

**CITY OF MENASHA
COMMON COUNCIL
Third Floor Council Chambers
140 Main Street, Menasha
Monday, August 15, 2016
Meeting 6:00 PM
AGENDA**

- A. CALL TO ORDER
- B. PLEDGE OF ALLEGIANCE
- C. ROLL CALL/EXCUSED ABSENCES
- D. PUBLIC HEARING
- E. PUBLIC COMMENTS ON ANY MATTER OF CONCERN TO THE CITY
(five (5) minute time limit for each person)
- F. REPORT OF DEPARTMENT HEADS/STAFF/CONSULTANTS
 - 1. Introduction of new Community Development Director, David Buck
 - 2. FC Kloehn—introduction of new firefighter, Xiong Yang
 - 3. Clerk Galeazzi - the following minutes and communications have been received and placed on file:
Minutes to receive:
 - a. [Administration Committee, 8/1/2016](#)
 - b. [Board of Health, 7/13/2016](#)
 - c. [Committee on Aging, 7/21/2016](#)
 - d. [Library Board, 7/27/2016](#)
 - e. [Parks and Recreation Board, 7/12/2016](#)
 - f. [Plan Commission, 8/2/2016](#)
 - g. [Police Commission, 5/12/2016](#)
 - h. [Redevelopment Authority, 7/27/2016](#)
 - i. [Water & Light Commission, 7/27/2016](#)
Communications:
 - j. [John Bergstrom to Mayor Merkes, 8/1/2016 \(Gift of Photography—1 Menasha Center\)](#)
 - k. [ASD Steeno Memorandum, 8/10/2016, 2017 Budget Kick-Off/Timeline](#)
 - l. [2nd Quarter 2016 Financial Overview](#)
 - m. [Waverly Sanitary District Minutes, 7/21/2016](#)
 - n. [PRD Tungate Memorandum, 8/11/2016, Province Terrace Trail Update](#)
 - o. [PHD McKenney Memorandum, 8/9/2016, Menasha Health Department Secures Wisconsin Seal a Smile Grand Funding and Portable Dental Equipment for Menasha School-Based Dental Sealant Program](#)
- 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, 8/1/2016](#)
Plan Commission, 8/2/2016, Recommends the Approval of:
 - 1. [The Proposed Rezoning at 412 Broad Street—Parcel #1-00041-10—to R-1 Single Family to the Common Council based on the following findings:](#)
 - [Rezoning preserves historic structure;](#)
 - [The structure was built as a single family home;](#)
 - [The existing use of the structure is single family home;](#)
 - [The current zoning is not consistent with the current use of the property;](#)
 - [The parcels surrounding the property have residential uses;](#)

- [The rezoning the parcel to its current use will not detrimentally effect the future use of the area as commercial if that use is desired in the future as envisioned in the comprehensive plan.](#)
- 2. [The Proposed Rezoning at 1861-1863 Beck Street—Parcel #4-00919-01—to the Common Council.](#)
- 3. [The Certified Survey Map—North Ridge Court](#)
- 4. [The Easement, Outlot 1 Second Addition Woodland Hills subdivision](#)

H. ITEMS REMOVED FROM THE CONSENT AGENDA

I. ACTION ITEMS

1. [Accounts payable and payroll for the term of 8/1/2016—8/11/2016 in the amount of \\$2,668,170.38](#)
2. [Beverage Operators License Applications for the 2015-2017 licensing period.](#)
3. [“Class B” Liquor License Application for Viand Hospitality LLC; d/b/a Parker John’s BBQ & Pizza; Aaron Sloma—Agent, 124 Main Street, for the 2016-2017 Licensing Year.](#)
4. [Outdoor Alcohol Beverage Permit Application for Viand Hospitality LLC, d/b/a Parker John’s BBQ & Pizza, 124 Main Street for 2016-2017 licensing year.](#)
5. [Amendment to Purchase and Development Agreement between the City of Menasha and Christine A. Sohns, dated June 5, 2014 \(198 River Street\)](#)

J. HELD OVER BUSINESS

1. Liquor License Applications for 2016-2017 licensing year.
 - a. Liquor License Application for Margaritaville Lounge LLC, Jennifer Almeida Sandoval/Agent, 6 Tayco Street

K. ORDINANCES AND RESOLUTIONS

1. [O-8-16—An Ordinance Amending Title 13 by Making Certain Changes to the District \(1861-1863 Beck Street, Parcel #4-00919-01\).](#)
2. [O-9-16—An Ordinance Amending Title 13 by Making Certain Changes to the District \(412 Broad Street, Parcel #1-00041-00\).](#)

L. APPOINTMENTS

M. CLAIMS AGAINST THE CITY

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

O. RECESS TO COMMITTEE

P. ACTION ITEMS

1. Adjourn into Closed Session pursuant to Wis. Stats. §19.85(1)(e): Deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session (Water Street Trail Easement/95 Broad Street).

Q. ADJOURNMENT

MEETING NOTICE
Tuesday, September 6, 2016
Common Council Meeting – 6:00 p.m.
Committee Meetings to Follow

"Menasha is committed to its diverse population. Our Non-English speaking population and those with disabilities are invited to contact the Menasha City Clerk at 967-3603 24-hours in advance of the meeting for the City to arrange special accommodations."

CITY OF MENASHA
ADMINISTRATION COMMITTEE
Third Floor Council Chambers
140 Main Street, Menasha
August 1, 2016
MINUTES

DRAFT

A. CALL TO ORDER

Meeting called to order by Chairman Nichols at 6:56 p.m.

B. ROLL CALL/EXCUSED ABSENCES

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

EXCUSED: Alderman Krautkramer

ALSO PRESENT: Mayor Merkes, CA Captain, PC Styka, DFC Voss, ASD Steeno, PHD McKenney, Clerk Galeazzi.

C. MINUTES TO APPROVE

1. [Administration Committee, 7/5/16](#)

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

Motion carried on voice vote.

D. ACTION/DISCUSSION ITEMS

1. [Annual CVMIC Insurance Report.](#)

CA Captain reported on the Cities and Villages Mutual Insurance Company (CVMIC) annual meeting she recently attended. 2017 insurance premium quotes were provided to each member of CVMIC. As a member of CVMIC, the City receives an annual dividend. The City has opted to receive the dividends in March each year. No action is required if the City elects to continue to receive the dividends in March of each year.

2. [City of Menasha/Calumet County Outdoor Warning Sirens.](#)

DFC Voss reported on his research to install outdoor warning sirens in the Calumet County portion of the City of Menasha. Calumet County does not own warning sirens like Winnebago and Outagamie Counties do. Calumet County will activate the sirens owned by other municipalities in the County. Each County activates warning sirens differently. The City of Appleton is proposing installing a second warning siren.

General discussion ensued on the cost of the siren, funding sources, and what options are available to the City.

Moved by Ald. Benner seconded by Ald. Keehan to authorize staff to pursue the installation of City of Menasha/Calumet County outdoor warning sirens.

Motion carried on roll call 7-0.

E. ADJOURNMENT

Moved by Ald. Taylor seconded by Ald. Keehan to adjourn at 7:15 p.m.

Motion carried on voice vote.

Deborah A. Galeazzi, WCMC
City Clerk

CITY OF MENASHA BOARD OF HEALTH
Minutes
July 13th, 2016

A. Meeting called to order at 8:07 AM by Nancy McKenney, Secretary.

B. Roll Call: Present: Candyce Rusin, Nancy McKenney, Kristene Stacker, Lori Asmus Excused: Teresa Rudolf
Staff: Mary Fritz, Loretta Kjemhus, Vicki Schultz, Liz Rosin, Todd Drew

C. MINUTES TO APPROVE

Kristene Stacker moved to approve June 8, 2016 minutes, seconded by Lori Asmus.

Motion passed.

D. REPORT OF DEPT HEADS/STAFF/CONSULTANTS

Administrative: Nancy McKenney welcomed new Board of Health member Kristene Stacker. Wisconsin Seal a Smile:

Nancy McKenney distributed a copy of the Wisconsin Seal a Smile grant application and noted it was submitted early for a technical review. She noted that grant funding announcements will be made in August. Public Health Emergency Preparedness: The Division of Public Health is anticipating a slight reduction in preparedness grant awards this year.

Community Health Assessment: Nancy McKenney noted that the City of Menasha community health assessment and plan will be completed and she and the City of Appleton public health director will be collaborating on developing reports.

Academic Affiliation Update: Nancy McKenney reported that there will be a University of Wisconsin Oshkosh, RN BSN student intern placed at the Menasha Health Department this fall for (84 hours).

Employee Safety Program: CVMIC conducted a re-inspection of the pool related to previous safety audit. The re-inspection found previous safety issues had been corrected. Todd Drew conducted 7 sessions to train summer help. Sessions took approximately 8.5 hours total.

Environmental Health Programs: Todd Drew updated the Board of Health on 878 Second Street and 1000 3rd Street.

RR Donnelly: **Todd** Drew conducted a walk thru at the request of Pam Captain City Attorney, to assess asbestos issues.

Beach sampling results for E. coli have been very low <100MPN, Blue-Green Algae caution signs put up at all lake / river points of access including beach, Jefferson Park, Smith Park. Gas pump inspections were the focus of weights and measures for the past 30 days. Festival Food Scales - Festival foods scales are currently being worked on. Festival Foods have a total of 40 scales. New Ordinance, Policy, Changes in Procedure: Todd Drew updated the Board of Health on the Department of

Agriculture Trade and Consumer Protection (DATCP)/Wisconsin Division of Public Health (DHS) merger which took affect 7/1/16. The impact to the Environmental Health Program will be that all ordinances and policies will have to be updated. DATCP has also submitted a new agent contract which will merge the 2 existing agent contracts into one. Northeast

Wisconsin Region Environmental Health Supervisors are in the process of discussing the impacts of some of those changes.

The Communicable Disease Reports: were reviewed by the Board. The Board reviewed monthly and year-to-date

Communicable Disease reports. Nancy McKenney reported that chlamydia and gonorrhea cases have increased in 2016 in comparison to 2015. Nancy McKenney updated the Board on the Elizabethkingia Infection. Liz Rosin reported the nurses are working on latent TB cases.

School Health: Liz Rosin reported that the Menasha Health Department has completed the June CPR and First Aid classes for the Menasha Joint School District and City of Menasha staff. It was agreed that "training" would be placed on the next agenda.

Health Screening 60+ Program: Vicki Schultz reported her foot care clinics are well attended. Jean Wollerman offered a Nordic walking stick presentation at the Senior Center.

Prevention Program: The Prevention Program is in the process of planning the 2nd Annual Corny Community Walk which will be held August 11, 2016. The Corny Community Walk will have several new sponsors this year along with more activity stations. Vicki Schultz reported that she completed her mid-year review on July 10. Vicki Schultz is in the process of doing a breastfeeding program with area childcare centers, there are centers participating.

Radon: No Report

School Health Aides: No report

Dental Program: Loretta Kjemhus reported the fall dental and hearing schedule has been created and confirmed by Menasha Joint Schools. Fluoride application #3 is to be scheduled for November, 2016.

Dental Sealant Program: Nancy McKenney noted that the Wisconsin Seal a Smile Program Application included a request for funds to purchase a new compressor for the dental sealant program.

Lead Prevention Program: Liz Rosin reported residents have moved into Menasha with elevated lead levels. She will be contacting and working with the families.

Immunization: The Health Department was informed that they will not be receiving flu mist for 2016-2017.

Health Screening: Loretta Kjemhus reported the Lion's Club will be doing the vision screenings for Menasha Joint School students, age 3 through grade 5. Nancy McKenney will contact Trinity and St. Mary's schools to see if they would like to participate in this program.

Emergency Preparedness: Loretta Kjemhus reported 92 additional mass clinic signage was made to be used for a real emergency event. Fatality Management Plan meeting is in the process of being set up. Loretta Kjemhus is updating emergency plans and Butte des Morts school flu clinic documents.

Twenty Four/Seven: No Report

Senior Center: No Report

Policy and Procedure Review: Nancy McKenney distributed the Animal Bite Procedure to the board for review. Motion to approve was made by Lori Asmus, second by Kristene Stacker.

E. HELD OVER BUSINESS: None

F. ADJOURNMENT: Lori Asmus moved to adjourn the meeting, seconded by Kristene Stacker. Motion passed.

Nancy McKenney adjourned the meeting at 9:12 am. The next meeting will be on August 10, 2016 at 8:00 a.m.

**CITY OF MENASHA
COMMITTEE ON AGING
Menasha Senior Center
116 Main Street, Menasha
July 21, 2016
Minutes**

- A. Meeting called to order at 7:50 am.
- B. Roll Call - Present: Janell Dresang, Pat Irwin, Joyce Klundt, Nancy McKenney, Jean Wollerman, John Ruck
Excused: Tom Stoffel
- C. MINUTES TO APPROVE
John Ruck moved to approve the June 9, 2016 minutes, seconded by Pat Irwin. Motion passed.
- D. CORRESPONDENCE
None
- E. REPORT OF DEPT HEADS/STAFF/CONSULTANTS
Senior Center: Jean Wollerman noted that she worked with Nancy McKenney to offer the Senior Center as a cooling site during the recent heat advisory. She described upcoming events fund raising (Brat Fry; Menasha Max, and Twisted Pistons and Senior Games with 127 people registered). She requested assistance with these events. September is National Senior's month. The Theme is "Find Balance at Your Center." She described her recent attendance and relevant speakers at the National Y Conference. The conference, in Kansas City offered leadership training. She described concerns about the parking lot. The Committee discussed further plans and options for parking.
Neenah Committee on Aging: no report
Public Health: 60 Plus Grant – The Corny Community Walk will be held August 11, 2016. The Senior Center walking club will participate. Nancy McKenney reported she is working in partnership with the adjacent health systems and health departments on community health planning and will request advisory capacity.
- F. NEW BUSINESS
2017 Budget – Nancy McKenney reviewed January – June 2016 Senior Center revenues and expenses. The Committee discussed options to increase revenue. Possible changes with the closing of the Thompson Center were raised. This could be an opportunity for other partners to explore services that aren't currently met regionally (e.g. respite care, transportation). It was suggested that the Committee receive budget updates periodically (quarterly).
- G. HELD OVER BUSINESS
Mission Vision and Goals: No report.
Safety Manual: Nancy McKenney and Jean Wollerman will revise the draft and review it with the COA at a future meeting.
Cost Study: Held over to the next meeting.
Election of Officers: John Ruck motioned to approve the slate of officers: Joyce Klunt, Chair; Tom Stoffel, Vice Chair, and Nancy McKenney, Secretary. Brenda Marks seconded the motion. Motion passed.
- H. ADJOURNMENT:
Brenda Markes moved to adjourn the meeting, seconded by Janell Dresang. Motion passed.
Joyce Klundt adjourned the meeting at 8:45 a.m.
The next meeting will be held on July 14, 2016 at 7:45 a.m. at the Senior Center, 116 Main Street, Menasha.

Minutes of Regular Meeting
ELISHA D. SMITH PUBLIC LIBRARY TRUSTEES
Elisha D. Smith Public Library Gegan Room
July 27, 2016

Call to order at 4:00pm by Secretary Wicihowski.

Present: Englebert, Franzoi, Golz and Wicihowski (Crawmer arrived at 4:30pm)

Absent: VanderHeyden

Also Present: Jill Halverson, Erin Beachkofski, Director Lenz, Bongers (Adult Services Supervisor) and Dreyer (Administrative Assistant)

Public Comment/Communication

Director Lenz introduced Jill Halverson, who is interested in serving on the board. Halverson is an Assistant Professor of Business at the U. W.-- Fox Valley.

Election of 2016-2017 Officers

The slate of officers for the 2016/2017 term presented by Englebert, Chair of the Nominating Committee were:

President: Englebert

Vice President: Golz

Secretary: Wicihowski

Wicihowski asked for additional nominations from the floor. None were made. Franzoi moved, and Golz seconded to close nominations and elect the slate of officers as presented. Motion carried unanimously.

Appoint 2016-2017 Teen Representative

Motion made by Franzoi, seconded by Englebert to appoint Erin Beachkofski as our new teen representative.

Motion carried unanimously.

Committee Appointments

President Englebert made the following appointments to the Library Board's Standing Committees:

Finance: Chair Englebert, Golz and VanderHeyden

Policies & Personnel: Chair Wicihowski, Crawmer and Franzoi

Building & Grounds: Chair Englebert, Crawmer and Franzoi

Investments: Chair Golz and VanderHeyden

Fundraising: Chair Crawmer, Wicihowski and Friends Rep. Gary Coopman

County Liaison: Franzoi

Consent Business

Motion made by Franzoi, seconded by Wicihowski, to approve the Library Board meeting minutes from June 22, 2016. Motion carried unanimously.

Authorization of Bills

The remaining balance owed to Badger Elevator for repairs was listed under Buildings 82 01 and the expenses under 80 01 was for the HVAC control panel software and computer upgrade. Motion made by Franzoi, seconded by Wicihowski, to authorize payment of the July 2016 bills as presented from the 2016 budget. Monies leftover from last year's budget were designated to pay for the self-check upgrades. Motion carried unanimously.

Director's Report/Information Items

1. June Statistics. The door count is down 10.2% but program attendance is up for the year 6.8%. These statistics could be skewed due to the counter on the security gates being inside the second set of doors so the people who use the meeting rooms or attend programs are not counted. Lenz will price door counters for the first set of doors so that the door count will more accurately reflect library usage as the role of the library changes.
2. Budget Status. About 49.9% of the year has passed and 51.3% of the budget is spent. Franzoi made suggestions for the revenue portion of this report. Golz suggested showing totals for the costs of personnel and operating expenses.

3. Endowment Report. The year to date endowment was included in the board packets. Director Lenz suggested changing the line designated as Art Fund to John Nebel Art Fund. There were no objections.
4. Staff Reports.
 - Librarian Colin McGinnis will be taking an online class on Community Engagement from U. W. Madison; the library will pay his tuition.
 - On Thursday, September 29, there is a one-day conference in Neenah called Purposeful Boards, Powerful Fundraising. Three board members and Director Lenz are going.
 - Dreyer will sign up for the Wisconsin Trustee Training webinars and send recordings of the webinars to board members.
 - We are looking for one or two library assistants to work mostly nights and weekends for 14 hours/week since two resigned. We will hire one at a time and evaluate the workload.

[President Crawmer arrived.]

Discussion /Action Items

5. Services and Facilities Policy. Last month, the board reviewed the changes recommended by the Policy and Personnel Committee and suggested deleting one of the duplicate laptop computers on page 19 under equipment requests. Motion made by Wicihowski, seconded by Crawmer to approve the changes to the Services and Facilities Policy. Motion carried unanimously.
6. Materials Selection Policy. Last month, the board reviewed the changes recommended by the Policy and Personnel Committee and suggested clarifying page 9. C. 3. to reflect gifts of library materials. Other gifts such as monetary are covered under another policy. Motion made by Franzoi, seconded by Golz to approve the changes to the Services and Facilities Policy. Motion carried unanimously.
7. Purchase of Package of Online Classes. Gale Cengage Learning offers a package of online webinars available to libraries focused on professional development, technology skills and personal enrichment. The cost is \$4,000 which is based on the size of our service area. Patrons would have access to a catalog of over 375 online courses. Each six week course is taught by college instructors and can be accessed 24/7. Upon completion, patrons are awarded a certificate of completion. These classes can be used as part of our strategic plan to promote lifelong learning, used for staff development and supplement our computer classes. We could also start learning circles to discuss courses and bring people together. We will be able to obtain reports of those who started and completed courses and get patron feedback. A marketing plan will need to be developed and we could collaborate with U. W. Fox Valley, Fox Valley Technical College, high schools, the Chamber of Commerce and Menasha business groups. Motion made by Golz, seconded by Wicihowski, to approve purchasing the Gale online courses.
8. Dates and Times of Meetings. Consensus was to continue to hold board meetings on the fourth Wednesday of each month at 4:00pm.

Adjournment

Motion to adjourn made at 4:56pm by Franzoi, seconded by Wicihowski. Motion carried unanimously.

Respectfully submitted,
Kathy Dreyer, recording Secretary

CITY OF MENASHA
Parks and Recreation Board
Smith Park Pavilion
July 12, 2016
MINUTES

A. CALL TO ORDER

The meeting was called to order by Chr. D Sturm at 6:00pm.

B. ROLL CALL/EXCUSED ABSENCES

MEMBERS PRESENT: Chr. Dick Sturm, Lisa Hopwood, Brian Adesso, Ald. Alex Zielinski, Rob Delain
Rob Delain was welcomed as a new member to the Board.

MEMBERS EXCUSED: Nancy Barker, Tom Marshall

OTHERS PRESENT: PRD Tungate, PS Maas, Chris Klein, Dan Rippl, Lori Lacey, Randy Thompson,
Kathy Stahl

C. MINUTES TO APPROVE

1. **Minutes of the June 14, 2016 Regular Park Board Meeting:** Moved by, B. Adesso, seconded by R. Delain to approve the minutes of the June 14, 2016 Park Board meeting. Motion carried.

D. PUBLIC COMMENT ON ANY MATTER RELATED TO CITY PARKS AND RECREATION

E. REPORT OF DEPARTMENT HEADS/STAFF/OR CONSULTANTS

1. **Department Report:** PRD Tungate reported that planning is being done on many upcoming community recreation events, most notably the City Carnival on July 28, the Corny Community Walk on August 11 and the Otto Grunski Runski on August 13. Neenah and Menasha officials continue to meet with engineers for the Loop the Little Lake project. Free monthly land yoga classes at Smith Park have been popular and so has a new paddleboard yoga class which is running for five weeks at the pool
2. **Park, Pool and Vandalism Report:** PS Maas reported that a few issues have come up lately. Communityfest went well. Shepard Park restrooms should be open soon. Caboose roof was redone and has received positive feedback. The city will be pursuing some tree planting grants to counter the effects of the Emerald Ash Borer.
3. **Communications**
 - A. A copy of the donation/sponsorship letter that seek funds from individuals and businesses that help support Menasha's recreation programs was placed in the Board packet. PRD Tungate explained that in the past, two separate letters went out but that this year the letters were combined to give people some options on how they would like to participate.

F. DISCUSSION

1. **When to pursue naming the new eastside park:** the Board felt that the neighborhood should have some input regarding the naming of the park. PRD Tungate stated the department was considering some sort of small event at the park and perhaps neighborhood input on the name could be sought at that time. This item will appear again on next month's agenda and staff will present some options.
2. **Park and Rec 2017-2021 CIP Budget:** PRD Tungate gave a brief summary of this budget, focusing primarily on the upcoming 2017 CIP requests. This document will be combined with other city department requests and presented to the Common Council sometime in August.

3. **Futsal court update:** Coloring and striping has been done. Goals have not yet arrived. City crews will soon be pouring a walkway to give participants access to the east gate. The court should be opening soon.
4. **Jefferson Park Vision Plan update:** Staff has reviewed five proposals that were received and have selected three to interview. These firms will be invited to give a presentation and answer questions in the coming weeks.

G. ACTION ITEMS

1. **Approve Twisted Pistons event to be held August 18, 2016 (part of event in Curtis Reed Square):** Motion by B. Adesso, seconded by R. Delain. Motion carried.
2. **Approve JazzFest event to be held September 3 & 4, 2016 in Jefferson Park:** Motion by B. Adesso, seconded by R. Delain. Motion carried.
3. **Approve SeafoodFest event to be held September 9 & 10, 2016 in Jefferson Park:** Motion by Ald A. Zielinski, seconded by L. Hopwood. Event planners stated that food trucks and fireworks will be part of this year's event. The Rotary has been setting aside, within their accounts, some event proceeds over the past few years for Jefferson Park improvements. Motion carried.

H. PUBLIC COMMENT ON ANY MATTER LISTED ON THE AGENDA

Five (5) minute time limit for each person

I. ADJOURNMENT

Moved by L. Hopwood, seconded by B. Adesso to adjourn at 7:30 pm. Motion carried.

CITY OF MENASHA
Plan Commission
Council Chambers, City Hall – 140 Main Street
August 2, 2016
DRAFT MINUTES

A. CALL TO ORDER

The meeting was called to order at 3:31 PM by Mayor Merkes.

B. ROLL CALL/EXCUSED ABSENCES

PLAN COMMISSION MEMBERS PRESENT: Mayor Merkes, Ald. Benner and Commissioners Sturm, Schmidt, and DeCoster.

PLAN COMMISSION MEMBERS EXCUSED: Comm. Cruickshank.

OTHERS PRESENT: AP Englebert, CDC Heim, Ald. Arnie Collier, Thomas Almendarez (418 Broad St.), Ashley Breyer and Bill Blair (412 Broad St.), Chris Bratz (Century 21 Acre Realty), and Steve Grenell (Menasha Utilities).

C. MINUTES TO APPROVE

1. **Minutes of the July 12, 2016 Plan Commission Meeting**

Motion by Comm. Schmidt, seconded by Comm. DeCoster to approve the July 12, 2016 Plan Commission meeting minutes. The motion carried.

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

1. No one spoke.

E. CORRESPONDENCE

1. None.

F. DISCUSSION

1. None.

G. ACTION ITEMS

1. **Proposed Rezoning – 412 Broad Street – Parcel #1-00041-00**

AP Englebert delivered an overview of the rezoning request. Plan Commission had requested staff to look at potential for rezoning a larger area within the neighborhood. Staff review indicated that within the neighborhood the following uses were found: single family, two-family, three-family, four-family and commercial. If the direction would be to rezone a larger area within the neighborhood, staff would recommend multi-family zoning to accommodate the varying uses currently in existence. Staff also recommended the Comprehensive Plan be amended prior to the rezoning taking place.

Chris Bratz, realtor with Century 21 Acre Realty, shared statements made in an email by the current owner of the property at 412 Broad Street. The email indicates the difficulty in selling the house with the current Central Business District zoning classification.

Ashley Breyer and Bill Blair, applicants of the rezoning request, both spoke in favor of the property being rezoned to Single Family Residential. The rezoning would allow financing for them to purchase the home and continue to restore the home with period appropriate indoor lighting and paint.

Thomas Almendarez, adjoining property owner, indicated he purchased his property seven years ago and has been working on converting the house back to a single family residence. He

would prefer to have the area rezoned as well as his property to Single Family Residential.

Commissioners discussed the following:

- Rezoning procedures
- Review of Comprehensive Plan as a whole and focus on neighborhoods with similar issues
- Use of “transitional zoning” which would leave the current zoning as outlined in the Comprehensive Plan but allow for single family use for a period of time
- Comprehensive Plan amendment which would allow for rezoning of the parcels to multi-family and concerns with the multi-family classification
- Rezoning neighborhood as single family; however creates legal non-conforming parcels for many parcels
- Rezoning area to Single Family could stiffen the vision the Comprehensive Plan
- Viability of neighborhood if single family use is not allowed
- Possibility of opening neighborhood to blight if homes have been converted and not able to be used as single family.

Motion by Mayor Merkes, seconded by Comm. Sturm to recommend approval of the rezoning at 412 Broad Street to R-1 Single Family to the Common Council based on the following findings:

- rezoning preserves historic structure
- the structure was built as a single family home
- the existing use of the structure is single family home
- the current zoning is not consistent with the current use of the property
- the parcels surrounding the property have residential uses
- rezoning the parcel to its current use will not detrimentally effect the future use of the area as commercial if that use is desired in the future as envisioned in the comprehensive plan

Further discussion ensued to include: what is best for the community and the neighborhood, the use as a single family is not be prohibited by the city; the bank is not financing due to the current zoning, historic significance/preservation, intent of comprehensive plan to what the future of Menasha will look like, not following the comprehensive plan just to get financing approved, and continue use until comprehensive plan catches up. Motion carried on voice vote 3-2. Ald. Benner and Comm. Schmidt voted no.

2. **Proposed Rezoning – 1861-1863 Beck Street – Parcel #4-00919-01**

AP Englebert presented information regarding the proposed rezoning. Staff had been directed to review the property stated above along with five other properties in the neighborhood and that all six meet the zoning requirements to be zoned R2-A. Staff requested the commission approve the request before them and the other five properties would be brought back a future date.

Motion by Comm. Schmidt, seconded by Ald. Benner to recommend approval of the proposed rezoning of 1861-1863 Beck Street to the Common Council. The motion carried.

3. **Certified Survey Map – North Ridge Court**

AP Englebert explained the sixty (60) feet by one hundred twenty (120) feet section of Lot 1 had at one point been split off from the lot to the south by Warranty Deed and an official CSM had not been brought forward for review. The current owner of Lot 1 is proposing to build a new single family residence on the proposed Lot 1. Because the two lots have not yet been combined via a CSM, the owner would not be allowed to build a house as they are proposing as the house would cross over the property lines. All existing lots currently meet zoning standards.

Motion by Comm. Schmidt, seconded by Comm. DeCoster to recommend approval of the Certified Survey Map, North Ridge Court. The motion carried.

4. **Easement Agreement – Outlot 1 Second Addition Woodland Hills**

AP Englebert described that a plat was approved by the Plan Commission late 2015/early 2016 which a 15'x30' outlot was deeded to the City. Waverly Sanitary District was under the understanding that an easement was in place for the deeded property. Waverly Sanitary is not allowing hook up to new single family construction within the development. AP Englebert

stressed the importance to move this agreement forward which will allow current and future construction of new single family homes. This easement also allows the city to maintain a good faith relationship with the developer.

Motion by Mayor Merkes, seconded by Ald. Benner to recommend the easement, Outlot 1 Second Addition to Woodland Hills subdivision to the Common Council. The motion carried.

H. ADJOURNMENT

Motion by Comm. DeCoster, seconded by Ald. Benner, to adjourn at 4:31 PM. The motion carried.

Minutes respectfully submitted by CDC Heim.



Vice President Marshall Spencer called the meeting to order Thursday, May 12, 2016 at 4:30 PM, Menasha Safety Building, 430 First Street, Menasha, Wisconsin

Present: Fran Ebben, Tony Gutierrez, Chief Styka, Marshall Spencer

Absent: Jason Dionne (Participated via phone in officer elections)

Minutes to Approve: Fran Ebben moved to approve the March 2016 meeting minutes. Tony Gutierrez seconded the motion. The Commission unanimously approved the minutes.

Communication to Receive: None

Old Business: none

Discussion: None

Correspondence: None

New Business: Annual election of officers

President, Jason Dionne

Vice President Fran Ebben

Secretary Marshall Spencer

Chief Styka Report

- Procedural Justice for Law Enforcement Agencies: Command Staff (8 hrs)
- Legal Update: All Sworn Personnel (8 hrs)
- Pursuits Update: All Sworn Personnel (8 hrs)
- Crisis Intervention Training: Edwards and Spiegel (40 hrs)
- WILEAG Accreditation Manager Training: Hanchek & Styka (8 hrs)
- 2016 Together for Children Conference: Gruss (16 hrs)
- Scenario Instructor Course: Lenss & Miller (16 hrs)
- Surviving the 1st Three Seconds: Miller (8 hrs)
- Wisconsin Association of Homicide Investigators: Mauthe & Bonneville (22 hrs)
- Peer Support to CISM Training: Groeschel, Gollner, Polzien & Hanchek (8 hrs)

Department Updates:

- WILEAG Accreditation Update: Lt. Hanchek is now back on the road and no longer working on accreditation full time. 70-75% of accreditation is now complete. Building design will be problematic for a number of evidence best practices. We are on track for a Fall 2017 onsite assessment.

- Staffing/Hiring Process Update: Officer Eric Cooper was sworn in this week. Lt. Ron Bouchard will be retiring on 5/20/2016. Officer Roger Picard has submitted his letter of intent to retire on 6/1/2016.
- Officer Jorgenson is currently training in Ohio with his facility dog. He will be back next week. He will continue to work and train with the dog while working in his regular job duties. We are anticipating up to 6 months before they will be fully acclimated to the position and available to do additional duties or demonstration presentations.
- Police Week is next week. Attached is a copy of the memo sent to the Common Council outlining the awards and presentations which will be presented.
- Review of police week recognition awards

Closed Session: Tony Gutierrez moved to enter into closed session at 5:20pm Fran Ebben seconded the motion. The motion was unanimously supported.

CLOSED SESSION Wisconsin statutes sec 19.85 (1)(c)

- Consideration of employment, promotion, compensation or evaluating the performance of any employee under the commission's jurisdiction.
- Consideration of open department officer position candidates

Adjourn: Fran Ebben moved to adjourn the meeting motion at 7:10pm. Tony Gutierrez seconded the motion. The motion was unanimously carried.

The next bi-monthly meeting will be held Wednesday Aug 20, 2016 at 4:30pm Menasha Safety Building, 430 First Street, Menasha, Wisconsin.

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

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

Respectfully submitted,
Marshall Spencer
Commissioner, Secretary

CITY OF MENASHA
Redevelopment Authority
Council Chambers, 3rd Floor City Hall – 140 Main Street
July 27, 2016
DRAFT MINUTES

A. CALL TO ORDER

The meeting was called to order at 5:32 PM by Chairman Kim Vanderhyden.

B. ROLL CALL/EXCUSED ABSENCES

REDEVELOPMENT AUTHORITY MEMBERS PRESENT: Kim Vanderhyden, Bob Stevens, Tim Caudill, Gail Popp and Ald. Becky Nichols.

REDEVELOPMENT AUTHORITY MEMBERS EXCUSED: Linda Kennedy and Kip Golden.

OTHERS PRESENT: AP Englebert, CA Captain, ASD Steeno, Cal Schultz (Northpointe Development), Andy Dumke (Northpointe Development), Mayor Merkes, Dave Buck, Sandra Dabill Taylor (545 Broad Street), Ald. Zelinski, and Ald. Arnie Collier.

C. MINUTES TO APPROVE

1. Minutes of the June 28, 2016 Redevelopment Authority Meeting

Motion by Tim Caudill, seconded by Ald. Nichols, to approve the June 28, 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 need to secure a development that creates jobs at the RR Donnelley site. She expressed her assessment that the City of Menasha has been involved with multi-family residential projects in the past and that they haven't brought people downtown. She is also not in favor of any subsidized or low-income housing at the site and encouraged the RDA to solicit commercial development and entertainment ventures. Additionally, she commented on the Lake Park Villas subdivision and stated that she doesn't want a fire sale of properties in the development and wants homes that have high taxable values.

E. DISCUSSION ITEMS

1. 460 Ahnaip Street – Northpointe Development

AP Englebert and CA Captain briefed the Authority regarding the progress being made in relation to the terms of the Purchase and Sale Agreement between the RDA and RR Donnelley at 460 Ahnaip Street. City staff and outside counsel have been reviewing the Title Commitment and ALTA Survey that was provided by RR Donnelley. City staff has filed an objection to some of the issues that were found in the title commitment. The terms and the timeline as set forth by the Purchase and Sale Agreement have been met to date and progress has been made.

AP Englebert introduced Andy Dumke and Cal Schultz from Northpointe Development and stated that they have an interest in acquiring the RR Donnelley property should the RDA take title to the land. Andy and Cal proceeded to introduce their proposal which includes the following:

- Acquisition of the property from the RDA by Northpointe Development
- Rehabilitation of the facilities present on site to accommodate an 80 unit residential building. This includes underground parking and a fitness area.
- New construction of cottages or townhomes on the northern peninsula.
- Approval of historic preservation tax credits and Section 42 housing tax credits.
- Reservation of area on the shoreline to be used for a public trail and pocket park.

Commissioners discussed the merits of the proposal and inquired further about the tax credit programs. They also discussed potential impacts that the DOT project would have on the proposal. AP Englebert explained that city staff has been in contact with DOT and made them aware of the project, but would need to follow up with them if there is enough interest to advance the project. There was a consensus that staff follow-up with Northpointe Development and bring the item back for further discussion at another meeting.

F. ACTION ITEMS

1. Letter of Intent – Van’s Realty and Construction

AP Englebert provided an overview of the Letter of Intent from Van’s Realty and Construction and went over their proposal to purchase 10 lots in the Lake Park Villas Subdivision. Kim Vanderhyden asked if there was a square footage requirement for the homes and AP Englebert stated that there was not. AP Englebert explained that city staff would ask Van’s to match any third party offer relating to the provision regarding the first right of refusal option instead of cap the match at the purchase price. There was general consensus that this would be desirable. CA Captain suggested that there be inclusion of language that would add 5% interest rate on any promissory note that exceeds one year. Commissioners discussed striking item 6 from the Letter of Intent.

Motion by Ald. Nichols, seconded by Bob Stevens, to direct staff to make changes to the agreement as discussed and return with a Development Agreement between the RDA and Van’s Realty. 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. However, the language in the original agreement and the language presented at the previous meeting was contradictory and Community First requested that the amendment be rectified. 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.

Motion by Kim Vanderhyden, seconded by Gail Popp, to approve the First Amendment to the Development Agreement with Community First Credit Union. The motion carried.

G. ADJOURNMENT

Motion by Kim Vanderhyden, seconded by Becky Nichols to adjourn at 6:45 PM. The motion carried.

Minutes respectfully submitted by AP Englebert.

REGULAR MEETING OF THE WATER AND LIGHT COMMISSION

July 27, 2016

Draft

Commission President Allwardt called the Regular Meeting of the Water and Light Commission to order at 8:02 a.m., with Commissioners Don Merkes, Dan Zelinski, and Antoine Tines present on roll call. Also present were Melanie Krause, General Manager; Steve Grenell, Engineering Manager; William Menting, Electric Manager; Tim Gosz, Water Utility Manager; Kristin Hubertus, Finance Manager; Paula Maurer, Customer Services Manager; John Teale, Technical Services Engineer; David Christensen, Engineering Technician; and Dawn Lucier, Administrative and Accounting Assistant. Also present was Don Voogt, McMahon.

Commissioner Kordus was excused.

With the absence of Commission Kordus, Commissioner Merkes was appointed as acting secretary.

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

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

- A. Minutes of the Regular Meeting of June 22, 2016
- B. Approve and warrant payments summarized by checks dated June 30 & July 7-27, 2016, which includes Net Payroll Voucher Checks, Void O & M Check #503175, Operation and Maintenance Voucher Checks for a total of \$1,132,367.31, and Operation and Maintenance Vouchers and Rebates to be paid prior to the next Regular Meeting. Motion approved unanimously on roll call
- C. Correspondence as listed:
 - Copy of letter dated July 20 to Department of Natural Resources RE: 2016 sanitary survey
 - Copy of letter dated July 12 from Department of Natural Resources RE: Acknowledgement of plan receipt for EPDM membrane roof on High Lift Reservoir
 - Copy of letter dated June 2016 from WPPI Energy RE: 2015 Dividend report
 - Copy of July 2016 MU Employee Newsletter
 - Copy of updated marketing flyer Re: Value of Public Power
- D.

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

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

Item VI. Unfinished Business, Water Capital Needs Study – Mr. Voogt went over the drawing details of the proposed water plant improvements plan which include an alternative truck entrance area; staff and Commissioners discussed changes to be included in the final plan. A draft of the 10 year CIP plan, with estimated costs, will be presented at a future meeting.

Mr. Voogt departed at 8:28 a.m.

Lead Water Service Ordinance – The Safe Drinking Water Loan Program application has been filed. A draft ordinance for lead water service lateral replacement was included in the packet; staff would like to bring the ordinance to the Common Council after the Utility hears back regarding the funding availability to customers.

Refinance of WPPI Lease – Three options were presented for refinancing through the State Trust Fund Revenue Loan Program. Staff is recommending option 1, which would have the highest total interest savings over the course of the loan, and will continue to work with the State over some of the language included in the application.

The motion by Comm. Merkes, seconded by Comm. Allwardt, was unanimously approved to proceed with refinancing the WPPI lease using option 1 as presented.

Item VII. New Business, Recognition of Quarter Century Club Inductee – Commission President Allwardt presented Paula Maurer, Customer Service Manager, with a certificate of recognition and appreciation for her 25 years of service.

2017 Strategic Plan and Budget Schedule – The timeline for the upcoming budget sessions was discussed and accepted.

FNB Resolution – Banking resolution and signature cards are being updated with First National Bank.

The motion by Comm. Merkes, seconded by Comm. Zelinski, was unanimous on roll call to approve the resolution designating public depository for miscellaneous public accounts and authorizing withdraw of public moneys.

Fiber Optic Maintenance Agreement, Winnebago County – This agreement between Winnebago County, Menasha Utilities and Menasha Joint School District documents the respective responsibilities of each party regarding maintenance of the collocated fiber optic cable. The agreement was reviewed by the City of Menasha attorney.

The motion by Comm. Allwardt, seconded by Comm. Merkes, was unanimous to approve the fiber optic maintenance agreement as presented.

Gantry System for Channel Pump – After a lengthy discussion, the Commission asked staff to explore additional options for removing the channel pump and bring them back, with drawings, at a future meeting.

Item VIII. Strategic Reports, Monthly Strategic Initiative Update – A net quarterly water billing comparison, along with outstanding water debt, was included in the June report.

June Financial and Project Status Reports – Electric consumption remains lower than budget with year-to-date down 4.3% compared to budget; purchase power costs were 10.6% lower than budget; and all expense categories are lower than budget for the year which is helping to offset the lower revenues.

Unexpected/Unscheduled Projects on the project status report is over budget due to more than usual occurrences in 2016 which includes a recent transformer replacement on Midway Road.

Water consumption is 21% lower than budgeted for June. The system loss ratio has decreased substantially due to the Water Distribution crews finding and repairing leaks; the crew will continue to investigate additional areas.

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

Project Reports, Water Projects – Staff continues to wait for DNR approval for the rubber membrane roof on the pump station; and the VFD at the pump station and opti-view on the UV system are being repaired.

Electric Projects – The plan for Midway and 441 intersection is being worked on and staff is waiting for bidding documents from PSE for the Midway Loop project.

Item IX. No one from the Gallery requested to be heard on any topic of public concern to the Utility.

Item X. The motion by Comm. Merkes, seconded by Comm. Allwardt, was unanimously approved on roll call to convene into Closed Session pursuant to Section 19.85 (1) (e), of the Wisconsin Statutes for the purpose of deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session, and (f) of the Wisconsin Statutes for the purpose of considering financial, medical, social or personal histories or disciplinary data of specific persons, preliminary consideration of specific personnel problems or the investigation of charges against specific persons except where par. (b) applies which, if discussed in public would be likely to have a substantial adverse effect upon the reputation of any person referred to in such histories or data, or involved in such problems or investigations regarding delinquent accounts at 9:40 a.m.

By: MARK L. ALLWARDT
President

DONALD MERKES
Acting Secretary

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

John F. Bergstrom
Chairman and Chief Executive Officer

Bergstrom Corporation

August 1, 2016

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

Dear Don,

Greetings to my friend and partner in taking the dream of a new downtown Menasha to a Reality. Your faith in this special little community and your caring for its future are transformational.

Attached is a little present that graphically displays the fruits of our collective Dream.

Best personal regards,



JFB.dmh

Attachment

Post Office Box 777
150 North Green Bay Road
Neenah, Wisconsin 54956
920-722-1111
E-mail: jfb@bergstromauto.com



MEMORANDUM

To: City of Menasha Common Council

From: Peggy Steeno, ^{PS}Director of Administrative Services

Date: August 10, 2016

RE: 2017 Budget Kick-Off/Timeline

As an opening to the 2017 Budget process, I have compiled the following information:

- **2016 Financial Reports (through 6/30/2016) ATTACHED** – These statements indicate that we are currently on track to complete 2016 within budget. However, please keep in mind that our approved budget assumes that we will spend \$155,000 of General Fund, Fund Balance this year. Including fund balance in balancing the annual budget has been a past practice that we are trying to reduce and eventually eliminate. In addition, there are some items that have not yet been factored in that may create additional variances and a need to utilize fund balance to cover the overages. The main variance, known at this time, is retiree health insurance payments for those eligible employees that retired in 2016, as these funds need to be segregated and reserved for those future obligations.

Also, even though we are half way through the year, there are a number of accounts, especially revenues, in which funds are received later in the year, thereby showing up on the six month financials as shortages. This situation, for the most part, will correct itself as we move towards the end of 2016.

Please note that these reports are as of June 30, 2016, and will continue to be updated as we move through 2016. I will continue to provide these quarterly reports to the Council on a quarterly basis so that everyone remains aware of our financial status.

- **2017 Budget Timeline** – The details below lay out the tentative timeline for completing the 2017 budget process. To start the process, staff is planning to deliver the Preliminary Budget to Council on October 14th. Please note that with a substantial amount of information needed to complete the draft budget coming from the State (projected for early October), it is not possible to complete the draft document until that information is received and factored into the projections.
 - **Introduction of the Capital Improvement Program (CIP)** – It is staff's intention to provide the draft planning document to the Council in September so that preliminary discussions can be had in regard to which projects should be included in the CIP portion of the 2017 Budget.

- **Workshop Dates** – In order to arrive at a final budget for 2017, and according to City of Menasha Municipal Code, the workshop schedule is as follows:

- Workshop #1 – 5 PM - Wednesday, November 2nd
 - Presentation/Overview of the Overall Budget
 - Department Reviews
- Workshop #2 – 5 PM - Thursday, November 3rd
 - Department Reviews
- Workshop #3 – 5 PM - Monday, November 7th *
 - Follow-Ups from Workshops #1 and #2
 - Department Reviews
- Workshop #4 – 5 PM - Wednesday, November 9th
 - Follow-Ups from Workshop #3
 - Capital Improvement Program Review
 - Direction Regarding the Final 2017 Budget

* Please note that this date varies from Municipal Code due to how the days of the week fall in the calendar for November in 2016 (the second Monday occurs after the second Wednesday).

Additional information, including a listing of the individual budgets to be reviewed on each date, will be distributed at a later date, in advance of the workshops.

- **Public Hearing for the 2017 Budget** – Traditionally, the hearing has taken place after the completion of all workshops, on the third Monday of November, which, this year, is November 21st. There are no plans to alter this date.
- **Council Consideration of the 2017 Budget, Capital Improvement Plan, and Borrowing Plan** – This is scheduled for November 21st, during the regular Council Meeting.

Please let me know if you have questions or would like to discuss any of the above noted items. Otherwise, I will continue to provide updates and requested information as promptly as possible as we progress through this year's process in order to arrive at a final budget at the November 21st Council Meeting.

General Fund Revenues - Second Quarter 2016
January 1, 2016 - June 30, 2016

	2015 BUDGETED REVENUES	2015 Period Ending June 30, 2015	% Received	2016 BUDGETED REVENUES	2016 Period Ending June 30, 2016	% Received
TAXES LEVIED BY CITY						
General Property Tax	\$ 8,102,196	\$ 8,102,163	100.00%	\$ 8,248,402	\$ 8,248,406	100.00%
Mobile Home Property Taxes	155,000	65,621	42.34%	155,000	65,701	42.39%
Tax from Municipal Utility	663,149	321,715	48.51%	682,320	330,478	48.43%
Tax from Housing Authority	11,000	10,665	96.95%	11,000	10,338	93.98%
Interest/Penalty on Taxes	22,420	13,627	60.78%	24,000	14,339	59.74%
TOTAL TAXES LEVIED	\$ 8,953,765	\$ 8,513,791	95.09%	\$ 9,120,722	\$ 8,669,262	95.05%
LICENSES & PERMITS						
Liquor License	\$ 30,500	\$ 20,297	66.55%	\$ 22,000	\$ 22,588	102.67%
Tavern Operators License	16,000	11,580	72.38%	6,600	3,775	57.20%
Cigarette License	1,990	1,900	95.48%	2,000	1,900	95.00%
Restaurant License	22,500	19,983	88.81%	22,500	18,059	80.26%
Amusement Device License	1,530	1,360	88.89%	1,430	1,410	98.60%
Electrician License	30	0	0.00%	0	0	0.00%
Heating License	1,550	1,690	109.03%	1,780	1,805	101.40%
Cable TV License	195,500	50,064	25.61%	206,000	50,607	24.57%
Weights & Measures License	22,103	18,126	82.01%	29,126	26,362	90.51%
Retail Food License	7,401	8,887	120.08%	9,947	12,328	123.94%
Tattoo Parlor License	286	0	0.00%	0	0	0.00%
Sundry License	250	275	110.00%	400	125	31.25%
Dog License	8,000	3,799	47.48%	8,000	3,695	46.19%
Cat License	850	633	74.47%	1,000	509	50.90%
Lodging License	40	180	450.00%	675	515	76.30%
Building Permit	77,000	58,389	75.83%	100,000	37,427	37.43%
Electrical Permit	23,400	17,198	73.49%	25,000	11,843	47.37%
Plumbing Permit	20,500	14,863	72.50%	25,000	10,515	42.06%
Street Excavation Permit	5,500	1,525	27.73%	5,100	1,150	22.55%
Heating Permit	23,550	14,655	62.23%	25,000	9,868	39.47%
Mobile Home Permit	0	0	0.00%	1,400	1,397	99.79%
Zoning Permit	6,000	1,670	27.83%	3,500	2,240	64.00%
Recreational Fire Permit	10,000	9,760	97.60%	11,300	9,800	86.73%
Sign Permit	3,500	1,900	54.29%	5,000	2,975	59.50%
Temporary Restaurant Permit	1,800	690	38.33%	1,500	1,038	69.20%
Erosion Control Permit	3,000	750	25.00%	1,000	900	90.00%
Pool Permit	1,800	1,695	94.17%	2,143	1,494	69.72%
Street Use Permit	200	0	0.00%	200	0	0.00%
Outdoor Service Permit	275	275	100.00%	275	175	63.64%
TOTAL LICENSES & PERMITS	\$ 485,055	\$ 262,143	54.04%	\$ 517,876	\$ 234,500	45.28%
FINES & PENALTIES						
Court Penalties	\$ 70,000	\$ 37,229	53.18%	\$ 70,000	\$ 27,466	39.24%
Parking Violation	55,000	27,845	50.63%	54,000	23,340	43.22%
TOTAL FINES & PENALTIES	\$ 125,000	\$ 65,074	52.06%	\$ 124,000	\$ 50,806	40.97%
FEDERAL, STATE & COUNTY AIDS						
Federal Aid-Law Enforcement	\$ 1,700	\$ 1,644	96.71%	\$ 1,700	0	0.00%
State Aid-Shared Revenues	3,707,435	0	0.00%	3,693,563	0	0.00%
State Aid-Computer Credit	14,881	0	0.00%	20,496	0	0.00%
State Aid-Fire	38,000	0	0.00%	39,645	0	0.00%
State Aid-Payment for Municipal Services	125,000	0	0.00%	125,000	0	0.00%
State Aid-Law Enforcement	24,000	8,144	33.93%	19,640	7,394	37.65%
State Aid-Highway Transportation	513,520	256,263	49.90%	487,324	243,543	49.98%
State Aid-Connecting Highway	61,515	30,758	50.00%	61,961	30,668	49.50%
State Aid-Other	125	120	96.32%	125	125	99.99%
State Aid-Public Health	97,022	64,061	66.03%	91,646	38,093	41.57%
State Aid-Library	0	423	0.00%	0	0	0.00%
State Aid-Senior Center	25,741	11,700	45.45%	25,741	9,360	36.36%
TOTAL FEDERAL, STATE & COUNTY AIDS	\$ 4,608,939	\$ 373,114	8.10%	\$ 4,566,841	\$ 329,183	7.21%

	2015 BUDGETED REVENUES	2015 Period Ending June 30, 2015	% Received	2016 BUDGETED REVENUES	2016 Period Ending June 30, 2016	% Received
MISCELLANEOUS						
Interest on Investments	\$ 20,500	\$ 14,083	68.70%	\$ 20,500	\$ 13,388	65.31%
Property Rental Revenue	62,500	54,609	87.37%	54,000	23,553	43.62%
Sale of Law Enforcement Property	10,000	375	3.75%	10,000	5,800	58.00%
Sale of Refuse Property	100	0	0.00%	100	198	198.23%
Sale of Recyclable Materials	0	408		250	0	0.00%
Sale of Fire Department Property	75,000	0	0.00%	75,000	0	0.00%
Insurance Recovery-Other Equipment	0	2,811		0	0	0.00%
Insurance Recovery-Highway Equip	10,000	2,380	23.80%	10,000	5,729	57.29%
Donations & Gifts	15,500	1,400	9.03%	15,500	0	0.00%
Miscellaneous Revenue	25,000	2,654	10.62%	50,000	20,866	41.73%
TOTAL MISCELLANEOUS	\$ 218,600	\$ 78,719	36.01%	\$ 235,350	\$ 69,535	29.55%
PUBLIC CHARGES						
Clerk	\$ 4,000	\$ 4,563	114.07%	\$ 6,000	\$ 3,451	57.51%
Treasurer	13,000	7,598	58.45%	14,000	9,103	65.02%
Data Processing	400	820	205.00%	950	150	15.79%
Law Enforcement	3,000	1,278	42.60%	3,000	913	30.44%
Fire Protection	700	325	46.43%	2,000	255	12.75%
Street Miscellaneous	300	208	69.18%	300	15,450	5149.95%
Snow Removal	5,000	6,262	125.25%	7,500	3,790	50.54%
Engineering	0	220		0	0	0.00%
Street Lighting	175	175	100.00%	175	290	165.51%
Street Patching	13,000	0	0.00%	13,000	6,348	48.83%
Parking Lot Stickers	3,500	1,530	0.00%	3,200	754	23.56%
Garbage & Refuse	107,000	110,638	103.40%	123,000	103,109	83.83%
Solid Waste Disposal	32,000	31,985	99.95%	33,000	32,115	97.32%
Weed Cutting	4,500	3,610	80.21%	6,500	4,604	70.82%
Cemetery	11,000	7,253	65.94%	12,000	12,625	105.21%
Public Health	46,620	1,342	2.88%	50,800	155	0.31%
Library Fines	15,000	8,501	56.67%	16,000	8,056	50.35%
Library Vending Services	8,800	4,370	49.66%	8,800	3,936	44.73%
Park	22,500	9,502	42.23%	22,000	10,891	49.50%
Pool	60,000	28,573	47.62%	60,000	33,800	56.33%
Recreation	37,500	22,379	59.68%	36,000	22,735	63.15%
Boat Launch	26,650	14,810	55.57%	23,500	13,394	57.00%
Senior Center	2,250	644	28.63%	1,600	703	43.94%
Boat Slip Rental	1,500	1,539	102.62%	1,600	1,214	75.89%
Pool Concession	14,000	6,067	43.33%	16,000	7,387	46.17%
Parks-Koslo	0	1,100		700	0	0.00%
Special Events-Admin Fee	2,400	25	1.04%	4,000	125	3.13%
Room Tax	0	302		3,100	167	5.39%
TOTAL PUBLIC CHARGES	\$ 434,795	\$ 275,618	63.39%	\$ 468,725	\$ 295,519	63.05%
INTERGOVERNMENTAL CHARGES						
Law Enforcement	\$ 237,240	\$ 133,452	56.25%	\$ 245,419	\$ 137,175	55.89%
Fire Department	103,765	0	0.00%	50,000	0	0.00%
Mass Transit	135,225	54,824	40.54%	132,686	0	0.00%
Street Patching	50,000	13,069	26.14%	27,000	45	0.17%
Garbage/Refuse	36,380	36,380	100.00%	36,400	20,715	56.91%
Public Health	302,381	135,800	44.91%	306,127	150,015	49.00%
Library Tax	467,255	268,346	57.43%	459,449	262,966	57.23%
Economic Development	15,881	15,110	95.15%	15,067	15,067	100.00%
City Attorney	12,000	12,000	100.00%	12,000	12,000	100.00%
Personnel	0	0	0.00%	6,000	4,067	67.78%
State-Public Health	33,770	41,194	121.98%	40,244	12,768	31.73%
State-Lift Bridges	86,129	24,989	29.01%	85,639	25,815	30.14%
Bond/Note Proceeds	0	0	0.00%	75,000	0	0.00%
TIF Admin	149,647	149,647	0.00%	72,323	72,323	100.00%
Transfer from Marina	5,000	5,000	100.00%	5,000	5,000	100.00%
TOTAL INTERGOVERNMENTAL CHARGES	\$ 1,634,673	\$ 889,811	54.43%	\$ 1,568,354	\$ 717,957	45.78%
TOTAL REVENUES	\$ 16,460,827	\$ 10,458,271	63.53%	\$ 16,601,868	\$ 10,366,761	62.44%

General Fund Expenditures - Second Quarter 2016
January 1, 2016 - June 30, 2016

	2015 ANNUAL BUDGET	2015 Period Ending June 30, 2015	% Expended	2016 ANNUAL BUDGET	2016 Period Ending June 30, 2016	% Expended
GENERAL GOVERNMENT						
Mayor	\$ 114,454	\$ 56,267	49.16%	\$ 102,612	\$ 46,259	45.08%
Attorney	133,059	55,104	41.41%	168,465	71,265	42.30%
Personnel	224,129	102,278	45.63%	207,388	94,167	45.41%
City Clerk	112,835	50,365	44.64%	111,888	47,097	42.09%
Elections	62,898	23,088	36.71%	76,021	36,814	48.43%
Municipal Court	3,000	3,100	103.33%	3,250	3,250	100.00%
Finance	456,777	190,517	41.71%	465,750	223,690	48.03%
Assessor	83,552	36,729	43.96%	80,154	42,308	52.78%
Common Council	70,489	36,984	52.47%	71,462	36,509	51.09%
Illegal Tax/Tax Refund	3,000	0	0.00%	3,000	549	18.29%
Uncollectable Debt	3,000	(2,375)	-79.17%	5,000	3,284	65.67%
Room Tax	0	1,714		3,000	148	4.93%
Employees Safety Commission	20,658	9,992	48.37%	21,360	10,670	49.95%
Municipal Buildings	122,210	64,924	53.13%	119,373	55,023	46.09%
TOTAL GENERAL GOVERNMENT	\$ 1,410,061	\$ 628,687	44.59%	\$ 1,438,723	\$ 671,030	46.64%
PUBLIC SAFETY						
Police	\$ 4,517,559	\$ 2,091,610	46.30%	\$ 4,581,532	\$ 2,260,536	49.34%
Crossing Guards	23,085	9,953	43.11%	23,085	9,645	41.78%
Community Service	102,400	50,875	49.68%	38,459	15,905	41.35%
Auxiliary Police	13,330	4,869	36.53%	13,330	2,127	15.96%
Jail/Prisoner Meal Charge	12,000	1,556	12.97%	11,000	3,542	32.20%
Code Enforcement	0	0	0.00%	77,789	34,979	44.97%
Fire	3,172,408	1,840,395	58.01%	3,234,419	1,876,814	58.03%
Emergency Government	831	260	31.25%	831	277	33.34%
Weights & Measures	22,103	11,630	52.62%	23,371	10,541	45.10%
Inspection	138,829	65,094	46.89%	137,982	54,386	39.42%
TOTAL PUBLIC SAFETY	\$ 8,002,545	\$ 4,076,242	50.94%	\$ 8,141,798	\$ 4,268,752	52.43%
PUBLIC WORKS						
Engineering	\$ 225,510	\$ 118,822	52.69%	\$ 262,695	\$ 115,956	44.14%
Street Construction/Excavation	837,396	169,714	20.27%	723,218	212,156	29.34%
Snow & Ice	335,301	261,497	77.99%	339,071	308,484	90.98%
Street Signs	190,720	123,008	64.50%	203,966	109,838	53.85%
Sidewalks & Crosswalks	104,344	36,628	35.10%	99,169	77,671	78.32%
Street Lighting	245,150	93,593	38.18%	242,900	93,853	38.64%
Parking Lots	28,904	13,245	45.83%	30,924	17,517	56.65%
Canal Maintenance/Construction	640	266	41.51%	850	308	36.25%
Refuse Collection & Disposal/Commercial	779,230	397,028	50.95%	793,509	411,097	51.81%
Weed Cutting	41,456	16,443	39.66%	39,163	12,192	31.13%
Recycling-Solid Waste	0	1,937		0	0	0.00%
Valley Transit	174,079	97,664	56.10%	172,165	99,575	57.84%
Dial-A-Ride	13,000	0	0.00%	12,000	0	0.00%
TOTAL PUBLIC WORKS	\$ 2,975,730	\$ 1,329,844	44.69%	\$ 2,919,630	\$ 1,458,648	49.96%
CULTURE, RECREATION & EDUCATION						
Library	\$ 1,469,127	\$ 777,075	52.89%	\$ 1,486,810	\$ 744,528	50.08%
Recreation	276,124	115,121	41.69%	281,063	127,059	45.21%
Pool	209,876	81,202	38.69%	217,658	78,165	35.91%
Lift Bridges	78,266	35,198	44.97%	85,639	36,007	42.04%
Civic Commemorations	39,310	600	1.53%	39,310	605	1.54%
Parks	908,750	378,213	41.62%	907,081	428,595	47.25%
Heckrodt	4,000	3,925	98.13%	75	38	50.00%
TOTAL CULTURE, RECREATION & EDUCATION	\$ 2,985,453	\$ 1,391,335	46.60%	\$ 3,017,636	\$ 1,414,995	46.89%
CONSERVATION & DEVELOPMENT						
Forestry	\$ 51,505	\$ 23,854	46.31%	\$ 53,296	\$ 32,680	61.32%
Community Development	284,763	101,976	35.81%	265,671	137,657	51.81%
Urban Redevelopment	160	83	51.56%	200	87	43.50%
TOTAL CONSERVATION & DEVELOPMENT	\$ 336,428	\$ 125,912	37.43%	\$ 319,167	\$ 170,424	53.40%

2015 ANNUAL BUDGET	2015 Period Ending June 30, 2015	% Expended	2016 ANNUAL BUDGET	2016 Period Ending June 30, 2016	% Expended
--------------------------	----------------------------------------	---------------	--------------------------	----------------------------------------	---------------

PUBLIC HEALTH

Health	\$ 523,996	\$ 241,158	46.02%	\$ 535,857	\$ 249,945	46.64%
Environmental Health	62,210	30,509	49.04%	65,080	30,473	46.82%
Health Screening	23,551	10,977	46.61%	26,039	14,696	56.44%
Prevention	0	1,495		4,907	1,280	26.09%
Radon Grant	2,500	1,813	72.51%	3,500	1,019	29.11%
School Health Aids	40,383	21,721	53.79%	38,199	21,759	56.96%
Dental	42,740	16,966	39.70%	42,235	27,707	65.60%
Lead	2,724	1,719	63.10%	3,208	1,751	54.58%
Immunization	8,747	4,520	51.67%	8,826	3,265	36.99%
Maternal Child Health	14,848	5,380	36.24%	15,395	10,190	66.19%
Dental Sealant	5,680	8,980	158.10%	5,680	5,538	97.50%
Quality Improvement Grant	8,950	6,217	69.47%	0	123	
Bio-Terrorism	29,702	17,146	57.73%	31,102	19,521	62.76%
Twenty-Four/Seven	1,395	1,061	76.08%	1,395	789	56.53%
Senior Center	93,088	60,134	64.60%	94,373	47,459	50.29%
Animal Impoundment	18,000	4,209	23.38%	17,000	4,995	29.38%
Cemetery	27,096	14,903	55.00%	27,118	16,522	60.93%
TOTAL PUBLIC HEALTH	\$ 905,610	\$ 448,908	49.57%	\$ 919,914	\$ 457,031	49.68%

100-GENERAL FUND TOTALS:	\$16,615,827	\$ 8,000,928	48.15%	\$16,756,868	\$ 8,440,880	50.37%
---------------------------------	---------------------	---------------------	---------------	---------------------	---------------------	---------------

Other Funds Operations January 1, 2016 - June 30, 2016

	2015 ANNUAL BUDGET	2015 Period Ending June 30, 2015	% Expended	2016 ANNUAL BUDGET	2016 Period Ending June 30, 2016	% Expended
LEVY FUNDS						
Capital Improvements	\$ 926,000	\$ 338,983	36.61%	\$ 2,088,835	\$ 149,269	7.15%
Debt Service	4,222,813	5,902,812	139.78%	4,148,527	3,969,245	95.68%
Post Employment Sick Leave	60,000	0	0.00%	60,000	0	0.00%
Recycling	398,200	189,048	47.48%	447,494	215,630	48.19%
LEVY FUNDS - SUBTOTAL:	\$ 5,607,013	\$ 6,430,843	114.69%	\$ 6,744,856	\$ 4,334,144	64.26%

NON-LEVY FUNDS

Sewer Utility	2,194,377	775,159	35.32%	2,198,555	934,800	42.52%
Stormwater Utility	1,784,339	425,689	23.86%	1,632,585	499,760	30.61%
Public Works Facility	1,042,447	547,317	52.50%	955,746	513,283	53.70%
Street Equipment	407,000	143,215	35.19%	453,000	117,882	26.02%
Property & Liability Insurance	121,330	120,412	99.24%	182,605	125,541	68.75%
Information Technology	415,727	185,174	44.54%	388,312	156,674	40.35%
Dental Insurance	130,907	57,118	43.63%	127,000	61,496	48.42%
Façade Improvement	10,000	0	0.00%	10,000	0	0.00%
Farm Fresh Market	0	1,607		13,316	1,222	9.18%
CDBG Revolving Loan	60,000	17,770	29.62%	60,000	1,766	2.94%
Marina	207,769	57,528	27.69%	199,589	62,075	31.10%
Park Development	150,000	25,635	17.09%	125,000	100,000	80.00%
Library Endowment	34,000	32,486	95.55%	10,000	0	0.00%
Park & Recreation Donations	4,100	5,832	142.24%	4,000	1,768	44.21%
Hattie Miner Scholarship	4,000	1,750	43.75%	4,000	2,000	50.00%
Public Safety Donations	5,700	3,640	63.86%	5,750	3,090	53.73%
Redevelopment Authority	273,155	13,846	5.07%	271,290	11,508	4.24%
2008 Capital Projects	50,000	61,512	123.02%	0	0	0.00%
TID #1	82,758	82,608	99.82%	0	0	0.00%
TID #3	173,167	173,167	100.00%	172,479	172,479	100.00%
TID #4	159,467	159,467	100.00%	150,454	150,454	100.00%
TID #5	280,498	273,348	97.45%	285,540	281,451	98.57%
TID #6	339,894	342,782	100.85%	342,616	342,616	100.00%
TID #7	192,777	192,777	100.00%	193,804	193,804	100.00%
TID #8	96,442	92,011	95.41%	88,286	88,286	100.00%
TID #9	685,574	380,811	55.55%	1,117,315	414,783	37.12%
TID #10	31,107	254,382	817.76%	86,483	3,983	4.61%
TID #11	860,618	285,859	33.22%	102,263	16,546	16.18%
TID #12	363,772	109,534	30.11%	565,936	39,763	7.03%
TID #13	0	6,750	0.00%	1,289,773	1,325,487	102.77%
NON-LEVY FUNDS SUBTOTAL:	\$10,160,925	\$ 4,829,183	47.53%	\$11,035,697	\$ 5,622,517	50.95%

TOTAL OTHER FUNDS:	\$15,767,938	\$ 11,260,027	71.41%	\$17,780,553	\$ 9,956,660	56.00%
---------------------------	---------------------	----------------------	---------------	---------------------	---------------------	---------------

TOTAL BUDGET	\$32,383,765	\$34,537,421
---------------------	---------------------	---------------------

FUND BALANCE 2006 - 2015

Historical Fund Balance

<i>December 31, 2006 Fund Balance</i>	\$4,256,342
<i>December 31, 2007 Fund Balance</i>	\$3,920,868
<i>December 31, 2008 Fund Balance</i>	\$2,624,062
SUBTRACT: Inventory - Unspendable (New Requirement Per GASB 54)	(\$50,568)
SUBTRACT: Long Term Advance to Other Funds	(\$85,908)
SUBTRACT: 2009 Reservations	(\$571,722)
<i>December 31, 2008 Available Fund Balance</i>	<u>\$1,915,864</u>
<i>December 31, 2009 Fund Balance</i>	\$2,763,034
SUBTRACT: Inventory - Unspendable (New Requirement Per GASB 54)	(\$444,672)
SUBTRACT: Long Term Advance to Other Funds	(\$88,201)
SUBTRACT: 2010 Reservations	(\$583,852)
<i>December 31, 2009 Available Fund Balance</i>	<u>\$1,646,309</u>
<i>December 31, 2010 Fund Balance</i>	\$2,004,338
SUBTRACT: Inventory - Unspendable (New Requirement Per GASB 54)	(\$151,759)
SUBTRACT: Long Term Advance to Other Funds	(\$88,502)
SUBTRACT: 2011 Reservations	(\$482,766)
<i>December 31, 2010 Available Fund Balance</i>	<u>\$1,281,311</u>
<i>December 31, 2011 Fund Balance</i>	\$2,248,561
SUBTRACT: Inventory - Unspendable (New Requirement Per GASB 54)	(\$322,112)
SUBTRACT: 2012 Reservations	(\$379,525)
<i>December 31, 2011 Available Fund Balance</i>	<u>\$1,546,924</u>
<i>December 31, 2012 Fund Balance</i>	\$2,363,718
SUBTRACT: Inventory - Unspendable (New Requirement Per GASB 54)	(\$326,200)
SUBTRACT: Long Term Advance to Other Funds	(\$386,098)
SUBTRACT: 2013 Reservations	(\$233,813)
<i>December 31, 2012 Available Fund Balance</i>	<u>\$1,417,607</u>
<i>December 31, 2013 Fund Balance</i>	\$2,426,542
SUBTRACT: Inventory - Unspendable (New Requirement Per GASB 54)	(\$167,068)
SUBTRACT: 2014 Reservations	(\$277,065)
<i>December 31, 2013 Available Fund Balance</i>	<u>\$1,982,409 *</u>
<i>December 31, 2014 Fund Balance</i>	\$2,801,805
SUBTRACT: Inventory - Unspendable (New Requirement Per GASB 54)	(\$311,284)
SUBTRACT: Long Term Advance to Other Funds	(\$509,850)
SUBTRACT: 2015 Reservations	(\$329,687)
<i>December 31, 2014 Available Fund Balance</i>	<u>\$1,650,984</u>
<i>December 31, 2015 Fund Balance</i>	\$2,739,223
SUBTRACT: Inventory - Unspendable (New Requirement Per GASB 54)	(\$172,774)
SUBTRACT: Long Term Advance to Other Funds	(\$1,122,249)
SUBTRACT: 2016 Reservations	(\$172,328)
<i>December 31, 2015 Unassigned/Available Fund Balance</i>	<u>\$1,271,872</u>

2016 Fund Balance

January 1, 2016 Fund Balance	\$2,739,223
Change in Fund Balance Due to 2016 Operations	TBD
<i>Estimated Balance as of December 31, 2016**</i>	<u>\$2,739,223</u>

* Change in Calculation of General Fund, Fund Balance

**Fund Balance changes annually at year-end, as a result of current year operations.

MEETING MINUTES
WAVERLY SANITARY DISTRICT
July 21, 2016
District Office - N8722 County Rd. LP

1) **MEETING WAS CALLED TO ORDER** at 2:30pm by President Bartlein.

2) **PRESENT:**

President Bartlein	(DRB)	Systems Operator Krueger	(RWK)
Commissioner Kasten	(DLK)	Systems Operator Van Zeeland	(TGV)
Commissioner Bartlein	(JJB)	Systems Operator Dornfeld	(DWD)
Consultant Sambs	(MLS)	Office Manager Girdley	(CMG)
Engineer Mike Siewert	(MSS)	Billing Clerk Weir	(PMW)

Others in attendance: Harrison Manager Travis Parish, Developer Mike Hagens and Carol Hagens, Menasha Mayor Don Merkes, Menasha Associate Planner Kevin Englebert

3) **APPROVAL/ACCEPTANCE OF 6/1/16 CLOSED SESSION MINUTES AND 6/9/16 MEETING MINUTES:** MOTION (DLK¹/JJB²) to approve both minutes. Motion carried 3-0.

4) **2016 FINANCIAL STATEMENTS AND BUDGET COMPARISON:** In progress.

5) **COMMUNITIES/CUSTOMERS/SERVICE CONCERNS**

- City of Menasha 2nd Addn to Woodland Hills (Gossling Way Ct): Discussion involved an easement for sewer and water construction on the preliminary plat that was removed on the final recorded plat without notice being given to WSD. MOTION (JJB¹/DRB²) to approve Gossling Way Ct (2nd Addn to Woodland Hills) conditional to an easement through the outlot being provided by Menasha. Motion carried 2-0 with Commission DLK abstaining.
- District Property Appraisal: Two vacant acres have been appraised at \$120,000.

6) **MONTHLY WATER SAMPLE TESTS' RESULTS:** TGV reported five samples taken 7/13/16 were determined safe by Clean Water Testing. Report on file.

7) **OLD BUSINESS:** Employee Wage Study Concerns – Status of contact with Patrick Glynn: CMG gave the commission a summary of wage data she collected from sixteen area utilities/municipalities. Commission instructed CMG to implement the pay scale and issue back pay beginning January 1, 2016 and they will revisit the wages and decide the structure increase for 2016 at a later date.

8) **DISTRICT'S REPAIR/MAIN EXTENSION/MODIFICATION PROJECTS**

- Future Lift Station #6: MSS reported they are working on mapping. Field work and wetland delineation are completed. Harrison Manager Parish reported Harrison created a Public Works Committee to help work through decisions for the lift station.
- Utility District #3: Nothing new to report.

9) **GENERAL CONSTRUCTION STATUS (INDIVIDUAL DEVELOPER FUNDED PROJECTS)**

- 2nd Addition to Woodland Hills - Gosling Way Court status report: Discussed under item 5.
- North Shore Apartments-Phase II: CMG reported completed easement was received and will be recorded by end of this week. Conditional approval is recommended. Final acceptance will be made after road paving is completed. MOTION (DLK¹/DRB²) to conditionally approve Phase II of North Shore Apartments. Motion carried 3-0.

- Woodcrest Heights Drive – Status report: Nothing new to report.
- 1st Addition Lake Park Heights – Status report: CMG reported executed waiver of assessment was received.

10) NEW BUSINESS

- Next meeting scheduled for Thursday, August 4, 2016 (2:30pm) at District Office.

11) OFFICE REPORT

- Wieckert Issue - Engineering Reimbursement Request - Receipt status: Reimbursement totaling \$2302.25 for engineering costs from Nov 2013 to Nov 2014 was received.
- Permits are up 35.71% from last year.
- WSD received proposed amendment to ordinance contract from Neenah Menasha Sewerage Commission allowing them to have direct contracts with industrial users. Public hearing was held 6/28/16. Final approval is pending.
- Consumer Confidence report was completed and published in June.
- Commission requested a laptop and/or desktop computer for commissioners' office. CMG will provide costs at next meeting.

12) FIELD REPORT

- RWK reported Lift Station 4 leveling system failed and didn't recognize sewage levels resulting in no alarms sounding. Control circuits are obsolete and would cost approximately \$30,000 to replace. At this time it was decided an outside high level alarm would provide the backup needed for about \$1000. Valve turning was completed with no issues. WSD inspected the repair of three leaking sewer laterals that property owners had Speedy Clean seal without excavating. New hydrant painting procedure went well when performed on the first few hydrants. WSD will purchase a pressure washer to continue this process.

13) OTHER BUSINESS TO LEGALLY COME BEFORE THE COMMISSION

- Website design proposals: Three quotes were provided. Infinity Technology who provided lowest quote will be contacted to clarify a couple questions before next meeting.

14) ADJOURNMENT: MOTION (DLK¹/JJB²) to adjourn. Motion carried 3-0. Meeting was adjourned at 4:10pm.

Submitted by Penny M. Weir
Billing Clerk



MEMORANDUM

To: Common Council

From: PRD Tungate *BT*

Date: August 11, 2016

RE: Province Terrace Trail Update

Staff is continuing to work on this important trail link that will connect the Friendship Trail to the east side of Menasha. To date the Petri property has been acquired, and negotiations continue with Kwik Trip.

With assistance from consulting engineers at CORRE, Inc. recent efforts have been focused on two main areas. The first has been an investigation into an alternative boardwalk construction method that could significantly decrease the cost of the project which was previously estimated at \$450,000 in the TID #9 budget. Secondly, we are continuing to explore a safe bike/pedestrian crossing design at the corner of STH 10/114 that is acceptable to both WDOT and trail planners.

The 2017 CIP budget includes \$10,000 to continue working with CORRE and other stakeholders towards the goal of determining a final route and boardwalk construction method. It appears that TID #9 could be in a position to fund trail construction in 2018 or 2019.

Construction of the Manitowoc Road/Plank Road Trail is currently proceeding from Oneida Street to Barker Park.



MEMORANDUM

TO: City of Menasha Common Council

From: Nancy McKenney, RDH, MS, Public Health Director

Date: August 9, 2015

RE: Menasha Health Department Secures Wisconsin Seal a Smile Grant Funding and Portable Dental Equipment for Menasha School-Based Dental Sealant Program

The purpose of this Memorandum is to communicate that the City of Menasha Health Department has applied for and secured \$6,600.00 in Wisconsin Seal a Smile funding for the 2016-2017 school year. In the addition, the Wisconsin Seal a Smile program is purchasing a Proseal I Portable Dental Unit for the Menasha Seal a Smile Program valued at approximately \$2,718.

The funding is for a 12 month period from July 1, 2016 – June 30, 2017.

Seal a Smile grant funding and Medical Assistance revenue cover the Public Health Dental Hygienist and Assistant wages and benefits to implement the program. Activities include coordinating with the Menasha schools, providing school-based dental screenings, placing dental sealants, and fluoride varnish application. As a Seal a Smile grantee, Health Department personnel will attend an annual meeting in the spring of 2017.

Wisconsin Seal a Smile funds are managed by the Children's Health Alliance of Wisconsin for the Wisconsin Department of Health Services, Division of Public Health.

CITY OF MENASHA
COMMON COUNCIL
Third Floor Council Chambers
140 Main Street, Menasha
Monday, August 1, 2016
MINUTES

A. CALL TO ORDER

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

B. PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was recited.

C. ROLL CALL/EXCUSED ABSENCES

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

EXCUSED: Alderman Krautkramer

ALSO PRESENT: Mayor Merkes, CA Captain, PC Styka, DFC Voss, ASD Steeno, PRD Tungate, PHD McKenney, Engineering Superv. Montour, DDMS Alix , Clerk Galeazzi.

D. PUBLIC HEARING

1. [The Proposed Resolution Authorizing Public Improvement and Levying Special Assessments Against Benefited Property for Second Addition to Woodland Hills Subdivision.](#)

Engineering Superv. Montour explained the public improvements to be done to the streets in the Second Addition to Woodland Hills.

Mayor Merkes opened the Public Hearing. No one spoke. Mayor Merkes closed the Public Hearing.

2. [The Proposed Resolution Authorizing Public Improvement and Levying Special Assessments for 1189, 1205, 1212, 1228, 1237, 1253, 1269, & 1285 Province Terrance and 1251 & 1269 Oneida Street.](#)

Engineering Superv. Montour explained that public improvements were done to the properties in 2005 with a deferred assessment for 10 years. The deferred assessment time has now expired.

Mayor Merkes opened the Public Hearing. No one spoke. Mayor Merkes closed the Public Hearing.

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

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

Kathy Stahl, 225 Railroad Street, Menasha. Thanked the Police Dept. and Code Enforcement for their quick response to the graffiti on buildings.

F. REPORT OF DEPARTMENT HEADS/STAFF/CONSULTANTS

1. CA Captain update on 460 Ahnaip Street (RR Donnelley Property)

CA Captain provided an update on the status of the RR Donnelley property at 460 Ahnaip Street. The Redevelopment Authority received a development proposal from Northpointe Development Corp. The RDA's inspections have been completed in accordance with the Purchase and Sale Agreement between the RDA and RR Donnelley.

2. Clerk Galeazzi - the following minutes and communications have been received and placed on file:
Minutes to receive:

- a. [Board of Public Works, 7/18/2016](#)
- b. [Committee on Aging, 6/9/2016](#)
- c. [Landmarks Commission, 7/13/2016](#)
- d. [NMFR Joint Finance & Personnel Committee, 7/26/2016](#)
- e. [Personnel Committee, 7/18/2016](#)

Communications:

- f. [Town of Menasha Public Hearing Notice--Intergovernmental Cooperation Agreement](#)
- g. [PC Styka Graffiti Complaint Memo, 7/19/16](#)
- h. [DPW Update on Bridge Construction and Street Construction Projects](#)
- i. [PRD Tungate to Village of Harrison, 7/26/16; Jim Bodway Application to Discharge Firearms](#)

- j. [PC Styka Expanded Premises Complaint Memo, 7/27/16](#)
- k. [Menasha Police Chief Visits White House](#)

Moved by Ald. Benner seconded by Ald. Keehan to received Minutes and Communications a-k.
General discussion ensued on Communications g, j, and k.
Moved by Ald. Nichols seconded by Ald. Benner to end discussion.
Motion to end discussion carried on roll call 7-0.
Motion to received Minutes and Communications a-k carried on voice vote.

G. CONSENT AGENDA

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

Minutes to approve:

1. [Common Council, 7/18/2016](#)

Board of Public Works, 7/18/2016, Recommends the Approval of:

2. [Street Use Application – Otto Grunski Runski; Saturday, August 13, 2016; 6:00 AM – 11:00 AM \(City of Menasha\)](#)
3. [Street Use Application – Labor Day Parade/Labor Temple Coop Association; Monday, September 5, 2016; 9:30 AM – 10:30 AM \(Fox Valley Area Labor Council\)](#)

NMFR Joint Finance and Personnel Committee, 7/26/16, Recommends the Approval of:

4. [Neenah-Menasha Fire Rescue's 2017 Cost Distribution Formula with the City of Neenah's weighted share at 0.5929% and the City of Menasha's weighted share at 0.4071.](#)

Moved by Ald. Benner seconded by Ald. Keehan to approve Consent Agenda items 1-4.
Motion carried on roll call 7-0.

H. ITEMS REMOVED FROM THE CONSENT AGENDA

None

I. ACTION ITEMS

1. [Accounts payable and payroll for the term of 7/21/16-7/28/16 in the amount of \\$1,378,322.52](#)

Moved by Ald. Nichols seconded by Ald. Keehan to approve accounts payable and payroll.
General discussion ensued on expenditures.
Motion carried on roll call 7-0.

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

Moved by Ald. Nichols seconded by Ald. Keehan to approve beverage operator's license applications as listed in memo dated 7/27/16.
Motion carried on roll call 7-0.

3. [Amendment to Listing Contract with Newmark Grubb Pfefferele for 901 Airport Road](#)

Moved by Ald. Nichols seconded by Ald. Keehan to approve Amendment to Listing Contract with Newmark Grubb Pfefferele for 901 Airport Road.
Motion carried on roll call 7-0.

4. [Surplus City Equipment Determination - 1997 Gilcrest ProPaver](#)

Moved by Ald. Benner seconded by Ald. Keehan to approve disposing of the 1997 Gilcrest ProPaver asphalt paver through the use of an online public auction site.
DDMS Alix explained the online site used has no service fees associated with it.
Motion carried on roll call 7-0.

J. HELD OVER BUSINESS

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

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

Clerk Galeazzi explained according to the agent, Jennifer Almeida-Sandoval, there has been a delay in the electrical work on the building which is holding up the inspections.

Moved by Ald. Benner seconded by Ald. Keehan to postpone until Aug. 15, 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 reported all financial requires are current. Staff recommends approval.

Moved by Ald. Benner seconded by Ald. Keehan to approve liquor license application for Lake Park Swim and Fitness, Megan Collins, Agent, 730 Lake Park Road.
Motion carried on roll call 7-0.

K. ORDINANCES AND RESOLUTIONS

1. [R-26-16 A Final Resolution Authorizing Public Improvements and Levying Special Assessments Against Second Addition to Woodland Hills Subdivision](#)

Moved by Ald. Benner seconded by Ald. Keehan to approve R-26-16 A Final Resolution Authorizing Public Improvements and Levying Special Assessments Against Second Addition to Woodland Hills Subdivision.

Motion carried on roll call 7-0.

2. [R-27-16 A Final Resolution Authorizing Public Improvements and Levying Special Assessments Against 1189, 1205, 1212, 1221, 1228, 1237, 1253, 1269, & 1285 Province Terrace and 1253 & 1269 Oneida Street](#)

Moved by Ald. Benner seconded by Ald. Keehan to approve R-27-16 A Final Resolution authorizing Public Improvements and Levying Special Assessments Against 1189, 1205, 1212, 1228, 1237, 1253, 1269, & 1285 Province Terrace and 1253 & 1269 Oneida Street.

Motion carried on roll call 7-0.

L. APPOINTMENTS

1. [Mayor's Appointment of Jill Halverson to the Library Board for the term of 8/1/2016—7/1/2019](#)

Moved by Ald. Keehan seconded by Ald. Nichols to approve Mayor's appointment of Jill Halverson to the Library Board for the term of 8/1/16 – 7/1/2019

Motion carried on roll call 7-0.

2. Mayor's Reappointment of Linda Kennedy to the Redevelopment Authority for the term of 9/1/2016-8/31/2021

Moved by Ald. Nichols seconded by Ald. Taylor to approve Mayor's reappointment of Linda Kennedy to the Redevelopment Authority for the term of 9/1/2016-8/31/2021.

Motion carried on voice vote.

3. Mayor's Reappointment of Gail Popp to the Redevelopment Authority for the term of 9/1/2016—8/31/2021

Moved by Ald. Nichols seconded by Ald. Taylor to approve Mayor's reappointment of Gail Popp to the Redevelopment Authority for the term of 9/1/2016-9/31/2021.

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, 225 Railroad Street, Menasha. Thanked Police Chief for explanation on graffiti. Ask if bathrooms at Shepard Park will be open on a more consistent basis.

O. RECESS TO COMMITTEE

Moved by Ald. Benner seconded by Ald. Keehan to recess to 6:51 p.m.
Motion carried on voice vote.

Reconvened at 7:19 p.m.

P. ACTION ITEMS

1. Moved by Ald. Benner seconded by Ald. Keehan to adjourn into Closed Session pursuant to Wis. Stats. §19.85(1)(e): Deliberating or negotiating The purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session (Water Street Trail Easement/95 Broad Street).
Motion carried on roll call 7-0.
2. May reconvene into Open Session to act on what was discussed in Closed Session.
No action.

Q. ADJOURNMENT

Moved by Ald. Benner seconded by Ald. Keehan to adjourn at 8:25 p.m.
Motion carried on voice vote.

Deborah A. Galeazzi, WCMC
City Clerk



Memorandum

To: Common Council
From: Kevin Englebert, Associate Planner KPE
Date: August 11, 2016
RE: **Rezoning – 412 Broad Street (#1-00041-00)**

The City of Menasha has been petitioned by prospective owners of 412 Broad Street to rezone the property from C-2 Central Business District to R-1 Single Family Residence District. The property itself contains one building which was originally constructed as a single family dwelling but has alternatively been used for commercial and residential purposes throughout the building's history. Currently, the use of the property as residential is considered legal non-conforming in the C-2 District unless the use is vacated for a period of 12 months or greater. The desire of the applicants is to use the property as a single family home and to rezone the property to allow for a permitted single family residential use by right.

The State of Wisconsin requires municipalities to make decisions regarding land use classifications that "further or do not contradict" the municipality's comprehensive plan. The City of Menasha Comprehensive Plan classifies this property in the *Commercial Core Mixed Use Area*. This classification calls for a dense, urban center with mixed use developments that are primarily commercial and high-density residential in nature. The comprehensive plan also calls for preserving historical buildings near the downtown corridor. In this case, a rezoning of the property from the C-2 District to the R-1 District would not provide the density or range of uses that would further the goals of the comprehensive plan. While the home is historic in the sense that it is a character home, it is not in any local, state, or federal historic district.

Staff recommends denial of ordinance O-9-16 based on the fact that the intended rezoning would not further the goals and objectives set forth in the City of Menasha Comprehensive Plan.

City of Menasha

SPECIAL ZONING APPROVAL

Owner Daniel & Deanna Coonen

Case or Plan No. _____

Address 412 Broad St, Menasha

Fee \$350.00

Applicant (if different than Owner) Ashley Breyer and William Blair



Address 2620 Forestview Ct Apt 12, Appleton, WI 54915

Zoning Commercial Parcel Number(s) 1-00041-00

PLEASE INDICATE WHICH REQUEST IS BEING MADE

- ☒ Rezoning ☐ Special Use ☐ Flood Plain Map Amendment
☐ Appeal or Variance ☐ PUD Plan Approval

Description of Request: This house is currently zoned as a commercial property, even though it has been redone to be a single family dwelling. We would like this property to be rezoned residential.

Owner/Agent Daniel Coonen  06/20/2016 07:24 PM GMT Deanna Coonen  06/20/2016 07:32 PM GMT
Signature

(If applicable)

Informal Hearing 7-12-2016

Formal Hearing 7-18-2016

Notice Mailed 7-1-2016

Notice Mailed 7-1-2016

Notice Mailed n/a

Action Taken: _____ 20__

☐ APPROVED ☐ DENIED

Conditions (if any): _____



July 1, 2016

Dear Property Owner:

The City of Menasha will be holding public hearings regarding the proposed rezoning of a property located at 412 Broad Street (Parcel #1-00041-00). You are being notified in accordance with Section 13-1-142 of the Menasha Code of Ordinances.

Rezoning of the property from C-2 Central Business District to R-1 Single Family Residence District is being requested by the owners based on the desire to utilize the building as a single family dwelling.

Please see the enclosed map and public notice for more information.

The Plan Commission will be considering this rezoning at an informal public hearing on Tuesday, July 12, 2016 at 3:30 p.m. or shortly thereafter in the Third Floor Council Chambers of City Hall, 140 Main Street. Persons interested in this matter will be given an opportunity to comment and ask questions about the proposed rezoning. A second public hearing before the Common Council will be held Monday, July 18, 2016 at 6:00 p.m. or shortly thereafter in the Council Chambers of City Hall, 140 Main Street. If you have any questions, please contact me at the number listed below.

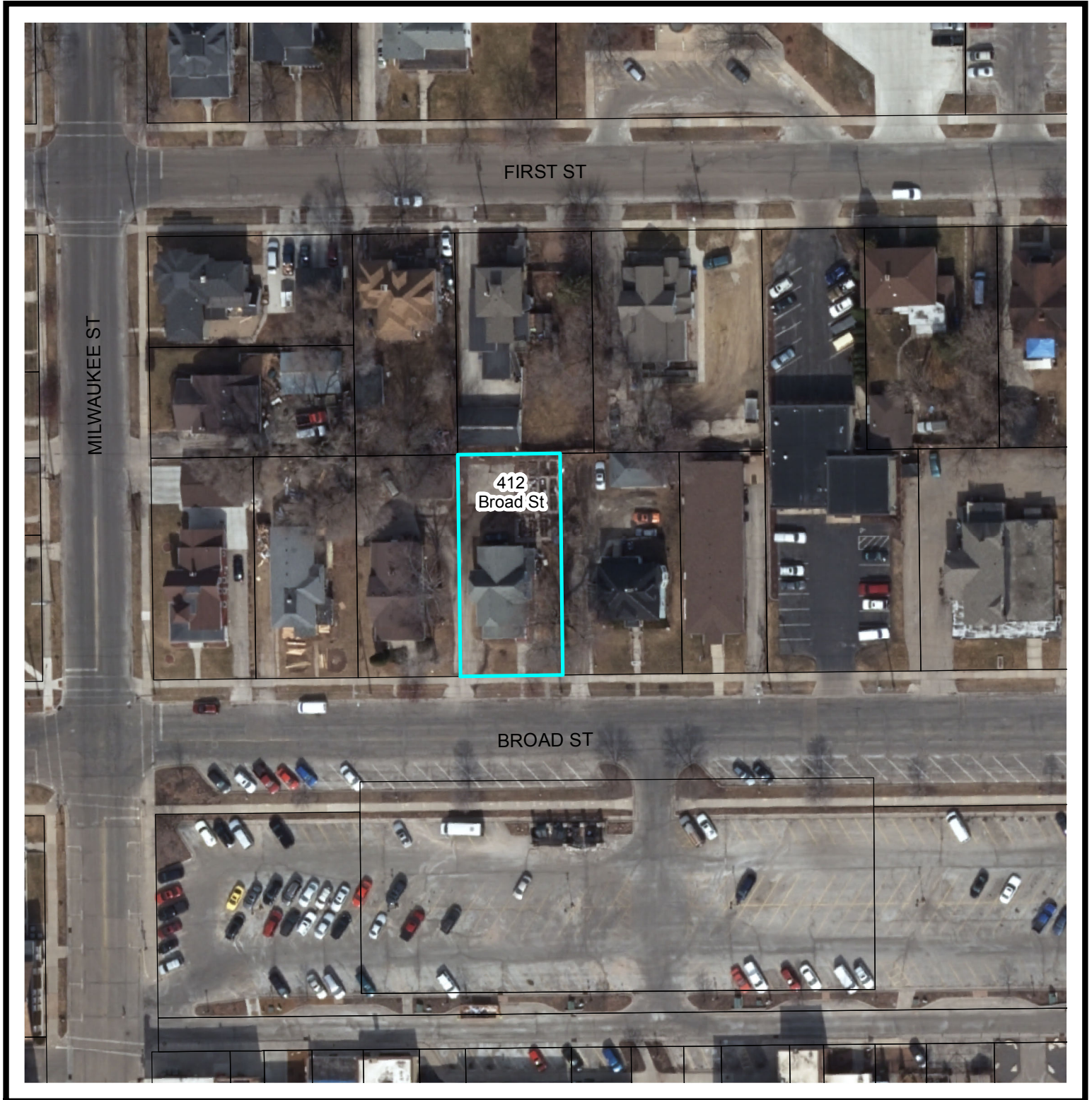
Sincerely,

Kristi Heim
Community Development Coordinator


Enclosures

C: City of Menasha Plan Commission ✓
City Clerk Deborah Galeazzi

Proposed Rezoning from C-2 Central Business District to R-1 Single Family Residence District



Legend

 Proposed for Rezoning:
Parcel ID# 5-00493-00

0 50 100 200
Feet



CITY OF MENASHA
Public Hearing

NOTICE IS HEREBY GIVEN that the City of Menasha will be holding public hearings regarding the proposed rezoning of property located at 412 Broad Street (Parcel #1-00041-00).

Rezoning of the property from C-2 Central Business District to R-1 Single Family Residence District is being requested by the owners desire to utilize the building as a single family dwelling.

The Plan Commission will be considering this rezoning at an informal public hearing on Tuesday, July 12, 2016 at 3:30 p.m. or shortly thereafter in the Third Floor Council Chambers of City Hall, 140 Main Street. Persons interested in this matter will be given an opportunity to comment and ask questions about the proposed rezoning. A second public hearing before the Common Council will be held Monday, July 18, 2016 at 6:00 p.m. or shortly thereafter in the Council Chambers of City Hall, 140 Main Street.

Deborah A. Galeazzi
City Clerk

Publish: July 7 and 11, 2016.



Memorandum

To: Common Council
From: Kevin Englebert, Associate Planner KPE
Date: August 11, 2016
RE: **Rezoning – 1861 Beck Street (#4-00919-01)**

The City of Menasha has been petitioned by the owners of 1861 Beck Street to rezone the property from R-2 Two-Family Residence District to R-2A Multi-Family, Zero Lot Line Residence District. The desire of the applicants is to subdivide the property into two lots with a shared wall and be able to have two separate property owners.

The State of Wisconsin requires municipalities to make decisions regarding land use classifications that “further or do not contradict” the municipality’s comprehensive plan. The City of Menasha Comprehensive Plan classifies this property as *Low-Density Residential*. In this case, a rezoning of the property from the R-2 District to the R-2A District would not change the permitted uses of the property. It would allow the owners to subdivide the property.

Staff recommends approval of ordinance O-8-16 based on the fact that the intended rezoning would not contradict the goals and objectives set forth in the City of Menasha Comprehensive Plan.

City of Menasha

SPECIAL ZONING APPROVAL

Owner SANDRA SLUSARZYK Case or Plan No. _____

Address 1861 / 1863 Beck St Fee _____

Applicant (if different than Owner) MENASHA WI 54952

Address ~~1861~~

Zoning R-2 Parcel Number(s) 4-00919-01

PLEASE INDICATE WHICH REQUEST IS BEING MADE

- | | | |
|----------------------------------------------|--------------------------------------------|-------------------------------------------------------|
| <input checked="" type="checkbox"/> Rezoning | <input type="checkbox"/> Special Use | <input type="checkbox"/> Flood Plain Map Amendment |
| <input type="checkbox"/> Appeal or Variance | <input type="checkbox"/> PUD Plan Approval | <input type="checkbox"/> Comprehensive Plan Amendment |

Description of Request: _____

(If applicable)

Formal Hearing 7-18-2016

Informal Hearing 7-12-2016

Notice Mailed 7-1-2016

Notice Mailed ~~7-1-2016~~ 7-1-2016

Notice Mailed _____

Action Taken: _____ 20__

☐ APPROVED ☐ DENIED

Conditions (if any): _____

Owner/Agent _____
Signature _____



July 1, 2016

Dear Property Owner:

The City of Menasha will be holding public hearings regarding the proposed rezoning of a property located at 1861-1863 Beck Street (Parcel #4-00919-01). You are being notified in accordance with Section 13-1-142 of the Menasha Code of Ordinances.

Rezoning of the property from R-2 Two Family Residence District to R-2A Multi-Family, Zero Lot Line Residence District is being requested by the owners in order to make provision with zoning requirements which allow the lot to be split along the common wall of the existing structure.

Please see the enclosed map and public notice for more information.

The Plan Commission will be considering this rezoning at an informal public hearing on Tuesday, July 12, 2016 at 3:40 p.m. or shortly thereafter in the Third Floor Council Chambers of City Hall, 140 Main Street. Persons interested in this matter will be given an opportunity to comment and ask questions about the proposed rezoning. A second public hearing before the Common Council will be held Monday, July 18, 2016 at 6:00 p.m. or shortly thereafter in the Council Chambers of City Hall, 140 Main Street. If you have any questions, please contact me at the number listed below.

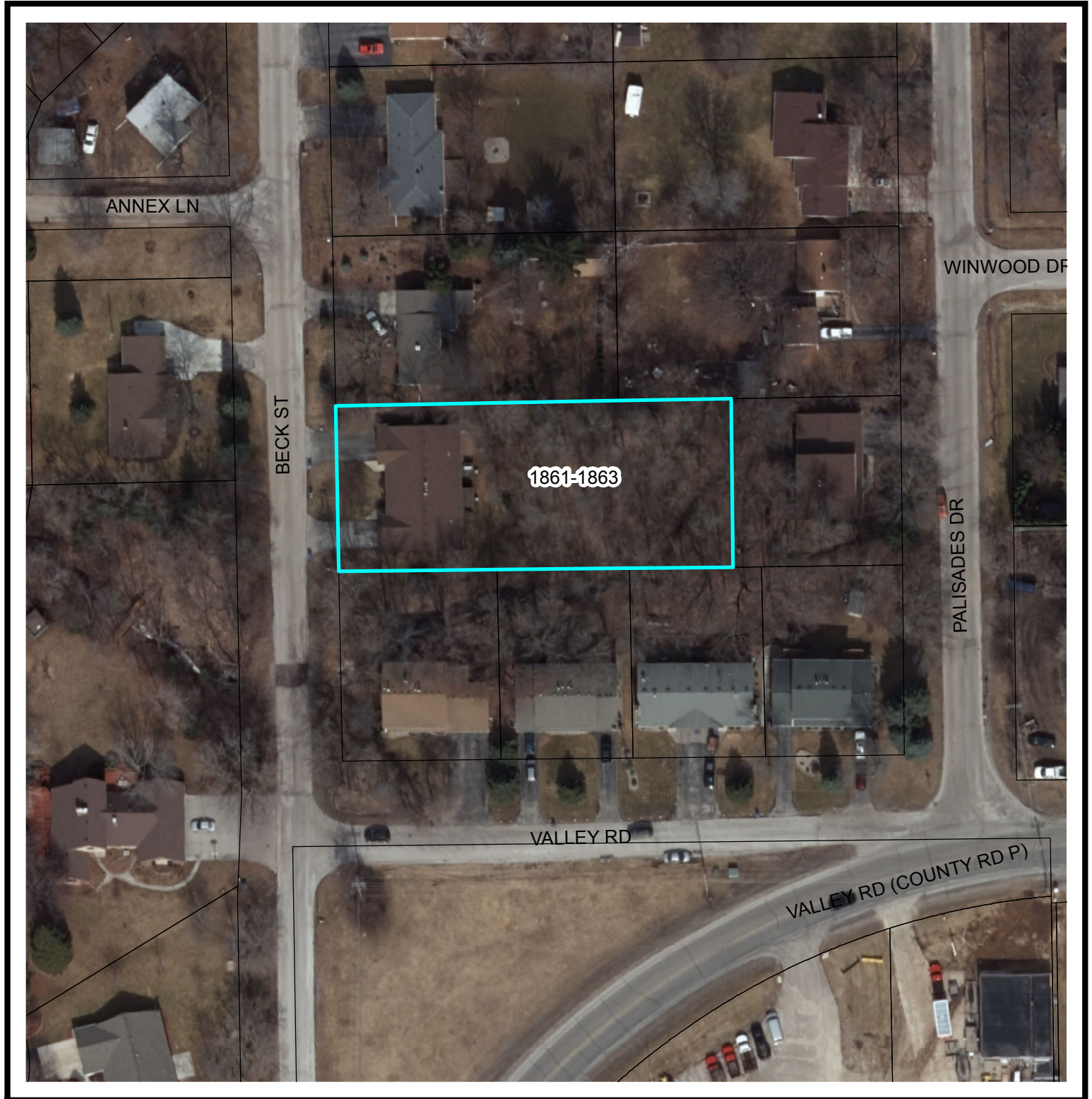
Sincerely,

Kristi Heim
Community Development Coordinator


Enclosures


C: City of Menasha Plan Commission ✓
City Clerk Deborah Galeazzi
Town Clerk Karen Backman

Proposed Rezoning from R-2 Two Family Residence District to R-2A Multi-Family, Zero Lot Line Residence District



Legend

 Proposed for Rezoning:
Parcel ID# 4-00919-01

0 50 100 200

Feet



CITY OF MENASHA
Public Hearing

NOTICE IS HEREBY GIVEN that the City of Menasha will be holding public hearings regarding the proposed rezoning of property located at 1861-1863 Beck Street (Parcel #4-00919-01).

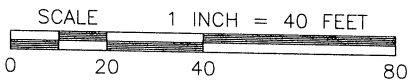
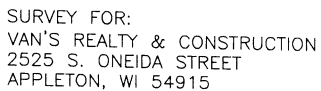
Rezoning of the property from R-2 Two Family Residence District to R-2A Multi-Family, Zero Lot Line Residence District is being requested by the owners in order to make provision with zoning requirements which allow the lot to be split along the common wall of the existing structure.

The Plan Commission will be considering this rezoning at an informal public hearing on Tuesday, July 12, 2016 at 3:40 p.m. or shortly thereafter in the Third Floor Council Chambers of City Hall, 140 Main Street. Persons interested in this matter will be given an opportunity to comment and ask questions about the proposed rezoning. A second public hearing before the Common Council will be held Monday, July 18, 2016 at 6:00 p.m. or shortly thereafter in the Council Chambers of City Hall, 140 Main Street.

Deborah A. Galeazzi
City Clerk

Publish: July 7 and 11, 2016.

ALL OF LOT 18 AND THE NORTH 60 FEET OF LOT 19, NORTH
RIDGE MANOR, BEING PART OF THE NORTHEAST 1/4 OF THE
SOUTHEAST 1/4, SECTION 3, TOWNSHIP 20 NORTH, RANGE 17
EAST, CITY OF MENASHA, WINNEBAGO COUNTY, WISCONSIN




BEARINGS ARE REFERENCED TO THE WINNEBAGO
COUNTY COORDINATE SYSTEM IN WHICH THE EAST
LINE OF THE SOUTHEAST 1/4 OF SECTION 3,
ASSUMED TO BEAR S 00°09'13" W

Martenson & Eisele, Inc.

1377 Midway Road
Menasha, WI 54952
www.martenson-eisele.com
info@martenson-eisele.com
920.731.0381 1.800.236.0381

Planning
Environmental
Surveying
Engineering
Architecture

LEGEND

- ☐ 1" O.D. IRON PIPE FOUND
 GOVERNMENT CORNER
☐ 3/4" O.D. REBAR FOUND
 () RECORDED AS
 P.O.B. POINT OF BEGINNING



PROJECT NO. 1-0067-016

FILE 1-0067-016csm SHEET 1 OF 3

THIS INSTRUMENT WAS DRAFTED BY: L. LUCHT

CERTIFIED SURVEY MAP NO. _____

SURVEYOR'S CERTIFICATE

I, GARY A. ZHRINGER, PROFESSIONAL LAND SURVEYOR, DO HEREBY CERTIFY:

THAT I HAVE SURVEYED, MAPPED, AND COMBINED AT THE DIRECTION OF VAN'S REALTY & CONSTRUCTION OF APPLETON, ALL OF LOT 18 AND THE NORTH 60 FEET OF LOT 19, NORTH RIDGE MANOR, BEING PART OF THE NORTHEAST 1/4 OF THE SOUTHEAST 1/4, SECTION 3, TOWNSHIP 20 NORTH, RANGE 17 EAST, CITY OF MENASHA, WINNEBAGO COUNTY, WISCONSIN, MORE FULLY DESCRIBED AS FOLLOWS:

COMMENCING AT THE EAST 1/4 CORNER OF SAID SECTION 3; THENCE SOUTH 00 DEGREES 09 MINUTES 13 SECONDS WEST, ALONG THE EAST LINE OF THE SOUTHEAST 1/4 OF SAID SECTION, A DISTANCE OF 504.13 FEET; THENCE NORTH 89 DEGREES 50 MINUTES 47 SECONDS WEST, 494.12 FEET TO THE POINT OF BEGINNING; THENCE SOUTH 28 DEGREES 52 MINUTES 15 SECONDS WEST, ALONG THE WEST RIGHT-OF-WAY OF NORTH RIDGE COURT, A DISTANCE OF 160.00 FEET; THENCE NORTH 61 DEGREES 07 MINUTES 45 SECONDS WEST, A DISTANCE OF 120.00 FEET; THENCE NORTH 28 DEGREES 52 MINUTES 15 SECONDS EAST, ALONG THE WEST LINE OF LOTS 18 AND 19, NORTH RIDGE MANOR, A DISTANCE OF 160.00 FEET; THENCE SOUTH 61 DEGREES 07 MINUTES 45 SECONDS EAST, ALONG THE NORTH LINE OF LOT 18, NORTH RIDGE MANOR, A DISTANCE OF 120.00 FEET TO THE POINT OF BEGINNING. CONTAINING 19,200 SQ.FT. SUBJECT TO ALL EASEMENTS AND RESTRICTIONS OF RECORD.

THAT I HAVE FULLY COMPLIED WITH CHAPTER 236.34 OF THE WISCONSIN STATUTES AND WITH THE CITY OF MENASHA SUBDIVISION ORDINANCE IN SURVEYING, DIVIDING, DEDICATING AND MAPPING THE SAME.

THAT THIS CERTIFIED SURVEY MAP IS NOT A DIVISION OF PROPERTY BUT A COMBINING OF AND DEPICTION OF PARCEL NUMBERS 74-0-0831-00 AND 74-0-0832-01 INTO A SINGLE PARCEL AND DESCRIPTION.

THAT THIS MAP IS A CORRECT REPRESENTATION OF ALL EXTERIOR BOUNDARIES OF THE LAND SURVEYED AND THE COMBINATION THEREOF.

GIVEN UNDER MY HAND THIS THE 16TH DAY OF JULY, 2016.


GARY A. ZHRINGER, PROFESSIONAL LAND SURVEYOR S-2098



COMMON COUNCIL RESOLUTION:

RESOLVED BY THE COMMON COUNCIL OF THE CITY OF MENASHA, THAT THIS CERTIFIED SURVEY MAP IS HEREBY APPROVED.

DATED THIS _____ DAY OF _____, 2016.

MAYOR

CITY CLERK

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

DATE

PROJECT NO. 1-0067-016

FILE 1-0067-016csm SHEET 2 OF 3

THIS INSTRUMENT WAS DRAFTED BY: L. LUCHT

CERTIFIED SURVEY MAP NO. _____

CORPORATE CERTIFICATE OF DEDICATION:

VAN'S REALTY & CONSTRUCTION OF APPLETON, INC., A CORPORATION DULY ESTABLISHED AND EXISTING UNDER AND BY VIRTUE OF THE LAWS OF THE STATE OF WISCONSIN, AS OWNER, DOES HEREBY CERTIFY THAT SAID CORPORATION CAUSED THE LAND ABOVE DESCRIBED TO BE SURVEYED, MAPPED AND COMBINED, ALL AS SHOWN AND REPRESENTED ON THIS MAP.

DATED THIS _____ DAY OF _____, 2016.

JASON C. HAEN, PRESIDENT

STATE OF WISCONSIN)
) SS
OUTAGAMIE COUNTY)

PERSONALLY CAME BEFORE ME ON THE _____ DAY
OF _____, 2016, THE ABOVE OWNER(S)
TO ME KNOWN TO BE THE PERSON(S) WHO EXECUTED THE
FOREGOING INSTRUMENT AND ACKNOWLEDGE THE SAME.

NOTARY PUBLIC, STATE OF WISCONSIN
MY COMMISSION (IS PERMANENT)
(EXPIRES: _____)



Gary A. Zahringer
7-16-16

PROJECT NO. 1-0067-016

FILE 1-0067-016csm SHEET 3 OF 3

THIS INSTRUMENT WAS DRAFTED BY: L. LUCHT

EASEMENT

1. PARTIES:

City of Menasha, a Wisconsin Municipal Corporation, 140 Main Street, Menasha, WI 54952, hereinafter referred to as "Grantor".

Waverly Sanitary District, a town sanitary district, N8722 CTH LP, Menasha, WI 54952, hereinafter referred to as "Grantee".

2. AFFECTED PROPERTY:

Grantor is currently the owner of the following described real property: Outlot 1 of the Second Addition to Woodland Hills, part of the Southwest ¼ of the Southwest ¼ of Section 8, and part of the Northwest ¼ of the Northwest ¼ and the Northeast ¼ of the Northwest ¼ of Section 17, all in Township 20 North, Range 18 East, City of Menasha, Calumet County, Wisconsin.

City Clerk
City of Menasha
140 Main St.
Menasha, WI 54952

PIN: 7-00848-33

3. GRANT OF EASEMENT:

Grantor does hereby grant unto the Grantee, an easement on Grantor's property as described in the attached "EXHIBIT "A", which is incorporated herein.

4. STATEMENT OF PURPOSE:

The easement described above shall be for water and sanitary sewer facilities including access for ingress and egress to Grantor's property for the purpose of installing, maintaining, repairing, and replacing such facilities. The terms and conditions of the October 28, 1999, Intermunicipal Agreement between the Town of Harrison, City of Menasha and Waverly Sanitary District apply.

5. TYPE OF EASEMENT:

Grantee shall have the right to construct, install, maintain, operate, repair and replace and access water, sanitary sewer, and related facilities within the easement. Grantor may use the surface of the easement provided such use does not interfere with Grantee's rights contained in this easement.

6. MAINTENANCE:

Grantee shall be responsible for the maintenance of all water, sanitary sewer, and related facilities located within the easement.

7. INDEMNIFICATION:

The Grantee shall indemnify Grantor from any claim of liability arising out of the Grantee's use of the easement described above and caused by the Grantee's negligent conduct.

9. REMEDIES:

In addition to all other remedies allowed by law, the parties shall have the right to seek injunctive relief for the enforcement of the terms and conditions of this agreement.

10. BINDING EFFECT ON SUCCESSOR INTERESTS:

The terms, conditions and provisions of this agreement shall not extend to, be binding upon or inure to the benefit of the successors, heirs and assigns of the Grantee without the Grantor's express written consent.

DATED this _____ day of _____, 2016.

GRANTOR:

GRANTEE:

By: _____
Mayor
City of Menasha

STATE OF _____)
) ss.
County of _____

Personally appeared before me this _____ day of _____, 2016, _____,
Mayor, for the CITY OF MENASHA.

By: _____
Notary Public for City of Menasha
My Commission expires:

This document was drafted by:
Pamela A. Captain, Menasha City Attorney
140 Main St., Menasha, WI 54952
SBN: 1023192

Exhibit A - Legal Description

Outlot 1 of the Second Addition to Woodland Hills, part of the Southwest $\frac{1}{4}$ of the Southwest $\frac{1}{4}$ of Section 8, and part of the Northwest $\frac{1}{4}$ of the Northwest $\frac{1}{4}$ and the Northeast $\frac{1}{4}$ of the Northwest $\frac{1}{4}$ of Section 17, all in Township 20 North, Range 18 East, City of Menasha, Calumet County, Wisconsin.

Reg

INTERMUNICIPAL AGREEMENT

1. Preamble

The Town of Harrison (Town), the City of Menasha (City), and the Waverly Sanitary District (Waverly) pursuant to ss. 66.027, 66.30 and 66.028 Wis. Stats., desire to enter into an Intermunicipal Agreement in order to:

- A. Establish fixed boundaries;
- B. Facilitate orderly development of the Town and the City;
- C. Eliminate current and minimize future litigation;
- D. Provide for cost effective governmental services to citizens of the Town and City;
- E. Maximize capacity of current infrastructure for sewer and water service;
- F. Promote harmony between the municipalities.

The Town and the City desire to enter into an agreement pursuant to s. 66.023 Wis. Stats. to formalize boundaries between the municipalities. This agreement is intended to be an interim agreement until such time as the s. 66.023 agreement is enacted.

2. Boundaries

The eastern boundary line shall be fixed to run from the intersection of Manitowoc and Lake Park Road southerly to the intersection of Lake Park Road and STH114 - US10. The southern boundary line shall run from the intersection of Lake Park Road and STH114 - US10 westerly to the intersection of Oneida Street and STH114 - US10. The western boundary line shall run along Oneida Street from the intersection of Oneida Street and STH114 - US10 to the intersection of Midway Road and Oneida Street. The northern boundary shall run from the intersection of Midway Road and Oneida Street easterly along Midway Road to Kernan Avenue, then south along Kernan Avenue to Manitowoc Road, then easterly along Manitowoc Road to Lake Park Road.

The Town territory within the boundary described shall be designated as an area within which the City may annex without Town objection. This area shall be designated the City growth area.

The territory east of Lake Park Road shall be designated the Town growth area. The City shall not accept any petition for annexation for any territory east of Lake Park Road.

A map will be prepared as Exhibit "A" and incorporated into this Agreement.

3. Residents Within the City Growth Area

Property owned by a Town resident who also resides on such property within the City growth area may be included in an annexation petition accepted by the City except as is limited below. The City agrees that it will not include in any annexation petition any part of property which was actively being farmed as of April 1, 1999 (except for property owned by Gordon Van De Hey which is being purchased by the City) unless such property owner resident signs the petition for annexation. It is understood that any and all property owned by a resident active farmer as of April 1, 1999 shall not be included in any annexation petition. These are the farms owned and operated by Jeffrey Wisnet, James Bodway, and John Bartlein. Should any of these farms no longer be actively farmed by the resident owner, the City may include any of that land in any annexation petition. For purposes of this paragraph, a property is not actively farmed if no crops are harvested for two consecutive growing seasons on the tillable land, or the property owner has certified to the City and the Town a valid agricultural reason for the land to remain unplanted for longer than two consecutive growing seasons. The City may also include in an annexation petition land at the intersection of Oneida Street and US10 - STH114 currently being developed as a gas station. The City will honor any permits or plats which have been issued or approved prior to April 1, 1999.

The Town will not contest nor finance any objection to any annexation petition filed consistent with this agreement. No property owner is obligated to sign an annexation petition unless that land is being developed.

The City may annex without objection from the Town, any occupied property within the City growth area, except occupied property as of April 1, 1999 in what is known as the Stacker plat, the Green Acres Pond plat (Ribble), the Cottonwood Creek plat, and the Cottonwood Creek II plat, the Hoffman Estates plat and the farms referred to above. No such annexation may occur except at such time as the current owner sells the property to other than an immediate family member. For purposes of this agreement, immediate family means husband, wife, son, daughter, stepson or stepdaughter. The City may annex any property within the City growth area whose owner signs a petition for annexation.

Any resident owner may replace or remodel his/her existing residence pursuant to Town regulations. No new additional residences may be constructed without the consent of the City.

With respect to the Stacker plat, Hoffman Estates plat, Cottonwood Creek plat, and the Cottonwood Creek II plat, the City shall not accept any annexation petitions unless they are unanimous consent annexation petitions.

Attached as Exhibit "B" and made part of this agreement by reference is the perimeter boundaries and/or descriptions of the Stacker plat, Hoffman Estates plat, Cottonwood Creek plat, Cottonwood Creek II plat and the Green Acres Pond Plat.

4. Unimproved Property Within the City Growth Area

To the extent allowed by law, the Town will not allow the development of any land within the City growth area except single and two family dwellings may be constructed on lots of record as of April 1, 1999. Development shall include the issuance of any building permit, rezoning consideration, vacation request or any other action requiring the approval of the Town of Harrison Planning Commission or Town Board. The Town shall notify the City of applications to construct or develop single family or two-family homes on lots of record as of April 1, 1999.

The Waverly Sanitary District shall not allow any connections to sanitary sewer or water service within the City growth area except for single and two family development on lots of record as of April 1, 1999. Should any property owner wish to develop or build in any manner which is not consistent with this provision, the Town shall advise that that property owner should file a petition with the City to annex the property.

The City agrees to indemnify and hold the Town and Waverly Sanitary District harmless in the event a Court of record imposes damages as a result of the obligations imposed by this section 4.

5. Town Growth Area

The City shall not accept for annexation any property within the Town growth area without the approval of the Harrison Town Board. The parties agree that this paragraph may be used as the sole basis for a Court determination regarding the invalidity of any annexation by the City within the Town's growth area. The City shall not exercise any extraterritorial zoning or extraterritorial plat review over any property within the Town's growth area.

6. Sanitary Sewer Planning Area

All development in the Sanitary Sewer Planning Area as established by East Central Regional Planning Commission shall require hook-up to public sanitary sewer systems connected to the Neenah-Menasha Sewerage System. No on-site waste disposal systems shall be allowed or approved, except as replacements for existing on-site waste disposal systems which have been designated as a failing system by the Calumet County Sanitarian. The Town and the City shall cooperate to expand the Sanitary Sewer Service Area so as to accommodate the intent of this Agreement. Such cooperation shall include a direct request for an initial expansion of the Sewer Service Area so as to provide an opportunity for immediate growth as well as a change in policy which would allow for automatic expansion of the sewer service area upon achieving a predetermined level of growth in the Sewer Service Area.

Neither the Town nor the Waverly Sanitary District may petition East Central Regional Planning Commission to include within the Sanitary Sewer Service Area any property within the City growth area without annexation to the City or the consent of the City.

Neither the Town nor Waverly Sanitary District may extend the Waverly Sanitary District within the City growth area.

A Memorandum of Understanding relating to expansion of the Neenah/Menasha Sewer Service Area and extension of sewer and water facilities is attached as Exhibit "C" and made part of this agreement by reference.

7. Engineering Study of Sanitary Sewer System

An engineering study has been prepared by Omni Engineering which establishes a plan for the installation of sanitary sewer service to areas within the City and Town growth areas. The City and the Town agree that option A, attached as Exhibit A, will be the basis for this service expansion with the parties sharing in the actual costs of construction according to the percentages of territory to be served by this expansion. The parties further agree that this expansion will take place during the 2000 construction season and that arrangements will be made in the respective budgets of the Town and the City to pay for this expansion. Upon completion of the system, the system will be turned over to the Waverly Sanitary District for operation.

The Waverly Sanitary District shall be responsible to bid the project design and construction. Upon receiving invoices, the City and Town will pay such invoices to Waverly based upon monthly-billed documentation. The share of the total project will be

as determined by the Omni study. The City and Town shall have the right to review bidding documents and contract document before award and construction.

8. Large Sewer Users

The Town or the City shall provide notice to the other when considering for approval any plans, building permit requests, CSM's or plats filed for any large user of the sewer system. A large user will be any user whose discharge is greater than 5000 gallons/day. Any capacity used by a large user shall be allocated to the capacity of the municipality in which the user is located.

9. Waverly Sanitary District

The Town and the City agree that any infrastructure necessary for water or sanitary service shall be installed at the expense of the benefiting municipality and shall then be turned over to the Waverly Sanitary District for operation and maintenance. Neither the Town nor the City shall make any attempt to dissolve and take over the Waverly Sanitary District without the consent of the Waverly Sanitary District and each other. Any

extensions to the sanitary or water service system shall follow Waverly Sanitary District procedures.

If necessary due to capacity issues with the current force main/gravity sewer connections to Sanitary District No. 4, the City of Menasha agrees to allow a future forced main connection from joint lift station to its 15" sanitary sewer in STH 114 west of Melissa street provided adequate capacity exists in such sewer. Waverly Sanitary District must exercise its current option to use excess capacity pursuant to its agreement with Sanitary District No. 4.

The Town shall obtain the consent of the Waverly Sanitary District to this Agreement.

10. Town Incorporation

The City shall not contest any attempt by the Town to incorporate so long as all the territory of the incorporation effort is outside the City's growth area. The Town agrees that it will stipulate that any incorporation filed contrary to this paragraph does not meet the criteria of sec. 66.016 Wis. Stats.

11. Joint Planning

The parties agree to work in good faith on issues of joint planning. In addition, the parties shall, in the future, work together to provide the necessary public services to the

residents of both municipalities. A joint planning committee comprised of three City members and three Town members shall be established to make recommendations to the City's Planning Commission and Common Council and to the Town Board on issues of joint planning. Any disputes will be settled by mediation by an agreed upon third party.

12. Curtin Annexation

Upon execution of this agreement, the Town will dismiss its claims in the lawsuit challenging the Curtin annexation, **Town of Harrison and Carlton A. Wieckert v. City of Menasha**, 97 CV 100. The Town shall also not finance any continuation of this lawsuit by Carlton A. Wieckert or any other third party.

13. Amendments

This agreement may be amended from time to time by mutual agreement. No amendments shall be valid until such time as the amendments are authorized by the governing bodies of the City of Menasha and the Town of Harrison and executed in writing. The Town and the City agree that each shall entertain any requests for amendments by the other and make a decision as to the amendment within 90 days of the receipt of the notice of the request for the amendment.

14. Notices

All notices required by this agreement must be served personally, or by certified mail upon the respective municipal clerks. All petitions for annexation shall be forwarded from the party receiving it to the other party as soon as possible.

16. Miscellaneous

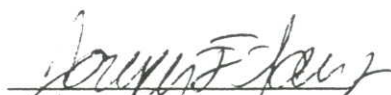
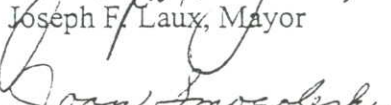
- a. It is contemplated that the municipalities will rely on ss. 66.30, 66.027 and 66.028 Wis. Stats., as statutory authority for this Boundary Agreement. The agreement shall be binding upon future Town Boards and City Councils and shall remain in effect until the enactment of a s. 66.023 Wis. Stats. agreement. Should such s. 66.023 agreement not be enacted, this agreement shall be extended until September 1, 2029. This Agreement may be extended by the approval of the City Common Council and the Town Board at any time. It is the intent of the parties that no statutory amendments, changes in the forms of government of the Town or the City nor changes in the elected officials shall affect the enforceability of the agreement.
- b. This Agreement is intended to be solely between the Town, the City and the Waverly Sanitary District. Nothing in this Agreement accords any third party any legal or equitable right, whatsoever which may be enforced by any non-party to this Agreement. Waverly Sanitary District shall approve of this agreement.
- c. If any portion of this Agreement is deemed to be invalid or unconstitutional, it shall not invalidate the balance of the Agreement not affected by that determination.
- d. The Agreement imposes a duty of good faith and fair dealing on all parties.
- e. This Agreement is the complete agreement of the parties with respect to the matters covered by this Agreement. No agreements, promises, nor representations made by either party during the negotiations for or approval of this agreement shall be binding or effective unless included. The negotiating parties agree that each of them shall recommend this agreement to the City Council, the Town Board, and Waverly Sanitary Board for approval. The negotiating parties agree further that each of them shall support and promote this agreement to any other entity, public or private that is affected by, or needs to approve any issue necessary to carry out the intent of this agreement.
- f. Either party without objection in any action to enforce the terms of this Agreement may enter this Agreement into evidence.
- g. The failure of any party to require strict compliance with any provision of this Agreement shall not constitute a waiver of the provisions of the Agreement nor any of the parties' rights under this Agreement. Rights and obligations under this agreement may only be waived or modified in writing signed by the party waiving that right or

obligation. Waiver or modification of one term will not constitute a waiver of any other term.

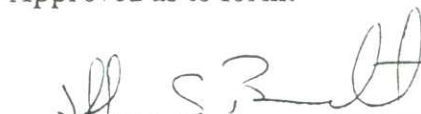
- h. The City will construct its share of Carpenter Street during the 1999 construction season unless cost prohibitive. In that event, it will be constructed during the 2000 construction season.
- i. This Agreement shall be liberally construed to accomplish its intent. The parties agree that each has been involved in the drafting of this Agreement so that no ambiguity shall be held against either party simply as drafter.
- j. The parties agree that any unresolved dispute will be submitted to a mediator prior to either party instituting any legal action concerning this agreement.

Dated this 28th day of Oct, 1999.


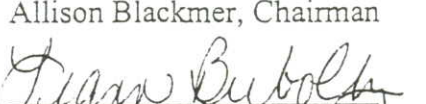
CITY OF MENASHA:


Joseph F. Laux, Mayor

Joan Smogoleski, City Clerk

Approved as to form:


Jeffrey S. Brandt

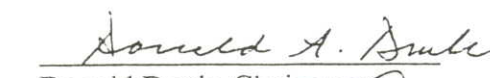
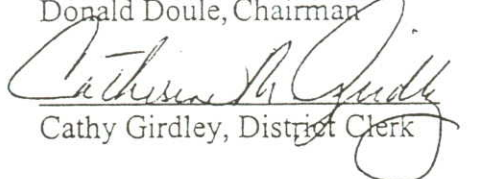
TOWN OF HARRISON:


Allison Blackmer, Chairman

Leann Buboltz, Adm. Coord.
Deputy Clerk

Approved as to form:


~~John D. Claypool~~

WAVERLY SANITARY DISTRICT:


Donald Doule, Chairman

Cathy Girdley, District Clerk

Approved as to form:

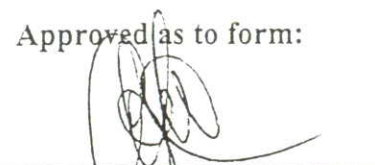

Charles L. Hartzheim

EXHIBIT "A"

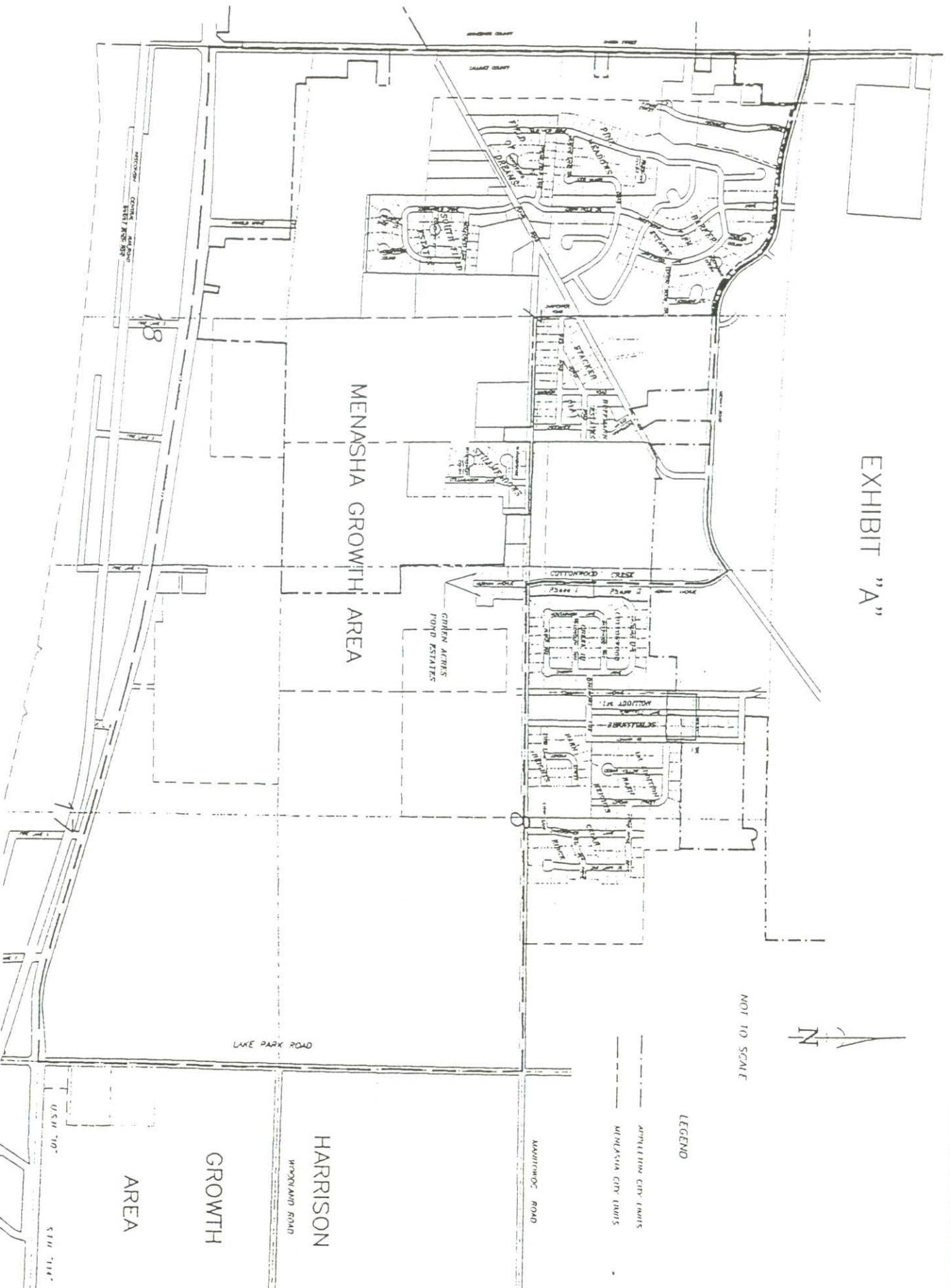


EXHIBIT B

Stacker Plat

SW ¼, NE ¼, Section 7, T20N, R18E, Town of Harrison

Green Acres Pond plat

Part of the West ½ of the NW ¼, Section 8, T20N, R18E, Town of Harrison,
Calumet County, Wisconsin

Hoffman Estates

Lot 2 of Certified Survey Map 1728 being Part of Lot 5 of Block 2 of Stacker Plat,
located in the Southwest ¼ of the Northeast ¼ of Section 7, Township 20 North,
Range 18 East, Town of Harrison, Calumet County, WI

Cottonwood Creek

All of C.S.M. 1624 and part of the Southwest ¼ of the Northwest ¼ of Section 8,
Township 20 North, Range 18 East, Town of Harrison, Calumet County,
Wisconsin

Cottonwood Creek II

Part of the Southwest ¼ of the Northwest ¼ of Section 8, Township 20 North,
Range 18 East, Town of Harrison, Calumet County, Wisconsin

EXHIBIT "C"
Memorandum of Understanding

This memorandum is entered into between the City of Menasha, Town of Harrison, Waverly Sanitary District and the East Central Wisconsin Regional Planning Commission's Regional Development Committee (RDC). This agreement is subject to the approval of the Wisconsin Department of Natural Resources on the the original swap amendment.

WHEREAS the City of Menasha, Town of Harrison, and Waverly Sanitary District have cooperated in the design of major sanitary sewer system improvements to service development in the vicinity of Lake Park Road and STH 10/114, and;

WHEREAS major investments will be required to extend the backbone sanitary sewer system to service the projected growth areas and;

WHEREAS the East Central Wisconsin Regional Planning Commission is the designated sewer service area planning agency for the subject area, and;

WHEREAS the Regional Development Committee takes actions and makes advisory recommendations to the WDNR on sewer service area amendments, and;

WHEREAS the amount of developable acreage currently within this portion of the Neenah/Menasha Sewer Service Area boundary would not be capable of supporting the costs of the necessary system improvements;

NOW, THEREFORE BE IT RESOLVED that the East Central Wisconsin Regional Planning Commission's Regional Development Committee will support and recommend to the WDNR approval of a future request from the Waverly Sanitary District to add an additional 105.8 total acres of land, of which 91.2 acres are vacant, to the Neenah/Menasha Sewer Service Area, shown as Area #4 per the attached map;

BE IT FURTHER RESOLVED that the addition of Area #4 acres will be subject to Area #2 being developed to a point which meets or exceeds 50% of its total land area.

BE IT FURTHER RESOLVED that the addition of Area #4 will still be subject to WDNR review and certification once advisory recommendations are acted upon by the Regional Development Committee.

BE IT FURTHER RESOLVED that this agreement will expire on January 1, 2002 or once the East Central Wisconsin Regional Planning Commission initiates a 5-year update of the Neenah/Menasha Sewer Service Area Plan.

BE IT FURTHER RESOLVED that the City of Menasha and the Town of Harrison will support such an amendment;




Joseph F. Lutz, Mayor-City of Menasha

Date: 10-28-99



Allison Blackmer, Chairperson - Town of Harrison

Date: 10-28-99



Donald Doule, President - Waverly Sanitary District

Date: 10-28-99

Donald DeGroot, Chair - ECWRPC Regional Development Committee

Date: _____

Harlan Kiesow, Director - East Central Wisconsin RPC

Date: _____

City of Menasha Disbursements

Weekly Accounts Payable	8/1/16-8/11/16	\$ 2,384,551.08
	Checks # 54719-54901	

Bi-Weekly Payroll	8/4/16	\$ 189,457.57
-------------------	--------	---------------

Additional Regular Cycle Accounts Payables -Paid Electronically

Banking Fee	7/29/16	\$ 75.00
Returned Check	7/29/16	\$ 7.00
Delta Dental	8/3/16	\$ 2,184.80
World Pay Charges-FFM	8/4/16	\$ 122.98
Community First Credit Union-Payroll Deductions	8/4/16	\$ 4,461.00
Nationwide Retirement	8/5/16	\$ 10,315.50
TASC-Flex Spending	8/8/16	\$ 3,741.91
Delta Dental	8/10/16	\$ 1,417.80
Federal Tax Withholding	8/10/16	\$ 71,835.74

\$ 94,161.73

Total	\$ 2,668,170.38
-------	-----------------

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

8/11/16
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: 8/1/2016

Date: 8/2/2016

<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>
A TO Z DATABASES	54719	8/1/2016	501580	100-0601-551.30-14	2,780.00	Library Materials
			Total for check: 54719		2,780.00	
BADGER ELEVATOR	54720	8/1/2016	662283	470-0601-551.82-01	10,981.20	Repair
			Total for check: 54720		10,981.20	
BAKER & TAYLOR INC	54722	8/1/2016	2032058065	100-0601-551.30-14	278.89	Library Materials
		8/1/2016	2032059754	100-0601-551.30-14	847.32	Library Materials
		8/1/2016	2032071276	100-0601-551.30-14	806.51	Library Materials
		8/1/2016	2032075529	100-0601-551.30-14	178.17	Library Materials
		8/1/2016	2032077479	100-0601-551.30-14	462.03	Library Materials
		8/1/2016	2032087175	100-0601-551.30-14	849.44	Library Materials
		8/1/2016	2032093089	100-0601-551.30-14	580.02	Library Materials
		8/1/2016	2032095707	100-0601-551.30-14	566.86	Library Materials
		8/1/2016	2032095897	100-0601-551.30-14	132.50	Library Materials
		8/1/2016	2032106622	100-0601-551.30-14	805.23	Library Materials
		8/1/2016	2032109166	100-0601-551.30-14	526.33	Library Materials
		8/1/2016	2032109555	100-0601-551.30-14	172.52	Library Materials
		8/1/2016	2032111934	100-0601-551.30-14	336.48	Library Materials
		8/1/2016	2032116556	100-0601-551.30-14	266.37	Library Materials
		8/1/2016	2032118927	100-0601-551.30-14	287.10	Library Materials
		8/1/2016	2032120706	100-0601-551.30-14	123.69	Library Materials
		8/1/2016	2032122312	100-0601-551.30-14	402.46	Library Materials
		8/1/2016	2032124973	100-0601-551.30-14	383.00	Library Materials
		8/1/2016	5014173166	100-0601-551.30-14	136.84	Library Materials
			Total for check: 54722		8,141.76	
BIBLIOTHECA LLC	54723	8/1/2016	SI0012148-US	100-0601-551.24-04	4,546.00	2015 Encumbered Funds
			Total for check: 54723		4,546.00	

AP Check Register
Check Date: 8/1/2016

Date: 8/2/2016

<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>
JOE BONGERS	54724	8/1/2016	BONGERS	100-0601-551.33-01	54.70	June 2016 Expenses
			Total for check: 54724		54.70	
CASA HISPANA INC	54725	8/1/2016	CASA HISPANA	100-0601-551.33-02	37.50	2016 Latino Fest
			Total for check: 54725		37.50	
CENGAGE LEARNING - GALE	54726	8/1/2016	58176849	100-0601-551.30-14	90.37	Library Materials
		8/1/2016	58177157	100-0601-551.30-14	92.77	Library Materials
		8/1/2016	58228262	100-0601-551.30-14	21.59	Library Materials
		8/1/2016	58228532	100-0601-551.30-14	45.60	Library Materials
		8/1/2016	58257304	100-0601-551.30-14	38.92	Library Materials
		8/1/2016	58262353	100-0601-551.30-14	24.79	Library Materials
		8/1/2016	58278604	100-0601-551.30-14	70.40	Library Materials
		8/1/2016	58286057	100-0601-551.30-14	91.97	Library Materials
			Total for check: 54726		476.41	
CRESCENT ELECTRIC SUPPLY COMPANY	54727	8/1/2016	S502217255.001	100-0601-551.24-03	58.95	GE Plug In
			Total for check: 54727		58.95	
DEMCO	54728	8/1/2016	5899713	100-0601-551.30-18	125.45	Supplies
			Total for check: 54728		125.45	
EBSCO INDUSTRIES INC	54729	8/1/2016	1000039082-1	100-0601-551.30-14	1,028.31	Subscriptions
			Total for check: 54729		1,028.31	
ENERGY CONTROL & DESIGN INC	54730	8/1/2016	0076929-IN	470-0601-551.82-01	5,680.00	Software Upgrade
				100-0601-551.24-03	663.25	Software Upgrade
			Total for check: 54730		6,343.25	
FINDAWAY WORLD LLC	54731	8/1/2016	188325	100-0601-551.30-14	33.99	Library Materials

AP Check Register

Check Date: 8/1/2016

Date: 8/2/2016

<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>
FINDAWAY WORLD LLC...	54731...	8/1/2016	189041	100-0601-551.30-14	655.65	Library Materials
			Total for check: 54731		689.64	
FOX STAMP SIGN & SPECIALTY	54732	8/1/2016	OE-63859	100-0601-551.30-10	24.30	Nametag
			Total for check: 54732		24.30	
INFORMATION TODAY INC	54733	8/1/2016	1596451-B2	100-0601-551.30-14	404.05	Library Materials
			Total for check: 54733		404.05	
KITZ & PFEIL INC	54734	8/1/2016	06-02-090059	100-0601-551.30-13	21.59	Groundclear Killer
		8/1/2016	06-15-140009	100-0601-551.24-03	5.84	Plant Bracket
		8/1/2016	06-15-140124	100-0601-551.30-13	15.73	Sandpaper/Brush Plant Food
		8/1/2016	07-13-090099	100-0601-551.24-03	10.66	Sandpaper/Brush
		8/1/2016	07-13-140045	100-0601-551.30-16	33.05	Storage Boxes/PVC Pipe
		8/1/2016	07-15-140069	100-0601-551.24-03	20.64	Sandpaper/Brush
			Total for check: 54734		107.51	
MARIS ASSOCIATES	54735	8/1/2016	1075	100-0601-551.30-14	186.75	Library Materials
			Total for check: 54735		186.75	
MCMAHON	54736	8/1/2016	902784	100-0601-551.24-03	222.40	Light Tube Support Frame
			Total for check: 54736		222.40	
MIDWEST TAPE	54737	8/1/2016	0094024693	100-0601-551.30-14	317.10	Library Materials
		8/1/2016	0094028676	100-0601-551.30-14	49.97	Library Materials
		8/1/2016	0094048423	100-0601-551.30-14	149.91	Library Materials
		8/1/2016	0094048425	100-0601-551.30-14	358.59	Library Materials
		8/1/2016	0094050437	100-0601-551.30-14	209.95	Library Materials
		8/1/2016	0094069598	100-0601-551.30-14	243.59	Library Materials
		8/1/2016	0094069823	100-0601-551.30-14	394.83	Library Materials

AP Check Register

Check Date: 8/1/2016

Date: 8/2/2016

Vendor Name	Check Number	Check Date	Invoice Number	Account Number	Amount	Description
MIDWEST TAPE...	54737...	8/1/2016	0094073692	100-0601-551.30-14	34.99	Library Materials
		8/1/2016	0094094212	100-0601-551.30-14	48.71	Library Materials
		8/1/2016	0094094756	100-0601-551.30-14	278.89	Library Materials
		8/1/2016	0094104087	100-0601-551.30-14	637.99	Library Materials
		8/1/2016	0094110537	100-0601-551.30-14	34.99	Library Materials
	Total for check: 54737				2,759.51	
NAVIANT	54738	8/1/2016	0129022-IN	100-0601-551.24-04	778.00	Preventative Maintenance
					Total for check: 54738	
PENGUIN RANDOM HOUSE INC	54739	8/1/2016	1087628542	100-0601-551.30-14	26.25	Library Materials
		8/1/2016	1087692779	100-0601-551.30-14	33.75	Library Materials
		8/1/2016	1087773555	100-0601-551.30-14	50.25	Library Materials
	Total for check: 54739				110.25	
QUALITY BOOKS INC	54740	8/1/2016	195193	100-0601-551.30-14	114.23	Library Materials
		8/1/2016	195194	100-0601-551.30-14	87.96	Library Materials
		8/1/2016	195236	100-0601-551.30-14	207.60	Library Materials
		8/1/2016	195290	100-0601-551.30-14	304.29	Library Materials
		8/1/2016	195291	100-0601-551.30-14	100.22	Library Materials
		8/1/2016	195297	100-0601-551.30-14	177.46	Library Materials
	Total for check: 54740				991.76	
S & L DELIVERY	54741	8/1/2016	S & L DELIVERY	100-0601-551.30-14	537.66	Library Materials
					Total for check: 54741	
SERVICEMASTER BUILDING MAINTENANCE	54742	8/1/2016	20334	100-0601-551.20-01	1,496.00	Janitorial Service
					Total for check: 54742	
SHOWCASES	54743	8/1/2016	293845	100-0601-551.30-18	40.68	Supplies

AP Check Register
Check Date: 8/1/2016

Date: 8/2/2016

<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>
SHOWCASES...	54743...	8/1/2016	293846	100-0601-551.30-18	15.96	Supplies
		8/1/2016	294219	100-0601-551.30-18	273.00	Supplies
	Total for check: 54743				329.64	
DENISE STEWART	54744	8/1/2016	STEWART	100-0601-551.30-14	14.50	Angry Birds Toons Reimbur
					14.50	
SYNCB/AMAZON	54746	8/1/2016	000682217347	100-0601-551.30-14	14.99	Library Materials
		8/1/2016	000682503967	100-0601-551.30-14	9.70	Library Materials
		8/1/2016	000683574911	100-0601-551.30-14	67.46	Library Materials
		8/1/2016	000686729628	100-0601-551.30-14	29.96	Library Materials
		8/1/2016	023328157321	100-0601-551.30-14	14.69	Library Materials
		8/1/2016	027542407317	100-0601-551.30-14	24.96	Library Materials
		8/1/2016	085414704010	100-0601-551.30-14	59.97	Library Materials
		8/1/2016	104770786537	100-0601-551.30-14	14.69	Library Materials
		8/1/2016	114900689198	100-0601-551.30-14	17.84	Library Materials
		8/1/2016	136074161227	100-0601-551.30-14	15.74	Library Materials
		8/1/2016	137031148094	100-0601-551.30-14	27.13	Library Materials
		8/1/2016	137033113534	100-0601-551.30-14	35.17	Library Materials
		8/1/2016	137036558128	100-0601-551.30-14	102.73	Library Materials
				100-0601-551.30-18	6.84	Library Materials
		8/1/2016	142880627387	100-0601-551.30-14	30.73	Library Materials
		8/1/2016	142880712887	100-0601-551.30-14	173.65	Library Materials
		8/1/2016	142884308927	100-0601-551.30-14	44.96	Library Materials
		8/1/2016	142884625988	100-0601-551.30-14	56.66	Library Materials
		8/1/2016	142884688399	100-0601-551.30-14	13.90	Library Materials
		8/1/2016	145063615742	100-0601-551.30-14	13.64	Library Materials
		8/1/2016	155195349630	100-0601-551.30-14	14.69	Library Materials
		8/1/2016	159727827800	100-0601-551.30-14	13.64	Library Materials
		8/1/2016	164920971850	100-0601-551.30-14	15.74	Library Materials
		8/1/2016	182329929771	100-0601-551.30-14	29.96	Library Materials
		8/1/2016	185318177817	100-0601-551.30-14	6.47	Library Materials
		8/1/2016	187228716159	100-0601-551.30-14	15.74	Library Materials

AP Check Register
Check Date: 8/1/2016

Date: 8/2/2016

Vendor Name	Check Number	Check Date	Invoice Number	Account Number	Amount	Description
SYNCB/AMAZON...	54746...	8/1/2016	244055273149	100-0601-551.30-14	39.96	Library Materials
		8/1/2016	244057790986	100-0601-551.30-14	(7.35)	Library Materials-CREDIT
		8/1/2016	252344741758	100-0601-551.30-14	17.84	Library Materials
		8/1/2016	292174432790	100-0601-551.30-14	19.96	Library Materials
	Total for check: 54746				942.06	
THIRD STREET MARKET	54747	8/1/2016	03136795	100-0601-551.30-16	9.98	Supplies
		8/1/2016	03138524	100-0601-551.30-16	11.90	Supplies
		8/1/2016	05090141	100-0601-551.30-16	8.00	Supplies
	Total for check: 54747				29.88	
UNIQUE MANAGEMENT SERVICES INC	54748	8/1/2016	430574	100-0000-441.19-00	268.50	Collection Agency Fees
					Total for check: 54748	
US BANK EQUIPMENT FINANCE	54749	8/1/2016	309090306	100-0601-551.24-04	103.73	Contract
					Total for check: 54749	
WINNEFOX LIBRARY SYSTEM	54750	8/1/2016	6102	100-0601-551.30-11	127.14	April-June Postage
		8/1/2016	6122	100-0601-551.30-16	212.00	Contract Subscription
		8/1/2016	6141	100-0601-551.30-16	70.00	April-June Printing
	Total for check: 54750				409.14	
					44,978.81	

AP Check Register

Check Date: 8/4/2016

Date: 8/4/2016

<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>
ACCURATE	54751	8/4/2016	1609528	731-1022-541.30-18	104.10	Washers, Bolts, Screws
			Total for check: 54751		104.10	
CITY OF APPLETON	54752	8/4/2016	232088	100-0302-542.25-01	14,225.00	August 2016 Transit Services
			Total for check: 54752		14,225.00	
ASSOCIATED BAG COMPANY	54753	8/4/2016	N621941	100-0909-531.30-18	82.41	Poly Bags
			Total for check: 54753		82.41	
RON MILLER	54754	8/4/2016	BACK N KICKIN	100-0906-531.20-05	400.00	Corny Walk 8/11/16
			Total for check: 54754		400.00	
BATTERIES PLUS LLC	54755	8/4/2016	508-109749-01	100-1008-541.30-18	91.98	Battery Pack
			Total for check: 54755		91.98	
BAYCOM INC	54756	8/4/2016	EQUIPINV_003566	824-0807-521.30-15	69.00	Face Plates & Switch
			Total for check: 54756		69.00	
BERGSTROM	54757	8/4/2016	284316	100-0801-521.29-04	68.62	Service Ford Taurus
			Total for check: 54757		68.62	
FACTORY MOTOR PARTS CO	54758	8/4/2016	1-5024370	731-1022-541.30-18	3.78	Valve Stem Remover
		8/4/2016	18-1505056	731-1022-541.38-03	1,163.29	Parts
		8/4/2016	18-1505349	731-1022-541.30-18	93.60	Cleaner
		8/4/2016	18-1505392	731-1022-541.38-03	183.60	Parts
		8/4/2016	18-1505508	731-1022-541.38-03	270.58	Calipers
		8/4/2016	18-1506253	731-1022-541.38-03	275.55	Parts

AP Check Register

Check Date: 8/4/2016

Date: 8/4/2016

<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>
FACTORY MOTOR PARTS CO...	54758...	8/4/2016	18-1506713	731-1022-541.38-03	(176.88) Credit	
			Total for check: 54758		1,813.52	
FARRELL EQUIPMENT & SUPPLY CO INC	54759	8/4/2016	INV000000813839	470-1009-541.82-02	129.99 Kure & Seal	
			Total for check: 54759		129.99	
FERGUSON ENTERPRISES #1550	54760	8/4/2016	3463499	100-0703-553.24-03	112.24 Plumb Part	
		8/4/2016	3463812	100-0703-553.30-18	168.31 Parts for Fountain	
		8/4/2016	3466468	100-0703-553.24-03	53.99 Plumb Parts	
		8/4/2016	CM347242	100-0703-553.24-03	(112.24) Credit	
			Total for check: 54760		222.30	
FERGUSON WATERWORKS #1476	54761	8/4/2016	0199879	625-1010-541.30-18	1,225.48 Pipes/Caps/Primer/Cement	
		8/4/2016	0201009	625-1010-541.30-18	156.06 Slip/PVC Coup/Primer/ Cement	
		8/4/2016	0201689	601-1020-543.30-18	308.61 M/Hole Lids/Frm	
			Total for check: 54761		1,690.15	
FOX STAMP SIGN & SPECIALTY	54762	8/4/2016	OE-64022	100-0801-521.30-10	29.95 Stamp	
			Total for check: 54762		29.95	
FOX VALLEY AREA LABOR COUNCIL	54763	8/4/2016	FVALC	100-0408-552.21-06	250.00 Labor Day Parade Donation	
			Total for check: 54763		250.00	
GERDAU	54764	8/4/2016	96870690	100-1011-541.30-18	300.00 Epoxy	
				625-1003-541.30-18	500.00 Epoxy	
				100-1003-541.30-18	500.00 Epoxy	
			Total for check: 54764		1,300.00	
GRIESBACH READY-MIX LLC	54765	8/4/2016	3488	100-1004-541.30-18	466.00 Concrete	
				625-1010-541.30-18	607.50 Concrete	

AP Check Register

Check Date: 8/4/2016

Date: 8/4/2016

<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>
GRIESBACH READY-MIX LLC...	54765...	8/4/2016...	3488...	625-1003-541.30-18	1,344.00 Concrete	
			Total for check: 54765		2,417.50	
GUNDERSON CLEANERS	54766	8/4/2016	392219	100-0801-521.30-13	34.66 Mats/Towels	
			Total for check: 54766		34.66	
GUSTMAN CHEVROLET SALES INC	54767	8/4/2016	205368	731-1022-541.29-04	29.95 Service Impala	
			Total for check: 54767		29.95	
CANDI HUBER	54768	8/4/2016	HUBER	100-0202-512.33-01	4.58 June Expenses	
				100-0202-512.33-01	3.95 July Expenses	
			Total for check: 54768		8.53	
JOHN DEERE FINANCIAL	54769	8/4/2016	76378766	100-0703-553.30-18	276.44 Landscape Supplies	
				100-1003-541.30-18	149.98 Landscape Supplies	
			Total for check: 54769		426.42	
JOHN'S SAW SERVICE	54770	8/4/2016	10699	731-1022-541.38-03	5.56 Screws/Gaskets	
			Total for check: 54770		5.56	
JX ENTERPRISES INC	54771	8/4/2016	G-261600024	731-1022-541.38-03	33.49 Gasket/Axle Shaft	
		8/4/2016	G-261610006	731-1022-541.38-03	18.68 Nozzle-Wiper	
		8/4/2016	G-261620020	731-1022-541.38-03	306.22 Grommet/Mirror	
			Total for check: 54771		358.39	
KUNDINGER INC	54772	8/4/2016	50389456	731-1022-541.38-03	173.64 Valve/Nipple/Hose	Bushing
			Total for check: 54772		173.64	
L&S TRUCK CENTER	54773	8/4/2016	265079	731-1022-541.29-04	53.03 Vehicle Maintenance	

AP Check Register

Check Date: 8/4/2016

Date: 8/4/2016

<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>
L&S TRUCK CENTER...	54773...	8/4/2016	265120	731-1022-541.29-04	801.99 Spark Plug/Sensor/Strap	
			Total for check: 54773		855.02	
MARCO INC	54774	8/4/2016	50866632	743-0403-513.29-01	140.40 1st Floor Copier Agrmt	
			Total for check: 54774		140.40	
MCCLONE INSURANCE GROUP	54775	8/4/2016	250540	100-0801-521.32-01	30.00 Notary Bond	
			Total for check: 54775		30.00	
MCNEILUS TRUCK & MFG COMPANY	54776	8/4/2016	3297157	731-1022-541.38-03	160.29 Wear Strip	
			Total for check: 54776		160.29	
TOWN OF MENASHA POLICE DEPARTMENT	54777	8/4/2016	TMPD	100-0000-201.03-00	282.80 Bond/MPD 16-2421	
			Total for check: 54777		282.80	
MENASHA TREASURER	54778	8/4/2016	HR	100-0202-512.30-16	1,790.00 2016 Bioscreen Payout	
			Total for check: 54778		1,790.00	
MBM	54779	8/4/2016	IN111981	743-0403-513.29-01	73.67 Copier Usage	
		8/4/2016	IN112878	743-0403-513.29-01	243.10 Monthly Print Care	Agreement
			Total for check: 54779		316.77	
MODERN DAIRY INC	54780	8/4/2016	244093	100-0704-552.30-17	130.55 Concessions	
			Total for check: 54780		130.55	
N&M AUTO SUPPLY	54781	8/4/2016	569344	731-1022-541.38-03	30.34 Belt	
		8/4/2016	569411	731-1022-541.38-03	135.58 Caliper/Core Deposit	
		8/4/2016	569568	731-1022-541.38-03	180.59 Brake Caliper/Pads	
		8/4/2016	569643	731-1022-541.38-03	(218.91) CREDIT	

AP Check Register
Check Date: 8/4/2016

Date: 8/4/2016

Vendor Name	Check Number	Check Date	Invoice Number	Account Number	Amount	Description
N&M AUTO SUPPLY...	54781...	8/4/2016	570138	731-1022-541.38-03	170.18	Brake Pads/Rotor/Fluid
		8/4/2016	570221	731-1022-541.38-03	54.12	Tire Repair/Valve Stems
		8/4/2016	570503	731-1022-541.38-03	139.16	Spark Plug/Filters/Oil
		8/4/2016	570525	731-1022-541.38-03	10.46	Oil Filter
		8/4/2016	570544	731-1022-541.38-03	7.26	Printed Circuit Lamp
		8/4/2016	570574	731-1022-541.38-03	11.15	Parts
		Total for check: 54781				519.93
NEENAH-MENASHA SEWERAGE COMMISSION	54782	8/4/2016	2016-121	601-1021-543.25-01	49,164.03	June Wastewater Treatment
		8/4/2016	2016-127	601-1021-543.25-01	17,196.00	June Interest & Debt
		Total for check: 54782				66,360.03
NORTHEAST ASPHALT INC	54783	8/4/2016	1432286	601-1020-543.30-18	619.65	Polonia/Milwaukee Repair
				100-1004-541.30-18	3,765.10	Polonia/Milwaukee Repair
			Total for check: 54783			
RAY O'HERRON CO INC	54784	8/4/2016	1639775-IN	100-0801-521.19-03	89.18	Shirts
			Total for check: 54784			
OUTAGAMIE COUNTY	54785	8/4/2016	110608	100-0805-521.25-01	550.00	May-June Lodging
			Total for check: 54785			
PACKER CITY INTL TRUCKS INC	54786	8/4/2016	X103031267:01	731-1022-541.38-03	139.43	Def Fluid
		8/4/2016	X103031503:01	731-1022-541.38-03	127.43	Filters/Clamps/Lamps
		8/4/2016	X103031503:02	731-1022-541.38-03	79.92	Lamps & Filters
		8/4/2016	X103031503:03	731-1022-541.38-03	23.34	Halogen Lamps
		8/4/2016	X103031766:01	731-1022-541.38-03	16.48	Lamps & Filters
		Total for check: 54786				386.60

AP Check Register
Check Date: 8/4/2016

Date: 8/4/2016

<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>
PLAK SMACKER	54787	8/4/2016	CD60109989	100-0909-531.30-18	293.00	Toothbrushes
			Total for check: 54787		293.00	
POMP'S TIRE SERVICE INC	54788	8/4/2016	320044453	731-1022-541.29-04	64.95	Truck Alignment
			Total for check: 54788		64.95	
ROAD EQUIPMENT	54789	8/4/2016	WA615546	731-1022-541.38-03	89.62	Jack
			Total for check: 54789		89.62	
BOB SHUFELT	54790	8/4/2016	05-06-2016	731-1022-541.30-15	150.00	Negative Air Machine
			Total for check: 54790		150.00	
SNAP-ON TOOLS	54791	8/4/2016	07111637775	731-1022-541.30-15	165.25	Tools
			Total for check: 54791		165.25	
SPEEDY CLEAN DRAIN & SEWER INC	54792	8/4/2016	32462	601-1020-543.21-02	245.00	Televise Storm and Sanitary Sewer Lines
				625-1010-541.21-02	245.00	Televise Storm and Sanitary Sewer Lines
				Total for check: 54792		490.00
STAPLES BUSINESS ADVANTAGE	54793	8/4/2016	3308141026	100-0401-513.30-10	87.96	Office Supplies
				100-0202-512.30-10	29.61	Office Supplies
				743-0403-513.30-10	2.36	Office Supplies
				100-1001-514.30-10	612.20	Office Supplies
	8/4/2016	3308141029	100-1008-541.30-18		5.55	Supplies
				100-0703-553.30-10	28.50	Supplies
				731-1022-541.30-10	28.51	Supplies
			Total for check: 54793		794.69	

AP Check Register

Check Date: 8/4/2016

Date: 8/4/2016

<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>
PEGGY STEENO	54794	8/4/2016	STEENO	100-0401-513.33-01	16.43	May/June Expenses
			Total for check: 54794		16.43	
SUPPLYWORKS	54795	8/4/2016	372115741	100-0703-553.24-03	287.43	Charger
			Total for check: 54795		287.43	
TRUCK EQUIPMENT INC	54796	8/4/2016	672738-00	741-0000-193.00-00	26,705.65	General Repair
			Total for check: 54796		26,705.65	
UNIFIRST CORPORATION	54797	8/4/2016	097 0215851	731-1022-541.20-01	263.63	Coverall/Shirts/Pants
			Total for check: 54797		263.63	
UNITED PAPER CORPORATION	54798	8/4/2016	104993	100-0000-132.00-00	114.40	Towels
			Total for check: 54798		114.40	
UNITED WAY FOX CITIES	54799	8/4/2016	20160804	100-0000-202.09-00	31.00	PAYROLL SUMMARY
			Total for check: 54799		31.00	
US PETROLEUM EQUIPMENT	54800	8/4/2016	225693	731-1022-541.38-03	415.00	Grease Jockey
		8/4/2016	5045292	207-0707-552.24-02	(259.26)	Credit
			Total for check: 54800		155.74	
US POSTAL SERVICE	54801	8/4/2016	CUST 08022546	100-0000-133.00-00	3,000.00	Postage
			Total for check: 54801		3,000.00	
WE ENERGIES	54802	8/4/2016	WE ENERGIES	100-1012-541.22-03	1,094.40	Street Lights
				100-0000-123.00-00	33.81	N-M Fire
				100-1001-514.22-04	40.13	City Hall
				100-0801-521.22-04	46.68	Police

AP Check Register
Check Date: 8/4/2016

Date: 8/4/2016

<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>
WE ENERGIES...	54802...	8/4/2016...	WE ENERGIES...	100-0920-531.22-04	10.67	Senior Center
				100-0601-551.22-04	39.50	Library
				100-0703-553.22-04	41.95	Parks
				100-0704-552.22-04	1,971.15	Pool
				207-0707-552.22-04	24.41	Marina
				731-1022-541.22-04	55.39	Garage
			Total for check: 54802		3,358.09	
WE ENERGIES	54803	8/4/2016	CLAIM PMT	733-0206-512.73-01	2,121.83	Claim Payment
			Total for check: 54803		2,121.83	
WINNEBAGO COUNTY CLERK OF COURTS	54804	8/4/2016	WINN CTY CLERK	100-0000-201.03-00	150.00	Bond/MPD 16-2315
			Total for check: 54804		150.00	
WINNEBAGO COUNTY TREASURER	54805	8/4/2016	9745	100-0805-521.25-01	617.52	Stay
			Total for check: 54805		617.52	
WISCONSIN DEPT OF JUSTICE-TIME	54806	8/4/2016	T21448	100-0801-521.22-01	475.50	TIME System Access
			Total for check: 54806		475.50	
WISCONSIN SUPPORT COLLECTIONS	54807	8/4/2016	20160804	100-0000-202.03-00	632.88	PAYROLL SUMMARY
			Total for check: 54807		632.88	
WISCONSIN TAXPAYERS ALLIANCE	54808	8/4/2016	TAXPAYERS ALLIA	100-0401-513.32-02	19.95	2016 Mun Facts Book
			Total for check: 54808		19.95	
					139,925.55	

AP Check Register

Check Date: 8/11/2016

Date: 8/11/2016

Vendor Name	Check Number	Check Date	Invoice Number	Account Number	Amount	Description
ACCURATE	54809	8/11/2016	1609724	731-1022-541.30-18	12.00	Wheel Weights
		8/11/2016	1609738	100-1016-543.30-18	136.85	Primer, Paint, Wire
				731-1022-541.30-18	26.75	Primer, Paint, Wire
		8/11/2016	1609778	731-1022-541.30-18	17.00	Orange Wire
		Total for check: 54809			192.60	
APPLETON SCHOOL DISTRICT	54810	8/11/2016	TAX COLLECTIONS	100-0000-203.05-00	53,752.63	2015/2016 Tax Collections
			Total for check: 54810			53,752.63
ASSOCIATED APPRAISAL CONSULTANTS	54811	8/11/2016	121897	100-0402-513.21-09	5,000.00	Professional Services July
				100-0402-513.30-11	49.76	Postage
				100-0402-513.21-09	59.76	Internet Postings
			Total for check: 54811			5,109.52
BADGER LAB & ENGINEERING INC	54812	8/11/2016	INV000066294	601-1020-543.21-02	322.00	Water Plant Samples Suspended Solids
			Total for check: 54812			322.00
ALEXA BONNEVILLE	54813	8/11/2016	ALEXA BONNEVILL	100-0704-552.34-02	210.00	Reimburse Training Water Safety Management
			Total for check: 54813			210.00
BRUESEWITZ, JOE	54814	8/11/2016	224 WATER ST	100-0000-201.10-00	100.00	Exc Permit 12142
		8/11/2016	228 WATER ST	100-0000-201.10-00	100.00	Exc Permit 12143
		8/11/2016	265 KAUKAUNA ST	100-0000-201.10-00	100.00	Exc Permit 12184
		8/11/2016	630 MILWAUKEE	100-0000-201.10-00	100.00	Exc Permit 12165
		8/11/2016	634 MILWAUKEE	100-0000-201.10-00	100.00	Exc Permit 12166
		8/11/2016	640 MILWAUKEE	100-0000-201.10-00	100.00	Exc Permit 12167
		8/11/2016	644 MILWAUKEE	100-0000-201.10-00	100.00	Exc Permit 12168
		Total for check: 54814			700.00	

AP Check Register
Check Date: 8/11/2016

Date: 8/11/2016

<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>
BUCKLIN'S TREE SERVICE	54815	8/11/2016	58945	826-0703-553.30-18	56.11	Mason Sand
			Total for check: 54815		56.11	
CALUMET COUNTY TREASURER	54816	8/11/2016	7-00001-15	100-0000-201.03-00	4,000.00	Property Tax Payment
		8/11/2016	TAX COLLECTIONS	100-0000-203.01-00	34,485.58	2015-2016 Tax CollectionsCalumet County
				100-0000-203.08-00	1,586.26	2015-2016 Tax CollectionsState of Wisconsin
			Total for check: 54816		40,071.84	
CASPERS TRUCK EQUIPMENT INC	54817	8/11/2016	0016923-IN	731-1022-541.38-03	19.77	Bumper
			Total for check: 54817		19.77	
COENEN'S AUTO TECH INC	54818	8/11/2016	89747	100-0801-521.80-03	3,300.00	Upfit 2016 Ford Utility
			Total for check: 54818		3,300.00	
COMDATA	54819	8/11/2016	M62148251	100-0702-552.30-18	310.40	Event Supplies
			Total for check: 54819		310.40	
DUNLOP, ROB	54820	8/11/2016	DUNLOP, ROB	100-0000-201.10-00	100.00	Exc Permit 12186 925 Plank Road
			Total for check: 54820		100.00	
ELECTRIC CITY	54821	8/11/2016	100262	100-0702-552.30-18	146.64	Race Numbers
			Total for check: 54821		146.64	
FARRELL EQUIPMENT & SUPPLY CO INC	54822	8/11/2016	INV000000816260	625-1003-541.30-18	250.00	Curing Compound
			Total for check: 54822		250.00	
FOX STAMP SIGN & SPECIALTY	54823	8/11/2016	OE-64081	826-0702-552.30-18	17.00	Grunski Signs
		8/11/2016	OE-64212	826-0702-552.30-18	60.00	Grunski Signs

AP Check Register
Check Date: 8/11/2016

Date: 8/11/2016

<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>
FOX STAMP SIGN & SPECIALTY...	54823...	8/11/2016	OE-64456	826-0702-552.30-18	303.80	Grunski Signs
			Total for check: 54823		380.80	
FOX VALLEY TECHNICAL COLLEGE	54824	8/11/2016	TAX COLLECTIONS	100-0000-203.04-00	116,344.14	2015-2016 Tax CollectionsWinnebago County
				100-0000-203.04-00	8,683.50	2015-2016 Tax CollectionsCalumetCounty
			Total for check: 54824		125,027.64	
FOX VALLEY TECHNICAL COLLEGE	54825	8/11/2016	FVTC	100-0903-531.34-02	72.00	Heartsaver CPR/AED Train
			Total for check: 54825		72.00	
FOX VALLEY TRUCK	54826	8/11/2016	518929	731-1022-541.38-03	10.59	Parts
			Total for check: 54826		10.59	
GALLS LLC	54827	8/11/2016	005708690	100-0801-521.30-15	472.50	Alco-Sensor
			Total for check: 54827		472.50	
GAT SUPPLY INC	54828	8/11/2016	301846-1	731-1022-541.38-03	192.00	Blade Shaft Drive Belts
		8/11/2016	301972-1	100-1002-541.30-18	491.18	Const Staking Supplies
			Total for check: 54828		683.18	
COREY GORDON	54829	8/11/2016	GORDON	625-1010-541.32-01	40.80	Erosion Control Insp Lic
			Total for check: 54829		40.80	
GREMMER & ASSOCIATES INC	54830	8/11/2016	1	625-1010-541.21-02	116.50	Professional Services
			Total for check: 54830		116.50	
GRIESBACH READY-MIX LLC	54831	8/11/2016	3500	100-1004-541.30-18	245.00	Concrete
				100-0703-553.30-18	121.00	Concrete
				100-1009-541.30-18	246.00	Concrete

AP Check Register
Check Date: 8/11/2016

Date: 8/11/2016

<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>
GRIESBACH READY-MIX LLC...	54831...	8/11/2016...	3500...	100-1013-541.30-18	445.50 Concrete	
				625-1003-541.30-18	1,920.75 Concrete	
				Total for check: 54831	2,978.25	
GUSTMAN CHEVROLET SALES INC	54832	8/11/2016	40446	731-1022-541.38-03	37.94 Handle	
			40466	731-1022-541.38-03	469.91 Pin Kits/Parts/Core	
			40472	731-1022-541.38-03	37.94 Handle	
			40486	731-1022-541.38-03	262.47 Duct & Radiator	
			CM40466	731-1022-541.38-03	(39.00) CREDIT	
			Total for check: 54832		769.26	
HOME DEPOT CREDIT SERVICES	54833	8/11/2016	7031133	100-0601-551.24-03	660.92 Lumber	
			8174261	100-0601-551.24-03	149.90 Supplies	
			9030851	100-0703-553.30-18	50.88 Glass/Tile Bits & Supply	
			Total for check: 54833		861.70	
HUB INTERNATIONAL	54834	8/11/2016	HUB	733-0000-201.03-00	183.04 TULIP Insurance	
			Total for check: 54834		183.04	
JECHE, RANDY	54835	8/11/2016	JECHE, RANDY	100-0000-201.10-00	100.00 Exc Permit 12104	2028 Chloe
			Total for check: 54835		100.00	
JX ENTERPRISES INC	54836	8/11/2016	G-261670004	731-1022-541.38-03	33.49 Gasket/Axle Shaft	
			G-261690024	731-1022-541.38-03	160.88 Harness	
			Total for check: 54836		194.37	
KENNEKE, JUSTIN	54837	8/11/2016	KENNEKE, JUSTIN	100-0000-201.10-00	100.00 Exc Permit 12188	1054 Province Terrace
			Total for check: 54837		100.00	

AP Check Register
Check Date: 8/11/2016

Date: 8/11/2016

<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>
KIESLER'S POLICE SUPPLY INC	54838	8/11/2016	0800234	100-0801-521.30-15	53.06	Supplies
			Total for check: 54838		53.06	
KITZ & PFEIL INC	54840	8/11/2016	062114-0047	100-0703-553.24-03	8.53	Roofing Knife/Wire Nail
		8/11/2016	062314-0003	100-0704-552.24-03	10.78	Epoxy & Putty
		8/11/2016	062314-0026	100-0703-553.30-18	37.03	Clip & Flower Care
		8/11/2016	062314-0053	100-1008-541.30-18	46.19	Misc Hardware
		8/11/2016	062809-0065	625-1003-541.30-18	16.62	Clamps
		8/11/2016	062814-0058	100-0703-553.30-18	9.25	Misc Hardware
		8/11/2016	062909-0057	100-0703-553.24-03	4.31	Utility Bracket
		8/11/2016	063009-0081	100-1008-541.30-18	3.17	Misc Hardware
		8/11/2016	063014-0093	100-0703-553.24-03	32.46	Repair Materials/Glaze Compound
		8/11/2016	070614-0008	100-0903-531.30-13	9.56	Batteries/Crisp ConnectorOutlet/Plate/Switch Box
				731-1022-541.24-03	72.59	Batteries/Crisp ConnectorOutlet/Plate/Switch Box
		8/11/2016	070614-0014	100-0703-553.30-18	16.89	Cleaner & Paint Tape
		8/11/2016	070614-0042	731-1022-541.30-18	8.50	Misc Hardware
		8/11/2016	070709-0008	100-0703-553.30-18	44.29	Switch/Glaze Compound
		8/11/2016	070809-0077	100-0703-553.30-18	14.82	Tape/Nozzle/Mortar Repair
		8/11/2016	070814-0042	100-0601-551.30-13	2.06	Trim Nails
		8/11/2016	071209-0001	100-1018-543.30-18	36.95	Orange Trimmer Line
		8/11/2016	071209-0006	731-1022-541.30-18	7.10	Misc Hardware
		8/11/2016	071214-0010	100-0703-553.30-18	13.61	Misc Hardware & Screw Set
		8/11/2016	071309-0078	100-0703-553.24-03	40.02	Nozzle/Hose & Drain Open
		8/11/2016	071314-0011	100-0704-552.30-10	16.32	Trans/Tear/Electric Tape
		8/11/2016	071414-0046	100-0703-553.30-18	15.81	Couplers & Shower Wand
		8/11/2016	071414-0077	100-0703-553.30-18	8.98	Battery & Electrical Tape
				100-0903-531.24-03	5.39	Battery & Electrical Tape
		8/11/2016	071514-0003	601-1020-543.30-18	4.47	Single-Sided Key
		8/11/2016	071809-0032	207-0707-552.30-18	0.92	Misc Hardware
		8/11/2016	071909-0085	100-0703-553.30-18	14.39	Ricipro Blade
		8/11/2016	071914-0014	207-0707-552.30-18	39.74	Misc Hardware

AP Check Register
Check Date: 8/11/2016

Date: 8/11/2016

<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>
KITZ & PFEIL INC...	54840...	8/11/2016	072009-0003	100-0703-553.30-18	31.99 Hillman	
			Total for check: 54840		572.74	
LORETTA KJEMHUS	54841	8/11/2016	KJEMHUS	100-0903-531.33-01	1.82 June/July Expenses	
				100-0918-531.33-01	1.06 June/July Expenses	
			Total for check: 54841		2.88	
KNORR, RYAN	54842	8/11/2016	KNORR, RYAN	100-0000-201.10-00	100.00 Exc Permit 12174	960 Lotus Trail
			Total for check: 54842		100.00	
KONE INC	54843	8/11/2016	1157238677	100-0801-521.24-03	1,792.50 PD Elevator	
			Total for check: 54843		1,792.50	
KUNDINGER INC	54844	8/11/2016	50391329	100-0501-522.24-03	326.04 Station 35	Exhaust System Parts
			Total for check: 54844		326.04	
LAKE PARK VILLAS HOMEOWNERS ASSN	54845	8/11/2016	LAKE PARK VILLA	501-0304-562.32-01	20,581.98 Invoices	
			Total for check: 54845		20,581.98	
LANDLORD SERVICES LLC	54846	8/11/2016	23548	100-0801-521.21-06	18.00 Credit Report	
			Total for check: 54846		18.00	
LANGE ENTERPRISES INC	54847	8/11/2016	58558	100-1008-541.30-15	348.74 Ped Xing Unit/Rubber Base	
			Total for check: 54847		348.74	
LEVENHAGEN CORPORATION	54848	8/11/2016	89380	207-0707-552.38-01	2,466.17 Fuel	
		8/11/2016	89381	207-0707-552.38-01	1,502.97 Fuel	
		8/11/2016	89382	207-0707-552.38-01	1,302.52 Fuel	
		8/11/2016	91514	207-0707-552.38-01	1,589.97 Fuel	

AP Check Register

Check Date: 8/11/2016

Date: 8/11/2016

Vendor Name	Check Number	Check Date	Invoice Number	Account Number	Amount	Description
LEVENHAGEN CORPORATION...	54848...	8/11/2016	91515	207-0707-552.38-01	1,427.20 Fuel	
		8/11/2016	91544	207-0707-552.38-01	932.04 Fuel	
		8/11/2016	91558	207-0707-552.38-01	2,982.47 Fuel	
		8/11/2016	91716	207-0707-552.38-01	2,384.95 Fuel	
		8/11/2016	91723	207-0707-552.38-01	2,778.19 Fuel	
		Total for check: 54848			17,366.48	
LIL MAD KAT STUDIO	54849	8/11/2016	005	826-0702-552.30-18	140.00 Entertainment	
				100-0702-552.20-05	360.00 Entertainment	
		Total for check: 54849			500.00	
MAC'S	54850	8/11/2016	MAC	100-0703-553.20-09	541.50 Sanitation Agreement	
					Total for check: 54850	
STEPHANIE MATTERN	54851	8/11/2016	MATTERN, STEPH	100-0000-441.24-00	26.67 Trip Cancellation	
				100-0000-201.08-00	1.33 Trip Cancellation	
		Total for check: 54851			28.00	
MCMAHON	54852	8/11/2016	0903107	625-1010-541.21-06	1,561.71 Professional Services	Project 9-16-00460
					Total for check: 54852	
MCNEILUS TRUCK & MFG COMPANY	54853	8/11/2016	3309269	731-1022-541.38-03	42.89 Auto Cover	
					Total for check: 54853	
MENARDS-APPLETON EAST	54854	8/11/2016	98983	100-1009-541.30-18	36.04 Stud/Coupling	
				625-1003-541.30-18	36.03 Stud/Coupling	
		8/11/2016	99256	100-0920-531.24-03	25.32 Tape/Sensor/Switches	Supplies
				100-0801-521.24-03	12.55 Tape/Sensor/Switches	Supplies
				100-0501-522.24-03	33.24 Tape/Sensor/Switches	Supplies
	100-1001-514.30-15			20.96 Tape/Sensor/Switches	Supplies	

AP Check Register
Check Date: 8/11/2016

Date: 8/11/2016

<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>
MENARDS-APPLETON EAST...	54854...	8/11/2016...	99256...	100-1001-514.30-18	9.95	Tape/Sensor/Switches Supplies
				731-1022-541.24-03	85.59	Tape/Sensor/Switches Supplies
				Total for check: 54854	259.68	
MENASHA JOINT SCHOOL DISTRICT	54855	8/11/2016	TAX COLLECTIONS	100-0000-203.03-00	1,173,434.49	2015-2016 Tax CollectionsWinnebago County
				100-0000-203.03-00	24,477.31	2015-2016 Tax CollectionsCalumet County
				Total for check: 54855	1,197,911.80	
MENASHA TREASURER	54856	8/11/2016	GRUNSKI	100-0000-103.08-00	300.00	Grunski Petty Cash
				100-0906-531.30-18	35.49	Walmart-Corny Comm Walk
				100-0906-531.30-18	12.58	Fleet Farm-Corny Walk
				100-0903-531.30-18	2.99	Walgreen's-Corny Walk
				100-0905-531.30-18	8.48	Piggly Wiggly-Corny Walk
				100-0906-531.30-18	15.73	Target-Corny Walk
				Total for check: 54856	375.27	
MENASHA UTILITIES	54857	8/11/2016	4433	601-0401-513.25-02	17,249.39	June Sewer
				625-0401-513.25-01	1,746.67	June Storm Water
		8/11/2016	4435	100-1012-541.24-04	74,965.00	LED Lighting Conversion
				100-1008-541.22-03	162.14	Electric
		8/11/2016	MENASHA UTILITY	100-0703-553.22-03	314.67	Electric
				100-0703-553.22-05	284.04	Water
				100-0703-553.22-06	166.00	Storm
				731-1022-541.22-03	16.28	Electric
				100-0903-531.22-03	217.69	Electric
				100-0903-531.22-05	45.42	Water
				100-0305-562.22-06	9.06	Storm
				601-1020-543.22-03	27.61	Electric
				Total for check: 54857	95,203.97	

AP Check Register
Check Date: 8/11/2016

Date: 8/11/2016

<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>
MERRY, CHUCK	54858	8/11/2016	CHUCK MERRY	100-0000-441.24-00	20.00	Grunski Cancellation
			Total for check: 54858		20.00	
MODERN DAIRY INC	54859	8/11/2016	244040	100-0704-552.30-17	383.06	Concessions
		8/11/2016	244055	100-0704-552.30-17	55.86	Concessions
		8/11/2016	244222	100-0704-552.30-17	186.42	Concessions
			Total for check: 54859		625.34	
MORTON SAFETY	54860	8/11/2016	169610-00	100-0704-552.30-10	37.50	First Aid
			Total for check: 54860		37.50	
MYERS, MATT	54861	8/11/2016	MYERS, MATT	100-0000-201.10-00	100.00	Exc Permit 12175 1030 Province Terrace
			Total for check: 54861		100.00	
NEENAH FOUNDRY	54862	8/11/2016	177378	485-1009-541.82-02	2,677.00	Supplies
				601-1020-543.30-18	2,707.00	Supplies
				625-1010-541.30-18	3,230.00	Supplies
				470-1009-541.82-02	2,395.00	Supplies
			Total for check: 54862		11,009.00	
NEENAH-MENASHA SEWERAGE COMMISSION	54863	8/11/2016	2016-118	601-1021-543.21-01	3,987.50	Legal Reimbursement
			Total for check: 54863		3,987.50	
NORTHEAST ASPHALT INC	54864	8/11/2016	1434076	100-1003-541.30-18	273.76	Supplies
		8/11/2016	1434077	100-1003-541.30-18	442.10	Supplies
			Total for check: 54864		715.86	
OFFICE DEPOT	54865	8/11/2016	6915716	100-0918-531.30-18	149.26	Office Supplies

AP Check Register

Check Date: 8/11/2016

Date: 8/11/2016

<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>
OFFICE DEPOT...	54865...	8/11/2016...	6915716...	100-0903-531.30-18	40.92 Office Supplies	
			Total for check: 54865		190.18	
OSHKOSH FIRE & POLICE EQUIPMENT INC	54866	8/11/2016	165941	824-0807-521.30-15	257.00 Window Guard/Door Panel	
			Total for check: 54866		257.00	
LINDA PALMBACH	54867	8/11/2016	PALMBACH	100-0903-531.33-01	18.15 June/July Expenses	
			Total for check: 54867		18.15	
POWELL ROOFING SERVICES INC	54868	8/11/2016	2016-72	470-0703-553.82-01	10,450.00 Re-roof Smith Park	Caboose House
			Total for check: 54868		10,450.00	
QUALITY PRINTING COMPANY INC	54869	8/11/2016	A28821	100-0703-553.29-01	767.21 Daily Launch Envelopes	
			Total for check: 54869		767.21	
RIECKMANN CREATIONS & FABRICATIONS	54870	8/11/2016	155	100-0801-521.29-04	875.00 Fabricate/Install Drawer Unit in Squad	
			Total for check: 54870		875.00	
RIESTERER & SCHNELL INC	54871	8/11/2016	1043027	731-1022-541.38-03	81.48 Gator Blades/Filters	
			Total for check: 54871		81.48	
ROAD EQUIPMENT	54872	8/11/2016	WA615597	731-1022-541.38-03	280.86 Brake Shoe Kit/Drum	
			Total for check: 54872		280.86	
ROUTE 41 PIZZA LLC	54873	8/11/2016	0014689-IN	100-0702-552.30-18	25.17 Pizza	
			Total for check: 54873		25.17	
DIANE SCHABACH	54874	8/11/2016	583279	207-0707-552.30-11	142.59 Postage	

AP Check Register

Check Date: 8/11/2016

Date: 8/11/2016

<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>
DIANE SCHABACH...	54874...	8/11/2016	SUPPLIES	207-0707-552.30-18	1,622.20 Marina Supplies	
			Total for check: 54874		1,764.79	
VICKI SCHULTZ	54875	8/11/2016	SCHULTZ	100-0906-531.30-18	38.52 Reimbursement-Corny Walk	
			Total for check: 54875		38.52	
SECURIAN FINANCIAL GROUP INC	54876	8/11/2016	014502	100-0000-204.07-00	3,023.97 September Life Insurance	
			Total for check: 54876		3,023.97	
SERVICEMASTER BUILDING MAINTENANCE	54877	8/11/2016	20654	100-0801-521.20-01	55.00 PD Garage - Janitorial	
		8/11/2016	20660	100-0801-521.20-01	1,562.00 PD - Janitorial	
			Total for check: 54877		1,617.00	
SHNOWSKE, DAVE	54878	8/11/2016	SHNOWSKE, DAVE	100-0000-201.10-00	100.00 Exc Permit 12033	1435 Southfield Dr
			Total for check: 54878		100.00	
STAPLES BUSINESS ADVANTAGE	54879	8/11/2016	3308703473	100-0702-552.30-10	2.65 Office Supplies	
				100-0304-562.30-10	20.49 Office Supplies	
				100-1002-541.30-10	96.88 Office Supplies	
				625-1002-541.30-10	32.30 Office Supplies	
		8/11/2016	3308703477	100-0801-521.30-10	54.76 Supplies	
			Total for check: 54879		207.08	
SUPPLYWORKS	54880	8/11/2016	372402792	100-0703-553.24-03	238.70 Electric Strike	
			Total for check: 54880		238.70	
SWANK MOTION PICTURES INC	54881	8/11/2016	RG 2206166	100-0702-552.20-05	353.00 Movie	
			Total for check: 54881		353.00	

AP Check Register

Check Date: 8/11/2016

Date: 8/11/2016

<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>
SYN-TECH SYSTEMS	54882	8/11/2016	130292	743-0403-513.24-04	495.00	Syn-Tech Fuelmaster Maint
			Total for check: 54882		495.00	
TAPCO	54883	8/11/2016	I533141	100-1008-541.24-04	2,794.84	Maintenance Contract Testing/Filter
			Total for check: 54883		2,794.84	
TASC	54884	8/11/2016	IN838627	100-0202-512.21-06	260.00	July Flex Spending Mgmt
			Total for check: 54884		260.00	
UNIFIRST CORPORATION	54885	8/11/2016	097 0216295	731-1022-541.20-01	119.39	Coverall/Shirts/Pants
			Total for check: 54885		119.39	
UNITED PAPER CORPORATION	54886	8/11/2016	105509	100-0000-132.00-00	3,923.55	Bags/Soap/Tissue/Towels
			Total for check: 54886		3,923.55	
US CELLULAR	54887	8/11/2016	0146511707	100-0201-512.22-01	31.73	Attorney
				100-1019-552.22-01	15.70	Racine Street Bridge
				100-1019-552.22-01	2.55	Tayco Street Bridge
				601-1020-543.22-01	0.50	Confined Space
				100-0801-521.22-01	88.54	PD
				100-0904-531.22-01	70.60	Drew
				100-1002-541.22-01	1.20	Eng
				100-0702-552.22-01	48.34	Tungate
				100-0703-553.22-01	87.96	Parks
				731-1022-541.22-01	62.94	PWF
				100-1008-541.22-01	7.40	Sign
				601-1020-543.22-01	0.50	Sewer Truck
			Total for check: 54887		417.96	

AP Check Register
Check Date: 8/11/2016

Date: 8/11/2016

<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>
VALLEY POPCORN CO INC	54888	8/11/2016	175347	100-0704-552.30-17	128.75 Popcorn	
			Total for check: 54888		128.75	
LORI WALBRUN	54889	8/11/2016	WALBRUN	100-0702-552.30-18	20.93 Grunski Supplies-Reimburs	
			Total for check: 54889		20.93	
BARBARA WARREN	54890	8/11/2016	WARREN, BARB	100-0000-441.24-00	26.67 Trip Cancellation	
				100-0000-201.08-00	1.33 Trip Cancellation	
			Total for check: 54890		28.00	
TAMARA WATKINS	54891	8/11/2016	WATKINS, TAMARA	100-0000-441.24-00	53.34 Trip Cancellation	
				100-0000-201.08-00	2.66 Trip Cancellation	
			Total for check: 54891		56.00	
WAVERLY SANITARY DISTRICT	54892	8/11/2016	TAX COLLECTIONS	100-0000-203.07-00	5,788.29 2015-2016 Tax Collections	
			Total for check: 54892		5,788.29	
WE ENERGIES	54893	8/11/2016	WE ENERGIES	100-0703-553.22-03	38.67 Conservancy	
			Total for check: 54893		38.67	
WEINANDT PROPERTIES LLC	54894	8/11/2016	WEINANDT	485-1009-541.82-02	6,500.00 Manitowoc Trail Easement	
			Total for check: 54894		6,500.00	
WG INC	54895	8/11/2016	218843	100-0702-552.30-15	162.50 Activity Signs	
			Total for check: 54895		162.50	

AP Check Register
Check Date: 8/11/2016

Date: 8/11/2016

Vendor Name	Check Number	Check Date	Invoice Number	Account Number	Amount	Description
WIL-KIL PEST CONTROL	54896	8/11/2016	2954448	100-0703-553.24-03	100.00	Int/Ext Spider
			Total for check: 54896		100.00	
WINNEBAGO COUNTY CLERK OF COURTS	54897	8/11/2016	WC CLERK	100-0000-201.03-00	461.80	Bond/MPD 16-2352
			Total for check: 54897		461.80	
WINNEBAGO COUNTY TREASURER	54898	8/11/2016	TAX COLLECTIONS	100-0000-203.02-00	548,612.25	2015-2016 Tax CollectionsWinnebago County
				100-0000-203.08-00	18,573.63	2015-2016 Tax CollectionsState of Wisconsin
			Total for check: 54898		567,185.88	
WISCONSIN DEPT OF SAFETY & PROF SVC	54899	8/11/2016	412119	100-1001-514.24-03	50.00	Permit to Operate
			Total for check: 54899		50.00	
XPO LOGISTICS FREIGHT INC	54900	8/11/2016	320-335750	100-0703-553.30-15	112.47	PLT Hardware
			Total for check: 54900		112.47	
YANG, XEE	54901	8/11/2016	XEE YANG	100-0000-201.10-00	100.00	Deposit Exc Permit 12185 1294 Fieldview
			Total for check: 54901		100.00	
					2,199,646.72	



To: Menasha Common Council
From: Jenny Groeschel and Ginger Tralongo, Police Records
RE: Beverage Operator License (Bartender) Applicants
Date: August 11, 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:

Cierra Ziemann
Melanie DuFrane
Michelle Sokel
Kaylynne Boelter

CC: Chief Styka



MEMORANDUM

DATE: August 10, 2016
TO: Common Council
FROM: Debbie Galeazzi, Clerk
SUBJECT: Viand Hospitality LLC, d/b/a Parker John's BBQ & Pizza
124 Main Street, Menasha

An application for a "Class B" Intoxicating Liquor and Fermented Malt Beverage for the 2016-2017 liquor licensing year has been submitted by Viand Hospitality LLC, d/b/a Parker John's BBQ & Pizza for the premises at 124 Main Street, Menasha.

In accordance with Section 7-2-8 of the City Code, the Police Department completed a background check and has no objections. The Fire Department, Health Department, and Building Inspectors have inspected the property and have no reason to hold up the liquor license approval. All financial obligations to the City are current.

Staff recommends approving the "Class B" Intoxicating Liquor and Fermented Malt Beverage license.

ORIGINAL ALCOHOL BEVERAGE RETAIL LICENSE APPLICATION

Submit to municipal clerk

For the license period beginning July 1 20 16
ending June 30 20 17

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

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

1. The named ☐ INDIVIDUAL ☐ PARTNERSHIP ☒ LIMITED LIABILITY COMPANY
☐ CORPORATION/NONPROFIT ORGANIZATION

hereby makes application for the alcohol beverage license(s) checked above.

2. Name (individual/partners give last name, first, middle; corporations/limited liability companies give registered name): VAND HOSPITALITY LLC

An "Auxiliary Questionnaire," Form AT-103, must be completed and attached to this application by each individual applicant, by each member of a partnership, and by each officer, director and agent of a corporation or nonprofit organization, and by each member/manager and agent of a limited liability company. List the name, title, and place of residence of each person

Title	Name	Home Address	Post Office & Zip Code
President/Member	<u>President</u>	<u>AARON M. SLOMA</u>	<u>16524 Lux Chapel Rd. Kiel, WI 53042</u>
Vice President/Member	<u>Vice President</u>	<u>JENNIFER R. SLOMA</u>	<u>16524 Lux Chapel Rd. Kiel, WI 53042</u>
Secretary/Member			
Treasurer/Member			
Agent	<u>AARON M. SLOMA</u>		
Directors/Managers			

3. Trade Name PARKER JOHN'S BBQ & PIZZA Business Phone Number (920) 286-0906 (my cell)
4. Address of Premises 124 MAIN STREET Post Office & Zip Code MENASHA, WI 54952

5. Is individual, partners or agent of corporation/limited liability company subject to completion of the responsible beverage server training course for this license period? ☐ Yes ☒ No
6. Is the applicant an employee or agent of, or acting on behalf of anyone except the named applicant? ☒ Yes ☐ No
7. Does any other alcohol beverage retail licensee or wholesale permittee have any interest in or control of this business? ☐ Yes ☒ No
8. (a) Corporate/limited liability company applicants only: Insert state Wisconsin and date 2/11/14 of registration
(b) Is applicant corporation/limited liability company a subsidiary of any other corporation or limited liability company? ☐ Yes ☒ No
(c) Does the corporation, or any officer, director, stockholder or agent or limited liability company, or any member/manager or agent hold any interest in any other alcohol beverage license or permit in Wisconsin? ☒ Yes ☐ No
(NOTE: All applicants explain fully on reverse side of this form every YES answer in sections 5, 6, 7 and 8 above.)

9. 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.) BAR, DINING AREA & PATIO on named premise

10. Legal description (omit if street address is given above): _____
11. (a) Was this premises licensed for the sale of liquor or beer during the past license year? ☒ Yes ☐ No
(b) If yes, under what name was license issued? LAKEHOUSE SUPPER CLUB LLC
12. Does the applicant understand they must file a Special Occupational Tax return (TTB form 5630.5) before beginning business? [phone 1-800-937-8864] ☒ Yes ☐ No
13. Does the applicant understand they must hold a Wisconsin Seller's Permit? [phone (608) 266-2776] ☒ Yes ☐ No
14. Does the applicant understand that they must purchase alcohol beverages only from Wisconsin wholesalers, breweries and brewpubs? ☒ 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.) Any lack of access to any portion of a licensed premises during inspection will be deemed a refusal to permit inspection. Such refusal is a misdemeanor and grounds for revocation of this license

SUBSCRIBED AND SWORN TO BEFORE ME

This 26th day of MAY, 20 16
TORY NEFF
Notary Public
State of Wisconsin
My commission expires 2-16-2020

Aaron M. Sloma
(Officer of Corporation/Member/Manager of Limited Liability Company/Partner/Individual)
Jennifer R. Sloma
(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	Date reported to council/board	Date provisional license issued	Signature of Clerk / Deputy Clerk
Date license granted	Date license issued	License number issued	

AUXILIARY QUESTIONNAIRE ALCOHOL BEVERAGE LICENSE APPLICATION

Submit to municipal clerk

Individual's Full Name (please print): (last name)		(first name)		(middle name)	
SLOMA		AARON		MICHAEL	
Home Address (street/route)	Post Office	City	State	Zip Code	
16524 LAX CHAPEL RD	KIEL	KIEL	WI	53042	
Home Phone Number	Age	Date of Birth	Place of Birth		

The above named individual provides the following information as a person who is (check one).

☐ Applying for an alcohol beverage license as an individual.

☐ A member of a partnership which is making application for an alcohol beverage license.

☒ Officer / President of Viand Hospitality LLC
(Officer/Director/Member/Manager/Agent) (Name of Corporation, Limited Liability Company or Nonprofit Organization)

which is making application for an alcohol beverage license.

The above named individual provides the following information to the licensing authority:

1. How long have you continuously resided in Wisconsin prior to this date? 9 years, 7 months

2. Have you ever been convicted of any offenses (other than traffic unrelated to alcohol beverages) for violation of any federal laws, any Wisconsin laws, any laws of any other states or ordinances of any county or municipality? ☐ Yes ☒ No

If yes, give law or ordinance violated, trial court, trial date and penalty imposed, and/or date, description and status of charges pending. (If more room is needed, continue on reverse side of this form.)

3. Are charges for any offenses presently pending against you (other than traffic unrelated to alcohol beverages) for violation of any federal laws, any Wisconsin laws, any laws of other states or ordinances of any county or municipality? ☐ Yes ☒ No

If yes, describe status of charges pending.

4. Do you hold, are you making application for or are you an officer, director or agent of a corporation/nonprofit organization or member/manager/agent of a limited liability company holding or applying for any other alcohol beverage license or permit? ☒ Yes ☐ No

If yes, identify. The Stuffed Olives, Inc Kiel - Town of Schleswig; Viand Hospitality, LLC Howard Grove
(Name, Location and Type of License/Permit)

5. Do you hold and/or are you an officer, director, stockholder, agent or employee of any person or corporation or member/manager/agent of a limited liability company holding or applying for a wholesale beer permit, brewery/winery permit or wholesale liquor, manufacturer or rectifier permit in the State of Wisconsin? ☐ Yes ☒ No

If yes, identify.

(Name of Wholesale Licensee or Permittee)

(Address By City and County)

6. Named individual must list in chronological order last two employers.

Employer's Name	Employer's Address	Employed From	To
Heart of America Corp	1501 River Dr. Moline, IL	MAY 1998	SEPTEMBER 2006
Valley Inn - Bergstrom Corp	123 E Wisconsin Ave Neenah, WI	AUGUST 1996	MAY 1998

The undersigned, being first duly sworn on oath, deposes and says that he/she is the person named in the foregoing application; that the applicant has read and made a complete answer to each question, and that the answers in each instance are true and correct. The undersigned further understands that any license issued contrary to Chapter 125 of the Wisconsin Statutes shall be void, and under penalty of state law, the applicant may be prosecuted for submitting false statements and affidavits in connection with this application.

Subscribed and sworn to before me

this 26th day of May, 2016

(Clerk/Notary Public)

(Signature of Named Individual)

My commission expires 2-16-2020

TORY NETT
Notary Public
State of Wisconsin



Printed on
Recycled Paper

Wisconsin Department of Revenue

AUXILIARY QUESTIONNAIRE ALCOHOL BEVERAGE LICENSE APPLICATION

Submit to municipal clerk.

Individual's Full Name (please print) (last name)		(first name)		(middle name)	
Olama		Jennifer		Rivers	
Home Address (street/route)		Post Office	City	State	Zip Code
W2546 County Line Rd		Cleveland	Cleveland	WI	53015
Home Phone Number		Age	Date of Birth	Place of Birth	

The above named individual provides the following information as a person who is (check one).

☒ Applying for an alcohol beverage license as an **individual**.

☐ A member of a **partnership** which is making application for an alcohol beverage license.

☒ **Officer** of **Viand Hospitality LLC**
(Officer/Director/Member/Manager/Agent) (Name of Corporation, Limited Liability Company or Nonprofit Organization)

which is making application for an alcohol beverage license.

The above named individual provides the following information to the licensing authority:

1. How long have you continuously resided in Wisconsin prior to this date? 10.23.2006
2. Have you ever been convicted of any offenses (other than traffic unrelated to alcohol beverages) for violation of any federal laws, any Wisconsin laws, any laws of any other states or ordinances of any county or municipality? ☐ Yes ☒ No
If yes, give law or ordinance violated, trial court, trial date and penalty imposed, and/or date, description and status of charges pending. (If more room is needed, continue on reverse side of this form.)

3. Are charges for any offenses presently pending against you (other than traffic unrelated to alcohol beverages) for violation of any federal laws, any Wisconsin laws, any laws of other states or ordinances of any county or municipality? ☐ Yes ☒ No
If yes, describe status of charges pending.

4. Do you hold, are you making application for or are you an officer, director or agent of a corporation/nonprofit organization or member/manager/agent of a limited liability company holding or applying for any other alcohol beverage license or permit? ☒ Yes ☐ No
If yes, identify. Millhome Supper Club + Parker Johns Restaurants
(Name, Location and Type of License/Permit)

5. Do you hold and/or are you an officer, director, stockholder, agent or employee of any person or corporation or member/manager/agent of a limited liability company holding or applying for a wholesale beer permit, brewery/winery permit or wholesale liquor, manufacturer or rectifier permit in the State of Wisconsin? ☐ Yes ☒ No
If yes, identify.

(Name of Wholesale Licensee or Permittee)

(Address By City and County)

6. Named individual must list in chronological order last two employers.

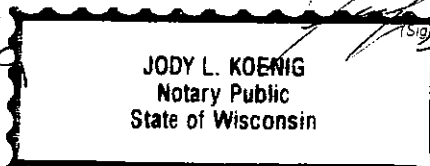
Employer's Name	Employer's Address	Employed From	To
Home Depot	Olathe, KS	2002	2003
Heart of America	Moline, IL	2003	2005

The undersigned, being first duly sworn on oath, deposes and says that he/she is the person named in the foregoing application; that the applicant has read and made a complete answer to each question, and that the answers in each instance are true and correct. The undersigned further understands that any license issued contrary to Chapter 125 of the Wisconsin Statutes shall be void, and under penalty of state law, the applicant may be prosecuted for submitting false statements and affidavits in connection with this application.

Subscribed and sworn to before me

this 29th day of July, 20 16

Jody L. Koenig
Clerk/Notary Public:
My commission expires April 19, 2019



(Signature of Named Individual)



**SCHEDULE FOR APPOINTMENT OF AGENT BY CORPORATION/NONPROFIT
ORGANIZATION OR LIMITED LIABILITY COMPANY**

Submit to municipal clerk.

All corporations/organizations or limited liability companies applying for a license to sell fermented malt beverages and/or intoxicating liquor must appoint an agent. The following questions must be answered by the agent. The appointment must be signed by the officer(s) of the corporation/organization or members/managers of a limited liability company and the recommendation made by the proper local official.

To the governing body of ☐ Town ☐ Village ☒ City of Menasha County of Winnebago

The undersigned duly authorized officer(s)/members/managers of Viaand Hospitality LLC
(registered name of corporation/organization or limited liability company)

a corporation/organization or limited liability company making application for an alcohol beverage license for a premises known as

Parker John's BBE & PIZZA
(trade name)

located at 124 MAIN ST. MENASHA, WI

appoints AARON M. SLOMA
(name of appointed agent)

16524 LAX CHAPEL RD. KIEL, WI 53042
(home address of appointed agent)

to act for the corporation/organization/limited liability company with full authority and control of the premises and of all business relative to alcohol beverages conducted therein. Is applicant agent presently acting in that capacity or requesting approval for any corporation/organization/limited liability company having or applying for a beer and/or liquor license for any other location in Wisconsin?

☒ Yes ☐ No If so, indicate the corporate name(s)/limited liability company(ies) and municipality(ies).

The Stuffed Olives, Inc, Kiel; Town of Schleswig | Viaand Hospitality LLC Howard's Grove, WI

Is applicant agent subject to completion of the responsible beverage server training course? ☐ Yes ☒ No

How long immediately prior to making this application has the applicant agent resided continuously in Wisconsin? 9 years, 7 months

Place of residence last year 16524 Lax Chapel Rd. Kiel, WI 53042

For: Viaand Hospitality LLC
(name of corporation/organization/limited liability company)

By: Aaron M. Sloma
(Signature of Officer/Member/Manager)

And: _____
(signature of Officer/Member/Manager)

ACCEPTANCE BY AGENT

I, AARON M. SLOMA
(print/type agent's name), hereby accept this appointment as agent for the

corporation/organization/limited liability company and assume full responsibility for the conduct of all business relative to alcohol beverages conducted on the premises for the corporation/organization/limited liability company

Aaron M. Sloma 05/25/16
(signature of agent) (date) Agent's age _____

16524 Lax Chapel Rd. Kiel WI 53042
(home address of agent) Date of birth _____

**APPROVAL OF AGENT BY MUNICIPAL AUTHORITY
(Clerk cannot sign on behalf of Municipal Official)**

I hereby certify that I have checked municipal and state criminal records. To the best of my knowledge, with the available information, the character, record and reputation are satisfactory and I have no objection to the agent appointed.

Approved on 8/1/16 by Larry Bonniwell Title Lt. Police
(date) (signature of proper local official) (town chair, village president, police chief)



MEMORANDUM

Date: August 10, 2016
To: Common Council
From: Debbie Galeazzi, Clerk
Subject: Outdoor Extension of "Class B" License-Viand Hospitality LLC

In accordance with Section 7-2-17 of City of Menasha Municipal Code, Viand Hospitality LLC, d/b/a Parker John's BBQ & Pizza, 124 Main Street, has submitted an application for extension of "Class B" license for the 2016-2017 licensing period requesting outdoor serving of alcoholic beverage on a deck/patio. The premise meets all the requirements of Section 7-2-17.

Staff recommends the application be approved for the 2016-2017 licensing year.



MEMORANDUM

Date: August 9, 2016

To: Common Council

From: Pamela A. Captain, City Attorney

Re: Amendment to Purchase and Development Agreement between the City
of Menasha and Christine A. Sohns, dated June 5, 2014

On June 5, 2014, the City of Menasha and Christine A. Sohns entered into an agreement for the purchase and re-development of 198 River Street. Terms included environmental abatement of asbestos within two years of the purchase.

I followed up with Ms. Sohns by written inquiry in 2015. At the council's August 17, 2015 meeting, Ms. Sohns and Simply Incredible Foods informed us about their business and the work on the physical premises.

On February 6, 2016 I asked Ms. Sohns for an update with respect to the project given the contract completion date was June 5th. Upon invitation, Ms. Sohns and Jonathan Smith provided an update to the Common Council at its July 5, 2016 meeting. At that time we learned that the DEVELOPMENT IMPROVEMENTS, including asbestos removal are not fully completed.

On July 25, 2016 I sent a Notice of Default asking for a plan to address the completion of the DEVELOPMENT IMPROVEMENTS, especially as it related to the asbestos removal. Attached is the response that I received. Before you is Ms. Sohns' request to extend the time to complete the DEVELOPMENT IMPROVEMENTS to June 2018. I have prepared a draft amendment to the agreement if you decide to allow the time extension.

**FIRST AMENDMENT TO PURCHASE AND DEVELOPMENT AGREEMENT AMONG
CITY OF MENASHA AND CHRISTINE A. SOHNS
DATED JUNE 5, 2014**

THIS FIRST AMENDMENT TO PURCHASE AND DEVELOPMENT AGREEMENT, executed in Menasha, Wisconsin on this ___ day of August, 2016, is made effective between the City of Menasha and Christine A. Sohns and is made with reference to the Purchase and Development Agreement dated June 5, 2016.

1. The time Christine A. Sohns has to complete the DEVELOPMENT IMPROVEMENTS, including the environmental abatement of asbestos is extended to June 4, 2018.
2. All other terms and conditions set forth in the Purchase and Development Agreement dated June 5, 2014, shall remain the same.

IN WITNESS WHEREOF, the undersigned have executed this First Amendment as of the date first written above:

City of Menasha

By: _____

Donald Merkes, Mayor

By: _____

Deborah A. Galeazzi, City Clerk

Christine A. Sohns

August 2, 2016

To: Don Merkes
Pamela Captain

RE: Proposal to address- Notice of Default

Simply Incredible Business Development will address the default of the Purchase and Development Agreement dated June 5, 2014, as soon as the Dresser Rand is sold and scrap prices rebound back to an acceptable level. We continue to make smaller improvements to the facility as smaller equipment is sold. It is our intention to fully improve the building and remove asbestos from production areas which would allow us to increase production capacity.

It is our hope this happens as soon as possible, we have employed a professional Engineer to market the DresserRand to get the best price and fastest sale.

Please extend the timeframe in the agreement 2 years.

Very truly yours,


Christine A. Sohns

August 2, 2016

To: Don Merkes
Pamela Captain

RE: Proposal to address- Notice of Default

Simply Incredible Business Development will address the default of the Purchase and Development Agreement dated June 5, 2014, as soon as the Dresser Rand is sold and scrap prices rebound back to an acceptable level. We continue to make smaller improvements to the facility as smaller equipment is sold. It is our intention to fully improve the building and remove asbestos from production areas which would allow us to increase production capacity.

It is our hope this happens as soon as possible, we have employed a professional Engineer to market the DresserRand to get the best price and fastest sale.

Please extend the timeframe in the agreement 2 years.

Very truly yours,



Christine A. Sohns

ORDINANCE O-8-16

AN ORDINANCE AMENDING TITLE 13 BY MAKING CERTAIN CHANGES TO THE DISTRICT
(1861-1863 Beck Street, Parcel #4-00919-01)

INTRODUCED BY MAYOR MERKES ON THE RECOMMENDATION OF THE PLAN
COMMISSION.

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

SECTION 1: The Zoning Ordinance Title 13 and Zoning District made a part thereof is hereby amended by changing the property 1861-1863 Beck Street, Parcel #4-00919-01 from R-2 Two Family Residence District to R-2A Multi-Family, Zero Lot Line Residence District, described as follows:

1861-1863 Beck Street, Parcel #4-00919-01 LOT 1 OF CSM #1370 REC AS DOC #627281
WINNEBAGO CO R.O.D. AND PART OF LOT 1 CSM #1371 (DOC #627282) COM NE COR LOT 1
CSM 1371; TH ALG W RW LN PALISADES DR, S00°00'00"W 100.00 FT; TH ALG S LN SD LOT 1,
S89°56'00"W 100.00 FT TO THE POB; TH CONT ALG S LN SD LOT 1, S89°56'00"W 65.00 FT; TH
ALG W LN SD LOT 1 N00°00'00"E 98.90 FT; TH ALG N LN SD LOT 1, N89°33'00"E 65.00 FT; TH
S010°00'00"W 99.33 FT TO THE POB, CONTAINING 6,443 SQ FT.

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

ORDINANCE O-9-16

AN ORDINANCE AMENDING TITLE 13, BY MAKING CERTAIN CHAGES TO THE DISTRICT
(412 Broad Street, Parcel #1-00041-00)

INTRODUCED BY MAYOR MERKES ON THE RECOMMENDATION OF THE PLAN
COMMISSION.

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

SECTION 1: The Zoning Ordinance Title 13 and Zoning District made a part thereof is hereby amended by changing the property at 412 Broad Street, Parcel #1-00041-00 from C-2 Central Business District to R-1 Single Family Residence District, described as follows:

412 Broad Street, Parcel #1-00041-00 ORIGINAL PLAT OF MENASHA LOT 16 OF BLOCK 17.

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