

CITY OF MENASHA
COMMON COUNCIL
First Floor Conference Room
100 Main Street
Monday, January 21, 2019
MINUTES

A. CALL TO ORDER

Meeting called to order by Mayor Merkes at 6:11 p.m.

B. PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was recited.

A Moment of Silence was observed for Dr. Martin Luther King Jr. Day.

C. ROLL CALL

PRESENT: Aldermen Rebecca Nichols, James Taylor, Stan Sevenich, Mark Langdon, Steve Krueger, Tom Grade, Ted Grade, Randy Ropella.

ALSO PRESENT: Mayor Merkes, CA Captain, PC Styka, FC Kloehn, ASD Jacobs, CDD Schroeder, DPW Radomski, PHD McKenney, PRD Tungate, 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)

Sandra Dabill Taylor, 545 Broad Street, Menasha. She commented on the proposed creation of TIF #14.

F. REPORT OF DEPARTMENT HEADS/STAFF/CONSULTANTS

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

Minutes to receive:

- a. Administration Committee, 1/7/2019
- b. Board of Health, 12/7/2018
- c. Board of Public Works, 1/7/2019
- d. Committee on Aging, 12/7/2018
- e. Joint Review Board, 1/8/2019
- f. Landmarks Commission, 1/9/2019
- g. NMFR Joint Finance & Personnel Committee, 1/9/2019
- h. Parks and Recreation Board, 12/11/2018 & 1/8/2019
- i. Personnel Committee, 1/7/2019
- j. Plan Commission, 1/8/2019
- k. Redevelopment Authority, 1/8/2019
- l. Water and Light Commission, 12/19/2018

Communications:

- m. Update on Creation of Tax Increment Financing District #14 Memorandum, CDD Schroeder, 1/21/2019
- n. Menasha Residents Invited to Design Workshop (Water Street Corridor), 1/17/2019, Press Release

Moved by Ald. Sevenich seconded by Ald. Krueger to receive Minutes & Communications a-n. General discussion ensued on who is allowed to attend RDA Closed Session (RDA minutes); Intake basin project of Menasha Utilities (Water & Light Comm. minutes); creation of TIF #14 (Jt Review Board minutes, Plan Comm. minutes, Update on TIF #14 memo); accepting comments via

e-mail (Plan Comm. minutes); demolition of PWF and quotes to remove asbestos from RR Donnelly property (BOH minutes); contract with NETC for interns (NMFR Jt. F&P minutes); and Water Street Corridor public input design workshop.
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, 1/7/2018

Administration Committee, 1/7/2019, Recommends the Approval of:

2. Amending the City of Menasha Public Records Notice and Policy, paragraph 4 a & b to charge for copies \$0.05 each black/white page and \$0.13 each color page.

Board of Public Works, 1/7/2019, Recommends the Approval of:

3. Recommendation to Award—Contract Unit No. 2018-04; Community Way-New Storm Sewer, Water Main, and Street Construction; Feaker & Sons Co. Inc.; \$247,358.00

Special Board of Public Works, 1/21/2019,

4. Recommendation to Award—Contract Unit No. 2019-02; Province Terrace Trail—Nature's Way to USH 10/STH 114; Janke General Contractors, Inc.; \$641,638.75

Personnel Committee, 1/7/2019, Recommends the Approval of:

5. Updates to Code of Conduct in regards to United States Department of Agriculture (USDA) and Rural Development funds

NMFR Joint Finance & Personnel Committee, 1/9/2019, Recommends the Approval of:

6. Filling the vacancy created by a retirement no earlier than February 1, 2019

7. Fire Science Student Placement Agreement with Northeast Technical College

8. Contract extension for Statewide Structural Collapse Team Members with the State of Wisconsin through June 30, 2019

Parks and Recreation Board, 1/8/2019, Recommends the Approval of:

9. Proposed fee changes to twelve recreation programs for 2019

Plan Commission, 1/8/2019, Recommends the Approval of:

10. CSM lot consolidation of 455 Baldwin Street, 435 Baldwin Street, and 981 Plank Road (#750049700, #750049800, and #750050000)

Ald. Sevenich requested to remove items 2-4, & 9 from Consent Agenda.

Moved by Ald. Sevenich seconded by Ald. Krueger to approve Consent Agenda items 1, 5-8, & 10.
Motion carried on roll call 8-0.

H. ITEMS REMOVED FROM THE CONSENT AGENDA

1. Moved by Ald. Nichols seconded by Ald. Krueger to approve Consent Agenda item 2, Amending the City of Menasha Public Records Notice and Policy, paragraph 4 a & b to charge for copies \$0.05 each black/white page and \$0.13 each color page.

General discussion ensued on State Statute not allowing the City to charge more than the actual copy cost for a public record.

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

2. Moved by Ald. Krueger seconded by Ald. Langdon to approve Consent Agenda item 3, Recommendation to Award—Contract Unit No. 2018-04; Community Way-New Storm Sewer, Water Main, and Street Construction; Feaker & Sons Co. Inc.; \$247,358.00.

Motion carried on roll call 8-0.

3. Moved by Ald. Krueger seconded by Ald. Langdon to approve Consent Agenda item 4, Recommendation to Award—Contract Unit No. 2019-02; Province Terrace Trail—Nature’s Way to USH 10/STH 114; Janke General Contractors, Inc.; \$641,638.75.

General discussion ensued on the location of the trail, WisDOT upgrades to the intersection of USH 10/STH 114, and grant funding available for the project.

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

4. Moved by Ald. Ted Grade seconded by Ald. Krueger to approve Consent Agenda item 9, Proposed fee changes to twelve recreation programs for 2019.

General discussion ensued on the process the Parks & Recreation Board uses to select which programs have fees adjusted, last time fees were adjusted, discount program fees offered, and resident versus non-resident fees.

Motion carried on roll call 6-2.

Ald. Nichols, Taylor, Krueger, Tom Grade, Ted Grade, Ropella voted yes.

Ald. Sevenich, Langdon voted no.

I. ACTION ITEMS

1. Accounts payable and payroll for the term of 1/10/2019—1/17/2019 in the amount of \$7,632,855.29

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

Motion carried on roll call 8-0.

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

Moved by Ald. Nichols seconded by Ald. Krueger to approve beverage operator’s license application for the 2017-2019 licensing period as listed in memo dated 1/17/19.

Motion carried on roll call 8-0.

3. Final Assessments—Assessable Portion of Unit 2018-02 in Ponds of Menasha-Phase 1 and the Cottage of Lake Park Condominiums

Moved by Ald. Krueger seconded by Ald. Langdon to approve Final Assessments—Assessable Portion of Unit 2018-02 in Ponds of Menasha-Phase 1 and the Cottage of Lake Park Condominiums.

Motion carried on roll call 8-0.

4. Change of Agent for Kwik Trip #297, 1499 Appleton Road, Menasha for the 2018-2019 licensing year

Moved by Ald. Nichols seconded by Ald. Tom Grade to approve Change of Agent for Kwik Trip #297, 1499 Appleton Road, Menasha for the 2018-2019 licensing year.

Motion carried on roll call 8-0.

5. Place the Public Works/Parks Superintendent position at Grade 12 and to move the Deputy Director of Municipal Operations position from Grade 12 to Grade 11 (Recommended by Personnel Committee 11/5/2018)

Moved by Ald. Ted Grade seconded by Ald. Krueger to approve placing the Public Works/Parks Superintendent position at Grade 12 and to move the Deputy Director of Municipal Operations position from Grade 12 to Grade 11.

Mayor Merkes explained the grade levels were not set when the Public Works/Parks Superintendent position was approved by the Council.

Motion carried on roll call 8-0.

J. HELD OVER BUSINESS
None

K. ORDINANCES AND RESOLUTIONS
None

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)

Sandra Dabill Taylor, 545 Broad Street, Menasha. She commented on sending e-mails to committee/board members if residents are unable to attend meetings; Redevelopment Authority minutes mentions an agreement not coming back to RDA for final approval, being turned over to staff for final action; public input meeting for Water Street development should have been held before budgeting money for Water Street reconstruction.

Mayor Merkes clarified a comment by Ms. Dabill Taylor regarding Water Street development.

O. ADJOURNMENT

Moved by Ald. Taylor seconded by Ald. Krueger to adjourn at 7:17 p.m.
Motion carried on voice vote.

Deborah A. Galeazzi, WCMC
City Clerk