

IT IS EXPECTED THAT A QUORUM OF THE COMMON COUNCIL WILL BE ATTENDING; NO OFFICIAL COMMON COUNCIL ACTION WILL BE TAKEN.

CITY OF MENASHA
COMMON COUNCIL
Third Floor Council Chambers
140 Main Street, Menasha
Monday May 15, 2017
5:00 PM

Common Council Orientation Workshop

Council members please bring your orientation manual.
New Council members will be issued an orientation manual.

**CITY OF MENASHA
COMMON COUNCIL
Third Floor Council Chambers
140 Main Street, Menasha
Monday, May 15, 2017
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. [Police Week Recognition Awards](#)
 - 2. Clerk Galeazzi - the following minutes and communications have been received and placed on file:
Minutes to receive:
 - a. [Administration Committee, 5/1/2017](#)
 - b. [Board of Public Works, 5/1/2017](#)
 - c. [Committee on Aging, 4/5/2017](#)
 - d. [Library Board, 4/26/2017](#)
 - e. [Neenah-Menasha Sewerage Commission, 3/28/2017](#)
 - f. [Redevelopment Authority, 5/2/2017](#)
 - g. [Water & Light Commission, 4/26/2017](#)Communications:
 - h. [Fox River Kayaking Company at the Menasha Marina Harbor House, Memorandum, 5/5/2017, Mayor Merkes](#)
 - i. [Menasha Sail Fest 2017](#)
- 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, 5/1/2017](#)
Administration Committee, 5/1/2017, Recommends the Approval of:
 - 2. [Agreement with Spielbauer Fireworks Co., Inc for fireworks programs on July 4, 2017 and July 4, 2018](#)
Board of Public Works, 5/1/2017, Recommends the Approval of:
 - 3. [Authorization to Execute WisDOT Bridge Operation Agreement for Fiscal Year 2018](#)
 - 4. [Replacement of Remaining HPS Streetlights with LED](#)

H. ITEMS REMOVED FROM THE CONSENT AGENDA

I. ACTION ITEMS

1. [Accounts payable and payroll for the term of 5/4/17—5/11/17 in the amount of \\$2,032,221.90](#)
2. [Beverage Operators License Applications for the 2015-2017 licensing period.](#)
3. [Beverage Operators License Applications for the 2017-2019 licensing period.](#)
4. [Amendment to Street Use Application—Midwest Sun Splash](#)
5. [Lease Agreement—123 Water Street](#)

J. HELD OVER BUSINESS

K. ORDINANCES AND RESOLUTIONS

1. [R-13-17 A Resolution Authorizing Borrowing from WPPI Energy \(Introduced by Mayor Merkes; Recommended by Board of Public Works\)](#)
2. [R-14-17 A Resolution Honoring the Company E of Menasha \(Introduced by Mayor Merkes\)](#)
3. [R-15-17 A Resolution Recognizing the Regional Importance of the Racine Street Lift Bridge and Maintaining State Ownership and Operation \(Introduced by Mayor Merkes\)](#)

L. APPOINTMENTS

1. [Mayor's Appointment of Cynthia L. Witt to the Library Board for the terms of 5/15/2017—7/1/2017 & 7/1/2017—7/1/2020](#)

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. [City of Menasha vs. Village of Fox Crossing, Wisconsin & Town of Menasha, Wisconsin, Case No. 16CV-983-BR3](#)
2. May Adjourn into Closed Session pursuant to Wis Stats. §19.85(1)(g) Conferring with legal counsel for the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved. (City of Menasha vs. Village of Fox Crossing, Wisconsin & Town of Menasha, Wisconsin, Case No. 16CV-983-BR3)
3. May reconvene into Open Session to take action on items discussed in Closed Session

Q. ADJOURNMENT

MEETING NOTICE
Monday, June 5, 2017
Common Council Meeting – 6:00 p.m.
Committee Meetings to Follow

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



To: Members of the Common Council

From: Chief Tim Styka

Date: May 9, 2017

RE: Police Week Recognition Awards

During National Police Week we take the time to reflect upon the past year. As part of the events during the week we recognize officers and community members for their actions. The Citizen Awards will be presented at the Council Meeting on May 15th and the Officer Awards will be presented at the Awards Dinner during Police Week.

On behalf of the Police Department I would like to thank you and the community as a whole for your support over the past year. Our ability to effectively provide police services is dependent upon community involvement and maintaining the trust you have placed within us. We appreciate the opportunity to serve the citizens of Menasha.

CITIZEN RECOGNITION AWARDS

Theresa Gietman – Employee at the Redliner Bar who contact police after she realized that a patron had left his infant child outside in an unattended vehicle.

Alyssa Kiernicki - Kwik Trip employee who assisted a customer that had overdosed on heroin at the store.

TEAMWORK AWARD NOMINEES

Officers Adam Miller, Matt Spiegel & Denton Heidemann, Investigators Pete Sawyer & Stephanie Gruss, Lt. Matt Lenss: For their work on the Kwik Trip overdose death.

Officers Dan Hoernke, Matt Spiegel, Denton Heidemann & Ray Berna, Inv. Mark Mauthe and Lt. Matt Lenss: For the diligence and the compassion shown on a suicide in the early morning hours of July 5th.

Officers Joel Nelson, Adam Miller & Randy Hill, Lt. Matt Lenss: For their assistance and teamwork with Neenah Menasha Fire Rescue at a fire call in which a resident was hampering the efforts and compromising his own safety as well as others at the scene.

Officers Chris Groeschel, Tony Edwards & Nick Oleszak, Inv. Pete Sawyer and Lt. Matt Albrecht: For their teamwork, planning and keeping the community safe in taking a fugitive into custody without injuries to anyone involved.

SERVICE AWARDS

30 Years- Larry Bonneville

25 Years - Brett Halderson

20 Years- Sara Swenson & Jeff Jorgenson

15 Years- Chris Groeschel, Stephanie Gruss, Angie Hanchek & Matt Albrecht

10 Years – Bev Sawyer & Amber Boehlen

5 Years - Dan Hoernke, Tony Edwards & Denton Heidemann

NEW OFFICERS

Adam Schultz

Randy Hill

MERITORIOUS SERVICE AWARD

Inv. Stephanie Gruss: Inv. Gruss has a track record of being thorough in her investigations in an effort to get justice for victims. She has been the voice for numerous victims, many of which are children. One particular case in which an adult was sexually assaulting his infant this past year resulted in a conviction and lengthy prison sentence. Inv. Gruss left no stone unturned and put together a very sound case which helped gain the conviction. She was also recognized by the District Attorney's Office for her work on this case.

CHIEF'S AWARD

The Chief's Awards will be handed out at the annual dinner this week.

OFFICER OF THE YEAR NOMINEES

The officer of the year nominees are selected by the Command Staff based upon their performance over the past year. The officer selected to be the Officer of the Year is then voted on by everyone at the Department. Each of these officers have demonstrated a passion to their positions and a deep respect to the members of the community. We are proud to recognize the following officers for living the mission of the Department:

- School Resource Officer Amy Cook
- Officer Tony Edwards
- School Resource Officer Jeff Jorgenson
- Officer Joel Nelson

CITY OF MENASHA
ADMINISTRATION COMMITTEE
Third Floor Council Chambers
140 Main Street, Menasha
May 1, 2017
MINUTES

DRAFT

A. CALL TO ORDER

Meeting called to order by Chairman Krueger at 8:18 p.m.

B. ROLL CALL/EXCUSED ABSENCES

PRESENT: Aldermen Taylor, Sevenich, Collier, Krueger, Zelinski, Grade, Benner, Nichols.

ALSO PRESENT: Mayor Merkes, CA Captain, PC Styka, FC Kloehn, CDD Buck, PHD McKenney, FM Sassman, ES Montour, Clerk Galeazzi.

C. MINUTES TO APPROVE

1. [Administration Committee, 4/18/2017](#)

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

Motion carried on voice vote.

D. DISCUSSION/ACTION ITEMS

1. [Agreement with Spielbauer Fireworks Co., Inc for fireworks programs on July 4, 2017 and July 4, 2018](#)

Mayor Merkes explained the proposals submitted by Spielbauer Fireworks Co. for the 2017 and 2018 July 4th fireworks displays. One proposal is for a fireworks program at the cost of \$16,500 which is what the City has budgeted for the fireworks. The other proposal is for additional fireworks based on additional funds raised. Mayor Merkes stated Festival Foods has agreed to donate funds for the fireworks for both years.

Moved by Ald. Zelinski seconded by Ald. Collier to recommend to Common Council Agreement with Spielbauer Fireworks Co., Inc. for fireworks programs for July 4, 2017 and July 4, 2018.

Motion carried on roll call 8-0.

2. [Ordinance O-06-17 An Ordinance Amending Title 7, Chapter 8 of the Code of Ordinances \(Outdoor Restaurant Service\) \(Introduced by Ald. Taylor\)](#)

Moved by Ald. Taylor seconded by Ald. Sevenich to table.

Motion carried on roll call 8-0.

E. ADJOURNMENT

Moved by Ald. Sevenich seconded by Ald. Collier to adjourn at 8:25 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
May 1, 2017
MINUTES

DRAFT

A. CALL TO ORDER

Meeting called to order by Chairman Taylor at 8:25 p.m.

B. ROLL CALL/EXCUSED ABSENCES

PRESENT: Aldermen Taylor, Sevenich, Collier, Krueger, Zelinski, Grade, Benner, Nichols

ALSO PRESENT: Mayor Merkes, CA Captain, PC Styka, FC Kloehn, CDD Buck, PHD McKenney, FM Sassman, ES Montour, Clerk Galeazzi.

C. MINUTES TO APPROVE

1. [April 18, 2017](#)

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

Motion carried on voice vote.

D. DISCUSSION / ACTION ITEMS

1. [Authorization to Execute WisDOT Bridge Operation Agreement for Fiscal Year 2018](#)

Moved by Ald. Zelinski seconded by Ald. Collier to recommend to Common Council Authorization to Execute WisDOT Bridge Operation Agreement for Fiscal Year 2018.

Motion carried on voice vote.

2. [Replacement of Remaining HPS Streetlights with LED \(Mayor Merkes\)](#)

Mayor Merkes explained over the past few years the City and Utilities have budgeted to convert HPS cobra head street lights to LED. Funds are available through WPPI Member Energy Efficiency and Renewable Energy Loan program at 0% interest to replace the street lights scheduled for 2017 and an additional 39 street lights. The return on investment is approximately 2.8 years.

Moved by Ald. Benner seconded by Ald. Zelinski to recommend to Common Council to replace HPS cobra head street lights with LED and the WPPI Member Energy Efficiency and Renewal Energy Loan application.

Motion carried on roll call 8-0.

E. ADJOURNMENT

Moved by Ald. Zelinski seconded by Ald. Krueger to adjourn at 8:32 p.m.

Motion carried on voice vote.

Deborah A. Galeazzi, WCMC
City Clerk

CITY OF MENASHA
COMMITTEE ON AGING
City Hall
140 Main Street, Menasha
April 5, 2017
Minutes

A. Meeting called to order at 8:21 AM.

B. ROLL CALL

Present: Pat Irwin, Joyce Klundt, Cheryl Richard, Brenda Marks, Tom Stoffel

Excused: Janell Dresang Guests: Meghan Pauly

C. MINUTES TO BE APPROVED

Brenda Marks moved to approve the March 08, 2017 minutes with corrections; seconded by Pat Irwin. Motion passed.

D. CORRESPONDENCE

None

E. REPORT OF DEPT HEADS/STAFF/CONSULTANTS

Senior Center: Metrics, Cheryl Richard stated that 630 people made 1783 visits to the Senior Center. She noted the Spring Banquet was being planned. The new Chatter layout looks good.

Public Health and Health Screening 60+ Grant: Nancy McKenney shared that John Ruck's term is completed. He has submitted a letter of resignation. She noted the budget is on track and grant programs are underway. The Wellness Coalition is introducing programs (e.g. Stepping On). Meghan Pauly will be trained. Nine people had 17 visits to the Wellness Room in February; 17 people had 29 visits in March. The Wellness Brochure is complete. Events include:

- Walking Club started April 4th.
- Jeff Cushman, RPh, from Hometown Pharmacy is now visiting the Senior Center regularly and answering questions regarding medications.
- Dr. Horan will be doing skin care screening on April 21 and October 27.
- Agnesian Healthcare will be offering lab services on May 16, from 7:30-10-30 AM
- The massage therapist will offer chair massages on May 18, from 9AM-2PM.
- Menasha Health Department Public Health Dental Hygienist will offer oral screenings on June 21.
- The Corny Community Walk will held on August 2 (rain date August 9)

The Memory Café met and shared pet visits.

G. NEW BUSINESS

Update Older Adult/Community Center Taskforce – Denise Nelson has been keeping us in the loop on correspondence. They had a report to the community meeting on March 30th. It appears they are leaning toward a public/private mix of support in an Appleton location.

Policies and Procedures Discussion – There is a need for policies and procedures around designated smoking areas outside of the building, non-employee injuries, and pet visits. Meghan Pauly and Cheryl Richard will lead policy drafts. It was agreed that a Town hall-style meeting with participants of the Senior Center would be helpful. The purpose would be to determine citizen's needs, wants, and suggestions. It could be held in the main fellowship hall and provide general information, question and answer, and explore future vision (e.g. ways to utilize the building and offer programs). It was agreed that holding a town hall in conjunction with the Spring Banquet could be explored.

H. HELD OVER BUSINESS

Mission Vision and Goals: No report. Safety Manual: No report. Cost Study: No report.

I. ADJOURNMENT:

Pat Irwin moved to adjourn the meeting; Joyce Klundt seconded the motion. Motion passed. Joyce Klundt adjourned the meeting at 9:25 AM. The next meeting will be held May 10, 2017 at 8 AM at the Menasha Senior Center **Menasha Senior Center** (116 Main Street Menasha) .

Minutes of Regular Meeting
ELISHA D. SMITH PUBLIC LIBRARY TRUSTEES
Elisha D. Smith Public Library Gegan Room
April 26, 2017

Called to order at 4:00pm by Chairman Englebert

Present: Chairman Englebert, Trustee Crawmer, Vice Chairman Golz and Trustee Halverson.
(Superintendent of Schools VanderHeyden arrived at 4:02pm)

Absent: Trustee Franzoi, Trustee Wicichowski and Teen Representative Beachkofski

Also Present: Director Lenz, Children's Services Supervisor Beson, Adult Services Supervisor Bongers, Support Services Supervisor Brandt, and Administrative Assistant Dreyer

Public Comment/Communication:

We received a letter from a family that is moving out of our area explaining how much they loved our library.

Consent Business

Motion made by Golz, seconded by Crawmer to approve the Library Board meeting minutes from March 22, 2017.
Motion carried unanimously.

Authorization of Bills

Motion made by Halverson, seconded by Golz to authorize payment of the April 2017 bills as presented from the 2017 budget. Motion carried unanimously.

Director's Report/Information Items

1. March Statistics. The first quarter of 2017 shows adult circulation is up .5%, children's circulation is down and digital circulation is up 13.3%. Attendance at adult programs is up so far this year, young adult program attendance is up significantly due to middle school outreach and children's program attendance is down.
2. 2017 Budget Status. Trustees reviewed the 2017 budget status.
3. Endowment Report. Trustees reviewed the first quarter 2017 endowment report. VanderHeyden attended an informational meeting at the Community Foundation for the Fox Valley Region, Inc. He reported that the Community Foundation has lowered their expectations on returns and the spending policy from an endowment fund is changing from 5% to 4.5% in 2018.
4. Staff Reports.
 - Stephanie Stieg, Boys and Girls Club Site Manager, would be happy to attend a meeting. Englebert suggested we provide her with some specific questions prior to the meeting.
 - Director Lenz submitted an EBSCO Solar Grant worked on in collaboration with Menasha Utilities and Faith Technologies. The decision will be made by the end of May.
 - National Library Week was April 9-15. Thanks to Mary Crawmer for her efforts on behalf of the Board of Trustees for staff appreciation, including treats and prizes for trivia quizzes, and to Kathy Wicichowski for the flower arrangements.
 - On April 12, Justine Beck, Breathing Tree Yoga, provided staff with training on how to use yoga in the workplace and mindful journaling.
 - Trustees reviewed the children's staff report and Children's Supervisor Beson passed around sample brochures for the summer reading program.
 - Circulation is working on collection maintenance.
 - Adult Services Librarian Colin McGinnis will be making a presentation on "Community Engagement Through Podcasting" at the WLA Conference.
 - Fox Cities Reads events attracted the largest attendance in 11 years.
 - Dennis Farrell has been permanently banned from the library.
 - New carpeting in the concourse area will be installed on May 23. The library will remain open.

Discussion / Action Items

5. Board Recruitment. City Attorney Pam Captain said that state statutes state that two library trustees may be residents of other municipalities. Reaching out to Faith Technologies and a marketing person were suggested.

The Governance Committee will meet next month to development of a more accurate name and focus for the fundraising committee that would encompass marketing, fundraising and partnering with the Friends of the Library where appropriate.

6. Survey. Lenz would like to survey people this summer and next summer to compare results to help with the next strategic plan.
7. Out-of-State Travel Approval. Liz Tubman, Children's Assistant Librarian, would like to attend the American Library Association Conference in Chicago June 22-27. Motion made by VanderHeyden, seconded by Halverson to approve Tubman's estimated expenses to attend the ALA Conference in Chicago. Motion carried unanimously.

Motion made by VanderHeyden, seconded by Golz to approve up to 10 employees at \$20 per person to take the bus chartered by Winnefox and OWLS for a day to see the exhibits at the ALA Conference in Chicago. Motion carried unanimously.

Adjournment

Motion to adjourn made at 4:33pm by Halverson, seconded by Crawmer. Motion carried unanimously.

Respectfully submitted,
Kathy Dreyer, Recording Secretary

NEENAH-MENASHA SEWERAGE COMMISSION

Regular Meeting

Tuesday March 28, 2017

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

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

Also Present: Chad Olsen, Tom Kispert (McMAHON); Rob Franck, Randall Much (MCO), Dave Maccoux, Amber Drewieske (Schenck s.c.).

Minutes

February 28, 2017 Regular Meeting minutes: Commissioner Coburn reported an error in the motion to approve the Operating and Payroll Vouchers; he was not in attendance. Upon further checking, it was determined Commissioner Zielinski made the motion. After discussion, motion made and seconded by Commissioners Bates/Zielinski to approve the minutes from the February 28, 2017 Regular Meeting as corrected. Motion carried unanimously.

NMSC Financial Audit Report

Mr. David Maccoux addressed the Commission on the 2016 Financial Audit Report. Mr. Maccoux indicated their opinion is an unmodified opinion and the financial statements present fairly, in all material respects, the financial position of the NMSC on December 31, 2016. Mr. Maccoux also briefly reviewed the remainder of the report. Amber Drewieske addressed the Commission on the Management Communications portion of the Audit Report. As reported in previous years, there is a reported deficiency in internal controls regarding the segregation of duties. Ms. Drewieske briefly reviewed the remainder of the Management Communications report to the Commission. After discussion, motion made and seconded by Commissioners Zielinski/Bates to accept and approve the 2016 Financial Audit Report prepared by Schenck s.c. Motion carried unanimously.

Correspondence

There was no correspondence to be discussed:

Old Business

590 Enterprise Drive, Neenah. Manager Much indicated there is no new information to report.

Authorized spending limits. President Youngquist reported on the discussions held during the February meeting and reported he felt the spending limit should be higher than what is currently established. After discussion, motion made and seconded by Commissioners Zielinski/Sambs to authorize the following spending limits: Manager \$10,000, President \$15,000. After further discussion motion made and seconded by Commissioners Bates/Coburn to amend the motion to be a one-time limit and then any future expenditures will need to be brought before the Commission for approval. Amendment carried unanimously. Motion carried unanimously as amended.

New Business

Operations, Engineering, Planning

Phosphorus Removal. Manager Much reported the trial chemical being used for phosphorus removal, Hyper Ion 4107, is working well and getting us to our limit. Chad Olsen reported on the Fox-Wolf Watershed Alliance proposed \$15,000 study. The cost would be shared between the NMSC and Grand Chute Menasha West. Commissioner Zielinski questioned how the \$15,000 fee was determined; Chad reported the amount came from Jessica Schultz (FWWA) and it is the amount she felt was needed to perform the study. Motion made and seconded by Commissioners Bates/Zielinski to approve \$7,500 towards the \$15,000 study subject to Grand Chute Menasha West also paying \$7,500. Motion carried unanimously.

Blower Replacement-Blower Room HVAC Modifications. Rob Franck reported the remaining two blowers have been set in place; no hookups have been made. Tom Kispert discussed Change Order #1 from Faith Technologies and the inaccurate data received creating the need for the change order. It was questioned if we should look to Atlas Copco to recoup the cost of the change order due to the data they provided. After discussion motion made and seconded by Commissioners Coburn/Bates to approve change order #1 from Faith Technologies in the amount of \$5,800. Motion carried unanimously. President Youngquist reported he will contact Atlas Copco to discuss receiving a credit for this change order.

Polymer Feed System Update. Chad Olsen reported they are touring facilities; they will be going to Waukesha tomorrow. They are currently focusing on units made by two different manufacturers. Rob Franck discussed a small polymer feed unit used by the NMSC and is currently on site. This unit is a demo unit used during the construction project and also when the gravity belt polymer system was down for repairs. As a demo unit, the cost to purchase this system is \$7,500; the new cost would be \$9,000. This unit would serve us as a backup system in case we have the gravity belt polymer system go down again and needing repairs. Motion made and seconded by Commissioners Sambs/Coburn to authorize the purchase of the demo polymer feed system at a cost of \$7,500. Motion carried unanimously.

Atlas Copco Service Plan Quotations. Commissioners reviewed the revised Total Responsibility Plan; the pricing in this version reflects the 50% discount per our agreement with Atlas Copco. President Youngquist questioned the escalator clause and if we are in a position to act on this plan. Rob Franck indicated we need to verify the escalator clause and when it starts – now or in two years when the service plan starts. President Youngquist will contact Jon Myers at Atlas Copco to negotiate these terms; action on the Total Responsibility Plan will be deferred until the next meeting.

Equipment Contract M- Dewatering Centrifuges – Change Order #1. Tom Kispert discussed change order #1 related to controls modifications for inclined conveyor motor starters – this was previously discussed and approved in January. The paperwork is catching up with the authorization. Motion made and seconded by Commissioners Coburn/Bates to approve Change Order #1 to Equipment Contract M – Dewatering Centrifuges in the amount of \$6,440.15. Motion carried unanimously.

As-Needed SCADA System Modifications. Rob Franck discussed the Agreement for Professional Services from McMahon for As-Needed SCADA System Modifications. This is for an open understanding for services to provide modifications or make changes to the SCADA system on an ongoing basis. This would be for services that are beyond services related to the construction project. Motion made and seconded by Commissioners Bates/Zielinski to approve the As-Needed SCADA System Modifications agreement for professional services with McMahon Associates. Motion carried unanimously.

Blower Replacement Pay Request. The Commission discussed pay request #3 received from Faith Technologies. After discussion, motion made and seconded by Commissioners Zielinski/Bates to approve Faith Technologies pay request #3 in the amount of \$16,799.80, relating to the HSI Blower Replacement. Motion carried unanimously.

Equipment Contract Pay Request. The Commission discussed Alpha Laval Contract M – Dewatering Centrifuges pay request #3 and Final in the amount of \$168,940.15. Motion made and seconded by Commissioners Coburn/Bates to approve payment to Alpha Laval, Inc. for Contract M – Dewatering Centrifuges pay request #3 & Final in the amount of \$168,940.15. Motion carried unanimously.

McMahon Associates invoices. Commissioners reviewed the McMahon invoices. Motion made and seconded by Commissioners Bates/Bauer to approve for payment McMahon invoices #905262, #905514, #905520, #905569-phase 04, #905569-phase 06, and #905569-Credit in the amounts of \$660.00, \$880.00, \$6,469.10, \$1,392.18, \$4,573.50, and \$(5,055.00). Motion carried unanimously.

Chlorine Contact Tank Walkway. Rob Franck discussed the cleaning and maintenance activities needed on the chlorine contact tank chambers. Currently there is one walkway across the tank chambers at a point about 2/3 of the way on the tank. We are looking to add another walkway at a point that is 1/3 of the way on the tank. This additional walkway would provide for better access to the tank chambers for cleaning and maintenance. Two quotes were received and both quotes are for \$17,500. After discussion, motion made and seconded by Commissioners Sambs/Bauer to accept the quote from Lee's Contracting. Motion carried unanimously.

Manager Much discussed the Operating Report for the month of February 2017. The plant is running well, the effluent phosphorus is low. Rob Franck discussed his report on new equipment issues; additional information was discussed regarding the boiler electronic controls; new blowers #3, #4, and #5 are online and running, blowers #1 and #2 are set in place waiting to be connected. Rob also discussed the items in the Equipment & Grounds Report - infrared testing is being scheduled on the electrical equipment; there is a technician here to work on the sodium hypochlorite system. After discussion, motion made and seconded by Commissioners Zielinski/Bates to approve the Operating Report for the month of February 2017. Motion carried unanimously.

Budget, Finance, Personnel

Accountant Voigt discussed the financial statements and the Cash & Investment report for the month of February 2017. Operations is currently running at a loss; plant loadings should increase with spring rains generating additional revenue. The interest rates on funds in the State

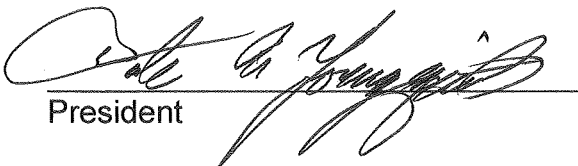
Pool and the ICS CDARS have increased to 0.58%. MCO generated \$2,250 in income to the Commission in February. After discussion, motion made and seconded by Commissioners Zielinski/Bates to accept the Accountant's Report for the month of February 2017. Motion carried unanimously.

Accountant Voigt discussed the current wage rates and billing rates for the after-hours security service, Allied Universal. The Commission controls the wage rate schedule for the guards assigned to our facility; the current wage rate schedule has been in place for several years now and is currently on the low end. This is making it difficult to retain the guards currently located at our facility and to find replacements. Proposed new wage rates and billing rates were provided to the Commissioners to review. This will be place on the April meeting agenda for further discussion and potential action.

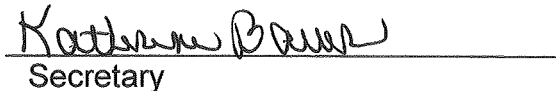
Motion made and seconded by Commissioners Zielinski/Sambs to approve for payment MCO invoices #21298 and #21339 in the amounts of \$126,704.22 and \$505.95 with payment to be made after April 1, 2017. Motion carried unanimously.

Motion made and seconded by Commissioners Coburn/Zielinski to approve Operating and Payroll Vouchers #136131 through #136163 in the amount of \$220,643.25 for the month of February 2017. Motion carried unanimously.

Motion made and seconded by Commissioners Zielinski/Bates to adjourn the meeting. Motion carried unanimously. Meeting adjourned at 9:45 a.m.



President



Secretary

CITY OF MENASHA
Redevelopment Authority
Council Chambers, 3rd Floor City Hall – 140 Main Street
May 2, 2017
DRAFT MINUTES

A. CALL TO ORDER

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

B. ROLL CALL/EXCUSED ABSENCES

REDEVELOPMENT AUTHORITY MEMBERS PRESENT: Kim Vanderhyden, Ald. Rebecca Nichols, Bob Stevens, and Linda Kennedy.

REDEVELOPMENT AUTHORITY MEMBERS EXCUSED: Gail Popp and Kip Golden.

OTHERS PRESENT: PP Englebert, Ald. Arnie Collier, Matt Vanderlindedn (325 Winnebago Ave), and Richard DeKleyn (Coldwell Banker).

C. MINTUES TO APPROVE

1. **Minutes of the April 10, 2017 Redevelopment Authority Meeting**

Motion by Ald. Nichols, seconded by Bob Stevens, to approve the April 10, 2017 Redevelopment Authority meeting minutes as presented. The motion carried.

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

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

No one spoke.

E. DISCUSSION ITEMS

1. **Graphic Packaging**

Chairman Vanderhyden distributed a letter from Randy Stadtmueller, Stadtmueller & Associates, requesting the Redevelopment Authority to prepare a redevelopment feasibility plan for the former Graphic Packaging facility. PP Englebert explained the City of Menasha is about to undergo a downtown vision plan process starting in early summer and finishing by the end of 2017. The Graphic Packaging will be covered as part of the plan. Authority members discussed the Graphic Packaging site as well as potential land uses for the facility and parking lot that would fit the neighborhood and complement the downtown.

F. ACTION ITEMS

1. **Election of Officers**

a. Chairperson

b. Vice-Chairperson

PP Englebert stated that two officer positions were due for election by the RDA.

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

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

2. **Offer to Purchase – 913 Clover Court, Lot 70**

PP Englebert introduced an Offer to Purchase for Lot 70, 913 Clover Court in Lake Park Villas. A

prospective buyer, Dennis Chuchel, wishes to purchase the lot for \$32,900. The listing price for the lot is \$35,900 and any offer less than the listing price is subject to RDA approval. PP Englebert explained that Van's Realty and Construction has a Right of First Refusal on Lot 70 from the Land Purchase and Development Agreement dated September 14, 2016 between Van's and the RDA. If Van's chooses to exercise their option, they will receive the lot but are required to match the terms of the presented offer. He also explained that a condition of the Offer to Purchase requires the buyer to obtain a building permit within one year of closing on the lot.

Authority members discussed the terms of the offer as well as comparable offers and development agreements in Lake Park Villas. Motion by Linda Kennedy, seconded by Bob Stevens, to approve the terms of the Offer to Purchase for Lot 70, 913 Clover Court. The motion carried.

3. **Listing Agreement – Richard DeKleyn, Coldwell Banker**

PP Englebert presented the listing agreement for Lake Park Villas to the Redevelopment Authority. Staff has reached an agreement with Richard DeKleyn from Coldwell Banker to market the remaining residential lots owned by the RDA in Lake Park Villas. The listing contract is a one year agreement and guarantees an 8% commission for any lots sold during that time. There is also a minimum commission of \$2,450 for each lot sale. Authority members debated the terms of the listing agreement. Ald. Nichols asked if commission would be paid for lots already pledged in existing development agreements. PP Englebert explained that lots already guaranteed to developers were excluded from the listing agreement.

Motion by Linda Kennedy, seconded by Kim Vanderhyden, to approve the Listing Agreement with Richard DeKleyn – Coldwell Banker. The motion carried.

G. ADJOURNMENT

Motion by Ald. Nichols, seconded by Kim Vanderhyden to adjourn at 5:45 PM. The motion carried.

Minutes respectfully submitted by PP Englebert.

REGULAR MEETING OF THE WATER AND LIGHT COMMISSION

April 26, 2017

Draft

Commission President Allwardt called the Regular Meeting of the Water and Light Commission to order at 8:00 a.m., with Commissioners Don Merkes, Antoine Tines, and Gary Turchan present on roll call. Also present were Melanie Krause, General Manager; William Menting, Electric Manager; Tim Gosz, Water Utility Manager; Kristin Hubertus, Finance Manager; Steve Grenell, Engineering Manager; Paula Maurer, Customer Services Manager; John Teale, Technical Services Engineer; and Dawn Lucier, Administrative and Accounting Assistant. Tim Ament, WPPI Energy, and Don Voogt, McMahon were also present.

Those excused were Commissioner Roy Kordus and David Christensen, Engineering Technician.

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

With the presence of Don Voogt, McMahon, Strategic Reports Item C number 1 was advanced for discussion.

Mr. Voogt supplied a concept picture of the new water intake building along with an update on the progress for abandonment of the existing pretreatment basin.

Mr. Voogt departed at 8:06 a.m.

With the presence of Tim Ament, WPPI Energy, New Business, item A was advanced for discussion.

Mr. Ament presented a proposed electric rate study, which is required to be filed with the PSC. The study included a zero percent increase overall and changes in each rate class are due to the cost of service for each customer.

Lengthy discussion ensued over how proposed rate design would impact customer's bills in different rate classes.

A motion was made by Comm. Turchan, seconded by Comm. Merkes to approve the rate case study as proposed with the following amendments: the fixed charge for Rg-1 Residential customers increase from \$8.00 to \$10 per month and adjust the energy charge to maintain the same revenue as presented; and to increase the fixed charge for GS-1 General Service customers from \$8.00 to \$10 per month and adjust the energy charge to maintain the same revenue as presented.

General discussion ensued regarding the GS-1 General Service customers.

A motion was made by Comm. Turchan to amend the previous motion to increase the GS-1 Service customer's three-phase fixed charge from \$15.00 to 20.00 and adjust the energy charges to maintain the same revenue as presented. Comm. Merkes seconded the motion.

Motion to amend carried 3-1. Commissioner Turchan, Merkes, and Allwardt voted yes. Commissioner Tines voted no.

The motion as amended carried on roll call 3-1. Commissioner Turchan, Merkes, and Allwardt voted yes. Commissioner Tines voted no.

Mr. Ament departed at 9:40 a.m.

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

- A. Minutes of the Regular Meeting of March 21, 2017.
- B. Approve and warrant payments summarized by checks dated March 30 & April 6-26, 2017, which includes Net Payroll Voucher Checks, and Operation and Maintenance Voucher Checks for a total of \$617,510.60, and Operation and Maintenance Vouchers and Rebates to be paid prior to the next Regular Meeting. Motion approved unanimously on roll call
- C. Correspondence as listed:
 - Copy of WPPI Energy Power Report Spring 2017 RE: Member Spotlight Menasha, Wisconsin
 - Copy of Letter dated March 24 from WPPI Benefit Plan Trust RE: Allocation of WPPI Benefit Plan Trust Excess Assets
 - Copy of letter dated March 28 from Heckrodt Wetland Reserve RE: Thank you
 - Copy of letter dated March 14 from UW Fox Valley Foundation RE: Thank you
 - Copy of March 2017 MU Employee Newsletter
 - Copy of News Release Dated March 28 RE: Midway Outreach Community Association Completing LED Lighting Project
 - Copy of News Release Dated April 12 RE: Menasha Utilities Receiving Funding from the State to Help Homeowners Replace Lead Services

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

Item V. Purchase Orders #8988 is for a full truckload of poles that will be used for both budgeted projects and maintaining the minimum inventory level.

The motion by Comm. Merkes, seconded by Comm. Allwardt was unanimous to approve purchase orders as presented.

Item VI. Unfinished Business, Lead Water Service Program – The Safe Drinking Water loan has been closed and staff is in the process of verifying lead services in order to proceed with the 2018 funding application.

Commissioner Merkes talked about upcoming State legislation regarding water utilities having the ability to offer financial assistance programs for lead service replacement; the programs would include a grant and/or loan program. The Utility concern is how a grant program would impact rates, while a loan program would have more of a neutral affect.

The Commission asked to have additional materials presented before recommending involvement with the proposed legislation.

Item VII. New Business, Wisconsin Technology Networking LLC Master License Agreement – The Agreement presented was approved at the City Council for the use of public rights-of-way.

The City Attorney asked that the agreement be introduced to the Commission to see if there was interest in entering into a pole attachment agreement with Wisconsin Technology Networking, LLC.

The Commission would like staff to explore an attachment agreement and bring it back for discussion.

Item VIII. Strategic Reports, Monthly Strategic Initiative Update – The March report was discussed.

March Financial and Project Status Reports – Electric Net Operating Income is lower mainly due to posting a budgeted year's depreciation on leased assets in the month of March, which was due to the refinance of the sale/leaseback transaction. The year-to-date financials will be affected for the remainder of 2017. Electric consumption was 0.90% lower than budget; and cost of power was 1.8% lower than budget.

Water consumption was 1.9% less than budget; total revenues were down \$300 compared to budget; and Net Operating Income is lower due to training of two employees for succession planning and posting 3 payrolls in the month of March. The loss ratio has increased slightly; staff is working on additional leak detection.

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

Project Reports, Water Projects – There was no additional information presented.

Electric Projects – The Melissa substation is down for cable testing and five large customer AMI meters have been installed. Staff will be working with WPPI Energy on installing the remaining large customer AMI meters.

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

Item X. The closed session was cancelled. The motion by Comm. Merkes, seconded by Comm. Allwardt, was unanimously approved on call to adjourn at 10:15 a.m.

By: MARK L. ALLWARDT
President

GARY TURCHAN
Secretary

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



MEMORANDUM

Date: May 5, 2017

To: Common Council

From: Donald Merkes, Mayor

Re: Fox River Kayaking Company at the Menasha Marina Harbor House

As of earlier this month a new business will be providing the public with opportunities to rent kayaks and/or partake in organized kayak trips this year out of the city's marina Harbor House. This opportunity further enhances Menasha's brand position of 'your place on the water'.

At public meetings on March 14 and April 11, the Park & Recreation Board considered a request by Fox River Kayaking Company to use a room at the Marina Harbor House for the purpose of providing this recreational activity and rental of recreational equipment to the public.

Although this room at the Marina Harbor House is part of the area that is run by the Harbormaster, we are informed by the Harbormaster that the room is underutilized. The Harbormaster was consulted and indicated a willingness to allow the room to be used by Fox River Kayaking Company on a trial run.

The Park & Recreation Board with the permission of the Harbormaster considered the request and decided to allow Fox River Kayaking Company use of the room for a trial period upon terms and conditions also approved by the Park & Recreation Board. Upon review of this use it is expected the Park & Recreation Board will recommend to the Common Council the establishment of a fee for use of this room to take place prior to budget approval for 2018.



Help Fund Menasha Sail Fest!

Sunday, June 25—Wednesday, June 28
10am to 7pm

Jefferson Park, Menasha

Contact

Steve Eliassen,
IYSO Executive Director
bestdaysailing@gmail.com

Don Merkes
Mayor of Menasha
DMerkes@ci.menasha.wi.us

Brian Tungate
City of Menasha Recreation Director
btungate@ci.menasha.wi.us

Support

IYSO is grateful for the generous support provided by a variety of individuals, organizations and corporations, including ThedaCare, Mercury Marine, Hobie Cat, Northeast Wisconsin community foundations, Private donors and foundations.



Menasha Sail Fest 2017

Menasha is located on the north shore of Lake Winnebago, a world-class resource for sailing, fishing, boating and all kinds of water activities!

In fact, Menasha, has a long history as your place on the water! However, the many children and adults have had little or no real opportunity to enjoy this great natural and recreational resource.

International Youth Sailing of Oshkosh is a 501(c)3 grassroots, nonprofit educational and recreational organization formed to enrich the lives of area youth by creating water-sport opportunities that introduce them to the enjoyment and life lessons that water sports offer.



Who We Are and What We Do

IYSO uses sailing to empower local students in many ways, including

- Teaching real world practical skills
- Providing opportunities that challenge, build character and enhance personal growth
- Supporting classroom and academic learning (STEM)
- Immersing youth in the natural world
- Connecting kids with highly engaged innovators who are committed to improving the community.

IYSO inspires kids by providing safe sailing opportunities that feature our easy-to-use Hobie Wave catamarans, our Quick-Start teaching methods and a “best day of my life” fun factor!

Anyone can get out on the water sailing comfortably after about 15 minutes of instruction, whether they have a boat...
or experience...
or not!

2017 Marks IYSO's 10 Year Anniversary!

What began as a field trip for a single class has expanded to include

- Oshkosh Schools Sail Week(s), during which we teach all 5th graders in Oshkosh to sail every autumn
- STEM (Science, Technology, Engineering and Math) curriculum in which we support educators teaching the science and math of sailing and solar boating
- Team-building classes for various school programs and youth groups



In 2017, IYSO will serve

- Oshkosh, Neenah, Menasha, Sheboygan, Oconto and Shawano School Districts
- Boys and Girls Clubs of Oshkosh, Appleton, Sheboygan, Menasha
- Christine Ann Center, Oshkosh
- Lighted School House, Oshkosh
- Youth Go, Neenah
- Green Bay Sail and Paddle, Green Bay
- Oshkosh Recreation Department
- Menasha Parks and Recreation



IYSO is the largest school sailing program in North America, bringing sailing to over 1500 area youth every season!

With our new Menasha programming, we'll push that number even higher!

CITY OF MENASHA
COMMON COUNCIL
Third Floor Council Chambers
140 Main Street, Menasha
Monday, May 1, 2017
MINUTES

DRAFT

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 Taylor, Sevenich, Collier, Krueger, Zelinski, Grade, Benner, Nichols.

ALSO PRESENT: Mayor Merkes, CA Captain, PC Styka, FC Kloehn, CDD Buck,

PRD Tungate, PHD McKenney, FM Sassman, ES Montour, Clerk Galeazzi.

D. PUBLIC HEARING

1. [Proposed Rezoning of 309 De Pere Street \(Parcel #4-00109-00\)](#)

CDD Buck explained the property owner has requested the property be rezoned from I-1 Heavy Industrial to C-1 General Commercial to bring the property into compliance with the zoning ordinance.

No one spoke. Mayor Merkes closed the public hearing.

2. [Proposed Amendments to Title 13 of the Menasha Code of Ordinances Pertaining to Non-conforming Uses, Structures, and Lots](#)

CDD Buck explained staff is reorganizing City Code in accordance with amendments to State Statutes regarding non-conforming uses, structures, and lots.

No one spoke. Mayor Merkes closed the public hearing.

3. [Proposed Vacation of Portion of Eleventh Street](#)

CDD Buck explained Menasha Joint School District requested vacation of a portion of Eleventh Street between Warsaw Street and Appleton Street for the purpose of attaching the unimproved right of way to Calder Stadium and Bayer Field. There are no public utilities located in the right of way.

No one spoke. Mayor Merkes closed the public hearing.

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

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

Tim Lenth, owner of Your Daily Grind, 204 Main Street, Menasha. Thanked Council for taking up the ordinance to allow outdoor seating and service in a public right of way/sidewalk.

F. REPORT OF DEPARTMENT HEADS/STAFF/CONSULTANTS

1. FC Kloehn—Introduction of new firefighters, Adam Freimuth and Alex Fickel

FC Kloehn introduced Adam Freimuth and Alex Fickel. Clerk Galeazzi administered the official oath to Firefighters Freimuth and Fickel.

The Council welcomed the new firefighters.

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

Minutes to receive:

- a. [Administration Committee, 4/18/2017](#)
- b. [Board of Public Works, 4/18/2017](#)
- c. [Landmarks Commission, 4/12/2017](#)
- d. [NMFR Joint Finance and Personnel Committee, 4/25/2017](#)
- e. [Parks and Recreation Board, 3/14/2017](#)
- f. [Personnel Committee, 4/18/2017](#)
- g. [Plan Commission, 4/25/2017](#)
- h. [Police Commission, 2/23/2017](#)

Communications:

- i. [Special Assessment Report—Amended \(Province Terrace\)](#)

Moved by Ald. Sevenich seconded by Ald. Krueger to receive Minutes and Communications a-i. General discussion ensued on Parks & Recreation minutes and Special Assessment Report. 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, 4/18/2017](#)
2. [New Common Council, 4/18/2017](#)

Plan Commission, 4/25/2017, Recommends the Approval of:

3. [The Right-of-way Vacation—Portion of the 600th Block of Eleventh Street with the condition that the Calder Stadium property \(parcel#4-00805-00\) and Bayer Field property \(parcel #1-00785-00\), along with the acquired right-of-way, be combined to form a single parcel.](#)

NMFR Joint Fire and Personnel Committee, 4/25/2017, Recommends the Approval of:

4. [Purchase of 4 dry dive suits, 4 heavy duty gloves, 12 sets of dry suit thermal liners, and 12 head hoods from Dive Rescue International for a cost not to exceed \\$11,766.32](#)

Ald. Sevenich requested to remove item 3 from Consent Agenda.

Moved by Ald. Sevenich seconded by Ald. Krueger to approve Consent Agenda items 1, 2, 4. Motion carried on roll call 8-0.

H. ITEMS REMOVED FROM THE CONSENT AGENDA

Moved by Ald. Sevenich seconded by Ald. Benner to approve Consent Agenda item 3, the right-of-way vacation of a portion of the 600th block of Eleventh Street with the condition that the Calder Stadium property (Parcel #4-00805-00) and Bayer Field property (Parcel #1-00785-00) along with the acquired right-of-way be combined to form a single parcel.

General discussion ensued on the location of the vacated right-of-way.

Motion carried on roll call 8-0.

I. HELD OVER BUSINESS

None

J. ORDINANCES AND RESOLUTIONS

1. [O-7-17 An Ordinance Amending Title 13, by Making Certain Changes to the District \(309 De Pere Street, Parcel #4-00109-00\) \(Recommended by Plan Commission; Introduced by Alderman Benner\)](#)

Moved by Ald. Benner seconded by Ald. Collier to approve O-7-17 An Ordinance Amending Title 13, by Making Certain Changes to the District (309 De Pere Street, Parcel #4-00109-00).
General discussion ensued on the request to rezone and future use of the property.
Motion carried on roll call 8-0.

2. [O-8-17 An Ordinance Amending Title 13, Chapter D of the Code of Ordinances \(Non-conforming Uses, Structures, and Lots\) \(Recommended by Plan Commission; Introduced by Alderman Benner\)](#)

Moved by Ald. Benner seconded by Ald. Krueger to approve O-8-17 An Ordinance Amending Title 13, Chapter D of the Code of Ordinances (Non-conforming Uses, Structures, and Lots)
Motion carried on roll call 8-0.

3. [O-9-17 An Ordinance Amending Title 7, Chapter 8 of the Code of Ordinances \(Outdoor Restaurant Service\) \(Introduced by Ald. Taylor\)](#)

Moved by Ald. Taylor seconded by Ald. Collier to suspend the rules and take up O-9-17.
Motion carried on roll call 6-2.
Ald. Taylor, Sevenich, Collier, Krueger, Zelinski, Grade voted yes.
Ald. Nichols, Benner voted no.

Moved by Ald. Taylor seconded by Ald. Collier to approve O-9-17 An Ordinance Amending Title 7, Chapter 8 of the Code of Ordinances (Outdoor Restaurant Service).
General discussion ensued on private businesses restricting public access to public property, including conditions on use of public property.
Motion carried on roll call 8-0.

4. [O-10-17 An Ordinance Amending Title 11, Chapter 5 of the Code of Ordinances \(Offenses Involving Alcoholic Beverages\) \(Recommended by the Parks and Recreation Board; Introduced by Alderman Zelinski\)](#)

Moved by Ald. Zelinski seconded by Ald. Sevenich to suspend the rules and take up O-10-17.
Motion carried on roll call 7-1. Ald. Nichols voted no.

Moved by Ald. Zelinski seconded by Ald. Sevenich to approve O-10-17 An Ordinance Amending Title 11, Chapter 5 of the Code of Ordinances (Offenses Involving Alcoholic Beverages).
General discussion ensued on concerns of staff on allowing alcohol on the Trestle Trail, permitting process and requirements of DNR for alcohol on the trail, and sunset clause.

Unanimous consent to allow Amy Barker, representing Future Neenah, to speak.

Ms. Barker explained the event to be held on the Trestle Trail. They have been working with staff to make sure concerns are addressed.

Motion carried on roll call 5-3.

Ald. Taylor, Sevenich, Krueger, Zelinski, Benner voted yes.
Ald. Nichols, Collier, Grade voted no.

5. [O-11-17 An Ordinance Amending Title 7, Chapter 2, Article A of the Code of Ordinances \(Fermented Malt Beverages and Intoxicating Liquor\) \(Recommended by the Parks and Recreation Board; Introduced by Alderman Zelinski\)](#)

Moved by Ald. Zelinski seconded by Ald. Krueger to O-11-17 An Ordinance Amending Title 7, Chapter 2, Article A of the Code of Ordinances (Fermented Malt Beverages and Intoxicating Liquor),

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

6. [R-11-17 Resolution to Approve the Cancellation of Outstanding Checks; and the Write Off of General Uncollectible Accounts Receivables and Delinquent Personal Property Receivables \(Introduced by Mayor Merkes\)](#)

Moved by Ald. Krueger seconded by Ald. Nichols to approve R-11-17 Resolution to Approve the Cancellation of Outstanding Checks; and the Write Off of General Uncollectible Accounts Receivables and Delinquent Personal Property Receivables.

Motion carried on roll call 8-0.

K. ACTION ITEMS

1. [Accounts payable and payroll for the term of 4/20/2017-4/27/2017 in the amount of \\$843,494.62](#)

Moved by Ald. Krueger seconded by Ald. Collier to approve accounts payable and payroll.

Motion carried on roll call 8-0.

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

Moved by Ald. Krueger seconded by Ald. Sevenich to approve beverage operator's license applications for the 2015-2017 licensing period as listed in memo date 4/27/17.

Motion carried on roll call 8-0.

3. [Beverage Operators License Applications for the 2017-2019 licensing period.](#)

Moved by Ald. Krueger seconded by Ald. Sevenich to approve beverage operator's license applications for the 2017-2019 licensing period as listed in memo dated 4/27/17

Motion carried on roll call 8-0.

4. [Change of Agent for Plank Pub, LLC, d/b/a Plank Road Pub, 800 Plank Road, Menasha, for the 2016-2017 licensing year](#)

Moved by Ald. Krueger seconded by Ald. Sevenich to approve change of agent for Plank Pub LLC, d/b/a Plank Road Pub, 800 Plank Road, Menasha for the 2016-2017 licensing year.

Motion carried on roll call 8-0.

5. [Class "B" Liquor License Application for Menasha Athletic Association to sell fermented malt beverages at Koslo Park Concession Stand, May 1, 2017 to October 31, 2017-Carol J. Wierschle, Agent](#)

Moved by Ald. Krueger seconded by Ald. Sevenich to approve Class "B" Liquor License Application for Menasha Athletic Association to sell fermented malt beverages at Koslo Park Concession Stand, May 1, 2017 to October 31, 2017, Carol J. Wierschle, Agent.

Motion carried on roll call 8-0.

6. [Outdoor Serve Permit for Patrick Dufrane, d/b/a Weathervane Restaurant, 186 Main Street, Menasha for the 2016-2017 licensing year](#)

Moved by Ald. Krueger seconded by Ald. Taylor to approve Outdoor Serve Permit for Patrick Dufrane, d/b/a Weathervane Restaurant, 186 Main Street, Menasha for the 2016-2017 licensing year.

Motion carried on roll call 8-0.

7. [Outdoor Serve Permit for Rebecca Mader, d/b/a Your Daily Grind, 204 Main Street, Menasha for the 2016-2017 licensing year](#)

Moved by Ald. Krueger seconded by Ald. Taylor to approve Outdoor Serve Permit for Rebecca Mader, d/b/a Your Daily Grind, 204 Main Street, Menasha for the 2016-2017 licensing year.

Moved by Ald. Nichols seconded by Ald. Benner to add following language to permit "Furnishings in the walkway must be available for public use regardless of business patronage."

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

Original motion as amended carried on roll call 7-1. Ald. Collier voted no.

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)

Tim Lenth, owner of Your Daily Grind, 204 Main Street, Menasha. Addressed Council's concerns of businesses use of City's right of way/sidewalk.

O. RECESS

Moved by Ald. Benner seconded by Ald. Collier to recess at 8:10 p.m.

Motion carried on voice vote.

Reconvened at 8:35 p.m.

P. ACTION ITEMS

1. Moved by Ald. Benner seconded by Ald. Collier to adjourn into Closed Session pursuant to Wis. Stats. 19.85(1)(f) Considering financial data of specific persons, which, if discussed in public, would be likely to have a substantial adverse effect upon the reputation of any person referred to in such data (198 River Street-Personal Guarantee of Christine A. Sohns)
Motion carried on roll call 8-0.

2. Will reconvene into Open Session and may take action on item discussed in Closed Session.
No Action.

Q. ADJOURNMENT

Moved by Ald. Benner seconded by Ald. Collier to adjourn at 9:00 p.m.

Motion carried on voice vote.

Deborah A. Galeazzi WCMC
City Clerk



SPIELBAUER FIREWORKS CO., INC.

Wisconsin's Oldest Exhibition Fireworks Company

Office: 1976 Lane Road • Green Bay, WI 54311 • Telephone 1-920-336-0446 • Fax 1-920-336-1214
April 25th, 2017

City of Menasha
Attn: Mayor Donald Merkes
140 Main St.
Menasha, WI 54952

Dear Mayor Merkes:

Thank you for the opportunity to submit the enclosed proposals for your consideration and approval. As per your request the first proposal offers you a \$16,500.00 base program for your July 4th, 2017 (and July 4th, 2018) fireworks display. The second proposal offers you a possible \$3,500.00 addition to the base program for each year. Please note that both programs are to be shot from the water!

To create this year's base program I started with the \$16,500.00 program that was shot last year and made the following changes:

- I cut all San Tai shells and replaced them with shells from other manufacturers (As this factory is going through renovations and will not be manufacturing this year).
- I then added 2 rolls of lamp wire used to connect the fireworks barges.

In general not many changes were made to last year's display as the program seems to be working well for your venue.


This year's possible \$3,500.00 addition again added two more sets of midlevel boxes, shells to canopy each of the midlevel boxes already included, and I added to the finale. This addition will further increase the intensity of your display while adding some items unique to a water venue such as our New Color Flames On Water Cake (which shoots out multi-colored candles that float and burn the colors of the rainbow on the water's surface).

If the proposals meet your approval please sign the enclosed corresponding contracts to accept each. Note that confirmation of your order and your insurance certificate will be sent to you upon receipt of the signed contracts.

Please feel free to accept just the base program at this time. We can always contract for the addition once we know where fundraising ends up. If you would like to change or add to the programs at any time, just give us a call and we will assist you!

I believe we have created a program that works very well for your event and I would be proud to be given the opportunity to supply it to you.

Sincerely,


Patrick W. Spielbauer
President



SPIELBAUER FIREWORKS CO., INC.

DISTRIBUTORS & EXHIBITORS

WISCONSIN'S OLDEST EXHIBITION FIREWORKS CO.

Office: 1976 Lane Road
Green Bay, WI 54311

Factory & Warehouses: Bellevue

Telephone 1-920-336-0446

Fax 1-920-336-1214

Menasha

(Village)

WI

(Location)

Contract entered onto this 25th day of April A.D., 2017 by and between Spielbauer Fireworks Co., Inc. party of the first part, and the City of Menasha.

Authorized Agent Mayor Don Merkes

(Official in Charge)

Party of the first part agrees to furnish party of the second part Fireworks per program submitted, said display to be given on the evenings of July 4th, 2017 (and July 4th, 2018) weather permitting. It should be understood that should inclement weather prevent the giving of said display on date herein mentioned, the program would be given on the next clear night falling during the above week, for the additional sum of six hundred dollars, to cover auxiliary costs suffered by party of the first part. If said display is not rescheduled, a cancellation fee of 20% of the contract price shall be charged.

Party of the second part agrees to furnish party of the first part sufficient space for the proper giving of said display, also to furnish dry space to store and prepare said fireworks; furnish necessary police protection and necessary lumber that may be required for erecting the display, to help our expert display man that we send to superintend said display.

The party of the first part agrees that proper protection for the benefit of spectators will be covered by bodily injury and property damage insurance at the time of display, automobiles excluded. It is further agreed and understood that the party of the second part is to pay the party of the first part the sum of \$16,500.00 each year for the above display, same to be paid balance due by July 4th, 2017 and balance due by July 4th, 2018.

The parties hereto do mutually and severally guarantee the terms, conditions, and payments of this contract, their articles to be upon the parties themselves, their heirs, executors, administrators and assigns.

IN WITNESS WHEREOF we set our hands and seals in duplicate hereof this 25th day of April, A.D., 2017.

WITNESSES:

ACCEPTED BY

X

(Official in Charge)

Peter W. Spiller

Spielbauer Fireworks Co., Inc. REP

REMARKS:

Fireworks as per itemized proposal number 17Me4193 dated 4/25/17. Note that this is a two-year contract for July 4th, 2017 and July 4th, 2018.



SPIELBAUER FIREWORKS CO., INC.

DISTRIBUTORS & EXHIBITORS

WISCONSIN'S OLDEST EXHIBITION FIREWORKS CO.

Office: 1976 Lane Road
Green Bay, WI 54311

Factory & Warehouses: Bellevue

Telephone 1-920-336-0446

Fax 1-920-336-1214

Menasha

(Village)

WI

(Location)

Contract entered onto this 25th day of April A.D., 2017 by and between Spielbauer Fireworks Co., Inc. party of the first part, and the City of Menasha.

Authorized Agent Mayor Don Merkes

(Official in Charge)

Party of the first part agrees to furnish party of the second part Fireworks per program submitted, said display to be given as an addition to the existing displays on the evenings of July 4th, 2017 (and July 4th, 2018) weather permitting. It should be understood that should inclement weather prevent the giving of said display on date herein mentioned, the program would be given on the next clear night falling during the above week, for the additional sum of three hundred dollars, to cover auxiliary costs suffered by party of the first part. If said display is not rescheduled, a cancellation fee of 20% of the contract price shall be charged.

Party of the second part agrees to furnish party of the first part sufficient space for the proper giving of said display, also to furnish dry space to store and prepare said fireworks; furnish necessary police protection and necessary lumber that may be required for erecting the display, to help our expert display man that we send to superintend said display.

The party of the first part agrees that proper protection for the benefit of spectators will be covered by bodily injury and property damage insurance at the time of display, automobiles excluded. It is further agreed and understood that the party of the second part is to pay the party of the first part the sum of \$3,500.00 each year of the contract for the above display, same to be paid balance due by July 4th, 2017 and balance due by July 4th, 2018.

The parties hereto do mutually and severally guarantee the terms, conditions, and payments of this contract, their articles to be upon the parties themselves, their heirs, executors, administrators and assigns.

IN WITNESS WHEREOF we set our hands and seals in duplicate hereof this 325th day of April, A.D., 2017.

WITNESSES:

ACCEPTED BY X

(Official in Charge)

Pat W. Spiller

Spielbauer Fireworks Co., Inc. REP

REMARKS:

Fireworks as per itemized proposal number 17Me4194 dated 4/25/17. Note that this is a possible addition to proposal number 17Me4193, which was formerly submitted. Note that this is a two-year contract for July 4th, 2017 and July 4th, 2018.



Division of Transportation
System Development
Northeast Regional Office
944 Vanderperren Way
Green Bay, WI 54304

Scott Walker, Governor
Dave Ross, Secretary
Internet web site: www.wisconsin.gov

Telephone: (920)492-5643
Facsimile (FAX): (920)492-5640
E-mail: ner.dtsd@dot.wi.gov

March 16, 2017

CITY OF MENASHA
CITY HALL
140 MAIN STREET
MENASHA, WI 54952

— SUBJECT: Bridge Operation Agreement for Fiscal 2018
0070-01-52

Enclosed are two (2) copies of the subject agreements for your review. If they meet with your approval, sign both copies and return them to us. Upon final execution, a completed agreement will be returned to you. Your date of signature is required on the first page.

Please note the various documents we will also need from you. A certified copy of salaries, fringe benefits to be paid as well as the names, addresses, and telephone numbers of all employees affected.

We appreciate the time and effort you have extended to us in the past as relates to the bridge operations and look forward to working with you in the next year.

Sincerely,

A handwritten signature in blue ink, appearing to read "Dale S. Weber".

Dale S. Weber, P.E.
Northeast Region Structure Maintenance and Inspection Engineer

Enclosure

BRIDGE OPERATION AGREEMENT
TAYCO STREET BRIDGE, (B-70-97)
RACINE STREET BRIDGE, (B-70-01)
WINNEBAGO COUNTY – WISCONSIN
0070-01-52
FISCAL 2018

MEMORANDUM OF AGREEMENT, made this ____ day of _____, 20____, by and between the State of Wisconsin, Department of Transportation, party of the first part, hereinafter called the State, and the City of Menasha, Winnebago County, Wisconsin represented by the Mayor and City Clerk, party of the second part, hereinafter called the City.

WITNESSETH: That for and in consideration of payments covering the operating costs of the Tayco Street Bridge and the Racine Street Bridge to be made by the State to the City as permitted under the provisions of Section 84.10 Statutes, said City agrees as follows:

- (1) To operate the bridges during the period of July 1, 2017, thru June 30, 2018, in accordance with the pertinent laws, rules and regulations governing navigation, pedestrian and vehicular traffic.
- (2) To provide operating personnel as described in subparagraphs (2a) through (2g) and as may be otherwise affected herein, all in accordance with existing City policies, procedures and the provisions of applicable labor agreements.
 - (2a) To employ the services of sufficient regular and substitute operators during the navigation season. The State will notify the City each year of the start and ending days of the navigation season. The hours and dates of navigation will be defined by the Commander, Ninth Coast Guard District.
 - (2b) To employ the services of a substitute operators if needed, as determined by the City, who shall serve on both bridges during vacation periods, periods of illness, and for other periods as may be deemed appropriate, and to minimize the need for premium overtime pay.
 - (2c) To establish the monthly or hourly salaries and bonus payment, if any, to be paid to the operators subject to the review and approval of the State. A certified copy of the action by the governing body establishing such salaries and bonus payments, if any, shall be filed with the State at the time the agreement is returned for execution by the State. The City may alter the salaries and provide for or alter bonus payments during the life of this agreement in the event it is necessary to make adjustments on account of changing economic conditions. A certified copy of the action to alter salaries or to provide for or alter bonus payments shall be filed with the State and will be subject to the approval of the State.
 - (2d) To notify the State, as to the name, address and telephone number, if any, of each of the operators. The Public Works Superintendent shall be in charge of all operators and he shall receive and carry out such orders or instructions as received pertaining to the proper operation and care of

the bridge. The State shall reimburse the City for that portion of time that the Public Works Superintendent spends checking the operators and the bridges.

- (2e) The Public Works Superintendent shall review each bridge operator's building weekly after the navigation season is closed to check for appropriate heat.
 - (2f) To grant such vacation and sick leave with pay to each operator as may be due in accordance with applicable rules and regulations governing the matter of vacation and sick leave for other employees of the City.
 - (2g) To terminate the service of any operator when it can be shown that the operator is negligent in his/her duty or is otherwise conducting himself in a manner detrimental to the best interest of the State and/or the City.
- (3) To assume the cost of roadway lighting system and snow and ice removal and control.
 - (4) To make such reports and records as may be required by the City and/or the State.
 - (5) To furnish the necessary supplies subject to reimbursement by the State except for such items as may be furnished directly by the State.
 - (6) To immediately notify the State in case of any emergency.
 - (7) To submit a monthly signed statement, in duplicate, on official invoice or letterhead form for reimbursement of operation costs to the Transportation Region Office, State of Wisconsin, at Green Bay, Wisconsin. Statements are to be submitted no later than fifteenth (15) of the following month and are to include all the costs for the preceding calendar month, together with a copy of electric bills on utility company forms. Each bridge should be listed separately but may be submitted on one (1) sheet. Statements will include the cost of premiums on worker's compensation insurance, liability insurance, and contributions made by the City to its unemployment reserve account in the event that the City is operating under the provisions of Chapter 108, Wisconsin Statutes. Statements may include contributions made to employee retirement or made to employee retirement under the provisions of Chapter 66, Wisconsin Statutes.
- (8) The amount of this agreement is estimated at \$136,000.

In connection with the performance of work under this contract the City agrees not to discriminate against any employee or applicant for employment because of age, race, religion, color, handicap, sex, developmental disability as defined in Statute 51.01 (5), sexual orientation as defined in Statute 111.32 (13m) or national origin. Employees must meet qualifications and requirements as specified by the Wisconsin Department of Transportation. This provision shall include, but not be limited to, the following: employment, upgrading, demotion or transfer; recruitment or recruitment advertising; layoff or termination; rates of pay or other forms of

compensation; and selection for training including apprenticeship. Except with respect to sexual orientation, the City further agrees to take affirmative action to ensure equal employment opportunities. The City agrees to post in conspicuous places, available for employees and applicants for employment, notices to be provided by the contracting officer setting forth the provisions of the nondiscrimination clause.

And the said State, in consideration of the faithful performance by the City of the conditions as outlined, agrees to reimburse the said City upon submission of invoice covering said operating costs. The State reserves the right, if necessary, to make inquiries to verify the items in the invoice.

IN WITNESS WHEREOF, the parties have hereunto affixed their signatures, the City on the day and year above written and the State on the ____ day of _____, 20____.

STATE OF WISCONSIN
DEPARTMENT OF TRANSPORTATION

By _____
Northeast Region Transportation Director

By _____
DIV. Of Transportation Systems Development
Director, Bureau Highway Operations

CITY OF MENASHA
WINNEBAGO COUNTY
WISCONSIN

By _____
Mayor

By _____
City Clerk



TO: Common Council
FROM: Donald Merkes, Mayor
DATE: 26 April 2017

RE: Replacement of Remaining HPS Streetlights with LED

Background

Beginning in 2015 the City of Menasha began implementation of a plan to convert all HPS cobra head street lights to LED. Since that time the City has worked with Menasha Utilities to convert over 800 HPS streetlights to 101W LED lighting. Working with Menasha Utilities an additional 39 lights were identified that were not included with the original plan (6-150W & 33-250W).

Financial Impact

The City budget \$52,000 in 2017 for replacement of HPS lighting within the City. These funds were expected to be secured through a WPPI Member Energy Efficiency and Renewable Energy Loan. These loans are 0% interest 10 year loans.

The City has the opportunity to replace the additional 39 lights within the WPPI Member Energy Efficiency and Renewable Energy Loan program, as well as receive the WPPI Municipal Buildings Incentive program for an additional incentive of \$40-\$50 for each light. The total cost to replace 260 lights (2017 planned project and additional 39 lights) is \$59,340.

Return on investment is approximately 2.8 years for these projects.

Action Requested

Approval to add additional 39 lights to the 2017 LED lighting replacement plan and WPPI Member Energy Efficiency and Renewable Energy Loan application.



Member Energy Efficiency and Renewable Energy Loan Application

This Member Energy Efficiency and Renewable Energy Loan Program is offered by WPPI Energy to encourage investment by its members in energy efficiency improvements. The program is designed to help members overcome the "first-cost" barriers associated with implementing energy efficiency and renewable energy projects, and to encourage members to lead by example within their communities.

To participate, submit to WPPI Energy a completed Loan Application with all required documentation. Additional terms and conditions are listed on the next page.

APPLICANT INFORMATION

City of Menasha Name of Member Organization	Donald Merkes Name of Contact Person
140 Main Street Street Address	Mayor Title of Contact Person
Menasha, WI 54952 City / State / Zip Code	dmerkes@ci.menasha.wi.us Email Address
Menasha Utilities Member Utility	920-967-3601 Telephone Number
Melanie Krause Name of Utility Manager or WPPI Energy Board Director	27-Mar-17 Date

PROPOSED PROJECT INFORMATION

Summarize the estimated project impacts in the table below, and attach to this Loan Application the following:

1. Written description detailing each of the proposed energy efficiency or renewable energy projects.
2. Identify any providers of technical assistance, including engineers, energy auditors, contractors, trade allies, or vendors. Include proposals listing equipment descriptions, technical details and project costs, payback, and ROI.
3. Estimates of savings showing all equations and assumptions used to determine the estimated project impacts below.
4. Project timelines stating all milestone dates such as budget approvals, design, equipment purchase, installation, etc.

Description of Project	Total Project Cost [\$]	Requested Loan Amount [\$]	Estimated Project Impacts			
			Peak Demand Reduction [kW]	Electric Energy Reduction [kWh/year]	Other Energy Reduction [Btu/year]	Annual Cost Savings [\$/year]
Replace 150HPS streetlights w/ 101LED quantity 175	\$52,540.00	\$39,940.00	15.0	56,900		\$16,081
Replace 250HPS streetlights w/ 101LED quantity 85	\$25,520.00	\$19,400.00	17.0	63,200		\$5,021
	\$78,060.00	\$59,340.00	32.0	120,100		\$21,102

January 1, 2017
Proposed Start Date

Spring 2017
Proposed Completion Date

X *Melanie Krause*
Signature of Utility Manager or WPPI Energy Board Director

FOR OFFICIAL USE ONLY	
Total Project Cost:	
Total Incentive Amount:	
Loan Amount (Project Cost - Incentives):	
Origination Fee:	
Monthly Loan Repayment Amount:	
Tentative Loan Repayment Start Date:	

TERMS AND CONDITIONS

Eligibility

- All Proposed Projects must be planned for property owned by a WPPI Energy member utility or member municipality.
- Only energy efficiency (electric and natural gas) and renewable energy projects are eligible for funding under this program. It is possible that some distribution efficiency projects could qualify as energy efficiency projects.
- Distribution system efficiency projects will only qualify if the primary reason for the project is to achieve energy efficiency and the project has a payback based on energy savings of 10 years or less.
- Each WPPI Energy member is eligible for multiple 0% interest loans up to a total of \$500,000. Each loan issued must be for a minimum of \$5,000. Eligibility is subject to availability of loan funds.
- Energy efficiency projects must meet all minimum efficiency requirements and any other eligibility criteria as defined under the Efficiency Improvement Incentive Program (for electric efficiency) or by Focus on Energy (for natural gas efficiency).

Application Process

- Applicants must complete the Loan Application form and submit all requested documentation to be considered for funding through the Member Energy Efficiency and Renewable Energy Loan Program. The application materials should be submitted in hard copy format directly to a WPPI Energy Services Representative, or sent to:

By U.S. Mail: WPPI Energy
Member Energy Efficiency and Renewable Energy Loan Program
1425 Corporate Center Drive
Sun Prairie, WI 53590-9109

Fax or electronic submittals are acceptable.

- Projects may not be started until an acceptance letter from WPPI Energy has been issued and all necessary loan documents (loan agreement and note) have been fully executed.
- Members may be asked to provide additional financial information as part of the review and approval process.
- If an application is approved for a loan, the member will have up to six months to decide to accept or deny the loan. After that period the loan offer is considered null.
- Each loan will have a term of 10 years, with members making 120 equal payments over the 10-year term, unless other arrangements are agreed to by WPPI Energy and the member.
- All financing approved will include an origination fee equal to one percent of the loan amount. The origination fee will be included in the first monthly invoice.
- Members will be invoiced for loan repayment by WPPI Energy on a monthly basis.
- The member will have 90 days after loan issuance to begin repayment.
- Depending on the scope and cost of the proposed project(s), WPPI Energy may conduct an inspection of the facility after the project completion date.
- Once a project is completed, the participating member may be asked to submit a Certificate of Completion form documenting all invoicing and receipts.

Disclaimers

- WPPI Energy does not endorse any particular manufacturer, product or system design within this program.
 - WPPI Energy does not expressly or implicitly warrant the performance of equipment purchased and/or installed for this program.
 - WPPI Energy is not responsible for the proper disposal or recycling of any waste generated as a result of a Proposed Project.
 - WPPI Energy is not liable for any damage caused by the installation of proposed equipment, nor for any damage caused by the malfunction of such equipment.
 - WPPI Energy staff and the WPPI Energy Executive Committee reserve the right to modify or withdraw this loan program or to reject any application for any reason in their sole discretion.
-

City of Menasha Disbursements

Weekly Accounts Payable	5/4/17-5/11/17 Checks # 57454-57603	\$ 353,605.12
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Bi-Weekly Payroll	5/11/17	\$ 172,472.13
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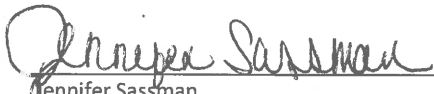
Additional Regular Cycle Accounts Payables -Paid Electronically

State Tax Withholding	4/27/17	\$ 12,155.29	
Banking Fee	4/28/17	\$ 75.00	
Employee Trust Funds	4/28/17	\$ 157,346.33	
Nationwide Retirement	4/28/17	\$ 11,107.00	
WI Environmental Improvement Fund-City & MU	5/1/17	\$ 1,226,190.98	
TASC-Flexible Spending	5/1/17	\$ 4,229.85	
State Tax Withholding	5/1/17	\$ 12,906.67	
Federal Tax Withholding	5/3/17	\$ 70,514.20	
Delta Dental	5/3/17	\$ 2,894.40	
World Pay-FFM Charges	5/4/17	\$ 1.68	
Delta Dental	5/10/17	\$ 2,635.25	
WI Department of Revenue-TID Annual Fee	5/11/17	\$ 1,650.00	
Community First Credit Union-Payroll Deductions	5/11/17	\$ 4,438.00	

\$ 1,506,144.65

Total	<u>\$ 2,032,221.90</u>
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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.


 Jennifer Sassman
 Finance Manager

5/11/17
 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: 5/4/2017

Date: 5/4/2017

Vendor Name	Check Number	Check Date	Invoice Number	Account Number	Amount	Description
AAA PORTABLES	57454	5/4/2017	D-53898	100-0703-553.20-09	217.25	Rental
			Total for check: 57454		217.25	
ACCURATE	57455	5/4/2017	1704591	731-1022-541.38-03	177.60	Brake Pads/Hose/Calipers
		5/4/2017	1704611	731-1022-541.38-03	(45.00)	CREDIT
			Total for check: 57455		132.60	
BLUE PRINT SERVICE CO INC	57456	5/4/2017	102386	100-1002-541.30-10	60.09	Paper
				625-1002-541.30-10	20.03	Paper
			Total for check: 57456		80.12	
BOBCAT PLUS	57457	5/4/2017	IA10200	731-1022-541.38-03	168.26	Filters
			Total for check: 57457		168.26	
DAVE'S SPORT & MARINE	57458	5/4/2017	DAVE'S SPORT	731-1022-541.38-03	12.69	Sockets
			Total for check: 57458		12.69	
DEMIANUIK, MEGAN	57459	5/4/2017	DEMIANUIK REFND	100-0000-441.24-00	50.00	Swim Lesson Refund
			Total for check: 57459		50.00	
ENVIROTECH	57460	5/4/2017	040817-14A	601-0000-193.00-00	5,995.00	Opticam Push System
			Total for check: 57460		5,995.00	
FACTORY MOTOR PARTS CO	57461	5/4/2017	18-1574381	731-1022-541.38-03	368.00	Parts
		5/4/2017	18-1575968	731-1022-541.38-03	65.00	Core & Parts
		5/4/2017	18-1577301	731-1022-541.30-18	99.36	Parts
		5/4/2017	18-1577397	731-1022-541.38-03	(74.88)	CREDIT
		5/4/2017	18-1579860	731-1022-541.38-03	66.46	Link/Bushing
		5/4/2017	18-Z10301	731-1022-541.38-03	(368.00)	CREDIT
		5/4/2017	18-Z10386	731-1022-541.38-03	(18.50)	CREDIT

AP Check Register

Check Date: 5/4/2017

Date: 5/4/2017

Vendor Name	Check Number	Check Date	Invoice Number	Account Number	Amount	Description
FACTORY MOTOR PARTS CO...	57461...	5/4/2017	18-Z10432	731-1022-541.38-03	138.83	Parts
		5/4/2017	18-Z10496	731-1022-541.38-03	278.93	Parts
	Total for check: 57461				555.20	
FARRELL EQUIPMENT & SUPPLY CO INC	57462	5/4/2017	INV000000866967	100-1003-541.30-18	250.00	Curing Compound
FERGUSON ENTERPRISES #1550	57463	5/4/2017	3845091	100-0704-552.24-03	141.75	Supplies
		5/4/2017	3852428	100-0703-553.30-18	56.22	Foam Core Pipes/Hose/Coup
		5/4/2017	3863258	100-0703-553.30-18	168.83	PVC Pipes/Ells/Tees Supplies
		5/4/2017	3863669	100-0703-553.24-03	450.84	Kits
		5/4/2017	3864271	100-0703-553.30-18	46.41	PVC Supplies
		5/4/2017	3871093	100-0703-553.30-18	32.10	Supplies
		5/4/2017	CM372613	100-0703-553.30-18	(490.20)	CREDIT
		5/4/2017	CM403300	100-0703-553.24-03	(74.15)	Credit
	Total for check: 57463				331.80	
FERGUSON WATERWORKS #1476	57464	5/4/2017	0218755	625-1010-541.30-18	1,422.72	Supplies
MARY FRITZ	57465	5/4/2017	FRITZ	100-0903-531.33-01	9.15	March/April Mileage
GRAINGER INC	57466	5/4/2017	9408722115	731-1022-541.30-15	409.58	Shelving
		5/4/2017	9413753576	731-1022-541.38-03	409.50	Rotary Gear Pump Head
	Total for check: 57466				819.08	
GRIESBACH READY-MIX LLC	57467	5/4/2017	7548	826-0703-553.30-18	737.50	Mix

AP Check Register

Check Date: 5/4/2017

Date: 5/4/2017

Vendor Name	Check Number	Check Date	Invoice Number	Account Number	Amount	Description
BRIAN HAESSLY	57468	5/4/2017	HAESSLY	100-1001-514.34-02	12.35	April Expense
			Total for check: 57468		12.35	
HOME DEPOT CREDIT SERVICES	57469	5/4/2017	3583860	100-0703-553.30-18	26.62	Supplies
				731-1022-541.24-03	34.97	Supplies
		5/4/2017	412454	100-0703-553.24-03	60.86	Supplies/Tools
		5/4/2017	72344	100-0601-551.24-03	10.44	Supplies
				100-0801-521.24-03	24.97	Supplies
				100-1001-514.24-03	14.91	Supplies
				731-1022-541.30-18	45.44	Supplies
			Total for check: 57469		218.21	
HORST DISTRIBUTING INC	57470	5/4/2017	63293-000	100-0703-553.30-18	426.00	Diamond Chalk
			Total for check: 57470		426.00	
PATRICK JAMES	57471	5/4/2017	JAMES	743-0403-513.33-01	19.54	January Mileage
					13.61	February Mileage
					35.98	March Mileage
					42.43	April Mileage
			Total for check: 57471		111.56	
KONS, CHRISTOPHER	57472	5/4/2017	KONS REFUND	100-0000-201.03-00	40.00	Parking Ticket Overpay #00062611
			Total for check: 57472		40.00	
LEAGUE OF WISCONSIN MUNICIPALITIES	57473	5/4/2017	ATTY INSTITUTE	100-0201-512.34-02	285.00	Attorney Institute
			Total for check: 57473		285.00	
LOCATORS & SUPPLIES INC	57474	5/4/2017	0254362-IN	100-1008-541.30-15	518.52	Cords/Connector/Battery

AP Check Register

Check Date: 5/4/2017

Date: 5/4/2017

Vendor Name	Check Number	Check Date	Invoice Number	Account Number	Amount	Description
LOCATORS & SUPPLIES INC...	57474...	5/4/2017...	0254362-IN...	100-1012-541.30-15	518.51	Cords/Connector/Battery
			Total for check: 57474		1,037.03	
MARCO TECHNOLOGIES LLC	57475	5/4/2017	INV4118212	743-0403-513.24-04	1,539.25	Barracuda Messsage Archiver
		5/4/2017	INV4237279	743-0403-513.24-04	100.00	Smartnet Renewal Archiver
			Total for check: 57475		1,639.25	
MCC INC	57476	5/4/2017	105504	100-1013-541.30-18	523.00	Supplies
			Total for check: 57476		523.00	
MENASHA NEENAH MUNICIPAL COURT	57477	5/4/2017	MNMC	100-0000-201.03-00	187.00	Bond Report #17-1223
			Total for check: 57477		187.00	
MICHELS MATERIALS	57478	5/4/2017	331397	100-0703-553.30-18	616.19	Peastone
			Total for check: 57478		616.19	
MBM	57479	5/4/2017	IN183293	743-0403-513.29-01	169.42	PD Copier-March
		5/4/2017	IN183334	743-0403-513.29-01	173.33	March Printer Usage
			Total for check: 57479		342.75	
MORTON SAFETY	57480	5/4/2017	176115-00	731-1022-541.30-18	41.30	Ear Plugs
			Total for check: 57480		41.30	
N&M AUTO SUPPLY	57482	5/4/2017	599431	731-1022-541.38-03	6.30	Door Lock Rod Clips
		5/4/2017	599734	731-1022-541.38-03	4.22	Nylon Loom Clamps
		5/4/2017	599832	731-1022-541.38-03	15.30	Inline ATM Fuse Holder
		5/4/2017	600289	731-1022-541.30-18	69.80	Antifreeze
		5/4/2017	600361	731-1022-541.30-18	6.64	Threadlocker
		5/4/2017	600744	731-1022-541.38-03	15.92	Airline Plugs
		5/4/2017	600799	731-1022-541.38-03	22.56	Oil Filters

AP Check Register
Check Date: 5/4/2017

Date: 5/4/2017

<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>
N&M AUTO SUPPLY...	57482...	5/4/2017	601222	731-1022-541.38-03	53.01	Filters
		5/4/2017	601224	731-1022-541.38-03	53.01	Filters
		5/4/2017	601356	731-1022-541.38-03	23.31	Filters
		5/4/2017	601357	731-1022-541.38-03	46.62	Filters
		5/4/2017	601618	731-1022-541.38-03	11.30	Filters
		5/4/2017	601619	731-1022-541.38-03	24.45	Filters
		5/4/2017	601696	731-1022-541.30-18	9.90	Gauge
		5/4/2017	601906	731-1022-541.30-18	15.60	Tire Valve
		5/4/2017	602059	731-1022-541.38-03	16.23	Filters
		5/4/2017	602117	731-1022-541.38-03	23.31	Filter
		5/4/2017	602258	731-1022-541.38-03	23.31	Filter
		5/4/2017	602295	731-1022-541.38-03	45.71	Filter
		5/4/2017	602354	731-1022-541.38-03	53.67	Filter/Battery/Deposit
		5/4/2017	602482	731-1022-541.38-01	(9.00)	Credit
Total for check: 57482					531.17	
NEENAH-MENASHA SEWERAGE COMMISSION	57483	5/4/2017	2017-070	601-0000-201.21-00	2,116.16	2016 Payable
				601-1021-543.25-01	54,772.73	Wastewater Treatment May 2017
		5/4/2017	2017-076	601-1021-543.25-01	16,411.00	May Int & Debt Charges
	Total for check: 57483					73,299.89
NEWMAN TRAFFIC SIGNS	57484	5/4/2017	TI-0308310	100-1008-541.30-18	317.86	Brackets
	Total for check: 57484					317.86
RAY O'HERRON CO INC	57485	5/4/2017	1720051-IN	100-0801-521.30-15	488.00	Police Equipment
	Total for check: 57485					488.00
OMNNI ASSOCIATES INC	57486	5/4/2017	346	501-0304-562.21-01	451.25	Services to 4/8/17 Donnelley- Phase II
	Total for check: 57486					451.25

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OSHKOSH FIRE & POLICE EQUIPMENT INC	57487	5/4/2017	168908	100-0801-521.29-04	450.00	Lamp Housings & Bracket
			Total for check: 57487		450.00	
PACKER CITY INTL TRUCKS INC	57488	5/4/2017	X103042378:02	731-1022-541.38-03	141.36	Air Filters
		5/4/2017	X103042632:01	731-1022-541.38-03	131.66	Housing Switch
		5/4/2017	X103042633:01	731-1022-541.38-03	67.98	Filters & Oil
		5/4/2017	X103042954:01	731-1022-541.38-03	44.57	Oil & Air Filters
		5/4/2017	X103043121:01	731-1022-541.38-03	380.00	Seat
		5/4/2017	X103043130:01	731-1022-541.38-03	100.36	Filters
		5/4/2017	X103043130:02	731-1022-541.38-03	76.37	Filters
		5/4/2017	X103043385:01	731-1022-541.38-03	116.22	Seals/Filters/Lights
					(73.36)	Credit
		5/4/2017	X103043417:01	731-1022-541.38-03	8.34	Filters
		5/4/2017	X103043494:01	731-1022-541.38-03	69.35	Filters/Tube
		5/4/2017	X103043607:01	731-1022-541.38-03	150.60	Filter System
		5/4/2017	X103043636:01	731-1022-541.38-03	31.12	Filters
		5/4/2017	X103043649:01	731-1022-541.38-03	36.30	Filters
			Total for check: 57488		1,280.87	
RECYCLETHATSTUFF.COM	57489	5/4/2017	052908	100-0304-562.21-06	150.00	MU Recycling Event
			Total for check: 57489		150.00	
RIVERRESTORATION.ORG	57490	5/4/2017	958	489-0703-562.21-02	8,080.00	Phase II Lawson Canal
			Total for check: 57490		8,080.00	
SIRCHIE	57491	5/4/2017	0296633-IN	100-0801-521.30-18	30.06	Sterile Cotton Swabs
			Total for check: 57491		30.06	
STAPLES BUSINESS ADVANTAGE	57492	5/4/2017	3334037253	100-0201-512.30-10	(16.77)	Credit

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STAPLES BUSINESS ADVANTAGE...	57492...	5/4/2017	3336533630	731-1022-541.30-10	72.41	Supplies
			Total for check: 57492		55.64	
STREICHER'S INC	57493	5/4/2017	CM270024	100-0801-521.30-15	(56.97)	Credit
		5/4/2017	I1259560	100-0801-521.30-15	340.00	Tactical Hst Hp
			Total for check: 57493		283.03	
TOYS FOR TRUCKS	57494	5/4/2017	233429	731-1022-541.38-03	44.24	Mount
			Total for check: 57494		44.24	
UNIFIRST CORPORATION	57495	5/4/2017	097 0233787	731-1022-541.20-01	147.89	Mats/Clothing Service
			Total for check: 57495		147.89	
UW-EXTENSION	57496	5/4/2017	BORDVD2017	100-0402-513.34-02	35.00	BOR Training Material
			Total for check: 57496		35.00	
VERMEER WISCONSIN INC	57497	5/4/2017	30055310	731-1022-541.38-03	99.40	Filters
			Total for check: 57497		99.40	
WCA GROUP HEALTH TRUST	57498	5/4/2017	WCA	100-0000-204.08-00	118,790.63	Active Employees May 2017
				100-0000-204.11-00	9,199.79	Bank Sick Retirees May 2017
			Total for check: 57498		127,990.42	
WE ENERGIES	57499	5/4/2017	WE ENERGIES	100-0000-123.00-00	548.89	Bill N-M Fire
				100-0601-551.22-04	1,755.35	Library
				100-0703-553.22-04	443.26	Parks
				100-0704-552.22-04	267.86	Pool
				100-0801-521.22-04	758.00	Police
				100-0920-531.22-04	137.46	Senior Center
				100-1001-514.22-04	466.00	City Hall

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WE ENERGIES...	57499...	5/4/2017...	WE ENERGIES...	207-0707-552.22-04	39.60	Marina
				731-1022-541.22-04	2,555.24	Garage
			Total for check: 57499		6,971.66	
WELLS FARGO FINANCIAL LEASING	57500	5/4/2017	5003875621	743-0403-513.29-01	121.35	PD Copier Agreement
			Total for check: 57500		121.35	
WEYERS EQUIPMENT INC	57501	5/4/2017	01-95555	731-1022-541.38-03	2.60	Element Cleaner
			Total for check: 57501		2.60	
WINNEBAGO COUNTY CLERK OF COURTS	57502	5/4/2017	17-0121	100-0000-201.03-00	363.00	MPD/Bond 17-0121
			Total for check: 57502		363.00	
WINNEBAGO COUNTY TREASURER	57503	5/4/2017	11325	100-0805-521.25-01	51.46	Inmate Housing
			Total for check: 57503		51.46	
WISCONSIN DEPT OF JUSTICE-TIME	57504	5/4/2017	455TIME-0001576	100-0801-521.22-01	465.00	TIME Access/Support
			Total for check: 57504		465.00	
WMCA	57505	5/4/2017	WMCA	100-0203-512.34-02	20.00	Clerk Meeting/Training
			Total for check: 57505		20.00	
ZEP SALES & SERVICE	57506	5/4/2017	9002769080	731-1022-541.30-18	391.35	Big Orange/Cherry Bomb
			Total for check: 57506		391.35	
ACC PLANNED SERVICE INC	57507	5/4/2017	18746	100-0601-551.24-03	135.00	Boiler Repair
			Total for check: 57507		135.00	

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BE ALFORD	57508	5/4/2017	ALFORD	100-0601-551.20-05	75.00	Performance
Total for check: 57508					<u>75.00</u>	
ALLEN, SUSAN	57509	5/4/2017	ALLEN REFUND	100-0601-551.30-14	22.00	Refund
Total for check: 57509					<u>22.00</u>	
BAKER & TAYLOR INC	57511	5/4/2017	2032691649	100-0601-551.30-14	380.66	Library Materials
		5/4/2017	2032704423	100-0601-551.30-14	146.06	Library Materials
		5/4/2017	2032706603	100-0601-551.30-14	669.76	Library Materials
		5/4/2017	2032723464	100-0601-551.30-14	893.89	Library Materials
		5/4/2017	2032729994	100-0601-551.30-14	275.10	Library Materials
		5/4/2017	2032734100	100-0601-551.30-14	251.57	Library Materials
		5/4/2017	2032742158	100-0601-551.30-14	56.77	Library Materials
		5/4/2017	2032743877	100-0601-551.30-14	311.04	Library Materials
		5/4/2017	2032758412	100-0601-551.30-14	1,082.37	Library Materials
		5/4/2017	B45110810	100-0601-551.30-14	21.56	Library Materials
		5/4/2017	B45110811	100-0601-551.30-14	21.56	Library Materials
		5/4/2017	B45634740	100-0601-551.30-14	189.28	Library Materials
		5/4/2017	B45634741	100-0601-551.30-14	33.82	Library Materials
		5/4/2017	B45634742	100-0601-551.30-14	66.20	Library Materials
		5/4/2017	B45814380	100-0601-551.30-14	50.38	Library Materials
		5/4/2017	B46196340	100-0601-551.30-14	150.41	Library Materials
		5/4/2017	B46196341	100-0601-551.30-14	39.55	Library Materials
		5/4/2017	B46738880	100-0601-551.30-14	57.58	Library Materials
		5/4/2017	B46738881	100-0601-551.30-14	145.18	Library Materials
		5/4/2017	B47250430	100-0601-551.30-14	159.04	Library Materials
		5/4/2017	B47250431	100-0601-551.30-14	143.95	Library Materials
		5/4/2017	T54231390	100-0601-551.30-14	145.08	Library Materials
		5/4/2017	T55485080	100-0601-551.30-14	79.82	Library Materials
Total for check: 57511					<u>5,370.63</u>	

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BECK, JUSTINE	57512	5/4/2017	BECK	100-0601-551.34-04	100.00	Lunch and Learn
			Total for check: 57512		100.00	Yoga
BLACKSTONE AUDIO INC	57513	5/4/2017	893262	100-0601-551.30-14	39.95	Library Materials
			Total for check: 57513		39.95	
JOE BONGERS	57514	5/4/2017	BONGERS	100-0601-551.33-01	96.93	Mileage
				100-0601-551.33-04	1.00	Parking
			Total for check: 57514		97.93	
CDW GOVERNMENT INC	57515	5/4/2017	HDV6882	100-0601-551.30-10	80.60	Toner
		5/4/2017	HMM8838	100-0601-551.30-10	89.59	Toner
			Total for check: 57515		170.19	
CENGAGE LEARNING - GALE	57516	5/4/2017	60269158	100-0601-551.30-14	38.92	Library Materials
		5/4/2017	60290465	100-0601-551.30-14	119.16	Library Materials
		5/4/2017	60326025	100-0601-551.30-14	22.39	Library Materials
		5/4/2017	60369957	100-0601-551.30-14	70.40	Library Materials
		5/4/2017	60388218	100-0601-551.30-14	27.19	Library Materials
		5/4/2017	60422740	100-0601-551.30-14	38.92	Library Materials
			Total for check: 57516		316.98	
CENTER POINT LARGE PRINT	57517	5/4/2017	1462101	100-0601-551.30-14	225.30	Library Materials
			Total for check: 57517		225.30	
FAUCHER, ELIZABETH	57518	5/4/2017	FAUCHER REFUND	100-0601-551.30-14	15.90	Refund
			Total for check: 57518		15.90	

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FIRST SUPPLY LLC - APPLETON	57519	5/4/2017	10488688-00	100-0601-551.24-03	36.53	Urinal Outlet
			Total for check: 57519		36.53	
ROSE GRUNEWALD	57520	5/4/2017	GRUNEWALD	100-0601-551.20-05	60.00	Program
			Total for check: 57520		60.00	
KITZ & PFEIL INC	57521	5/4/2017	2369	100-0601-551.30-13	67.14	Supplies
				100-0601-551.30-15	10.48	Supplies
			Total for check: 57521		77.62	
LERNER PUBLISHING GROUP	57522	5/4/2017	1247627	100-0601-551.30-14	1,003.50	Library Materials
		5/4/2017	1248520	100-0601-551.30-14	159.90	Library Materials
			Total for check: 57522		1,163.40	
ERIK LEVEILLE	57523	5/4/2017	LEVEILLE	100-0601-551.20-05	75.00	Program
			Total for check: 57523		75.00	
MANDERFIELD'S HOME BAKERY	57524	5/4/2017	493606	100-0601-551.30-16	22.00	Cookies
		5/4/2017	494471	100-0601-551.30-16	13.50	Donut Holes
		5/4/2017	494556	100-0601-551.30-16	13.50	Donut Holes
		5/4/2017	494650	100-0601-551.30-16	13.50	Donut Holes
			Total for check: 57524		62.50	
ELISHA D SMITH PUBLIC LIBRARY	57525	5/4/2017	PETTY CASH	100-0601-551.30-10	12.58	Petty Cash
				100-0601-551.30-11	3.84	Petty Cash
				100-0601-551.30-16	51.56	Petty Cash
			Total for check: 57525		67.98	
MIDWEST TAPE	57526	5/4/2017	0094834461	100-0601-551.30-14	49.99	Library Materials
		5/4/2017	0094856797	100-0601-551.30-14	59.99	Library Materials

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MIDWEST TAPE...	57526...	5/4/2017	0094875395	100-0601-551.30-14	125.89	Library Materials
		5/4/2017	0094875397	100-0601-551.30-14	31.48	Library Materials
		5/4/2017	0094897086	100-0601-551.30-14	46.46	Library Materials
		5/4/2017	0094897117	100-0601-551.30-14	44.99	Library Materials
			Total for check: 57526		358.80	
MINITEX	57527	5/4/2017	92482	100-0601-551.30-18	1,293.00	Tattletapes
			Total for check: 57527		1,293.00	
MBM	57528	5/4/2017	IN181801	100-0601-551.24-04	1,467.64	Copier Contract
			Total for check: 57528		1,467.64	
PENWORTHY COMPANY	57529	5/4/2017	0527516-IN	100-0601-551.30-14	256.28	Library Materials
			Total for check: 57529		256.28	
QUALITY BOOKS INC	57530	5/4/2017	200027	100-0601-551.30-14	399.81	Library Materials
		5/4/2017	200175	100-0601-551.30-14	356.21	Library Materials
			Total for check: 57530		756.02	
SERVICEMASTER BUILDING MAINTENANCE	57531	5/4/2017	23133	100-0601-551.20-01	1,541.00	Janitorial Service
			Total for check: 57531		1,541.00	
STAPLES BUSINESS ADVANTAGE	57532	5/4/2017	8043675438	100-0601-551.30-10	53.10	Supplies
			Total for check: 57532		53.10	
SYNCB/AMAZON	57534	5/4/2017	001892842184	100-0601-551.30-14	25.30	Library Materials
		5/4/2017	001897296802	100-0601-551.30-14	67.94	Library Materials
		5/4/2017	011323413035	100-0601-551.30-14	32.49	Library Materials
		5/4/2017	038502891115	100-0601-551.30-14	22.68	Library Materials
		5/4/2017	038507864597	100-0601-551.30-14	94.88	Library Materials

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SYNCB/AMAZON...	57534...	5/4/2017	057184888791	100-0601-551.30-14	12.05	Library Materials
		5/4/2017	057188936703	100-0601-551.30-14	114.15	Library Materials
		5/4/2017	057188947571	100-0601-551.30-14	32.27	Library Materials
		5/4/2017	075844490165	100-0601-551.30-14	22.99	Library Materials
		5/4/2017	075847948227	100-0601-551.30-14	53.53	Library Materials
		5/4/2017	094795942196	100-0601-551.30-14	144.85	Library Materials
		5/4/2017	094796584768	100-0601-551.30-14	8.55	Library Materials
		5/4/2017	094799047230	100-0601-551.30-14	59.01	Library Materials
		5/4/2017	094799713756	100-0601-551.30-14	35.92	Library Materials
		5/4/2017	223876411968	100-0601-551.30-14	9.57	Library Materials
		5/4/2017	223878103503	100-0601-551.30-14	226.69	Library Materials
		5/4/2017	296660495526	100-0601-551.30-14	59.85	Library Materials
		5/4/2017	296663375125	100-0601-551.30-14	7.32	Library Materials
		5/4/2017	296664669684	100-0601-551.30-14	41.76	Library Materials
	Total for check: 57534				1,071.80	
ELIZABETH TUBMAN	57535	5/4/2017	TUBMAN	100-0601-551.34-01	109.20	Reimbursement
	Total for check: 57535				109.20	
UNIQUE MANAGEMENT SERVICES INC	57536	5/4/2017	443619	100-0000-441.19-00	250.60	Collection Agency Fees
	Total for check: 57536				250.60	
US BANK EQUIPMENT FINANCE	57537	5/4/2017	328648753	100-0601-551.24-04	122.88	Contract
	Total for check: 57537				122.88	
WINNEFOX LIBRARY SYSTEM	57538	5/4/2017	6381	100-0601-551.30-11	73.11	Postage
	Total for check: 57538				73.11	
					253,847.49	

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ACC PLANNED SERVICE INC	57539	5/11/2017	18747	100-0501-522.24-03	54.00	Maintenance - Police Dept
				100-0801-521.24-03	81.00	Maintenance - Police Dept
		5/11/2017	18748	731-1022-541.24-03	531.25	Maintenance - PWF
	Total for check: 57539				666.25	
ACCURATE	57540	5/11/2017	1704959	731-1022-541.30-18	86.79	Battery Terminals & Parts
		5/11/2017	1705023	731-1022-541.30-18	19.20	Parts
		5/11/2017	1705096	731-1022-541.38-03	322.57	Brake Pads & Rotors
	Total for check: 57540				428.56	
APPLETON POLICE EXPLORERS	57541	5/11/2017	EXPLORER	824-0810-521.21-06	70.00	Explorer Competition
			Total for check: 57541			
AQUECS INC	57542	5/11/2017	26456	207-0707-552.30-18	324.00	Stickers
			Total for check: 57542			
ASSOCIATED APPRAISAL CONSULTANTS	57543	5/11/2017	126626	100-0402-513.21-09	5,000.00	Assessment Services
					61.34	Internet Posting
				100-0402-513.30-11	719.24	Postage
Total for check: 57543				5,780.58		
BOUWER PRINTING INC	57544	5/11/2017	110264	100-0801-521.29-01	48.29	Labels
			Total for check: 57544			
BRAZEE'S ACE HARDWARE	57545	5/11/2017	038219	207-0707-552.30-18	17.99	Light
		5/11/2017	038267	207-0707-552.24-03	73.66	Seat Spring/Faucet CartriSupplies
	Total for check: 57545				91.65	

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CALUMET COUNTY REGISTER OF DEEDS	57546	5/11/2017	4040934	100-0203-512.21-08	30.00		
			Total for check: 57546		30.00		
PAMELA A CAPTAIN	57547	5/11/2017	CAPTAIN	100-0201-512.34-01	91.52	Mileage	
				100-0201-512.34-03	60.86	Meals	
				100-0201-512.34-04	8.00	Parking	
			Total for check: 57547		160.38		
COENEN'S AUTO TECH INC	57548	5/11/2017	90097	100-0801-521.80-03	2,950.00	Decommission Squad	
			Total for check: 57548		2,950.00		
KORTNEY DAHM	57549	5/11/2017	DAHM	100-0903-531.33-01	28.55	April Mileage	
			Total for check: 57549		28.55		
KEVIN ENGLEBERT	57550	5/11/2017	ENGLEBERT	100-0401-513.33-01	41.60	Mileage	
				100-1002-541.33-01	20.80	Mileage	
			Total for check: 57550		62.40		
EPOXY FLOORING SPECIALIST LLC	57551	5/11/2017	106	207-0707-552.24-03	2,195.00	Bathroom Showers	Boathouse Building
			Total for check: 57551		2,195.00		
FOX STAMP SIGN & SPECIALTY	57552	5/11/2017	OE-78736	100-0405-513.30-18	90.85	Name Plates	
			Total for check: 57552		90.85		
FOX VALLEY HUMANE ASSOCIATION	57553	5/11/2017	FOVHA	100-0806-532.25-01	571.75	March Fees	
			Total for check: 57553		571.75		

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FOX VALLEY TECHNICAL COLLEGE	57554	5/11/2017	4.27.2017	100-0801-521.34-03	17.00	Academy Graduation Meal
			Total for check: 57554		17.00	
GRIESBACH READY-MIX LLC	57555	5/11/2017	3680	100-1013-541.30-18	397.50	Concrete
				470-1009-541.82-02	1,602.50	Concrete
			Total for check: 57555		2,000.00	
GUNDERSON CLEANERS	57556	5/11/2017	480376	100-0801-521.30-13	34.66	Mat & Towel Service
			Total for check: 57556		34.66	
HOOPS INC	57557	5/11/2017	46186	470-0703-553.82-02	6,444.00	Basketball Standards
			Total for check: 57557		6,444.00	
INTEGRATED PRINTING LABELS & PROMO	57558	5/11/2017	73434	100-0702-552.29-01	385.00	Printing
			Total for check: 57558		385.00	
INTOXIMETERS INC	57559	5/11/2017	561915	100-0801-521.30-15	395.00	ASIII
			Total for check: 57559		395.00	
JOHN'S REFRIGERATION INC	57560	5/11/2017	118995A-IN	100-0914-531.24-04	368.44	Parts & Repair
			Total for check: 57560		368.44	
JX ENTERPRISES INC	57561	5/11/2017	G-270750036	731-1022-541.38-03	39.03	Thermostat
			Total for check: 57561		39.03	
KITZ & PFEIL INC	57565	5/11/2017	2178	100-0501-522.24-03	5.92	Adapter/Coupling/Clamps
				100-0801-521.24-03	5.93	Adapter/Coupling/Clamps
		5/11/2017	2184	731-1022-541.38-03	12.66	Spray Paint
		5/11/2017	2196	731-1022-541.38-03	98.85	Autocut

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Vendor Name	Check Number	Check Date	Invoice Number	Account Number	Amount	Description
KITZ & PFEIL INC...	57565...	5/11/2017	2215	100-0703-553.24-03	39.73	Solder Kit & Supplies
		5/11/2017	2231	100-0706-561.30-18	3.13	Elbows
		5/11/2017	2256	601-1020-543.30-18	9.67	Chip Brush
		5/11/2017	2271	100-0703-553.24-03	23.71	Misc Hardware
		5/11/2017	2277	601-1020-543.30-18	28.12	Carp Square & Regulator
				625-1010-541.30-18	28.11	Carp Square & Regulator
		5/11/2017	2279	100-0703-553.24-03	76.74	Bits/Lubricant/Hardware
		5/11/2017	2308	601-1020-543.30-18	4.48	Hex Bushing
		5/11/2017	2311	100-1001-514.24-03	46.76	Couplings & PVC Pipe
		5/11/2017	2332	100-0704-552.24-03	7.51	Misc Nuts & Bolts
		5/11/2017	2333	100-0703-553.30-18	12.59	WDG Bit
		5/11/2017	2350	100-0703-553.30-18	36.87	Bits
		5/11/2017	2379	100-1003-541.30-18	9.88	Landscape Adhesive
		5/11/2017	2387	100-0703-553.30-18	2.68	Coupling
		5/11/2017	2389	100-0704-552.24-03	14.36	Misc Nuts & Bolts
		5/11/2017	2401	100-0703-553.30-18	36.40	Pipe Cleaners/Enamel Heavy Cement
		5/11/2017	2404	100-0703-553.24-03	22.90	Empty Sprayer/Hardware
		5/11/2017	2417	100-1001-514.30-13	18.63	Key & Brush Sweep
		5/11/2017	2429	100-0703-553.30-18	10.23	Open Eye Bolt Snap
		5/11/2017	2439	100-0703-553.30-18	24.30	Misc Hardware
		5/11/2017	2501	731-1022-541.30-18	11.39	Odor Marker/Pile Eraser
		5/11/2017	2506	100-0703-553.24-03	16.19	Lock Ease Fluid/Elbow Misc Plumbing
		5/11/2017	2528	100-0703-553.24-03	6.37	Pipe Plug & Adapter Misc Plumbing
		5/11/2017	25388	100-0703-553.30-15	1,991.91	Lawnmower/Blower/Chainsaw
		5/11/2017	2546	731-1022-541.30-15	17.09	Fish Tape
		5/11/2017	2592	100-0801-521.30-18	13.49	Batteries
		5/11/2017	2599	100-0703-553.30-18	37.79	Sprinkler
		5/11/2017	2601	100-1001-514.30-18	6.99	Tag/Ring
				731-1022-541.30-18	20.25	Watch Battery/Anchor Kit
		5/11/2017	2634	100-0703-553.30-18	10.79	Jig Saw Blade
		5/11/2017	2637	100-0703-553.24-03	41.62	Hose Bibb/Boiler Drain
		5/11/2017	2638	100-0801-521.24-03	36.40	Cable Ties/Antenna BrackeHardware
		5/11/2017	2643	100-0801-521.24-03	4.30	U-Bolt
		5/11/2017	2648	100-0703-553.30-18	8.08	Enamel

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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>
KITZ & PFEIL INC...	57565...	5/11/2017	2666	100-0801-521.24-03	29.10	Recep Covers/Anchor/Boxes
		5/11/2017	2669	100-0703-553.24-03	3.59	Nipple
		5/11/2017	2675	100-0703-553.30-18	31.46	Tool Caddy & Pine Sol
		5/11/2017	2687	100-1017-543.30-18	8.62	Sealant
		5/11/2017	2695	100-0703-553.30-18	18.78	Washers
		5/11/2017	2731	731-1022-541.24-03	7.19	Ang Valve
		5/11/2017	2742	100-0703-553.24-03	36.85	Nipples & Coupling
		5/11/2017	2743	731-1022-541.24-03	23.89	Sleeve/Coupling/Elbow
		5/11/2017	2749	731-1022-541.38-03	34.91	Air Cleaner & Wheel Goods
		5/11/2017	2752	731-1022-541.30-18	5.04	Misc Hardware
		5/11/2017	2770	207-0707-552.24-03	20.56	CLR Cleaner/Shwr Head
		5/11/2017	2774	100-1008-541.30-18	39.64	Snap Links
		5/11/2017	2781	100-0601-551.30-18	29.46	Pipe Plug/Tee/Nipple
		5/11/2017	2828	207-0707-552.24-03	13.23	Wall Plates/Outlets
		5/11/2017	2857	731-1022-541.30-18	10.79	Connector
		5/11/2017	2886	100-0703-553.24-03	37.73	Tee/Splicer/Mender
		5/11/2017	2893	731-1022-541.24-06	23.82	Auto Duster/Bit
		5/11/2017	2899	731-1022-541.38-03	25.16	Zinc Quick Link
		5/11/2017	2900	731-1022-541.38-03	(25.16)	CREDIT
		5/11/2017	K02252	100-0703-553.30-18	31.63	Blades, Anchor, Thinner
Total for check: 57565					3,209.11	
KEVIN KLOEHN	57566	5/11/2017	KLOEHN	100-0401-513.34-03	18.66	Admin Serv Dir Interviews
	Total for check: 57566				18.66	
KUSTOM SIGNALS INC	57567	5/11/2017	539751	100-0801-521.29-04	137.00	Kits
	Total for check: 57567				137.00	
L&S TRUCK CENTER	57568	5/11/2017	266690	731-1022-541.29-04	318.62	Repair
	Total for check: 57568				318.62	

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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>
LAKESIDE VENTURES INC	57569	5/11/2017	2895	100-0801-521.21-06	213.50	Interpreter
			Total for check: 57569		213.50	
LANDLORD SERVICES LLC	57570	5/11/2017	24934	100-0801-521.21-06	18.00	Credit Report
			Total for check: 57570		18.00	
MATTHEWS TIRE & SERVICE CENTER	57571	5/11/2017	61227	731-1022-541.38-02	508.52	Tires
		5/11/2017	61236	731-1022-541.38-02	288.00	Wheel Reconditioning
		5/11/2017	61264	731-1022-541.38-02	37.66	Flat Repair & Hardware
		5/11/2017	61268	731-1022-541.38-02	508.52	Tires
		5/11/2017	61279	731-1022-541.38-02	53.38	Foam Fill & Hardware
		5/11/2017	61280	731-1022-541.38-02	302.08	Tires & Hardware
		5/11/2017	61304	731-1022-541.38-02	460.54	Tires & Hardware
		5/11/2017	61305	731-1022-541.38-02	380.54	Tires & Hardware
			Total for check: 57571		2,539.24	
MCKESSON MEDICAL SURGICAL	57572	5/11/2017	1615436	100-0914-531.30-18	15.00	Supplies
		5/11/2017	1625836	100-0914-531.30-18	2.73	Supplies
		5/11/2017	1626439	100-0914-531.30-18	105.62	Supplies
			Total for check: 57572		123.35	
MCNEILUS TRUCK & MFG COMPANY	57573	5/11/2017	3594397	731-1022-541.38-03	72.96	Belts
			Total for check: 57573		72.96	
MEDICAL EXPENSE REIMBURSEMENT ACCT	57574	5/11/2017	20170511	100-0000-202.08-00	17,278.13	PAYROLL SUMMARY
			Total for check: 57574		17,278.13	
MENARDS-APPLETON EAST	57575	5/11/2017	13855	100-0703-553.30-18	490.23	Supplies

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MENARDS-APPLETON EAST...	57575...	5/11/2017	13918	100-0703-553.24-03	53.10	Supplies
Total for check: 57575					543.33	
MENASHA UTILITIES	57576	5/11/2017	004495	601-0401-513.25-02	24,428.78	Sewer Charge
				625-0401-513.25-01	2,224.69	Stormwater Charge
		5/11/2017	MENASHA UTILITY	100-0000-123.00-00	8.52	Electric
				100-0305-562.22-06	9.90	Storm
				100-0703-553.22-03	279.92	Electric
				100-0703-553.22-05	157.24	Water
				100-0703-553.22-06	184.81	Storm
				100-0903-531.22-03	159.70	Electric
				100-0903-531.22-05	45.42	Water
				100-1008-541.22-03	192.49	Electric
				100-1012-541.22-03	3.37	Electric
				601-1020-543.22-03	132.08	Electric
				731-1022-541.22-03	52.71	Electric
		5/11/2017	STREET LIGHTS	100-1012-541.22-03	10,751.59	Street Lighting
Total for check: 57576					38,631.22	
NEENAH-MENASHA SEWERAGE COMMISSION	57577	5/11/2017	2017-066	601-1021-543.21-01	561.25	Legal Reimbursement
Total for check: 57577					561.25	
CITY OF NEENAH	57578	5/11/2017	36139	100-0501-522.30-15	10.51	Memory Card
					17.50	Gas Meter
		5/11/2017	36615	470-0703-553.82-02	1,339.00	Loop the Little Lake
Total for check: 57578					1,367.01	
NEWMAN TRAFFIC SIGNS	57579	5/11/2017	TI-0308689	100-1008-541.30-18	204.45	Transfers
Total for check: 57579					204.45	

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NOTT COMPANY	57580	5/11/2017	2837860-00	731-1022-541.38-03	848.57	Parts
			Total for check: 57580		848.57	
CLAIRE OPSTEEN	57581	5/11/2017	OPSTEEN	100-0909-531.33-01	5.09	March/April Mileage
				100-0915-531.33-01	3.91	March/April Mileage
				100-0918-531.33-01	2.65	March/April Mileage
			Total for check: 57581		11.65	
LINDA PALMBACH	57582	5/11/2017	PALMBACH	100-0903-531.33-01	31.46	April Mileage
			Total for check: 57582		31.46	
REGISTRATION FEE TRUST TVRP	57583	5/11/2017	70ME	100-0000-454.00-00	750.00	Parking Ticket Process Fee
			Total for check: 57583		750.00	
SAFEGUARD BUSINESS SYTEMS	57584	5/11/2017	032140000	100-0202-512.29-01	205.07	Payroll Checks
			Total for check: 57584		205.07	
SCHWALBACH PAINTING & SANDBLASTING	57585	5/11/2017	1474	100-0703-553.24-03	375.00	Sandblast Graffiti Hart Park
			Total for check: 57585		375.00	
SERVICEMASTER BUILDING MAINTENANCE	57586	5/11/2017	23399	100-0801-521.20-01	1,609.00	Janitorial Service
			Total for check: 57586		1,609.00	
STAPLES BUSINESS ADVANTAGE	57587	5/11/2017	3334681473	100-0702-552.30-10	33.24	Office Supplies
		5/11/2017	3337112785	100-0202-512.30-10	19.12	Supplies
				100-0401-513.30-10	5.46	Supplies
				100-1001-514.30-10	173.44	Supplies
				743-0403-513.30-10	1.82	Supplies

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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>
STAPLES BUSINESS ADVANTAGE...	57587...	5/11/2017	8043907969	100-0702-552.30-18	24.89	Office Supplies
			Total for check: 57587		257.97	
TAPCO	57588	5/11/2017	I561102	100-1008-541.30-18	328.84	Supplies
			Total for check: 57588		328.84	
TWIN CITY VETERANS	57589	5/11/2017	MEMDAYPARADE	100-0408-552.21-06	600.00	Memorial Day Parade
			Total for check: 57589		600.00	
UNIFIRST CORPORATION	57590	5/11/2017	097 0234284	731-1022-541.20-01	188.99	Mops/Clothing/Mats
			Total for check: 57590		188.99	
UNITED PAPER CORPORATION	57591	5/11/2017	114477	100-0000-132.00-00	51.96	Soap
			Total for check: 57591		51.96	
US CELLULAR	57592	5/11/2017	0187499150	100-0201-512.22-01	19.89	Attorney
				100-0703-553.22-01	68.16	Park Department
				100-0801-521.22-01	110.48	Police Dept
				100-0904-531.22-01	69.06	Drew
				100-1002-541.22-01	18.04	Engineering
				100-1008-541.22-01	1.75	Sign Shop
				100-1019-552.22-01	1.40	Bridges
				601-1020-543.22-01	0.51	Confined Space
					0.50	Sewer Truck
				731-1022-541.22-01	31.40	Street Department
			Total for check: 57592		321.19	
US VENTURE	57593	5/11/2017	L57316	731-1022-541.21-06	45.00	Oil
			Total for check: 57593		45.00	

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THE VALLEY GUIDE LLC	57594	5/11/2017	MENASHAP&R0617	100-0702-552.29-03	25.00	Ad
			Total for check: 57594		25.00	
VERIZON WIRELESS	57595	5/11/2017	9783188363	100-0601-551.22-01	17.39	Cell
				100-0703-553.22-01	37.32	Cell
				100-0801-521.22-01	10.76	Cell
				100-1001-514.22-01	10.76	Cell
		5/11/2017	9783188367	100-0702-552.22-01	76.34	Cell
				743-0403-513.22-01	66.67	Cell
			Total for check: 57595		219.24	
VERMEER WISCONSIN INC	57596	5/11/2017	30055490	731-1022-541.38-03	115.96	Filters
			Total for check: 57596		115.96	
WE ENERGIES	57597	5/11/2017	WE ENERGIES	100-0703-553.22-03	38.52	US Highway 10 & STH 114
				100-1012-541.22-03	1,089.23	Street Lights
			Total for check: 57597		1,127.75	
WIL-KIL PEST CONTROL	57598	5/11/2017	3106728	731-1022-541.20-07	68.75	Contract
		5/11/2017	3109156	100-0703-553.24-03	30.00	Contract
			Total for check: 57598		98.75	
WINNEBAGO COUNTY TREASURER	57599	5/11/2017	11357	266-1029-543.25-01	2,145.00	Freon Appliance Recycling
			Total for check: 57599		2,145.00	
WISCONSIN DEPT OF HEALTH SERVICES	57600	5/11/2017	WDHS	100-0904-531.32-01	175.00	Asbestos Inspector
					125.00	Asbestos Supervisor
			Total for check: 57600		300.00	

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WISCONSIN SUPPORT COLLECTIONS	57601	5/11/2017	20170511	100-0000-202.03-00	711.51	PAYROLL SUMMARY	
Total for check: 57601					711.51		
WOOD COUNTY SHERIFF'S DEPARTMENT	57602	5/11/2017	WOOD COUNTY	100-0000-201.03-00	506.50	Bond	Report #17-1393
Total for check: 57602					506.50		
ZARNOTH BRUSH WORKS INC	57603	5/11/2017	0164490-IN	625-1005-541.30-15	466.00	Broom Refill	
Total for check: 57603					466.00		
					99,757.63		



To: Menasha Common Council
From: Jenny Groeschel Police Records
RE: Beverage Operator License (Bartender) Applicants
Date: May 11, 2017

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:

Tiffani Daul
Heather Griego

Courtney Endres

Haley Reiter

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 2017-2019 licensing period:

Derek Selle
Daniel Zielinski
Gail Bottine
Kimberlee Konetzke
Jerome Taggart
Tori Francart
Erik Pohlman
Milo Fischer
Brenda Jorgensen
Tyler DeBruin
Timothy Verhagen
Jessica Robinson

Tina Kucksdorf
Mary Peck
Hillary Roh
Crystal Short
Bridget Buss
James Page
Joyce Naps
Sukhpal Gill
Chantay Riedle
Steven Andrews
Heidi Ciske
Jessica Endres

Lori Roeske
Angela Ermis
Luis Arguello
Sherrie Feavel
Amy Siracusa
Brad Hausher
Brenda Heinritz
Miranda Moore
George Crafts
Steven Szymanski
Melissa Poppy
Jake VanHandel

cc: chief via email



MEMORANDUM

DATE: May 11, 2017
TO: Common Council
FROM: Debbie Galeazzi, Clerk
SUBJECT: Amend Street Use Application – Midwest Sunsplash

On May 1, 2017 the Common Council approved the Street Use Application for Midwest Sunsplash event on June 17 in the downtown area. The event coordinator has asked to amend the street use area to include Mill Street, Main Street from Mill Street to Chute Street, and Milwaukee Street from Main Street to the Broad Street alley as per the attached map.

The section of Main Street from Mill Street to Chute Street will remain open until noon to allow access to the Community First Credit Union drive-up. The event coordinator understands that people must be stationed at the top and bottom of the hill of Marina Place to direct traffic.



STREET USE APPLICATION

Event: Midwest Sunsplash
Sponsored by: ~~Menasha~~ Midwest Sunsplash
Responsible Person: Kay Halbrook
Address: PO Box 221
Menasha, WI
54950
Email Address: Midwestsunsplash@yahoo.com Phone: 920 944 4302
Street Route: Please see map amended map attached.
Description of Use (attach map)

Street Use Date: <u>6/17/2017</u>
Start Time: <u>6am</u>
End Time: <u>11 pm</u>
Number of Units: _____ (Parades)

Liability Insurance has been secured in the amount of \$ 2,000,000 with the City of Menasha named as the additional insured. This is primary insurance.

Insurance Company Total Insurance Policy No. SRPG-101-0716
(Attached are samples of the certificate of insurance and endorsement; each naming the City of Menasha as additional insured).

Date: 6/3/17 Applicant's Signature: [Signature]

Permit Fee: Each application for a Street Use Permit shall be accompanied by a fee of \$25.00 along with a Special Event Fee of \$25. Please make checks payable to City of Menasha.

Note to events planning to use City Parks and/or greenspace: Any multi-day event or event which plans to sell beer and/or wine to the public must appear before the Parks and Recreation Board.

TO BE COMPLETED BY CITY STAFF (Revised April 3, 2015)

Scheduled Park & Recreation Board Review Date: 4-11-17

Not Required: _____ Approved: _____ Denied: _____

Scheduled Common Council Review Date: 4-18-17

Approved: _____ Denied: _____

APPROVAL:

Police Dept. [Signature]Fire Dept. [Signature]Public Works Dept. [Signature]City Attorney [Signature]



Midwest Sunsplash

Road Closure

- Main Street from Racine to Milwaukee, including the portion of Milwaukee Street that runs along Curtis Reed Square
- Expand to Marina Place after 12:00p when the bank closes

Also Adding: Curtis Reed Square

LEASE AGREEMENT
123 Water Street

This Agreement is made and entered into this ____ day of _____ 2017 by and between the City of Menasha, a Wisconsin municipal corporation (hereinafter referred to as "Landlord") and Best Friends of Neenah-Menasha, Inc., a Wisconsin not for profit corporation, with its principal office located at 181 E. North Water St., Suite 225, Neenah, WI 54956 (hereinafter referred to as "Tenant").

WHEREAS, Landlord is the owner of certain property located at 123 Water Street, Menasha, WI., upon which is a building, which is described and depicted on **EXHIBIT A** attached hereto and incorporated herein by reference (the "Premises"); and

WHEREAS, Tenant has interest in the Premises in an effort to serve area youth and to provide the public certain amenities related to use of the riverfront.

NOW, THEREFORE, in consideration of the mutual promises, conditions, and other good and valuable consideration of the parties hereto, it is agreed as follows:

1. Lease Conferred. Landlord hereby confers upon Tenant, and Tenant hereby receives and accepts from Landlord, a lease and privilege, for the stated duration hereof unless otherwise provided herein, to do all of the following: Occupy Premises for the purposes of

- (a) Operating a Youth Learning Center concentrating on workforce readiness skills;
- (b) Youth mentoring and education focusing on boat building, writing skills and math competencies;
- (c) Rentals of kayak, canoe, paddleboards and other similar non-motorized recreational equipment. Other recreational equipment approved by the contract administrator; and
- (d) Concession of prepackaged food products, ice cream, non-alcoholic beverages, fruits and similar retail goods.
- (e) Tenant is aware that a public recreational trail will traverse the Premises as indicated on **EXHIBIT A**. Tenant shall not obstruct or interfere with the trail or its use.

2. Improvements. Tenant will make necessary repairs and updates to the Premises in order to meet Tenant's needs for repurposing, including but not limited to: repaving the existing parking area; new landscaping; roof maintenance; interior rehabilitation, including public toilet facilities; installation of new siding, trim, windows, and doors; and fencing as depicted on the Preliminary Plans, **EXHIBIT B**, in a style complementing the nautical waterfront branding the City of Menasha is implementing. All improvements shall be approved by Landlord as follows:

- (a) Plans and Specifications. Tenant, at the Tenant's expense and prior to commencing any construction activities, shall submit to Landlord the following: detailed site plans and specifications setting forth the proposed construction, installation, and other work to be performed on the Premises. Tenant shall not commence any work on the Premises until Landlord approves Tenant's site plan, plans, and specifications, such approval is to be given in Landlord's sole and absolute discretion. If Landlord does not approve Tenant's site plan, plans, and specifications, Tenant may not install or construct

on the Premises. Final approved site plan and specifications will be attached hereto as **EXHIBIT C**.

(b) Compliance with Laws. Tenant's installation of Tenant's equipment and construction shall be in compliance with all present and future laws, regulations, and requirements of all federal, state, or local authorities; and Tenant shall deliver to Landlord, prior to installing Tenant's equipment on the Premises all certificates, permits, licenses and other approvals required by any federal, state, or local authority.

(c) Timeline. Tenant shall begin approved installation/construction no later than December 31, 2017. All exterior construction shall be completed on or before December 31, 2018. The remaining installations/construction shall be completed on or before the completion of Water Street reconstruction.

(d) Repair and/or Replacement of Infrastructure. Tenant shall repair and/or replace any damaged City infrastructure or other City property that may occur as a result of the Tenant's construction.

3. Duration. The initial term of this Agreement shall be five (5) years, commencing on [insert date] and expiring on [insert date]. Thereafter, provided that it has faithfully performed its obligations under this Agreement, Tenant shall have the option to extend its occupation of the Premises, continuing all the same conditions and provisions hereof, for an additional term of five (5) years. Tenant shall notify Landlord, in writing, of Tenant's intention to renew this Agreement, at least ninety (90) days prior to the expiration of the initial term.

4. City Option to Terminate Lease. Tenant is aware of Landlord's intentions to redevelop Water Street and the surrounding area. To that end, Landlord has an option to terminate this lease after three years upon ninety (90) days written notice to Tenant and payment of the following amount to provide Tenant partial recoupment of its capital investment in the Premises:

- a. From year three (3), 70% of the capital improvement expenses, not to exceed \$94,500.
- b. From year five (5), 50% of the capital improvement expenses, not to exceed \$76,500.
- c. After year seven (7), 30% of the capital improvement expenses, not to exceed \$40,500.
- d. After year ten (10), 0%.

Capital investment consists of the amount of monies spent on costs for approved improvements that are completed.

5. Rent. During the term of this Agreement, Tenant shall pay to Landlord as a Rent pursuant to this Agreement Zero Dollars (\$0.00) per month. As the City will benefit from the improvements on the Premises by Tenant and the public use of the facility, including public toilet, the amount of Rent is fair and appropriate.

6. Utilities. Tenant shall solely and independently be responsible for the separate metering, billing, and payment of utility services consumed by Tenant's operations. Landlord agrees to

grant easements reasonably required for the delivery of utility services to the Premises for Tenant's operations.

7. Mechanic's Liens. Tenant shall keep the Premises free and clear of all mechanic's and materialmen's liens arising from or relating to construction or the installation, repair, maintenance, or removal of the Tenant's equipment on or from the Premises, and for a one hundred twenty (120) day period after completion of construction or the installation, repair, maintenance, or removal of the Tenant's equipment on or from the Premises. If a mechanic's or materialmen's lien is filed against the Premises as a result of Tenant's construction, installation, repair, maintenance on the Premises or removal of the Tenant's equipment on or from the Premises, Tenant shall cause any such lien to be bonded or discharged of record within twenty (20) days of being notified of the lien. If Tenant fails to bond or discharge the lien within such twenty (20) day period, Landlord, in addition to any other rights or remedies available at law or equity, shall have the right to discharge the lien by paying the amount claimed to be due or to bond the lien. Any amount paid by Landlord in discharging or bonding any lien together with all costs and expenses, including, without limitation, attorney fees and costs, shall be immediately due and payable by Tenant upon demand from Landlord and Tenant agrees to indemnify and hold Landlord harmless from all such amounts. Furthermore, such liens shall constitute a material breach of this Agreement and stand as a basis for Landlord to terminate the Agreement.

8. Taxes. Tenant shall be responsible for payment of all personal property and any other taxes assessed directly upon and arising from Tenant's Equipment or the Tenant's use of the Premises. Tenant shall pay when due all federal, state, and local taxes. Failure to pay such taxes, when due, shall constitute a material breach of this Agreement and stand as a basis for Landlord to terminate the Agreement.

9. Record Retention. Tenant understands and acknowledges that the Landlord is subject to Public Records Law of the State of Wisconsin. As such, Tenant agrees to retain all records as defined by Wisconsin Statute §19.35(2) applicable to this Agreement for a period of not less than seven (7) years. Tenant agrees to assist the Landlord in complying with any public records request that they receive pertaining to this Agreement. Tenant agrees to indemnify and hold the Landlord, their officers, employees, and authorized representatives harmless for any liability, including without limitation, reasonable attorney fees relating to or in any way arising from Tenant's actions or omissions which contribute to the inability to comply with the Public Records Law. In the event Tenant decides not to retain its records for a period of seven (7) years, then it shall provide written notice to the Landlord whereupon the Landlord shall take custody of said records assuming such records are not already maintained by the Landlord. "Records" refer to those related to capital investment, improvements, cleaning and maintaining restrooms open to the public. This provision shall survive termination of this Agreement.

10. Assignment. The rights, duties, and obligations of the Tenant may not be assigned by Tenant without the written consent of the Landlord prior to the assignment, which consent may or may not be granted in the Landlord's sole discretion.

11. Indemnity. Tenant shall indemnify and hold harmless the City against and from any and all claims, demands, liability, loss, cost, or expense, including reasonable attorney fees, resulting

from Tenant's acts and omissions or the acts and omissions of its employees, volunteers, contractors and invitees as it relates to this Lease Agreement.

12. Notices. Any notice, request, or demand required or permitted to be given pursuant to this Agreement shall be in writing and shall be deemed sufficiently given if delivered by messenger at the address of the intended recipient, sent prepaid by a guaranteed overnight delivery service, or deposited in the United States first class mail (registered or certified, postage prepaid, with return receipt requested), addressed to the intended recipient at the address set forth below or at such other address as the intended recipient may have specified by written notice to the sender in accordance with the requirements of this paragraph. Any such notice, request, or demand so given shall be deemed given on the day it is delivered by messenger at the specified address, on the day after deposit with an overnight delivery service, or on the day that is two (2) days after deposit in the United States mail, as the case may be.

LANDLORD: City of Menasha
Contract Administrator: Director of Parks, Recreation
140 Main Street
Menasha, WI 54952

TENANT: Best Friends of Neenah-Menasha, Inc.
Attention: Contract Administrator
181 E. North Water St., Suite 225
Neenah, WI 54956

12. Nondiscrimination. Tenant agrees not to discriminate against any employee or applicant for employment, service recipient nor shall the Premises be used in any manner to permit discrimination or restriction on the basis of race, religion, marital status, age, color, sex, sexual orientation, physical condition, disability, national origin, or ancestry and that the construction and Tenant's operation of the Premises shall be in compliance with all effective laws, ordinances, and regulations relating to discrimination on any of the foregoing grounds.

13. Miscellaneous provisions.

(a) Default. In addition to any remedies set forth within this Agreement, the parties shall have all rights and remedies available under law or equity with respect to said default. All remedies shall be cumulative and the exercise of one remedy shall not preclude the use of any other or all of said remedies.

(b) Governing Law. This Agreement shall be governed by, enforced, and construed in accordance with the domestic laws of the State of Wisconsin.

(c) Counterparts. This Agreement may be signed in any number of counterparts with the same effect as if the signatures thereto and hereto were upon the same instrument.

(d) Amendments and Waivers. This Agreement may not be modified, except in writing signed by the party against whom such modification is sought to be enforced. No waiver by any party of any provision of this Agreement or any default, misrepresentation, or breach shall be valid unless the same shall be in writing and signed by the parties making

such a waiver, nor shall such waiver be deemed to extend to any prior or subsequent default, misrepresentation, or breach hereunder or affect in any way any rights arising by virtue of any prior or subsequent such occurrence.

(e) No Partnership. This Agreement specifically does not create any partnership or joint venture between the parties, or render any party liable for any debts or obligations of the other party.

(f) Construction. The parties have participated jointly in the negotiation and drafting of this Agreement. In the event an ambiguity or question of intent or interpretation arises, this Agreement shall be construed as if drafted jointly by the parties and no presumption or burden of proof shall arise favoring or disfavoring any party by virtue of the authorship of any of the provisions of this Agreement.

(g) Incorporation of Exhibits. The EXHIBITS identified in this Agreement are incorporated herein by reference and made a part hereof.

14. Maintenance and Repairs.

(a) Premises and Tenant's Equipment. Tenant shall be responsible for proper maintenance of the Premises; Tenant agrees to keep the Premises in good condition and repair, and in compliance with applicable laws, rules, and regulations. Tenant shall be responsible for the proper maintenance, upkeep, and repair of Tenant's equipment.

(b) Public Restrooms. Tenant shall be responsible for cleaning, maintenance and repair of the restrooms on the Premises which at least one shall be open and available for daily public use at least during the following times: navigational season.

(c) Landlord shall have the right to have a representative present during any maintenance, repair, or replacement on the Premises.

15. Access. Landlord shall have reasonable access to the Premises during Tenant's regular hours of operation and at all other times upon reasonable notice. Tenant shall not obstruct or restrict access to the public recreational trail on the Premises. Tenant shall allow public access to the toilet facilities on the Premises at a minimum during the navigational season.

16. Insurance. Tenant shall have adequate insurance at all times at Tenant's expense which coverages shall include but are not limited to the following: Commercial Workers' Compensation Insurance as required by law, Commercial General Liability Insurance with a minimum combined single limit of \$2,000,000 covering personal injury and property damage, (which may be provided in any combination of primary and excess coverage); Employer's Liability Insurance with a minimum combined single limit of \$1,000,000; and Commercial Automobile Liability Insurance for any motor vehicle, covering bodily injury and property damage with a minimum combined single limit of \$500,000. The foregoing insurance shall be issued on an occurrence basis, shall be primary with respect to any liability assumed by Tenant hereunder, shall name Landlord as an additional insured if specifically requested, and include a waiver of subrogation in favor of Landlord. Tenant shall provide Landlord with certificates of insurance evidencing the required coverage and shall give Landlord written notice if the

coverage represented in these certificates is reduced or canceled. Landlord may require increased insurance limits consistent with community standards not more often than once per year.

17. Removal of Tenant's Property. Tenant's Equipment is agreed to be Tenant's personal property and Tenant shall at all times be authorized to create security interests in said personal property specifically itemized and to remove said property from the Premises. Upon the expiration or earlier termination of this Agreement, Tenant: (i) shall remove Tenant's Equipment in a good, efficient, and workmanlike manner and in compliance with all applicable legal requirements, (ii) shall repair any damage to the Premises caused by such removal, and (iv) shall surrender the Premises in good condition, ordinary wear and tear excepted. In the event Tenant fails to remove any of Tenant's Equipment from the Premises within sixty (60) days of the expiration or earlier termination of this Agreement, Tenant shall be deemed to have abandoned Tenant's Equipment and Landlord shall be free to remove and dispose of Tenant's Equipment in any manner determined by Landlord, in Landlord's sole and absolute discretion and without any liability to Tenant therefor. If Tenant is deemed to have abandoned Tenant's Equipment to Landlord, pursuant to the preceding sentence, Tenant shall reimburse Landlord within thirty (30) days of Tenant's receipt of an invoice from Landlord, for all costs incurred by Landlord in removing and disposing of Tenant's Equipment; such obligation to reimburse Landlord to survive the termination of this Agreement. Notwithstanding the foregoing, Tenant shall not have the right to, and may not, remove any structural enhancements to the Premises, such structural enhancements becoming the property of Landlord upon the expiration or earlier termination of this Agreement.

18. Termination. In the event Tenant breaches or defaults in its obligations under this Agreement, in addition to any other remedies available to Landlord at law or in equity, Landlord shall have the right to terminate this Agreement and all rights of Tenant hereunder.

19. Destruction. If the building on the Premises is totally or substantially destroyed, Landlord, in Landlord's sole and absolute discretion, may terminate this Agreement or may rebuild the building. If Landlord elects to terminate this Agreement, all rights and obligations of Landlord and Tenant arising after the termination date shall terminate. If Landlord elects to rebuild, Tenant shall not be required to pay rent during the rebuilding process unless Landlord provides Tenant with alternative space.

20. Entire Agreement. This Agreement constitutes the entire contract between the parties, and supersedes any prior understanding or oral or written agreements between them respecting the within subject matter.

21. Severability. If any term of this Agreement is found to be void or invalid, such invalidity shall not affect the remaining terms of this Agreement, which shall continue in full force and effect. The parties shall agree that if any provisions are deemed not enforceable, they shall be deemed modified to the extent necessary to make them enforceable.

22. Environmental.

(a) Definitions: For purpose of this Agreement, the Term “Hazardous Substances” shall be defined in the Comprehensive Environmental Response, Compensation, and Liability Act, 42 U.S.C. Sections 9601 et seq., and any regulations promulgated pursuant thereto, and as used to define, “Hazardous Wastes” in the Resource Conservation and Recovery Act 42 U.S.C. Sections 6901 et seq., and any regulations promulgated thereto. For purposes of this Lease, the term “Environmental Laws” shall mean any and all local, state, and Federal statutes, regulations, or ordinances pertaining to the environmental or natural resources.

(b) Duty of Tenant: Tenant shall not (either with or without negligence) cause or permit the use, storage, generation, escape, disposal, or release of any Hazardous Substances or Hazardous Wastes in any manner not sanctioned by law. In all events, Tenant shall indemnify and hold Landlord harmless from any and all claims, damages, fines, judgments, penalties, costs, liabilities, or losses (including, without limitation, any and all sums paid for settlement of claims, attorney’s fees, and consultants’ and experts’ fees) from the presence or release of any Hazardous Substances or Hazardous Wastes on the Lease Premises if caused by Tenant or persons acting under the direction and control of Tenant. Tenant shall execute such affidavits, representations, and the like from time to time as Landlord may reasonably request concerning Tenant’s best knowledge and belief as to the presence of Hazardous Substances or Hazardous Wastes on the Leased Premises.

(c) Effect of Indemnification: The indemnifications contained in this Section specifically include costs incurred in connection with any investigation of site conditions by either party or third parties or any cleanup remedial, removal, or restoration work required by any governmental authority. Notwithstanding any other provisions in this Agreement, the provisions of this Section will survive the expiration or termination of this Agreement and Landlord shall have the right to summarily terminate this Agreement, without giving notice required under this Agreement, in the event of default of the Tenant under this Section.

23. Survival. The representations, warranties, and indemnifications contained herein shall survive the termination or expiration of this Agreement.

END OF AGREEMENT - SIGNATURE PAGE TO FOLLOW

Signature Page

IN WITNESS WHEREOF, the parties hereto bind themselves to this *Lease Agreement* as of the day and year first above written

IN WITNESS WHEREOF, the parties have duly executed this AGREEMENT, or caused it to be duly executed, as of the ____ day of _____, 2017

LANDLORD

By:

Printed:

Title:

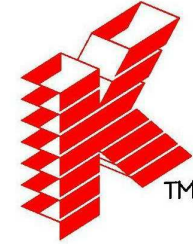
TENANT

Best Friends of Neenah-Menasha, Inc.

By:

Printed:

Title:



Keller

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FOX CITIES
N216 State Road 55
P.O. Box 620
Kaukauna, WI 54130
PHONE (920) 766-5795 /
1-800-236-2534
FAX (920) 766-5004

MADISON
711 Lake Dr.
Sun Prairie, WI 53590
PHONE (608) 318-2336
FAX (608) 318-2337

MILWAUKEE
W204 N11509
Germantown, WI 53022
PHONE (262) 250-9710
FAX (262) 250-9740

WAUSAU
5605 Lilac Ave
Wausau, WI 54401
PHONE (715) 849-3141
FAX (715) 849-3181

www.kellerbuilds.com

WISCONSIN

MENASHA,

PROPOSED FOR:

BEST FRIENDS OF NEENAH - MENASHA

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REVISIONS

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.....
.....
.....

PROJECT MANAGER: M. FROSSER

DESIGNER: C. MANSKE

DRAWN BY: J.R.S.

EXPEDITOR:

SUPERVISOR:

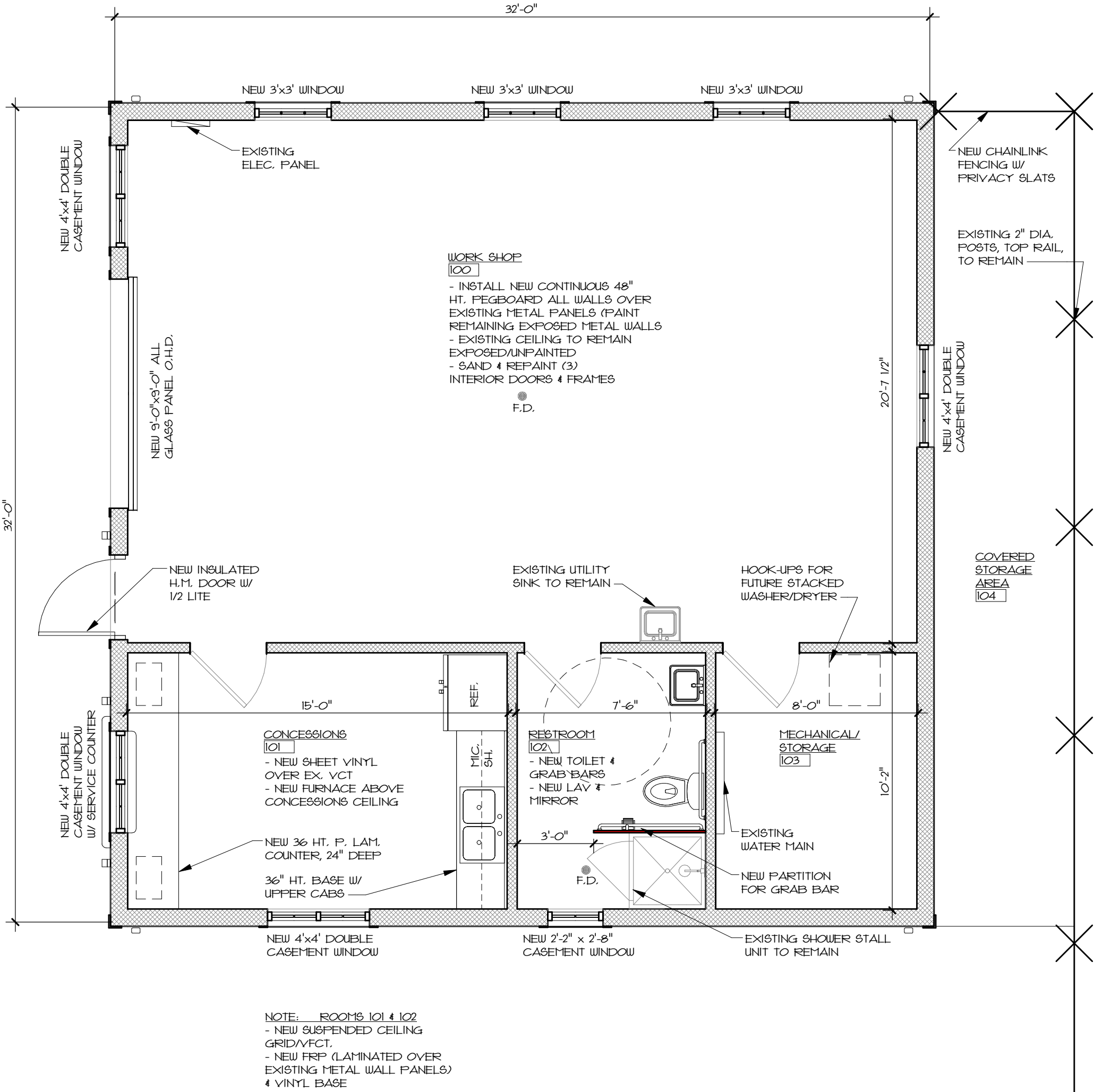
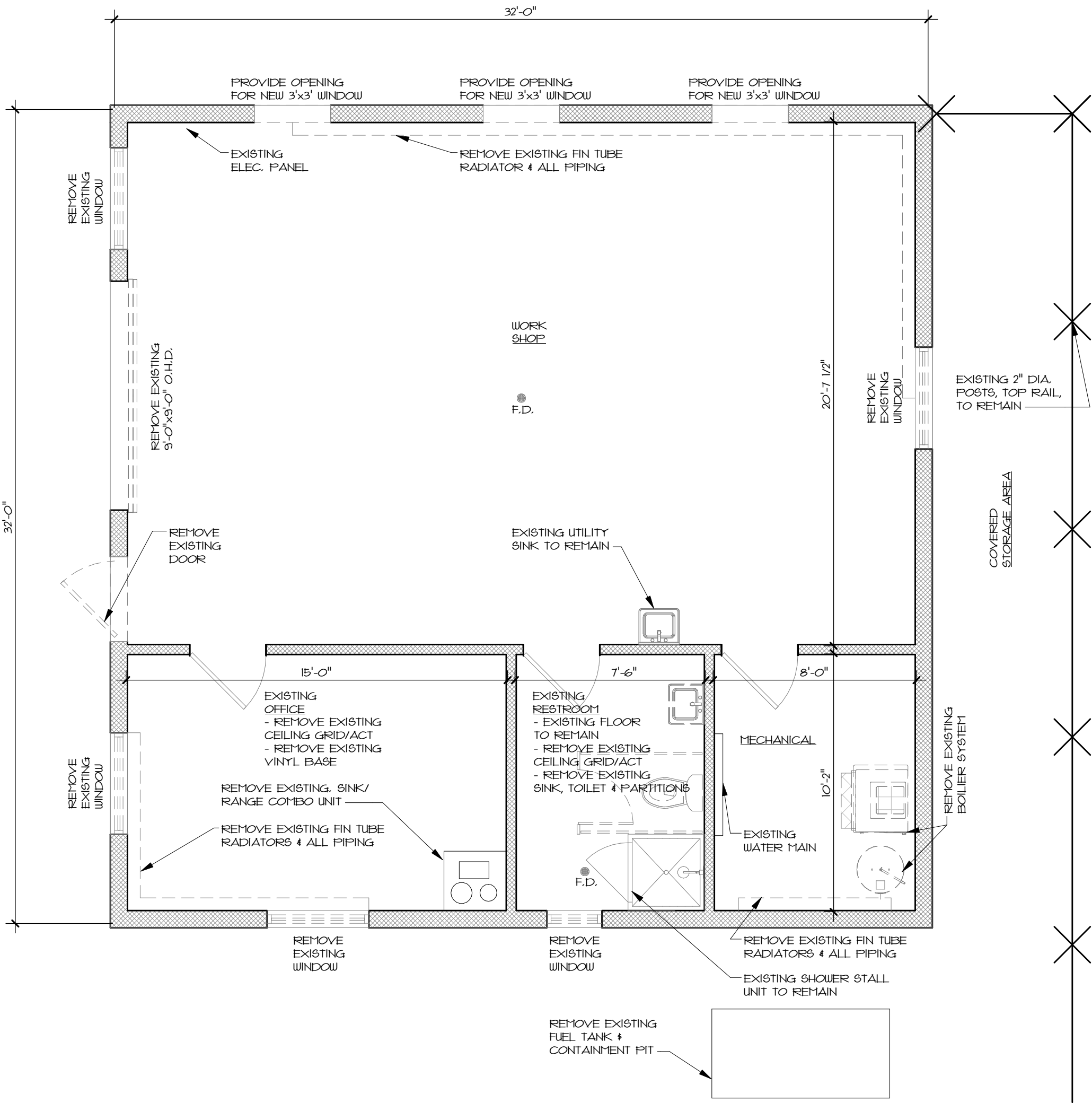
PRELIMINARY NO: P15326

CONTRACT NO:

DATE: 12.29.2015

SHEET: A1.0

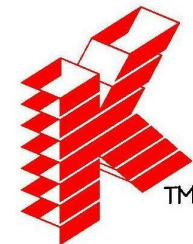
PRELIMINARY - NOT FOR CONSTRUCTION



PLAN
NORTH
DEMO PLAN
1/4" = 1'-0"

WALL KEY	
	NEW WALL/FURRING
	NEW MASONRY/ VENEER WALL
	NEW COOLER/ FREEZER WALLS
	NEW FOUNDATION WALL
	TYPICAL EXISTING WALL
	DEMO WALLS
	FIRE WALL OR FIRE BARRIER

PLAN
NORTH
FLOOR PLAN
1/4" = 1'-0"



Keller

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Kaukauna, WI 54130
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DESIGNER: C. MANSKE

DRAWN BY: J.R.S.

EXPEDITOR:

SUPERVISOR:

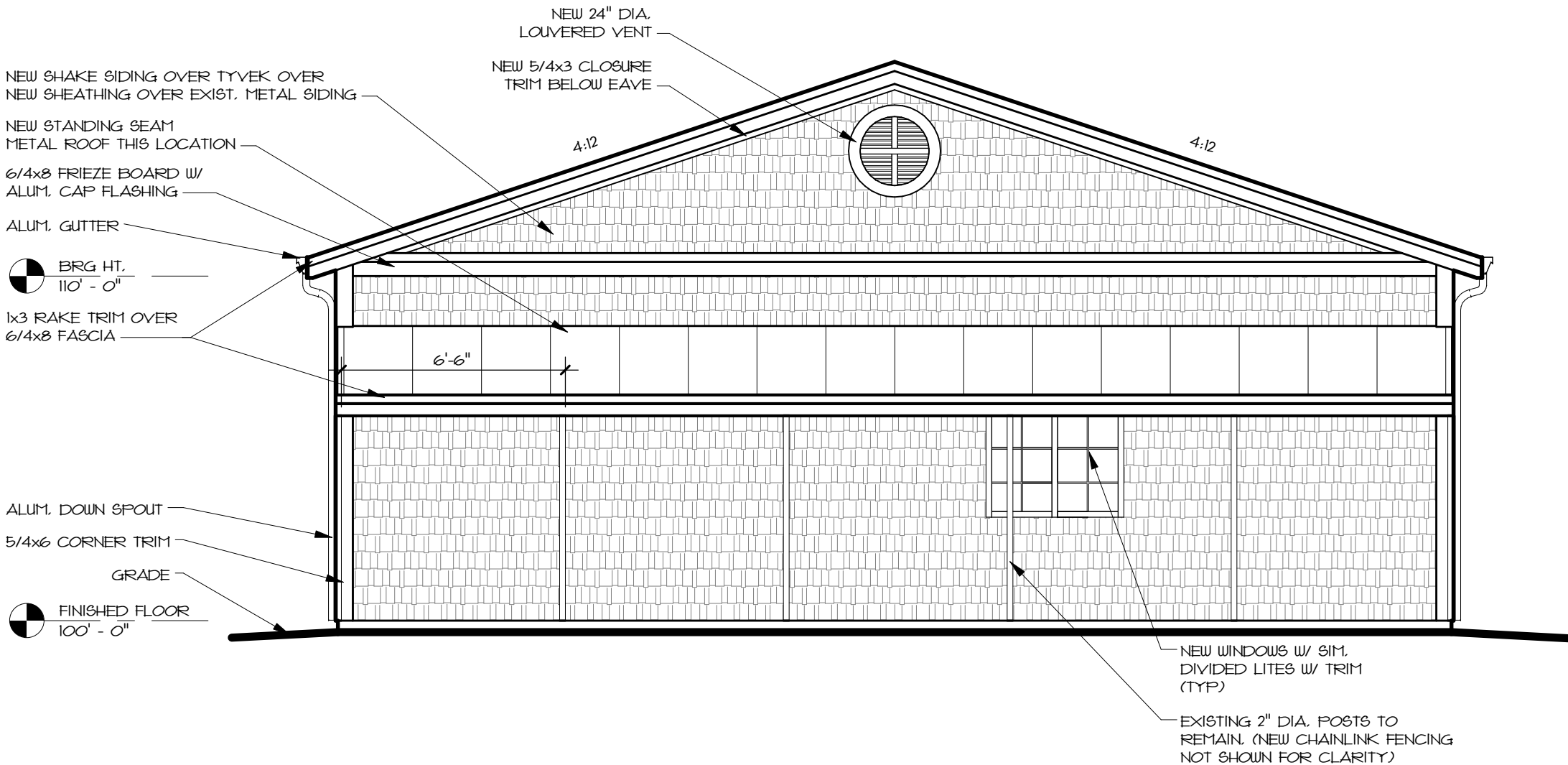
PRELIMINARY NO: P15326

CONTRACT NO:

DATE: 12.29.2015

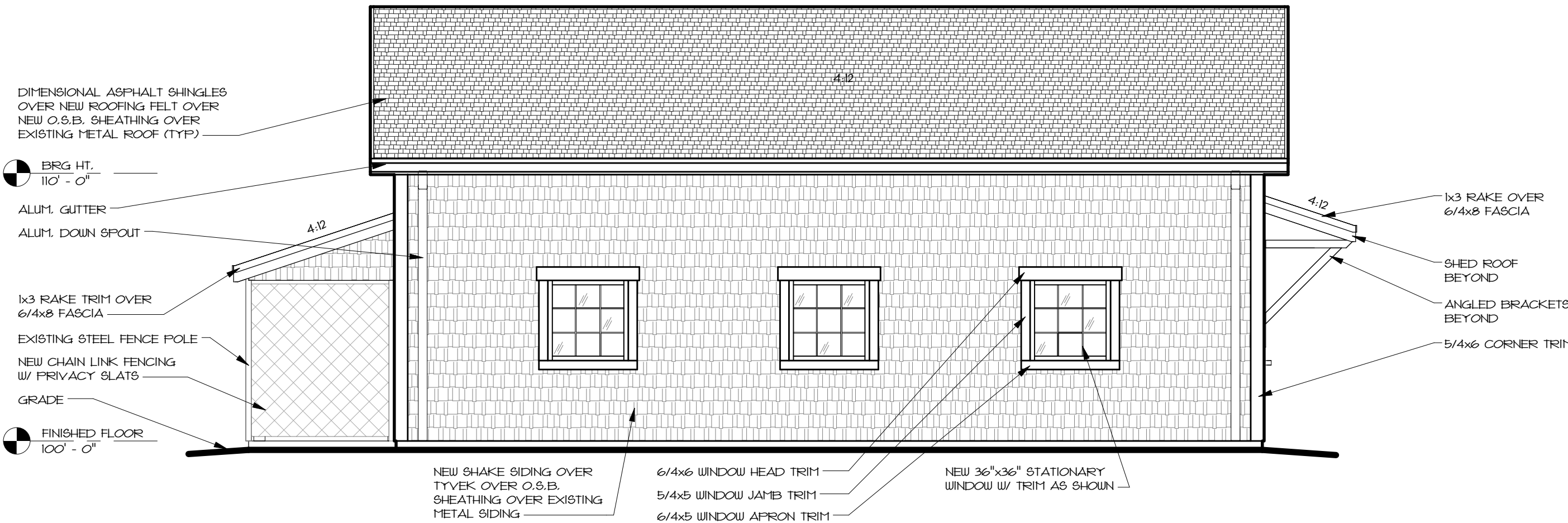
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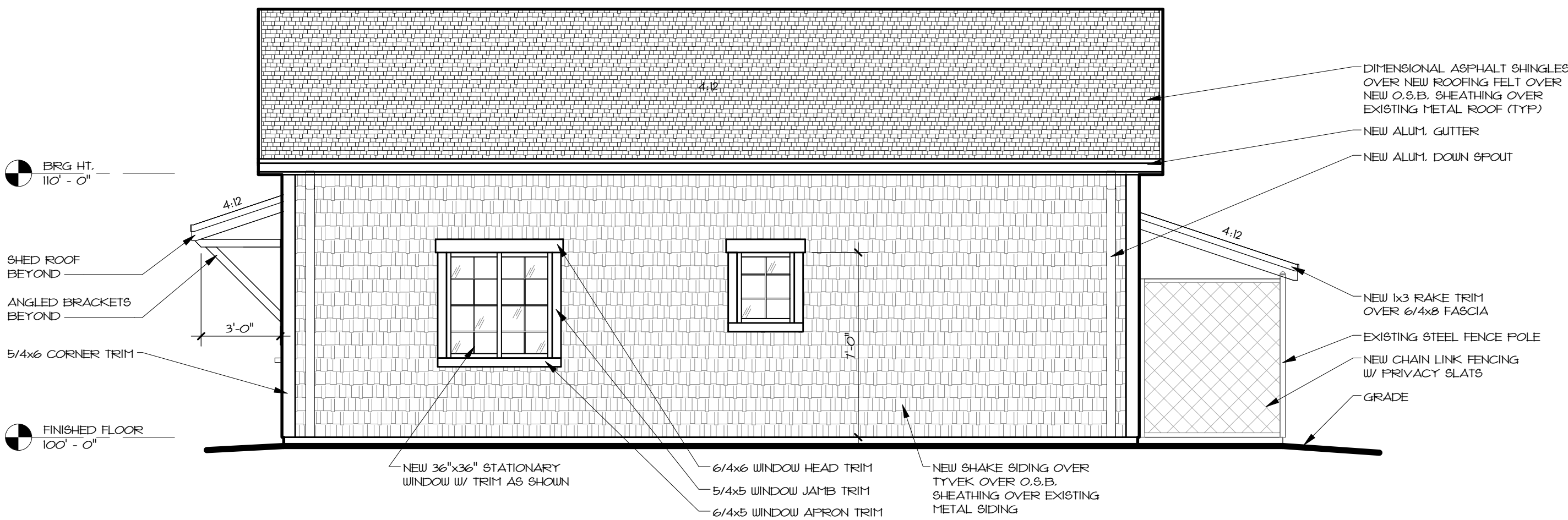
EAST ELEVATION

1/4" = 1'-0"



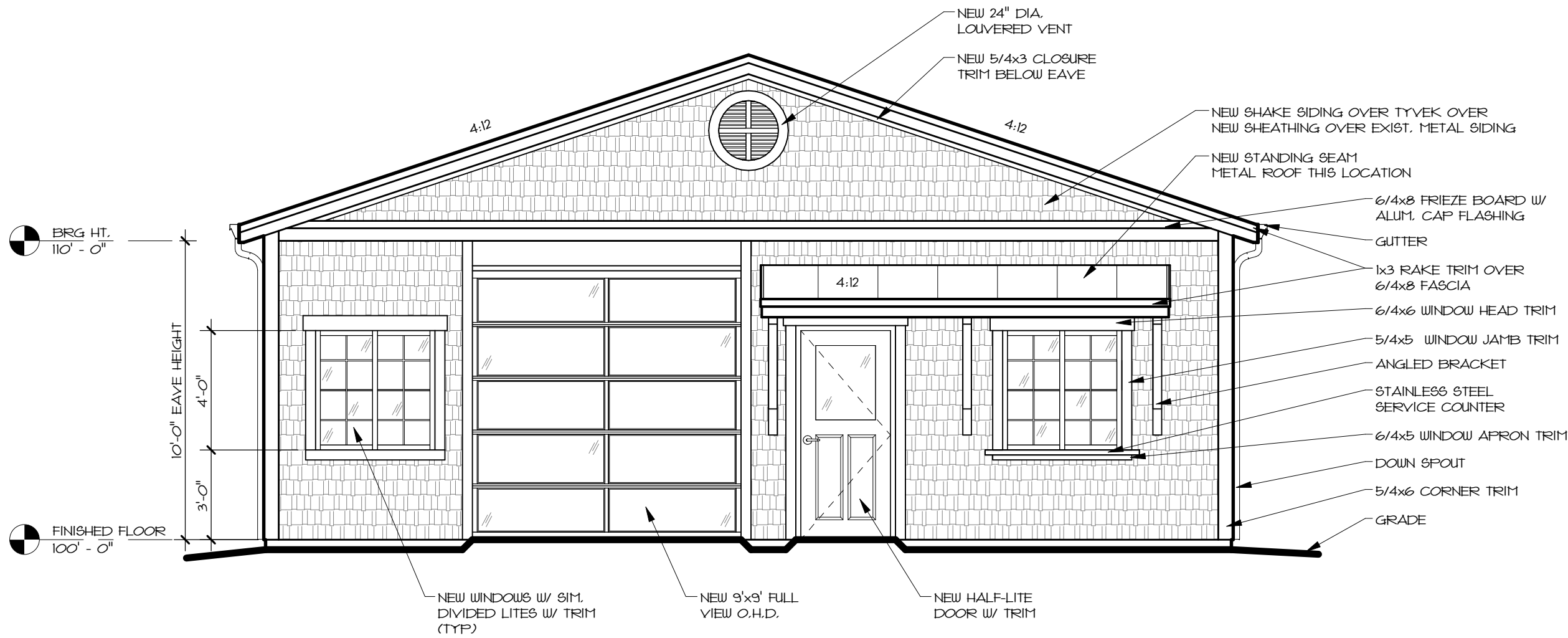
NORTH ELEVATION

1/4" = 1'-0"



SOUTH ELEVATION

1/4" = 1'-0"



WEST ELEVATION

1/4" = 1'-0"

SHEET INDEX

C1.0	SITE PLAN
C1.1	SITE PLAN
A1.0	FLOOR PLAN
A2.0	ELEVATIONS
A2.1	3D
T2.0	SPECIFICATIONS

PROJECT INFORMATION

APPLICABLE BUILDING CODE
2009 INTERNATIONAL BUILDING CODE (WITH WISCONSIN AMENDMENTS)
ASHRE STANDARD 90.1-2007

BUILDING CONTENT

BUILDING & FIRE AREA SQUARE FOOTAGES

FLOOR AREAS	EXISTING	NEW	SUB-TOTAL
SECOND FLOOR	XXXX S.F.	XXXX S.F.	XXXX S.F.
FIRST FLOOR	1,024 S.F.	XXXX S.F.	XXXX S.F.
CANOPIES (COVERED STORAGE)	204 S.F.	XXXX S.F.	XXXX S.F.
BASEMENT	XXXX S.F.	XXXX S.F.	XXXX S.F.
BUILDING AREA SUB-TOTALS	XXXX S.F.	XXXX S.F.	XXXX S.F.
MEZZANINES	XXXX S.F.	XXXX S.F.	XXXX S.F.
FIRE AREA TOTALS	XXXX S.F.	XXXX S.F.	XXXX S.F.

HIGH PILE STORAGE NO
FIRE ALARM SYSTEM YES/NO
OCCUPANCY
F-1
NON SEPARATED

CONSTRUCTION CLASSIFICATION

TYPE II-B CONSTRUCTION
SPRINKLED NO
FIREWALL NO

ALLOWABLE AREA

TABULAR FLOOR AREA: 15,500 S.F.
FRONTAGE INCREASE: N/A
SPRINKLER INCREASE: N/A
TOTAL ALLOWABLE AREA: 15,500 S.F.
ALLOWABLE FIRE AREA: 12,000 S.F.

BUILDING/SITE CONTENT

BUILDING SIZE XXXXXX S.F. XX.X%
HARD SURFACE XXXXXX S.F. XX.X%
GREEN SPACE XXXXXX S.F. XX.X%
PARCEL SIZE (APPROX.) XXXXXX S.F. X.XX ACRES
PARKING PROVIDED XX STALLS (1 STALL/XXX.X S.F.)

ZONING INFORMATION

ZONING: I-1
FRONT YARD SETBACK: TBD
SIDE YARD SETBACK: TBD
REAR YARD SETBACK: TBD



THE LOT DIMENSIONS AND BEARINGS SHOWN ON THIS PLAN ARE INTERPRETED VALUES. FOLLOW UP INVESTIGATION WITH STATE AND LOCAL AUTHORITIES AND/OR WITH CERTIFIED SURVEY MAP DATA WHEN AVAILABLE IS REQUIRED.

PROPOSED FOR:

BEST FRIENDS OF NEENAH - MENASHA

MENASHA,

WISCONSIN



Keller
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P.O. Box 620
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MENASHA,

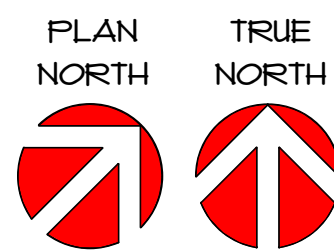
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REVISIONS	
PROJECT MANAGER:	M. FROSSER
DESIGNER:	C. MANSKE
DRAWN BY:	J.R.S.
EXPEDITOR:	
SUPERVISOR:	
PRELIMINARY NO:	P15326
CONTRACT NO:	
DATE:	12.29.2015
SHEET:	C1.0



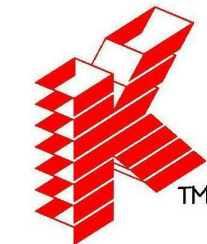
CONCEPTUAL SITE PLAN RIVER
WALK
1" = 40'-0"

PROPOSED FOR:

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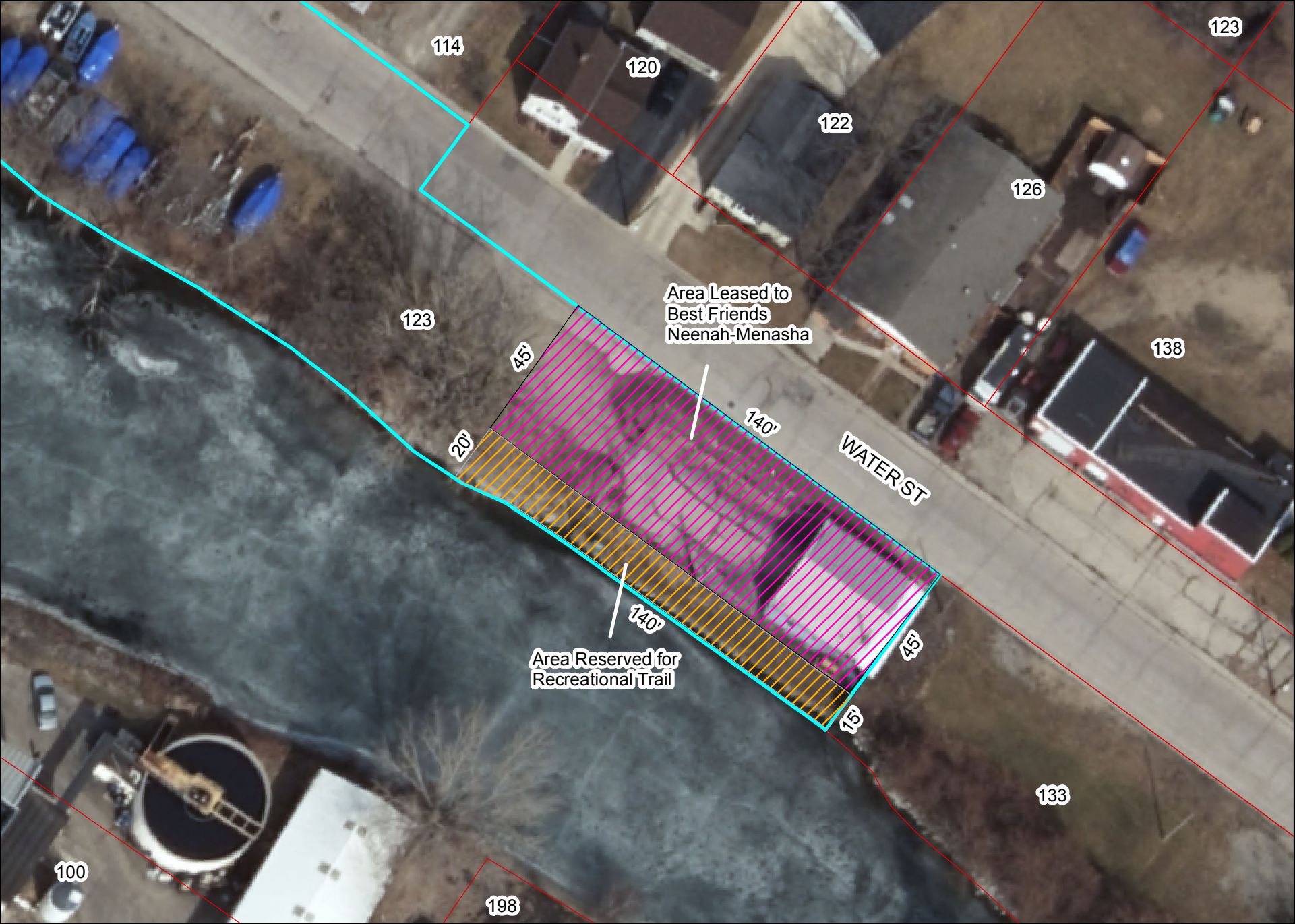
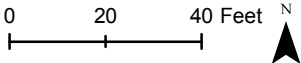
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REVISIONS	

Best Friends Neenah-Menasha Lease Area





RESOLUTION R-13-17

A RESOLUTION AUTHORIZING BORROWING FROM WPPI ENERGY

Introduced by Mayor Merkes

WHEREAS, the City of Menasha, Wisconsin (the "Municipality") intends to Replace HPS Street Lights with LED Street Lights (the "Project");

WHEREAS, in order to fund all or a portion of the Project, the Municipality intends to borrow from WPPI Energy ("WPPI") an amount not to exceed Fifty Nine Thousand Three Hundred Forty and 00/100 Dollars (\$59,340) at an interest rate of zero percent (0%) over a ten (10) year term (the "Loan"); and

WHEREAS, the Loan will be evidenced and secured by a promissory note from the Municipality to WPPI (the "Note") and a loan agreement by and between the Municipality and WPPI (the "Loan Agreement", and together with the Note, the "Loan Documents"); and

WHEREAS, the Common Council of the Municipality has determined that funding of the Project, in whole or in part, through the Loan and executing and delivering the Loan Documents in substantially the form presented is necessary and in the best interest of the Municipality.

NOW, THEREFORE, BE IT RESOLVED by the Common Council of the Municipality that:

1. The Loan Documents, as presented to the Common Council of the Municipality, and all of the terms and conditions therein are hereby approved. The Mayor and City Clerk of the Municipality, or officers authorized to act in their absence, are authorized on behalf of the Municipality to execute and deliver the Loan Documents in substantially their respective forms as presented to the Common Council of the Municipality. The Mayor and City Clerk and officers authorized to act in their absence are hereby authorized to prepare or to have prepared and to execute, file and deliver, as appropriate, all such other documents, affidavits, agreements or instruments as may be deemed necessary by those officials in order to effectuate the Loan as contemplated in this Resolution.
2. This Resolution shall be effective immediately upon its adoption and approval.

Passed and approved this ____ day of _____, 2017.

Recommended by:

Motion/Second:

Vote: _____

Pass/Fail: _____

Requires: __Majority Vote
 X 2/3 Vote

Donald Merkes, Mayor
ATTEST:

Deborah A. Galeazzi, City Clerk



RESOLUTION R-14-17

A RESOLUTION HONORING THE COMPANY E OF MENASHA

Introduced by Mayor Merkes

WHEREAS, One hundred years ago, May 1917, Company E of the original Fourth Infantry Division, National Guard of Wisconsin, was organized in Menasha, Wisconsin, and

WHEREAS, One hundred fifty-six men, all volunteers, enlisted in this military organization, and

WHEREAS, All of these men trained in the baseball parks of Menasha and on July 15, 1917, were called to federal service in World War I, and

WHEREAS, Their feats of valor are legend and they have epitomized the best in Menasha's history at her finest hour, and

WHEREAS, On May 16, 1967, fifty years ago, the City of Menasha Council, along with the Menasha Library Board, Menasha Historical Society, and the Civic Building Committee dedicated a room in the library to be known as the Company E Room, to be forever designated as such, and that efforts be made to preserve the artifacts from Company E so that their story may be told and retold to our children and our children's children for all posterity,

THEREFORE, BE IT RESOLVED, Here and now, that this City Common Council goes on record in remembering and honoring the members of Company E and rededicates the library's Company E Room in their honor.

Passed and approved this 15th day of May, 2017.

Recommended by:

Motion/Second:

Vote: _____

Pass/Fail: _____

Requires: ___ Majority Vote
 ___ 2/3 Vote

Donald Merkes, Mayor
ATTEST:

Deborah A. Galeazzi, City Clerk



MEMORANDUM

Date: May 11, 2017

To: Common Council

From: Donald Merkes, Mayor

Re: Operations funding for the Racine Street Bridge

The City of Menasha and Wisconsin DOT have been studying the replacement of the Racine Street Bridge for several years. In November of 2015 the Common Council came to the conclusion that the best option was to recommend that the bridge be replaced with a new \$25 million bridge funded by the State DOT. A new bridge was the only option that would improve both vehicular and bike/pedestrian safety. Because of the statute that requires newly built bridges be turned over to the municipality, the Common Council also requested that we work with the legislature to ensure operational funding for the new bridge be maintained at the state level.

Due to the regional nature of the Fox River Navigation System, we believe that the lift bridge is a regional asset to service the locks that have recently been restored at a cost of nearly \$15 million. The costs of operation with the strict levy limits set by the state are too much for one community to undertake by itself.

I have been working with Senator Roth's office to find a legislative solution to the operational funding issue. They have requested a demonstration of community support for the request that the state maintain operational funding.

Staff recommends the approval of R-15-1—A Resolution Recognizing the Regional Importance of the Racine Street Lift Bridge and Maintaining State Ownership and Operation to demonstrate community support of this regionally important asset.



RESOLUTION R-15-17

RESOLUTION RECOGNIZING THE REGIONAL IMPORTANCE OF THE RACINE STREET LIFT BRIDGE AND MAINTAINING STATE OWNERSHIP AND OPERATION

Introduced by Mayor Merkes

WHEREAS, the current Racine Street bridge is functionally obsolete having narrow vehicle lanes, no bicycle accommodations, and minimal pedestrian accommodations, and

WHEREAS, the current Racine Street bridge is nearing the end of its lifespan experiencing frequent mechanical failures, and

WHEREAS, the Wisconsin Department of Transportation is studying the replacement of the current bridge and transfer of ownership and operation to the City of Menasha, and

WHEREAS, the Wisconsin Department of Transportation currently owns and operates the Racine Street Bridge, and

WHEREAS, operation of the Racine Street bridge is vital to the operation of the Fox River Lock System, regional fisheries, and tourism industry, and

WHEREAS, Tourism is a multibillion dollar industry in the state, with water recreation being a significant tourism draw, and

WHEREAS, millions of dollars have been invested to restore the Fox River Lock System which would not be accessible without the operation of lift bridges such as the Racine Street Bridge, and

WHEREAS, Cities across the state are under strict levy limits, the cost to operate and maintain the Racine St Bridge is nearly \$80,000 annually, which if added to the City of Menasha Levy may place funding of other vital city services at risk.

NOW THEREFORE BE IT RESOLVED, the City of Menasha requests that the State of Wisconsin recognize the regional nature of the Fox River Navigational System and associated bridges including the Racine Street Bridge, and

BE IT FURTHER RESOLVED, that based on this regional importance residents of the City of Menasha should not fund the Racine Street Bridge alone, and respectfully requests that the State of Wisconsin continue ownership and funding operations of the bridge as they have for over a half century.

Passed and approved this ____ day of _____, 2017.

Recommended by:

Motion/Second:

Vote: _____

Pass/Fail: _____

Requires: X Majority Vote
 2/3 Vote

Donald Merkes, Mayor
ATTEST:

Deborah A. Galeazzi, City Clerk

Cynthia L. Witt

1582 Eugene St.
Menasha, WI 54952
920-851-8473
brunswick@rocketmail
.com

Professional Profile

Marketing Communications/PR

- Write copy for digital and print materials
- Write and manage website at capitalcu.com
- Currently part of new website development team
- Media representative - write news releases and maintain relationships with local newspaper, television and radio contacts to promote news and events
- Experience developing, managing and promoting events
- Experience and expertise working with a variety of electronic media, including Office Suite, Outlook, Facebook and more

Financial Educator

- Develop curriculum and present financial wellness training to area schools and credit union members
- Coordinate Capital's financial education program in area schools
- Research and provide financial wellness information and resources for Capital employees
- Served on Money Smart Week-Fox Cities coalition (2006-2017), including co-chair for three years

Awards

- Friend of Wisconsin Business Education Association 2012

Collaborations/References

- Joe Bongers, Adult Services Supervisor, Elisha D. Smith Library - Menasha
- Chris VanderHeyden, Superintendent, Menasha Joint School District
- Brian Tungate, Director, Menasha Recreation Department
- Susan Rabideau, Professor/Theater Director, UW-Fox Valley
- Mike Rietveld, Principal, Kimberly High School
- David Mandl, Wisconsin Department of Financial Institutions

Work History

2006-Present Marketing & Education Coordinator, Capital Credit Union, Green Bay, WI

2004-2006, Communications Specialist, Community First Credit Union, Appleton WI

Education

University of Wisconsin - Green Bay WI (1995)

- Bachelor of Arts, Communications Processes - Journalism & Public Relations emphases, Graduated summa cum laude

University of Wisconsin - Fox Valley (1993)

- Associate of Arts, Communications emphasis, graduated magna cum laude

Credit Union National Association - Madison WI (2016)

- Certified Credit Union Financial Counselor



FOR IMMEDIATE RELEASE

Contact:

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

Phone: 920-967-3600

dmerkes@ci.menasha.wi.us

Jeffrey Sturgell, Village Manager
Village of Fox Crossing
2000 Municipal Drive
Neenah, WI 54956

Phone: 920-720-7101

jsturgell@foxcrossingwi.gov

RESULTS OF MEDIATION CITY OF MENASHA & VILLAGE OF FOX CROSSING

MENASHA, WI – May 9, 2017. City of Menasha and Village of Fox Crossing representatives met on April 19, 2017 and May 8, 2017 to discuss possible avenues to resolve a dispute that is the subject of Winnebago County Circuit Court Case No. 16-CV-983. Meaningful discussion occurred, however the parties were not able to reach a definitive agreement at this point. Accordingly, the lawsuit will proceed. The parties hope and believe that their good faith discussions will lead to enhanced cooperation and a comprehensive resolution at some point in the future.