

**CITY OF MENASHA  
COMMON COUNCIL  
First Floor Conference Room  
100 Main Street  
Monday February 5, 2018  
MINUTES**

**A. CALL TO ORDER**

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

**B. PLEDGE OF ALLEGIANCE**

The Pledge of Allegiance was recited.

Moment of Silence for retired police officers Bernard Konetzke and Richard Weck who both passed away recently.

**C. ROLL CALL/EXCUSED ABSENCES**

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

EXCUSED: Ald. Collier

ALSO PRESENT: Mayor Merkes, CA Captain, PC Styka, FC Kloehn, PRD Tungate, PHD McKenney, ASD Jacobs, DPW Radomski, CDD Schroeder, LD Lenz, Clerk Galeazzi.

**D. PUBLIC HEARING**

None

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

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

Chris Evenson, 523 Broad Street, Menasha. Question status of discussion with State and other municipalities on ownership of bridge.

Denny Lauer, Steel Workers Union. Downtown Vision Plan does not address if Sonoco Mill will be part of the downtown development.

Ken Flatoff, 1204 Carpenter Street, Menasha. Concerns of Sonoco Mill staying in Menasha.

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

**1. Introduction of Community Development Director Sam Schroeder**

Mayor introduced new Community Development Director Sam Schroeder and gave a brief background.

CDD Schroeder stated he is excited for the opportunity to serve as Community Development Director and looking forward to working with the Council to move the City of Menasha forward.

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

Minutes to receive:

- a. Ad-hoc Protocol Committee, 1/22/2018
- b. Landmarks Commission, 1/10/2018
- c. Library Board, 1/24/2018
- d. NMFR Joint Finance & Personnel Committee, 1/23/2018
- e. NMFR Joint Fire Commission, 1/24/2018
- f. Plan Commission, 1/9/2018
- g. Police Commission 12/7/2017
- h. Redevelopment Authority, 1/23/2018

Communications:

- i. Racine Street Bridge Memorandum, 1/9/2018, Chief Kevin Kloehn
- j. Menasha Announces New Community Development Director Press Release

- k. 2018 League of Municipalities Workshops, Institutes, and Conferences
- l. Correspondence from State Representative Amanda Stuck to Alderman James Taylor, 1/11/2018
- m. Correspondence from Senator Roger Roth's office to Alderman James Taylor, 1/23/2018
- n. Resolution R-15-17 Memorandum, 2/1/2018, Mayor Merkes
- o. Diversity & Inclusion Training Memorandum, 2/1/2018, Mayor Merkes
- p. Board of Commissioners of Public Lands/State Trust Fund Loans Memorandum, 2/1/2018, Mayor Merkes
- q. K9 Unit Donation Memorandum, 1/29/2018, Lieutenant Matthew Albrecht
- r. USDA Loan Financing Opportunity—for City Public Works Facility Memorandum, 2/1/2018, ASD John Jacobs

Moved by Ald. Sevenich seconded by Ald. Krueger to receive Minutes and Communications a-r. General discussion ensued on FC Kloehn's memo on Racine Street Bridge; NMFR Joint Fire Commission minutes; Correspondence from Sen. Roth's office; Correspondence from Rep. Stuck; Mayor Merkes' memo on R-15-17; Mayor Merkes' memo on Diversity & Inclusion Training. 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 placed 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, 1/15/2018

##### Ad-hoc Protocol Committee, 1/8/2018, Recommends the Approval of:

2. Code of Ethics

##### Ad-hoc Protocol Committee, 1/22/2018, Recommends the Approval of:

3. The attached rules to the Common Council with the intent to create a set of rules of the Common Council to be adopted at the annual organizational meeting.

##### NMFR Joint Finance & Personnel Committee, 1/23/2018, Recommends the Approval of:

4. Filling the vacant Assistant Chief of Training position as soon as possible
5. To hire two firefighters by April 1<sup>st</sup> one to fill the vacancy due to a retirement on February 2<sup>nd</sup> and an anticipated retirement in early June.

##### Plan Commission, 1/9/2018, Recommends the Approval of:

6. Certified Survey Map as presented adjusting the lot line between 2404 Woodland Hills Drive and 2691 Trumpeter Swan Lane

Ald. Sevenich requested to remove item 1, Ald. Nichols requested to remove items 3 & 5, Ald. Taylor requested to remove item 4, and Ald. Benner requested to remove item 2 from Consent Agenda.

Mayor Merkes stated all items on Consent Agenda will be voted on separately.

#### H. ITEMS REMOVED FROM THE CONSENT AGENDA

Moved by Ald. Sevenich seconded by Ald. Zelinski to postpone action on Consent Agenda item 1, Common Council Minutes 1/15/2018 until the next meeting.

Motion carried on roll call 7-0.

Moved by Ald. Sevenich seconded by Ald. Zelinski to approve Consent Agenda item 2, Protocol Committee recommendation, Code of Ethics.

Motion carried on roll call 6-1. Ald. Benner voted no.

Moved by Ald. Sevenich seconded by Ald. Taylor to approve Consent Agenda item 3, Protocol Committee recommendation, rules to the Common Council with the intent to create a set of rules of the Common Council to be adopted at the annual organizational meeting.

General discussion ensued on clarification and concerns of rule number 7 of the list regarding asking for unanimous consent to allow non-Council members to speak.

Moved by Ald. Nichols seconded by Ald. Krueger to amend, to refer rule number 7 back to Protocol Committee and have them recommend an alternative to the rule.

Motion carried on roll call 7-0.

Original motion as amended carried on roll call 6-1. Ald. Benner voted no.

Moved by Ald. Sevenich seconded by Ald. Krueger to approve Consent Agenda item 4, NMFR Joint Finance & Personnel recommendation, to fill the vacant Assistant Chief of Training position as soon as possible.

General discussion ensued on merging job responsibilities, and importance of the position.  
Motion carried on roll call 7-0.

Moved by Ald. Nichols seconded by Ald. Sevenich to approve Consent Agenda item 5, NMFR Joint Finance & Personnel recommendation to hire two firefighters by April 1<sup>st</sup> one to fill the vacancy due to a retirement on February 2<sup>nd</sup> and an anticipated retirement in early June and add, but not fill the second position until notice of intent to retire has been received.

Motion carried on roll call 7-0.

Moved by Ald. Benner seconded by Ald. Krueger to approve Consent Agenda item 6, Plan Commission recommendation, Certified Survey Map as presented adjusting the lot line between 2404 Woodland Hills Drive and 2691 Trumpeter Swan Lane.

Motion carried on roll call 7-0.

#### I. ACTION ITEMS

1. Accounts payable and payroll for the term of 1/18/2018—2/1/2018 in the amount of \$2,039,535.99

Moved by Ald. Krueger seconded by Ald. Grade to approve accounts payable and payroll.  
Motion carried on roll call 7-0.

2. Beverage Operators License Applications for the 2017-2019 licensing period.

Moved by Ald. Krueger seconded by Ald. Benner to approve beverage operator's license application for the 2017-2019 licensing period as listed in memo dated 1/31/18.

Motion carried on roll call 7-0

Police Department recommends denying beverage operator's license application of Renee L. O'Bright due to a felony conviction.

PC Styka clarified one of Ms. O'Bright's convictions was not a drug related conviction as stated in the letter sent to Ms. O'Bright.

Renee O'Bright. 2½ Tayco Street, Menasha addressed the Council. She stated she has learned her lesson on past convictions and has changed her life style.

General discussion ensued on clarification of Ms. O'Bright's other convictions and guidelines established by the City.

CA Captain explained what can be considered when approving or denying the beverage operator license application of Ms. O'Bright.

Moved by Ald. Krueger seconded by Ald. Nichols to deny beverage operator license application of Renee O'Bright.

Motion carried on roll call 4-3.

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

3. Out-of-State travel request from Police Department.

Moved by Ald. Krueger seconded by Ald. Grade to approve the out-of-state travel request from the Police Department.

Motion carried on roll call 7-0.

J. HELD OVER BUSINESS

1. Close Caption Requirements

General discussion ensued on options available and what other options for staff to explore. No action was taken.

K. ORDINANCES AND RESOLUTIONS

None

L. APPOINTMENTS

1. Reappointment of Brenda Marks to the Committee on Aging for the term of 2-1-2018—  
2-1-2021

Moved by Ald. Sevenich seconded by Ald. Krueger to approve the reappointment of Brenda Marks to the Committee on Aging for the term 2-1-2018-2-1-2021.

Motion carried on voice vote.

M. CLAIMS AGAINST THE CITY

None

N. PUBLIC COMMENTS ON ANY MATTER LISTED ON THE AGENDA

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

No one spoke.

O. ADJOURNMENT

Moved by Ald. Benner seconded by Ald. Grade to adjourn at 7:36 p.m.

Motion carried on voice vote.

Deborah A. Galeazzi, WCMC,  
City Clerk