FEE

WHEREAS, by Resolution #7185, the Common Council adopted a uniform fee schedule; and,

WHEREAS residential rental property are required to provide smoke detectors on the rental property premises pursuant to Wis. Stat. §§ 101.145 and 101.645; and,

WHEREAS when Neenah Menasha Fire Rescue personnel are called to a rental property without mandated smoke detectors, they are authorized to install smoke detectors for a fee;

NOW THEREFORE, BE IT RESOLVED BY THE COMMON COUNCIL OF THE CITY OF NEENAH, WISCONSIN this 20th day of July 2016, that the uniform fee schedule established by Resolution #7185, as amended, is further amended by providing for a \$30 per smoke detector fee for all smoke detectors installed by NMFR personnel as required by law. Fees not listed remain unchanged.

FEE TYPE	FEE	BASIS	STATUTE NO.	ORD/RES/CODE
Fire				
Smoke Detector Installation	\$30	per detector	§§101.145	§§101.145

Recommended by: **Joint Fire Finance and Personnel Committee**

CITY OF NEENAH, WISCONSIN

Moved:

Dean R. Kaufert, Mayor

Passed:

Patricia A. Sturn, City Clerk

ORDINANCE O-6-16

AN ORDINANCE AMENDING TITLE 5, CHAPTER 3 OF THE CODE OF ORDINANCES
(Smoke Detectors)

INTRODUCED BY _____

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

SECTION 1: Amend Title 5, Chapter 3, SEC 5-3-3 of the Code of Ordinances of the City of Menasha, Wisconsin as follows:

SEC. 5-3-3 SMOKE DETECTOR REQUIREMENT.

- (f) If Neenah-Menasha Fire Rescue responds to a non-owner occupied residential property and finds that properly installed working smoke detectors are not present, it will install smoke detectors as needed and the property owner will be responsible to pay the cost, as determined by the Common Council, imposed as a special charge pursuant to §66.0627, Wis. Stats. Notice of the special charge shall be mailed to the last-known address of the owner of the parcel and shall be payable within thirty (30) days after billing. Any charge not paid on or before the next succeeding November 15 shall be placed upon the tax roll for collection as other special municipal taxes.

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

Passed and approved this _____ day of _____, 2016.

Donald Merkes, Mayor

ATTEST:

Deborah A. Galeazzi, City Clerk



Neenah-Menasha Fire Rescue

Office of Assistant Chief / Fire Marshal Vernon A. Green

April 20, 2016

Property Owner
Residential Property
City of Neenah and/or City of Menasha

Property Owner/Manager,

This correspondence is to advise you that Neenah-Menasha Fire Rescue (NMFR) has a smoke detector program in place that will help provide smoke detectors to *individual homeowners* on an as needed basis. The intent of this program is to provide assistance to homeowners that do not currently have working smoke detectors in their *owner occupied homes*.

If NMFR responds to a medical call and/or other incident at a single family owner occupied home, and we find that the home does not have working smoke detectors, NMFR will provide detectors as needed, promoting a safer living environment to assist the homeowners.

As a rental property owner/landlord, it is required under Wisconsin State Statute 101.145 that you provide and maintain properly installed working smoke detectors in all residential rental properties under your ownership/management.

Therefore, let this correspondence serve as notice that, as the landlord and/or owner of a residential rental property in the City of Neenah and/or the City of Menasha, you are responsible for the installation and maintenance of smoke detectors. If NMFR responds to a residential property (single family or multi-family) that is not owner occupied, but rather a rental property, and we find that they do not have properly installed working smoke detectors, we will install smoke detectors as needed to provide a safer living environment for the occupants of the residence. You, as the property owner/landlord, will be billed for the cost of the smoke detectors, and NMFR personnel time to install the smoke detector devices, at a rate of \$30.00 per device.

Please feel free to contact me directly at any time at 920-886-6201 with any questions, comments, or concerns.

Yours in Fire and Life Safety,

Vernon A. Green
Assistant Fire Chief / Fire Marshal
Neenah Menasha Fire Rescue



Neenah-Menasha Fire Rescue

Department Policy: Smoke Detector Program		
Policy #: 906	Section: 900	Author: AC Green
Issue Date: 3-1-16	Revision(s): 1	Pages: 2
Policy Source: Assistant Chief / Fire Marshal		Review Date: 1-1-17
Special Instructions:		

PURPOSE

The purpose of this SOG is to establish procedures for installing smoke detectors in residential properties within the Cities of Neenah and Menasha in accordance with the NMFR smoke detector program. The objective of the program is to provide smoke detectors, to single family owner occupied homes, in an effort to improve life safety in homes that are found to not have proper working smoke detectors installed.

POLICY

In the event that NMFR is dispatched to a residence for whatever reason, and we find that the home does not have proper working smoke detectors in place, the crew shall provide information to the residents of the home advising of the state law requiring smoke detectors in all residential properties.

PROCEDURE

If the residence is a Single Family Owner Occupied Home:

- Provide information about the NMFR smoke detector program
- Offer to install up to three smoke detectors in the home
- Complete the NMFR smoke detector installation form
- Properly install smoke detectors in the most appropriate locations
- Provide proper information to the home owner regarding the;
 - Importance of smoke detectors
 - Placement reasoning
 - Testing and operation of devices
 - 10 year battery life
- Forward completed SD installation form to fire prevention bureau

The intent of this program is to provide assistance to homeowners that do not currently have working smoke detectors in their *owner occupied homes*.

Rental Property or Non-Owner Occupied Homes

Wisconsin State Statute 101.145 requires rental property owners/landlords to provide and maintain properly installed working smoke detectors in all residential rental properties under their ownership/management.

The landlord and owner of a residential rental property is responsible for the installation and maintenance of smoke detectors. If NMFR responds to a residential property (single family or multi-family) that is not owner occupied, but rather a rental property, and we find that they do not have properly installed working smoke detectors, we will install smoke detectors as needed to provide a safer living environment for the occupants of the residence. The property owner/landlord, will be billed for the cost of the smoke detectors and NMFR personnel time to install the smoke detector devices.

If the residential property (single family or multi-family) is not owner occupied, but rather a rental property:

- Advise the residents of the requirements of SS 101.145
- Provide information about the NMFR smoke detector program
- Offer to install up to three smoke detectors in the home
- Complete the NMFR smoke detector installation form
- Properly install smoke detectors in the most appropriate locations
- Provide proper information to the home owner regarding the;
 - Importance of smoke detectors
 - Placement reasoning
 - Testing and operation of devices
 - 10 year battery life
- Forward completed SD installation form to fire prevention bureau

RESPONSIBILITY

Assistant Chief / Fire Marshal



Memorandum

TO: NMFR Joint Finance & Personnel Committee Members

FROM: Kevin Kloehn, Chief

DATE: June 23, 2016

RE: LPO Contract

I've attached the renewal Local Program Operator Contract (LPO) contract we have been asked to review and sign. This contract is between our Department and the State of Wisconsin and it is for us to conduct above and below ground tank inspections within our two Cities. We do receive payment for these services and monies are put back into each City's general fund. This contract runs from January 1, 2016 through December 31, 2017. Both City Attorneys have reviewed the contract and have agreed it is acceptable to move forward.

An appropriate motion would be a recommendation the City of Neenah and City of Menasha Common Councils approve the Wisconsin Administrative Code Chapter ATCP 93 Local Program Operator Contract between Wisconsin Department of Agriculture, Trade, and Consumer Protection and Neenah-Menasha Fire Rescue for a time period of January 1, 2016 through December 31, 2017 and authorize Chief Kevin Kloehn to sign this contract on behalf of Neenah-Menasha Fire Rescue.

If you have any questions, please feel free to call me at 886-6203.

Thank you.

KK/tt

Enclosure

**Wisconsin Administrative Code Chapter ATCP 93
Local Program Operator Contract
Between
Wisconsin Department of Agriculture, Trade, and Consumer Protection
And
Neenah-Menasha Fire Rescue**

THIS CONTRACT is made and entered into by and between the Wisconsin Department of Agriculture, Trade and Consumer Protection, hereinafter "the Department," and Neenah-Menasha Fire Rescue, hereinafter "the Contractor."

WHEREAS, the Department deems it advisable to engage the professional services of the Contractor to carry out Departmental responsibility pursuant to Wis. Stat. s. 168.25 and Wis. Admin. Code s. ATCP 93.110 as an agent of the Department and, it appears that such services can be performed more economically and efficiently under a Contract, to accomplish the requirements of the Department;

WHEREAS, the Contractor has advised the Department of its willingness and professional capability to provide professional service to the Department;

NOW, THEREFORE, in consideration of their mutual and dependent promises, the parties hereto, agree as set forth in the following pages 3 through 15.

This Contract is effective on the date signed by the Assistant Deputy Secretary of the Department.

AUTHORITY TO SIGN DOCUMENT. If this Contract is being entered into by a legal entity, such as a corporation, limited liability company, or municipality, the person(s) signing this Contract for the Contractor certify and attest that the Contractor's respective Articles of Incorporation, Articles of Organization, Charter, Corporate By Laws, Corporate or other Resolutions and/or other related documents give full and complete authority to bind the Contractor, on whose behalf they are executing this document.

By: _____

Print Name & Title of Individual with Authority to
Contract on Behalf of Legal Entity

Date: _____

**Wisconsin Department of Agriculture, Trade
and Consumer Protection**

By: _____
Sandy Chalmers, Assistant Deputy Secretary

Date: _____

Address for Payments Under Contract

Name: _____

Street: _____

City/ZIP: _____

Tax ID Number: (FEIN#) _____

I. GENERAL

- A. Services Standards. The Contractor will provide the services hereinafter set forth in accordance with the best professional standards. During the term of this Contract the Contractor (including individual officers, directors or employees) shall not engage in any business regulated by the Wis. Admin. Code ch. ATP 93 including, but not limited to: installation, closure, tightness testing, cathodic protection testing, or repair of Underground Storage Tank (UST) or Above Ground Storage Tank (AST) systems.
- B. Subletting or Assignment of Contract. The Contractor may not sublet, sub-contract or assign to others any part of the work under this Contract. The Department may authorize in writing a temporary sub-contract or assignment at the request of the Contractor.
- C. Employment. The Contractor may assign duties to be performed under this Contract to any employees employed by the Contractor, provided the employee is certified by the Department and has experience and knowledge of the subject and capability to adequately perform the services required under this Contract.
- D. Term of the Contract. The contract period will be from July 1, 2016 through June 30, 2020.

NOTE: Performance of Service – although the contract may be awarded after the beginning of the state fiscal year (FY), the Contractor is obligated and agrees to conduct all UST and AST inspections required within the fiscal year period.

- E. Nondiscrimination in Employment. Chapter 16.765 of the Wisconsin Statutes requires the following provision to be included in every Contract executed by agencies of the State. The Contractor agrees to the provisions as stated below:

In connection with the performance of work under this contract, the contractor agrees not to discriminate against any employee or applicant for employment because of age, race, religion, color, handicap, sex, physical condition, developmental disability as defined in s. 51.01 (5), sexual orientation or national origin. This provision shall include, but not be limited to, the following: employment, upgrading, demotion or transfer; recruitment or recruitment advertising; layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship. Except with respect to sexual orientation, the contractor further agrees to take affirmative action to ensure equal employment opportunities. The contractor agrees to post in conspicuous places, available for employees and applicants for employment, notices to be provided by the contracting officer setting forth the provisions of the nondiscrimination clause

- F. Certification of Affirmative Action Contract Compliance. The State of Wisconsin requires that successful Contractors, who are awarded Contracts of \$25,000 or more and have an annual work force of 25 or more employees, include the following clause in their Contract:

Within 15 days of the commencement of the Contract, an affirmative action plan will be submitted to the State Office of Contract Compliance, Department of Administration, P.O. Box 7867, Madison, Wisconsin 53707-7867.

Contractors are encouraged to contact the Office of Contract Assistance for technical assistance in complying with this contract requirement. An affirmative action plan is a written document that details an affirmative action program. Key parts of an affirmative

action plan are: 1) a policy statement pledging nondiscrimination and affirmative action employment, 2) internal and external equal opportunity officer, 3) a work force analysis that identifies disabled employees, 4) goals and timetables that are specific and measurable and that are set to correct deficiencies and to reach a balance of work force, 5) revision of all employment practices to ensure that they do not have discriminatory effects, and 6) establishment of internal monitoring and reporting systems to measure progress regularly.

G. Disclosure. If a state public official (Section 19.42, Stats.) or an organization in which a state public official holds at least a 10% interest is a party to this Contract, this Contract is voidable by the Department unless appropriate disclosure is made to the State of Wisconsin Ethics Board, 125 South Webster Street, Madison, Wisconsin 53702, (Telephone: (608) 266-8123) or successor entity.

H. Legal Relations.

(1) The Contractor will at all times comply with and observe all federal and state laws, local laws, ordinances, and regulations which are in effect during the period of this Contract and which in any manner affect the work or its conduct.

(2) The Department will be responsible for the enforcement of compliance orders beyond the administrative stage. The Contractor shall conduct inspections, issue correction notices and compliance orders, affix red tags, and take any other appropriate administrative steps to obtain compliance within time frames acceptable to the Department. When compliance has not occurred at the conclusion of these administrative steps, the Contractor shall immediately notify the Department and furnish any documents requested by the Department to enable it to pursue enforcement. The Contractor agrees to make its employees and records available to the Department, a district attorney or the Attorney General's Office in connection with any actions to enforce a Department order.

(3) The Contractor shall immediately notify the Department of any claim or lawsuit filed against the Contractor that relates to its activities under this Contract. In performing this Contract, the Contractor shall be regarded as an agent of the state under Wis. Stat. ss. 893.82 and 895.46, and a deputy of the Department under Wis. Admin. Code s. ATCP 93.050(13). The Contractor is not an employee of the Department and no employee – employer relationship exists in any form whatsoever.

(4) If the Contractor is not a unit of government, a fire department organized under Ch. 181, Stats., or a fire department organized under Ch. 213, Stats., the Contractor must obtain errors and omissions insurance for the term of this Contract, in the amount of at least \$250,000, and furnish a certificate of insurance to the Department within thirty (30) days of the effective date of this contract.

I. Contract Administration. Liaison with the Department will be through the Chief of the Storage Tank Regulation Section.

J. Liaison. The Contractor will supply the name of one person to act as liaison to the Department. This person shall have sole authority for the Contractor in regards to the program. All correspondence and coordination will be done through the liaison.

K. Termination of Contract. The Department may terminate this Contract at any time at its sole discretion with or without cause by delivering written notice to the Contractor. The

Contract will be terminated 30 days after written notice of intent to terminate the Contract is sent to the Contractor.

- L. Department's Rights if Contractor Fails to Perform. If the Department determines that the Contractor is not meeting performance obligations, or has used funds for purposes other than the activities specifically authorized in the Contract, the Contractor shall repay any unearned or misused funds, as determined by the Department, to the Department within thirty (30) calendar days after notice of such determination, and request for repayment, together with related administrative costs, interest at the annual rate of current prime, court costs and attorneys' fees required by the Department to retrieve said funds.

This Contract is subject to the availability of funds to the Department and may be terminated upon written notice that funds are not available. Termination will occur 30 days after notification is sent. Termination will require written notice to be sent to the Contractor by the Department.

If the Contractor fails to perform any of its obligations hereunder, the Department may intervene and protect its rights and interests. Upon the Department's request, the Contractor shall execute and deliver an assignment and any other legal documents that may be required by the Department to facilitate its pursuit or intervention in such negotiations or litigation.

The Contractor may terminate the Contract by refusal to accept proposed modifications to the Contract (see paragraph R) or an election not to continue to perform the services, with 30 days written notice. The Contractor must deliver all records to the Department within 60 days of notification or termination.

- M. Liability upon Termination. Upon the termination of this Contract, the Department's liability to the Contractor shall be limited to the total of: (1) the percentage of the total funds allocated for federally registered tanks which corresponds to the ratio between the actual time period of the Contract and the original term of the Contract; (2) payments due for tanks other than federally registered tanks; and (3) payments due for installation inspections performed for tank systems other than tanks registered to the federal government; (4) less any unearned or misused funds or consequential damages caused by the contractor's errors or omissions for which the Department is or may become liable.
- N. Proprietorship. The materials and information developed under this Contract shall be the property of the Department. All information, files, records and documents in the possession of the contractor necessary to carryout obligations of this contract (included but not limited to: inspection checklists, plan review applications and approval letters, non-compliance orders, etc.) are the property of the Department.
- O. Examination of Records. The Contractor agrees that the Department of Agriculture, Trade, and Consumer Protection will have access to and the right to examine, audit, excerpt and transcribe any directly pertinent books, documents, papers and records of the Contractor, involving transactions relating to this Contract. Such material will be retained for three years by the Contractor following completion of the Contract.
- P. Continuance of Contract. Continuance of this Contract beyond the limits of funds available shall be contingent upon appropriation of the necessary funds, and the termination of the Contract for lack of appropriations shall be without penalty.

- Q. Confidentiality. The Contractor warrants that it will retain all information belonging to the Department in strictest confidence and will neither use it nor disclose it to anyone without the express written consent of the Department. The Contractor also agrees to hold the Department harmless for the Contractor's disclosure of confidential information.
- R. Disclaimer of Liability and Hold Harmless Provision. Neither the Department, nor any of its officers or employees shall be held liable for any improper or illegal intentional, negligent incorrect performance of the Contract by the Contractor. The Contractor further AGREES TO INDEMNIFY AND HOLD HARMLESS the Department and all of its employees from any loss, liability, costs (including court costs) and attorneys' fees, for any direct, indirect, incidental, special, exemplary, or consequential damages (including, but not limited to, procurement of services, loss of profits or business interruption) however caused and on any theory of liability, whether in contract, strict liability, or tort (including negligence or otherwise) arising in any way out of the performance and/or non-performance of the Contract by the Contractor.
- S. Contract Modifications. This Contract may be modified in whole or in part by the Department at any time upon not less than 15 working days written notice to the Contractor. In the event of such modification by the Department, the Contractor must accept or reject the modifications during the thirty- (30) day following the date of the written notice. In the event of rejection of modifications, either party may exercise its rights to terminate the Contract.
- T. Inspection Contracts with Other Fire Districts. If a Contractor wishes to provide new LPO inspection services for another fire district municipality, a copy of an agreement signed by the chief elected municipal officer for that fire district as required by ATCP 93.110 shall be provided to the department.

II. SCOPE OF SERVICE

- A. The Contractor will perform, as specified by the Department, the environmental protection and fire/property/human safety provisions of Wis. Admin. Code Ch. ATCP 93 Flammable, Combustible, and Hazardous Liquids. As its primary duties in implementing the environmental and fire safety provisions of Wis. Admin. Code Ch. ATCP 93 the contractor shall:
1. Perform plan review and approval for tank systems under the scope of Wis. Admin. Code s. ATCP 93.100 for facilities with all tanks of less than 5,000 gallons. Approve/disapprove the plans, which are submitted, based upon the criteria established in Wis. Admin. Code Ch. ATCP 93.
 2. Perform AST and UST installation inspections for tank systems whose plans have been reviewed at the Department or LPO level, submitting the proper documentation, and providing the Department retail program notification.
 - a) Submit a copy of the installation checklist to the Department.
 - b) Notify the respective Bureau of Weights and Measures Field Operations inspector when final inspection has been conducted on installation or upgrade at retail sites.

Note: UST systems have a minimum of three on-site inspection points: 1) Pre-installation scope and planning, 2) Tank and pipe pressure test, and 3) Pre-operational installation verification.

3. Perform the annual inspection of underground tanks for compliance with leak detection, release prevention, functional operation and maintenance established in Wis. Admin. Code Ch. ATPCP 93 as directed by the Department for:
 - ♦ “In Use” and “Temporarily-Out-of-Service” federally regulated tank systems,
 - ♦ “In Use” heating oil USTs with capacity greater than 4,000 gallons,

and designated registered “In Use” aboveground tank systems for compliance with leak detection, release prevention, operation and maintenance established in ATPCP 93 as directed by the Department for:

 - ♦ non agricultural/non private/non retail aboveground storage tank used for vehicle fueling,
 - ♦ aboveground storage tank of occupancy types: “utility, industrial, mercantile/commercial, designated government owned fleet, and schools,
 - ♦ Contents include: Diesel, Leaded Gasoline, Unleaded Gasoline, Kerosene, Fuel Oil, Aviation Fuel, Gasohol, Premix, Unknown, Hazardous Waste, and Chemical (CERCLA List liquids in ASTs 5,000 gallon capacity and larger) registered tank systems.
4. Conduct site inspections when necessary to verify the status or existence of “Abandoned” tanks in the process to bring tank closure or to assist the Department in resolving database and permit related issues.
5. Provide technical advice and information to tank system owners and operators.
6. Conduct necessary program administration, including filing and reporting.
7. Conduct activities with local contractors and operators during hours that provide an efficient and effective program response.
8. Conduct UST closure inspections.

NOTE: For additional information regarding installation and closure inspections refer to Inspection Guidelines.

B. In carrying out the duties of the Contract, the Contractor shall:

1. Have a sufficient number of certified inspector(s) who have successfully completed the Department's required training and certification in order to carry out the assigned program duties under this Contract.
2. Maintain program records to document inspections and provide data to the Department's tank database. Providing program reports on compliance rates, outstanding orders and program performance.
 - a) Submit installation inspection checklists to the Department to record inspections and to trigger payment for installation inspection.
 - b) Maintain inspection records and data on violations identified, orders written and orders satisfied via the state inspection software program.
 - c) Ensure that tank inventory forms are submitted to the Department by the owner for new installations, closures or changes in ownership identified during inspections.
 - d) Provide program support for correction of database errors, information deficiencies, etc., by investigating and researching local records, history, etc.
3. Provide accurate program and technical information to local residents, tank system owners and other interested parties. Represent the Department with professionalism and courtesy in all communications and actions.

4. Have a combustible gas indicator for monitoring for flammable vapors during inspections and closures.
5. Consult with Department staff on questions of program interpretation. Follow Department program direction and interpretation. Any disagreement regarding program interpretation shall be resolved by the Department, whose interpretation is final and conclusive.
6. Provide the Department with performance information or statistics as deemed necessary by the Department.
7. Provide the Department with monthly site inspection and compliance performance reports by the 5th of the following month via the state inspection software program. The site reports shall include:
 - a) Identification and data entry of specific non-compliance issues.
 - b) Data entry if a Red-tag(s) is administered.
 - c) Date entry that non-compliance orders were brought into compliance or resolution.
 - d) Tank attribute data change/entry as database access and program direction is provided.

NOTE: Contractor is not required to perform annual or maintenance inspections of tank systems at facilities which are visited by staff of the Bureau of Weights and Measures Field Operations. These tank systems will be inspected as part of the petroleum inspection effort.

8. Issue initial orders and follow-up actions for tank system closures required by Wis. Admin. Code Ch. ATPC 93 unless it is mutually agreed that the order should be written by one of the Department's staff members. Maintain documentation of all inspections and orders, including, re-inspections to determine compliance with orders.
9. Receive original contractor closure notices. Provide approvals of closures in place if warranted by specific site conditions. Perform inspections at the closure of underground tank systems or as directed by the Department or local municipal ordinance or policy.
10. Issue enforcement orders and perform follow-up actions or investigations on violations of Wis. Admin. Code Ch. ATPC 93's groundwater protection and fire safety provisions, which are identified through: inspections, the plan review process, permit and registration processing, public inquiry or notice, etc. Maintain documentation of all inspections and orders, including, re-inspections to determine compliance with orders.
11. Assure compliance with all applicable statutes and codes relating to workplace safety for Contractor's employees. The Department PROHIBITS CONFINED SPACE ENTRY WHEN PERFORMING ANY WORK UNDER THE REQUIREMENTS OF THIS CONTRACT.

C. Deputy Status and Limits on Deputy Status. For the limited purposes of carrying out the inspection, enforcement and technical assistance functions in this section, the Contractor will be a deputy of the Department under the provisions of Wis. Admin. Code s. 93.050(13). The Contractor's authority shall be strictly limited to the duties described in this section, and the Contractor is not authorized to act as an agent of the Department for any other purposes. The Contractor is an independent contractor, and nothing in this RFB

or in the Contract with the Department is intended to create an employment relationship with the Department with either the Contractor or any of its employees. The Contractor is solely responsible for its actions and those of its employees in carrying out the functions specified under this RFB and the Contract. The Department has sole authority to interpret the provisions of state and federal statutes and rules relating to petroleum storage tanks and may require the Contractor to rescind and/or re-issue any action, order, or technical advice that conflicts with the Department's interpretation.

III. TIME, COST AND ADMINISTRATION

- A. The Contractor may not charge fees for services provided under this Contract, except from the sources indicated.
- B. Total cost for the Contract shall not exceed the moneys provided through:
 - 1. Calculations for the respective state fiscal year payment based upon the dollar amounts specified in Section III, E. and the Department's tank database population on June 30th of the preceding year.
 - 2. The Contractor's share of installation inspection fees.
 - 3. Contractor's locally generated plan review fees.
 - 4. Any other funds generated at the local level through local permits, ordinance, etc.
 - 5. The Department will not be responsible for any payments in excess of the source amounts referred to in subsection A. Any request for an increase in payment in excess of the source amounts referred to in subsection A shall be made pursuant to Section I General, (S) Contract Modifications.
- C. Payments to the Contractor will be made quarterly for installation and closure inspections reported to the Department and supported by a completed installation checklist. Payments to the Contractor for annual inspections will be made on approximately the 15th of the month following the month the inspection was submitted to the department.
- D. The Contractor is responsible for establishing and controlling expenditures within its budget to assure all services provided under the bid and subsequent contract are completed.
- E. The Department will pay the Contractor for the performance of services under this Contract as follows:

For State Fiscal Years 2016-2017:

- 1. Annual Inspections of Underground Tank Systems. A Contractor with a voluntary services Contract shall be paid for its service area, corresponding to one or more fire jurisdictions, based upon annual recorded inspections and installation and closure inspection documentation submitted:
 - a) \$90 for each registered "federally regulated" UST system in use (Type 1),
 - b) \$60 for each registered "federally regulated" Temporarily-Out-of-Service UST (Type 2),
 - c) \$90 for each registered "heating fuel" UST greater than 4,000 gallons (Type 3),
- 2. Periodic Inspections of Aboveground Tank Systems. The amount the contractor will be paid for each registered "In use" non-agriculture/non-private/non-retail above ground storage tank (AST) used for vehicle fueling, and payment for each registered "In use"

above ground storage tank (AST) of occupancy type: utility, industrial, mercantile/commercial, school and government fleet:

- a) \$90 for each Vehicle fuel ASTs (Type 6)
 - b) \$90 for each Non vehicle fuel ASTs (Type 7)
3. Installation. \$170 for the site UST Pre-installation scope and planning meeting. Plus the Contractor's share of ATCP 93 installation inspection fees. For installation inspections of plans reviewed at the state level, 100% of the ATCP 93 installation inspection fee charged.
 4. Closure. \$90 for the site UST closure inspection.
 5. Performance Fee. A fee equal to 7.5% of the annual inspection payment will be paid to the Contractor if the annual audit determined that the Contractor had met all contract expectations.

For State Fiscal Years 2018-2020

1. Annual Inspections of Underground Tank Systems. A Contractor with a voluntary services Contract shall be paid for its service area, corresponding to one or more fire jurisdictions, based upon annual recorded inspections and installation and closure inspection documentation submitted:
 - a) \$92 for each registered "federally regulated" UST system in use (Type 1),
 - b) \$62 for each registered "federally regulated" Temporarily-Out-of-Service UST (Type 2),
 - c) \$92 for each registered "heating fuel" UST greater than 4,000 gallons (Type 3),
 2. Periodic Inspections of Aboveground Tank Systems. The amount the contractor will be paid for each registered "In use" non-agriculture/non-private/non-retail above ground storage tank (AST) used for vehicle fueling, and payment for each registered "In use" above ground storage tank (AST) of occupancy type: utility, industrial, mercantile/commercial, school and government fleet:
 - a) \$92 for each Vehicle fuel ASTs (Type 6)
 - b) \$92 for each Non vehicle fuel ASTs (Type 7)
 3. Installation. \$175 for the site UST Pre-installation scope and planning meeting. Plus the Contractor's share of ATCP 93 installation inspection fees. For installation inspections of plans reviewed at the state level, 100% of the ATCP 93 installation inspection fee charged.
 4. Closure. \$92 for the site UST closure inspection.
 5. Performance Fee. A fee equal to 7.5% of the annual inspection payment will be paid to the Contractor if the annual audit determined that the Contractor had met all contract expectations.
- F. In addition to the funding provided by the Department, the Contractor may have available the funds generated through the local plan review process and any permit fees established by ordinance on a local level. The Contractor must charge according to the plan review and inspection fees established in Wis. Admin. Code Ch. ATCP 93.
- G. The Department retains the sole authority to determine the amount of monies payable to the Contractor for services provided by the Contractor under this Contract.

Definition of Tank Classifications:

In Use – An aboveground or underground tank that is being used to store and/or dispense a product regulated under Wis. Admin. Code Ch. ATP 93.

Abandoned – An aboveground or underground tank that is not being used and is not properly closed as required by Wis. Admin. Code Ch. ATP 93, or is not in “Temporarily-Out-of-Service” status pending upgrade.

Closed – An aboveground or underground tank that has been taken out of service, cleaned and either removed from the site or closed in place under the requirements of Wis. Admin. Code Ch. ATP 93 of the Flammable, Combustible, and Hazardous Liquids Code in effect at the time of closure.

Temporarily-Out-of-Service – An aboveground or underground tank that is not “In Use” pending system upgrade modification for groundwater protection.

UST/AST Installation / Closure Inspection Guidelines

The purpose of the installation inspection is to maintain regulatory oversight of systems that have a potential to pose significant risk to fire safety and environmental contamination if not properly installed. The inspector functions as a liaison for the state regulatory and enforcement program and as a monitor to protect the interests of the owner.

The concept behind the installation inspection requirements and Departmental expectation is a pre-installation visit to establish expectations in administrative and operational aspects throughout the installation process, and to monitor at least two milestones as the installation progresses. The pre-installation scope and planning meeting is intended to develop a strategy for communications between the inspection agency and the contractor. This strategy to assure that adequate notification is made to accommodate, in a timely manner, the inspection points throughout the installation process and what must be in place, operationally and administratively, for the inspector to sign-off prior to placing the system into operation. The optimum time for the pre-installation scope and planning meeting is during the air test of the tanks after they have been unloaded, prior to being placed in the excavation.

The department has established two inspection oversight milestones as the installation progresses. However, two inspections may not be adequate to maintain proper regulatory oversight during the installation process, depending upon the magnitude or scheduling of the installation. Regulatory inspection oversight may be maintained at some AST installations through one inspection just prior to placing the system in operation.

The first inspection milestone is after the major excavation work has been completed and the primary components of the system are in place. The piping will be exposed and the line pressure test will be taking place prior to connection to the dispenser and the tank.

The final inspection milestone will be conducted prior to placing the system into operation. This inspection is intended to confirm the previous work, verify the integrity of the system and the leak detection methodology in place, and bring the administrative process to closure.

The Department has taken the position that if the Contractor gives adequate notice to the LPO for a pending installation inspection, conflicts with the LPO's schedule should not hold-up the Contractor's progress. This does not mean that the inspector's inspection obligations or the regulatory oversight are diminished. The inspector may authorize the Contractor to continue, but the Contractor must allow provisions for verification of specific inspection points. Examples are burial depth, slope, flex connectors, anodes, isolation bushings, etc. The inspector has the authority to require that the Contractor provide specific accommodations to facilitate inspection. Restricting the amount of trench backfilled and/or providing photographs are just two means an inspector may use to maintain verification oversight.

The final inspection is extremely important. The inspector conducting the final inspection is signing the form confirming that the final and all prior inspections have been thorough, all components are in place, and that no changes have occurred that are not documented. It is the Department's expectation that the final inspection will involve a walk-through visual inspection of the entire system from the storage tank to the dispenser. The inspector will have access covers and dispenser doors opened to accommodate a visual verification.

The following Installation Inspection Guide (pages 13 – 15) is designed to serve as an internal check for the inspector, enabling the inspector to gauge his/her thoroughness and consistency when conducting installation inspections. This guide can be used in many ways, individually or

by the agency when multiple inspectors are involved with a site through the duration of the installation.

Pre-installation Scope and Planning Meeting Expectations

- ◆ Discuss administrative aspects and how contractor will verify and document integrity and diagnostic tests, e.g., sump containment tightness, system leak detection, corrosion protection, overfill alarm, etc.
- ◆ Verify that system is being installed within the restrictions of the respective Material Approval or Petition For Variance.
- ◆ Verify tank, dispenser and emergency control locations and setbacks as reflected on the plan.
- ◆ Discuss potential plan revision items.
- ◆ Discuss areas of the installation that are not under the responsibility of the tank system equipment contractor, e.g., electrical.
- ◆ Confirm methods of leak detection, corrosion protection, and overfill prevention.
- ◆ Agree on notification / inspection time perimeters, flexibility, etc.
- ◆ Discuss other key inspection or contractor employees that may be working on this site, signing inspection forms, and serve as contact for status inquiries.
- ◆ Discuss third-party contractors that may be involved, e.g., fencing contractor, tightness tester, etc.
- ◆ Discuss who will be attending final inspection and what must be accessible and available.

Installation Inspection Expectations:

Installation inspections commence when the installation, retro-fit, upgrade or remodeling is underway. The inspector is expected to assess that the installation is being conducted in accordance with the respective national standards, Petition For Variance, Material Approvals and ATCP 93 and conforms to the system installation plan or revision. The Department does not expect the LPO inspector to attend the duration of component integrity or diagnostic testing. It is the expectation of the Department that the inspector visit the site at some point in time during or immediately after a component test, such as the initial pipe tightness test or the pre-operational tank system tightness test, is conducted. The department expects that the inspector will review test procedure and component test results to confirm that the test procedure and results are documented.

UST Closure Inspections

The inspector shall visit the site preferably during the excavation activity, but prior to backfill to assess the following:

- ◆ That soil sampling was performed for federally regulated and heating fuel tanks larger than 4,000 gallon capacity and for other USTs where contamination is suspected.
- ◆ Individual performing the soil sampling is a current Comm 5 Certified Site Assessor.
- ◆ For sites with contamination, the inspector should discuss with the closure contractor the suspected source of the contamination (tank leak, pipe leak, spill and overfill source, etc.) and document that on the closure checklist.
- ◆ Confirm who is making DNR notification.

Major Site Inspection Components

These guidelines should be used in conjunction with the installation checklists (ERS-6294 and ERS 9658).

A. Administrative

Plan review verification.

- Approved plans on site.
- Installation Inspection Checklist started.
- Tank capacity and number corresponds with submittal.
- Tank setbacks within restrictions. (Property line, buildings, LP tanks, etc.)
- Dispenser setback. (Building, retail/nonretail, kerosene dispensing, etc.)
- Access manways installed corresponding with submittal.
- Overfill devices.
- Spill containment.
- If changes have been made is there a plan revision on site.
- Tank soap test documentation on site or proof of factory vacuum integrity throughout installation process.
- Material Approval (if applicable) for pipe, leak detection, tank, flex connectors, dike liners.
- Installation according to Material Approval or Petition For Variance.

B. Piping

Precision Test.

- Primary piping been completed and test information documented by technician.
- Secondary piping been completed and test information documented by technician.

Peripherals.

- Slope or configuration of piping/pipe run is code complying.
- Piping has mechanical listed flex connectors at tank and dispenser (except for flexible piping with material approval).
- Emergency shut-off valve with fusible link is positioned according to manufacturer's specifications.
- Vent pipes for class 1 products minimum 12' above grade and 5 feet from building openings.
- Vent pipes for class II products minimum 4' above grade or highest snow height.

C. Cathodic Protection Systems

- Anodes placed as approved.
- Impressed current CP - conductor buried at least 24" below finished grade.
- Test stations installed.
- Test conducted for effectiveness, if so is copy of test results on site.
- Verification of CP designer, installer, etc. NACE qualifications/certification.

D. Release Detection

- Precision test has been conducted on tank and lines prior to placing the system into operation.
- All leak detection methodology has Material Approval.
- Leak detection methodology applies to the system in place.
 - Capacity of tank and piping.
 - Manifolded tanks.

Automatic Tank Gauging.

- Diagnostic and calibration test conducted on ATG system.
- Setup print-outs submitted to DATCP with installation checklist.

Interstitial Monitoring.

- All Interstitial monitoring systems whether mechanical or electrical, require precise installation, and testing.
- Recordkeeping system established.

Statistical Inventory Reconciliation.

- Recordkeeping system established.

Electronic Line Leak Detector

- Verification that electronic line leak detector was checked to trip at 3 GPH @ 10 psi equivalent (max.) flow rate.
- If used for startup test and/or annual precision test of piping a diagnostic check and documentation of a passed tightness test (to specifications on Material Approval) of pipe.

Mechanical Flow Restrictor

- Verification that mechanical flow restrictor was checked to trip at 3 GPH@ 10 psi equivalent (max.) flow rate.

E. Site Overview Inspection

- Fill pipe caps and manhole covers color-coded appropriate for product.
- An emergency breakaway on each Class I and II liquid hose.
- Are fuel oil and kerosene dispensers at least 20 feet away from dispensing equipment for class I and II motor fuel liquids?
- Operating instructions and emergency instructions for unattended self-service stations.
- Stop motor and no smoking signs posted.
- Are dispensers mounted and bolted down properly.
- Emergency shut off installed inside building and working.
- Push-to-stop button on dispensers (if required).
- Unattended fueling - Emergency Shutdown device installed and visible.

F. Documentation and Training

- Site address, installation specifications and data on installation plans, installation inspection checklist, and inventory forms match.
- Components installed correspond with components on plan submittal.
- Copy of startup test(s) included with submittal of Installation Checklist.
- Owner/operator been trained in the use of the leak detection and monitoring system *before* the system has been place into service.
- Owner has been provided with all installation, operating instructions, and Material Approval documents for all components of the tank system.
- Owner/operator has all documents available for inspection, as required.

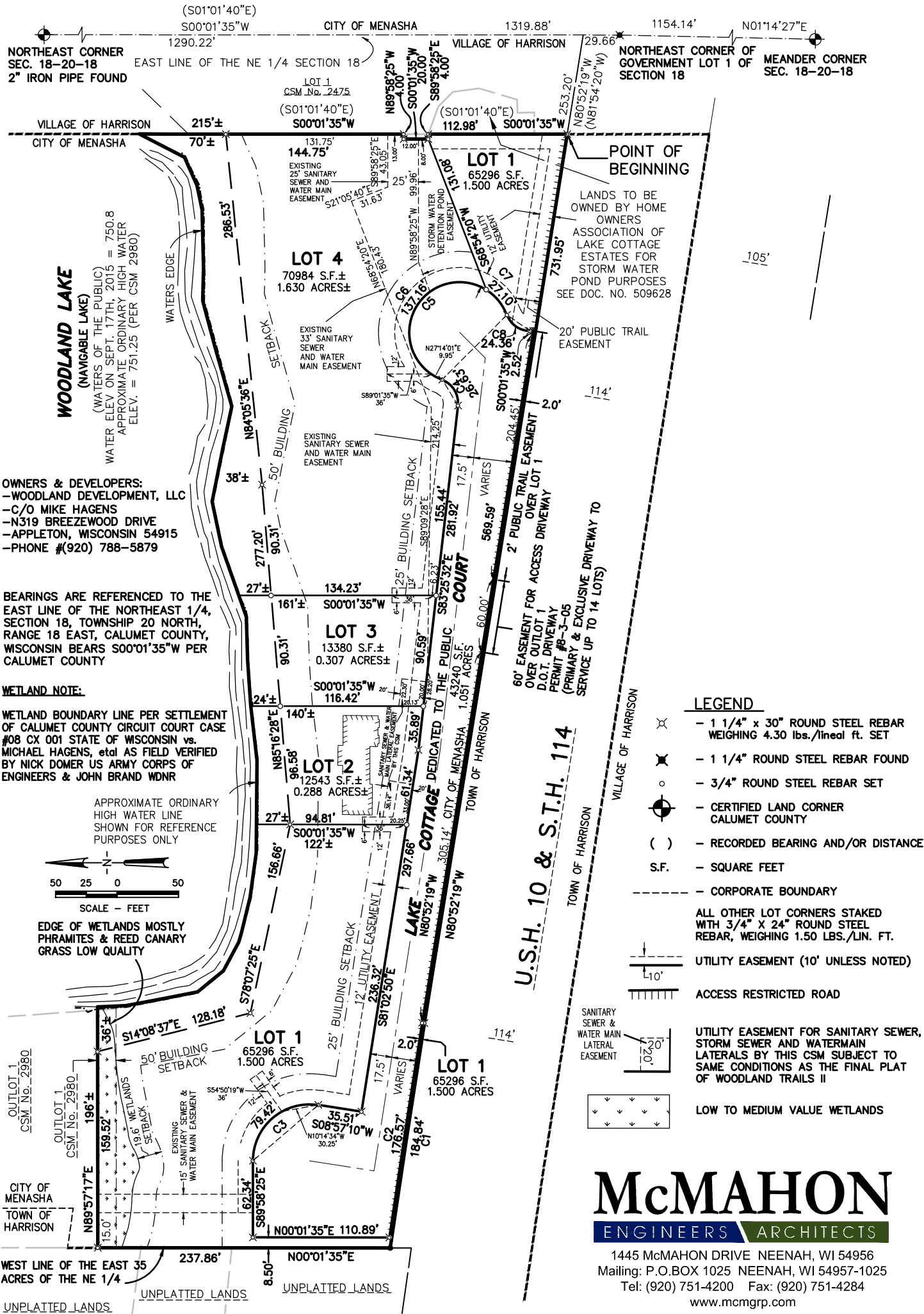
G. Post Inspection Notification to Bureau of Weights and Measures Field Operations

For *retail sites*, send Fax or E-mail notification to the respective Weights and Measures Field Operations office that the installation inspection has been completed.

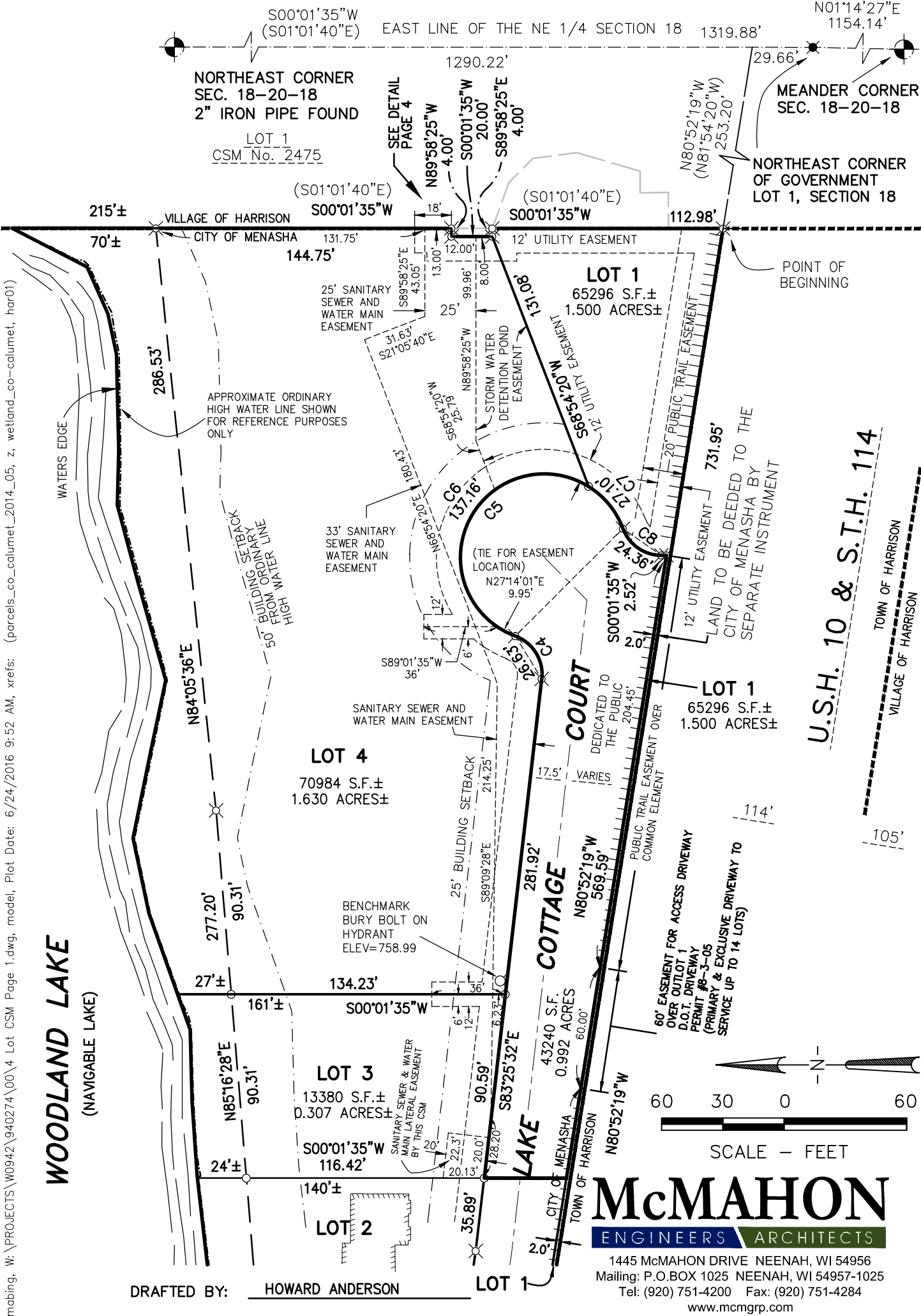
If all the respective requirements of this guideline cannot be met, the system should not be allowed to be put into service.

End of Contract

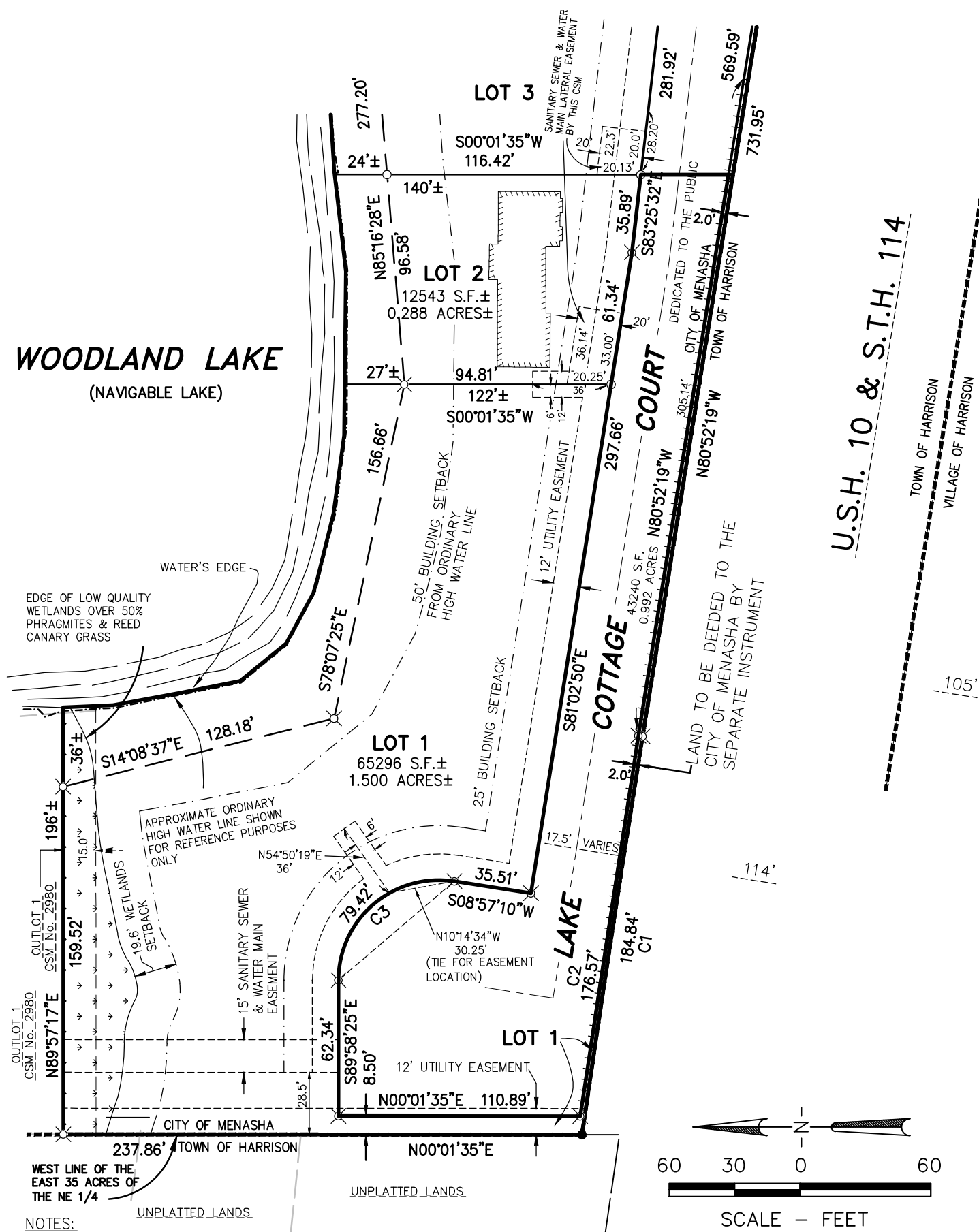
A PART OF OUTLOT 1 OF CERTIFIED SURVEY MAP NO. 2980 AS RECORDED IN VOLUME 24 OF MAPS ON PAGE 288 AS DOCUMENT NO. 414583 AND A PART OF THE NORTHEAST 1/4 OF THE NORTHEAST 1/4 OF SECTION 18, TOWNSHIP 20 NORTH, RANGE 18 EAST, CITY OF MENASHA, CALUMET COUNTY, WISCONSIN.



A PART OF OUTLOT 1 OF CERTIFIED SURVEY MAP NO. 2980 AS RECORDED IN VOLUME 24 OF MAPS ON PAGE 288 AS DOCUMENT NO. 414583 AND A PART OF THE NORTHEAST 1/4 OF THE NORTHEAST 1/4 OF SECTION 18, TOWNSHIP 20 NORTH, RANGE 18 EAST, CITY OF MENASHA, CALUMET COUNTY, WISCONSIN.



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NOTES:

THE WETLAND BOUNDARY AS SHOWN ON THIS MAP IS PER A SETTLEMENT OF CALUMET COUNTY CIRCUIT COURT CASE #08 CX 001 STATE OF WISCONSIN vs. MICHAEL HAGENS, etal AS FIELD VERIFIED BY NICK DOMER US ARMY CORPS OF ENGINEERS & JOHN BRAND WDNR

SEE PAGE 3 FOR MAPPING LEGEND, NOTES AND CURVE DATA

DRAFTED BY: HOWARD ANDERSON

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SURVEYOR'S CERTIFICATE: I, DAVID M. SCHMALZ, WISCONSIN PROFESSIONAL LAND SURVEYOR S-1284, CERTIFY THAT I HAVE SURVEYED, DIVIDED AND MAPPED A PART OF OUTLOT 1 OF CERTIFIED SURVEY MAP NO. 2980 AS RECORDED IN VOLUME 24 OF MAPS ON PAGE 288 AS DOCUMENT NO. 414583 AND A PART OF THE NORTHEAST 1/4 OF THE NORTHEAST 1/4 OF SECTION 18, TOWNSHIP 20 NORTH, RANGE 18 EAST, CITY OF MENASHA, CALUMET COUNTY, WISCONSIN, CONTAINING 205,444 SQUARE FEET (4.716 ACRES) OF LAND BEING MORE FULLY DESCRIBED AS FOLLOWS:

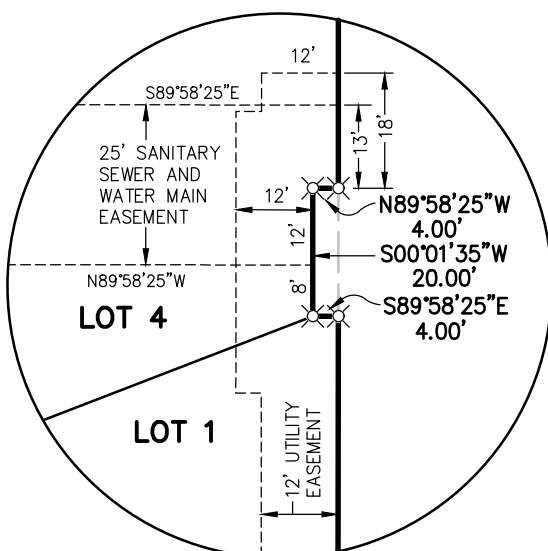
COMMENCING AT THE NORTHEAST CORNER OF SAID SECTION 18; THENCE S00°01'35"W (RECORDED AS S01°01'40"E), 1290.22 FEET ALONG THE EAST LINE OF THE NORTHEAST 1/4 OF SAID SECTION 18 TO THE NORTH RIGHT-OF-WAY LINE OF U.S.H. 10 AND S.T.H. 114; THENCE N80°52'19"W (RECORDED AS N81°54'20"W), 253.20 FEET ALONG SAID NORTH RIGHT-OF-WAY LINE TO THE POINT OF BEGINNING ON THE WEST LINE OF LOT 1 OF CERTIFIED SURVEY MAP NO. 2475 AS RECORDED IN VOLUME 19 OF MAPS ON PAGE 117; THENCE CONTINUE N80°52'19"W, 731.95 FEET ALONG SAID NORTH RIGHT-OF-WAY LINE OF U.S.H. 10 AND S.T.H. 114 TO THE START OF A 11,573.18 FOOT RADIUS CURVE TO THE LEFT; THENCE 184.84 FEET ALONG THE ARC OF SAID CURVE BEING THE NORTH RIGHT-OF-WAY LINE OF SAID U.S.H. 10 & S.T.H. 114 HAVING A 184.84 FOOT CHORD WHICH BEARS N81°20'10"W TO THE WEST LINE OF THE EAST 35 ACRES OF SAID NORTHEAST 1/4; THENCE N00°01'35"E, 237.86 FEET ALONG SAID WEST LINE TO A POINT 15.00 FEET NORTH OF THE SOUTHWEST CORNER OF OUTLOT 1 OF SAID CERTIFIED SURVEY MAP NO. 2980; THENCE N89°57'17"E, 159.52 FEET ALONG A LINE 15 FEET NORTH OF AND PARALLEL WITH THE SOUTH LINE OF SAID OUTLOT 1 TO THE STARTING POINT OF A MEANDER LINE OF THE SOUTHERLY SHORE OF WOODLAND LAKE, SAID POINT BEARS S89°57'17"W, 36 FEET MORE OR LESS FROM SAID SOUTHERLY SHORE; THENCE THE FOLLOWING FOUR CALLS ALONG SAID MEANDER LINE; THENCE S14°08'37"E, 128.18 FEET; THENCE S78°07'25"E, 156.66 FEET; THENCE N85°16'28"E, 277.20 FEET; THENCE N84°05'36"E, 286.53 FEET TO THE WEST LINE OF LOT 1 OF SAID CERTIFIED SURVEY MAP NO. 2475 AND THE TERMINATION POINT OF SAID MEANDER LINE; SAID POINT BEARS S00°01'35"W (RECORDED AS S01°01'40"E), 70 FEET MORE OR LESS FROM THE SOUTHERLY SHORE OF SAID WOODLAND LAKE; THENCE S00°01'35"W (RECORDED AS S01°01'40"E), 144.75 FEET ALONG THE WEST LINE OF SAID LOT 1; THENCE N89°58'25"W, 4.00 FEET; THENCE S00°01'35"W, 20.00 FEET; THENCE S89°58'25"E, 4.00 FEET TO THE WEST LINE OF SAID LOT 1; THENCE S00°01'35"W (RECORDED AS S01°01'40"E), 112.98 FEET ALONG SAID WEST LINE TO THE POINT OF BEGINNING. INCLUDING ALL THOSE LANDS LYING BETWEEN THE ABOVE DESCRIBED MEANDER LINE AND THE SOUTHERLY SHORE OF WOODLAND LAKE AND THE RESPECTIVE LOT LINE EXTENDED TO SAID SOUTHERLY SHORE.

THAT I HAVE MADE THIS SURVEY BY THE DIRECTION OF THE OWNER(S) OF SAID LAND.

I, FURTHER CERTIFY THAT THIS MAP IS A CORRECT REPRESENTATION OF THE EXTERIOR BOUNDARY LINES OF THE LAND SURVEYED AND THE DIVISION OF THAT LAND, AND THAT I HAVE COMPLIED WITH SECTION 236.34 OF THE WISCONSIN STATUTES AND THE CITY OF MENASHA SUBDIVISION ORDINANCE IN SURVEYING, DIVIDING AND MAPPING THE SAME.

GIVEN UNDER MY HAND AND SEAL THIS _____ DAY OF _____, 2015.

DAVID M. SCHMALZ, WI PROFESSIONAL LAND SURVEYOR S-1284



DETAIL (PAGE 1)
SCALE: 1"=30'

NOTES:

1. All lots within the boundaries of this survey are restricted to Residential / Non-Commercial use only.
2. No direct Public Road Connection will be allowed within the boundary of this CSM.
3. The Public Road shall be extended if either the Fire Lane 3 (north extension) or Kernan Ave (or new road connection to it) is connected to the boundary of this CSM.
4. It is expressly intended that these restrictions are for the benefit of the public and enforceable by the Wisconsin Department of Transportation or its assigns.

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NOTES:

-ANY LAND BELOW THE ORDINARY HIGH WATER MARK OF A LAKE OR A NAVIGABLE STREAM IS SUBJECT TO THE PUBLIC TRUST IN NAVIGABLE WATERS THAT IS ESTABLISHED UNDER ARTICLE IX, SECTION 1, OF THE STATE CONSTITUTION.

- ELEVATIONS AS SHOWN ON THIS PLAN ARE REFERENCED FROM PREVIOUS ELEVATION WORK PREPARED BY OTHERS. BASED ON GPS OBSERVATIONS TO NGS DATA POINT 4K05 (PID #DE7787), THE ELEVATIONS SHOWN ARE 0.27 FEET ABOVE NAVD 88(12) DATUM.

-FRONTYARD BUILDING SETBACKS TO BE 25 FEET

-THIS CERTIFIED SURVEY MAP IS A PORTION OF TAX PARCEL NUMBERS: 770181101, 770181102, AND 770181103.

-THE PROPERTY OWNER OF RECORD IS: WOODLAND DEVELOPMENT, LLC

-THIS CERTIFIED SURVEY MAP IS CONTAINED WHOLLY WITHIN THE PROPERTY DESCRIBED IN DOCUMENT NOS. 380967 AND 362613

-CITY OF MENASHA SETBACK REQUIREMENTS FROM WATERWAYS MUST BE FOLLOWED.

CURVE	RADIUS	DELTA ANGLE	CHORD LENGTH	CHORD BEARING	ARC LENGTH	TANGENT BEARINGS
C1	11573.18'	0°54'54"	184.84'	N 81°20'10" W	184.84'	N 80°52'42" W N 81°47'37" W
C2	11575.19'	0°52'26"	176.57'	N 81°18'56" W	176.57'	N 80°52'42" W N 81°45'09" W
C3	46.00'	98°55'34"	69.92'	S 40°30'37" E	79.42'	S 89°58'25" E S 08°57'10" W
C4	20.00'	76°17'23"	24.71'	N 58°25'46" E	26.63'	S 83°25'32" E N 20°17'05" E
C5	41.00'	229°31'59"	74.46'	N 44°56'56" W	164.25'	
C6	41.00'	191°39'45"	81.57'	S 63°53'03" E	137.16'	
C7	41.00'	37°52'14"	26.61'	S 50°52'57" W	27.10'	
C8	20.00'	69°47'28"	22.88'	S 34°55'19" W	24.36'	N 00°01'35" E S 69°49'04" W

Woodland Development, LLC, as Owner(s) I/We hereby certify that I/we caused the land described on this Certified Survey Map to be surveyed, divided, mapped and dedicated as represented on this Certified Survey Map. We also certify that this Certified Survey Map is required to be submitted to the following for approval.

City of Menasha

Dated this _____ day of _____, 2015

Authorized Signature

Authorized Signature

Printed Name _____

Printed Name _____

State of _____)
 _____)ss
 _____ County)

Personally appeared before me on the _____ day of _____, 2015, the above named persons to me known to be the persons who executed the foregoing instrument, and acknowledged the same.

Notary Public

____ County, _____
My commission expires _____

McMAHON

1445 McMAHON DRIVE NEENAH, WI 54956
Mailing: P.O.BOX 1025 NEENAH, WI 54957-1025
Tel: (920) 751-4200 Fax: (920) 751-4284
www.mcmgrp.com

A PART OF OUTLOT 1 OF CERTIFIED SURVEY MAP NO. 2980 AS RECORDED IN VOLUME 24 OF MAPS ON PAGE 288 AS DOCUMENT NO. 414583 AND A PART OF THE NORTHEAST 1/4 OF THE NORTHEAST 1/4 OF SECTION 18, TOWNSHIP 20 NORTH, RANGE 18 EAST, CITY OF MENASHA, CALUMET COUNTY, WISCONSIN.

COMMON COUNCIL RESOLUTION

RESOLVED BY THE COMMON COUNCIL OF THE CITY OF MENASHA, THAT THIS CERTIFIED SURVEY MAP IS HEREBY APPROVED BY RESOLUTION NUMBER _____ THIS _____ DAY OF _____, 2016.

CITY CLERK
DEBBIE GALEAZZI

DATE

CITY MAYOR
DON MERKES

DATE

TREASURER'S CERTIFICATE

I HEREBY CERTIFY THAT THERE ARE NO UNPAID TAXES OR UNPAID SPECIAL ASSESSMENTS ON ANY OF THE LANDS SHOWN HEREON.

CITY TREASURER
PEGGY STEENO

COUNTY TREASURER
MIKE SCHLAAK

UTILITY EASEMENT PROVISIONS

An easement for electrical and communication service is hereby granted by Woodland Development, LLC to AT & T, MENASHA UTILITIES and TIME WARNER CABLE MIDWEST LLC, Grantees, to their respective successors and assigns, to construct, install, operate, repair, maintain and replace from time to time, facilities used in connection with overhead and underground transmission and distribution of electricity and electric energy for such purposes as the same is now or may hereafter be used and for sounds and signals, all in, over, under, across, along and upon the property shown within those areas on the CSM designated as "Utility Easement Areas" and the property designated on the CSM for streets and alleys, whether public or private, together with the rights to install service connections upon, across within and beneath the surface of each lot to serve improvements thereon, or on adjacent lots, also the right to trim or cut down trees, brush and roots as may be reasonably required incident to the rights herein given, and the right to enter upon the subdivided property for all such purposes. The Grantees agree to restore or caused to have restored, the property, as nearly as is reasonably possible, to the conditions existing prior to such entry by the Grantees or their agents. This restoration, however, does not apply to the initial installation of said underground and/or above ground electric facilities or communications facilities or to any trees, brush or roots which may be removed at any time pursuant to the rights herein granted. Buildings shall not be placed over grantees' facilities or in, upon or over the property within the lines marked "Utility Easement Areas" without the prior written consent of Grantees. After installation of any such facilities, the grade of the subdivided property shall not be altered by more than four inches without the written consent of Grantees. The Grant of easement shall be binding upon and inure to the benefit of the heirs, successors and assigns of all parties hereto.

NO UTILITY TRANSFORMERS OR PEDESTALS ARE TO BE SET WITHIN 2 FEET OF A LOT CORNER MONUMENT.

NO CONDUCTORS ARE TO BE BURIED WITHIN 1 FOOT OF A LOT CORNER MONUMENT.

City of Menasha Disbursements

Weekly Accounts Payable	6/23/16-6/30/16	\$ 1,091,597.87
	Checks # 54263-54431	

Bi-Weekly Payroll	6/23/16	\$ 194,848.47
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Additional Regular Cycle Accounts Payables -Paid Electronically

Returned Check	6/16/16	\$ 65.00
Advanced Disposal-Broad St Recycling Charges	6/22/16	\$ 120.37
Delta Dental	6/22/16	\$ 1,791.70
Community First Credit Union-Payroll Deductions	6/23/16	\$ 4,461.00
Payroll Garnishment	6/24/16	\$ 25.00
Nationwide Retirement	6/24/16	\$ 10,990.50
Returned Check	6/27/16	\$ 35.00
TASC-Flex Spending	6/27/16	\$ 3,741.91
Federal Tax Withholding	6/29/16	\$ 75,285.88
Delta Dental	6/29/16	\$ 1,967.68
State Tax Withholding	6/29/16	\$ 28,169.21
State Sales Tax	6/29/16	\$ 2,948.05
Employee Trust Funds	6/30/16	\$ 112,650.24

\$ 242,251.54

Total

\$ 1,528,697.88

Items included on this list have been properly audited and certified by the City Comptroller and are being presented for approval by the Common Council.

Peggy Steeno

Peggy Steeno
Administrative Services Director

6/30/2016

Date

Notes:

- Medical Expense Reimbursement Trust-Retirement Pay Out
- United Way-Employee Donations
- Wisconsin Support Collections-Child/Spousal Support
- WI SCTF-Child Support Annual Fee
- Gaps in check numbers indicate that more invoices being paid than fit on one check stub
(The last check stub used is the check number that will appear on the check register)

AP Check Register
Check Date: 6/23/2016

Date: 6/23/2016

<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>
AAA PORTABLES	54263	6/23/2016	D-40362	100-0703-553.20-09	115.72 Rental	
			Total for check: 54263		115.72	
ACCURATE	54264	6/23/2016	1607297	731-1022-541.30-18	237.00 Supplies	
			Total for check: 54264		237.00	
AIRGAS USA LLC	54265	6/23/2016	9936208751	731-1022-541.21-06	25.35 Acetylene/Oxygen	
		6/23/2016	9936208752	100-0703-553.30-18	25.66 Acetylene/Argon/Oxygen	
		6/23/2016	9936208753	731-1022-541.21-06	229.44 Acetylene/Argon/Nitrogen Oxygen	
			Total for check: 54265		280.45	
ALWAYS READY SERVICES	54266	6/23/2016	105409	100-0000-132.00-00	72.24 Spray Nine	
			Total for check: 54266		72.24	
BADGER LAB & ENGINEERING INC	54267	6/23/2016	INV000065735	601-1020-543.21-02	322.00 Water Plant Suspend Solid	May 19-16, 2016
		6/23/2016	INV000065763	601-1020-543.21-02	655.00 Gunderson's Testing	May 16-21 (Five Samples)
			Total for check: 54267		977.00	
BAHCALL RUBBER CO INC	54268	6/23/2016	741584-001	731-1022-541.38-03	77.11 O-Rings	
			Total for check: 54268		77.11	
BECK ELECTRIC INC	54269	6/23/2016	JU1616-COM-ED13	100-1008-541.24-04	272.00 9th & Racine	Traffic Controller Work
			Total for check: 54269		272.00	
BEDAT-SMITH, LORI	54270	6/23/2016	BEDAT-SMITH	100-0000-441.23-00	14.28 Rental Refund	Too Hot for Shower
				100-0000-201.08-00	0.72 Rental Refund	Too Hot for Shower
			Total for check: 54270		15.00	

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BOBCAT PLUS	54271	6/23/2016	IA09276	731-1022-541.38-03	218.44	Bobcat Parts
			Total for check: 54271		218.44	
BRAZEE'S ACE HARDWARE	54272	6/23/2016	034874	100-0703-553.30-18	6.00	Fasteners
		6/23/2016	34726	207-0707-552.30-18	51.57	Supplies
		6/23/2016	34742	100-0703-553.30-18	34.73	Mulch
		6/23/2016	34838	207-0707-552.30-18	19.99	Hardware
			Total for check: 54272		112.29	
CALNIN & GOSS INC	54273	6/23/2016	16276	625-1003-541.30-18	450.00	Topsoil
				470-1009-541.82-02	450.00	Topsoil
			Total for check: 54273		900.00	
CLEAR WATER CAR WASH	54274	6/23/2016	1133	100-0801-521.29-04	19.99	May Vehicle Wash
			Total for check: 54274		19.99	
COMPLETE OFFICE OF WISCONSIN	54275	6/23/2016	584021	100-0801-521.30-10	89.85	Supplies
			Total for check: 54275		89.85	
CORRE INC	54276	6/23/2016	2852	485-0304-562.21-02	2,840.58	Province Terrace Trail
			Total for check: 54276		2,840.58	
CRESCENT ELECTRIC SUPPLY COMPANY	54277	6/23/2016	S501992262.001	731-1022-541.24-03	329.19	Supplies
		6/23/2016	S501993254.001	100-1012-541.30-18	594.70	Supplies
		6/23/2016	S502016611.001	731-1022-541.24-03	27.57	Supplies
		6/23/2016	S502037325.001	731-1022-541.24-03	283.00	Tape/Bar Kit/Lugs/Plugs
		6/23/2016	S502037393.001	731-1022-541.24-03	202.96	Wire/Plugs/Box Cover
		6/23/2016	S502085460.001	731-1022-541.24-03	259.73	Wire
		6/23/2016	S502092685.001	731-1022-541.24-03	11.88	Lug/Locknut/Conduit

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CRESCENT ELECTRIC SUPPLY COMPANY...	54277...	6/23/2016...	S502092685.001...	100-0601-551.30-13	172.93	Lug/Locknut/Conduit
			Total for check: 54277		1,881.96	
CULLIGAN WATER CONDITIONING	54278	6/23/2016	CULLIGAN	100-1001-514.20-01	18.90	Rental
			Total for check: 54278		18.90	
FASTENAL COMPANY	54279	6/23/2016	WINEE117017	100-0704-552.24-04	170.84	Supplies
			Total for check: 54279		170.84	
FOX VALLEY HUMANE ASSOCIATION	54280	6/23/2016	FOVHA	100-0806-532.25-01	1,390.96	April Transport Fees
			Total for check: 54280		1,390.96	
GALLS LLC	54281	6/23/2016	005437353	100-0803-521.19-03	72.69	Gloves
			Total for check: 54281		72.69	
GERBER LEISURE PRODUCTS INC	54282	6/23/2016	3151	100-0703-553.30-15	915.00	Table w/Attached Seats
			Total for check: 54282		915.00	
GOSS AUTO BODY INC	54283	6/23/2016	63664	100-0801-521.29-04	165.00	MPD 16-1597
			Total for check: 54283		165.00	
GRAEF	54284	6/23/2016	0088808	470-0703-553.82-02	350.66	Loop Trail
			Total for check: 54284		350.66	
GRAINGER INC	54285	6/23/2016	9122900245	731-1022-541.30-18	25.12	Round Base Magnet
		6/23/2016	9123568603	731-1022-541.30-18	18.80	Handle/Knob
			Total for check: 54285		43.92	

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GRIESBACH READY-MIX LLC	54286	6/23/2016	3428	470-1009-541.82-02	543.63 Concrete	
				625-1003-541.30-18	281.12 Concrete	
				100-1004-541.30-18	2,247.50 Concrete	
				Total for check: 54286	3,072.25	
GUNDERSON CLEANERS	54287	6/23/2016	379231	100-0801-521.30-13	34.66 Towels/Mats	
					34.66	
H&R SAFETY SOLUTIONS LLC	54288	6/23/2016	843	731-1022-541.30-18	143.96 Gloves	
				100-1003-541.30-18	143.96 Gloves	
				100-1017-543.30-18	143.95 Gloves	
				Total for check: 54288	431.87	
JOHN DEERE FINANCIAL	54289	6/23/2016	75806413	625-1003-541.30-18	776.09 Landscape Supplies	
				100-1006-541.30-18	194.02 Landscape Supplies	
				470-1009-541.82-02	582.07 Landscape Supplies	
				Total for check: 54289	1,552.18	
KRUEGER TRUE VALUE	54290	6/23/2016	059218	100-0703-553.24-04	145.50 Grinder	
		6/23/2016	059269	100-0703-553.24-04	(30.00) Credit	
			Total for check: 54290		115.50	
KWIK TRIP INC	54291	6/23/2016	00244691	100-0801-521.38-01	140.77 Fuel	
					140.77	
LAPPEN SECURITY PRODUCTS INC	54292	6/23/2016	LSPQ34012	100-1001-514.24-03	170.75 Replace Key	
					170.75	
LEVENHAGEN CORPORATION	54293	6/23/2016	059662A-IN	100-0000-132.00-00	4,739.59 Fuel	
		6/23/2016	89204	207-0707-552.38-01	2,007.60 Fuel	

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LEVENHAGEN CORPORATION...	54293...	6/23/2016	89224	207-0707-552.38-01	3,222.54	Fuel
		6/23/2016	89235	207-0707-552.38-01	1,953.97	Fuel
		6/23/2016	89248	207-0707-552.38-01	745.96	Fuel
		6/23/2016	89249	207-0707-552.38-01	713.97	Fuel
			Total for check: 54293		13,383.63	
MARCO INC	54294	6/23/2016	50418696	743-0403-513.29-01	140.40	1st Floor Copier Agmt
			Total for check: 54294		140.40	
MARCO TECHNOLOGIES LLC	54295	6/23/2016	INV3397440	743-0403-513.29-01	27.78	1st Floor Copier Usage
			Total for check: 54295		27.78	
MCC INC	54296	6/23/2016	83360	731-1022-541.30-18	70.00	Concrete
				266-1028-543.30-18	350.00	Concrete
			Total for check: 54296		420.00	
MCCLONE INSURANCE GROUP	54297	6/23/2016	MCCLONE	100-0801-521.32-01	30.00	Notary Public Bond
			Total for check: 54297		30.00	
MCMAHON	54298	6/23/2016	901762	100-0703-553.21-02	157.50	Topo Work
			Total for check: 54298		157.50	
MCNEILUS TRUCK & MFG COMPANY	54299	6/23/2016	3258299	731-1022-541.38-03	201.42	Belt/Tube
			Total for check: 54299		201.42	
MENARDS-APPLETON EAST	54300	6/23/2016	96474	100-0920-531.24-03	25.12	Downspout
				100-1001-514.24-03	31.56	Countertop/Coupler
		6/23/2016	96732	100-0703-553.30-18	44.50	Patio Block

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MENARDS-APPLETON EAST...	54300...	6/23/2016	96779	100-0703-553.30-18	44.93	Patio Block/Stud
			Total for check: 54300		146.11	
MENASHA DOWNTOWN DEVELOPMENT LLC	54301	6/23/2016	MENASHA DD	493-0304-562.21-11	500,000.00	Developer Incentive
			Total for check: 54301		500,000.00	
MENASHA MUNICIPAL COURT, TOWN OF	54302	6/23/2016	TMMC	100-0000-201.03-00	227.40	Bond Report #MP16-1910
			Total for check: 54302		227.40	
MENASHA NEENAH MUNICIPAL COURT	54303	6/23/2016	MNMC	100-0000-201.03-00	174.00	Bond Report #MP16-110
			Total for check: 54303		174.00	
ELISHA D SMITH PUBLIC LIBRARY	54304	6/23/2016	MPL	100-0601-551.30-16	49.86	Petty Cash
			Total for check: 54304		49.86	
MONTERO, MARCOS	54305	6/23/2016	MONTERO	100-0000-441.23-00	16.18	Event Cancelled
				100-0000-201.08-00	1.32	Event Cancelled
			Total for check: 54305		17.50	
MORTON SAFETY	54306	6/23/2016	167924-01	731-1022-541.30-18	21.84	Eyewear
			Total for check: 54306		21.84	
NORTHEAST ASPHALT INC	54307	6/23/2016	1422195	100-1004-541.30-18	1,852.58	Commercial Grade
				625-1003-541.30-18	285.98	Commercial Grade
			Total for check: 54307		2,138.56	

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OSI ENVIRONMENTAL INC	54308	6/23/2016	4011441	266-1027-543.21-06	100.00	Used Oil Collection
			Total for check: 54308		100.00	
OUTAGAMIE COUNTY	54309	6/23/2016	109963	100-0805-521.25-01	2,255.00	Lodging Jan-April
			Total for check: 54309		2,255.00	
JOSEPH POLZIEN	54310	6/23/2016	POLZIEN	100-0811-521.19-03	58.79	Uniform Allowance
			Total for check: 54310		58.79	
POPE, AMY	54311	6/23/2016	POPE	100-0000-201.10-00	100.00	Return Deposit Exc Permit #12169
			Total for check: 54311		100.00	
ROLAND MACHINERY EXCHANGE	54312	6/23/2016	4153019	731-1022-541.38-03	170.93	Pins
			Total for check: 54312		170.93	
SAFEBUILT LLC	54313	6/23/2016	0025091-IN	100-0301-523.21-06	3,420.41	Building Permits
		6/23/2016	MENACHR05312016	100-0301-523.21-06	912.00	Liquor License Site Inspections
			Total for check: 54313		4,332.41	
SAM'S CLUB/SYNCHRONY BANK	54314	6/23/2016	005548	100-0704-552.30-17	834.46	Concessions
			Total for check: 54314		834.46	
DIANE SCHABACH	54315	6/23/2016	SCHABACH	207-0707-552.21-06	11,875.00	2nd Payment Harbormaster Contract
			Total for check: 54315		11,875.00	
SMT MANUFACTURING & SUPPLY	54316	6/23/2016	0039883-IN	731-1022-541.38-03	75.92	Bearings
			Total for check: 54316		75.92	

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SPEEDY CLEAN DRAIN & SEWER INC	54317	6/23/2016	60558	601-1020-543.21-02	8,912.19	Service
				625-1010-541.21-02	642.46	Service
				Total for check: 54317	9,554.65	
STAPLES BUSINESS ADVANTAGE	54318	6/23/2016	3302577764	100-0304-562.30-10	35.26	Office Supplies
				100-0702-552.30-10	24.28	Office Supplies
				100-1001-514.30-10	27.54	Office Supplies
	6/23/2016	3303189905	100-0702-552.30-10		7.98	Office Supplies
				Total for check: 54318	95.06	
STRUTHERS, SARANN	54319	6/23/2016	STRUTHERS	100-0000-441.24-00	29.00	Unable to Attend Class Moving
					29.00	
SUPERIOR CHEMICAL CORP	54320	6/23/2016	126987	100-0000-132.00-00	186.05	Air Freshener
					186.05	
SUPERIOR VISION INSURANCE PLAN	54321	6/23/2016	IA522484	100-0000-204.10-00	1,006.23	July Vision Insurance
					1,006.23	
SWANK MOTION PICTURES INC	54322	6/23/2016	2188949	100-0702-552.20-05	403.00	Movie
					403.00	
SYN-TECH SYSTEMS	54323	6/23/2016	128364	731-1022-541.24-06	264.00	Supplies
					264.00	
TAPCO	54324	6/23/2016	I528114	100-1008-541.30-18	1,723.91	Supplies
					1,723.91	

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THEDACARE LABORATORIES	54325	6/23/2016	12100529	100-0801-521.21-05	85.00	Venipuncture
			Total for check: 54325		85.00	
UNIFIRST CORPORATION	54326	6/23/2016	097 0213153	731-1022-541.20-01	263.63	Coveralls/Mats/Mops
			Total for check: 54326		263.63	
UNIFORM SHOPPE	54327	6/23/2016	255750	100-0801-521.19-03	156.95	Jacket
			Total for check: 54327		156.95	
UNITED WAY FOX CITIES	54328	6/23/2016	20160623	100-0000-202.09-00	31.00	PAYROLL SUMMARY
			Total for check: 54328		31.00	
US POSTAL SERVICE	54329	6/23/2016	08022546	100-0000-133.00-00	1,500.00	Postage
			Total for check: 54329		1,500.00	
US VENTURE	54330	6/23/2016	L55029	731-1022-541.21-06	15.00	Fuel
			Total for check: 54330		15.00	
UTILITY SALES AND SERVICE	54331	6/23/2016	0200472-IN	731-1022-541.30-18	40.13	Decals/Covers
			Total for check: 54331		40.13	
VERIZON WIRELESS	54332	6/23/2016	9766406829	100-0703-553.22-01	48.59	Cell
				100-0601-551.22-01	21.30	Cell
				100-0801-521.22-01	12.10	Cell
				100-1001-514.22-01	12.10	Cell
		6/23/2016	9766406830	100-1002-541.22-01	109.54	Cell Phones
				625-1002-541.22-01	36.52	Cell Phones
				601-1020-543.22-01	27.03	Cell Phones
		6/23/2016	9766406831	100-0703-553.22-01	54.75	Cell Phones
				731-1022-541.22-01	101.67	Cell Phones

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VERIZON WIRELESS...	54332...	6/23/2016	9766406832	100-0919-531.22-01	163.50	Cell Phones
		6/23/2016	9766406834	100-0801-521.22-01	595.99	Cell Phones/WiFi
		6/23/2016	9766406835	100-0304-562.22-01	40.01	IPad
		6/23/2016	9766406836	100-1002-541.22-01	30.02	Wi-Fi for GPS Device
				625-1002-541.22-01	10.01	Wi-Fi for GPS Device
			Total for check: 54332		1,263.13	
VIEVU	54333	6/23/2016	17964	100-0801-521.30-18	200.00	Body-Worn Video Camera
					200.00	
WCA GROUP HEALTH TRUST	54334	6/23/2016	WCA	100-0000-204.08-00	126,852.07	July Health Insurance Employees
				100-0000-204.11-00	6,379.62	July Health Insurance Bank Sick Retirees
				Total for check: 54334		133,231.69
WE ENERGIES	54335	6/23/2016	WE ENERGIES	100-0701-533.22-03	17.33	North Street
				100-0701-533.22-03	17.33	North Street
				100-0703-553.22-04	10.56	2170 Plank Road
				Total for check: 54335		45.22
WG INC	54336	6/23/2016	218640	100-0702-552.30-18	25.18	Signs
					25.18	
WIL-KIL PEST CONTROL	54337	6/23/2016	2893881	100-1019-552.20-07	28.00	Rat/Mouse/Spiders
		6/23/2016	2894222	100-1019-552.20-07	111.75	Exterior Insect
		6/23/2016	2896777	100-0703-553.24-03	100.00	Int/Ext Spider
			Total for check: 54337		239.75	
WINNEBAGO COUNTY TREASURER	54338	6/23/2016	9448	100-0203-512.21-08	30.00	Recording of Corp Limits Document
		6/23/2016	LF123468	100-1017-543.25-01	3,424.94	Direct Haul
				100-1016-543.25-01	14,606.44	Direct Haul

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WINNEBAGO COUNTY TREASURER...	54338...	6/23/2016...	LF123468...	266-1027-543.25-01	496.60	Direct Haul
			Total for check: 54338		18,557.98	
WISCONSIN DEPT OF FINANCIAL	54339	6/23/2016	WDFI	100-0801-521.32-01	20.00	Notary Commission
			Total for check: 54339		20.00	
WISCONSIN DEPT OF JUSTICE	54340	6/23/2016	L7101T	100-0801-521.21-06	854.00	Name Searches
			Total for check: 54340		854.00	
WISCONSIN DEPT OF NATURAL RESOURCES	54341	6/23/2016	471020660-20161	100-1016-543.32-01	572.00	Facility ID 471020660
		6/23/2016	471175320-20161	625-1010-541.25-01	3,000.00	Stormwater
			Total for check: 54341		3,572.00	
WISCONSIN DEPT OF NATURAL RESOURCES	54342	6/23/2016	WI DNR	100-0706-561.34-02	125.00	CTMI Graduate Workshop
			Total for check: 54342		125.00	
WISCONSIN DEPT OF TRANSPORTATION	54343	6/23/2016	L43814	100-1003-541.30-18	303.64	STH 47 Street Lighting
			Total for check: 54343		303.64	
WISCONSIN SUPPORT COLLECTIONS	54344	6/23/2016	20160623	100-0000-202.03-00	632.88	PAYROLL SUMMARY
			Total for check: 54344		632.88	
WPPI ENERGY	54345	6/23/2016	INV06051	310-0409-571.61-01	8,496.65	WPPI Debt Service Pmt.
				310-0410-571.61-02	1,324.04	WPPI Debt Service Pmt.
			Total for check: 54345		9,820.69	

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ZANDER PRESS INC	54346	6/23/2016	73993	100-0702-552.29-01	560.00	Forms
Total for check: 54346					<u>560.00</u>	
					<u>738,498.86</u>	

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BAKER & TAYLOR INC	54348	6/24/2016	2030233636	100-0601-551.30-14	276.85	Library Materials
		6/24/2016	2031966377	100-0601-551.30-14	367.25	Library Materials
		6/24/2016	2031974507	100-0601-551.30-14	181.05	Library Materials
		6/24/2016	2031976958	100-0601-551.30-14	406.75	Library Materials
		6/24/2016	2031986356	100-0601-551.30-14	315.70	Library Materials
		6/24/2016	2031990240	100-0601-551.30-14	207.93	Library Materials
		6/24/2016	2031998844	100-0601-551.30-14	309.74	Library Materials
		6/24/2016	2032003456	100-0601-551.30-14	365.38	Library Materials
		6/24/2016	2032007136	100-0601-551.30-14	227.71	Library Materials
		6/24/2016	2032010250	100-0601-551.30-14	374.23	Library Materials
		6/24/2016	2032011409	100-0601-551.30-14	181.38	Library Materials
		6/24/2016	2032018204	100-0601-551.30-14	589.42	Library Materials
		6/24/2016	2032022065	100-0601-551.30-14	543.02	Library Materials
		6/24/2016	2032025368	100-0601-551.30-14	386.04	Library Materials
		6/24/2016	2032028405	100-0601-551.30-14	515.96	Library Materials
		6/24/2016	2032033733	100-0601-551.30-14	144.41	Library Materials
		6/24/2016	2032036899	100-0601-551.30-14	451.10	Library Materials
		6/24/2016	2032039320	100-0601-551.30-14	71.03	Library Materials
		6/24/2016	2032044139	100-0601-551.30-14	595.82	Library Materials
		6/24/2016	2032046750	100-0601-551.30-14	356.12	Library Materials
		6/24/2016	5014111272	100-0601-551.30-14	16.97	Library Materials
		6/24/2016	5014129969	100-0601-551.30-14	136.84	Library Materials
		6/24/2016	B15518950	100-0601-551.30-14	88.11	Library Materials
		6/24/2016	DED102324348	100-0601-551.30-14	30.00	Library Materials
Total for check: 54348					7,138.81	
BIBLIOTHECA LLC	54349	6/24/2016	SI0013448-US	100-0601-551.24-04	1,499.00	Installation/Training
					1,499.00	
JOE BONGERS	54350	6/24/2016	BONGERS	100-0601-551.33-01	32.55	Training and Meetings
					32.55	

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CENGAGE LEARNING - GALE	54351	6/24/2016	57992478	100-0601-551.30-14	91.17	Library Materials
		6/24/2016	58001887	100-0601-551.30-14	110.37	Library Materials
		6/24/2016	58042745	100-0601-551.30-14	112.78	Library Materials
		6/24/2016	58072753	100-0601-551.30-14	38.92	Library Materials
		6/24/2016	58111858	100-0601-551.30-14	45.59	Library Materials
			Total for check: 54351		398.83	
CENTER POINT LARGE PRINT	54352	6/24/2016	1378231	100-0601-551.30-14	180.96	Library Materials
						180.96
DEMCO	54353	6/24/2016	5881917	100-0601-551.30-18	805.05	Department Supplies
						805.05
FOX STAMP SIGN & SPECIALTY	54354	6/24/2016	OE-62903	100-0601-551.30-16	72.00	Sign
						72.00
GANNETT WISCONSIN MEDIA	54355	6/24/2016	PC0076853	100-0601-551.30-14	376.03	Subscription
						376.03
LIBRARY SUPPLY SOLUTIONS	54356	6/24/2016	20264-6	100-0601-551.30-18	903.00	CD/DVD
						903.00
MIDWEST TAPE	54357	6/24/2016	0093927194	100-0601-551.30-14	76.63	Library Materials
		6/24/2016	0093946884	100-0601-551.30-14	125.98	Library Materials
		6/24/2016	0093948923	100-0601-551.30-14	33.83	Library Materials
		6/24/2016	0093949011	100-0601-551.30-14	398.40	Library Materials
		6/24/2016	0093953139	100-0601-551.30-14	(1.61)	Library Materials
		6/24/2016	0093953171	100-0601-551.30-14	(11.00)	Library Materials
		6/24/2016	0093961234	100-0601-551.30-14	12.74	Library Materials
		6/24/2016	0093961235	100-0601-551.30-14	19.48	Library Materials

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MIDWEST TAPE...	54357...	6/24/2016	0093961250	100-0601-551.30-14	456.41	Library Materials
		6/24/2016	0093983118	100-0601-551.30-14	218.74	Library Materials
		6/24/2016	0094009802	100-0601-551.30-14	224.88	Library Materials
		6/24/2016	0094013156	100-0601-551.30-14	19.99	Library Materials
			Total for check: 54357		1,574.47	
MODERN MARKETING	54358	6/24/2016	MMI115929	100-0601-551.30-16	158.37	Supplies
		6/24/2016	MMI115969	100-0601-551.30-16	215.76	Supplies
			Total for check: 54358		374.13	
PENGUIN RANDOM HOUSE INC	54359	6/24/2016	1087293188	100-0601-551.30-14	33.75	Library Materials
		6/24/2016	1087558647	100-0601-551.30-14	33.75	Library Materials
			Total for check: 54359		67.50	
PROQUEST LLC	54360	6/24/2016	US10020934	100-0601-551.30-14	1,720.00	Subscription
			Total for check: 54360		1,720.00	
QUALITY BOOKS INC	54361	6/24/2016	194370	100-0601-551.30-14	20.23	Library Materials
			Total for check: 54361		20.23	
SERVICEMASTER BUILDING MAINTENANCE	54362	6/24/2016	20050	100-0601-551.20-01	1,496.00	Janitorial Service
			Total for check: 54362		1,496.00	
SPORT VIDEOS	54363	6/24/2016	7128	100-0601-551.30-14	70.00	Library Materials
			Total for check: 54363		70.00	
SYNCB/AMAZON	54366	6/24/2016	027545252854	100-0601-551.30-14	50.97	Library Materials
		6/24/2016	027548984639	100-0601-551.30-14	44.88	Library Materials
		6/24/2016	039993667260	100-0601-551.30-14	14.69	Library Materials
		6/24/2016	041136530355	100-0601-551.30-14	14.69	Library Materials

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SYNCB/AMAZON...	54366...	6/24/2016	042660027980	100-0601-551.30-14	13.64	Library Materials
		6/24/2016	061674324053	100-0601-551.30-14	13.64	Library Materials
		6/24/2016	064564876733	100-0601-551.30-14	14.89	Library Materials
		6/24/2016	076530085770	100-0601-551.30-14	13.64	Library Materials
		6/24/2016	085410322719	100-0601-551.30-14	(4.06)	Library Materials
		6/24/2016	085412376022	100-0601-551.30-14	59.97	Library Materials
		6/24/2016	085413977700	100-0601-551.30-14	(0.71)	Library Materials
		6/24/2016	085414547117	100-0601-551.30-14	33.98	Library Materials
		6/24/2016	126428857516	100-0601-551.30-14	14.69	Library Materials
		6/24/2016	133074751311	100-0601-551.30-14	14.69	Library Materials
		6/24/2016	133380496223	100-0601-551.30-14	13.64	Library Materials
		6/24/2016	143166572542	100-0601-551.30-14	29.99	Library Materials
		6/24/2016	146813785024	100-0601-551.30-14	15.74	Library Materials
		6/24/2016	182321260673	100-0601-551.30-14	10.99	Library Materials
		6/24/2016	182321839245	100-0601-551.30-14	11.99	Library Materials
		6/24/2016	182322481569	100-0601-551.30-14	7.50	Library Materials
		6/24/2016	182324511947	100-0601-551.30-14	23.21	Library Materials
		6/24/2016	182328082485	100-0601-551.30-14	31.45	Library Materials
		6/24/2016	182329018202	100-0601-551.30-14	106.36	Library Materials
		6/24/2016	193919049431	100-0601-551.30-14	14.69	Library Materials
		6/24/2016	224899903358	100-0601-551.30-14	15.74	Library Materials
		6/24/2016	225233785315	100-0601-551.30-14	14.69	Library Materials
		6/24/2016	228130973351	100-0601-551.30-14	(13.05)	Library Materials
		6/24/2016	238277816044	100-0601-551.30-14	13.64	Library Materials
		6/24/2016	238283254977	100-0601-551.30-14	14.69	Library Materials
		6/24/2016	244050093711	100-0601-551.30-14	236.30	Library Materials
		6/24/2016	244053857242	100-0601-551.30-14	11.70	Library Materials
		6/24/2016	244053990458	100-0601-551.30-14	138.69	Library Materials
				100-0601-551.30-18	4.99	Library Materials
		6/24/2016	244055788349	100-0601-551.30-14	65.87	Library Materials
		6/24/2016	244056960377	100-0601-551.30-14	14.03	Library Materials
		6/24/2016	263228202289	100-0601-551.30-14	15.74	Library Materials
		6/24/2016	270771276018	100-0601-551.30-14	14.69	Library Materials
		6/24/2016	279025713980	100-0601-551.30-14	16.79	Library Materials

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SYNCB/AMAZON...	54366...	6/24/2016	293210107052	100-0601-551.30-14	10.49	Library Materials
		6/24/2016	298445401392	100-0601-551.30-14	13.64	Library Materials
	Total for check: 54366				1,153.80	
UNIQUE MANAGEMENT SERVICES INC	54367	6/24/2016	429153	100-0000-441.19-00	116.35	Collection Agency Fees
					Total for check: 54367	116.35
US BANK EQUIPMENT FINANCE	54368	6/24/2016	306864703	100-0601-551.24-04	142.03	Contract
					Total for check: 54368	142.03
WINNEFOX AUTOMATED LIBRARY SYSTEM	54369	6/24/2016	3015	100-0601-551.30-11	233.29	Postage
					Total for check: 54369	233.29
WISCONSIN TAXPAYERS ALLIANCE	54370	6/24/2016	MF332F	100-0601-551.30-14	21.95	Library Materials
					Total for check: 54370	21.95
					18,395.98	

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ACCURATE	54371	6/30/2016	1607571	731-1022-541.30-18	30.99	Supplies
		6/30/2016	1607639	731-1022-541.30-18	157.34	Supplies
		6/30/2016	1607721	731-1022-541.30-18	325.82	Supplies
		Total for check: 54371			514.15	
AIRGAS USA LLC	54372	6/30/2016	9052139611	731-1022-541.30-18	173.06	Reg Inert Gas Edge
		Total for check: 54372			173.06	
APPLETON COURT REPORTERS LLC	54373	6/30/2016	APPLETONCOURT	100-0402-513.21-09	100.00	Board of Review May 26, 2016
		Total for check: 54373			100.00	
APPLETON TROPHY & ENGRAVING	54374	6/30/2016	71062	100-0704-552.30-10	200.00	Name Tags
		Total for check: 54374			200.00	
CITY OF APPLETON	54375	6/30/2016	231337	100-0918-531.21-06	500.00	Preparedness Agreement
		Total for check: 54375			500.00	
BADGER LAB & ENGINEERING INC	54376	6/30/2016	INV000065786	601-1020-543.21-02	987.00	Dura Fibre Testing May 16-23 (Seven Samples)
		6/30/2016	INV000065787	601-1020-543.21-02	992.00	Sun Chemical Testing May 16-23 (Seven Samples)
		6/30/2016	INV000065803	601-1020-543.21-02	842.00	Graphic Pkg Testing May 16-23 (Seven Samples)
		6/30/2016	INV000065850	601-1020-543.21-02	1,062.00	Intertape Polymer Wastewaters
		Total for check: 54376			3,883.00	
BAHCALL RUBBER CO INC	54377	6/30/2016	743995-001	731-1022-541.38-03	506.68	Supplies
		Total for check: 54377			506.68	
BAYCOM INC	54378	6/30/2016	EQUIPINV_003134	100-0801-521.29-04	804.00	CF-31 Dock/Armrest

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BAYCOM INC...	54378...	6/30/2016	EQUIPINV_003137	100-0801-521.29-04	48.00 Tilt Swivel	
			Total for check: 54378		852.00	
KELSEY BLOB	54379	6/30/2016	HATTIE MINOR	822-0413-554.30-16	250.00 Scholarship-Fall 2016 Sem	
			Total for check: 54379		250.00	
JORDAN BOSMA	54380	6/30/2016	HATTIE MINOR	822-0413-554.30-16	250.00 Scholarship-Fall 2016 Sem	
			Total for check: 54380		250.00	
BRAZEE'S ACE HARDWARE	54381	6/30/2016	34964	207-0707-552.30-18	27.04 Hardware	
			Total for check: 54381		27.04	
BROCK WHITE COMPANY	54382	6/30/2016	12669184-00	100-0703-553.30-18	1,296.87 Sonotube	
			Total for check: 54382		1,296.87	
BRUCE MUNICIPAL EQUIPMENT INC	54383	6/30/2016	5161978	731-1022-541.38-03	1,624.40 Motor	
			Total for check: 54383		1,624.40	
CALUMET COUNTY REGISTER OF DEEDS	54384	6/30/2016	513230/513231	485-0304-562.21-08	90.00 Filing Fees	
		6/30/2016	513232	100-0203-512.21-08	30.00 Filing Fees	
			Total for check: 54384		120.00	
CARDMEMBER SERVICE	54388	6/30/2016	1117	100-0801-521.29-04	34.76 Sirennet.com	
		6/30/2016	1459	100-0801-521.19-03	96.04 Blauer Manufacturing	
		6/30/2016	1654	100-1008-541.24-04	56.35 UPS	
				100-1012-541.24-04	56.35 UPS	
		6/30/2016	1658	100-1003-541.30-18	290.96 Sealmaster	
		6/30/2016	185	100-0801-521.34-03	6.49 Wendy's	
		6/30/2016	1908	100-0703-553.30-18	5.99 Plug	
		6/30/2016	1919	100-0801-521.34-03	766.44 Nationwide Hotel	

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CARDMEMBER SERVICE...	54388...	6/30/2016	199	207-0707-552.24-03	170.07	E-Conolight
		6/30/2016	20	100-0801-521.34-03	184.00	The Pointe Hotel
		6/30/2016	2084	100-0201-512.34-03	129.00	Lodging
		6/30/2016	2485	100-0704-552.24-03	216.03	Spa Daddy
		6/30/2016	2600	100-0703-553.30-15	179.00	Home Depot
		6/30/2016	2696	100-0801-521.30-11	4.24	USPS
		6/30/2016	2727	100-0801-521.34-03	14.00	Brazenhead
		6/30/2016	2924	100-0801-521.29-04	345.46	Gear'n Up
		6/30/2016	3069	100-0703-553.30-18	175.00	Heid
		6/30/2016	3123	100-0801-521.32-01	25.00	TLO Transunion
		6/30/2016	3169	100-0704-552.30-15	385.00	Freezer
		6/30/2016	3310	100-0703-553.30-18	(4.36)	Credit
		6/30/2016	3337	824-0807-521.30-15	278.70	Petsmart
		6/30/2016	3369	100-0801-521.30-10	10.70	Amazon
		6/30/2016	4293	100-0918-531.30-18	122.70	Worldpoint
		6/30/2016	458	100-0704-552.30-10	74.80	Suits
		6/30/2016	4580	100-0801-521.34-03	14.66	The Boathouse
		6/30/2016	49	100-0801-521.29-04	854.55	Adamson
		6/30/2016	4920	100-0801-521.30-13	120.74	Amazon
		6/30/2016	5315	100-0801-521.30-18	213.00	Appleton Trophy
		6/30/2016	5557	100-0704-552.30-10	951.39	Suits
		6/30/2016	5558	100-0801-521.38-01	32.35	Marathon
		6/30/2016	5669	100-0202-512.29-03	295.00	Recruitment Advertising
		6/30/2016	5790	100-0703-553.30-18	51.97	Pails
		6/30/2016	5914	100-0801-521.30-11	28.93	UPS
		6/30/2016	6208	100-0702-552.34-02	50.00	Training
		6/30/2016	6224	100-0704-552.30-10	165.70	Supplies
		6/30/2016	6236	100-0601-551.32-01	200.00	License
		6/30/2016	6289	100-0702-552.30-10	28.00	Rec
		6/30/2016	6764	100-0801-521.34-03	7.27	Culver's
		6/30/2016	7098	100-0801-521.30-10	44.14	Amazon
		6/30/2016	7297	100-0801-521.29-04	25.60	Stockwiseauto.com
		6/30/2016	76	207-0707-552.30-18	365.58	Marina
		6/30/2016	7630	100-0801-521.30-11	24.79	UPS

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Check Date: 6/30/2016

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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>
CARDMEMBER SERVICE...	54388...	6/30/2016	7725	100-0801-521.30-15	94.44	Dick's Sporting Goods
		6/30/2016	8065	100-0704-552.30-10	218.29	Suits
		6/30/2016	8218	100-0801-521.30-10	60.86	Amazon
		6/30/2016	8312	824-0807-521.30-15	38.26	Pet Supplies
		6/30/2016	8423	100-0802-521.33-03	191.25	Weathervane
		6/30/2016	880	100-0601-551.30-16	7.00	Walmart
				100-0601-551.30-10	24.86	Walmart
		6/30/2016	904	100-0801-521.38-01	38.80	United Dairy Farmers
		6/30/2016	9085	100-0801-521.33-03	15.16	Subway
		6/30/2016	9108	100-0703-553.30-18	15.92	Ice
		6/30/2016	9569	501-0304-562.30-11	22.95	RDA Postage
		6/30/2016	9681	100-0801-521.30-11	46.97	Amazon
Total for check: 54388					7,871.15	
CASPER'S TRUCK EQUIPMENT INC	54389	6/30/2016	0016347-IN	731-1022-541.38-03	243.64	Tarp/Crossover
	Total for check: 54389				243.64	
CLIA LABORATORY PROGRAM	54390	6/30/2016	52D0687917	100-0903-531.32-01	75.00	Rebill Certificate Fee
				100-0905-531.32-01	75.00	Rebill Certificate Fee
	Total for check: 54390				150.00	
CYPRESS HOMES INC	54391	6/30/2016	CYPRESS	501-0304-562.21-11	6,931.63	854 Whisper Falls
	Total for check: 54391				6,931.63	
JENNIFER DILLINGER	54392	6/30/2016	DILLINGER	210-0000-467.00-00	4.91	FFM Scrip Reimbursement
	Total for check: 54392				4.91	
DAWN DOWLING	54393	6/30/2016	DOWLING	210-0000-467.00-00	9.82	FFM Scrip Reimbursement
	Total for check: 54393				9.82	

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>
DUMKE & ASSOCIATES &	54394	6/30/2016	316 RACINE ST	100-0903-531.29-06	2,077.50	Rental - 316 Racine St
			Total for check: 54394		2,077.50	
FOX CITIES CHAMBER OF COMMERCE &	54395	6/30/2016	49697	100-0304-562.32-01	50.00	Membership
			Total for check: 54395		50.00	
FOX VALLEY TECHNICAL COLLEGE	54396	6/30/2016	FOX VALLEY TECH	100-0903-531.34-02	24.00	Heartsaver CPR/AED 8 people x \$3
				100-0903-531.34-02	120.00	Heartsave CPR/AED 1st Aid40 people x \$3
			Total for check: 54396		144.00	
GRAPHIC COMPOSITION INC	54397	6/30/2016	244696	100-0801-521.29-01	83.30	Business Cards
				100-0000-134.00-00	(8.30)	Business Cards
			Total for check: 54397		75.00	
GRIESBACH READY-MIX LLC	54398	6/30/2016	3436	470-1009-541.82-02	201.91	Concrete
				100-1004-541.30-18	2,185.84	Concrete
			Total for check: 54398		2,387.75	
HELMER INC	54399	6/30/2016	0000230501	100-0914-531.30-18	81.66	Chart
			Total for check: 54399		81.66	
HORTONVILLE POLICE DEPARTMENT	54400	6/30/2016	HORTONVILLE PD	100-0000-201.03-00	109.00	Bond/MPD 16-1873
			Total for check: 54400		109.00	
INFINITY TECHNOLOGY INC	54401	6/30/2016	521084	100-0202-512.30-15	1,298.00	Replacement Computers
				100-0301-523.30-12	649.00	Replacement Computers
				100-0801-521.30-12	649.00	Replacement Computers
			Total for check: 54401		2,596.00	

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>
JOHN'S REPAIR & TOWING	54402	6/30/2016	P-52826	100-0801-521.29-04	183.75 Tow	
			Total for check: 54402		183.75	
LANDSCAPE FORMS INC	54403	6/30/2016	0000082222	493-0304-562.30-18	5,670.00 Walkway Link Furnishings	
			Total for check: 54403		5,670.00	
MENARDS-APPLETON EAST	54404	6/30/2016	97042	100-0703-553.30-18	41.52 2 X 4	
			Total for check: 54404		41.52	
MENASHA MUNICIPAL COURT, TOWN OF	54405	6/30/2016	MMC-TOWN	100-0000-201.03-00	154.00 Bond/MPD 16-1865	
			Total for check: 54405		154.00	
MENASHA NEENAH MUNICIPAL COURT	54406	6/30/2016	MNMC	100-0000-201.03-00	274.00 Bond/MPD 16-1924	
				100-0000-201.03-00	363.00 Bond/MPD 16-0127	
			Total for check: 54406		637.00	
MENASHA UTILITIES	54407	6/30/2016	4430	100-0202-512.34-02	299.00 Welness Conference	
		6/30/2016	MENASHA UTILITY	100-1008-541.22-03	251.88 Electric	
				501-0304-562.22-06	46.40 Storm	
				100-0000-123.00-00	13.85 Electric	
				100-1012-541.22-03	87.64 Electric	
				100-0304-562.22-03	23.39 Electric	
				625-0304-562.22-03	8.24 Electric	
				100-1013-541.22-03	20.32 Electric	
				100-1013-541.22-06	210.26 Storm	
				207-0707-552.22-03	555.70 Electric	
				207-0707-552.22-05	51.82 Water/Sewer	
				207-0707-552.22-06	56.56 Storm	
				100-0703-553.22-03	561.77 Electric	
				100-0703-553.22-05	695.34 Water/Sewer	
				100-0703-553.22-06	398.77 Storm	

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Vendor Name	Check Number	Check Date	Invoice Number	Account Number	Amount	Description
MENASHA UTILITIES...	54407...	6/30/2016...	MENASHA UTILITY...	100-1001-514.22-03	1,395.81	Electric
				100-1001-514.22-05	451.60	Water/Sewer
				743-0403-513.21-04	167.75	Internet Charge
				743-0403-513.21-04	2,310.40	Dark Fiber Charge
				100-0305-562.22-06	2.90	Storm
				100-1014-543.22-06	61.63	Storm
				100-1019-552.22-03	211.53	Electric
				100-1019-552.22-05	108.02	Water/Sewer
				601-1020-543.22-03	79.45	Electric
				Total for check: 54407		
MEUER FARM LLC	54408	6/30/2016	MEUER	210-0000-467.00-00	14.73	FFM Scrip Reimbursement
				Total for check: 54408		
MODERN DAIRY INC	54409	6/30/2016	243529	100-0704-552.30-17	621.48	Concessions
		6/30/2016	243561	100-0704-552.30-17	87.80	Ice
		Total for check: 54409				709.28
MONROE TRUCK EQUIPMENT INC	54410	6/30/2016	756375	741-0000-193.00-00	517.30	Silverado Parts
		6/30/2016	756428	731-1022-541.38-03	46.12	Harness
		Total for check: 54410				563.42
MORTON SAFETY	54411	6/30/2016	168341-00	100-0704-552.30-10	68.20	Supplies
			Total for check: 54411			
CITY OF NEENAH	54412	6/30/2016	NM FIRE SVCS	100-0501-522.25-01	267,593.00	Fire/Rescue Services
			Total for check: 54412			

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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>
BECKY NICHOLS	54413	6/30/2016	NICHOLS BECKY	100-0702-552.34-03	25.50	Coffee for Park Build
			Total for check: 54413		25.50	
NORTHEAST WISCONSIN TECHNICAL	54414	6/30/2016	CS29668	100-0801-521.34-02	475.00	SWAT School
			Total for check: 54414		475.00	
JOSEPH POLZIEN	54415	6/30/2016	POLZIEN	100-0811-521.19-03	21.99	Uniform Reimbursement
			Total for check: 54415		21.99	
RANGER SERVICES INC	54416	6/30/2016	06CM16	100-0706-561.20-06	2,335.00	Tree Maintenance
			Total for check: 54416		2,335.00	
REDI-WELDING CO	54417	6/30/2016	14992	100-1008-541.30-18	60.00	Angle 20 ft Sign Shop
				731-1022-541.30-18	20.00	Shelf
				100-1009-541.30-15	165.44	Concrete Claw Improvements - Sidewalk
			Total for check: 54417		245.44	
RIESTERER & SCHNELL INC	54418	6/30/2016	1017790	731-1022-541.38-03	185.19	Blades
			Total for check: 54418		185.19	
SUSIE RIPPL	54419	6/30/2016	RIPPL	210-0000-467.00-00	9.82	FFM Scrip Reimbursement
			Total for check: 54419		9.82	
DR TERESA RUDOLPH	54420	6/30/2016	RUDOLPH TERESA	100-0903-531.21-05	150.00	City Physician
			Total for check: 54420		150.00	

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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>
SOUTHWEST PUBLIC SAFETY	54421	6/30/2016	761597	100-0801-521.29-04	275.07	Floor Pan
			Total for check: 54421		275.07	
SPORTS GRAPHICS	54422	6/30/2016	0616-028	100-0704-552.30-10	325.75	T-Shirts
			Total for check: 54422		325.75	
STAPLES BUSINESS ADVANTAGE	54423	6/30/2016	3304810315	100-0101-511.30-10	15.00	Supplies
			3304810316	100-0101-511.30-10	26.03	Supplies
				100-0203-512.30-10	20.25	Supplies
				100-0201-512.30-10	20.25	Supplies
		6/30/2016	8039517267	100-0702-552.30-10	41.36	Supplies
				100-0304-562.30-10	28.78	Supplies
				100-1002-541.30-10	71.82	Supplies
				625-1002-541.30-10	23.94	Supplies
			Total for check: 54423		247.43	
SUNGARD PUBLIC SECTOR INC	54424	6/30/2016	121591	743-0403-513.24-04	2,806.00	July Acctg System Maint
			Total for check: 54424		2,806.00	
SUPPLYWORKS	54425	6/30/2016	368570503	100-0703-553.24-03	18.00	Pins
			Total for check: 54425		18.00	
SWIDERSKI POWER INC	54426	6/30/2016	IF33082	731-1022-541.38-03	1,245.79	Supplies
		6/30/2016	IF33170	731-1022-541.38-03	339.14	Seal Kit/Gauge Kit
				731-1022-541.30-15	342.39	Seal Kit/Gauge Kit
		6/30/2016	IF33333	731-1022-541.38-03	435.00	Parts
			Total for check: 54426		2,362.32	

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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>
UNIFIRST CORPORATION	54427	6/30/2016	097 0213603	731-1022-541.20-01	169.99	Coveralls/Shirts/Pants
			Total for check: 54427		169.99	
WE ENERGIES	54428	6/30/2016	WE ENERGIES	100-1012-541.22-03	1,094.40	Street Lights
				100-0000-123.00-00	82.99	N-M Fire
				100-1001-514.22-04	70.68	City Hall
				100-0801-521.22-04	114.60	Police
				100-0920-531.22-04	17.79	Senior Center
				100-0601-551.22-04	247.10	Library
				100-0703-553.22-04	79.92	Parks
				100-0704-552.22-04	732.85	Pool
				207-0707-552.22-04	23.92	Marina
				731-1022-541.22-04	129.05	Garage
			Total for check: 54428		2,593.30	
WINNEBAGO COUNTY CLERK OF COURTS	54429	6/30/2016	WINNEBAGO	100-0000-201.03-00	150.00	Bond Report #16-2016
			Total for check: 54429		150.00	
WINNEBAGO COUNTY REGISTER OF DEEDS	54430	6/30/2016	WINN REG DEEDS	100-0304-562.21-08	30.00	Grass Cutting 305 Chute
			Total for check: 54430		30.00	
WINNEBAGO COUNTY TREASURER	54431	6/30/2016	9504	100-0204-512.29-01	1,609.66	Ballots/Publishing Programming
				100-0204-512.29-02	370.04	Ballots/Publishing Programming
				100-0204-512.24-04	766.96	Ballots/Publishing Programming
		6/30/2016	WINN CTY TREAS	100-0304-562.80-02	2,796.38	305 Chute
			Total for check: 54431		5,543.04	
					334,703.03	



To: Menasha Common Council
From: Jenny Groeschel and Ginger Tralongo, Police Records
RE: Beverage Operator License (Bartender) Applicants
Date: June 29, 2016

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 2015-2017 licensing period:

Kayla Kreuziger
Bishal Adhikari
Mechelle Warner
Philip Moore
Chantay Riedle
Allison Rohloff
Berray Billington

cc: chief via email

ORDINANCE V16-05

AN ORDINANCE ANNEXING TERRITORY TO THE VILLAGE OF HARRISON, WISCONSIN. (Luniak Annexation)

WHEREAS, a petition for direct annexation has been filed with the Clerk of the Village of Harrison requesting the annexation of the hereinafter described territory from the Town of Harrison, Calumet County, Wisconsin to the Village of Harrison, Calumet & Outagamie Counties, Wisconsin; and

WHEREAS, the petition was signed by all electors residing in the territory and the owners of all the real property in the territory proposed for annexation; and

WHEREAS, there has been due compliance with all requirements of Section 66.0217, Wis. Stats.; and

WHEREAS, the property is being annexed for purposes of providing municipal services for fire protection, road maintenance, and zoning; and

WHEREAS, the Wisconsin Department of Administration Municipal Boundary Review has reviewed the annexation petition (MBR No. 13924) and found it to be in the public interest.

NOW THEREFORE, the Village Board of the Village of Harrison, Wisconsin, do ordain as follows:

SECTION 1. Territory Annexed. In accordance with Sec. §66.0217 of the Wisconsin Statutes and the unanimous petition for direct annexation filed with the Village Clerk on the 11th day of February, 2016, signed by all electors residing in the territory and the owners of all of the real property in the territory, the following described territory in the Town of Harrison, Calumet County, Wisconsin, is annexed to the Village of Harrison, Wisconsin:

A PARCEL OF LAND LOCATED IN THE NORTHEAST ¼ OF THE
SOUTHEAST ¼ OF SECTION 8, TOWNSHIP 20 NORTH, RANGE 18 EAST,
TOWN OF HARRISON, CALUMET COUNTY, WISCONSIN, DESCRIBED
AS FOLLOWS:

Lot Two (2) of Certified Survey Map No. 2928, recorded in the office of the Register of Deeds for Calumet County, Wisconsin on July 28, 2006, in Volume 24 of Survey Maps on page 77, as Document No. 407693, being all of Certified Survey Map No. 221, Volume 2, Page 139, and all of Certified Survey Map No. 715, Volume 5, Page 131, being part of the Northeast Quarter of the Southeast Quarter of Section Eight (8), Township Twenty (20) North, Range Eighteen (18) East, Town of Harrison, Calumet County, Wisconsin, containing approximately 2.70 acres.

The current population of the territory is one (1).

A scale map of the territory is attached as Exhibit A.

SECTION 2. Effect of Annexation. From and after the date of this ordinance the territory described in Section 1 shall be a part of the Village of Harrison for any and all purposes provided by law and all persons coming or residing within such territory shall be subject to all ordinances, rules and regulations governing the Village of Harrison.

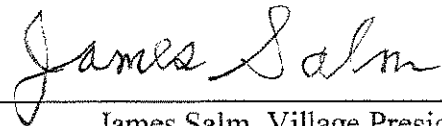
SECTION 4. Ward Designation. The territory described in Section 1 of this ordinance is hereby made a part of Ward Seventeen (17) of the Village of Harrison, subject to the ordinances, rules and regulations of the Village of Harrison governing wards.

SECTION 5. Severability. If any provision of this ordinance is invalid or unconstitutional, or if the application of this ordinance to any person or circumstances is invalid or unconstitutional, such invalidity or unconstitutionality shall not affect the other provision or application of this ordinance which can be given effect without the invalid or unconstitutional provision or application.

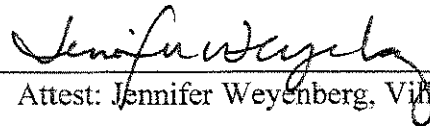
SECTION 6. Payment to Town. Pursuant to Sec. §66.0217(14)(a)2., Wis. Stats., no payments to the Town must be made since the Village and the Town have entered into a boundary agreement under Sec. §66.0301, Wis. Stats.

SECTION 6. Effective Date. This ordinance shall be in force and effect upon passage as provided by law.

Adopted by the Village Board of the Village of Harrison, Wisconsin this 31st day of May, 2016.

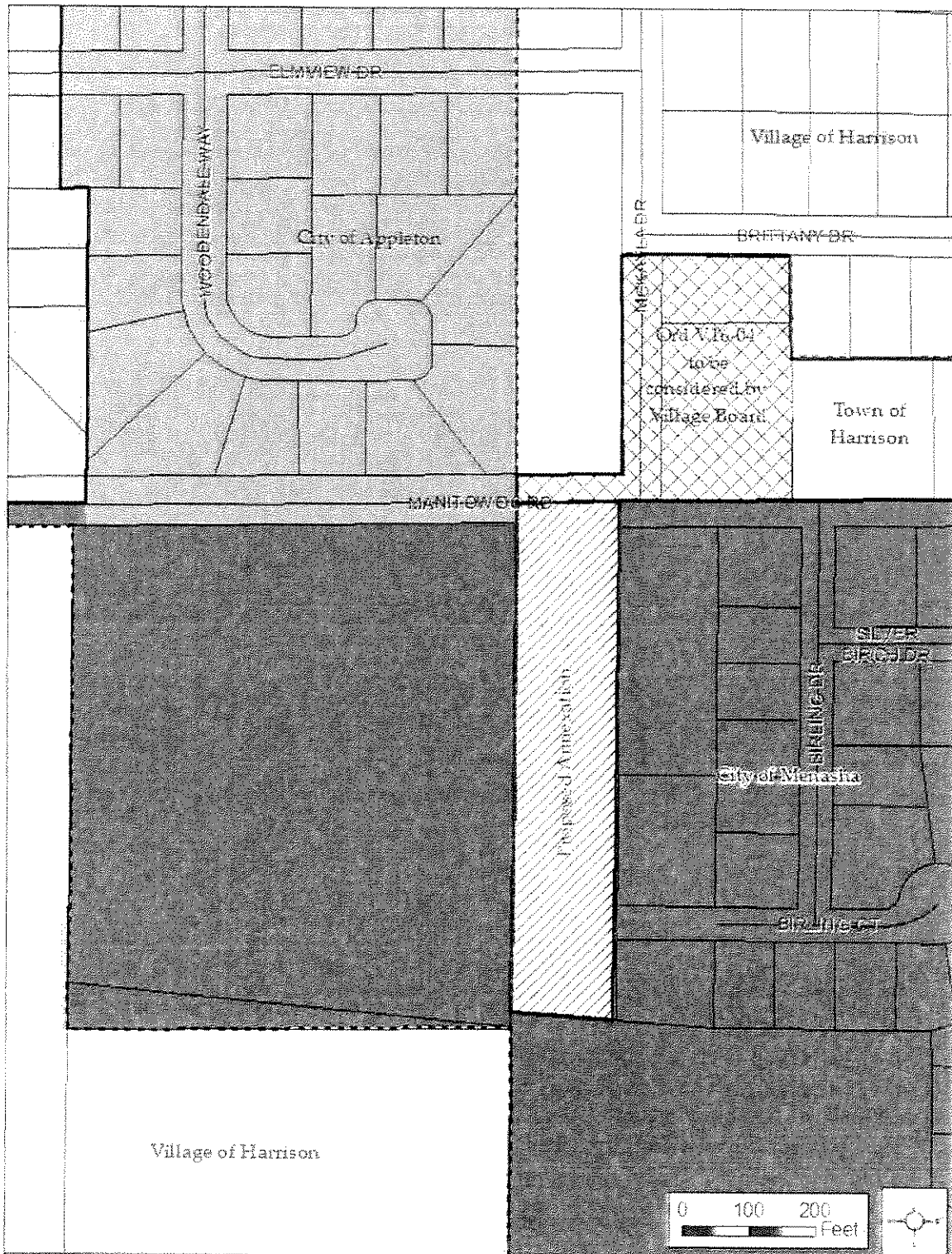


James Salm, Village President

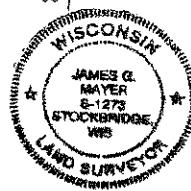


Attest: Jennifer Weyenberg, Village Clerk

Exhibit A: Scale Map



Sheet 1 of 3

[illegible]

C:\Projects\lunaijoe06\csm.dwg
BEARINGS REFERENCED TO COUNTY
DATUM NORTH LINE OF THE SOUTHEAST
QUARTER BEARS NORTH 89°25'35" EAST
THIS INSTRUMENT DRAFTED BY J.G. MAYER
NOTEBOOK NO 37 PAGE 23

ORDINANCE V16-07

AN ORDINANCE ANNEXING TERRITORY TO THE VILLAGE OF HARRISON, WISCONSIN. (Smith/Wonser Annexation)

WHEREAS, a petition for direct annexation has been filed with the Clerk of the Village of Harrison requesting the annexation of the hereinafter described territory from the Town of Harrison, Calumet County, Wisconsin to the Village of Harrison, Calumet & Outagamie Counties, Wisconsin; and

WHEREAS, the petition was signed by all electors residing in the territory and the owners of all of the real property in the territory proposed for annexation; and

WHEREAS, there has been due compliance with all requirements of Section 66.0217, Wis. Stats.; and

WHEREAS, the property is being annexed for purposes of providing municipal services for fire protection, road maintenance, and zoning; and

WHEREAS, the Wisconsin Department of Administration Municipal Boundary Review has reviewed the annexation petition (MBR No. 13942) and found it to be in the public interest.

NOW THEREFORE, the Village Board of the Village of Harrison, Wisconsin, do ordain as follows:

SECTION 1. Territory Annexed. In accordance with Sec. §66.0217 of the Wisconsin Statutes and the unanimous petition for direct annexation filed with the Village Clerk on the 25th day of April, 2016, signed by all electors residing in the territory and the owners of all of the real property in the territory, the following described territory in the Town of Harrison, Calumet County, Wisconsin, is annexed to the Village of Harrison, Wisconsin:

PROPERTY DESCRIPTION: Part of the Northwest 1/4 of the Northeast 1/4, and part of the Northeast 1/4 of the Northeast 1/4, and part of Government Lot 1, Section 18, Town 20 North, Range 18 East, Town of Harrison, Calumet County, Wisconsin and described as follows:

Commencing at the Northeast Corner of said Government Lot 1; Thence North 20.55 feet along the East line of the Northeast 1/4 of said Section 18 to the Northerly Right-of-Way Line of U.S.H. "10" and S.T.H. "114"; Thence Westerly 253 feet more or less along said Northerly Right-of-Way Line to the Point of Beginning on the West Line of Calumet County Certified Survey Map No. 2475; Thence continuing Westerly 917 feet more or less along said Right-of-Way Line to the East line of the West 5 acres of said Northeast 1/4 of the Northeast 1/4 of Section 18; Thence North 669 feet more or less along said East line; Thence West 575.3 feet along a line parallel to and 436.1 feet South of the North line of the Northeast 1/4 of said Section 18 being the North line of those lands described in Volume 90 of Deeds, Page 358, Calumet County Registry; Thence South 709 feet

more or less along the West line of said lands to the centerline of U.S.H. "10" and S.T.H. "114"; Thence Easterly 1497 feet more or less along said centerline to the Southerly extension of the West line of said CSM No. 2475; Thence North 115 feet more or less along said Southerly extension to the Point of Beginning.

The current population of the territory is three (3).

A scale map of the territory is attached as Exhibit A.

SECTION 2. Effect of Annexation. From and after the date of this ordinance the territory described in Section 1 shall be a part of the Village of Harrison for any and all purposes provided by law and all persons coming or residing within such territory shall be subject to all ordinances, rules and regulations governing the Village of Harrison.

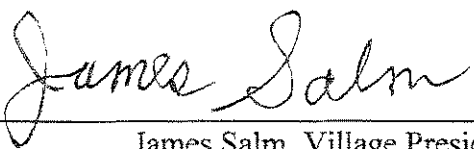
SECTION 3. Ward Designation. The territory described in Section 1 of this ordinance is hereby made a part of Ward Thirteen (13) of the Village of Harrison, subject to the ordinances, rules and regulations of the Village of Harrison governing wards.

SECTION 4. Severability. If any provision of this ordinance is invalid or unconstitutional, or if the application of this ordinance to any person or circumstances is invalid or unconstitutional, such invalidity or unconstitutionality shall not affect the other provision or application of this ordinance which can be given effect without the invalid or unconstitutional provision or application.

SECTION 5. Payment to Town. Pursuant to Sec. §66.0217(14)(a)2., Wis. Stats., no payments to the Town must be made since the Village and the Town have entered into a boundary agreement under Sec. §66.0301, Wis. Stats.

SECTION 6. Effective Date. This ordinance shall be in force and effect upon passage as provided by law.

Adopted by the Village Board of the Village of Harrison, Wisconsin this 31st day of May, 2016.


James Salm, Village President

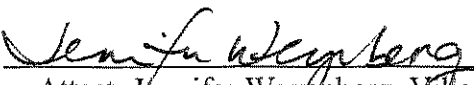
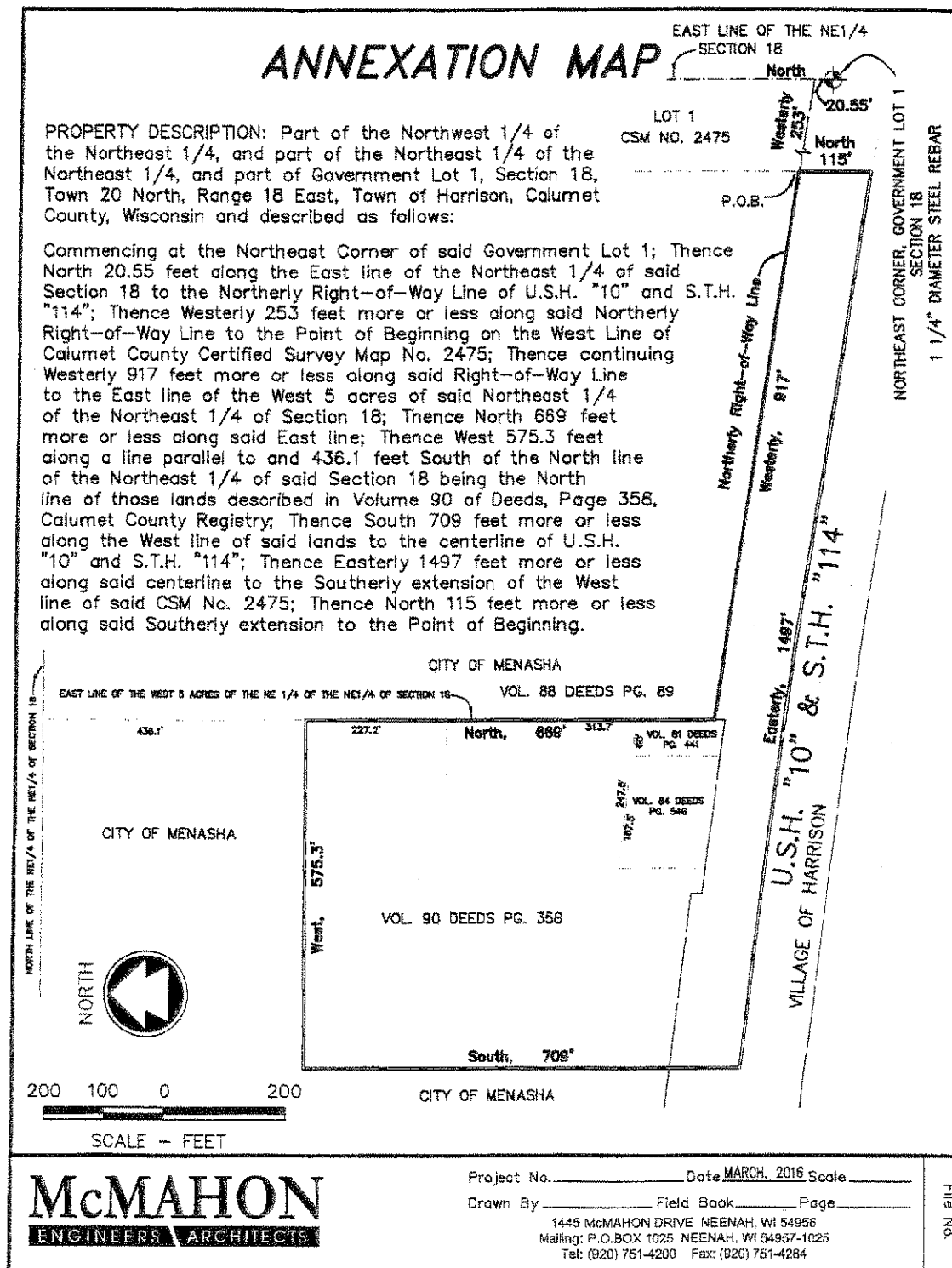

Attest: Jennifer Weyenberg, Village Clerk

Exhibit A: Scale Map





MEMORANDUM

Date: June 30, 2016
To: Common Council
From: Debbie Galeazzi, Clerk
Subject: Liquor License Applications for Rebecca Mader and Margaritaville Lounge

“Class B” Liquor and Malt. Rebecca Mader, d/b/a Your Daily Grind, 204 Main Street. The real estate taxes are outstanding. Ms. Mader is leasing the property. She informs me the owner would have the taxes paid by June 30th. The business is not ready to open. I will report any updates at the meeting.

Reserve “Class B” Liquor and Malt. Margaritaville Lounge LLC, 6 Tayco Street, Jennifer Almeida-Sandoval, Agent. The building is currently being remodeled and not ready for final inspections. Ms. Almeida-Sandoval informs me the electrical work should be done by July 5th and then the final inspection can be completed. Health Department, Fire Department, and Building Inspectors recommend approving the license with the condition they do not open for business until final inspections have been completed and occupancy permits have been issued. I will report any updates at the meeting.

RENEWAL ALCOHOL BEVERAGE LICENSE APPLICATION

Submit to municipal clerk. Read instructions on reverse side.

For the license period beginning: 07 01 2016 ending: 06 30 2017
(MM DD YYYY) (MM DD YYYY)

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

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

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

Complete A or B. All must complete C.

A. Individual or Partnership:

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

Home Address

Post Office & Zip Code

B. Full Name of Corporation/Nonprofit Organization/Limited Liability Company Margantaville Lounge LLC
Address of Corporation/Limited Liability Company (if different from licensed premises) 6 Tayco St. Menasha, WI
All Officer(s) Director(s) and Agent of Corporation and Members/Managers and Agent of Limited Liability Company: 54952

Title Name (Inc. Middle Name) Home Address Post Office & Zip Code

President/Member Jennifer Almeida-Sandoval 1997 Eastowne Ln. Appleton, WI 54915

Vice President/Member _____

Secretary/Member _____

Treasurer/Member _____

Agent Jennifer Almeida-Sandoval 1997 Eastowne Ln. Appleton, WI 54915

Directors/Managers _____

C. 1. Trade Name Margantaville Business Phone Number (920) 722-1622

2. Address of Premises 6 Tayco St. Post Office & Zip Code Menasha, WI 54952

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

4. Premises description: Describe building or buildings where alcohol beverages are to be sold and stored. The applicant must include all rooms including living quarters, if used, for the sales, service, consumption, and/or storage of alcohol beverages and records. (Alcohol beverages may be sold and stored only on the premises described.) beer stored in cooler liquor

5. Legal description (omit if street address is given above): on shelves Basement used for storing inventory

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

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

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

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

9. Does the applicant understand they must hold a Wisconsin Seller's Permit? [phone (608) 266-2776] ☒ Yes ☐ No

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

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

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

SUBSCRIBED AND SWORN TO BEFORE ME

this 28 day of April, 20 16

[Signature]
(Clerk/Notary Public)

My commission expires _____

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

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

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

TO BE COMPLETED BY CLERK

Date received and filed with municipal clerk	Date reported to council/boards	Date license granted
License number issued	Date license issued	Signature of Clerk / Deputy Clerk

RENEWAL ALCOHOL BEVERAGE LICENSE APPLICATION

Submit to municipal clerk. Read instructions on reverse side.

For the license period beginning: 07 01 2016 ending: 06 30 2017
(MM DD YYYY) (MM DD YYYY)

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

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

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

Complete A or B. All must complete C.

A. Individual or Partnership:

Full Name(s) (Last, First and Middle Name) Home Address Post Office & Zip Code
MADER, REBECCA ANN 537 BROAD STREET MENASHA 54952

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

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

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

Title	Name (Inc. Middle Name)	Home Address	Post Office & Zip Code
President/Member			
Vice President/Member			
Secretary/Member			
Treasurer/Member			
Agent			
Directors/Managers			

C. 1. Trade Name YOUR DAILY GRIND

Business Phone Number 920-659-2422

2. Address of Premises 204 MAIN STREET

Post Office & Zip Code MENASHA 54952

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

4. Premises description: Describe building or buildings where alcohol beverages are to be sold and stored. The applicant must include all rooms including living quarters, if used, for the sales, service, consumption, and/or storage of alcohol beverages and records. (Alcohol beverages may be sold and stored only on the premises described.) 1st floor of building

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

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

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

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

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

9. Does the applicant understand they must hold a Wisconsin Seller's Permit? [phone (608) 266-2776] ☒ Yes ☐ No

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

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

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

SUBSCRIBED AND SWORN TO BEFORE ME

this 13th day of May, 20 16

Rebecca A. Hallenbeck
(Clerk/Notary Public)

My commission expires 8-11-16

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

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

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

TO BE COMPLETED BY CLERK

Date received and filed with municipal clerk <u>5/13/16</u>	Date reported to council/board	Date license granted
License number issued	Date license issued	Signature of Clerk / Deputy Clerk

ORDINANCE O-6-16

AN ORDINANCE AMENDING TITLE 5, CHAPTER 3 OF THE CODE OF ORDINANCES
(Smoke Detectors)

INTRODUCED BY: Alderman Keehan

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

SECTION 1: Amend Title 5, Chapter 3, SEC 5-3-3 of the Code of Ordinances of the City of Menasha, Wisconsin as follows:

SEC. 5-3-3 SMOKE DETECTOR REQUIREMENT.

...

- (f) If Neenah-Menasha Fire Rescue responds to a non-owner occupied residential property and finds that properly installed working smoke detectors are not present, it will install smoke detectors as needed and the property owner will be responsible to pay the cost, as determined by the Common Council, imposed as a special charge pursuant to §66.0627, Wis. Stats. Notice of the special charge shall be mailed to the last-known address of the owner of the parcel and shall be payable within thirty (30) days after billing. Any charge not paid on or before the next succeeding November 15 shall be placed upon the tax roll for collection as other special municipal taxes.

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

Passed and approved this _____ day of _____, 2016.

Donald Merkes, Mayor

ATTEST:

Deborah A. Galeazzi, City Clerk

RESOLUTION R-23-16

A RESOLUTION SUPPORTING APPLICATION FOR A 2016 WISCONSIN RPC AND DNR EMERALD ASH BORER (AEB)
MITIGATION GRANT PROGRAM

Introduced by Mayor Merkes

WHEREAS, the applicant, City of Menasha, is interested in obtaining a cost-share grant from the Bay-Lake Regional Planning Commission for the purpose of funding Emerald Ash Borer mitigation projects under funding originating from the U.S. Forest Service, Great Lakes Restoration Initiative;

WHEREAS, the application attests to the validity and veracity of the statements and representations contained in the grant application; and

WHEREAS, the applicant requests a grant agreement to carry out the project;

NOW, THEREFORE, BE IT RESOLVED, the applicant, City of Menasha, will comply with all local, state, and federal rules, regulations, and ordinances relating to this project and the cost-share agreement;

BE IT FURTHER RESOLVED, the applicant will budget a sum sufficient to fully and satisfactorily complete the project and hereby authorizes and empowers the Superintendent of Parks, Forestry, Facilities, and Cemeteries, its official or employee, to act on its behalf to:

1. Sign and submit the grant application.
2. Sign a grant agreement between applicant and the Bay-Lake Regional Planning Commission.
3. Submit interim and/or final reports to the Bay-Lake Regional Planning Commission to satisfy the grant agreement.
4. Submit reimbursement requests and, if applicable, contractor invoices to the Bay Lake Regional Planning Commission.
5. Sign and submit other required documentation.

Passed and approved this ____ day of ____, 2016.

Donald Merkes, Mayor

ATTEST:

Deborah A. Galeazzi, Clerk



MEMORANDUM

Date: June 30, 2016

To: Common Council

From: Pamela A. Captain, City Attorney

Re: Claim of Chad Myhill

The Administration Committee was initially informed of this claim in February, 2016. Chad Myhill, 955 7th Street, is seeking \$24,754.62 for sewage/water damages he sustained on December 14, 2015. He writes that on that date the sewer drain cover was popped open and the basement floor was wet with standing water. Mr. Myhill provides no explanation with regard to the reason he believes the City is responsible for the sewer/water in his basement.

Over the course of a few days including Monday, December 14, the City of Menasha and immediately surrounding communities experienced back-to-back heavy rain events. *See attached US Army Corp of Engineer precipitation data.* None of our staff was called for any sanitary sewer issues and no alarms from the lift stations were reported to the police department over the weekend. The public works department started receiving calls early on the morning of December 14 about water/sewage in basements, storm catch basins full, water over the roadway, and water pooling in yard. Around 7 a.m., an alarm went off at the Ninth Street lift station. Within a short time after that the sanitary sewer system was surcharged. To alleviate the surcharge in the system in the 900 block of Seventh Street pumping occurred at the intersection of Seventh and Ida streets.

We also discovered that there were other surrounding communities that by-passed on this same date due to the rain event.

The by-passing that occurred helped to alleviate the surcharge the system experienced due to the heavy rain. The City of Menasha did not cause the damage Mr. Myhill sustained.

RECOMMENDATION: Deny the claim of Chad Myhill.

CITY OF MENASHA CLAIM FORM

NOTICE OF CIRCUMSTANCES (§893.80(1)(a))

NAME

Chad Myhill

TELEPHONE NO.

920- [REDACTED]

ADDRESS

955 7th St.

(street)

Menasha, WI 54952

(city, state, zip code)

CIRCUMSTANCES OF CLAIM: On the reverse side, describe the circumstances of your claim (attach additional sheets if necessary). For auto/property damages attach a copy of police report, if any; and a diagram of the accident scene including north, south, east or west. For personal injury indicate the nature of the injury; if medical attention was given, the name of the physician/immediate care/hospital. List the names and addresses of any witnesses to the incident/accident. The more specific the information, the easier the processing will be.

Incident/Accident Information:

Date

12-14-15

Place

955 7th St.

Time

Notice it at 5:30pm

Menasha, WI 54952

(Circumstances of claim and witnesses on reverse)

Signed:

Chad Myhill

Date:

12/17/15

CLAIM FORM (§893.80(1)(b))

You are not required to make a claim at this time. As long as you have completed and filed the above Notice of Circumstances of claim with the City of Menasha, you may file a claim against the City of Menasha at any time consistent with the applicable statute of limitations. **In order for the City of Menasha to formally accept or disallow your claim at this time, you must complete and sign the form below.** Please provide copies of any bills supporting the amount of the claim. For claims involving auto/truck/property damage, please attach two estimates.

The undersigned hereby makes a claim against the City of Menasha arising out of the circumstances described above. The claim is for relief in the form of money damages in the amount as indicated below, and non-monetary relief as follows:

Auto/truck:

\$

Property:

\$16,856.62

Personal Injury:

\$

Other (specify):

\$7,898 personal property

Signed:

Chad Myhill

Date:

12/17/15

Address:

955 7th street

(street)

Menasha, WI. 54952

(city, state, zip code)

RECEIVED

JAN 20 2016

revised 02/10

CITY OF MENASHA

BY: [signature]

-Sewerage/Water Damage-

Circumstances of claim (attach additional sheets if necessary): On Dec. 14th 2015

Dawn Smith came to my residents house at 955 7th St. Menasha, WI 54952 to switch her laundry. As Dawn Smith approached the basement door she could hear beeping. Dawn noticed the entire basement floor was wet with standing water. Dawn left went about 3 blocks down to pick up Gary Shultz. Gary and Dawn went down into the basement, Gary checked the sump pump and told Dawn that's working just fine. The beep is coming from the sump pump to alert you that there is water on the floor. As Dawn and Gary entered the laundry room, they noticed the sewerage, and the sewerage drain cover was popped open. Gary and Dawn called me. I left work at 6pm Dec. 14th 2015. See next pg.

Witnesses (names and addresses):

Dawn Smith
323 Union St.

Neenah, WI 54956

Gary Shultz

1120 Manitowish Rd. Menasha, WI 54952

Procedure for filing claims:

1. In most instances, a signed Notice of Circumstances of claim must be filed with the City Clerk within 120 days after the happening of the event giving rise to the claim or will be barred by the Statute of Limitations.
2. A Claim must also be filed with the City Clerk containing your address and an itemized statement of the relief or damages(s) sought. This is the bottom portion of the form entitled "Claim Form" Until this portion is completed and submitted to the City, no action will be taken. Mail or submit claims to: City Clerk, City of Menasha, 140 Main Street, Menasha, WI 54952.
3. The City Risk Manager and/or CVMIC (the City's liability insurance carrier) will then determine if your claim should be paid, compromised or disallowed. You will be notified by letter should the City determine to pay or compromise your claim. If your claim is determined to be disallowed, the matter may go before the Common Council for formal disallowance.
4. This procedure is established by State Statutes to provide a mechanism for persons to recover damages in the event a municipality is responsible for an incident. This procedure is also designed to protect the municipality and its taxpayers from having to pay out inappropriate and/or nuisance claims.

Dawn and Gary noticed the city pump at the corner of my street and took pictures. I had also noticed the city pump. As I walked down stairs into my fully furnished and finished basement there was standing water. The cover was off of my sewage drain, with sewage all over.

I called up my insurance they stated to me that this is not covered, that the City of Mendota is responsible for all of the damage.

I also made at least four other phone calls to insurance agents and Attorneys, and received the same response. I will enclose

one estimate that I had done, if I have not received the estimate yet; they will be getting copied and turned into you as soon as

I do receive them, along with the damage amount of personal belongings, and labor of removal.

Also the neighbors on my side of the street and across from me have the same problem. The neighbor on the right side of me is a professional Plumber, who called the city the same day and said to stop what you are doing.

Chad Myhill 12/17/15
chad myhill



FOX-WOLF BASIN HYDROLOGIC DATA DAILY PRECIPITATION



The United States Army Corps of Engineers collects and provides this accumulated daily precipitation data. All data are provisional. Blanks indicate data that are missing or not yet available. All data are reported in inches.

Date & Time	Fond du Lac	Berlin	Poygan	Waupaca	Royalton	New London	Fritse Park	Menasha	Oshkosh	Stock-bridge
01-DEC-2015	0.21	0.23	0.12	0.24	0.28	0.18	0.30	0.31	0.29	0.09
02-DEC-2015	0.00	0.02	0.01	0.04	0.01	0.01	0.01	0.00	0.00	0.00
03-DEC-2015	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
04-DEC-2015	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
05-DEC-2015	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
06-DEC-2015	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
07-DEC-2015	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
08-DEC-2015	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.01	0.00
09-DEC-2015	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
10-DEC-2015	0.00	0.04	0.03	0.13	0.06	0.20	0.11	0.01	0.03	0.01
11-DEC-2015	0.00	0.00	0.00	0.00	0.00	0.06	0.00	0.00	0.01	0.00
12-DEC-2015	0.01	0.00	0.00	0.00	0.00	0.03	0.00	0.00	0.00	0.00
13-DEC-2015	1.02	1.26	0.66	2.34	2.08	1.71	1.65	1.38	1.07	0.51
14-DEC-2015	0.77	1.14	0.79	1.64	1.57	1.65	2.01	1.73	0.94	0.37
15-DEC-2015	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Total:	2.01	2.69	1.61	4.39	4.00	3.84	4.08	3.43	2.35	0.98



FOX-WOLF BASIN HYDROLOGIC DATA HOURLY PRECIPITATION



The US Army Corps of Engineers collects and disseminates this hourly precipitation data. All data are provisional and are subject to change. All data are referenced to Central Time. Blanks Indicate data that are missing or not yet available. All data are reported in inches.

[Click here for a map of station locations.](#)

Date & Time	Fond du Lac	Berlin	Poygan	Waupaca	Royalton	New London	Fritse Park	Menasha	Oshkosh	Stock-bridge
13-DEC-2015 00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
13-DEC-2015 01	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
13-DEC-2015 02	0.02	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
13-DEC-2015 03	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
13-DEC-2015 04	0.06	0.24	0.02	0.13	0.12	0.16	0.01	0.00	0.01	0.00
13-DEC-2015 05	0.02	0.04	0.16	0.45	0.30	0.26	0.27	0.23	0.21	0.10
13-DEC-2015 06	0.19	0.18	0.13	0.35	0.44	0.32	0.37	0.25	0.13	0.10
13-DEC-2015 07	0.20	0.26	0.10	0.33	0.30	0.25	0.15	0.13	0.15	0.03
13-DEC-2015 08	0.07	0.05	0.03	0.07	0.06	0.08	0.20	0.16	0.15	0.04
13-DEC-2015 09	0.01	0.03	0.02	0.03	0.03	0.02	0.02	0.02	0.00	0.01
13-DEC-2015 10	0.00	0.01	0.00	0.03	0.06	0.02	0.00	0.01	0.00	0.00
13-DEC-2015 11	0.00	0.00	0.00	0.05	0.02	0.01	0.00	0.00	0.00	0.00
13-DEC-2015 12	0.00	0.09	0.02	0.10	0.06	0.02	0.01	0.00	0.00	0.00
13-DEC-2015 13	0.00	0.03	0.04	0.22	0.17	0.11	0.08	0.06	0.03	0.00
13-DEC-2015 14	0.01	0.01	0.01	0.07	0.10	0.08	0.08	0.08	0.02	0.02
13-DEC-2015 15	0.00	0.00	0.00	0.01	0.01	0.01	0.01	0.01	0.01	0.00
13-DEC-2015 16	0.01	0.01	0.00	0.03	0.03	0.02	0.01	0.01	0.00	0.01
13-DEC-2015 17	0.02	0.03	0.01	0.04	0.04	0.03	0.04	0.04	0.00	0.01
13-DEC-2015 18	0.06	0.04	0.03	0.04	0.05	0.05	0.06	0.05	0.03	0.03
13-DEC-2015 19	0.03	0.03	0.01	0.11	0.08	0.07	0.05	0.06	0.04	0.01
13-DEC-2015 20	0.03	0.03	0.02	0.06	0.05	0.05	0.04	0.04	0.03	0.03
13-DEC-2015 21	0.05	0.02	0.02	0.06	0.05	0.04	0.05	0.05	0.04	0.01
13-DEC-2015 22	0.17	0.05	0.01	0.05	0.04	0.05	0.06	0.05	0.07	0.04
13-DEC-2015 23	0.07	0.11	0.03	0.06	0.07	0.06	0.14	0.13	0.15	0.07
Total:	1.02	1.26	0.66	2.34	2.08	1.71	1.65	1.38	1.07	0.51

Runtime (Eastern Time):

Monday December 14 2015 2:57 PM



FOX-WOLF BASIN HYDROLOGIC DATA HOURLY PRECIPITATION



The US Army Corps of Engineers collects and disseminates this hourly precipitation data. All data are provisional and are subject to change. All data are referenced to Central Time. Blanks indicate data that are missing or not yet available. All data are reported in inches.

Date & Time	Fond du Lac	Berlin	Poygan	Waupaca	Royalton	New London	Fritse Park	Menasha	Oshkosh	Stock-bridge
14-DEC-2015 00	0.07	0.08	0.05	0.10	0.11	0.11	0.14	0.12	0.14	0.02
14-DEC-2015 01	0.06	0.07	0.04	0.08	0.07	0.10	0.13	0.12	0.07	0.01
14-DEC-2015 02	0.08	0.08	0.02	0.09	0.09	0.10	0.08	0.06	0.06	0.04
14-DEC-2015 03	0.12	0.08	0.04	0.11	0.13	0.13	0.19	0.13	0.07	0.03
14-DEC-2015 04	0.07	0.09	0.07	0.19	0.15	0.19	0.21	0.19	0.10	0.04
14-DEC-2015 05	0.06	0.05	0.05	0.12	0.14	0.20	0.13	0.11	0.04	0.03
14-DEC-2015 06	0.04	0.25	0.13	0.09	0.12	0.11	0.32	0.28	0.15	0.06
14-DEC-2015 07	0.00	0.15	0.13	0.21	0.18	0.21	0.34	0.28	0.04	0.00
14-DEC-2015 08	0.04	0.16	0.07	0.13	0.14	0.13	0.10	0.09	0.06	0.01
14-DEC-2015 09	0.05	0.09	0.11	0.23	0.23	0.19	0.24	0.20	0.12	0.05
14-DEC-2015 10	0.01	0.00	0.04	0.11	0.14	0.13	0.04	0.05	0.01	0.01
14-DEC-2015 11	0.00	0.00	0.00	0.01	0.00	0.00	0.00	0.00	0.00	0.00
14-DEC-2015 12	0.01	0.00	0.00	0.02	0.01	0.00	0.00	0.00	0.00	0.00
14-DEC-2015 13	0.01	0.01	0.00	0.09	0.02	0.02	0.01	0.02	0.04	0.02
14-DEC-2015 14	0.04	0.01	0.01	0.01	0.02	0.02	0.03	0.02	0.01	0.02
14-DEC-2015 15	0.09	0.01	0.01	0.03	0.01	0.00	0.03	0.03	0.01	0.01
14-DEC-2015 16	0.01	0.00	0.01	0.01	0.00	0.00	0.00	0.00	0.00	0.00
14-DEC-2015 17	0.00	0.00	0.01	0.00	0.00	0.00	0.00	0.01	0.00	0.00
14-DEC-2015 18	0.00	0.00	0.00	0.00	0.01	0.01	0.01	0.02	0.00	0.00
14-DEC-2015 19	0.00	0.01	0.00	0.01	0.00	0.00	0.01	0.00	0.01	0.01
14-DEC-2015 20	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.01	0.01
14-DEC-2015 21	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
14-DEC-2015 22	0.01	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
14-DEC-2015 23	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Total:	0.77	1.14	0.79	1.64	1.57	1.65	2.01	1.73	0.94	0.37

Runtime (Eastern Time):

Tuesday December 15 2015 8:56 AM