

**CITY OF MENASHA
COMMON COUNCIL
Third Floor Council Chambers
140 Main Street, Menasha
TUESDAY, September 6, 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. 2016 Activities of Fox Cities Regional Partnership—Manny Vazquez
 - 2. Clerk Galeazzi - the following minutes and communications have been received and placed on file:
 - Minutes to receive:
 - a. [Administration Committee, 8/15/2016](#)
 - b. [Board of Public Works, 8/15/2016](#)
 - c. Neenah-Menasha Sewerage Commission, [5/24/2016](#), [6/28/2016](#), [7/26/2016](#)
 - d. [Personnel Committee, 8/15/2016](#)
 - e. [Plan Commission, 8/16/2016](#)
 - f. [Public Works/Parks Safety Committee, 7/26/2016](#)
 - Communications:
 - g. [The Menasha Times, August 2016](#)
 - h. [Wisconsin DOA Preliminary Estimate of January 1, 2016 Population](#)
 - i. [2016 Equalized Values](#)
 - j. [Rock the Block](#)
 - k. [August 9' 2016 Election Results](#)
 - l. [Update on Bridge Construction and Street Construction Projects](#)
 - m. [Menasha Celebrates Opening of First Outdoor Futsal Court in the Fox Cities](#)
 - n. [Public Works Superintendent Position Memorandum](#)
 - o. [Updated 2017 Budget Workshop Dates/Times](#)
- 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, 8/15/2016](#)

Board of Public Works, 8/15/2016, Recommends the Approval of:

 - 2. [Payment – Northeast Asphalt, Inc.; New Street Construction and Reconstruction, Concrete Curb and Gutter, Concrete Sidewalk, Asphalt Pavement within Parking Area, 8' Wide Asphalt Trail and Storm Sewer; Sixth Street, Ninth Street, Grandview Avenue, Manitowoc /](#)

[Plank Road \(8' Wide Asphalt Trail\), Menasha Utilities Office \(Parking Area Paving\), Community Way; Contract Unit No. 2016-02; \\$187,115.36 \(Payment No. 1\)](#)

Personnel Committee, 8/15/16, Recommends the Approval of:

3. [Change the City's Table of Organization by deleting the .9 FTE Public Health Nurse Position and the .24 FTE Dental Hygienist Position, add the .58 FTE Public Health Nurse Position and the .56 FTE Dental Hygienist Position, and apply benefits to both positions according to City Policy.](#)

Plan Commission, 8/16/2016, Recommends the Approval of:

4. [Certified Survey Map—Lake Cottage Estates, West](#)
5. [Certified Survey Map—Carpenter Street](#)

H. ITEMS REMOVED FROM THE CONSENT AGENDA

I. ACTION ITEMS

1. [Accounts payable and payroll for the term of 8/18/2016—9/1/2016 in the amount of \\$1,561,733.72](#)
2. [Beverage Operators License Applications for the 2015-2017 licensing period.](#)
3. [Development Agreement Between The City of Menasha and Woodland Developments, LLC](#)

J. HELD OVER BUSINESS

K. ORDINANCES AND RESOLUTIONS

1. [O-11-16 An Ordinance Amending Title 7, Chapter 6 of Code of Ordinances – Restaurant and Retail Food Establishments \(as recommended by the Administration Committee\) \(Introduced by Mayor Merkes\)](#)

L. APPOINTMENTS

1. [Council Accept the Resignation of Samantha Zinth from the Landmarks Commission for the term of 12/07/2015 to 3/1/2017.](#)
2. [Mayor's Appointment of Kim Massey to the Landmarks Commission for the term of 9/7/2016-3/7/2017.](#)

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 COMMITTEES

P. ACTION ITEMS

1. Adjourn into Closed Session pursuant to Wis. Stats. §19.85(1)(e)&(g): 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)(Intermunicipal Agreement between the City of Menasha and Town of Menasha dated April 13, 1999).
2. May reconvene into Open Session to take action on items discussed in Closed Session.

Q. ADJOURNMENT

MEETING NOTICE
Monday, September 19, 2016
Common Council Meeting – 6:00 p.m.
Committee Meetings to Follow

CITY OF MENASHA
ADMINISTRATION COMMITTEE
Third Floor Council Chambers
140 Main Street, Menasha
August 15, 2016
MINUTES

DRAFT

A. CALL TO ORDER

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

B. ROLL CALL/EXCUSED ABSENCES

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

EXCUSED: Alderman Taylor

ALSO PRESENT: Mayor Merkes, CA Captain, PC Styka, FC Kloehn, ASD Steeno, CDD Buck, AP Englebert, PHD McKenney, Clerk Galeazzi, Dave Maccoux (Schenck)

C. MINUTES TO APPROVE

1. [Administration Committee, 8/1/16](#)

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

Motion carried on voice vote.

D. ACTION/DISCUSSION ITEMS

1. [Review and Accept 2015 City of Menasha Audit \(Dave Maccoux, Schenck, SC\)](#)

Dave Maccoux from Schenck, SC, reviewed the independent auditors' report of the year ending December 31, 2015. He provided comments and observations of the audit.

General discussion ensued on the audit.

Moved by Ald. Benner seconded by Ald. Keehan to review and accept 2015 City of Menasha Audit.

Motion carried on roll call 7-0.

2. [O-11-16 An Ordinance Amending Title 7, Chapter 6 of Code of Ordinances – Restaurant and Retail Food Establishments \(Introduced by Mayor Merkes\)](#)

CA Captain explained changes in the ordinance reflect updates to Wisconsin State Statutes and Wisconsin Administrative Code for restaurants and food establishments.

Moved by Ald. Keehan seconded by Ald. Collier to recommend to Common Council O-11-16 An Ordinance Amending Title 7, Chapter 6 of Code of Ordinances-Restaurant and Retail Food Establishments.

Motion carried on roll call 7-0.

E. ADJOURNMENT

Moved by Ald. Keehan seconded by Ald. Spencer to adjourn at 6:50 p.m.

Motion carried on voice vote.

Deborah A. Galeazzi, WCMC
City Clerk

CITY OF MENASHA
Board of Public Works
Third Floor Council Chambers
140 Main Street, Menasha
August 15, 2016
MINUTES

DRAFT

A. CALL TO ORDER

Meeting called to order by Chairman Krautkramer at 6:51 p.m.

B. ROLL CALL/EXCUSED ABSENCES

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

EXCUSED: Alderman Taylor

ALSO PRESENT: Mayor Merkes, CA Captain, PC Styka, FC Kloehn, ASD Steeno, CDD Buck, AS Englebert, PHD McKenney, DDMO Alix, Clerk Galeazzi.

C. MINUTES TO APPROVE

1. [July 18, 2016](#)

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

Motion carried on voice vote.

D. COMMUNICATIONS

1. [DDMO Alix Leaf Collection Pilot Program 8/9/16](#)

DDMO Alix explained an issue with the machines used for leaf collection last fall. He explained methods used by other municipalities associated with leaf collection. Staff recommends implementing a leaf collection pilot program for the fall of 2016 in the City's Doty Island area. One of the main changes is the leaves will be placed on the edge of the street not on the terrace. Residents would be provided information on changes to leaf collection in their area.

Moved by Ald. Collier seconded by Ald. Keehan to authorize staff to move forward on the leaf collection pilot program.

Motion carried n roll call 7-0.

2. [ES Montour Proposed Lane Delineation Changes at Racine Street and Seventh Street 8/11/16](#)

PC Styka explained it was requested to explored the feasibility of changing the current configuration of the traffic lanes at the Racine Street/Seventh Street intersection. Staff proposes to have a turn only lane for both southbound and northbound traffic at the intersection. This would require the current no parking restriction on Racine Street to be extended. It is recommended to have this lane change in place before the school year starts.

Moved by Ald. Nichols seconded by Ald. Collier to authorize staff to move forward on the proposed lane delineation changes at the Racine Street/Seventh Street intersection.

Motion carried on roll call 7-0.

E. DISCUSSION / ACTION ITEMS

1. [Payment – Northeast Asphalt, Inc.; New Street Construction and Reconstruction, Concrete Curb and Gutter, Concrete Sidewalk, Asphalt Pavement within Parking Area, 8' Wide Asphalt Trail and Storm Sewer; Sixth Street, Ninth Street, Grandview Avenue, Manitowoc / Plank Road \(8' Wide Asphalt Trail\), Menasha Utilities Office \(Parking Area Paving\), Community Way; Contract Unit No. 2016-02; \\$187,115.36 \(Payment No. 1\)](#)

Moved by Ald. Benner seconded by Ald. Keehan to recommend to Common Council Payment to Northeast Asphalt, Inc. for new street construction and reconstruction, concrete curb and gutter, concrete sidewalk, asphalt pavement within parking area, 8' wide asphalt rail and storm sewer on Sixth Street, Ninth Street, Grandview Avenue, Manitowoc/Plank Road (8' wide asphalt trail), Menasha Utilities Office (parking area paving), and Community Way, Contract Unit No. 2016-02 in the amount of \$187,115.36. (Payment No. 1).

Motion carried on roll call 7-0.

2. [Ordinance O-10-16 Regarding Restrictions on Parking](#)

PC Styka explained the parking ordinance is being repealed and recreated due to changes in the downtown and other areas of the City. He highlighted the more noticeable changes. Staff has been working on these changes for a while.

General discussion ensued on the changes, and current parking signage not matching current code. Because of the many changes, it was requested that PC Styka list the recommended changes and bring back for review by the Board.

F. ADJOURNMENT

Moved by Ald. Nichols seconded by Ald. Keehan to adjourn at 8:01 p.m.

Motion carried on voice vote.

Deborah A. Galeazzi, WCMC
City Clerk

NEENAH-MENASHA SEWERAGE COMMISSION

Regular Meeting

Tuesday May 24, 2016

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

Present: Commissioners Kathy Bauer, Forrest Bates, Steve Coburn, Tim Hamblin, Mike Sams, Raymond Zielinski, Dale Youngquist; Manager Paul Much, Attorney John Thiel, Accountant Roger Voigt.

Also Present: Chad Olsen, Nick Vande Hey (McMAHON); Rob Franck, Randall Much (MCO).

Public Forum. No one in attendance for public forum.

April 26, 2016 Regular Meeting minutes: Motion made and seconded by Commissioners Zielinski/Bates to approve the minutes from the April 26, 2016 Regular Meeting. Motion carried unanimously.

Correspondence

There was no correspondence to be discussed:

Old Business

Ordinance-Contract Change. Attorney Thiel discussed changes to allow the Commission the option to contract with Industrial Users. Attorney Thiel further referenced his November 23, 2015 opinion letter in where we will need to change the Ordinance-Contract to provide the Commission this option. A public hearing will need to be scheduled for the proposed changes to the Ordinance-Contract. The proposed changes would remove Contracting Industrial User from the language but still maintain Industrial User; a condition would also be added for new Industrial Users. A draft resolution was distributed to show the resolution form and discussion followed on the procedure to be followed: have a public hearing, pass the resolution, and send the information to member communities for approval. Commissioner Bauer questioned the effect on current industrial users and the effect if we needed more construction to accommodate any new industrial user's loadings. Commissioner Bates questioned who would be best suited to negotiate a contract with industrial users, the City or the Commission. Commissioners and Attorney Thiel discussed the questions. After discussion a motion was made and seconded by Commissioners Sams/Bauer to hold a Public Hearing on June 28, 2016 at 8:00 am prior to the Regular Meeting to receive public comment on the proposed changes to the Ordinance-Contract. Motion carried unanimously.

Attorney Thiel was excused from the meeting.

Town Neenah S.D. #2 Lift Station #2 meter replacement. Rob Franck reported the pre-construction meeting will be held on May 27. The construction plan is to be completed and online by July 4. Immel is doing the work; the price is in line with the cost from last year.

Waverly S.D. meter replacement. Rob Franck reported the meters will be worked on after the Sanitary District #2 work is completed; this should be a one or two day effort to complete the project.

Interceptor GIS locates. Rob Franck reported he left a message for Menasha Public Works Director Mark Radtke requesting to meet and to see what history the City has on the locations of the interceptor manholes.

New Business

Operations, Engineering, Planning

HSI Blower Status Update. President Youngquist indicated he received an email with pricing for the new blowers; there will still be a lot of negotiating to do with Atlas Copco. Rob Franck reported on the meeting with Jon Myer to discuss the number of blowers needed; 4 units will meet our needs, we will need a fifth unit to meet the bidding specs of one spare unit. Delivery of the four units is expected to be mid/late July.

Phosphorus Removal & Analyzer. Manager Much reported we have been meeting phosphorus and TSS limits with the use of Ferric. Commissioner Bates questioned if we will look at other chemical options if the Ferric continues to meet limits. This was discussed further.

Phosphorus & TSS Trading Option. Nick Vande Hey distributed and discussed a map of the TMDL sub-basin boundary along with selected portions of the feasibility study performed to look at water quality trading options for phosphorus and TSS. Nick further discussed and explained the various Tables in the feasibility study; the best trading ratios are with other dischargers.

iReportPlus reporting software. There is no update to report until the completion of the SCADA system.

McMahon Invoices. Motion made and seconded by Commissioners Zielinski/Coburn to approve for payment McMahon invoices #902166 and #902277 in the amounts of \$1,400 and \$4,250.00. Motion carried unanimously.

Rob Franck discussed the additional quotes received for placing concrete along south side of the Digester Building. Four additional companies were contacted; two provided quotes. Quotes have been received from Sanderfoot (\$13,560), United (\$15,400), and Fisher-Ulman (\$16,946). Rob would like to replace the mixer tube in the Digester before having the concrete work completed; it is expected the concrete work would be started before the next Commission meeting. Motion made and seconded by Commissioners Bates/Coburn to accept the quote received from Sanderfoot Construction Company in the amount of \$13,560 for the concrete work on the south side of the Digester Building. Motion carried unanimously.

Manager Much discussed the Operating Report for the month of April 2016. The plant is operating well, the plant has exceeded the high quality limit for zinc in its sludge. Daily zinc testing has started on our influent; testing will also be performed on the ferric and any other chemicals to try to locate the source of the zinc. Commissioner Hamblin questioned the type of industry that would be a source. Manager Much indicated there are none known of in our area,

but generally it is from plating. Rob Franck discussed his report on new equipment issues with the Grundfos pumps, boilers, SCADA controls, GIS, and Aeration Basin 6. Rob also reviewed and discussed his report regarding equipment and grounds projects. Chad Olsen distributed and discussed a worksheet listing the outstanding engineering projects, current status, and the anticipated completion dates. After discussion motion made and seconded by Commissioners Bates/Zielinski to approve the Operating Report for the month of April 2016. Motion carried unanimously.

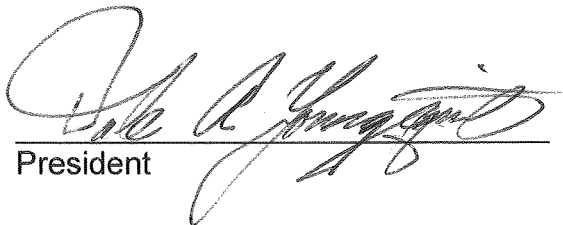
Budget, Finance, Personnel

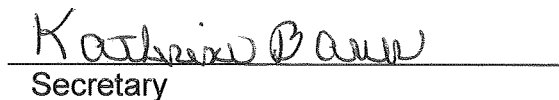
Accountant Voigt discussed the financial statements and the cash & investment report for the month of April 2016. Currently the Commission has a loss for the month of April operations but still has a year-to-date net income for the plant operations; this will continued to be monitored and if the income becomes too large we will look at adjusting the rates for the third or fourth quarter. MCO generated \$2,200 in income to the Commission in April. After discussion, motion made and seconded by Commissioners Hamblin/Zielinski to accept the Accountant's Report for the month of April 2016. Motion carried unanimously.

Motion made and seconded by Commissioners Coburn/Sambs to approve for payment MCO invoices #20373 and #20416 in the amounts of \$123,862.57 and \$454.65 with payment to be made after June 1, 2016. Motion carried unanimously.

Motion made and seconded by Commissioners Hamblin/Zielinski to approve Operating and Payroll Vouchers #135615 through #135663 in the amount of \$312,932.38 for the month of April 2016. Motion carried unanimously.

Motion made and seconded by Commissioners Coburn/Bates to adjourn the meeting. Motion carried unanimously. Meeting adjourned at 9:58 a.m.



President

Secretary

NEENAH-MENASHA SEWERAGE COMMISSION

Public Hearing & Regular Meeting

Tuesday June 28, 2016

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

Present: Commissioners Forrest Bates, Steve Coburn, Tim Hamblin, Mike Sambs, Raymond Zielinski, Dale Youngquist; Manager Paul Much, Attorney John Thiel, Accountant Roger Voigt.

Excused: Commissioner Kathy Bauer.

Also Present: Chad Olsen (McMAHON); Rob Franck, Randall Much (MCO).

Motion made and seconded by Commissioners Coburn/Bates to enter into the Public Hearing to receive public comments on the proposed resolution of the Commission to be able to exercise its sound discretion as to whether or not to enter into direct industrial user contracts between industrial users and the Commission versus a mandatory requirement. Motion carried unanimously on a roll call vote.

Attorney Thiel explained the purpose of the public hearing and the Ordinance-Contract Amendment. Commissioners held a brief discussion on the subject matter. After discussion and with no further questions from those in attendance, motion made and seconded by Commissioners Coburn/Zielinski to close the public hearing. Motion carried unanimously.

Public Forum. No one in attendance for public forum.

May 24, 2016 Regular Meeting minutes: Motion made and seconded by Commissioners Bates/Zielinski to approve the minutes from the May 24, 2016 Regular Meeting. Motion carried unanimously.

Menasha Public Works Director Mark Radtke entered the meeting. President Youngquist questioned Mr. Radtke if he had any questions or comments related to the public hearing subject matter. Mr. Radtke indicated he did; the Commission allowed him the opportunity to present his concerns. The City of Menasha would also like to see in the amendment to the Ordinance-Contract language to allow a community the ability to add a transportation charge or similar fee to an industrial user who enters into a direct contract with the Commission. Current wording does not allow; an additional agreement was made between the City and Sonoco to allow the City to bill a transportation fee. This fee is used to help cover the costs of interceptor maintenance and repairs. The Commissioners and Attorney Thiel further discussed; they are willing to make this change in the wording of the proposed amendment. After discussion, Mr. Radtke excused himself from the meeting.

Correspondence

There was no written correspondence to be discussed. President Youngquist informed the Commission of a verbal contact he received from an individual looking to install a wood fence on Commission property; the fence would be built to allow quick take down in case there was the

need to access our property for interceptor repairs or maintenance. The Commission discussed their policy of not allowing the installation of fences or building on Commission owned property. Commissioner Bates indicated it would be best to maintain this policy. President Youngquist will contact this individual regarding these discussions.

NMSC Resolution 2016-1. Commissioner Zielinski reviewed the drafted resolution and agreement to amend the Ordinance-Contract and pointed out a spelling and grammatical errors. After discussions, motion made and seconded by Commissioners Bates/Sambs to approve NMSC Resolution 2016-1, A Resolution of the Neenah-Menasha Sewerage Commission to Amend Portions of the 1982 Ordinance-Contract, as Amended, to Affect the Application of Contracting by the Commission with Industrial Users, as corrected for spelling and grammar, and to add language to the amendment to allow NMSC Members the ability to charge a type of transportation charge to those Industrial Users who direct contract with the Commission. Motion carried unanimously on roll call vote.

Attorney Thiel was excused from the meeting.

Old Business

Town Neenah S.D. #2 Lift Station #2 meter replacement. Rob Franck reported the work is complete; the unit was started Monday. A drawdown test will be performed later this week.

Waverly S.D. meter replacement. Rob Franck reported the work to replace the meters will probably be completed in August.

Concrete along Digester Building. Rob Franck reported the work is done; topsoil was brought in and has been spread to fill in around the concrete.

Interceptor GIS locates. Rob Franck reported he met with City of Menasha staff. There will be a follow-up meeting to discuss the maintenance history and future maintenance schedule. President Youngquist reminded the Commission the Town of Menasha had previously expressed interest in taking over ownership of the interceptor located in the Town.

New Business

Operations, Engineering, Planning

HSI Blower Status Update. Rob Franck reported being informed 4 new blowers will be shipped at the end of July. Chad Olsen reported they should have more information on the pricing for the installation of the blowers by the August meeting. President Youngquist indicated additional negotiations will be needed once we know the pricing. Commissioner Zielinski questioned how soon the negotiations would start; President Youngquist indicated right after we obtain more information on the pricing. Commissioner Sambs questioned how long will it take to install the new blowers; it is estimated about a month.

Phosphorus Removal. Manager Much indicated there is no new information to report.

iReportPlus reporting software. There is no update to report until the completion of the SCADA system.

CMOM. Manager Much discussed the Capacity, Management, Operations & Maintenance (CMOM) report. This is a report required by the DNR and is to be effective starting August 1 and is to be reviewed annually. Commissioner Zielinski questioned how the goals were derived to inspect and televise 20% of the system per year. Manager Much indicated the minimum amount allowed is to review the system every 10 years; it is felt the 20% per year is a manageable amount. Manager Much and the Commission further reviewed and discussed the CMOM report. Manager Much indicated the report will be kept on file at the NMSC.

CMAR. Manager Much discussed the Compliance Maintenance Annual Report (CMAR). For 2015 the Commission received an "A" in each category. After discussion, motion by Commissioners Coburn/Sambs to approve the 2015 CMAR and to approve Compliance Maintenance Resolution, NMSC Resolution 2016-2. Motion carried unanimously.

Manager Much discussed the Operating Report for the month of May 2016. The plant is operating well; we have been experiencing low mercury levels, we will meet the new permit limits based on current levels. Manager Much further reported on the high influent zinc levels; a very high hit was received from Neenah, sampling is being done daily from 3 sections in the City to try to narrow down which area of the City we need to concentrate efforts to locate the source of the zinc. Rob Franck discussed his report on new equipment issues; the GIS work order program has training scheduled for July 12. Rob also reviewed and discussed his report regarding equipment and grounds projects; three of the primary clarifiers have been drained and inspected, the last clarifier should be done this week. In mid-July the draft tube mixer is scheduled to be replaced in the digester. Rob reported the centrifuge testing was completed last week. We are waiting for the report from Alfa Laval. Chad Olsen distributed and discussed a worksheet listing the outstanding engineering projects, current status, and the anticipated completion dates. After discussion motion made and seconded by Commissioners Zielinski/Bates to approve the Operating Report for the month of May 2016. Motion carried unanimously.

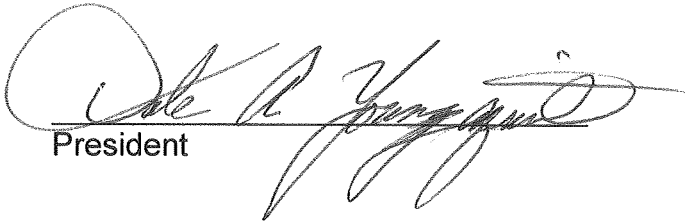
Budget, Finance, Personnel

Accountant Voigt discussed the financial statements and the cash & investment report for the month of May 2016. May operations are showing a net income; the June and July operations will likely show losses due to the influent loadings received; this will continued to be monitored and if we need to adjust the rates we will look at adjusting the rates for the fourth quarter. Accountant Voigt reported two of the long-term outstanding receivables were paid in June; the remaining item will likely be written off as the business has closed. MCO generated \$2,000 in income to the Commission in May. After discussion, motion made and seconded by Commissioners Bates/Sambs to accept the Accountant's Report for the month of May 2016. Motion carried unanimously.

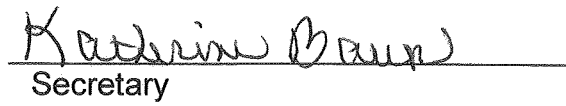
Motion made and seconded by Commissioners Coburn/Zielinski to approve for payment MCO invoices #20456 and #20500 in the amounts of \$123,862.56 and \$431.70 with payment to be made after July 1, 2016. Motion carried unanimously.

Motion made and seconded by Commissioners Zielinski/Coburn to approve Operating and Payroll Vouchers #135664 through #135709663 in the amount of \$234,215.20 for the month of May 2016. Motion carried unanimously.

Motion made and seconded by Commissioners Hamblin/Bates to adjourn the meeting. Motion carried unanimously. Meeting adjourned at 9:15 a.m.



President



Secretary

NEENAH-MENASHA SEWERAGE COMMISSION

Regular Meeting

Tuesday July 26, 2016

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

Present: Commissioners Forrest Bates, Steve Coburn, Tim Hamblin, Mike Sambs, Raymond Zielinski, Dale Youngquist; Manager Paul Much, Accountant Roger Voigt.

Excused: Commissioner Kathy Bauer.

Also Present: Tom Kispert (McMAHON); Rob Franck, Randall Much (MCO).

Public Forum. No one in attendance for public forum.

June 28, 2016 Public Hearing & Regular Meeting minutes: Motion made and seconded by Commissioners Coburn/Bates to approve the minutes from the June 28, 2016 Public Hearing & Regular Meeting. Motion carried unanimously.

Correspondence

The following correspondence was discussed:

July 12, 2016 email from NMSC Attorney John Thiel to Roger Voigt, NMSC Accountant.
RE: Addendum To Settlement Agreement, Release, and Covenant Not To Sue. Approved by Cities of Neenah and Menasha, signed by Commission President Youngquist.

Old Business

Town Neenah S.D. #2 Lift Station #2 meter replacement. Rob Franck reported the work is complete.

Waverly S.D. meter replacement. Rob Franck reported the tentative schedule will be to replace the meter the 2nd-3rd week in August.

Interceptor GIS locates. Rob Franck reported they will be scheduling a meeting with Menasha representatives.

Madison Street – Process to vacate. Commissioners reviewed the statutes regarding the discontinuance of a public way either by petition or by City initiated. President Youngquist and Commissioner Zielinski will discuss further with the City of Menasha.

New Business

Operations, Engineering, Planning

HSI Blower Status Update. Tom Kispert reported the four blowers are in the U.S.; Atlas Copco is deciding if they will be kept in Houston Texas at their warehouse or at the NMSC site. McMahon will have a price for the installation at the August meeting.

Phosphorus Removal. Manager Much reported they have not been able to meet the proposed new limit the last three months; we will begin testing another chemical in the phosphorus removal trial.

iReportPlus reporting software. This should be completed within 2-3 weeks after the SCADA system has been completed.

McMahon Invoices. McMahon invoice #902760 was inadvertently not included on the meeting agenda for approval; a copy of the invoice was provided to the Commission at the meeting. After discussion, motion made and seconded by Commissioners Coburn/Bates to approve for payment McMahon invoices #902752, #902792 and #902760 in the amounts of \$2,175.00, \$13,400.00 and \$10,300.00. Motion carried unanimously.

Manager Much discussed the Operating Report for the month of June 2016. The plant is operating well; we have received an odor complaint. An exhaust fan in the truck bay was turned off which helped in reducing the odor; we will need to look at connecting the truck bays to the odor control system. We are also making an effort to keep no more than one load of solids in the truck bays at the end of the day. Rob Franck reported there would be discussions with a contractor about installing new piping and assessing the fans. President Youngquist asked if he received an estimate on the cost. Rob indicated we have not but a rough estimate would be in the \$30,000 range if no changes are needed in the size of the fan. President Youngquist questioned the status of locating the source of zinc; Manager Much reported we have continued to receive smaller hits of zinc from Neenah. Testing in Menasha will be discontinued and the emphasis will be in Neenah. City of Neenah staff have been helpful with our process on where to locate sampling equipment. Rob Franck discussed his report on new equipment issues; the boilers have not been operating reliably and PBBS was asked to come in to look at the setup and installed equipment. Commissioner Sambs questioned who specified the installed equipment; Tom Kispert responded it was McMahon who did the specification. Rob further reported the supplier of the equipment no longer represents this manufacturer. Rob also reviewed and discussed his report regarding equipment and grounds projects. The linear mixer lower seal reservoir loses seal fluid at a rate of two – three gallons per day. Rob also discussed the perimeter fence repair, ground fault warning in the electrical system which was determined to be the air conditioner condenser unit, and a cell failure in the sodium hypochlorite generation unit. The A/C condenser is 3 years old, the specifications when installed indicated it was to have a 5 year warranty. The sodium hypochlorite cell has a 7 year warranty. Tom Kispert reviewed the Engineering Project Status Report. After discussion motion made and seconded by Commissioners Zielinski/Bates to approve the Operating Report for the month of June 2016. Motion carried unanimously.

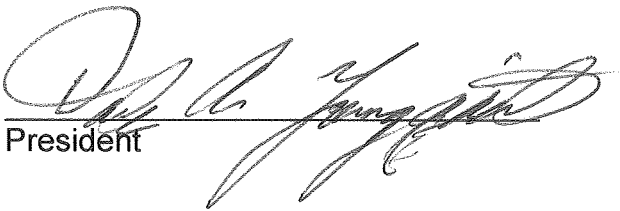
Budget, Finance, Personnel

Accountant Voigt discussed the financial statements and the cash & investment report for the month of June 2016. June operations are showing a net loss, the year to date is still showing a net income. The July and August operations will likely show losses due to the influent loadings received; this will continued to be monitored and if we need to adjust the rates we will look at adjusting the rates for the fourth quarter. MCO generated \$2,400 in income to the Commission in June. After discussion, motion made and seconded by Commissioners Bates/Hamblin to accept the Accountant's Report for the month of June 2016. Motion carried unanimously.


Motion made and seconded by Commissioners Zielinski/Coburn to approve for payment MCO invoices #20551 and #20594 in the amounts of \$123,862.56 and \$685.05 with payment to be made after August 1, 2016. Motion carried unanimously.

Motion made and seconded by Commissioners Coburn/Zielinski to approve Operating and Payroll Vouchers #135710 through #135792 in the amount of \$376,204.34 and Construction Fund Voucher #253 in the amount of \$1,400.00 for the month of June 2016. Motion carried unanimously.

Motion made and seconded by Commissioners Coburn/Bates to adjourn the meeting. Motion carried unanimously. Meeting adjourned at 9:08 a.m.



President



Secretary

CITY OF MENASHA
PERSONNEL COMMITTEE
Third Floor Council Chambers
140 Main Street, Menasha
August 15, 2016
MINUTES

DRAFT

A. CALL TO ORDER

Meeting called to order by Chairman Keehan at 8:05 p.m.

B. ROLL CALL/EXCUSED ABSENCES

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

EXCUSED: Alderman Taylor.

ALSO PRESENT: ASD Steeno, PHD McKenney, CDD Buck, Clerk Galeazzi.

C. MINUTES TO APPROVE

1. [Personnel Committee, 7/18/16.](#)

Moved by Mayor Merkes seconded by Ald. Nichols to approve minutes.

Motion carried on voice vote.

D. ACTION/DISCUSSION ITEMS

1. [Authorize Restructuring of Public Health Nurse Position \(.9 FTE\) and Dental Hygienist Position \(.24 FTE\)](#)

PHD McKenney explained a recent review of the Public Health Nurse Position job duties determined not all the duties associated with the position need to be performed by a Public Health Nurse. Some of the non-medical duties can be managed by the Dental Hygienist. Staff is requesting a decrease in hours for the Public Health Nurse position and an increase in hours for the Dental Hygienist. Also adjust the benefits offered according to City Policy.

General discussion ensued on restructuring job duties, no reduction in services, and financial impact to City.

Moved by Ald. Nichols seconded by Ald. Krautkramer to recommend to Common Council to change the City's Table of Organization by deleting the .9 FTE Public Health Nurse Position and the .24 FTE Dental Hygienist Position, add the .58 FTE Public Health Nurse Position and the .56 FTE Dental Hygienist Position, and apply benefits to both positions according to City Policy.

Motion carried on roll call 8-0.

E. ADJOURNMENT

Moved by Ald. Benner seconded by Ald. Krautkramer to adjourn at 8:13 p.m.

Motion carried on voice vote.

Deborah A. Galeazzi, WCMC
City Clerk

CITY OF MENASHA
Plan Commission
Council Chambers, City Hall – 140 Main Street
August 16, 2016
DRAFT MINUTES

A. CALL TO ORDER

The meeting was called to order at 3:30 PM by Mayor Merkes.

B. ROLL CALL/EXCUSED ABSENCES

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

PLAN COMMISSION MEMBERS EXCUSED: Comm. Sturm.

OTHERS PRESENT: CDD Buck, CDC Heim, Dave Schmalz (McMahon), and Steve Grenell (Menasha Utilities).

C. MINUTES TO APPROVE

1. **Minutes of the August 2, 2016 Plan Commission Meeting**

Motion by Ald. Benner, seconded by Comm. DeCoster to approve the August 2, 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. **Certified Survey Map – Lake Cottage Estates, West**

CDD Buck explained that the CSM before the Plan Commission was the final CSM for the Lake Cottage Estates area. All lots meet zoning standards therefore staff recommends approval.

Dave Schmalz, McMahon, stated that the trail dedication on the CSM will remain on the CSM. The trail dedication does not impact the CSM before the Plan Commission.

Commissioners discussed the annexations by the Town/Village of Harrison and how it is no longer feasible for the city to extend the trail to Kernan Avenue and the expansion of the trail through the wetlands to the north of this development is proving challenging.

Motion by Ald. Benner, seconded by Comm. DeCoster to recommend approval of Certified Survey Map, Lake Cottage Estates, West. The motion carried.

2. **Certified Survey Map – Carpenter Street**

CDD Buck presented the CSM for the lot combination from two lots to one lot. The zoning and use of the property allow for the lot combination and therefore staff recommends approval.

Commissioners expressed concern that the use of the structure will go from single family residential, zero lot line to a duplex which in turns suggests possible non-owner occupied rental of the property. Currently the properties are owned by the same corporation.

CDC Heim offered the history of the parcel. Originally the parcel was one lot, zoned R-2, Two-Family Residence District with the use of the structure being a duplex. At some point, the subject parcel along with the other two on the street were rezoned to R-2A, Multi-Family, Zero Lot Line Residence District. This rezoning allowed the lot to be split into two separate parcels and the use of the structure changed to two, zero lot line single family residences. The CSM before the Commission is bringing the two parcels back to one single parcel and the use will be a duplex. CDD Buck again reiterated that the use and zoning of the parcel proposed in the CSM are allowable per the zoning code.

Motion by Comm. Cruickshank, seconded by Comm. DeCoster to recommend approval of Certified Survey Map, Carpenter Street. The motion carried.

H. ADJOURNMENT

Motion by Comm. Schmidt, seconded by Comm. DeCoster, to adjourn at 3:47 PM. The motion carried.

Minutes respectfully submitted by CDC Heim.



**Public Works / Parks Safety Committee
July 26, 2016
Meeting Notes**

Meeting called to order at 8:05 AM.

Present: Todd Drew, Adam Alix, Pamela Captain, Brian Haessley, Vince Maas

Absent: Eric Whitman, Brian Tungate, Kevin Schmahl, Alex Hartzheim

Guest:

- A. Approval of May 24, 2016 meeting minutes – motion V. Maas second P. Captain – motion passed

B. Old Business

1. **Work Zone Safety (MPD)** – Drew requested an update on how work zone and street closures. To date no issues were cited.
2. **Air Quality Portable HEPA Filtration Unit** – T. Drew reported that invoice for the unit was outstanding. PWF is going to keep the unit. Alix requested invoice be sent.
3. **CVMIC Grant Requests** – Drew requested an update on items which had been submitted under the CVMIC grant. To date flammable storage cabinets and HEPA fan unit had been submitted. Drew requested additional discussion.
4. **Cold Storage** – Update- inserts fabricated by Fox Cities Metal have been completed and will be installed by Menasha PWF staff.

C. New Business

1. **Monthly Safety Topic** – Monthly Safety Topic distributed and discuss. Drew requested topic be posted.
2. **Injury Review.** 0 injuries

Dept.	Injury narrative	Lost time	Medical attention	Safety Comments / recommendations
--		<input type="checkbox"/>	<input type="checkbox"/>	

3. **New items for discussion** – no new items discussed

D. Training

1. **Annual Refresher Trainings** – User IDs for the CVMIC web site training have been received. Peggy Steeno will assign passwords and provide to each employee to do future safety training modules. DPW / Parks to complete in Fall 2016.

2. **Lift Truck / Scissors Truck Training** – Drew inquired if all new hires had received lift truck training, confirmed by Alix that they had received training. Drew stated that he would contact Dan Bins, Sunbelt Rentals to do scissors lift and lift truck training.
 5. **Wisconsin State Patrol Load Safety Training** – November 1, 2016.
 6. **Additional Training Issues** –
- E. Adjourn

THE MENASHA TIMES

August



2016

THE OFFICIAL NEWSLETTER OF THE MENASHA HISTORICAL SOCIETY

A Park's Past Remembered

First of a 3-Part Series

On the historic grounds where the Winnebago Indians two hundred years ago, built their wigwams and buried their dead, residents of Menasha will gather Sunday (July – 1965), to observe the 68th anniversary of the donation of Smith Park to the City of Menasha by Elisha Smith. After James Doty purchased the island from the U.S. government in 1835, the settlers came, cutting their roads through the oak and elm forests and building their homes near what is now Winnebago Avenue. The Winnebago Indians had moved southward.

There will be few among the Sunday celebrants who will be able to recall the stories or envision what the east end of Doty's Island looked like in those years prior to the creation of Smith Park in 1897. However, among those who can describe a word picture of the area during this period are Joseph Coyle, 346 Nicolet Blvd., Menasha and William Webster, 318 Fourth Street, Neenah. Both men were born and raised in this location and have lived more than 80 years on the island.

Coyle's mother, Mary Powers, came to Menasha in 1845 from County Claire, Ireland, as one of the first settlers to the new community. After the death of her first husband, she married Patrick Coyle. The Coyle's later purchased a log cabin and truck farmed at the corner of Winnebago Avenue and Nicolet Blvd. The Coyle's abandoned the log cabin and built a new home on the same site which continues to stand at 365 Winnebago Ave. For many years, Mrs. Coyle served the village as a midwife.

Webster's father, George, moved from Sheboygan to Appleton in 1879 and purchased a house in Menasha in 1882. The same structure stands at 636 Nicolet Blvd. The house had been built in the Civil War era. Webster and Coyle believe that at one time the home was used as a club house for the nearby race course. George Webster was employed as a machinist at the Howard and Jennings Machine Co., Menasha.

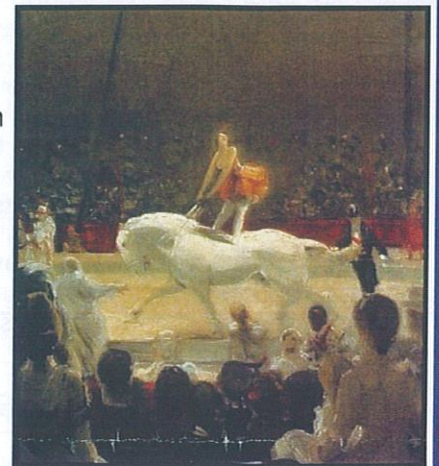
As the two Menashans create a word picture tour of the Smith Park area in the 1890's, they begin at the corner of Naymut Street and Nicolet Blvd., then known as "the Avenue." Opposite this corner, on the Neenah side, the permanent rings for the annual summer circus could be seen.

The tourist probably would either ride in a buggy or walk down a path that was made through the brush, growing wildly on each side of the mud road, toward Lake Winnebago. Immediately he would pass John Schubert's hay fields, extending from Naymut to Cleveland Streets. The hay was sold to the neighbors for their horses and cows. Across "the Avenue" were the Clovis neighborhood pastures and the farm lands of William Stridde which included the area from Ninth Street beyond the present Park Drive, to the mouth of the Fox River.

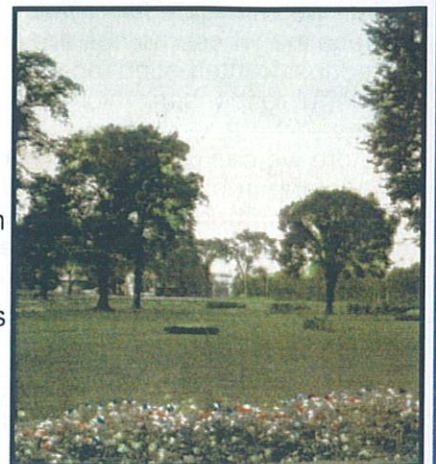
At this time it would be difficult to see the Cleveland Street area since it was overgrown with weeds. However, the north end of the street contained the homes of Mike Grode, a carpenter, and John Schreiner, an employee of the Menasha Wooden Ware. Later the street was dug out for fill in the swamp areas on the north end of Smith Park. The room was filled with quarry chips hauled from the stone quarry on the lower end of the Stridde farm. The quarry presently is the Ernst Mahler pool. *(continued on page 2)*



Detail from print with Winnebago village on Doty Island



"The Circus" - G.W. Bellows



View of the park - 1900

(Park Remembered from page 1) Adjacent to the Webster house was the Turner Society park grounds, enclosed with a wood fence. The dance and band platforms and the two beer stands had been built around the Indian mounds. Directly across from the Turner park was the Stridde farm house.

North of the society's park, on the present site of the Smith Park softball diamond, stood a red brick, one room school house with a bell tower, known as the Island School. Miss Jessie Nugent was the first teacher and Miss Amy Granden was the last teacher. Prior to the development of Smith Park, the school building was moved to Nicolet Blvd., and according to Webster, is the present home of Mrs. Ed Terrian, 508 Nicolet Blvd.

As Coyle and Webster reminisced, the listener is taken from Park St., down to Lake Winnebago, along the dirt road "Avenue." On the Neenah side, he would pass the aristocratic horse racing track, popular throughout the area in the 1880's and 90's. Enthusiasts from substantial distances would bring their sulkies and purebreds to race on the track. Bordering the west side of the track was the small grandstand in front of the 12 stall stable and huge barn. According to Coyle the track was originally operated by a James Brown, with Milwaukee interests, and was built about 1881.

At the end of "the Avenue" on the Menasha side, was a small, one story rectangular shaped house which Webster believes was a log cabin at one time and then covered with wood siding. Coyle claims that whoever operated the lighthouse at the mouth of the Fox River lived in the bungalow. Supposedly a man known as "Indian Joe," operated the lighthouse at one time, Coyle recalled. - by William Herziger

(look for Part Two of this article in our next newsletter)



Sulky racing



Doty Island Map

WPT to Focus on Neenah-Menasha

We are very pleased to announce that the Menasha Historical Society has been contacted by Wisconsin Public Television. Both Neenah and Menasha will be featured in the next presentation of 'Wisconsin Hometown Stories.' Preparation for the program has already begun. Two "listening sessions" were held at the Elisha D. Smith Public Library. The sessions were attended by local citizens who shared stories about their lives and the early history of Menasha. The producer of the program will be contacting some of the attendees for further interviews. PBS staff will also be visiting our Museum to view photos and artifacts from early Menasha. The program will take about a year to complete. Tentatively, it will be aired in early 2017. If you have any stories you wish to submit in writing, please send them to us at menashahistorical.com. Additionally, we would be happy to have you visit the Museum to share your stories. Please call (920) 840 - 4373 to set up a time to visit. In addition to the television airing of the program, DVD copies will be provided to the Menasha Joint School District. We have been hosting school groups who tour our Resource Center, the Isle of Valor and the caboose located in Smith Park. This television presentation will also be a great additional resource to teachers of local history. We are very pleased to have this wonderful opportunity to showcase the city of Menasha!

Make Your December 8th Christmas Banquet Plans

Although it's definitely NOT beginning to look a lot like Christmas, it's time for us to start planning our gala Christmas banquet. Our program this year will be "If Houses Could Talk..." which is a continuation of the postcard project we've initiated this year. We've begun sending postcards to residents of Menasha whose homes are over 100 years old, asking owners to share memories or interesting facts about their homes. We have received some wonderful responses which help us preserve the history of these historic homes.

Before we can choose a location, however, we need a fairly accurate count of the number of guests who plan to attend. Many places require a certain number of guests in order to reserve rooms. If you think you may be attending, please call Delores Gear at (920) 722-3635 as soon as possible. **(Please note that you are definitely not obligated to attend by responding at this time)**

We know that the program will be interesting and we hope to see you (and any guests you may wish to invite) in December. We will try to keep the cost between \$18 and \$22 per person which we believe is a reasonable amount for dinner, entertainment and a guest speaker. THANK YOU for your willingness to assist us in our early planning efforts. We hope you enjoy the rest of this beautiful summer!



Photo from MHS archives



New Roof for Smith Park Caboose

Above is a photo of the new roof being installed on the Smith Park Caboose enclosure. After the Caboose was refurbished nearly 2 years ago, we asked the City of Menasha to install security lighting and a new roof to the Caboose Pavilion. The lighting was installed last Fall and the new roof was just completed in early Summer.

Board member Dick Loehning has done extensive research on the caboose and has given some excellent presentations on its history to our community. Many other society members have also helped make the caboose one of the jewels in our collection.



The Picnic
by
Carl Spitzweg
1864

September Potluck Luncheon

Our Menasha Historical Society September potluck luncheon will be held on Thursday, Sept. 8 in the Smith Park Pavilion. (In the event of inclement weather, we will meet inside the Memorial Building).

We are pleased to announce that our guest speaker will be Richie Plass, whose talents include being a musician, published poet, dancer, author and former radio host. (See more biographical information regarding Mr. Plass in this newsletter).

Additional details for the luncheon are as follows:

Time: 11:30 a.m. to 1:30 p.m.

Please bring a dish to pass and a hunger for local history.

Items that will be provided include sandwiches, beverages, plates, cups and utensils.

We hope to have a great turn-out for this special presentation! Please join us!

New Additions to Exhibit!



The Menasha Historical Society is pleased to announce the acquisition of some new military items. Come see the complete military exhibit at the Resource Center and Museum.



Vintage Gem Advertising

Richie Plass to Speak at Potluck Lunch

Information from: Native Voices Booking & Management

A drummer with the renowned country group Wolf River Band for 30 years, Richie Plass is also an actor (and sometimes comedian!) with a long background in business and manufacturing as well as tribal politics and economic development. But his lectures and sessions on "Trails of the Menominee: A Discussion of Native American Diversity" are where his heart really lies.

Plass lectures on education, culture, traditions, professional environment and social impact. His sessions deal with issues such as Menominee and general Native American history, past and present Native American issues such as logos and mascots, Native American lore and performing arts, as well as dealing with and living in a world of different cultures.

His multi-faceted background includes an Associate Degree in Architecture, Director of Tribal Economic Development on the Menominee Reservation, diversity training, and sports editor for his school paper. Plass is also a published poet.



Curtis Reed - 'Father of Menasha'

Curtis Reed was born in Massachusetts on March 16, 1815. When he was 20 years old, his family of 10 made the long journey from out East to Wisconsin – the "West," as it was known back then.

Their destination was Milwaukee, where Reed began working as a clerk in the store of Solomon Juneau, later recognized as Milwaukee's founder. This association helped Reed become acquainted with many prominent and influential citizens, which led him into the exciting world of politics.

In 1846, the Territorial Legislature of Wisconsin granted Curtis Reed and his associates, James and Charles Doty, a charter to build a dam across the northern branch of the Fox River. In 1848, Reed decided to move to the Fox River Valley to proceed with his plans for the dam. He negotiated with James Doty (who later became governor) for part ownership of a tract of land where Menasha now stands.

Reed was the first white settler to move into this wilderness. Soon after arriving, he constructed the first two public buildings. He completed the dam in 1849, then constructed the first canal and first lock. He is credited with convincing the federal government to build the canal on the north branch of the Fox River rapids—instead of Neenah's south branch. That was a pivotal decision since the canal was vitally important to early industry...and work on the project had already begun in Neenah.

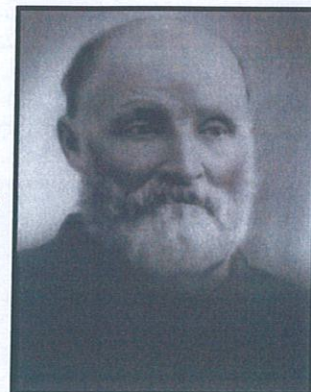
When Menasha was incorporated as a village on July 5, 1853, Reed was elected as its first president. He went on to serve the community in many capacities. The number of offices he held is an indication of how highly regarded he was by his contemporaries.

Curtis Reed believed in Menasha...even when it was nothing more than a tract of woodland on the Fox River. He put his heart and soul into developing a vision that made Menasha what it is today.

In 1848, Curtis Reed negotiated with James Doty for part ownership of a large tract of land where Menasha now stands, and they platted over 300 acres into town lots. Sixty-six acres of the present downtown were purchased for \$838. In the center, where Chute and Milwaukee Streets enter Main Street, Reed arranged a "Town Square" like the New England towns had. It was an open space, with a flagpole in the center, which could be used for various festivities and gatherings. Developers later changed the plan so that there is no longer a true center.

Curtis Reed held a number of elective offices, which was an indication of the esteem with which he was held. He was supervisor of the town several times. He was the first village president and served in that capacity several subsequent times. He was postmaster for five years during Cleveland's first term and was reappointed in 1894 and was serving at the time of his death. In 1890, Reed was elected Mayor of Menasha and served two terms.

Many pioneers have been honored with statues, plaques, and other public displays, but the name "Father of Menasha" is truly a very well-deserved and distinct honor. Nearly every good thing that happened during the early development of our city can be credited to his efforts.



OFFICERS & BOARD OF DIRECTORS

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SECRETARY Dolores Gear

TREASURER Nick Jevne

Nancy Barker Paul Brunette Shirley Heinz Kevin Jurgella

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RESOURCE CENTER & MUSEUM

(Located at 640 Keyes Street)

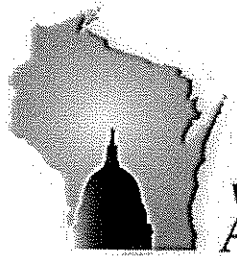
P.O. Box 255

Menasha, WI 54952

menashahistorical@yahoo.com

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920 - 840 - 4373



**WISCONSIN DEPARTMENT OF
ADMINISTRATION**

SCOTT WALKER
GOVERNOR

SCOTT A. NEITZEL
SECRETARY

Division of Intergovernmental Relations
Post Office Box 8944
Madison, WI 53708-8944
Voice (608) 266-1755
Fax (608) 267-6917

0066
DEBORAH A. GALEAZZI
CLERK, CITY OF MENASHA
140 MAIN ST
MENASHA WI 54952-3190

August 10, 2016

PRELIMINARY ESTIMATE OF JANUARY 1, 2016 POPULATION

Dear Municipal Clerk:

The Demographic Services Center's preliminary estimate of the January 1, 2016 population for the City of Menasha in Calumet County is 2,637. This represents a change of 428 persons (19.38%) since the 2010 Census.

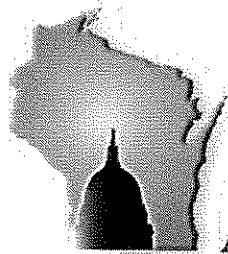
Wisconsin's total population is estimated at 5,774,996 which is a change of 88,010 persons and

1.55%. Following is a summary of the data we used in estimating your population:

	2010 Census Count	2016 Preliminary Estimate
2010 U.S. Census Count	2,209	
January 1, 2016 Estimate		2,637
Motor vehicles registered	2,236	2,943
Percent of vehicles in State	0.042%	0.056%
Income tax filers	1,499	1,781
Percent of filers in State	0.041%	0.052%
Filers plus dependents	2,139	2,405
Percent of filers plus dependents in State	0.043%	0.053%
Income tax returns	937	1,171
Percent of income tax returns in State	0.037%	0.048%
Institutional Population	0	0

In addition, in response to our housing survey that we sent you earlier this year, your municipality reported a net change of 21 housing units for calendar year 2015. (If we did not receive a survey from you, we estimated your change in housing stock or used other sources.)

Approximately 1,875 of the estimated population for the City of Menasha are of voting age. This courtesy estimate helps you to comply with Wisconsin Statute 5.66, which requires municipal clerks to approximate the number of electors prior to elections. The voting age population was calculated by applying the census proportion of persons over 18 to the preliminary January 1 estimate, and then multiplying the result by a state-wide factor to account for the general aging of the population. Please note that, if you have an adult correctional facility in your municipality, its population is included in this voting-age estimate.



**WISCONSIN DEPARTMENT OF
ADMINISTRATION**

SCOTT WALKER
GOVERNOR

SCOTT A. NEITZEL
SECRETARY

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0067
DEBORAH A. GALEAZZI
CLERK, CITY OF MENASHA
140 MAIN ST
MENASHA WI 54952-3190

August 10, 2016

PRELIMINARY ESTIMATE OF JANUARY 1, 2016 POPULATION

Dear Municipal Clerk:

The Demographic Services Center's preliminary estimate of the January 1, 2016 population for the City of Menasha in Winnebago County is 14,936. This represents a change of -208 persons (-1.37%) since the 2010 Census.

Wisconsin's total population is estimated at 5,774,996 which is a change of 88,010 persons and

1.55%. Following is a summary of the data we used in estimating your population:

	2010 Census Count	2016 Preliminary Estimate
2010 U.S. Census Count	15,144	
January 1, 2016 Estimate		14,936
Motor vehicles registered	18,496	18,652
Percent of vehicles in State	0.351%	0.354%
Income tax filers	10,899	10,428
Percent of filers in State	0.300%	0.304%
Filers plus dependents	14,764	13,924
Percent of filers plus dependents in State	0.299%	0.308%
Income tax returns	7,982	7,732
Percent of income tax returns in State	0.312%	0.315%
Institutional Population	0	0

In addition, in response to our housing survey that we sent you earlier this year, your municipality reported a net change of -51 housing units for calendar year 2015. (If we did not receive a survey from you, we estimated your change in housing stock or used other sources.)

Approximately 11,463 of the estimated population for the City of Menasha are of voting age. This courtesy estimate helps you to comply with Wisconsin Statute 5.66, which requires municipal clerks to approximate the number of electors prior to elections. The voting age population was calculated by applying the census proportion of persons over 18 to the preliminary January 1 estimate, and then multiplying the result by a state-wide factor to account for the general aging of the population. Please note that, if you have an adult correctional facility in your municipality, its population is included in this voting-age estimate.



MEMORANDUM

To: City of Menasha Common Council

From: Peggy Steeno, Administrative Services Director

Date: September 1, 2016

RE: 2016 Equalized Values

On August 15th of each year, the Wisconsin Department of Revenue releases the statewide equalized values for all taxing jurisdictions. To that end, outlined below is the 2016 Equalized Value, including TIF Districts, for the City of Menasha, with details for each County, as well as a seven year history of the same.

<u>Year</u>	<u>City of Menasha Calumet County</u>	<u>City of Menasha Winnebago County</u>	<u>Total City of Menasha</u>	<u>Percentage Change</u>
2016	\$231,142,200	\$819,859,600	\$1,051,001,800	+4.05%
2015	\$213,318,000	\$796,729,700	\$1,010,047,700	+1.10%
2014	\$211,551,500	\$787,537,100	\$999,088,600	+2.48%
2013	\$181,508,000	\$793,386,000	\$974,894,000	(1.81%)
2012	\$185,355,800	\$807,475,400	\$992,831,200	(3.50%)
2011	\$189,536,200	\$839,321,000	\$1,028,857,200	+0.17%
2010	\$185,170,900	\$841,961,400	\$1,027,132,300	(1.05%)
2009	\$182,815,900	\$855,181,600	\$1,037,997,500	

As you can see by the above details, the City's equalized value increased in 2016 by 4.05%. It is important to note that there was an increase in both portions of the City (Calumet and Winnebago Counties). However, until we have our final assessed values in mid-November, we will not know exactly how these changes will affect tax rates for 2016.

I will continue to provide information on the 2016 tax rate as I receive it.

Please let me know if you have questions on this communication.

Stephanie Cheslock

From: Debbie Galeazzi
Sent: Tuesday, August 30, 2016 4:02 PM
To: Stephanie Cheslock
Subject: FW: Menasha's Rock the Block Write Up
Attachments: RTB_GroupPhoto.jpg; RTBNeenah_GroupHistoricalSoc.jpg; HabitatsRockTheBlock.png; RTBNeenah_PorchRepair.jpg

Rock the Block - City of Menasha:

Greater Fox Cities Area Habitat for Humanity hosts its third Rock the Block event kicking off their Neighborhood Revitalization of the Jefferson Park East neighborhood next month. Over 500 volunteers will make their way to over 30 project sites during the repair week running Monday, Sept 12th through Saturday, September 17th.

Projects will range from owner occupied home repair such as painting, vegetation removal, siding, porch repair to community projects collaborating with local non-profits and more. The event will engage volunteers from high school students all the way to Habitat's Senior Crew.

Scott, a homeowner from a previous Rock the Block neighborhood was moved by the repairs completed on his home. His porch was rotted through and almost inaccessible. Scott, alongside Habitat's volunteers, rebuilt a safe and stable porch.

"I've always thought highly of this organization," Scott said. "I never thought I would need it but turns out, when I did, you were there for me. I can't thank you enough for that. I keep tearing up whenever I talk about it."

Rock the Block homeowners can apply for up to \$3,000 of exterior home repair services. What makes the program affordable is a 10% down payment and a deferred loan until the homeowner sells the home or no longer has it as their primary residence.

This year, Habitat announced the locations of their next 10 Rock the Block neighborhoods including Kaukauna, Menasha, Neenah and Appleton in 2017 and kicking off five projects in 2018 with Kimberly, Little Chute, two in Menasha and a return to Neenah.

To learn more about Habitat's Rock the Block program, contact Community Development Manager, Ryan Roth, at (920) 574-4203 or via email at RockTheBlock@FoxCitiesHabitat.org.

Vaya Kiel
Communications Specialist, Greater Fox Cities Area Habitat for Humanity
921 Midway Road
Menasha, WI 54952
Office: (920) 967-8891 | Cell: (920) 378-8643
VayaK@FoxCitiesHabitat.org | www.FoxCitiesHabitat.org | What will you build?

August 9, 2016 Partisan Primary Results

Party	Senior Center D1&2	B&G Club D3&4	Clovis D 5&7	Jefferson D 6	Winn. Dog Club D8	Total
Total Number of Voters	268	298	319	150	315	1350
Republican	109	111	123	70	182	595
Democratic	117	120	170	68	82	557
Constitution	0	0	0	0	0	0
Libertarian	1	0	0	2	1	4
Wisconsin Green	0	2	0	0	0	2
Republican Senator						
Ron Johnson	116	121	128	69	192	626
Write In	0	1	0	1	2	4
Republican Rep Congress D6						
Glenn Grothman	113	113	120	67		413
Write In	0	0	2	1		3
Republican Rep Assembly D57						
Write In	5	3	2	8		18
Republican Rep Congress D8						
Frank Lasee					47	47
Terry McNulty					5	5
Mike Gallagher					153	153
Write In					0	0
Republican Rep Assembly D3						
Ron Tusler					125	125
Josh Young					12	12
Bradley B. Schinke					34	34
Christopher Schaefer					19	19
Write In					0	0
Republican District Attorney						
Christian A. Gossett	109	110	118	66		403
Write In	0	0	0	0		0
Republican District Attorney						
Nathan F. Haberman					116	116
Nicholas Bolz					84	84
Write In					0	0
Republican County Clerk						
Susan T. Ertmer	107	109	119	66		401
Write In	1	0	0	0		1
Republican County Clerk						
Beth A. Hauser					174	174
Write In					2	2
Republican County Treasurer						
Mary E. Krueger	105	109	116	62		392
Write In	0	0	0	1		1
Republican County Treasurer						
Michael V. Schlaak					170	170
Write In					2	2

Republican Register Of Deeds						
J. Harvey Schroeder	34	29	26	9		98
Natalie Strohmeier	29	34	32	24		119
Caroline A. Carver	26	24	25	19		94
Paul J. Esslinger	23	26	31	16		96
Write In	2	0	0	0		2
Republican Register Of Deeds						
Tami Alten					169	169
Write In					1	1
Democratic Senator						
Russ Feingold	132	146	168	69	83	598
Scott Harbach	11	18	19	5	9	62
Write In	0	0	0	0	0	0
Democratic Rep Congress D6						
Sarah Lloyd	109	111	125	59		404
W. Michael Slattery	17	33	34	8		92
Write In	0	0	0	0		0
Democratic Rep Congress D8						
Tom Nelson					81	81
Write In					0	0
Democratic Rep Assembly D57						
Amanda Stuck	126	138	158	65		487
Write In	1	0	0	0		1
Democratic Rep Assembly D3						
Sharon M. Wasileski					76	76
Write In					0	0
Democratic District Attorney						
Write In	7	3	2	0	2	14
Democratic County Clerk						
Write In	5	4	2	0	1	12
Democratic County Treasurer						
Write In	5	4	3	0	1	13
Democratic Register Of Deeds						
Nick Gebert	105	129	143	59		436
Write In	0	0	1	0		1
Write In					1	1
Constitution Senator						
Write In	0	0	0	0	0	0
Constitution Rep Congress D6						
Write In	0	0	0	0		0
Constitution Rep Assembly D57						
Write In	0	0	0	0		0
Constitution District Attorney						
Write In	0	0	0	0	0	0
Constitution County Clerk						
Write In	0	0	0	0	0	0
Constitution County Treasurer						
Write In	0	0	0	0	0	0
Constitution Register Of Deeds						

Write In	0	0	0	0	0	0
Libertarian Senator						
Philip N. Anderson	1	0	0	2	1	4
Write In	0	0	0	0	0	0
Libertarian Rep Congress D6						
Write In	0	0	0	0		0
Libertarian Rep Congress D8						
Write In					0	0
Libertarian Rep Assembly D57						
Write In	0	0	0	0		0
Libertarian Rep Assembly D3						
Write In					0	0
Libertarian District Attorney						
Write In	0	0	0	0	0	0
Libertarian County Clerk						
Write In	0	0	0	0	0	0
Libertarian County Treasurer						
Write In	0	0	0	0	0	0
Libertarian Register Of Deeds						
Write In	0	0	0	0	0	0
Green Senator						
Write In	0	0	0	0	0	0
Green Rep Congress D6						
Write In	0	0	0	0	0	0
Green Rep Congress D8						
Write In					0	0
Green Rep Assembly D57						
Write In	0	0	0	0		0
Green Rep Assembly D3						
Write In					0	0
Green District Attorney						
Write In	0	0	0	0	0	0
Green County Clerk						
Write In	0	0	0	0	0	0
Green County Treasurer						
Write In	0	0	0	0	0	0
Green Register Of Deeds						
Write In	0	0	0	0	0	0



September 1, 2016

Memorandum

To: Common Council, Mayor Merkes

From: Tim J. Montour – Engineering Supervisor *TJM*

RE: Update on Bridge Construction and Street Construction Projects

Northeast Asphalt, the General Contractor for City Construction Project Unit 2016-02 completed paving Sixth Street from Racine Street and Tayco Street on Wednesday, August 31, 2016. This section of Sixth Street was completed prior to school starting on September 1, 2016. Concrete curb and gutter and the majority of the sidewalk on Sixth Street from Racine Street to De Pere Street has been completed. Work efforts now will include utility adjustments and asphalt paving. Grandview Avenue has been paved and Ninth Street is currently being prepared for the asphalt paving. The concrete curb and gutter on Manitowoc Road/Plank Road has been completed. The utility pole relocation has taken place and we are awaiting the respective utilities to locate their facilities on the new poles so the old poles can be removed. When the old poles are removed, excavation for the asphalt trail can begin. Community Way is completed. The asphalt paving at the Menasha Utility parking lot and utility facility has been completed. It is anticipated that this contract will be completed prior to the October 29, 2016 completion date.

The Third Street Bridge Replacement (WisDOT Project Number 4992-01-71) is expected to be completed within schedule even with delays due to conflicts with gas and sanitary utilities. Information regarding the conflicts, remedies, and costs are being collected and will be reviewed upon completion of the project.

Concrete paving at Racine Street and Ninth Street (WisDOT Project Number 1517-75-76) has been completed and the intersection is open to traffic in the westerly, easterly and southerly directions. The traffic signals have been installed and are currently in operation. The intersection of Racine Road and Twelfth Street is open for northbound traffic on Racine Road. Concrete paving is ongoing in the area of the two roundabout locations at the "441"/"10" and Racine Road interchange. This portion of the Project is scheduled for completion in October 2016.

Please contact our office with any questions related to any of these ongoing Projects.

S:\PUBLICWORKS PUBLICWORKS\stimm\Memorandum Utility Projects (8_31_2016).docx



FOR IMMEDIATE RELEASE

Contact:

Donald Merkes
Mayor, City of Menasha
140 Main Street
Menasha, WI 54952
Phone: 920-967-3608
<http://www.cityofmenasha-wi.gov>
dmerkes@ci.menasha.wi.us

Jason Schwalbach
Menasha Outdoor Futsal Court
Phone: 920-729-5947
schwalj@sbcglobal.net

MENASHA CELEBRATES OPENING OF FIRST OUTDOOR FUTSAL COURT IN THE FOX CITIES

MENASHA, WI – August 31, 2016. On Monday, September 5th at 3:00pm, Menasha will celebrate the official opening of the area's first outdoor futsal court. Menasha's is the only outdoor court north of Milwaukee, allowing participants the opportunity to enjoy the outdoors while playing. The new court is located in Pleasants Park, along Seventh Street, just west of two tennis courts. Organizers invite you to come out and discover futsal, how to play, and meet other people who play.

With many similarities to soccer, futsal is played between two teams of five each, on a hard surface, using a smaller ball with less bounce. The playing surface, ball, and rules create an emphasis on improvisation, creativity and technique as well as ball control and passing in small spaces. With soccer's increasing popularity, the new court will provide opportunities to bring the community together both athletically and socially.

Menasha's new futsal court was funded completely by \$9,000 in donations from area businesses including Bergstrom Automotive, Menasha Corporation Foundation, FC Menasha Soccer Club, Community First Credit Union, Luigi's Pizza & Pasta, Secura, USW Local 201, and Seifert Family Fund.

###



Memorandum

To: Common Council

From: Adam Alix, Deputy Director of Municipal Operations

Date: September 1, 2016

Re: Public Works Superintendent Position

We are pleased to announce the promotion of Thad Brown to the position of Public Works Superintendent. Mr. Brown succeeds Superintendent Nieland who retired in August.

Mr. Brown has been employed with the City of Menasha since 2003 holding positions of increasing responsibility through his tenure including Public Works Lead Person since 2014. Thad's leadership ability along with his construction skills and knowledge has made him a valuable asset to our department. We welcome Thad to the management team and look forward to continued growth and success in the department.



MEMORANDUM

To: City of Menasha Common Council

From: Peggy Steeno, Director of Administrative Services

Date: August 31, 2016

RE: **UPDATED** 2017 Budget Workshop Dates/Times

Please note that one of the 2017 Budget Workshop Dates that was listed in the August 15th Council Packet was not correct.

The following is an *updated* list of the 2017 Budget Workshops:

- 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 - Wednesday, November 9th
 - Follow-Ups from Workshops #1 and #2
 - Department Reviews
- Workshop #4 – 5 PM - Monday, November 14th
 - Follow-Ups from Workshop #3
 - Capital Improvement Program Review
 - Direction Regarding the Final 2017 Budget

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.

Please let me know if you have questions on this. 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.

CITY OF MENASHA
COMMON COUNCIL
Third Floor Council Chambers
140 Main Street, Menasha
Monday, August 15, 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 Keehan, Zelinski, Spencer, Benner, Nichols, Krautkramer, Collier (6:06pm).

EXCUSED: Alderman Taylor

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

D. PUBLIC HEARING

None

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

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

Tim Jacobson, 732 Paris Street, Menasha. Support moving City Hall in same building with MJSD.

F. REPORT OF DEPARTMENT HEADS/STAFF/CONSULTANTS

1. Introduction of new Community Development Director, David Buck

Community Development Director David Buck was introduced to the Common Council. CDD Buck has almost 20 years of experience in the Community Development profession. The Council welcomed CDD Buck.

2. FC Kloehn—introduction of new firefighter, Xiong Yang

New Firefighter Xiong Yang was introduced to the Common Council. Firefighter Yang did an internship with NMFR. He was previously a firefighter in the City of LaCrosse.

Clerk Galeazzi administered the Oath of Office. The Common Council welcomed Firefighter 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](#)

Moved by Ald. Benner seconded by Ald. Keehan to receive Minutes and Communications a-o.
Motion carried on voice vote.

G. CONSENT AGENDA

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

Minutes to approve:

1. [Common Council, 8/1/2016](#)

Plan Commission, 8/2/2016, Recommends the Approval of:

2. [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.](#)
3. [The Proposed Rezoning at 1861-1863 Beck Street—Parcel #4-00919-01—to the Common Council.](#)
4. [The Certified Survey Map—North Ridge Court](#)
5. [The Easement, Outlot 1 Second Addition Woodland Hills subdivision](#)

Moved by Ald. Benner seconded by Ald. Nichols to approve Consent Agenda items 1-5.
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 8/1/2016—8/11/2016 in the amount of \\$2,668,170.38](#)

Moved by Ald. Nichols seconded by Ald. Keehan to approve accounts payable and payroll.
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 8/11/16.

Motion carried on roll call 7-0.

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.](#)

Moved by Ald. Nichols seconded by Ald. Keehan to approve "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.

Motion carried on roll call 7-0.

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.](#)

Moved by Ald. Nichols seconded by Ald. Keehan to approve Outdoor Alcohol Beverage Permit 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.

Motion carried on roll call 7-0.

5. [Amendment to Purchase and Development Agreement between the City of Menasha and Christine A. Sohns, dated June 5, 2014 \(198 River Street\)](#)

CA Captain explained the Purchase and Development Agreement between the City and Christine A. Sohns required environmental abatement of asbestos of the building within two years of purchase. Ms. Sohns has informed the City the asbestos abatement are not fully completed and she is requesting an extension of two years.

ASD Steeno reported the funds for improvement including asbestos abatement are still being held in escrow.

Moved by Ald. Nichols seconded by Ald. Keehan to approve Amendment to Purchase and Development Agreement between the City of Menasha and Christine A. Sohns, dated June 5, 2014 (198 River Street).

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 reported the inspections have been completed. Fire Dept., Health Dept., and Building Inspectors have approved for the liquor license. Final inspections will be completed before occupancy permit can be issued.

Moved by Ald. Nichols seconded by Ald. Keehan to approve "Class B" liquor license application for Margaritaville Lounge LLC, Jennifer Almeida Sandoval, Agent, 6 Tayco Street for the 2016-2017 licensing year.

Motion carried on roll call 7-0.

K. ORDINANCES AND RESOLUTIONS

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

Moved by Ald. Benner seconded by Ald. Keehan to approve O-8-16 An Ordinance Amending Title 13 by Making Certain Changes to the District (1861-1863 Beck Street, Parcel #4-00919-01).

Motion carried on roll call 7-0.

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

Moved by Ald. Benner seconded by Ald. Keehan to approve O-9-16 An Ordinance Amending Title 13 by Making Certain Changes to the District (412 Broad Street, Parcel #1-00041-00).

Motion carried on roll call 7-0.

L. APPOINTMENTS

None

M. CLAIMS AGAINST THE CITY

None

N. PUBLIC COMMENTS ON ANY MATTER LISTED ON THE AGENDA

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

No one spoke.

O. RECESS TO COMMITTEE

Moved by Ald. Benner seconded by Ald. Krautkramer to recess to committees at 6:26 p.m.

Motion carried on voice vote.

Reconvened at 8:16 p.m.

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).

No action taken.

Q. ADJOURNMENT

Moved by Ald. Spencer seconded by Ald. Benner to adjourn at 8:16 p.m.
Motion carried on voice vote.

Deborah A. Galeazzi, WCMC
City Clerk

Certificate of Payment

Date: August 11, 2016

Payment Request: 1 (One)

Contractor: Northeast Asphalt, Inc.

Address: W6380 Design Drive, Greenville, WI 54952

Contract Unit No.: 2016-02

Project Description: New Street Construction and Reconstruction, Concrete Curb and Gutter, Concrete Sidewalk, Asphalt Pavement, Asphalt Pavement within Parking Area, 8' Wide Asphalt Trail and Storm Sewer

Original Contract Amount \$ 893,042.04

Change Order No.: _____ Amount: \$ _____

Previous Change Order(s): \$ _____

Total Contract Amount (Including Change Orders) \$ 893,042.04

Total Earned to Date (Summary Attached) \$ 196,963.53

Less Retainage (5% Contract) \$ 9848.17

Amount Due \$ 187,115.36

Previous Payments \$ 0

Amount Due this Payment \$ 187,115.36

Estimate Period from July 11, 2016 to August 11, 2016

I certify that all bills for labor, equipment, materials and services are paid for which previous certificates for payment were issued.

Date: _____ By: _____

Lien Waivers from all subcontractors and suppliers shall accompany each Request for Payment. Affidavit of Compliance with Prevailing Wage Rates shall accompany Request for Final Payment.

Recommended for Payment

Corey Gordon, Public Works: Corey Gordon Date: 8/11/2016

Don Merkes, Mayor: [Signature] Date: 11 AUGUST 2016

Common Council Approval Date: _____

Finance Department

<u>Account Number</u>	<u>Budget</u>	<u>Charge to Account</u>
	\$	
	\$	
	\$	
	\$	

Itemized Bid Tabulation

City of Menasha Contract Unit No. 2016-02

New Street Construction and Reconstruction, Concrete Curb and Gutter, Concrete Sidewalk, Asphalt Pavement within Parking Area, (8' Wide Asphalt Trail), Menasha Utilities Office (Parking Area Paving) and Storm Sewer

Sixth Street, Ninth Street, Grandview Avenue, Manitowoc / Plank Road (8' Wide Asphalt Trail), Menasha Utilities Office (Parking Area Paving), Keil Way

Unit 2016-02 Menasha Utilities Parking Lot

Payment # 1 (One)

Item	Quantity	DESCRIPTION	UNIT PRICE		YTD Total	
			UNIT PRICE	ITEM TOTAL	Quantity	Total
		BASE BID				
1	7,000	Asphalt Pavement Removal/SY	\$ 1.15	\$ 8,050.00	7000.00	\$ 8,050.00
2	7,589	Fine Grading and Compaction/SY	\$ 1.25	\$ 9,486.25	7589.00	\$ 9,486.25
3	1	Utility Adjustment/Each	\$ 300.00	\$ 300.00	2.00	\$ 600.00
4	14	Sawcut/LF	\$ 1.75	\$ 24.50	14.00	\$ 24.50
5	764	Asphalt Binder Course Pavement 1 1/3" Thick Type E-0.3 (19 mm)/Ton	\$ 52.00	\$ 39,728.00	747.32	\$ 38,860.64
6	764	Asphalt Surface Course Pavement 1 3/4" Thick Type E-0.3 (12.5 mm)/Ton	\$ 55.50	\$ 42,402.00	790.84	\$ 43,891.62
7	1	Erosion Control/LS	\$ 1,050.00	\$ 1,050.00	1.00	\$ 1,050.00
8	1	Construction Mobile/Demobile; Project Coordination; all incidental utility and miscellaneous roadway work; and all other project work area restoration and clean-up to an equal and/or better preconstruction condition, as required and related to the overall Project/LS	\$ 4,700.00	\$ 4,700.00	1.00	\$ 4,700.00
Total Unit 2016-02 Menasha Utilities Parking Lot				\$ 105,740.75		\$ 106,663.01

Unit 2016-02 Manitowoc Road / Plank Road Trail

1	6	Remove and Replace Inlet/Each	\$ 2,500.00	\$ 15,000.00	0.00	\$ -
2	2	Remove Inlet and Abandon Storm Inlet Lead/Each	\$ 345.00	\$ 690.00	0.00	\$ -
3	1,235	Unclassified Excavation/CY	\$ 8.50	\$ 10,497.50	500.00	\$ 4,250.00
4	1,000	Recycled/Pulverized Stone Placement (10" Thick)/CY	\$ 11.00	\$ 11,000.00	0.00	\$ -
5	3,604	Fine Grading and Compaction/SY	\$ 2.25	\$ 8,109.00	0.00	\$ -
6	2,189	30" Concrete Curb & Gutter/LF	\$ 10.20	\$ 22,327.80	0.00	\$ -
7	8	30" Concrete Curb and Gutter (Remove and Replace)/LF	\$ 40.00	\$ 320.00	0.00	\$ -
8	2,174	30" Concrete Curb and Gutter (Removal)/LF	\$ 2.00	\$ 4,348.00	0.00	\$ -
9	15	Utility Adjustment/Each	\$ 290.00	\$ 4,350.00	0.00	\$ -
10	2,235	Sawcut/LF	\$ 1.75	\$ 3,911.25	1680.00	\$ 2,940.00
11	412	3" Thick Asphalt Trail Type E-0.3 (12.5 mm) Placed in One Lift/Ton	\$ 53.40	\$ 22,000.80	0.00	\$ -
12	743	4" Thick Asphalt Pavement (Remove & Replace) Type E-1 Placed in Two Lifts/SY	\$ 18.95	\$ 14,079.85	0.00	\$ -
13	80.00	Remove Existing Asphalt Trail and Driveway/SY	\$ 4.50	\$ 360.00	0.00	\$ -
14	669	3" Thick Asphalt Driveway/Apron (Remove and Replace)/SY	\$ 17.85	\$ 11,941.65	0.00	\$ -
15	474	3" Thick Asphalt Apron/SF	\$ 3.75	\$ 1,777.50	0.00	\$ -
16	3	Handicap Ramp Curb Cut/Each	\$ 350.00	\$ 1,050.00	0.00	\$ -
17	531	6" Thick Concrete Handicap Ramp/SF	\$ 4.75	\$ 2,522.25	0.00	\$ -
18	87	4" Thick Concrete Sidewalk (Remove and Replace)/SF	\$ 6.00	\$ 522.00	0.00	\$ -
19	172	6" Thick Concrete Handicap Ramp (Remove and Replace)/SF	\$ 5.75	\$ 989.00	0.00	\$ -
20	2,546	Lawn and Terrace Restoration/SY				
21	1	Clearing and Grubbing/LS	\$ 4,500.00	\$ 4,500.00	0.00	\$ -
22	1	Temporary Mailbox/LS	\$ 475.00	\$ 475.00	0.10	\$ 47.50
23	1	Erosion Control/LS	\$ 1,050.00	\$ 1,050.00	0.10	\$ 105.00
24	1	Traffic Control/LS	\$ 2,250.00	\$ 2,250.00	0.10	\$ 225.00
25	1	Construction Mobile/Demobile; Project Coordination; all incidental utility and miscellaneous roadway work; and all other project work area restoration and clean-up to an equal and/or better preconstruction condition, as required and related to the overall Project/LS	\$ 7,100.00	\$ 7,100.00	0.10	\$ 710.00
Total Unit 2016-02 Manitowoc Road / Plank Road Trail				\$ 151,171.60		\$ 8,277.50

Unit 2016-02 Street Rehabilitation, Street Reconstruction; New Street Construction

1	400	Topsoil Shipping/CY	\$ 4.00	\$ 1,600.00	0.00	\$ -
2	1	Remove and Replace Inlet/Each	\$ 1,800.00	\$ 1,800.00	0.00	\$ -
3	2	New Inlet/Each	\$ 1,500.00	\$ 3,000.00	0.00	\$ -
4	15	10" HDPE Inlet Lead/LF	\$ 55.00	\$ 825.00	0.00	\$ -
5	190	15" SDR-35 PVC Storm Sewer Relay/LF	\$ 38.00	\$ 7,220.00	150.00	\$ 5,700.00
6	150	18" SDR-35 PVC Storm Sewer Relay/Each	\$ 45.00	\$ 6,750.00	0.00	\$ -
7	43	18" HDPE Culvert/LF	\$ 45.00	\$ 1,935.00	0.00	\$ -
8	2	Endwall for 18" HDPE Culvert Pipe/Each	\$ 150.00	\$ 300.00	0.00	\$ -
9	20	6" SCH-40 PVC Sanitary Sewer Lateral/LF	\$ 58.00	\$ 1,160.00	14.00	\$ 812.00

10	45	4" Under Pavement Drain/LF	\$ 18.00	\$ 810.00	0.00	\$ -
11	7.92	48" Diameter Storm Manhole/V.F	\$ 210.00	\$ 1,663.20	0.00	\$ -
12	16,021	Pavement / Base Pulverizing/SY	\$ 0.50	\$ 8,010.50	6410.00	\$ 3,205.00
13	1,969.00	Unclassified Excavation of Pulverized Material/CY	\$ 8.50	\$ 16,736.50	0.00	\$ -
14	3,531	Unclassified Excavation/CY	\$ 8.60	\$ 30,366.60	3531.00	\$ 30,366.60
15	38	30" Concrete Curb and Gutter Removal Only/LF	\$ 2.50	\$ 95.00	0.00	\$ -
16	587	Supply, Place and Compact Clean Fill/CY	\$ 8.95	\$ 6,148.65	0.00	\$ -
17	1,767	3" Crushed Dense Aggregate Base Course Placement/CY	\$ 11.00	\$ 19,437.00	1522.00	\$ 16,742.00
18	870	Pulverized Stone Placement/CY	\$ 11.05	\$ 9,613.50	0.00	\$ -
19	22,749	Fine Grading and Compaction/SY	\$ 1.20	\$ 27,298.80	0.00	\$ -
20	3,031	30" Concrete Curb and Gutter/LF	\$ 9.90	\$ 30,006.90	0.00	\$ -
21	1,265	30" Concrete Curb and Gutter Remove and Replace/LF	\$ 24.00	\$ 30,360.00	694.00	\$ 16,656.00
22	2,920	No. 4 Epoxy Coated Rebar/LF	\$ 1.00	\$ 2,920.00	185.00	\$ 185.00
23	79	Utility Adjustment/Each	\$ 290.00	\$ 22,910.00	0.00	\$ -
24	30	Water Valve Adjustment/Each	\$ 30.00	\$ 900.00	0.00	\$ -
25	978	Sawcut/LF	\$ 1.75	\$ 1,711.50	0.00	\$ -
26	287	Asphalt Binder Course Pavement 2 1/4" Thick Type E1 (19 mm)/Ton	\$ 48.90	\$ 14,034.30	0.00	\$ -
27	223	Asphalt Surface Course Pavement 1 3/4" Thick E1 (12.5 mm)/Ton	\$ 54.75	\$ 12,209.25	0.00	\$ -
28	3,354	Asphalt Binder Course Pavement 3" Thick Type E1 (19 mm)/Ton	\$ 45.20	\$ 151,600.80	0.00	\$ -
29	2,236	Asphalt Surface Course Pavement 2" Thick Type E1 (12.5 mm)/Ton	\$ 51.25	\$ 114,595.00	0.00	\$ -
30	1,074	3" Thick Asphalt Driveway Apron Remove and Replace/SF	\$ 4.31	\$ 4,628.94	0.00	\$ -
31	1,533	6" Thick Concrete Driveway Apron Remove and Replace/SF	\$ 4.25	\$ 6,515.25	0.00	\$ -
32	650	Various Thickness Asphalt Driveway Remove and Replace/SF	\$ 6.50	\$ 4,225.00	0.00	\$ -
33	548	Various Thickness Concrete Driveway Remove and Replace/SF	\$ 5.75	\$ 3,151.00	0.00	\$ -
34	235	Various Thickness Concrete Service Walk/SF	\$ 5.00	\$ 1,175.00	0.00	\$ -
35	1	Concrete Step/Each	\$ 350.00	\$ 350.00	0.00	\$ -
36	5,493	4" Thick Concrete Sidewalk/SF	\$ 3.75	\$ 20,598.75	0.00	\$ -
37	3,159.00	4" Thick Concrete Sidewalk Remove and Replace/SF	\$ 4.70	\$ 14,847.30	918.20	\$ 4,315.54
38	1,323	6" Thick Concrete Sidewalk/SF	\$ 4.25	\$ 5,622.75	0.00	\$ -
39	801	6" Thick Concrete Sidewalk Remove and Replace/SF	\$ 5.25	\$ 4,205.25	28.00	\$ 147.00
40	316	6" Thick Concrete Handicap Ramp/SF	\$ 4.75	\$ 1,501.00	0.00	\$ -
41	601	6" Thick Concrete Handicap Ramp Remove and Replace/SF	\$ 5.75	\$ 3,455.75	268.50	\$ 1,543.88
42	417	Lawn and Terrace Restoration/SY	\$ 5.80	\$ 2,418.60	0.00	\$ -
43	1	Survey Monument Re-Establishment/LS	\$ 1,325.00	\$ 1,325.00	0.00	\$ -
44	1	Erosion Control/LS	\$ 1,050.00	\$ 1,050.00	0.20	\$ 210.00
45	1	Traffic Control/LS	\$ 4,200.00	\$ 4,200.00	0.20	\$ 840.00
46	1	Construction Mobile/Demobile, Project Coordination; all incidental utility and miscellaneous roadway work, and all other project work area restoration and clean-up to an equal and/or better preconstruction condition, as required and related to the overall Project/LS	\$ 6,500.00	\$ 6,500.00	0.20	\$ 1,300.00
Total Unit 2016-02 Street Rehabilitation, Street Reconstruction; New Street Construction				\$ 611,787.09		\$ 82,023.02
Grand Total of Menasha Utilities Parking Lot; Manitowoc Road / Plank Road Trail and Street Rehabilitation; Street Reconstruction; New Street Construction				\$ 868,699.44		\$ 196,963.53
Alternate Bid "A" Item						
A1	4,197	Lawn and Terrace Restoration Utilizing 2" Pulverized Top Soil/SY	\$ 5.80	\$ 24,342.60	0.00	\$ -
		Total Alternate Bid "A" (Item A1)		\$ 24,342.60		\$ -
Alternate Bid "B" Item						
B1	1,767	3" Crushed Dense Aggregate Base Course Furnish/Placement/CY	\$ 14.85	\$ 26,239.95	0.00	\$ -
		Total Alternate Bid "B" (Item B1)		\$ 26,239.95		
TOTAL AWARDED CONTRACT				\$ 893,042.04		\$ 196,963.53



MEMORANDUM

TO: Personnel Committee

From: Nancy McKenney, RDH, MS, Public Health Director
Peggy Steeno, Administrative Services Director

Date: August 15, 2016

Re: Authorize Restructuring of Public Health Nurse Position (Currently .9 FTE) and Dental Hygienist Position (.24 FTE)

BACKGROUND

The purpose of this memo is to request permission to restructure a .9 FTE Public Health Nurse position and a .24 FTE Dental Hygienist Position. Currently, the Public Health Nurse position is authorized to work 1,755 hours per year and is offered 90% of the City benefits that are offered to full time employees. And, the Dental Hygienist Position is authorized to work 465 hours per year and is not offered benefits.

The requested change is authorize the Public Health Nurse position to work 1,123 hours per year and offer the employee 58% of the City benefits that are offered to full time employees, and authorize the Dental Hygienist Position to work 1,097 hours per year and offer the employee 58% of the City benefits that are offered to full time employees.

ANALYSIS

The City of Menasha currently employs a .9 FTE (1755 hours) Public Health Nurse. Recently, the employee in this position has given notice that she is moving out of state. While we were sorry to learn of this departure, it was an opportunity to examine the current position and consider the needs of the Health Department, Menasha Joint School District, and the community. Currently this position is responsible to manage and coordinate the following:

- 8% School Nursing Services (MJSD funded)
- 8% Community Health Services (City funded)
- 31% Health Screening 60+ program (Winnebago County grant);
- 4% Prevention Division of program (DHS DPH grant)
- 4% Radon grant program (DHS DPH grant)
- 11% Immunization grant program (DHS DPH grant)
- 19% Maternal Child Health grant program (DHS DPH grant)
- 5% Bioterrorism grant program (DHS DPH grant)
- 90% .9 FTE (1755 hours)

Some services within the current position must be managed by a registered nurse (e.g. school nursing services). However, as confirmed in consultation with the Division of Public Health, many grants could be managed by other public health personnel.

The City of Menasha also employs a part time registered dental hygienist 465 hours/year (24% FTE). This employee manages the City of Menasha Seal a Smile grant and Oral Health for Children and Youth with Special Health Care Needs. This existing employee has the skill set to manage and coordinate other grant programs and has expressed interest in assuming additional responsibilities.

Changing the number of hours worked per position will maximize and build upon the skill sets of current staff and provide an incentive to our current employee to remain with the City. Responsibilities will be more evenly distributed, and the public health nursing position will be more focused on nursing specific duties.

FISCAL IMPACT

This restructuring could cost the City up to approximately \$3,000 more per year, depending on the benefits selected by both employees. Under the restructuring, both positions would earn benefits; however, neither position would be eligible for inclusion in the Wisconsin Retirement System Pension due to the number of hours worked per year.

RECOMMENDATION

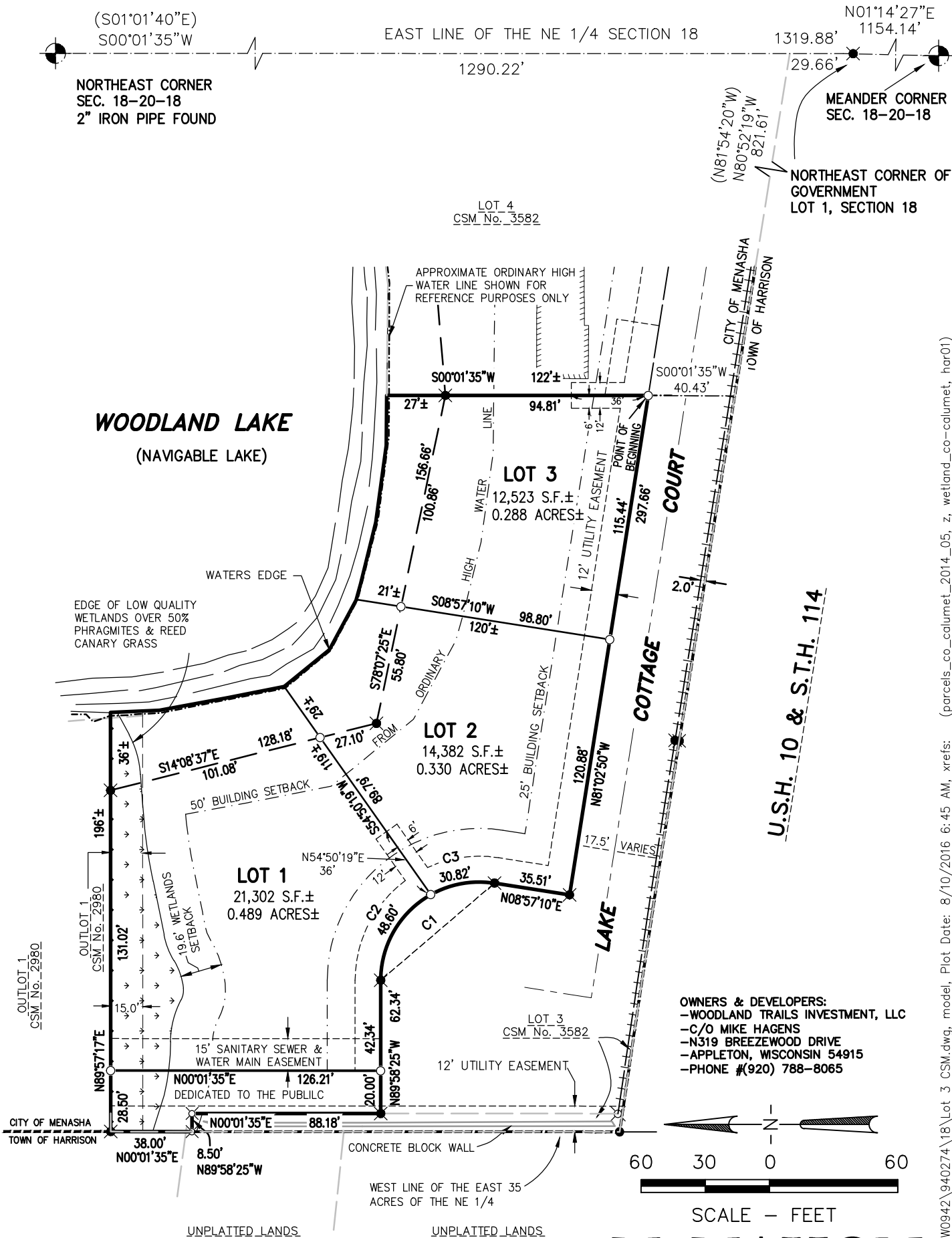
Staff recommends approval of this restructuring.

RECOMMENDED MOTION

Change the City's table of organization as follows:

- Delete the .9 FTE Public Nurse Position and the .24 FTE Dental Hygienist Position,
- Add the .58 FTE Public Nurse Position and the .56 FTE Dental Hygienist Position, and
- Apply benefits to both positions according to City Policy.

A PART OF LOT 3 OF CERTIFIED SURVEY MAP NO. 3582 AS RECORDED IN VOLUME 31 OF MAPS ON PAGE 268 AS DOCUMENT NO. 514769 BEING A PART OF THE NORTHEAST 1/4 OF THE NORTHEAST 1/4 OF SECTION 18, TOWNSHIP 20 NORTH, RANGE 18 EAST, CITY OF MENASHA, CALUMET COUNTY, WISCONSIN.



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

SEE PAGE 2 FOR MAPPING LEGEND, NOTES AND CURVE DATA
DRAFTED BY: SHANE KELLIHER

skellier, w. \PROJECTS\W0942\940274\18\Lot 3 CSM.dwg, model, Plot Date: 8/10/2016 6:45 AM, xrefs: (parcels_co_calumet_2014_05, z, wetland_co-calumet, har01)

A PART OF LOT 3 OF CERTIFIED SURVEY MAP NO. 3582 AS RECORDED IN VOLUME 31 OF MAPS ON PAGE 268 AS DOCUMENT NO. 514769 BEING A PART OF THE NORTHEAST 1/4 OF THE NORTHEAST 1/4 OF SECTION 18, TOWNSHIP 20 NORTH, RANGE 18 EAST, CITY OF MENASHA, CALUMET COUNTY, WISCONSIN.

SURVEYOR’S CERTIFICATE:

I, DAVID M. SCHMALZ, WISCONSIN PROFESSIONAL LAND SURVEYOR S-1284, CERTIFY THAT I HAVE SURVEYED, DIVIDED AND MAPPED A PART OF LOT 3 OF CERTIFIED SURVEY MAP NO. 3582 AS RECORDED IN VOLUME 31 OF MAPS ON PAGE 268 AS DOCUMENT NO. 514769 BEING A PART OF THE NORTHEAST 1/4 OF THE NORTHEAST 1/4 OF SECTION 18, TOWNSHIP 20 NORTH, RANGE 18 EAST, CITY OF MENASHA, CALUMET COUNTY, WISCONSIN, CONTAINING APPROXIMATELY 48,207 SQUARE FEET (BEING 1.07 ACRES) OF LAND BEING MORE FULLY DESCRIBED AS FOLLOWS:

COMMENCING AT THE NORTHEAST CORNER OF SAID SECTION 18; THENCE S00°01’35”W (RECORDED AS S01°01’40”E), 1290.22 FEET ALONG THE EAST LINE OF THE NORTHEAST 1/4 OF SAID SECTION 18 TO THE NORTH RIGHT-OF-WAY LINE OF U.S.H. 10 AND S.T.H. 114; THENCE N80°52’19”W (RECORDED AS N81°54’20”W), 821.61 FEET ALONG SAID NORTH RIGHT-OF-WAY LINE; THENCE S00°01’35”W, 40.43 FEET ALONG THE SOUTHERLY EXTENSION OF THE EAST LINE OF SAID LOT 3 TO THE SOUTHEAST CORNER OF SAID LOT 3, BEING THE POINT OF BEGINNING; THENCE THE FOLLOWING FOUR CALLS ALONG THE NORTHERLY RIGHT-OF-WAY LINE OF LAKE COTTAGE COURT; THENCE N81°02’50”W, 297.66 FEET; THENCE N08°57’10E, 35.51 FEET TO THE START OF A 46.00 FOOT RADIUS CURVE TO THE LEFT; THENCE 79.42 FEET ALONG THE ARC OF SAID CURVE HAVING A 69.92 FOOT CHORD WHICH BEARS N40°30’37”W; THENCE N89°58’25”W, 62.34 FEET TO THE NORTHWEST CORNER OF LAKE COTTAGE COURT; THENCE N00°01’35”E, 88.18 FEET; THENCE N89°58’25”W, 8.50 FEET TO THE WEST LINE OF SAID LOT 3; THENCE N00°01’35”E, 38.00 FEET ALONG SAID WEST LINE TO THE NORTHWEST CORNER OF SAID LOT 3; THENCE N89°57’17”E, 159.52 FEET TO THE STARTING POINT OF A MEANDER LINE OF THE SOUTHERLY SHORE OF WOODLAND LAKE, SAID POINT BEARS S89°57’17”W, 36 FEET MORE OR LESS FROM SAID SOUTHERLY SHORE; THENCE THE FOLLOWING TWO CALLS ALONG SAID MEANDER LINE; THENCE S14°08’37”E 128.18; THENCE S78°07’25”E, 156.66 FEET TO THE EAST LINE OF SAID LOT 3 AND THE TERMINATION POINT OF SAID MEANDER LINE; SAID POINT BEARS S00°01’35”W, 27 FEET MORE OR LESS FROM THE SOUTHERLY SHORE OF SAID WOODLAND LAKE; THENCE S00°01’35”W, 94.81 FEET TO THE POINT OF BEGINNING. INCLUDING ALL THOSE LANDS LYING BETWEEN THE ABOVE DESCRIBED MEANDER LINE AND THE SOUTHERLY SHORE OF WOODLAND LAKE AND THE RESPECTIVE LOT LINE EXTENDED TO SAID SOUTHERLY SHORE.

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

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

GIVEN UNDER MY HAND AND SEAL THIS _____ DAY OF _____, 2016.

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

LEGEND

- ⊗ - 1 1/4" x 30" ROUND STEEL REBAR WEIGHING 4.30 lbs./lineal ft. SET
- ⊗ - 1 1/4" ROUND STEEL REBAR FOUND
- - 3/4" ROUND STEEL REBAR SET
- ⊙ - CERTIFIED LAND CORNER CALUMET COUNTY
- () - RECORDED BEARING AND/OR DISTANCE
- S.F. - SQUARE FEET
- - CORPORATE BOUNDARY
- - EXISTING UTILITY EASEMENT (10' UNLESS NOTED)
- 10' -
- TTTTTT - ACCESS RESTRICTED ROAD

CURVE	RADIUS	DELTA ANGLE	CHORD LENGTH	CHORD BEARING	ARC LENGTH	TANGENT BEARINGS
C1	46.00'	98°55'34"	69.92'	N 40°30'37" W	79.42'	S 89°58'25" E S 08°57'10" W
C2	46.00'	60°32'07"	46.37'	N 59°42'21" W	48.60'	
C3	46.00'	38°23'28"	30.25'	N 10°14'34" W	30.82'	

NOTES:

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

McMAHON

ENGINEERS ARCHITECTS

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

PAGE 3 OF 4

NOTES:

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

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

A PART OF LOT 3 OF CERTIFIED SURVEY MAP NO. 3582 AS RECORDED IN VOLUME 31 OF MAPS ON PAGE 268 AS DOCUMENT NO. 514769 BEING A PART OF THE NORTHEAST 1/4 OF THE NORTHEAST 1/4 OF SECTION 18, TOWNSHIP 20 NORTH, RANGE 18 EAST, CITY OF MENASHA, CALUMET COUNTY, WISCONSIN.

COMMON COUNCIL RESOLUTION

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

APPROVED BY RESOLUTION NUMBER _____

THIS _____ DAY OF _____, 2016.

CITY CLERK
DEBBIE GALEAZZI

DATE

CITY MAYOR
DON MERKES

DATE

TREASURER'S CERTIFICATE

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

CITY TREASURER
PEGGY STEENO

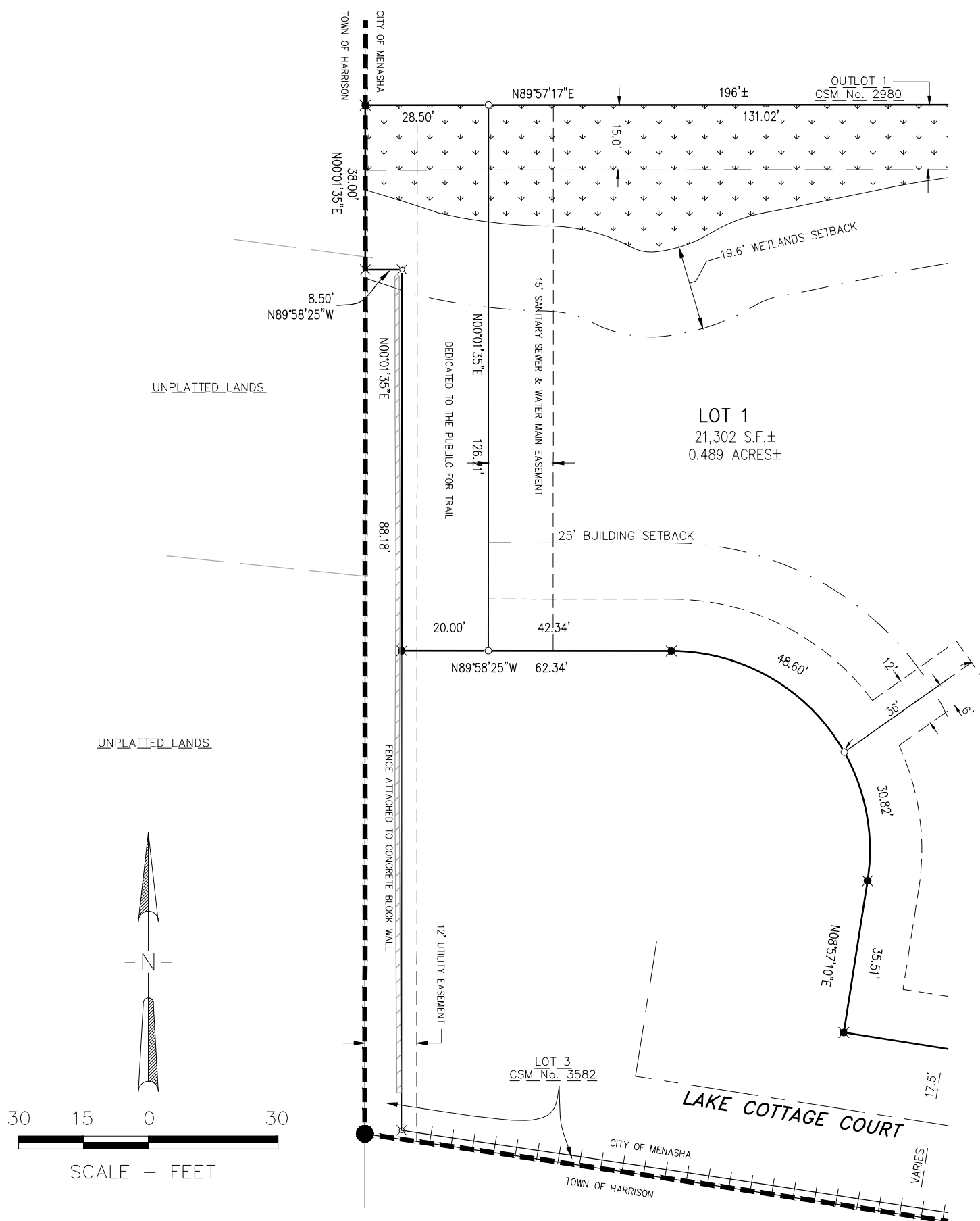
COUNTY TREASURER
MIKE SCHLAAK

UTILITY EASEMENT PROVISIONS

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

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

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



McMAHON
ENGINEERS ARCHITECTS

Project No. W0942-940274 Date AUG, 2016 Scale 1" = 30'
 Drawn By SKK Field Book Page
 1445 McMAHON DRIVE NEENAH, WI 54956
 Mailing: P.O.BOX 1025 NEENAH, WI 54957-1025
 Tel: (920) 751-4200 Fax: (920) 751-4284

File No.

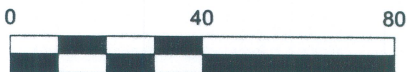
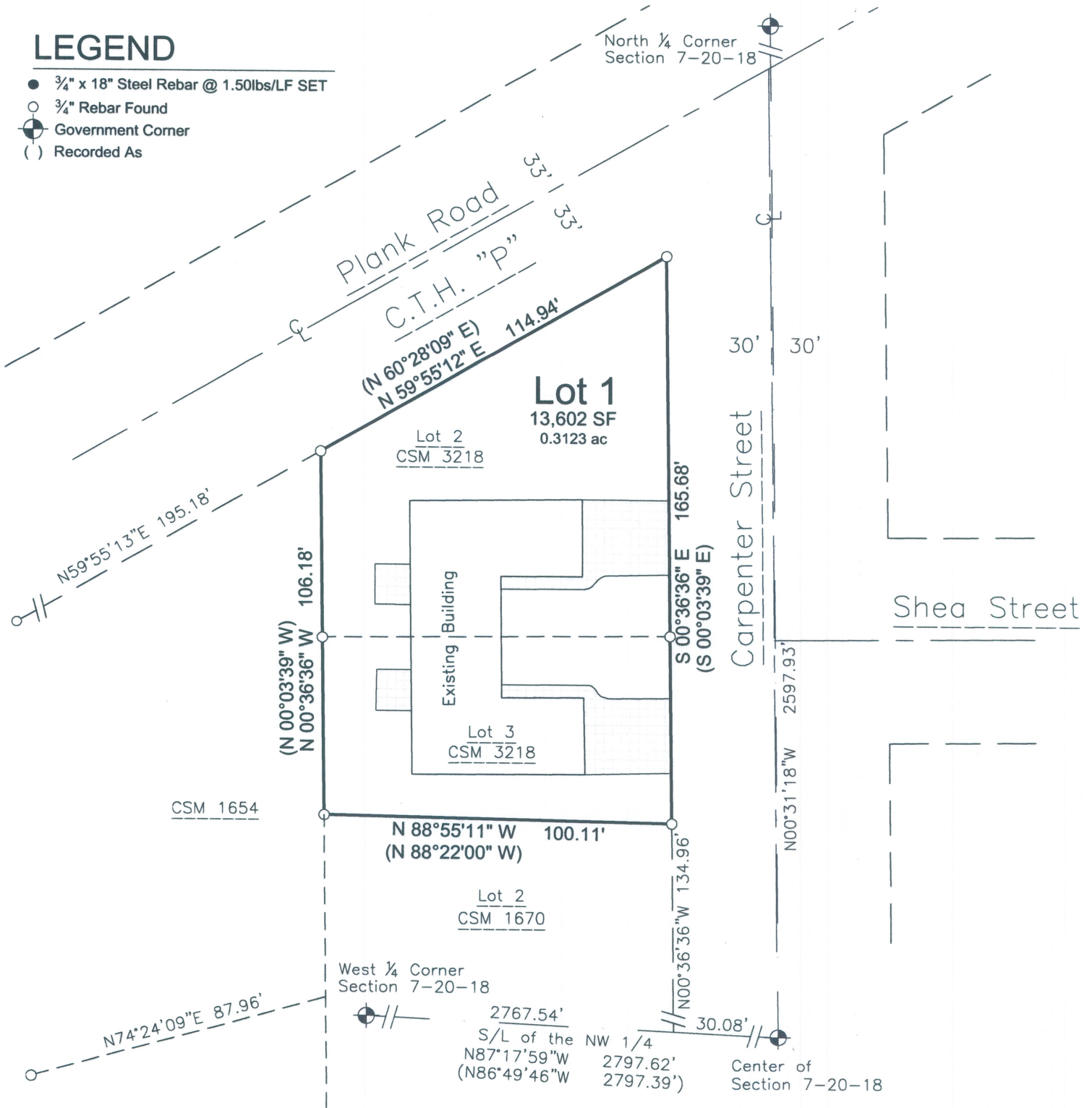
Certified Survey Map No. _____

A Combination Certified Survey Map

All of Lot 2 and 3 CSM 3218 being part of the Southeast 1/4 of the Northwest 1/4 of Section 7,
Township 20 North, Range 18 East, City of Menasha, Calumet County, Wisconsin.

LEGEND

- 3/4" x 18" Steel Rebar @ 1.50lbs/LF SET
- 3/4" Rebar Found
- ⊕ Government Corner
- () Recorded As



Bearings are referenced to the E/L of the
SE 1/4, assumed to bear S00°04'09"E based
on the Calumet County Coordinate System



Davel Engineering, Inc.
Civil Engineers and
Land Surveyors
1811 Racine Street
Menasha, Wisconsin
Ph. 920-991-1866, Fax 920-830-9595

James R. Sehloff Registered Land Surveyor No. S-2692 Date

Survey for:
Naomi Erickson
713 E. Harrison St
Appleton 54915

File: 3535CSM(2).dwg
Date: 08/10/2016
Drafted By: Jim
Sheet: 1 of 3

Certified Survey Map No. _____

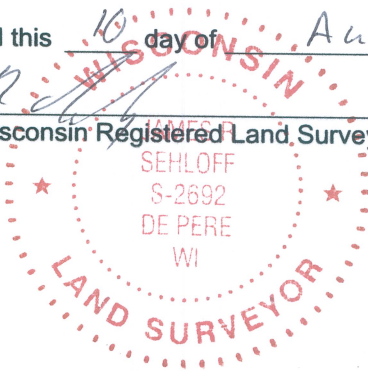
All of Lot 2 and 3 CSM 3218 being part of the Southeast 1/4 of the Northwest 1/4 of Section 7, Township 20 North, Range 18 East, City of Menasha, Calumet County, Wisconsin.

Surveyor's Certificate

I, James R. Sehloff, registered land surveyor, hereby certify: That in full compliance with the provisions of Chapter 236 of the Wisconsin Statutes and the subdivision regulations of the City of Menasha and Calumet County, and under the direction of Rule Investments 3, LLC, the property owners of said land, I have surveyed divided and mapped this Certified Survey Map; that such map correctly represents all exterior boundaries and the combination of the land surveyed; and that this land is all of Lot 2 and 3, CSM 3218. being part of the Southeast 1/4 of the Northwest 1/4 of Section 7, Township 20 North, Range 18 East, City of Menasha, Calumet County, Wisconsin, containing 13,602 Square Feet (0.3123 Acres) of land, subject to all easements, and restrictions of record.

Given under my hand this 10 day of Aug, 2016

James R. Sehloff, Wisconsin Registered Land Surveyor No. S-2692



Owner's Certificate

Rule Investments 3, LLC, a limited liability company duly organized and existing under and by virtue of the Laws of the State of Wisconsin, as the property owner, does hereby certify that we caused the land above described to be surveyed, combined, and mapped all as shown and represented on this map.

In the presence of: Rule Investments 3, LLC

Managing Member	Date
-----------------	------

Print Name _____

State of Wisconsin)
)SS
 _____ County)

Personally came before me on the _____ day of _____, 20_____, the above the property owner(s) to me known to be the persons who executed the foregoing instrument and acknowledge the same.

Notary Public, Wisconsin _____ My Commission Expires _____

Certified Survey Map No. _____

All of Lot 2 and 3 CSM 3218 being part of the Southeast 1/4 of the Northwest 1/4 of Section 7, Township 20 North, Range 18 East, City of Menasha, Calumet County, Wisconsin.

Treasurers' Certificate

We, being the duly elected, qualified and acting Treasurers' of the City of Menasha and Calumet County, do hereby certify that in accordance with the records in our office, there are no unredeemed tax sales and unpaid taxes, or special assessments on and of the land included in this certified survey map.

City Treasurer

Date _____

County Treasurer

Date _____

Common Council Resolution

Resolved, this minor subdivision in the City of Menasha is hereby approved by the Common Council on
this _____ day of _____, 20_____.

Mayor

Date _____

Clerk

Date _____

This Certified Survey Map is contained wholly within the property described in the following recorded instruments:

the property owners of record:
Rule Investments 3, LLC

Recording Information:
Document No. 452075

Parcel Number(s):
070-0039-00
070-0039-01

James R. Sehloff Registered Land Surveyor No. S-2692 Date

File: 3535CSM(2).dwg
Date: 08/09/2016
Drafted By: taylor
Sheet: 3 of 3

City of Menasha Disbursements

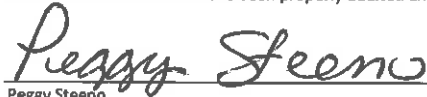
Weekly Accounts Payable	8/18/16-9/1/16	\$	946,393.24
	Checks # 54902-55138		
	Void check #54989	\$	(27,000.00)

BI-Weekly Payroll	8/18/16 & 9/1/16	\$	375,210.09
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Additional Regular Cycle Accounts Payables -Paid Electronically

Delta Dental	8/17/16	\$	2,616.60
Community First Credit Union-Payroll Deductions	8/18/16	\$	4,461.00
Nationwide Retirement	8/19/16	\$	10,265.50
TASC-Flex Spending	8/22/16	\$	4,018.75
Advanced Disposal-Broad Street Recycling	8/23/16	\$	120.37
Delta Dental	8/24/16	\$	4,961.21
Federal Tax Withholding	8/24/16	\$	75,614.45
State Tax Withholding	8/30/16	\$	26,323.53
Banking Fee	8/31/16	\$	75.00
Employee Trust Funds	8/31/16	\$	108,703.30
State Sales Tax	8/31/16	\$	1,232.38
Delta Dental	8/31/16	\$	4,173.80
Community First Credit Union-Payroll Deductions	9/1/16	\$	4,443.50
CVMIC	9/1/16	\$	20,121.00
		\$	<u>267,130.39</u>
Total		\$	<u><u>1,561,733.72</u></u>

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
Administrative Services Director


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: 8/18/2016

Date: 8/18/2016

<i>Vendor Name</i>	<i>Check Number</i>	<i>Check Date</i>	<i>Invoice Number</i>	<i>Account Number</i>	<i>Amount</i>	<i>Description</i>
AAA PORTABLES	54902	8/18/2016	D-43280	100-0703-553.20-09	202.25	Jefferson Park Launch
		8/18/2016	D-43281	100-0703-553.20-09	197.25	Municipal Beach
	Total for check: 54902				399.50	
ACCURATE	54903	8/18/2016	1609991	731-1022-541.30-18	42.32	Misc Hardware
		8/18/2016	1610151	731-1022-541.38-03	425.32	Tie Rod Ends
	Total for check: 54903				467.64	
AIRGAS USA LLC	54904	8/18/2016	9053675596	731-1022-541.30-18	61.20	Flush
					61.20	
ALL-SPORT TROPHY	54905	8/18/2016	50781	100-0702-552.30-18	273.00	Ribbons
					273.00	
CITY OF APPLETON	54906	8/18/2016	232244	100-0918-531.21-06	500.00	Preparedness Agreement
					500.00	
AT&T	54907	8/18/2016	920R09453008	100-1001-514.22-01	110.90	August Service Charge
				601-1020-543.22-01	290.50	August Service Charge
				Total for check: 54907	401.40	
BAHCALL RUBBER CO INC	54908	8/18/2016	751742-001	731-1022-541.38-03	158.00	Parts
					158.00	
BOBCAT PLUS	54909	8/18/2016	IA09434	731-1022-541.38-03	112.67	Filters
					112.67	

AP Check Register
Check Date: 8/18/2016

Date: 8/18/2016

<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>
BRUCE MUNICIPAL EQUIPMENT INC	54910	8/18/2016	P00289	731-1022-541.38-03	91.45	Parts
			Total for check: 54910		91.45	
BUCKLIN'S TREE SERVICE	54911	8/18/2016	58997	100-0703-553.30-18	64.18	Mason Sand
			58998	100-0703-553.30-18	27.22	Mason Sand
			Total for check: 54911		91.40	
CULLIGAN WATER CONDITIONING	54912	8/18/2016	718387	100-1001-514.20-01	8.71	DPW
			718411	100-0704-552.30-18	183.50	Pool - Rental
			Total for check: 54912		192.21	
EARTHLINK BUSINESS	54913	8/18/2016	000000008026082	100-0402-513.22-01	7.50	Assessor/Landline Phone
				100-0201-512.22-01	7.30	Attorney/Landline Phone
				100-0000-123.00-00	16.65	Building Insp/Landline
				100-0203-512.22-01	15.16	Clerk/Landline Phone
				100-0304-562.22-01	27.29	Com Dev/Landline Phone
				100-1001-514.22-01	82.61	City Hall/Landline Phone
				100-0401-513.22-01	36.82	Finance/Landline Phone
				731-1022-541.22-01	29.63	Garage/Landline Phone
				100-0903-531.22-01	55.98	Health/Landline Phone
				743-0403-513.22-01	17.51	IT/Landline Phone
				100-0601-551.22-01	194.02	Library/Landline Phone
				100-0101-511.22-01	11.51	Mayor/Landline Phone
				100-0702-552.22-01	30.86	Recreation/Landline Phone
				100-0703-553.22-01	51.85	Parks/Landline Phone
				100-0202-512.22-01	18.43	Personnel/Landline Phone
				100-0801-521.22-01	286.09	Police/Landline Phone
				100-1002-541.22-01	48.08	Engineering/Landline
				100-0920-531.22-01	15.05	Senior Center/Landline
				100-1008-541.22-01	4.35	Sign Shop/Landline Phone
				100-0502-522.22-01	45.70	EOC/Landline Phone
				207-0000-123.00-00	30.64	Marina/Landline Phone

AP Check Register
Check Date: 8/18/2016

Date: 8/18/2016

<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>
EARTHLINK BUSINESS...	54913...	8/18/2016...	000000008026082...	100-0704-552.22-01	16.11	Pool/Landline Phone
				100-0000-123.00-00	342.98	Menasha Utility/Landline
			Total for check: 54913		1,392.12	
FARRELL EQUIPMENT & SUPPLY CO INC	54914	8/18/2016	INV000000818720	625-1003-541.30-18	147.50	Expansion Joints/Compound
				470-1009-541.82-02	147.50	Expansion Joints/Compound
				100-1011-541.30-18	147.50	Expansion Joints/Compound
				100-1004-541.30-18	147.50	Expansion Joints/Compound
			Total for check: 54914		590.00	
FERGUSON WATERWORKS #1476	54915	8/18/2016	0201983	625-1010-541.30-18	352.00	Manholes & Lids, Sealant
				601-1020-543.30-18	993.90	Manholes & Lids, Sealant
		8/18/2016	0202054	601-1020-543.30-18	308.61	Manhole & Lids
			Total for check: 54915		1,654.51	
FERRELLGAS	54916	8/18/2016	1092465665	266-1027-543.30-18	52.49	Cylinders
			Total for check: 54916		52.49	
FOND DU LAC COUNTY CLERK OF COURTS	54917	8/18/2016	FDL CTY	100-0000-201.03-00	263.50	Bond/MPD 16-2542
			Total for check: 54917		263.50	
FOX STAMP SIGN & SPECIALTY	54918	8/18/2016	OE-64887	826-0702-552.30-18	65.00	Signs
			Total for check: 54918		65.00	
GRAINGER INC	54919	8/18/2016	9179021531	207-0707-552.24-03	33.80	PVC Ball Valves
			Total for check: 54919		33.80	
GRIESBACH READY-MIX LLC	54920	8/18/2016	3508	100-1009-541.30-18	819.75	Concrete-John/9th/Broad
				625-1003-541.30-18	2,812.86	Concrete-John/9th/Broad

AP Check Register

Check Date: 8/18/2016

Date: 8/18/2016

<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...	54920...	8/18/2016...	3508...	625-1010-541.30-18	415.14 Concrete-John/9th/Broad	
			Total for check: 54920		4,047.75	
GUNDERSON CLEANERS	54921	8/18/2016	396606	100-0801-521.30-13	34.66 Towels & Mats	
			Total for check: 54921		34.66	
HABITAT FOR HUMANITY	54922	8/18/2016	PROJ 1, 2, 4, 5	100-0703-553.24-03	2,450.00 Rock the Block	Shelter Rehab
		8/18/2016	PROJECT 3	100-0703-553.24-05	1,005.00 Rock the Block	Fence Repair-S&E Diamonds
			Total for check: 54922		3,455.00	
JOHN'S SAW SERVICE	54923	8/18/2016	10712	731-1022-541.38-03	3.79 Screws & Gasket	
		8/18/2016	10715	731-1022-541.30-18	63.95 Case Mix & Chain Sharpen	
			Total for check: 54923		67.74	
JX ENTERPRISES INC	54924	8/18/2016	G-261740024	731-1022-541.38-03	159.80 Mirror	
		8/18/2016	G-261790011	731-1022-541.38-03	176.59 Kit/Switch	
		8/18/2016	G-261790024	731-1022-541.38-03	(296.66) Credit	
			Total for check: 54924		39.73	
KAEMPFER & ASSOCIATES INC	54925	8/18/2016	18304	601-1020-543.21-02	212.58 Industrial User Discharge	Project E145-01.06
		8/18/2016	18305	601-1020-543.21-02	940.07 Sewer User Monitoring	Project E145-01.07
		8/18/2016	18306	601-1020-543.21-02	85.03 Neenah SS Discharge	Project E145-01.09
		8/18/2016	18307	601-1020-543.21-02	212.06 Sonoco Sewer Service	Project E145-01.14
		8/18/2016	18308	601-1020-543.21-02	255.09 Simply Incredible Foods	Project E145-01.15
		8/18/2016	18309	601-1020-543.21-02	8,644.43 CMOM Program Assistance	Project E145-06.08
		8/18/2016	18310	601-1020-543.21-02	850.30 Sewer Billing Assistance	Project E145-06.09
			Total for check: 54925		11,199.56	
KJ WASTE SYSTEMS INC	54926	8/18/2016	KJ WASTE	266-1027-543.21-06	715.00 Recycling	

AP Check Register

Check Date: 8/18/2016

Date: 8/18/2016

<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>
KJ WASTE SYSTEMS INC...	54926...	8/18/2016...	KJ WASTE...	266-1027-543.21-06	585.00 Recycling	
			Total for check: 54926		1,300.00	
KWIK TRIP INC	54927	8/18/2016	00244691	100-0801-521.38-01	198.43 Fuel	
				100-0801-521.29-04	378.00 Fuel	
			Total for check: 54927		576.43	
LEE RECREATION LLC	54928	8/18/2016	10660-16	100-0703-553.24-02	1,700.00 Playground Equipment	
			Total for check: 54928		1,700.00	
MARCO TECHNOLOGIES LLC	54929	8/18/2016	INV3526722	743-0403-513.29-01	13.94 1st Floor Copier Usage	
			Total for check: 54929		13.94	
MCNEILUS TRUCK & MFG COMPANY	54930	8/18/2016	3315482	731-1022-541.38-03	131.26 Seal	
			Total for check: 54930		131.26	
MENARDS-APPLETON EAST	54931	8/18/2016	99707	100-1003-541.30-18	22.54 Studs/Propane Cyl/Tape	
				625-1003-541.30-18	79.39 Studs/Propane Cyl/Tape	
				601-1020-543.30-18	23.96 Studs/Propane Cyl/Tape	
				100-1009-541.30-18	79.39 Studs/Propane Cyl/Tape	
			Total for check: 54931		205.28	
MENASHA JOINT SCHOOL DISTRICT	54932	8/18/2016	AUGUST MH FEES	100-0000-412.00-00	6,104.20 August Mobile Home Fees	
			Total for check: 54932		6,104.20	
MENASHA NEENAH MUNICIPAL COURT	54933	8/18/2016	MNMC	100-0000-201.03-00	176.80 Bond/MPD 13-0050	
			Total for check: 54933		176.80	
MENASHA TREASURER	54934	8/18/2016	PD	100-0801-521.30-11	50.00 Postage	

AP Check Register
Check Date: 8/18/2016

Date: 8/18/2016

<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>
MENASHA TREASURER...	54934...	8/18/2016...	PD...	100-0801-521.30-18	36.84	Supplies
				100-0801-521.34-03	9.75	Training
			Total for check: 54934		96.59	
MENASHA UTILITIES	54935	8/18/2016	JULY ST LIGHTS	100-1012-541.22-03	13,633.69	July Street Lights
		8/18/2016	MENASHA UTILITY	100-1008-541.22-03	326.40	Electric
				100-1008-541.22-05	56.42	Water/Sewer
				100-0704-552.22-03	3,404.81	Electric
				100-0704-552.22-05	4,169.60	Water/Sewer
				731-1022-541.22-03	1,126.33	Electric
				731-1022-541.22-05	464.40	Water/Sewer
				731-1022-541.22-06	1,152.00	Storm
				266-1028-543.22-06	93.41	Storm
				100-0801-521.22-03	1,779.35	Electric
				100-0801-521.22-05	332.11	Water/Sewer
				100-0801-521.22-06	80.11	Storm
				100-0000-123.00-00	1,288.49	Electric
				100-0000-123.00-00	240.49	Water/Sewer
				100-0000-123.00-00	58.01	Storm
				100-0801-521.22-03	22.54	Electric
				100-0601-551.22-03	4,511.03	Electric
				100-0601-551.22-05	859.50	Water/Sewer
				100-0601-551.22-06	132.52	Storm
				207-0707-552.22-05	281.60	Water/Sewer
				100-1019-552.22-03	379.53	Electric
				100-1019-552.22-05	12.38	Water/Sewer
				100-0000-123.00-00	6.58	Electric
				601-1020-543.22-03	62.70	Electric
				100-1001-514.22-05	12.38	Water/Sewer
				100-1001-514.22-06	3.15	Storm
				100-0703-553.22-03	1,935.14	Electric
				100-0703-553.22-05	56.42	Water/Sewer
				100-0703-553.22-06	833.98	Storm

AP Check Register

Check Date: 8/18/2016

Date: 8/18/2016

<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>
MENASHA UTILITIES...	54935...	8/18/2016...	MENASHA UTILITY...	485-0304-562.22-06	41.78	Storm
				457-0304-562.22-06	3.15	Storm
				485-0304-562.22-06	18.90	Storm
				100-1013-541.22-06	55.19	Storm
				457-0304-562.21-10	13.08	Electric
				100-0305-562.22-06	6.30	Storm
				501-0304-562.22-06	304.10	Storm
				Total for check: 54935	37,757.57	
TOWN OF MENASHA UTILITY DISTRICT	54936	8/18/2016	4342	100-0701-533.22-06	295.50	Stormwater
		8/18/2016	4343	100-0703-553.22-06	26.25	Stormwater
			Total for check: 54936		321.75	
MODERN DAIRY INC	54937	8/18/2016	244320	100-0704-552.30-17	379.35	Concessions
					379.35	
MORTON SAFETY	54938	8/18/2016	169525-00	731-1022-541.30-18	72.34	Ear Plugs
		8/18/2016	169648-00	601-1020-543.30-18	104.24	Ear Plugs & Gloves
			Total for check: 54938		176.58	
N&M AUTO SUPPLY	54939	8/18/2016	572093	731-1022-541.38-03	18.64	Oil Filters
		8/18/2016	572100	731-1022-541.38-03	63.11	Filters/Air Chucks/Plug
		8/18/2016	572186	601-1020-543.24-04	41.14	Oil/Air/Fuel Filters
		8/18/2016	572247	731-1022-541.38-03	9.36	Wirelead
		8/18/2016	572339	731-1022-541.38-03	147.72	Fuel Filter Kit
		8/18/2016	572452	731-1022-541.38-03	39.48	Oil Filters
		8/18/2016	572521	731-1022-541.38-03	(72.94)	CREDIT
			Total for check: 54939		246.51	

AP Check Register
Check Date: 8/18/2016

Date: 8/18/2016

<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>
NAVIGATE NEENAH-MENASHA	54940	8/18/2016	NAVIGATE NM	826-0000-465.00-00	100.00	Loop the Lake Donation
			Total for check: 54940		100.00	
NORTHEAST ASPHALT INC	54941	8/18/2016	1436361	100-1003-541.30-18	256.21	Supplies
				625-1010-541.30-18	1,549.30	Supplies
			Total for check: 54941		1,805.51	
OGDEN PLUMBING & HEATING INC	54942	8/18/2016	78453	100-0501-522.24-03	215.73	Plumbing Supplies Station 35
		8/18/2016	78454	100-0501-522.24-03	587.74	Run Line for Gas Grill Station 35
			Total for check: 54942		803.47	
POMP'S TIRE SERVICE INC	54943	8/18/2016	320042836	731-1022-541.38-02	45.00	EZ Sensor
		8/18/2016	320042837	731-1022-541.38-02	16.35	Foam Fill Material & Tube
		8/18/2016	320043810	731-1022-541.38-02	419.76	Tires
		8/18/2016	320044342	731-1022-541.38-02	589.97	Tires
			Total for check: 54943		1,071.08	
PROTANIC INC	54944	8/18/2016	44390	207-0707-552.24-02	500.00	Line/Leak Tests/ATG Cert Mobilization Charge
			Total for check: 54944		500.00	
REDI-WELDING CO	54945	8/18/2016	15018	731-1022-541.38-03	104.60	Dumpsters/Pockets/Cart
				100-1001-514.30-15	62.48	Dumpsters/Pockets/Cart
				100-1016-543.30-18	578.46	Dumpsters/Pockets/Cart
			Total for check: 54945		745.54	
SERVICEMASTER BUILDING MAINTENANCE	54946	8/18/2016	20632	100-1001-514.20-01	1,150.00	City Hall Janitorial Serv
		8/18/2016	20633	731-1022-541.20-01	530.00	PWF Janitorial Service
		8/18/2016	20655	100-0903-531.20-01	515.00	Health Dept - Janitorial
			Total for check: 54946		2,195.00	

AP Check Register
Check Date: 8/18/2016

Date: 8/18/2016

<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>
SHERWIN WILLIAMS CO	54947	8/18/2016	0971-1	492-1003-541.82-02	10.44	Villa Roundabout
		8/18/2016	0972-9	492-1003-541.82-02	2.98	Villa Roundabout
		8/18/2016	1541-1	100-1008-541.24-04	179.51	Drain Valve
		Total for check: 54947			192.93	
SHOPKO STORES OPERATING CO LLC	54948	8/18/2016	90000014390018	100-0704-552.30-10	26.35	Supplies
				100-0704-552.30-18	82.93	Supplies
				100-0702-552.30-18	11.96	Water
				Total for check: 54948	121.24	
SMT MANUFACTURING & SUPPLY	54949	8/18/2016	0040980-IN	731-1022-541.38-03	44.72	Belts
		8/18/2016	0040992-IN	731-1022-541.38-03	42.12	Belts
		Total for check: 54949			86.84	
SPORTS GRAPHICS	54950	8/18/2016	0616-066	100-0704-552.30-10	50.40	T-Shirts
					50.40	
STAPLES BUSINESS ADVANTAGE	54951	8/18/2016	3309279283	100-0703-553.30-10	36.54	Supplies
				731-1022-541.30-10	36.55	Supplies
				Total for check: 54951	73.09	
STREICHER'S INC	54952	8/18/2016	11220808	100-0801-521.19-03	17.99	Battery
					17.99	
SUPERIOR CHEMICAL CORP	54953	8/18/2016	132241	731-1022-541.30-18	81.00	Supplies
					81.00	

AP Check Register
Check Date: 8/18/2016

Date: 8/18/2016

<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	54954	8/18/2016	130411	731-1022-541.24-06	265.00	Cable/Module Assy, Ring
			Total for check: 54954		265.00	
THEDACARE LABORATORIES	54955	8/18/2016	12100529	100-0801-521.21-05	85.00	Venipuncture for Blood
			Total for check: 54955		85.00	
UNIFIRST CORPORATION	54956	8/18/2016	097 0216747	731-1022-541.20-01	119.39	Coveralls/Towels/Mops
			Total for check: 54956		119.39	
UNITED WAY FOX CITIES	54957	8/18/2016	20160818	100-0000-202.09-00	31.00	PAYROLL SUMMARY
			Total for check: 54957		31.00	
US PETROLEUM EQUIPMENT	54958	8/18/2016	226041	731-1022-541.24-06	267.30	Nozzle
			Total for check: 54958		267.30	
UW-FOX VALLEY	54959	8/18/2016	17-22002	100-0405-513.21-08	990.00	City Meetings - Videotape
			Total for check: 54959		990.00	
VERIZON WIRELESS	54960	8/18/2016	9769694411	601-1020-543.22-01	54.06	Cell Phone Usage
				100-1002-541.22-01	61.04	Cell Phone Usage
				625-1002-541.22-01	20.36	Cell Phone Usage
		8/18/2016	9769694412	100-0703-553.22-01	49.03	Cell Phones
				731-1022-541.22-01	115.91	Cell Phones
		8/18/2016	9769694414	743-0403-513.22-01	63.26	July Cell Phone Charges
		8/18/2016	9769694415	100-0801-521.22-01	600.80	Cell Phones
		8/18/2016	9769694416	100-0304-562.22-01	40.01	Cell Phones
		8/18/2016	9769694417	100-1002-541.22-01	30.01	Wi-Fi for GPS Device
				625-1002-541.22-01	10.00	Wi-Fi for GPS Device
			Total for check: 54960		1,044.48	

AP Check Register
Check Date: 8/18/2016

Date: 8/18/2016

<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>
LORI WALBRUN	54961	8/18/2016	WALBRUN	100-0702-552.30-18	10.99	Grunski Supplies
			Total for check: 54961		10.99	
WALMART COMMUNITY/RFCSLLC	54962	8/18/2016	005478	100-0702-552.30-18	16.14	Rec Supplies
		8/18/2016	009385	100-0702-552.30-18	62.31	Rec Supplies
			Total for check: 54962		78.45	
WAVERLY SANITARY DISTRICT	54963	8/18/2016	WAVERLY SANITAR	100-0703-553.22-05	57.74	Water/Sewer Charges 2170 Plank Road
			Total for check: 54963		57.74	
WE ENERGIES	54964	8/18/2016	WE ENERGIES	100-1008-541.22-04	10.56	PWF
				100-0701-533.22-03	15.71	North Street
				100-0701-533.22-03	16.93	North Street
			Total for check: 54964		43.20	
WEYERS EQUIPMENT INC	54965	8/18/2016	01-86050	731-1022-541.30-18	132.00	Extreme Knives
			Total for check: 54965		132.00	
WIL-KIL PEST CONTROL	54966	8/18/2016	2951197	731-1022-541.20-07	68.75	PWF Contract
		8/18/2016	2951922	100-1019-552.20-07	28.00	Racine St Bridge Contract
		8/18/2016	2952187	100-1019-552.20-07	111.75	Racine/Tayco Cameras
		8/18/2016	2954352	100-0703-553.24-03	30.00	Koslo Park Contract
			Total for check: 54966		238.50	
WINNEBAGO COUNTY CLERK OF COURTS	54967	8/18/2016	WCCC	100-0000-201.03-00	150.00	Bond/MPD 16-2476
				100-0000-201.03-00	150.00	Bond/MPD 16-2560
			Total for check: 54967		300.00	
WINNEBAGO COUNTY TREASURER	54968	8/18/2016	9875	100-0801-521.30-10	31.00	ID WICAM Cards
		8/18/2016	9877	100-0406-513.73-01	250.44	Loss on Property 2-705 City Share

AP Check Register
Check Date: 8/18/2016

Date: 8/18/2016

<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>
WINNEBAGO COUNTY TREASURER...	54968...	8/18/2016	TAXES	100-0406-513.73-01	4,182.94	Property taxes 2-00803-001057 Tayco/Rescinded
			Total for check: 54968		4,464.38	
WISCONSIN DEPT OF ADMINISTRATION	54969	8/18/2016	16-003187	100-0301-523.29-01	828.56	Building Permit Seals
			Total for check: 54969		828.56	
WISCONSIN DEPT OF TRANSPORTATION	54970	8/18/2016	L45375	100-1003-541.30-18	4.07	State Project 1517-75-78
		8/18/2016	L45851	470-1002-541.21-02	2,592.91	State Project 4992-00-55
				625-1002-541.21-02	864.30	State Project 4992-00-55
		8/18/2016	L45853	625-1002-541.21-02	952.82	State Project 4992-01-00
				470-1002-541.21-02	2,858.48	State Project 4992-01-00
		8/18/2016	L45854	470-1003-541.82-02	282.96	State Project 4992-01-71
			Total for check: 54970		7,555.54	
WISCONSIN MEDIA	54971	8/18/2016	0010039188	100-0405-513.29-02	741.79	Legals
			Total for check: 54971		741.79	
WISCONSIN SUPPORT COLLECTIONS	54972	8/18/2016	20160818	100-0000-202.03-00	840.57	PAYROLL SUMMARY
			Total for check: 54972		840.57	
WOODLAND DEVELOPMENT LLC	54973	8/18/2016	PAYMENT 5	470-1003-541.82-02	42,125.00	Deferred Assessment Payment 5
			Total for check: 54973		42,125.00	
REGISTRATION FEE TRUST TVRP	54974	8/18/2016	70ME	100-0000-454.00-00	500.00	Parking Ticket Processing
			Total for check: 54974		500.00	
					143,393.57	

AP Check Register

Check Date: 8/25/2016

Date: 8/29/2016

<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	54975	8/25/2016	1610435	731-1022-541.30-18	74.63	Masking Tpe/Drill Bits Wiper Blades/Ties
		8/25/2016	1610563	731-1022-541.30-18	89.69	Couplings/Misc Hardware
		Total for check: 54975			164.32	
AIRGAS USA LLC	54976	8/25/2016	9937651952	731-1022-541.21-06	229.44	Cylinder Rental
		8/25/2016	9937651953	731-1022-541.21-06	25.35	Cylinder Rental
		8/25/2016	9937651954	100-0703-553.30-18	25.66	Cylinder Rental
		Total for check: 54976			280.45	
BADGER STATE SHERIFFS' ASSOCIATION	54977	8/25/2016	BSSA	100-0801-521.34-02	150.00	Training
					150.00	
BERGSTROM	54978	8/25/2016	284504	100-0801-521.29-04	718.22	Vehicle Repair
					718.22	
CALNIN & GOSS INC	54979	8/25/2016	16401	100-1003-541.30-18	540.00	Topsoil
					540.00	
CALUMET COUNTY TREASURER	54980	8/25/2016	CCT	100-0000-201.03-00	170.00	Dog Licenses 3751-3800
					170.00	
CLEAR WATER CAR WASH	54981	8/25/2016	1206	100-0801-521.29-04	159.95	Detail on Squad
					159.95	
COMPLETE OFFICE OF WISCONSIN	54982	8/25/2016	623691	100-0801-521.30-10	187.50	Supplies
					187.50	
CRESCENT ELECTRIC SUPPLY COMPANY	54983	8/25/2016	S502186604.001	100-1013-541.30-18	194.00	Parking Lot Light Dimmer
		8/25/2016	S502264912.001	100-1008-541.24-03	119.70	Lens & Univ Volt Pwr Pck

AP Check Register
Check Date: 8/25/2016

Date: 8/29/2016

<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>
CRESCENT ELECTRIC SUPPLY COMPANY...	54983...	8/25/2016	S502265433.001	100-1013-541.30-18	64.04	Parking Lot Light Dimmer
		8/25/2016	S502265467.001	100-1012-541.30-18	170.06	Corn Cob Lamp
		8/25/2016	S502296318.001	207-0707-552.30-18	26.63	Conduit Hangers, Cement
		8/25/2016	S502298574.001	100-0703-553.30-18	377.11	Fuseholder, Conn Block
		8/25/2016	S502298574.002	100-0703-553.30-18	201.22	Midget Fuses
		8/25/2016	S502298574.003	100-0703-553.30-18	51.48	Conn Blocks
		8/25/2016	S502298574.004	100-0703-553.30-18	148.44	Fuseholders
		8/25/2016	S502317922.001	731-1022-541.30-18	135.29	Supplies
		8/25/2016	S502338848..001	207-0707-552.30-18	51.97	Conduit Hangers
		8/25/2016	S502362202.001	100-1012-541.30-18	367.29	Supplies
Total for check: 54983					1,907.23	
DECLREENE TRUCK REFRIGERATION	54984	8/25/2016	201559	731-1022-541.30-18	255.30	Greenlube
	Total for check: 54984				255.30	
DUMKE & ASSOCIATES &	54985	8/25/2016	316 RACINE ST	100-0903-531.29-06	2,077.50	316 Racine St
	Total for check: 54985				2,077.50	
EVANS TITLE COMPANIES	54986	8/25/2016	925-650220534	209-0703-553.80-02	405.00	Title Insurance Fee
	Total for check: 54986				405.00	
FOX CITIES CONVENTION & VISITORS	54987	8/25/2016	2016-FCCVB	100-0415-513.20-11	456.48	2016 Q2 Room Tax Share
	Total for check: 54987				456.48	
FOX VALLEY TECHNICAL COLLEGE	54988	8/25/2016	FVTC	100-0903-531.34-02	4.00	Heartsaver CPR/AED
	Total for check: 54988				4.00	
F2R, LLC	54989	8/25/2016	F2R LLC	487-0305-562.73-01	27,000.00	Performance Incentive
	Total for check: 54989				27,000.00	

AP Check Register
Check Date: 8/25/2016

Date: 8/29/2016

<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>
GOPHER SPORT	54990	8/25/2016	312277	100-0702-552.30-18	(72.96)	CREDIT
		8/25/2016	9173021	100-0702-552.30-18	202.10	Balls
		Total for check: 54990			129.14	
GRAEF	54991	8/25/2016	0089472	470-0703-553.82-02	1,370.87	Engineering
					1,370.87	
GRIESBACH READY-MIX LLC	54992	8/25/2016	3532	100-1003-541.30-18	172.57	Concrete - John Street
				100-1011-541.30-18	587.75	Concrete - John Street
				625-1003-541.30-18	697.43	Concrete - John Street
				Total for check: 54992	1,457.75	
GUSTMAN CHEVROLET SALES INC	54993	8/25/2016	40511	731-1022-541.38-03	57.22	Duct & Filter
		8/25/2016	40569	731-1022-541.38-03	44.04	Receptacle
		8/25/2016	40579	731-1022-541.38-03	44.04	Receptacle
		8/25/2016	CM40486	731-1022-541.38-03	(90.76)	CREDIT
		Total for check: 54993			54.54	
DONALD HIETPAS & SONS INC	54994	8/25/2016	HIETPAS	601-1020-543.24-05	1,081.26	Manhole Work-9th & Racine
					1,081.26	
HORST DISTRIBUTING INC	54995	8/25/2016	58081-000	100-0703-553.30-18	648.00	Paint
		8/25/2016	58537-000	731-1022-541.38-03	(211.61)	CREDIT
		Total for check: 54995			436.39	
CANDI HUBER	54996	8/25/2016	HUBER	100-0202-512.30-16	20.48	August Reimbursement
					20.48	

AP Check Register
Check Date: 8/25/2016

Date: 8/29/2016

<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>
HUGHES ADVERTISING, NED	54997	8/25/2016	05152016	826-0702-552.29-03	375.00	Grunski Advertising
			Total for check: 54997		375.00	
HYDROLOGICAL SOLUTIONS INC	54998	8/25/2016	2016IAB210	601-1020-543.24-05	7,195.00	Aqua Barriers Rental Agreement
			Total for check: 54998		7,195.00	
IRRIGATION SERVICES INC	54999	8/25/2016	30473	100-0703-553.24-03	132.50	Repair QC Fitting
			Total for check: 54999		132.50	
JOHN DEERE FINANCIAL	55000	8/25/2016	76633010	470-1009-541.82-02	744.40	Seed Starter
		8/25/2016	76633027	100-0703-553.30-18	205.74	Mound Clay
			Total for check: 55000		950.14	
JOHN'S REPAIR & TOWING	55001	8/25/2016	56049	100-0801-521.29-04	183.75	Towing MPD #16-2402
			Total for check: 55001		183.75	
JOHN'S SAW SERVICE	55002	8/25/2016	10727	731-1022-541.38-03	197.80	V Belts
			Total for check: 55002		197.80	
JEFF JORGENSEN	55003	8/25/2016	JORGENSEN	824-0807-521.30-15	63.97	K-9 Supplies - Reimburse
			Total for check: 55003		63.97	
JUNION, JOSEPH	55004	8/25/2016	JUNION	100-0000-441.23-00	47.37	Rental Refund
				100-0000-201.08-00	2.63	Rental Refund
			Total for check: 55004		50.00	

AP Check Register
Check Date: 8/25/2016

Date: 8/29/2016

<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>
MATT LENSS	55005	8/25/2016	LENSS	100-0801-521.19-03	109.00	Uniform Reimbursement
			Total for check: 55005		109.00	
LEVENHAGEN CORPORATION	55006	8/25/2016	91739	207-0707-552.38-01	1,964.56	Fuel
		8/25/2016	91741	207-0707-552.38-01	2,170.99	Fuel
		8/25/2016	92022	207-0707-552.38-01	1,137.27	Fuel
		8/25/2016	92061	207-0707-552.38-01	471.80	Fuel
		8/25/2016	92065	207-0707-552.38-01	2,167.67	Fuel
			Total for check: 55006		7,912.29	
MANDERFIELD BAKERY	55007	8/25/2016	484766	100-0702-552.30-18	75.00	Movie Supplies
			Total for check: 55007		75.00	
MARCO INC	55008	8/25/2016	51231817	743-0403-513.29-01	140.40	1st Fl Copier Agreement
			Total for check: 55008		140.40	
MENARDS-APPLETON EAST	55009	8/25/2016	36	100-1001-514.24-03	54.68	Lumber & Screws
		8/25/2016	37	100-0601-551.30-15	97.63	Belt & Sheet Sanders
		8/25/2016	99968	100-0702-552.30-18	10.36	Lumber
			Total for check: 55009		162.67	
MENASHA UTILITIES	55010	8/25/2016	004439	100-0703-553.24-02	243.00	Pool Meter
		8/25/2016	004440	207-0707-552.24-03	256.67	U-Guards for Marina
			Total for check: 55010		499.67	
MIDWEST DIVE TRAINING LLC	55011	8/25/2016	2016004	100-0804-521.34-02	120.00	CPR Training/Certificate Menasha Auxiliary Police
			Total for check: 55011		120.00	

AP Check Register
Check Date: 8/25/2016

Date: 8/29/2016

<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>
MBM	55012	8/25/2016	IN118771	743-0403-513.29-01	126.42	Print Care Usage
			Total for check: 55012		126.42	
MODERN DAIRY INC	55013	8/25/2016	244439	100-0704-552.30-17	161.46	Concessions
			Total for check: 55013		161.46	
MONROE TRUCK EQUIPMENT INC	55014	8/25/2016	758554	731-1022-541.30-18	281.46	Hitches, Pintle Plate Bolt Kit
			Total for check: 55014		281.46	
DAVID MOORE	55015	8/25/2016	080316DM	826-0702-552.30-18	50.00	Grunski
			Total for check: 55015		50.00	
NEENAH MENASHA ELKS LODGE #676	55016	8/25/2016	NM ELKS	100-0000-422.15-00	25.00	Refund Outdoor Serve
			Total for check: 55016		25.00	
CITY OF NEENAH	55017	8/25/2016	35751	100-0501-522.30-15	286.04	IT Equipment
		8/25/2016	NM FIRE SVCS	100-0501-522.25-01	267,593.00	Fire & Rescue Services
			Total for check: 55017		267,879.04	
NETWORK HEALTH SYSTEM INC	55018	8/25/2016	347981	100-0202-512.21-05	146.00	Pre-Employ Physicals Drug Screens
		8/25/2016	348326	100-0202-512.21-05	226.00	Pre-Employ Physicals Drug Screens
			Total for check: 55018		372.00	
OSHKOSH FIRE & POLICE EQUIPMENT INC	55019	8/25/2016	166068	100-0801-521.29-04	518.00	Police - Squad Lights Menasha Auxiliary Police
			Total for check: 55019		518.00	

AP Check Register
Check Date: 8/25/2016

Date: 8/29/2016

<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>
OSI ENVIRONMENTAL INC	55020	8/25/2016	4011849	266-1027-543.21-06	100.00	Used Oil Collection Serv
			Total for check: 55020		100.00	
PERSONNEL EVALUATION INC	55021	8/25/2016	19731	100-0801-521.21-06	420.00	July JV PEP Billing
			Total for check: 55021		420.00	
PM SUPPLY - WRIGHT INDUSTRIAL	55022	8/25/2016	66626	100-0000-132.00-00	335.50	Floor Stripper & Supplies
			Total for check: 55022		335.50	
PONDS OF MENASHA LLC	55023	8/25/2016	PONDS	492-0305-562.21-11	83,888.88	Developer Agreement
			Total for check: 55023		83,888.88	
RIESTERER & SCHNELL INC	55024	8/25/2016	1050813	731-1022-541.38-03	114.69	Wheel
			Total for check: 55024		114.69	
DR TERESA RUDOLPH	55025	8/25/2016	RUDOLPH	100-0903-531.21-05	150.00	City Physician
			Total for check: 55025		150.00	
SAFEBUILT LLC	55026	8/25/2016	0025902-IN	100-0301-523.21-06	2,346.71	July Permits
			Total for check: 55026		2,346.71	
SAM'S CLUB/SYNCHRONY BANK	55027	8/25/2016	SAM'S	100-0704-552.30-17	211.90	Concessions
				100-0704-552.30-17	147.08	Concessions
				100-0704-552.30-17	177.92	Concessions
			Total for check: 55027		536.90	

AP Check Register
Check Date: 8/25/2016

Date: 8/29/2016

<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	55028	8/25/2016	583283	207-0707-552.21-06	11,875.00	Quarterly Payment
			Total for check: 55028		11,875.00	
SMT MANUFACTURING & SUPPLY	55029	8/25/2016	0041000-IN	731-1022-541.38-03	52.66	Belts
		8/25/2016	0041097-IN	731-1022-541.38-03	12.78	Belts
			Total for check: 55029		65.44	
SPEEDY CLEAN DRAIN & SEWER INC	55030	8/25/2016	60941	601-1020-543.24-05	490.00	Televise Sewer Lines
			Total for check: 55030		490.00	
SPORTS GRAPHICS	55031	8/25/2016	0816-021	100-0202-512.30-16	155.00	Wellness Supplies
			Total for check: 55031		155.00	
TIM STYKA	55032	8/25/2016	STYKA	100-0801-521.34-04	452.20	June/July Travel Expense
			Total for check: 55032		452.20	
SUNGARD PUBLIC SECTOR INC	55033	8/25/2016	124311	743-0403-513.24-04	2,806.00	Sept Account System Maint
			Total for check: 55033		2,806.00	
SUPERIOR VISION INSURANCE PLAN	55034	8/25/2016	IA541972	100-0000-204.10-00	1,009.84	Sept Vision Insurance
			Total for check: 55034		1,009.84	
TAPCO	55035	8/25/2016	I534814	100-0801-521.29-04	423.70	Light-Up Cones
			Total for check: 55035		423.70	
TILLMANN WHOLESALE GROWERS	55036	8/25/2016	12866	100-1003-541.30-18	755.50	Plants
			Total for check: 55036		755.50	

AP Check Register
Check Date: 8/25/2016

Date: 8/29/2016

<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>
TRI-COUNTY OVERHEAD DOOR INC	55037	8/25/2016	047220	731-1022-541.24-03	2,089.16	Shop Door Repair
			Total for check: 55037		2,089.16	
UNIFIRST CORPORATION	55038	8/25/2016	097 0217196	731-1022-541.20-01	192.41	Coveralls/Shirts/Towels
			Total for check: 55038		192.41	
US VENTURE	55039	8/25/2016	L55457	731-1022-541.21-06	15.00	Spectro V100 Water Fuel
			Total for check: 55039		15.00	
USDA - APHIS	55040	8/25/2016	USDA-APHIS	100-0703-553.24-05	2,328.00	Service Agreement
			Total for check: 55040		2,328.00	
VERIZON WIRELESS	55041	8/25/2016	9769694410	100-0703-553.22-01	43.38	Cell Phone
				100-0601-551.22-01	18.56	Cell Phone
				100-0801-521.22-01	11.12	Cell Phone
				100-1001-514.22-01	11.12	Cell Phone
			Total for check: 55041		84.18	
VIEVU	55042	8/25/2016	18726	100-0801-521.30-18	200.00	Body-worn Video Camera
			Total for check: 55042		200.00	
WCA GROUP HEALTH TRUST	55043	8/25/2016	1768666	100-0000-204.08-00	120,231.56	Sept Health Ins Premiums
				100-0000-204.11-00	8,501.38	Sept Health Ins Premiums
			Total for check: 55043		128,732.94	
LAVERN WILLIAMS C	55044	8/25/2016	WILLIAMS	209-0703-553.80-02	23,890.32	
			Total for check: 55044		23,890.32	

AP Check Register
Check Date: 8/25/2016

Date: 8/29/2016

Vendor Name	Check Number	Check Date	Invoice Number	Account Number	Amount	Description
WINNEBAGO COUNTY CLERK OF COURTS	55045	8/25/2016	WCCC	100-0000-201.03-00	185.00	Bond/MPD 16-2635
			Total for check: 55045		185.00	
WINNEBAGO COUNTY TREASURER	55046	8/25/2016	9899	100-0203-512.21-08	30.00	Recording Fees
		8/25/2016	LF123592	266-1027-543.25-03	275.00	Electronics Disposal
				266-1027-543.25-01	136.50	Tire Disposal
		8/25/2016	LF123679	266-1027-543.25-01	434.20	Direct Haul - SS
				100-1016-543.25-01	15,424.66	Direct Haul - Res
				100-1017-543.25-01	2,823.32	Direct Haul - Res
			Total for check: 55046		19,123.68	
WISCONSIN DEPT OF FINANCIAL	55047	8/25/2016	WDFI	100-0203-512.30-18	20.00	Clerk's Notary Renewal
			Total for check: 55047		20.00	
WISCONSIN DEPT OF JUSTICE	55048	8/25/2016	L7101T	100-0801-521.21-06	112.00	July 2016
			Total for check: 55048		112.00	
WPPI ENERGY	55049	8/25/2016	INV06360	310-0409-571.61-01	8,539.19	WPPI Debt Service Payment
				310-0410-571.61-02	1,281.50	WPPI Debt Service Payment
			Total for check: 55049		9,820.69	
					619,325.69	

AP Check Register
Check Date: 8/29/2016

Date: 8/30/2016

Vendor Name	Check Number	Check Date	Invoice Number	Account Number	Amount	Description
BAKER & TAYLOR INC	55051	8/29/2016	2032136445	100-0601-551.30-14	538.71	Library Materials
		8/29/2016	2032139856	100-0601-551.30-14	193.90	Library Materials
		8/29/2016	2032146102	100-0601-551.30-14	640.02	Library Materials
		8/29/2016	2032148625	100-0601-551.30-14	442.16	Library Materials
		8/29/2016	2032156609	100-0601-551.30-14	289.83	Library Materials
		8/29/2016	2032165422	100-0601-551.30-14	119.35	Library Materials
		8/29/2016	2032167482	100-0601-551.30-14	477.29	Library Materials
		8/29/2016	2032182035	100-0601-551.30-14	331.94	Library Materials
		8/29/2016	2032188196	100-0601-551.30-14	275.59	Library Materials
		8/29/2016	2032189913	100-0601-551.30-14	46.19	Library Materials
		8/29/2016	B19854930	100-0601-551.30-14	166.35	Library Materials
		8/29/2016	B19981140	100-0601-551.30-14	46.59	Library Materials
		8/29/2016	B20211320	100-0601-551.30-14	10.79	Library Materials
		8/29/2016	B20797110	100-0601-551.30-14	57.58	Library Materials
		8/29/2016	B20797111	100-0601-551.30-14	18.70	Library Materials
		8/29/2016	B20797112	100-0601-551.30-14	14.39	Library Materials
		8/29/2016	B20797113	100-0601-551.30-14	35.98	Library Materials
		8/29/2016	B20887610	100-0601-551.30-14	28.78	Library Materials
		8/29/2016	B21273170	100-0601-551.30-14	43.17	Library Materials
		8/29/2016	B21273171	100-0601-551.30-14	14.39	Library Materials
		8/29/2016	T4092970	100-0601-551.30-14	87.07	Library Materials
		8/29/2016	T41178030	100-0601-551.30-14	180.39	Library Materials
		Total for check: 55051				
BIBLIOTHECA LLC	55052	8/29/2016	SI0012148A-US	100-0601-551.24-04	499.00	Training/Onsite Install
					499.00	
CDW GOVERNMENT INC	55053	8/29/2016	DWR0558	100-0601-551.30-10	76.82	Ink Cartridges
					76.82	
CENGAGE LEARNING - GALE	55054	8/29/2016	58324984	100-0601-551.30-14	273.53	Library Materials
		8/29/2016	58331924	100-0601-551.30-14	25.59	Library Materials

AP Check Register

Check Date: 8/29/2016

Date: 8/30/2016

<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>
CENGAGE LEARNING - GALE...	55054...	8/29/2016	58359658	100-0601-551.30-14	43.98	Library Materials
		8/29/2016	58394809	100-0601-551.30-14	38.92	Library Materials
		8/29/2016	58422673	100-0601-551.30-14	22.40	Library Materials
		8/29/2016	58444092	100-0601-551.30-14	4,000.00	Library Materials
			Total for check: 55054		4,404.42	
CENTER POINT LARGE PRINT	55055	8/29/2016	1392198	100-0601-551.30-14	180.96	Library Materials
			Total for check: 55055		180.96	
COMMUNICATION SUPPORT	55056	8/29/2016	7419194	100-0601-551.24-03	300.00	Security Monitor Service
			Total for check: 55056		300.00	
CRESCENT ELECTRIC SUPPLY COMPANY	55057	8/29/2016	S502317870.001	100-0601-551.24-03	176.85	Supplies
		8/29/2016	S502372336.001	100-0601-551.24-03	59.88	Supplies
			Total for check: 55057		236.73	
KATHY DREYER	55058	8/29/2016	DREYER	100-0601-551.30-16	59.66	Reimbursement
			Total for check: 55058		59.66	
MIDWEST TAPE	55059	8/29/2016	0094129194	100-0601-551.30-14	69.98	Library Materials
		8/29/2016	0094132960	100-0601-551.30-14	71.94	Library Materials
		8/29/2016	0094132961	100-0601-551.30-14	25.99	Library Materials
		8/29/2016	0094132963	100-0601-551.30-14	14.99	Library Materials
		8/29/2016	0094132980	100-0601-551.30-14	227.89	Library Materials
		8/29/2016	0094149345	100-0601-551.30-14	55.99	Library Materials
		8/29/2016	0094149359	100-0601-551.30-14	74.04	Library Materials
		8/29/2016	0094166344	100-0601-551.30-14	161.16	Library Materials
		8/29/2016	0094166507	100-0601-551.30-14	122.18	Library Materials
		8/29/2016	0094185441	100-0601-551.30-14	18.74	Library Materials
		8/29/2016	0094185443	100-0601-551.30-14	20.98	Library Materials

AP Check Register

Check Date: 8/29/2016

Date: 8/30/2016

<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>
MIDWEST TAPE...	55059...	8/29/2016	0094186526	100-0601-551.30-14	20.24	Library Materials
			Total for check: 55059		884.12	
MBM	55060	8/29/2016	IN118463	100-0601-551.24-04	367.64	Quarterly Contract
			Total for check: 55060		367.64	
PENGUIN RANDOM HOUSE INC	55061	8/29/2016	1088037310	100-0601-551.30-14	243.75	Library Materials
		8/29/2016	1088060531	100-0601-551.30-14	30.00	Library Materials
		8/29/2016	1088093148	100-0601-551.30-14	30.00	Library Materials
			Total for check: 55061		303.75	
QUALITY BOOKS INC	55062	8/29/2016	195450	100-0601-551.30-14	20.23	Library Materials
		8/29/2016	195452	100-0601-551.30-14	39.56	Library Materials
		8/29/2016	195453	100-0601-551.30-14	17.59	Library Materials
			Total for check: 55062		77.38	
KYLE REFINSKI	55063	8/29/2016	BOOK REIMBURSE	100-0601-551.30-14	27.00	Reimbursement
			Total for check: 55063		27.00	
SERVICEMASTER BUILDING MAINTENANCE	55064	8/29/2016	20631	100-0601-551.20-01	1,496.00	Janitorial Service
			Total for check: 55064		1,496.00	
STAPLES BUSINESS ADVANTAGE	55065	8/29/2016	8040250364	100-0601-551.30-10	432.33	Supplies
			Total for check: 55065		432.33	
SYNCB/AMAZON	55067	8/29/2016	000684157685	100-0601-551.30-14	74.88	Library Materials
		8/29/2016	060154057611	100-0601-551.30-14	20.99	Library Materials
		8/29/2016	060154064160	100-0601-551.30-14	28.03	Library Materials
		8/29/2016	060155145532	100-0601-551.30-14	30.00	Library Materials
		8/29/2016	060155446244	100-0601-551.30-14	64.09	Library Materials

AP Check Register
Check Date: 8/29/2016

Date: 8/30/2016

Vendor Name	Check Number	Check Date	Invoice Number	Account Number	Amount	Description
SYNCB/AMAZON...	55067...	8/29/2016	060155775681	100-0601-551.30-14	143.51	Library Materials
		8/29/2016	062129111819	100-0601-551.30-14	43.94	Library Materials
		8/29/2016	097522832289	100-0601-551.30-14	129.18	Library Materials
		8/29/2016	097524446614	100-0601-551.30-14	19.94	Library Materials
		8/29/2016	097525015985	100-0601-551.30-14	42.97	Library Materials
		8/29/2016	097525474537	100-0601-551.30-14	51.85	Library Materials
		8/29/2016	097527958167	100-0601-551.30-14	7.99	Library Materials
		8/29/2016	229854428764	100-0601-551.30-14	53.98	Library Materials
		8/29/2016	229854809785	100-0601-551.30-14	9.99	Library Materials
		8/29/2016	229856418019	100-0601-551.30-14	9.99	Library Materials
		8/29/2016	229859145753	100-0601-551.30-14	50.53	Library Materials
		Total for check: 55067				781.86
THIRD STREET MARKET	55068	8/29/2016	03139927	100-0601-551.30-16	3.07	Supplies
		8/29/2016	03140189	100-0601-551.30-16	7.51	Supplies
		8/29/2016	03141905	100-0601-551.30-16	11.27	Supplies
		8/29/2016	03143799	100-0601-551.30-16	10.07	Supplies
		8/29/2016	03145436	100-0601-551.30-16	13.94	Supplies
		Total for check: 55068				45.86
UNIQUE MANAGEMENT SERVICES INC	55069	8/29/2016	431980	100-0000-441.19-00	196.90	Collection Agency Fees
					196.90	
US BANK EQUIPMENT FINANCE	55070	8/29/2016	311243695	100-0601-551.24-04	122.88	Contract Payment
					122.88	
WINNEFOX AUTOMATED LIBRARY SYSTEM	55071	8/29/2016	3036	100-0601-551.24-01	182.13	Scanner/Techsoup
				100-0601-551.30-11	111.87	Management Services
				Total for check: 55071		

AP Check Register
Check Date: 8/29/2016

Date: 8/30/2016

<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>
WISCONSIN DEPT OF SAFETY & PROF SVC	55072	8/29/2016	414602	100-0601-551.33-02	50.00	Operating Fee
			Total for check: 55072		<u>50.00</u>	
					<u>14,896.47</u>	

AP Check Register
Check Date: 9/1/2016

Date: 9/1/2016

<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-1 ELEVATOR SALES & SERVICE	55073	9/1/2016	10207	100-1001-514.24-03	340.00	Service
			Total for check: 55073		340.00	
AIRGAS USA LLC	55074	9/1/2016	9054187698	731-1022-541.30-18	70.38	Oxygen
			Total for check: 55074		70.38	
ALL-SPORT TROPHY	55075	9/1/2016	51051	100-0702-552.30-18	333.00	Awards
			Total for check: 55075		333.00	
ARING EQUIPMENT COMPANY INC	55076	9/1/2016	721813	731-1022-541.38-03	26.87	Oil Filter
		9/1/2016	721840	731-1022-541.38-03	398.14	Oil Filters & Hardware
		9/1/2016	721900	731-1022-541.38-03	90.62	Primary Filters
		9/1/2016	721901	731-1022-541.38-03	167.28	Filters
			Total for check: 55076		682.91	
BAHCALL RUBBER CO INC	55077	9/1/2016	753262-001	731-1022-541.38-03	321.46	Parts
		9/1/2016	753747-001	731-1022-541.38-03	1,078.47	Parts
			Total for check: 55077		1,399.93	
BOBCAT OF JANESVILLE	55078	9/1/2016	02-80519	741-0000-193.00-00	60,381.27	2016 Bandit
			Total for check: 55078		60,381.27	
BRAZEE'S ACE HARDWARE	55079	9/1/2016	035682	100-0703-553.30-18	8.93	Turnbkl, Hook, Rope Clip
		9/1/2016	035730	100-0703-553.30-18	1.50	Fasteners
			Total for check: 55079		10.43	
BRUCE MUNICIPAL EQUIPMENT INC	55080	9/1/2016	P00454	731-1022-541.38-03	246.72	Soleniod Valve
			Total for check: 55080		246.72	

AP Check Register

Check Date: 9/1/2016

Date: 9/1/2016

<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>
CALUMET COUNTY HIGHWAY DEPARTMENT	55081	9/1/2016	05-16	492-1003-541.21-02	750.00	Access Permit 05-16 Community Way
Total for check: 55081					<u>750.00</u>	
CARDMEMBER SERVICE	55086	9/1/2016		100-0000-466.00-00	(0.35)	Reverse Interest
		9/1/2016	0081	824-0807-521.30-15	32.06	Pet Supplies Plus
		9/1/2016	0189	100-0801-521.29-04	132.70	Sirennet.com
		9/1/2016	0258	100-0702-552.30-18	9.42	Hobby Lobby-Supplies
		9/1/2016	0401	100-0702-552.30-18	31.87	Bulk Priced Food-Supplies
		9/1/2016	0410	100-0601-551.32-01	19.99	PayPal
		9/1/2016	0685	100-0202-512.30-16	42.65	Wellness Supplies Piggly Wiggly
		9/1/2016	1131	100-0703-553.24-03	80.00	DSPS E-Pay ISE
		9/1/2016	1158	100-0702-552.30-18	7.76	Walmart-Supplies
		9/1/2016	1282	824-0807-521.30-15	139.85	Coolcop.com
		9/1/2016	1325	100-0801-521.19-03	98.99	Blauer Manufacturing
		9/1/2016	1608	100-0000-123.00-00	5.90	Paymentus-Service Fee
		9/1/2016	1679	743-0403-513.24-04	125.00	Domain Name License
		9/1/2016	1705	100-0801-521.29-04	215.94	Chief Supply
		9/1/2016	1764	100-0801-521.30-10	14.34	Amazon Mktplace Pmts
		9/1/2016	1867	743-0403-513.29-01	76.70	Amazon-Toner Cartridge
		9/1/2016	1885	100-0801-521.30-15	44.95	Amazon-Cell Phone Charges
		9/1/2016	2022	824-0807-521.30-15	109.95	Radiotronics, Inc
		9/1/2016	2075	100-0801-521.30-10	55.95	Amazon Mktplace Pmts
		9/1/2016	2266	100-0801-521.29-04	27.47	Amazon.com
		9/1/2016	2591	100-0501-522.24-03	79.98	Amazon Mktplace Pmts
		9/1/2016	2755	100-0703-553.24-03	1,450.46	McMaster-Carr
		9/1/2016	3015	100-0920-531.24-03	15.11	E-Conolight-Lights & Bulb
				100-0801-521.24-03	170.05	E-Conolight-Lights & Bulb
				100-0501-522.24-03	146.45	E-Conolight-Lights & Bulb
		9/1/2016	3218	100-0801-521.29-04	37.24	Amazon Mktplace Pmts
		9/1/2016	3466	100-0703-553.30-18	84.00	Basketball Hoops-Nets
		9/1/2016	3503	100-0601-551.24-03	357.24	Amazon-Light Bulbs
		9/1/2016	3547	100-0703-553.34-02	179.00	Town of Menasha-Rental
		9/1/2016	3551	100-0801-521.24-03	37.70	Amazon-Bathroom/PD

AP Check Register

Check Date: 9/1/2016

Date: 9/1/2016

<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>
CARDMEMBER SERVICE...	55086...	9/1/2016	3578	100-0801-521.30-10	37.00	Amazon Mktplace Pmts
		9/1/2016	4027	100-0811-521.34-02	425.00	American Association Code Enforcement
		9/1/2016	4043	100-0201-512.30-18	7.30	Winnebago Cty Fee
		9/1/2016	4092	100-0906-531.30-18	173.54	4Imprint
		9/1/2016	4159	100-0601-551.30-16	9.95	Lucid Software Inc
		9/1/2016	4211	100-0801-521.30-10	130.52	Amazon Mktplace Pmts
		9/1/2016	4271	100-0903-531.30-10	43.78	Walmart
		9/1/2016	4341	100-0703-553.24-03	1.60	DSPS E-Service Fee
		9/1/2016	4704	100-0201-512.30-11	59.10	USPS - Postage
		9/1/2016	4781	100-1018-543.30-18	193.16	Sherwood Elevator
		9/1/2016	4962	100-0903-531.24-04	225.00	Diagnostics
		9/1/2016	5008	100-0801-521.29-04	57.42	Amazon.com
		9/1/2016	5383	100-0801-521.19-03	401.25	Emblem Authority
		9/1/2016	5831	100-0601-551.34-02	35.00	Schenck Event
		9/1/2016	6104	100-0906-531.30-18	202.28	4Imprint
		9/1/2016	6215	743-0403-513.29-01	20.14	Amazon-Toner Cartridge
		9/1/2016	6300	100-0201-512.30-18	265.50	Winnebago County
		9/1/2016	6708	100-0811-521.34-03	309.20	Delta Air
		9/1/2016	6980	100-0601-551.34-02	105.00	Schenck Event
		9/1/2016	7067	824-0810-521.30-18	46.62	Subway
		9/1/2016	7216	100-0703-553.30-18	(459.90)	Holabird Sports/CREDIT
		9/1/2016	7267	100-0702-552.30-18	61.00	Dollar Tree-Supplies
		9/1/2016	7295	100-0801-521.30-10	10.85	Amazon Mktplace Pmts
		9/1/2016	7549	100-0801-521.33-03	70.50	Manderfield's
		9/1/2016	8012	100-0601-551.34-03	171.00	Holiday Inn Express
		9/1/2016	8088	100-0704-552.30-10	40.85	American Lifeguard-Suit
		9/1/2016	8202	100-0601-551.34-02	75.00	Wisconsin Library Service
		9/1/2016	8339	100-0801-521.34-02	185.00	PayPal
		9/1/2016	8437	100-0601-551.30-16	34.90	Walmart
		9/1/2016	8496	100-0801-521.32-01	25.00	TLO Transunion
		9/1/2016	8572	100-0702-552.30-18	26.25	Little Caesars-Pizza
		9/1/2016	9043	100-0304-562.33-02	450.00	EB APA Wisconsin
		9/1/2016	9684	100-0801-521.30-18	111.28	Tag Place Mom

AP Check Register

Check Date: 9/1/2016

Date: 9/1/2016

<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>
CARDMEMBER SERVICE...	55086...	9/1/2016	9968	100-0000-123.00-00	660.00	WE ENERGIES
			Total for check: 55086		8,038.46	
CAREW CONCRETE & SUPPLY CO INC	55087	9/1/2016	0059803-IN	470-1009-541.82-02	136.00	Supplies
			Total for check: 55087		136.00	
COMPLETE OFFICE OF WISCONSIN	55088	9/1/2016	627648	100-0801-521.30-10	48.10	Supplies
			Total for check: 55088		48.10	
D&B DISTRIBUTORS LLC	55089	9/1/2016	23489	731-1022-541.30-15	149.99	U-Joint Puller
		9/1/2016	D 20148	731-1022-541.30-15	313.57	Arm Pullers/Fork Kit
			Total for check: 55089		463.56	
JENNIFER DILLINGER	55090	9/1/2016	129062	210-0000-467.00-00	4.91	FFM Reimbursement
			Total for check: 55090		4.91	
FARRELL EQUIPMENT & SUPPLY CO INC	55091	9/1/2016	INV000000822141	601-1020-543.30-18	34.99	Curing Compound
				470-1009-541.82-02	250.00	Curing Compound
		9/1/2016	INV000000822301	601-1020-543.30-18	69.98	Hydraulic Cement
			Total for check: 55091		354.97	
FELLER, AMANDA	55092	9/1/2016	FELLER	100-0000-441.24-00	33.00	Overcharge for Classes
			Total for check: 55092		33.00	
FIVE OAKS PARK LLC	55093	9/1/2016	REFUND-LOT 84	100-0000-441.13-00	35.00	Refund-lot 84
			Total for check: 55093		35.00	
FOX STAMP SIGN & SPECIALTY	55094	9/1/2016	OE-64894	826-0702-552.30-18	129.20	Grunski Supplies

AP Check Register

Check Date: 9/1/2016

Date: 9/1/2016

<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...	55094...	9/1/2016...	OE-64894...	100-0702-552.30-18	52.80	Grunski Supplies
			Total for check: 55094		182.00	
FOX VALLEY HUMANE ASSOCIATION	55095	9/1/2016	JUNE 2016	100-0806-532.25-01	1,285.81	June 2016
			Total for check: 55095		1,285.81	
FOX VALLEY OVERHEAD DOOR INC	55096	9/1/2016	51014	731-1022-541.24-03	224.50	Garage Door Service
			Total for check: 55096		224.50	
FOX VALLEY TECHNICAL COLLEGE	55097	9/1/2016	345547/FY16-17	100-0801-521.34-02	250.00	Training
			Total for check: 55097		250.00	
FOX VALLEY TRUCK	55098	9/1/2016	519099	731-1022-541.38-03	106.96	Switch
			Total for check: 55098		106.96	
GRAPHIC COMPOSITION INC	55099	9/1/2016	245145	100-0000-134.00-00	(94.20)	Clerk Letterhead
				100-0203-512.29-01	252.20	Clerk Letterhead
		9/1/2016	245162	100-0000-134.00-00	(24.90)	Police - Business Cards
				100-0801-521.29-01	204.90	Police - Business Cards
			Total for check: 55099		338.00	
GRIESBACH READY-MIX LLC	55100	9/1/2016	3536	625-1010-541.30-18	1,094.42	Concrete
				100-0703-553.30-18	1,195.33	Concrete
				625-1003-541.30-18	1,195.25	Concrete
			Total for check: 55100		3,485.00	
GUNDERSON CLEANERS	55101	9/1/2016	370502	100-0801-521.30-13	34.66	Mat/Towel Service

AP Check Register
Check Date: 9/1/2016

Date: 9/1/2016

<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>
GUNDERSON CLEANERS...	55101...	9/1/2016	400931	100-0801-521.30-13	34.66 Mats/Towels	
			Total for check: 55101		69.32	
GUSTMAN CHEVROLET SALES INC	55102	9/1/2016	40625	731-1022-541.38-03	204.84 Gasket, Seals, Cap	
			Total for check: 55102		204.84	
JIM HEINZ	55103	9/1/2016	129061	210-0000-467.00-00	54.64 FFM Reimbursement	
			Total for check: 55103		54.64	
HOTSY CLEANING SYSTEMS INC	55104	9/1/2016	0114333-IN	731-1022-541.24-02	192.11 Maint./Service & Supplies	
			Total for check: 55104		192.11	
INSTY-PRINTS	55105	9/1/2016	39185	100-0304-562.30-10	59.24 Business Cards	
			Total for check: 55105		59.24	
L&S TRUCK CENTER	55106	9/1/2016	241008	731-1022-541.38-03	44.80 Tube & Bushings	
			Total for check: 55106		44.80	
LAWSON PRODUCTS INC	55107	9/1/2016	9304280886	731-1022-541.30-18	216.68 Cut-Off Wheel Bundles	
			Total for check: 55107		216.68	
LEVENHAGEN CORPORATION	55108	9/1/2016	060192A-IN	100-0000-131.00-00	8,493.81 Fuel	
		9/1/2016	060201A-IN	100-0000-131.00-00	4,120.28 Fuel	
		9/1/2016	060202A-IN	100-0000-131.00-00	3,756.62 Fuel	
			Total for check: 55108		16,370.71	

AP Check Register

Check Date: 9/1/2016

Date: 9/1/2016

<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>
LINCOLN CONTRACTORS SUPPLY INC	55109	9/1/2016	K64318	100-0703-553.30-15	2,775.00	Mortar Mixer
			Total for check: 55109		2,775.00	
MCCLONE INSURANCE GROUP	55110	9/1/2016	250961	100-0203-512.30-18	30.00	Notary Bond - Clerk
			Total for check: 55110		30.00	
MCNEILUS TRUCK & MFG COMPANY	55111	9/1/2016	3335713	731-1022-541.38-03	62.94	Grabber Container Pads
			Total for check: 55111		62.94	
MEDICAL EXPENSE REIMBURSEMENT ACCT	55112	9/1/2016	20160901	100-0000-202.08-00	24,167.81	PAYROLL SUMMARY
			Total for check: 55112		24,167.81	
MENASHA NEENAH MUNICIPAL COURT	55113	9/1/2016	MNMC	100-0000-201.03-00	237.00	Bond/MPD 16-0023
				100-0000-201.03-00	174.00	Bond/MPD 16-0180
			Total for check: 55113		411.00	
MENASHA UTILITIES	55114	9/1/2016	MENASHA UTILITY	100-1008-541.22-03	267.31	Electric
				501-0304-562.22-06	51.31	Storm
				100-0000-123.00-00	13.38	Electric
				100-1012-541.22-03	91.71	Electric
				100-0304-562.22-03	22.20	Electric
				625-0304-562.22-03	8.24	Electric
				100-1013-541.22-03	30.89	Electric
				100-1013-541.22-06	236.36	Storm
				207-0707-552.22-03	1,476.61	Electric
				207-0707-552.22-05	34.42	Water/Sewer
				207-0707-552.22-06	63.56	Storm
				100-0703-553.22-03	1,518.20	Electric
				100-0703-553.22-05	2,798.68	Water/Sewer
				100-0703-553.22-06	446.35	Storm
				100-1001-514.22-03	1,608.95	Electric

AP Check Register

Check Date: 9/1/2016

Date: 9/1/2016

<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>
MENASHA UTILITIES...	55114...	9/1/2016...	MENASHA UTILITY...	100-1001-514.22-05	451.60	Water/Sewer
				743-0403-513.21-04	167.75	Internet Charge
				743-0403-513.21-04	2,310.40	Dark Fiber Charge
				100-0305-562.22-06	3.26	Storm
				100-1014-543.22-06	69.27	Storm
				100-1019-552.22-03	247.05	Electric
				100-1019-552.22-05	82.42	Water/Sewer
				601-1020-543.22-03	36.72	Electric
				207-0707-552.22-05	91.62	Water St - W End
	9/1/2016	MU	489-0703-553.22-06	24.06	Ahnaip Street	
Total for check: 55114					12,152.32	
MILLER, ADAM	55115	9/1/2016	MILLER ADAM	824-0810-521.30-18	23.06	Explorer Expense
					23.06	
NATIONAL ELEVATOR INSPEC SERVICES	55116	9/1/2016	0241008	100-1001-514.20-04	95.00	Inspection - City Hall
			0241085	100-0601-551.24-03	89.00	Inspection - Library
			0241180	100-0801-521.24-03	83.00	Inspection - PD
			Total for check: 55116		267.00	
NORTHEAST ASPHALT INC	55117	9/1/2016	1437885	625-1010-541.30-18	1,343.56	Catch Basin Repairs
			Total for check: 55117		1,343.56	
OSHKOSH FIRE & POLICE EQUIPMENT INC	55118	9/1/2016	166111	100-0801-521.29-04	63.00	Fan Guard
			Total for check: 55118		63.00	
POMP'S TIRE SERVICE INC	55119	9/1/2016	320045056	731-1022-541.38-02	220.00	Tires
			Total for check: 55119		220.00	

AP Check Register

Check Date: 9/1/2016

Date: 9/1/2016

<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>
TAMMY REEVES	55120	9/1/2016	129063	210-0000-467.00-00	5.00	FFM Reimbursement
			Total for check: 55120		5.00	
RICK'S AUTO GLASS INC	55121	9/1/2016	I113212	731-1022-541.29-04	100.00	Window & Service
			Total for check: 55121		100.00	
SAFEGUARD BUSINESS SYTEMS	55122	9/1/2016	031632923	100-0401-513.30-10	84.24	Deposit Tickets
			Total for check: 55122		84.24	
SAGE SECURITY SOLUTIONS	55123	9/1/2016	221213	100-0801-521.29-04	12.00	Keys
			Total for check: 55123		12.00	
SCHAEFFER MFG CO	55124	9/1/2016	UL8857-INV1	731-1022-541.38-03	428.40	Keg & Liners
			Total for check: 55124		428.40	
BARBARA SCHMIDT	55125	9/1/2016	RENTAL REFUND	100-0000-441.23-00	31.19	Rental Refund
				100-0000-201.08-00	3.81	Rental Refund
			Total for check: 55125		35.00	
SERVICE MOTOR COMPANY	55126	9/1/2016	IV70629	731-1022-541.38-03	394.71	Scraper
			Total for check: 55126		394.71	
SMT MANUFACTURING & SUPPLY	55127	9/1/2016	0041168-IN	731-1022-541.38-03	12.80	Bearings
			Total for check: 55127		12.80	
SPIELBAUER FIREWORKS CO INC	55128	9/1/2016	16ME3504	100-0408-552.21-06	23,000.00	2016 Fireworks
			Total for check: 55128		23,000.00	

AP Check Register

Check Date: 9/1/2016

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SPORTS GRAPHICS	55129	9/1/2016	0716-083	731-1022-541.30-18	403.75 Shirts	
			Total for check: 55129		403.75	
STAPLES BUSINESS ADVANTAGE	55130	9/1/2016	3311015141	100-0304-562.30-10	23.08 Supplies	
				100-1001-514.30-10	37.51 Supplies	
		9/1/2016	3311015144	100-0801-521.30-10	107.73 Supplies	
			Total for check: 55130		168.32	
TILLMANN WHOLESALE GROWERS	55131	9/1/2016	12977	100-1003-541.30-18	780.45 Plants	
			Total for check: 55131		780.45	
UNIFIRST CORPORATION	55132	9/1/2016	097 0217647	731-1022-541.20-01	119.39 Lab Coat/Shirts, Mops	
			Total for check: 55132		119.39	
UNITED WAY FOX CITIES	55133	9/1/2016	20160901	100-0000-202.09-00	31.00 PAYROLL SUMMARY	
			Total for check: 55133		31.00	
VERIZON WIRELESS	55134	9/1/2016	9769694413	100-0919-531.22-01	127.88 Cell Phones	
			Total for check: 55134		127.88	
WE ENERGIES	55135	9/1/2016	WE ENERGIES	100-0903-531.22-04	9.97 316 Racine Street	
				100-1008-541.22-04	9.57 2170 Plank Road	
				100-1012-541.22-03	1,094.40 Street Lights	
				100-0000-123.00-00	32.37 N-M Fire	
				100-1001-514.22-04	38.14 City Hall	
				100-0801-521.22-04	44.69 Police	
				100-0920-531.22-04	10.23 Senior Center	
				100-0601-551.22-04	37.40 Library	
				100-0703-553.22-04	63.68 Parks	
				100-0704-552.22-04	1,139.55 Pool	

AP Check Register

Check Date: 9/1/2016

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<i>Vendor Name</i>	<i>Check Number</i>	<i>Check Date</i>	<i>Invoice Number</i>	<i>Account Number</i>	<i>Amount</i>	<i>Description</i>
WE ENERGIES...	55135...	9/1/2016...	WE ENERGIES...	207-0707-552.22-04	24.85	Marina
				731-1022-541.22-04	64.21	Garage
			Total for check: 55135		2,569.06	
WINNEBAGO COUNTY CLERK OF COURTS	55136	9/1/2016	WCCC	100-0000-201.03-00	150.00	Bond/MPD 16-2662
				100-0000-201.03-00	535.00	Bond/MPD 16-2674
				100-0000-201.03-00	500.00	Bond/MPD 16-2688
				100-0000-201.03-00	150.00	Bond/MPD 16-2634
			Total for check: 55136		1,335.00	
WINNEBAGO COUNTY TREASURER	55137	9/1/2016	9942	100-0805-521.25-01	360.22	Inmate Housing
			Total for check: 55137		360.22	
WISCONSIN SUPPORT COLLECTIONS	55138	9/1/2016	20160901	100-0000-202.03-00	881.35	PAYROLL SUMMARY
			Total for check: 55138		881.35	
					168,777.51	



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

Tina Kucksdorf
Kathryn Wagner
Chris Luedeke
Kayla Morin
Jacob Smith

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

Jordan Saunders

CC: Chief Styka (emailed)

August 26, 2016

Jordan C. Saunders
19420 Carstens Lake Rd.
Valders, WI 54245

Re: City of Menasha Alcohol Operators License Application

Dear Mr. Saunders,

In conducting a background investigation on your Alcohol Operator's License application, I determined you have an OWI conviction for an offense on 03/02/2015 and pending charges for OWI- second offense and Possession of THC for an incident dated 05-03-2016. Under City of Menasha Policy Guidelines for Alcohol Operator Licenses, you do not qualify for a license because you have been convicted of OWI and have pending charges (mentioned above) that in total exceed the City's guidelines of (2) or more offenses which substantially relate to the circumstances of an Alcohol Operators License holder within the last three years.

Engaging in bartending involves the purchase and sale of a closely regulated substance, alcohol. Individuals granted an Operator's License must act in cooperation with law enforcement to enforce the alcohol beverage laws, drunken driving laws and assist with minimizing disturbances of the peace and maintaining the safety of the community. The incident you have been convicted of, along with the incident for which you have pending charges, substantially relate to the license for which you have applied.

The Police Department is recommending to the Common Council that they deny your application for an Alcohol Operator's License within the City of Menasha. The recommendation will be given to the Common Council at their next meeting on September 6, 2016 at 6:00 p.m., or shortly thereafter. Should you wish to provide comment to the Common Council on your application, you may do so during the public participation portion of the meeting.

Sincerely,



Lt. Larry Bonneville
Investigative Services
Menasha Police Department

CITY OF MENASHA
ALCOHOL OPERATORS LICENSE APPLICATION

Establishment of Employment Parker John's BBQ & Pizza
TEMPORARY _____ PROVISIONAL _____ REGULAR ☒ RENEWAL _____

Name Saunders Jordan Charles
Last First Middle

Address 19420 Carstens Lake Rd Valders WI 54245
Street City State/Zip Code

Phone 920-475-2628

Height _____ Weight _____ Eyes _____ Hair _____ Sex _____ Race _____

Birth Date _____ Age _____ Birthplace _____

Scars, Marks, Tattoos _____

Drivers License No. _____ State of Issue WI

Expiration Date _____

NOTE: A license may be denied if applicant fails to provide accurate information or if the information is incomplete! Please read this section carefully.

Please explain all yes answers completely on the back of this form!

Do you currently have any criminal charges pending against you? Yes

Have you ever been convicted of a felony? NO

Have you ever been convicted of a misdemeanor? NO - still pending

Have you ever been convicted of operating a motor vehicle while under the influence of an intoxicant or drug? Yes

Have you ever been convicted of any law, statute, or ordinance pertaining to the use or sale of alcohol (including drinking alcohol underage)? Yes

Have you ever been convicted of any law, statute, or ordinance pertaining to the possession, use, or sale of illegal drugs? Yes

Have you ever been convicted of a criminal traffic offense? ~~NO~~ still pending

I UNDERSTAND THAT THE APPLICATION FEE WILL NOT BE RETURNED IF LICENSE IS DENIED.

SIGNATURE Jordan Saunders Date 08/25/16

Approved _____ Denied ☒ Expiration Date _____
Chief of Police Det. Jay Bunnell Date 08-26-16
Comments: _____

REVOKED FOR VIOLATION: Guideline #3, OWE conviction for
offense on 03-02-15. Pending OWE + possession of
THC for offense 05-03-16.

Please answer all yes questions from the front of this form completely! Include correct charges, date of offense, and sentence. Failure to include all information or inaccurate information may result in the denial of your application!

* I recieved an underage while at an Applebees eating dinner. I ordered a cocktail. Drank the cocktail. * Somebody in the restaurant must have been aware that I was not of age and reported it. A police officer waited in the parking lot until we left.

* I recieved my first offense OWI in March of 2015 in Sheboygan County. Since then I have taken an alcohol assessment, taken classes & obtained my regular drivers license.

* PENDING CHARGES

2nd OWI & Possession of THC

In May of 2016 I was driving from Milwaukee to my home. I had a few beers with friends & purchased a small amount of THC from a friend (out of the blue, not one to usually smoke). As it was late at night, I began falling asleep while driving. I pulled off to the side of the road to rest. I was then pulled over. Arrested for 2nd OWI. Blood results came back with ZERO THC in system & BAC of 0.07%. I was cooperative & told police I had THC in the car.



MEMORANDUM

Date: September 6, 2016

To: Common Council
From: David Buck, CDD

RE: Development Agreement Between The City of Menasha and Woodland Developments, LLC

On September 8, 2015, The City of Menasha entered into a development agreement with Woodland Developments, LLC (Mike Hagens) for the development of residential property adjacent to STH 114. The agreement included certain performance measures that have not been met including:

1. Woodland would install infrastructure associated with the development on or before September 1, 2016 (line item 1); and
2. Woodland would file a Subdivision Plat of the subject property by June 1, 2016 (line item 16); and

Since these terms of the Development Agreement have not been met, the Development Agreement has expired and is no longer in force. It is the recommendation of the Community Development Department to enter into a new Development agreement with Woodland Developments, LLC that is essentially an amendment to the previous agreement including alterations as follows (attached please find an updated strike-through version of the Development Agreement):

1. Adjust the timeframe for the infrastructure installation from September 1, 2016 to July 31, 2017 as electric service, final paving, and cul-de-sac design/construction are yet to be completed (line item 1);
2. Adjust reference to the use of a "subdivision plat" to "certified survey map or other land division instrument" as Woodland has divided the property through use of three (3) certified survey maps (line items 7, 10 & 15);
3. Adjust timing for the transfer of lands to be used for green space and trail purposes to be "within 30 days of the execution of this development agreement" as a subdivision plat has not be used to divide the property (line item 7);
4. Adjust the number of homes to be constructed no later than September 1, 2021 from "eleven (11)" to "nine (9)" because there was discovery of a small presence of wetlands on the subject property and the necessity to increase lot frontage on

- one (1) of the proposed lots to meet subdivision code requirements (line item 10);
5. Remove necessity for a for a variance to right-of-way width and cul-de-sac length/radius as they have been designed and included on the CSM to meet subdivision code requirements (line item 11);
 6. Adjust the termination date of the new Development Agreement necessitating the recording of the land division instruments for the subject property from June 1, 2016 to December 31, 2016 (line item 15).

As mentioned, these alterations to the previously approved Development Agreement will not substantially change the terms except to “clean up” items that are no longer needed or have been addressed through alternate means and to extend the timeframe of the performance measures.

Staff recommends the City of Menasha reenter into a Development Agreement with Woodland Developments, LLC for the development of a new residential neighborhood and the construction of nine (9) homes, associated infrastructure and the transfer of lands to the City for future use as green space and/or trail purposes.

DEVELOPMENT AGREEMENT BETWEEN THE CITY OF MENASHA AND WOODLAND DEVELOPMENTS, LLC

THIS AGREEMENT is entered into on this _____ day of _____, ~~2015~~ 2016 between the City of Menasha (City) and Woodland Developments, LLC (Woodland).

WHEREAS, the City has determined that the development of residential property adjacent to STH 114 shown in the attached Exhibit A (Development Property) is desirable for the City of Menasha; and,

WHEREAS, Woodland has agreed to develop this property within the City of Menasha;

NOW THEREFORE, the parties mutually agree as follows:

1. On or before ~~September 1, 2016~~ July 31, 2017, Woodland shall cause the installation of all infrastructure. City has the authority to inspect such infrastructure during construction.
2. The City will pay to Woodland the actual cost of the infrastructure within 15 days of the receipt of any billing for such infrastructure. The cost of infrastructure will not exceed that the price which the City would have paid had it installed the infrastructure. Woodland shall advise the City as to the firm cost within 90 days after installation of the infrastructure. This total amount shall not exceed \$100,000.
3. The City shall, pursuant to its deferred assessment policy under sec. 3-2-16 levy an area special assessment for the costs of the infrastructure identified in #1 and #2 against the benefited properties consisting of the remaining unsold lots in the Development Property owned by Woodland.
4. The City shall determine what portion of the area assessment is assigned to each lot as a special assessment, which shall be due and payable at the time of the sale of that lot.
5. For purposes of this agreement, the term "infrastructure" shall include the following:
 - a. Cost to relocate sanitary sewer laterals, water laterals and storm sewer laterals located within the street right of way and only if necessitated as a result of the plat approval; and
 - b. Final street paving; and
 - c. All engineering costs to design and plat the subdivision, bid and let all construction work, oversee construction to City specifications, land surveying, etc.; and
 - d. Installation of electric service to the lots by Menasha Utilities.
6. Parkland dedication fees in the amount of \$550 for each lot shall be collected from the applicant upon issuance of a building permit.
7. Within 30 days of ~~recording the subdivision plat~~ execution of the Development Agreement for the Development Property, Woodland shall transfer lands shown on Exhibit B, proposed to be used for green space/trail purposes, to City, by warranty deed free and clear of all liens and encumbrances, covenants and restrictions, at a cost of \$110,000.
8. Woodland shall notify in writing each lot purchaser of the proposed trail location and the purchaser shall acknowledge receipt of said notice, a copy of which shall be transmitted to the Community Development Department. The written notice shall be in a form acceptable to the City. In addition, notification to each lot purchaser of the proposed trail location shall be included in the title policy. Failure

to provide such notices and copies of all such notices to the Community Development Department shall constitute a serious and material breach of this Agreement by Woodland.

9. City shall relocate at its expense the street and curb and gutter on the western leg of the proposed development to accommodate the proposed trail ~~except that design relocation shall be included as part of the plat to be the responsibility of Woodland.~~

10. On or before September 1, 2021, Woodland shall cause construction of residential homes on at least 9 of the ~~11-9~~ lots created by the ~~subdivision plat~~ certified survey maps or other land division instrument to be completed. Construction is considered complete when an occupancy permit has been issued.

~~11. Woodland's obligations described in this Agreement require the granting of a variance for right of way width and cul de sac length and radius. Woodland's obligations are conditioned upon the obtaining of such approvals from applicable governmental bodies in the manner required by law.~~

~~12.~~ 11. The various specific undertakings of the City described in this Agreement require approvals from the City's Common Council and/or Planning Commission as well as from governmental bodies external to the City, some of which approvals may require public hearings and other legal proceedings. The City's obligations are conditioned upon the obtaining of all such approvals in the manner required by law. The City cannot assure that all such approvals will be obtained, but will use good faith efforts to obtain such approvals on a timely basis.

~~13.~~ 12. The rights, duties and obligations of the parties hereunder shall not be assigned without the prior written consent of both parties to the assignment.

~~14.~~ 13. This agreement shall be binding upon all successors, heirs, and assigns of the parties and shall run with the land.

~~15.~~ 14. The State of Wisconsin and Calumet County are designated as jurisdiction and venue in the event of any legal dispute concerning this agreement.

~~16.~~ 15. This agreement shall terminate if a certified survey map or other land division instruments ~~subdivision plat~~ of the subject property ~~has~~ have not been recorded in the office of the Calumet County Register of Deeds by ~~June~~ December 31, 2016. Said certified survey maps or other land division instrument ~~plat~~ must include:

- a. Dedication of the street right of way adjacent to the lots in the subdivision and the area to be occupied by the proposed trail including any terrace area associated therewith on the western leg of the development; and
- b. Establishment of an ingress, egress and maintenance easement on the driveway section between USH 10/STH 114 and the dedicated street right of way; and
- c. All other improvements as required by the City of Menasha subdivision regulations.

~~17.~~ 16. The parties agree that this constitutes the complete agreement of the parties. Any amendments shall not become effective until agreed to in writing and signed by all parties.

CITY OF MENASHA

WOODLAND DEVELOPMENTS, LLC

Donald Merkes, Mayor

Michael H. Hagens, Member

Deborah A. Galeazzi, City Clerk

Exhibit A - Development Property

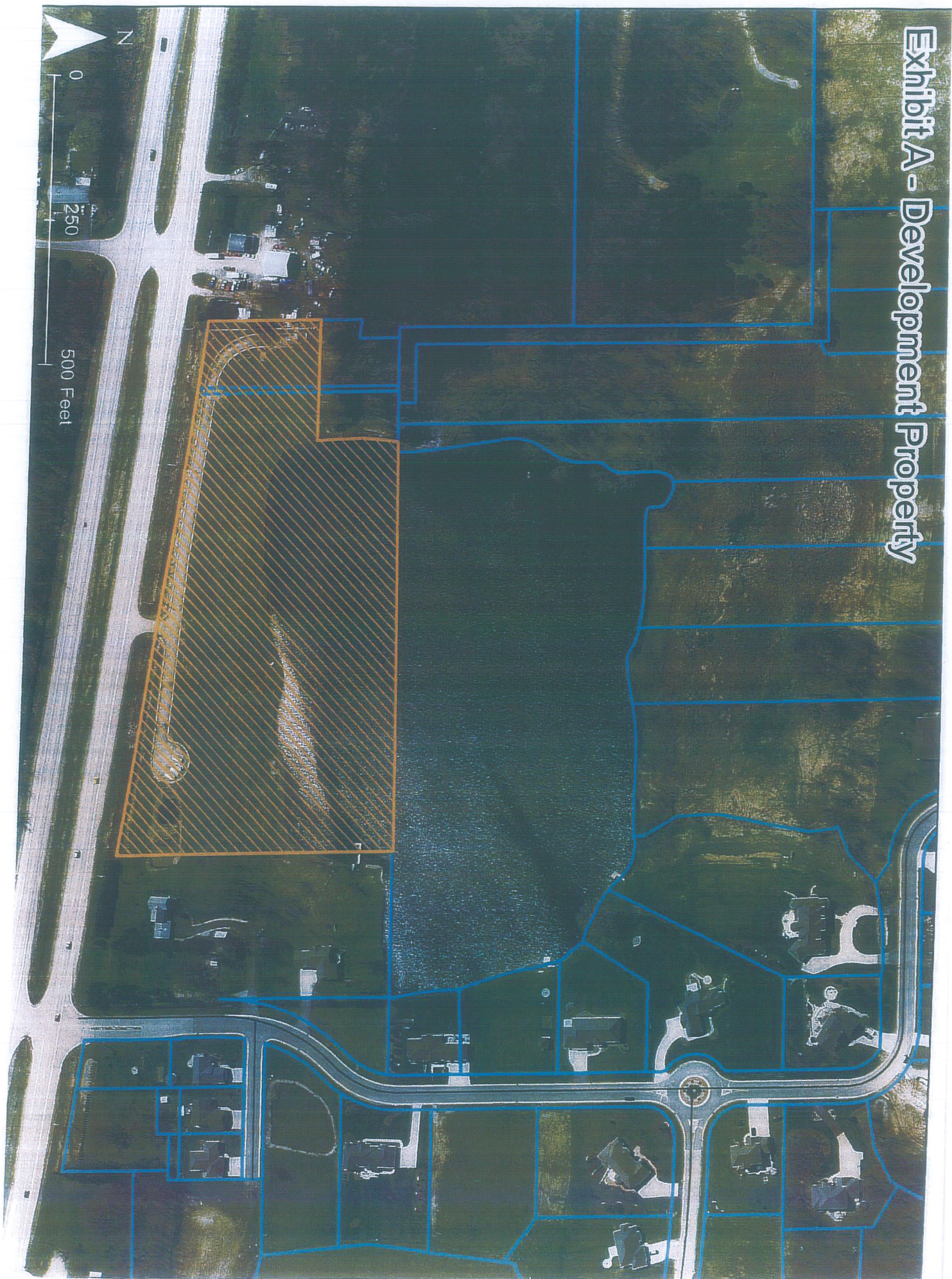


Exhibit B - Proposed Property Acquisition



O-11-16

ORDINANCE AMENDING TITLE 7, CHAPTER 6 OF CODE OF ORDINANCES
(Restaurant and Retail Food Establishments)

Introduced by Mayor Merkes as Recommended by Administration Committee

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

SECTION 1: Amend Title 7, Chapter 6 of the Code of Ordinances of the City of Menasha, Wisconsin as follows:

TITLE 7 – LICENSING AND REGULATION

CHAPTER 6

Retail Food Safety and Recreational Licensing

**SEC. 7-6-1 ~~RESTAURANTS, RECREATIONAL AND FOOD ESTABLISHMENT~~
RETAIL FOOD,
RECREATIONAL LICENSING AND REGISTRATION**

- (a) **PERMITS AND LICENSES REQUIRED.** Upon the authority and scope of Chapters 97, 101 and ~~75~~ 254 of the Wisconsin State Statutes, this regulation adopts by reference ~~Chapters DHS 172, 175, 178, 195, 196, 197 and 198, ATCP 75 and Comm 26, Wisconsin Food Code (Wisconsin Administrative Code Annex) and the most current edition of the FDA Food Code and Appendices.~~ Wisconsin Administrative Code Sections ATCP 72 Hotels, Motels and Tourist Rooming Houses, ATCP 73 Bed and Breakfast, ATCP 74 Designation of Agents, ATCP 76 Swimming Pools and Water Attractions, ATCP 78 Recreational Educational Camps, ATCP 79 Campgrounds and ATCP 75 Retail Food and Appendices (Wisconsin Food Code), SPS 326 Regulation of Manufactured Home Communities and the most recent edition of the United States Food and Drug Administration (FDA) Food Code and appendices.
- (b) **RETAIL FOOD ESTABLISHMENTS AND RECREATIONAL ESTABLISHMENTS**
- (1) No person shall conduct a business of or operate a retail food or recreational establishment without obtaining a license therefor from the Menasha Health Department.
 - (2) Retail Food Establishment shall mean an operation that stores, prepares, ~~serves,~~ vends, sells or otherwise provides food for human consumption based on a fee. Retail Food establishment ~~includes~~ refers to restaurants, mobile restaurants, temporary restaurants, ~~taverns,~~ vending and retail food establishments as defined ~~in s. 254 Stats. by Wisconsin Administrative Code, Section ATCP 75.~~
 - (3) Recreational Establishment includes all swimming pools and ~~basins~~ water attractions covered by Wisconsin Administrative Code, ~~DHS 172, Tattoo and body piercing establishments as cited by Wisconsin Administrative Code DHS 173, Hotels and Motels as cited by Wisconsin Administrative Code DHS 195, Bed and Breakfast establishments as cited by Wisconsin Administrative Code~~

~~DHS 197, Recreational and Educational Camps as cited by Wisconsin Administrative Code DHS 175, and Campgrounds as cited under Wisconsin Administrative Code DHS 178. Section ATCP 76, ATCP 72 Hotels, Motels and Tourist Rooming Houses, ATCP 73 Bed and Breakfast, ATCP 78 Recreational Educational Camps, ATCP 79 Campgrounds and ATCP 75 Retail Food and Appendices (Wisconsin Food Code), SPS 326 Regulation of Manufactured Home Communities and the most recent edition of the FDA Food Code and appendices.~~

(c) **APPLICATION FOR LICENSES**

- (1) Applications for ~~a license~~ all licenses shall be made upon such forms supplied and prescribed by the Menasha Health Department.
- (2) Prior to approval of an application for a license, the Menasha Health Department shall inspect the retail food establishment or recreational establishment to determine compliance with this regulation.
- (3) The fee for licenses required by this regulation shall be payable before the issuance of a license and annually before July 1 ~~of each~~ every year. An additional penalty fee shall be ~~required whenever the annual renewal fee is not paid prior to July 1 of each year.~~ assessed for license renewals received on or after July 1. Applications post marked before July 1 shall be accepted regardless of the date of receipt.
- (4) A pre-inspection fee shall be collected at the time of application from an operator of a new retail food ~~public facility~~ or recreational establishment ~~or food establishment~~ or a new operator of an existing ~~public facility or recreational establishment and food establishment~~ at change of operator.

(d) **REGISTRATION AND LICENSE ISSUANCE AND REQUIREMENTS.**

- (1) License Issuance
 - a. No person shall operate a retail food establishment, ~~public facility~~ or recreational establishment covered ~~in~~ by this regulation within the City of Menasha who does not have a valid license issued by the Menasha Health Department and/or the Wisconsin Department of Agriculture, Trade and Consumer Protection (WDATCP), unless otherwise exempted ~~in this regulation.~~
 - b. ~~A license issued by the Wisconsin Department of Health Services, Wisconsin Department of Agriculture, Trade, and Consumer Protection or one of their agents for a Mobile Restaurant or Mobile Retail Food establishment shall be honored and considered in compliance with 7-6-1(d)(1)(a). However, no person shall operate a Mobile Restaurant or Mobile Retail Food establishment within the City of Menasha who is not registered with the Health Department on such form supplied and prescribed by the Health Department.~~ City of Menasha Health Department shall only issue a license to mobile or temporary food establishments who operate solely within the City limits of Menasha. All other mobile food establishments and temporary establishments shall be licensed by the WDATCP. If the mobile food establishment service base is within the City limits of Menasha the Menasha Health Department shall license that service base.

- c. Only a person who complies with the requirements of this regulation shall be entitled to receive or retain such a license.
 - d. Licenses are non-transferable unless ~~between members of the immediate family~~ it is the spouse of the current license holder.
 - e. A valid license shall be posted in plain ~~public~~ view in every retail food establishment or recreational establishment as required ~~by~~ in this ordinance.
 - f. At least one employee responsible for food safety shall be certified as a food manager through the State of Wisconsin as evidenced by a current license with ID# and expiration date. A Person in Charge (PIC) shall be designated at all times during hours of operation. Provided there is one certified food manager the alternate employees designated as PIC are not required to be certified by the State of Wisconsin.
 - g. Retail food establishments and Recreational establishments shall only be issued a license if the property taxes for that establishment are current as evidenced by the Calumet or Winnebago County Treasurer.
- (2) License Requirements. The City of Menasha Common Council shall establish all fees related to licensing facilities and/or establishments covered by this ordinance.
- (3) INSPECTIONS
- (a) Inspection Frequency. An inspection of licensed facilities under the scope of this ordinance shall be performed at least once per year. All retail food establishments shall be assigned a risk category and inspected at a frequency as recommended by the FDA Voluntary Retail Program Standards. Inspection frequency of Retail Food establishments shall be based on risk category where complex establishments and establishments with a history of chronic priority violations shall be prioritized for inspections over the 1 annual inspection as required by the WDATCP agent contract.
 - (b) Report of Inspections. Whenever an inspection of a retail food facility or recreational establishment is ~~made, conducted~~ the findings shall be entered recorded on an inspection report form into the HealthSpace program. The inspection report form shall summarize the requirement of this regulation. The inspection shall include observations and violations to this ordinance. A copy of the completed inspection ~~report form~~ shall be left furnished to the holder of the License, or his/her agent in charge of the facility or establishment, with the PIC and a copy shall be provided to the Licensee at the conclusion of the inspection. An acknowledge email of the report shall be considered acceptable receipt.
 - (c) Correction of Violations. The completed inspection report ~~form~~ shall specify a reasonable amount period of time for the correction of the violations found during the inspection. Inspector shall make every reasonable attempt to have risk factor violations corrected during the inspection. Correction of the violations shall be accomplished within the period specified. It shall be the expectation that violations will be corrected during the inspection when possible at the discretion of the Sanitarian.

- (d) Access. ~~Representatives of the Department Sanitarian~~, after providing proper identification, shall be permitted to enter ~~any facility~~ the retail food establishment or recreational establishment at any reasonable time to determine compliance with this regulation.
- (e) Hours of Inspection. Inspections shall be made during the regular operating hours of the establishment and primarily during the regular office hours of the Menasha Health Department (8:00 a.m. – 4:00 p.m. Monday – Friday), unless circumstances necessitate conducting an inspection at a time other than normal Health Department business operating hours. ~~In the case of temporary licenses, an inspection will be made coinciding with the hours of operation, i.e. the Sanitarian will be available for an evening or weekend inspection to determine compliance with the regulations. In the event a mobile or temporary permit is issued to an operator conducting business only within the City of Menasha and inspection shall be done in conjunction with the event including weekends or evenings.~~
- (4) LICENSE DENIAL. Licenses issued under this Section may be denied by the ~~Health Officer~~ Department Sanitarian upon annual application for renewal for continued violations of this Code ~~of the applicable provisions of payment of re-inspection fees issued in the prior license year are received.~~ as it relates to payment for re-inspection fees levied in the previous license year or delinquent property taxes for that business address.
- (5) REINSTATEMENT OF LICENSE. The licensee of any establishment addressed in this Section whose license has been suspended may, at any time, make application for the reinstatement of the license within three (3) business days of the receipt of a written application accompanied by a written statement signed by the applicant to the effect that all violations have been corrected. ~~The Health Officer, or his/her designee, Sanitarian shall make conduct~~ a re-inspection to determine whether all if violations have been corrected and if the findings of the inspection indicate compliance, the license may be reinstated. The license may be reinstated pending payment of any re-inspection fees which may have been levied on the establishment.
- (6) LICENSE REVOCATION. Licenses issued under this Section may be revoked after an opportunity for hearing by the ~~Health Officer~~ Menasha Board of Health. ~~The Health Officer~~ Board of Health may determine that the license revocation is necessary if a license is suspended twice in any two (2) year period or if the health violations ~~are of a nature as to have caused~~ resulted in serious injury or illness to person(s).
- (7) APPEAL. Whenever a license is suspended or revoked, the person to which the license ~~was~~ is issued shall be afforded the opportunity of a hearing before the Common Council within fifteen (15) days of the receipt of a written request for such hearing, unless both parties agree to a later date. Opportunity for a hearing before the Common Council will be provided if the written request is submitted by the person issued the license and received by the Health Department within ten (10) days of the suspension or revocation.

- (8) **REQUIREMENTS AND FEES.** The application for license or the request for renewal of license or registration covered in this Section shall be accompanied with an appropriate fee to be established by the Common Council. A list of fees shall be maintained by the City Clerk and the Health Department.
- (a) Any establishment required by this section to pay any fee may, in addition to any other penalties, also be required to pay a fee equal to twice the amount of the normal fee if the failure is due to a late payment, insufficient funds or account closed checks, or for any other reason the City has not received the proper payment.
- (b) Any establishment required by this section to pay any fee may, in addition to any other penalties, also be required to pay a fee equal to twice the amount of the normal fee if such establishment opens for business without paying the required fee. The Public Health Director, or designee, may also order such establishment to close until the fee is paid.

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

June 30, 2016

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

Dear Mayor Merkes,

Please accept my resignation from the City of Menasha Landmarks Commission, effective immediately. It has been a great honor to serve the city in this capacity, and I look forward to championing historic preservation efforts as a city resident.

Sincerely,

Samantha Zinth

Don Merkes

From: Kim Massey <Kim.Massey@huterra.com>
Sent: Wednesday, August 31, 2016 5:05 PM
To: Don Merkes
Subject: RE: Appointments

Yes, I do wish to be on the Landmarks Commission. Let me know if you need anything else from me.

My name is Kim Massey. My family resides on Park Street in Menasha. My passion and enthusiasm for Doty Island, Menasha and beyond extends from early stories that my father shared with me over the course of my lifetime. It was these shared stories that perpetuated my current interest in being a part of the Landmark Commission. There is such value in understanding and appreciating the significant historical, cultural and architectural and archeological resources that exist around us; and, in doing so, stories are shared and the public becomes aware of the value of historical preservation.

Kim Massey
Executive Vice President
Launch Wisconsin