

CITY OF MENASHA

COMMON COUNCIL

To join the meeting:

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Access Code: 294-444-237

Tuesday, September 8, 2020

6:00 PM

AGENDA

- A. CALL TO ORDER
- B. PLEDGE OF ALLEGIANCE
- C. ROLL CALL
- D. TEMPORARY SUSPENSION OF THE RULES OF THE COMMON COUNCIL AND MAYOR /TEL WEB CONFERENCE
- E. PUBLIC HEARING
- F. REPORT OF DEPARTMENT OFFICERS/DEPARTMENT HEADS/STAFF/CONSULTANTS
 - 1. Introduction of YBR Properties – Brin Development
 - 2. PHD McKenny, COVID-19 Update & Weekly Data Summary
 - 3. Clerk Krautkramer - the following minutes and communications have been received and placed on file:
 - Minutes to receive:
 - a. Administration Committee, 8/17/20
 - b. Board of Public Works, 8/17/20
 - c. Committee on Aging, 7/17/20
 - d. Housing Authority, 8/24/20
 - e. Joint Review Board, 8/4/20
 - f. Landmarks Commission, 8/12/20
 - g. Library Board, 8/25/20
 - h. Parks and Recreation Board, 7/14/20 & 8/11/20
 - i. NMFR Joint Finance & Personnel, 8/25/20
 - j. Redevelopment Authority, 8/13/20
 - Communications:
 - k. August 11, 2020 – Partisan Primary Election Results
 - l. Realtors Association of Northeast Wisconsin Vacant Building Registration
 - m. Regional COVID-19 Testing Site Opening in Oshkosh
 - n. Local Health Departments Urge Residents to Avoid Gatherings over Holiday Weekend
- G. PUBLIC COMMENTS ON ANY MATTER OF CONCERN TO THE CITY
(five (5) minute time limit for each person)
- H. CONSENT AGENDA
(Prior to voting on the Consent Agenda, items on the Consent Agenda may be removed at the request of any Alderman and place immediately following action on the Consent Agenda. The procedures to follow for the Consent Agenda are: (a) removal of items from Consent Agenda; and (b) motion to approve the items from Consent Agenda.)
 - Minutes to approve:
 - 1. Common Council, 8/3/20 & 8/17/20
 - Administration Committee, 8/17/20, Recommends:
 - 2. To select dividend option two and instruct CVMIC staff to hold the dividend until they are provided further instructions
 - 3. To enter into a 3-year contract with Theda Care At Work to provide necessary occupational health services for the City of Menasha

Board of Public Works, 8/17/20, Recommends Approval of:

4. Payment – Northeast Asphalt, Inc.; Contract Unit No. 2020-01; Street Reconstruction & Rehabilitation \$143,917.35 (Payment No. 2)
5. Payment – Vinton Construction; Contract Unit No. 2020-02; Jefferson Park Parking Lot, Basket Ball Court and Regrading; \$120,861.81 (Payment No. 5)
6. Payment – Miron Construction Co., Inc.; Public Works Construction Project \$2,355,100.07 (Payment No. 5)
7. Change Order – Advanced Construction , Inc.; Contract Unit No. 2019-7; Province Terrace Pond Modifications Construction Subtract \$6,858.00 (Change Order No. 1 & Final)
8. Payment – Advanced Construction , Inc.; Contract Unit No.2019-07; Province Terrace Pond Modifications Construction \$7,573.27 (Payment No. 2 & Final)
9. R-30-20 Intergovernmental Agreement To Satisfy Eligibility For Recycling Consolidation Grant For Calendar Year 2021

Neenah-Menasha Joint Finance & Personnel Committee, 8/25/20, Recommends Approval of:

10. Neenah-Menasha Fire Rescue's 2021 cost distribution formula with the City of Neenah's weighted share at 59.83% and City of Menasha's weighted share at 40.17%

I. ITEMS REMOVED FROM THE CONSENT AGENDA

J. ACTION ITEMS

1. Accounts payable and payroll for the term of 8/14/20-9/3/20 in the amount of \$ 5,541,046.10.
2. Beverage Operators License Applications for the 2019-2021 licensing period.
3. Change of Agent for Walgreens Co., 305 Racine Street, Menasha, for the 2020-2021 licensing year.
4. Change of Agent for Casey's General Store, 1492 Appleton Rd, Menasha, for the 2020-2021 licensing year.
5. Change of Agent for and Festival Foods, 1355 Oneida St, Menasha, for the 2020-2021 licensing year.
6. Hiring School Health Aids
7. Alcohol and Seatbelt Enforcement Grants 2020-2021
8. Additional December Recyclable Collection
9. Consideration of Bi-weekly Recycling Pick-up

K. HELD OVER BUSINESS

L. ORDINANCES AND RESOLUTIONS

M. APPOINTMENTS

1. Mayor's appointment of Deborah Galeazzi to the Board of Appeals for the term of 9/8/2020-2/1/2021.

N. CLAIMS AGAINST THE CITY

O. PUBLIC COMMENTS ON ANY MATTER LISTED ON THE AGENDA

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

P. ADJOURNMENT

MEETING NOTICE

Monday, September 21, 2020
Common Council Meeting – 6:00 p.m.
Committee Meetings to Follow



City of Menasha Health Department COVID-19 Weekly Data Summary



Public Health
Prevent. Promote. Protect.

September 3, 2020

Summary

- Currently in the City of Menasha the burden of confirmed COVID-19 cases is high and the activity level is high.
- The case rate for this 2-week period (August 19 – September 1) is 280 cases per 100,000 population, which is an increase from a case rate of 130 cases per 100,000 population in the previous 2-week period (August 12 – August 25).
- For the first time, City of Menasha disease investigators were unable to contact all confirmed cases of COVID-19 in this reporting period within 24 hours of the confirmed cases being communicated to the health department. Our disease investigators worked with WI Department of Health Services to contact all confirmed cases.
- The Menasha Health Department is in the process of hiring and training three (3) additional contact tracing specialists in order to make sure our health department is able to manage all City of Menasha disease and contact investigations.

More Information

Additional resources and information about COVID-19 can be found on the following websites:

- [City of Menasha Health Department COVID-19 webpage](#)
- [Wisconsin Department of Health Services](#)
- [Centers for Disease Control and Prevention](#)
- [Winnebago County Health Department](#)
- [Calumet County Public Health Division](#)

Laboratory confirmed cases of COVID-19 in the City of Menasha for the past two weeks (Aug 12 – Aug 25)

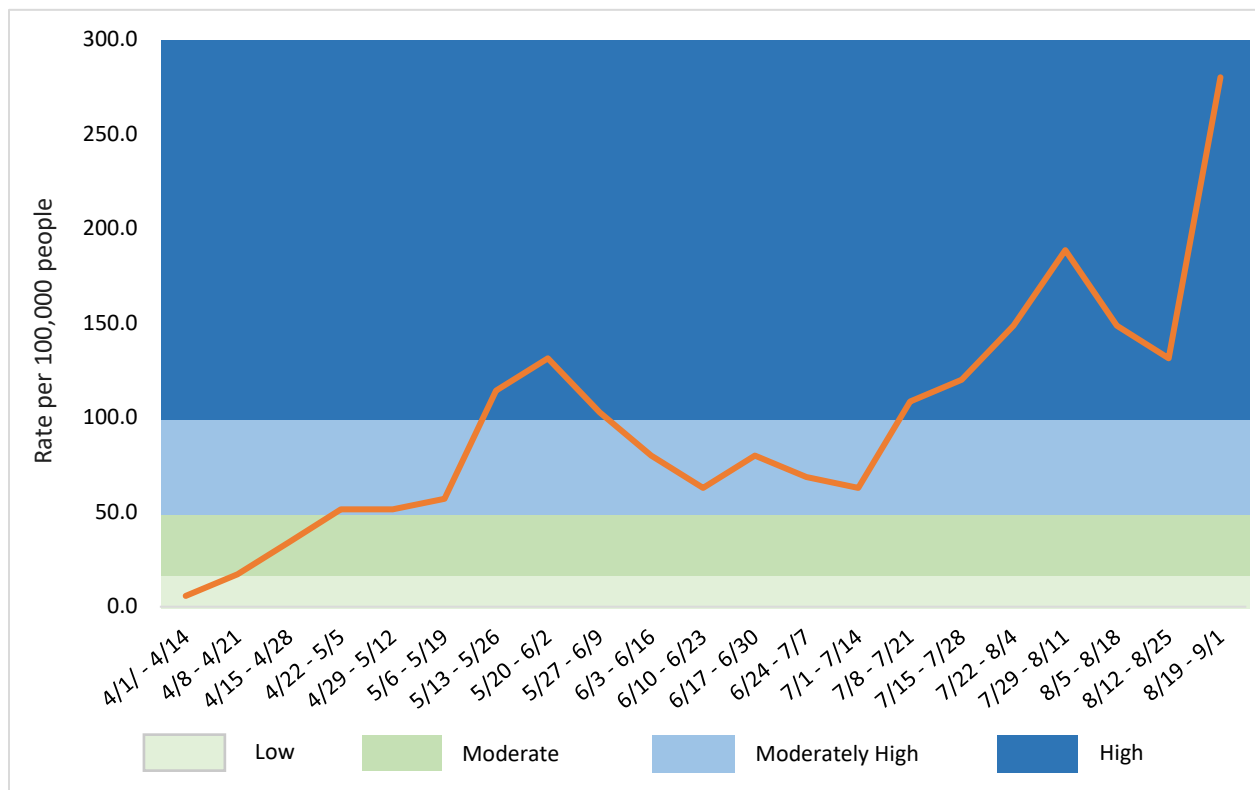
Confirmed Case Count for past 2 weeks	Case Rate (per 100,000 people)	Burden*	Population**
49	280	High	17,510

*Burden is based off of the case rate per 100,000 people in the past two weeks. See the next table for more information on Burden Status for the City of Menasha. Visit the DHS website for more information on this indicator at the state and county level <https://www.dhs.wisconsin.gov/covid-19/local.htm>

**Population for the City of Menasha was retrieved from https://doa.wi.gov/DIR/Final_Ests_Muni_2019.pdf

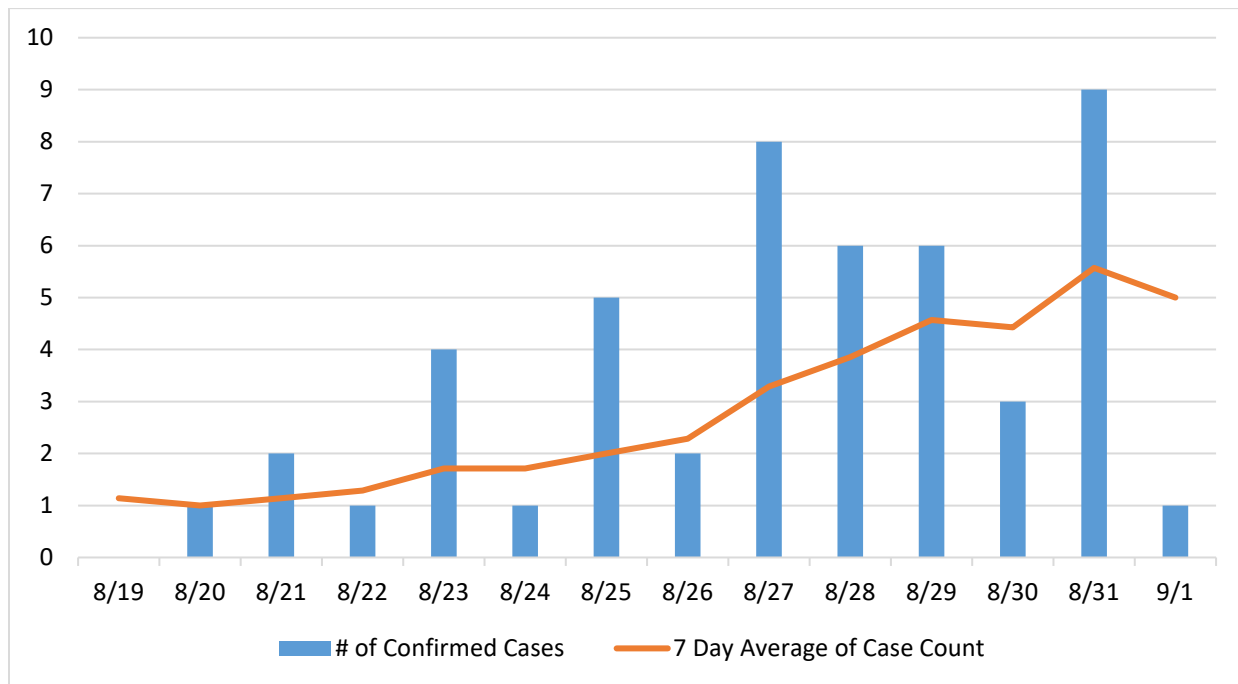
Burden Status	Case Rate per 100,000 residents in the past two weeks	City of Menasha Number of cases
Low	Case rate is less than or equal to 10.	Less than 2 cases.
Moderate	Case rate is greater than 10, but less than or equal to 50.	Greater than 1 cases, but less than or equal to 8 cases.
Moderately High	Case rate is greater than 50, but less than or equal to 100.	Greater than 8 cases, but less than or equal to 17 cases.
High	Case rate is greater than 100.	Greater than 17 cases.
Critical	Case rate is greater than or equal to 350.	Equal to or greater than 62 cases.

City of Menasha COVID-19 case rate trend and burden by two-week periods*



*see the table above for more information about burden status.

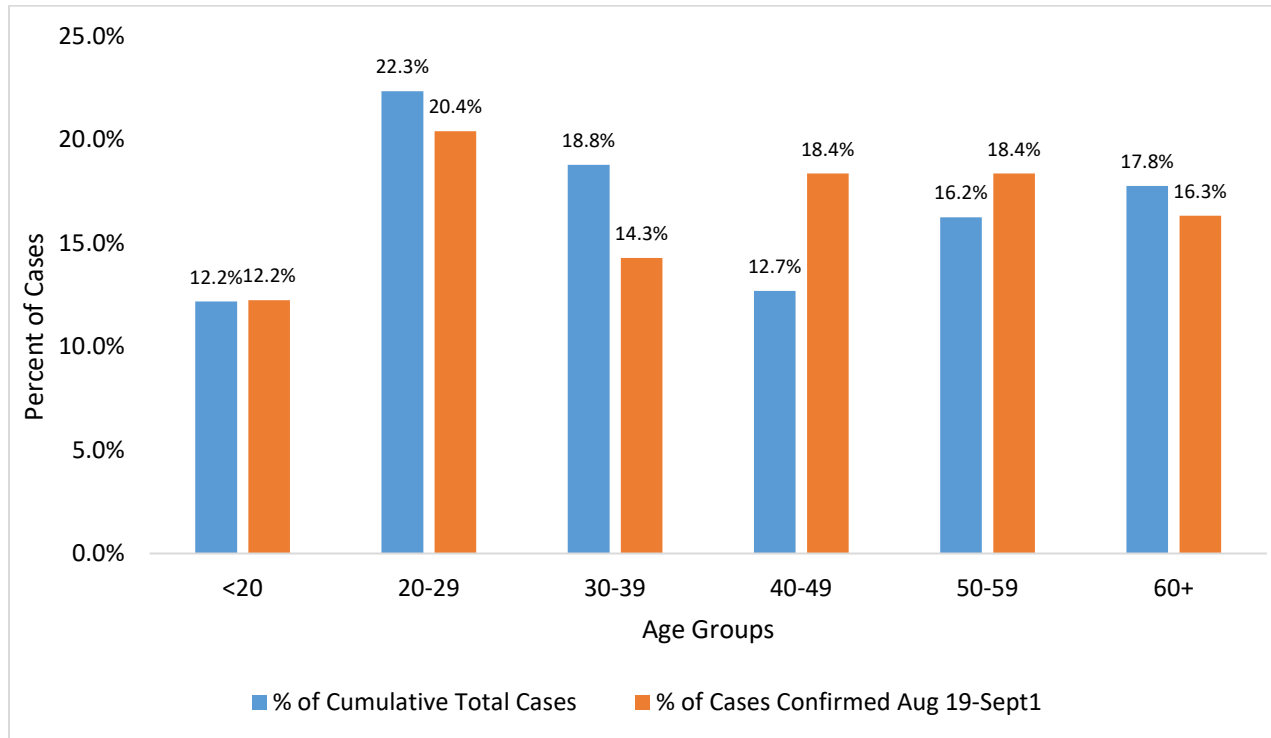
Number of confirmed COVID-19 cases by day in the City of Menasha in the past two weeks (Aug 19 – Sept 1) and the 7 day average



Number and percentage of laboratory confirmed cases of COVID-19 by age: cumulative and in the past two weeks (Aug 19 – Sept 1)

Age Group	Cumulative total cases		Cases in the past two weeks	
	Number of Cases	Percentage of Total Cases	Number of Cases	Percentage of Cases in Past Two Weeks
<20	24	12.2%	6	12.2%
20-29	44	22.3%	10	20.4%
30-39	37	18.8%	7	14.3%
40-49	25	12.7%	9	18.4%
50-59	32	16.2%	9	18.4%
60+	35	17.8%	8	16.3%
Total	197	100%	49	100%

Percentage of laboratory confirmed cases of COVID-19 by age: cumulative and in the past two weeks (Aug 19 – Sept 1)



Active cases of COVID-19 and total number of laboratory confirmed cases in the City of Menasha (as of September 1)

Active Cases		Total Cases
Number of Active Cases	Percent of Total Confirmed Cases	Total Number of Confirmed Cases
40	20.3%	197

CITY OF MENASHA
ADMINISTRATION COMMITTEE
First Floor Conference Rooms
100 Main Street
August 17, 2020
MINUTES

A. CALL TO ORDER

Meeting called to order by Chairman Nichols at 7:40 p.m.

B. ROLL CALL

PRESENT: Ald. Rebecca Nichols, James Taylor, Stan Sevenich, Mark Langdon, Ann Schmidt, Ted Grade, Tom Grade, Randy Ropella

ALSO PRESENT: PC Styka, PHD McKenney, DDE Gordon, CA/HRD Captain, Clerk Krautkramer

C. MINUTES TO APPROVE

1. Administration Committee, 7/20/20

Moved by Ald. Ropella seconded by Ald. Ted Grade to approve the minutes.

Motion carried on voice vote.

D. COMMUNICATION

1. CVMIC 2020 Summer Meeting COVID-19

E. DISCUSSION/ACTION ITEMS

1. CVMIC 2020 Summer Meeting Update/ Renewal

Staff commented on annual dividend options and previous options.

General discussion ensued on the available dividend options to the City, staff dividend recommendations, and dividend options advantages and disadvantages.

Moved by Ald. Ropella seconded by Ald. Sevenich to select dividend option two and instruct CVMIC staff to hold the dividend until they are provided further instructions.

Motion carried on voice vote 7-1.

Ald. Ted Grade voted no.

2. MPIC – Notice of Altered Terms for Property Insurance Renewal

Staff commented on CVMIC policy coverage and coverage options.

General discussion ensued on losses concerning malicious programming.

No action taken.

3. Occupational Health Services

Staff indicated the City's contract for Occupational Health Services and has expired and provided an overview of Theda Care At Work and commented on budget allocations, 3-year contract terms, and costs.

General discussion ensued on contract service rates.

Moved by Ald. Sevenich seconded by Ald. Tom Grade to enter into a 3-year contract with Theda Care At Work to provide necessary occupational health services for the City of Menasha.

Motion carried on roll call 8-0.

F. ADJOURNMENT

Moved by Ald. Taylor seconded by Ald. Tom Grade to adjourn at 9:00 p.m.

Haley Krautkramer, City Clerk

CITY OF MENASHA
Board of Public Works
First Floor Conference Room
100 Main Street
August 17, 2020
MINUTES

A. CALL TO ORDER

Meeting called to order by Chairman Langdon at 8:04 p.m.

B. ROLL CALL

PRESENT: Ald. Rebecca Nichols, James Taylor, Stan Sevenich, Mark Langdon, Ann Schmidt, Ted Grade, Tom Grade, Randy Ropella

ALSO PRESENT: DPW Alix, DDE Gordon, PRD Sackett, PHD McKenney, Mayor Merkes, CA/HRD Captain, Clerk Krautkramer

C. MINUTES TO APPROVE

1. August 3, 2020

Moved by Ald. Taylor seconded by Ald. Ropella to approve the minutes.

Motion carried on voice vote.

D. DISCUSSION / ACTION ITEMS

1. Quarterly Storm Water Communication

Staff provided an update on the City's current stormwater management pertaining to weed and algae growth and stormwater treatment ponds.

General discussion ensued on educating the public on stormwater management.

2. Payment – Northeast Asphalt, Inc.; Contract Unit No. 2020-01; Street Reconstruction & Rehabilitation \$143,917.35 (Payment No. 2)

Staff indicated this is a progress payment to Northeast Asphalt, Inc. and provided an update on storm sewer, curb and gutter, and excavation projects.

Moved by Ald. Taylor seconded by Ald. Ropella to recommend to Common Council for approval Payment – Northeast Asphalt, Inc.; Contract Unit No. 2020-01; Street Reconstruction & Rehabilitation \$143,917.35 (Payment No. 2)

Motion carried on roll call 8-0.

3. Payment – Vinton Construction; Contract Unit No. 2020-02; Jefferson Park Parking Lot, Basketball Court and Regrading; \$120,861.81 (Payment No. 5)

Staff indicated the payment is for electrical and restoration work at Jefferson Park.

Moved by Ald. Taylor seconded by Ald. Tom Grade to recommend to Common Council for approval Payment – Vinton Construction; Contract Unit No. 2020-02; Jefferson Park Parking Lot, Basketball Court and Regrading; \$120,861.81 (Payment No. 5)

Motion carried on roll call 8-0.

4. Payment – Miron Construction Co., Inc.; Public Works Construction Project \$2,355,100.07 (Payment No. 5)

Staff indicated this is a progress payment for the Public Works Facility comprised of primarily storm sewer site work and commented on construction updates for the facility.

Moved by Ald. Taylor seconded by Ald. Ropella to recommend to Common Council for approval Payment – Miron Construction Co., Inc.; Public Works Construction Project \$2,355,100.07 (Payment No. 5)

Motion carried on roll call 8-0.

5. Change Order – Advanced Construction , Inc.; Contract Unit No. 2019-7; Province Terrace Pond Modifications Construction Subtract \$6,858.00 (Change Order No. 1 & Final)
Staff indicated the deduction of \$6,858.00 is due in part to quantity changes throughout the project.

Moved by Ald. Taylor seconded by Ald. Ropella to recommend to Common Council approval Change Order – Advanced Construction , Inc.; Contract Unit No. 2019-07; Province Terrace Pond Modifications Construction Subtract \$6,858.00 (Change Order No. 1 & Final)
Motion carried on roll call 8-0.

6. Payment – Advanced Construction, Inc.; Contract Unit No.2019-07; Province Terrace Pond Modifications Construction \$7,573.27 (Payment No. 2 & Final)
Staff indicated the payment of \$7,573.27 is the final payment to Advanced Construction, Inc.

Moved by Ald. Taylor seconded by Ald. Ropella to recommend to Common Council for approval Payment – Advanced Construction , Inc.; Contract Unit No.2019-07; Province Terrace Pond Modifications Construction \$7,573.27 (Payment No. 2 & Final).
Motion carried on roll call 8-0.

7. R-30-20 Intergovernmental Agreement To Satisfy Eligibility For Recycling Consolidation Grant For Calendar Year 2021
Staff indicated the resolution outlines the intergovernmental agreements with County the enable City to apply for the consolidation grant in addition to the normal recycling grant through the state.

Moved by Ald. Taylor seconded by Ald. Ropella to recommend to Common Council for approval R-30-20 Intergovernmental Agreement to Satisfy Eligibility for Recycling Consolidation Grant for Calendar Year 2021.
Motion carried on roll call 8-0.

8. Additional December Recyclable Collection
Staff provided an overview of the current recycling schedule and commented on recycling collection complaints from residents, gaps in the current recycling collection schedule, additional collection dates, revisions to the recycling schedule, scheduling options, educating the public, associated costs, productivity, and truck fuel and wear and tear.

General discussion ensued on additional pick-up costs and schedule revision options.

Moved by Ald. Taylor seconded by Ald. Ropella to recommend to Common Council approval Additional December Recyclable Collection.
Motion carried on roll call 8-0.

E. ADJOURNMENT

Moved by Ald. Taylor seconded by Ald. Ropella to adjourn at 8:25 p.m.

Haley Krautkramer
City Clerk

CITY OF MENASHA
COMMITTEE ON AGING
July 17th, 2020
Minutes

A. Meeting called to order at 1:07 PM.

B. ROLL CALL: Present: Pat Irwin, Megan Sackett, Nancy McKenney, Beatrice Kohanski, and Brenda Marks

Excused: Tom Stoffel and Joyce Klundt

Guests: Meghan Pauly, Kristine Jacobsen, and Chloe Hansen-Dunn

C. MINUTES TO BE APPROVED: Pat Irwin moved to approve the March 12th, 2020 minutes, seconded by Bea Kohanski. Motion passed.

E CORRESPONDENCE: None

F. REPORT OF DEPT HEADS/STAFF/CONSULTANTS:

Senior Center Megan Sackett put together a summary of different activities. Megan explained the Don't Worry, Be Happy bags. She informed the COA members the number of calls that the Senior Center has been making and how they are keeping in touch with different members. Megan discussed The Chatter and the partnership with ADVOCAP. Megan discussed the number of meals that were distributed to the different areas around the Fox Valley through ADVOCAP. Megan educated the COA about the Give Help, Get Help hub and the Fox Cities Phone Pal Program at 920-832-9360 for wellness chats and combat social isolation.

Public Health and Health Screening 60+ Grant:

Nancy McKenney shared the situation awareness around COVID-19 as of 7/16/2020. Nancy explained our cases and the number of cases over different time periods.

Meghan Pauly shared that she has been working with COVID-19 patients.

Policies and Procedures Discussion:

G. NEW BUSINESS: Re-opening: Mayor Merkes, Megan Sackett, Kristine Jacobsen and Nancy McKenney have been meeting weekly about the opening of the Senior Center. They have been analyzing the COVID-19 numbers and the different phases of re-opening. There hasn't been a final decision. The Board of Health is concerned with the numbers and the numbers will be revisited next week.

Pat Irwin is happy that Senior Center is going slow and cautious. Pat is happy that the Chatter is still coming out.

Bea Kohanski would like to see small groups get together...like a card group.

Brenda Marks states that she would love to see the Senior Center open, but it is frightening.

H. HELD OVER BUSINESS:

Signage: The City was able to move some money/carry forward money to have the sign repaired. Megan Sackett is working with facilities to get an updated quote.

Rentals: N/A

I. ADJOURNMENT: Brenda Marks moved to adjourn the meeting, seconded by Beatrice Kohanski. Motion passed.

The next meeting will be held on Friday, August 14th, 2020 at 1:00pm at the Menasha Health Department on 100 Main Street Menasha, WI. It will be both via Go Meeting and in person.

**CITY OF MENASHA
Housing Authority
Menasha Senior Center
116 Main Street
August 24, 2020
DRAFT MINUTES**

A. CALL TO ORDER

The meeting was called to order at 4:35 p.m. by Chairperson Haase.

B. ROLL CALL/EXCUSED ABSENCES

MEMBERS PRESENT: Commissioners Larry Haase, Mike Keehan, Christine Kaup, Frank Haffner and Arnie Collier.

MEMBERS EXCUSED/ABSENT:

OTHERS PRESENT: CDD Schroeder, PP Stephenson, Alderperson Randy Ropella (District 8), Alderperson Stan Sevenich (District 3), Alderperson Ted Grade (District 7), Alderperson James Taylor (District 2), Mayor Don Merkes, Ramona Weso (709 First Street), and Erin Culligan (377 Nassau Street).

C. MINUTES TO APPROVE

1. Minutes of the June 29, 2020 Housing Authority Meeting

A motion was made by Comm. Keehan to approve the minutes of June 29th, 2020 Housing Authority Meeting. The motion was seconded by Comm. Kaup. The motion carried.

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

Five (5) minute time limit for each person

Alderperson Randy Ropella (District 8): Spoke against elected officials being able to apply for the program as it relates to the state statutes, ethics, and morals of City government, noting this is causing division amongst elected officials.

Erin Culligan (377 Nassau Street): Thanked the City for the program availability and provided an update as it relates to her project, MR 2020-19.

Alderperson Ted Grade (District 7): Spoke in favor of the overall program and the process the Housing Authority is following to review applications, but noting all programs need to be adjusted. Furthermore, Alderperson Grade noted he was more in favor of the programs ability to attract new residents to Menasha rather than providing funds to a property owners that have not done any improvements and now are only improving their home due to the program.

Alderperson Stan Sevenich (District 3): Spoke against elected officials being able to apply for the program as it relates to the state statutes, ethics, and morals of City government noting legal action may be taken if certain applications are approved and noted that every member of the Housing Authority took an oath to abide by policy, City Ordinances, and the State statutes urging certain applications to be denied.

Mayor Don Merkes: Read a memo drafted by the City Attorney as it relates to the concerns over legality of elected officials applying for the program.

Arnie Collier (941 Tayco Street, Apt. 12): Spoke against elected officials being able to apply for the program as it relates to the state statutes, ethics, and morals of City government noting action should have previously been taken so members of the Housing Authority were not put in this position.

Alderman James Taylor (District 2): Spoke in favor of the overall program, his project and the legal opinion of the City Attorney.

E. ACTION / DISCUSSION

1. Review of Strong Neighborhoods Housing Applicants

a. Remove from Table MR2020-16

A motion was made by Comm. Keehan to remove MR2020-16 from the Table. The motion was seconded by Comm. Haffner. The motion carried

A motion was made by Comm. Haffner to approve MR2020-16 as recommended. The motion was seconded by Comm. Keehan.

PP Stephenson gave an update on the project.

General discussion ensued regarding the applicant and the state statutes as it relates to elected officials using the housing program as approved by the Common Council.

CDD Schroeder further explained that the Housing Authority is reviewing the applications as it relates to the project and the program criteria as approved by the Common Council as a whole body.

The motion carried 3-1 with 1 abstention. (Collier – No; Kaup – Abstain)

b. CU2020-09: Replace Siding, Windows and Front Porch

A motion was made by Comm. Keehan to approve CU2020-09 as recommended. The motion was seconded by Comm. Kaup.

PP Stephenson gave an update on the project followed by general discussion.

The motion carried.

c. CU2020-10: Repair Exterior Masonry and Repair Windows

A motion was made by Comm. Haffner to approve CU2020-10 as recommended. The motion was seconded by Comm. Keehan.

PP Stephenson gave an update on the project.

General discussion ensued regarding the applicant and the state statutes as it relates to elected officials using the housing program as approved by the Common Council.

The motion carried 3-1 with 1 abstention. (Collier – No; Kaup – Abstain)

d. MR2020-13: Remodel

A motion was made by Comm. Haase to approve MR2020-13 as recommended. The motion was seconded by Comm. Haffner.

PP Stephenson gave an update on the project followed by general discussion.

The motion carried.

e. MR2020-18: Foundation Repair

A motion was made by Comm. Keehan deny MR2020-18. The motion was seconded by Comm. Haffner.

PP Stephenson gave an update on the project followed by general discussion.

Comm. Collier questioned the rubric as it relates to the general need of the area.

The motion carried 4-1 (Collier – No)

f. MR2020-19: Remodel and Electrical Update

A motion was made by Comm. Keehan to approve MR2020-19 as recommended. The motion was seconded by Comm. Haffner.

PP Stephenson gave an update on the project followed by general discussion.

The motion carried.

g. MR2020-20: Roof Repair, Window Replacement, and Patio Replacement

A motion was made by Comm. Keehan deny MR2020-20. The motion was seconded by Comm. Kaup.

PP Stephenson gave an update on the project followed by general discussion including the lack of a comprehensive project.

The motion carried.

h. MR2020-21: Siding Replacement

A motion was made by Comm. Keehan deny MR2020-21. The motion was seconded by Comm. Haffner.

PP Stephenson gave an update on the project followed by general discussion including the project need.

The motion carried.

i. MR2020-23: Driveway and Walkway Repair/Extension

A motion was made by Comm. Keehan deny MR2020-23. The motion was seconded by Comm. Haase.

PP Stephenson gave an update on the project followed by general discussion including the use of funds for driveway and the effect on future property value and overall area need.

The motion carried 3-2 (Collier and Haffner – No).

j. MR2020-24: Foundation Repair

A motion was made by Comm. Keehan deny MR2020-24. The motion was seconded by Comm. Haffner.

PP Stephenson gave an update on the project followed by general discussion including future foundations issues.

The motion carried 4-1 (Collier – No).

k. MR2020-25: Roof Repair, Gutter Replacement, Front Porch Repair, and Sidewalk Repair

A motion was made by Comm. Haase to approve MR2020-25 as recommended. The motion was seconded by Comm. Collier.

PP Stephenson gave an update on the project followed by general discussion.

The motion carried.

2. Rubric Update/Discussion

Based upon past conversations and constant adaptation of the program, PP Stephenson provided a summary of possible updates to the grading rubric including doubling the points as it relates to the homes end value and adding the need of repair. General discussion ensued agreeing with the changes and suggesting it be brought forward for all future applicants.

3. Set Next Meeting Date

The next meeting was set for October 26th at 4:30 PM.

F. ADJOURNMENT

Comm. Keehan made a motion to adjourn the meeting at 6:00 PM. The motion was seconded by Comm. Collier. The motion carried.

Minutes respectfully submitted by CDD Schroeder

CITY OF MENASHA
Calumet County Joint Review Board
Menasha City Center
100 Main Street, Room 207
August 4, 2020
DRAFT MINUTES

A. CALL TO ORDER

The meeting was called to order by Community Development Director Schroeder at 2:03 PM.

B. ROLL CALL/EXCUSED ABSENCES

MEMBERS PRESENT: Mayor Merkes (City of Menasha via teleconference), Holly Burr (Appleton School District via teleconference), Dan DeBonis (Calumet County), Faith Schiedermayer (Fox Valley Technical College), and Clarence Weller (Citizen Member).

MEMBERS EXCUSED:

OTHERS PRESENT: CDD Schroeder, FD Sassman, and Jonathan Schatz (Ehlers and Associates via teleconference).

C. MINUTES TO APPROVE

1. **Minutes of July 7, 2020, Calumet County Joint Review Board, Appleton School District**
DeBonis made a motion to approve the minutes of July 7, 2020, Calumet County Joint Review Board, Appleton School District. Seconded by Schiedermayer. Motion carried.
2. **Minutes of January 14, 2020, Calumet County Joint Review Board, Appleton School District**
DeBonis made a motion to approve the minutes of January 14, 2020, Calumet County Joint Review Board, Appleton School District. Seconded by Schiedermayer. Motion carried.
3. **Minutes of January 14, 2020, Calumet County Joint Review Board, Menasha School District**
Adesso made a motion to approve the minutes of January 14, 2020, Calumet County Joint Review Board, Menasha School District. Seconded by DeBonis. Motion carried.

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

Five (5) minute time limit for each person
No comments.

E. DISCUSSION / ACTION ITEMS

1. **Consideration and appointment and/or reaffirmation of the Joint Review Board's public member**
CDD Schroeder introduced Clarence Weller. Mr. Weller is a City of Menasha/Calumet County residence with a career in banking and experience on the Village of Shorewood Board.

Adesso made a motion to approve the appointment of Clarence Weller as the Joint Review Board's Calumet County public member. Seconded by Schiedermayer. Motion carried.
2. **Review the Public Record, Planning Documents, Plan Commission Resolution Adopting the Project Plan, and the Resolution Passed by the Common Council Approving Project Plan Amendment No. 1, Tax Incremental District No. 12**
CDD Schroeder provide a summary of the Plan Commission and Common Council consideration of the TIF 12 Project Plan Amendment No. 1.

3. Consideration of the City of Menasha Joint Review Board – Calumet County Resolution R-1-2020 Approving Project Plan Amendment No. 1, Tax Incremental District No. 12

Weller made a motion to approve the City of Menasha Joint Review Board – Calumet County Resolution R-1-2020, approving Project Plan Amendment No. 1 for Tax Incremental District No. 12. Seconded by DeBonis. Motion carried.

4. Tax Increment District 2019 Annual Report Accept and Place on File – Calumet County Joint Review Board, Appleton School District

CDD Schroeder and FD Sassman provided a summary of the 2019 annual report specific to the two active Calumet County Districts.

General discussion ensued.

DeBonis made a motion to accept and place on file the 2019 Tax Increment District Annual Report for the Calumet County Joint Review Board, Appleton School District. Seconded by Weller. Motion carried.

5. Tax Increment District 2019 Annual Report Accept and Place on File – Calumet County Joint Review Board, Appleton School District

Weller made a motion to accept and place on file the 2019 Tax Increment District Annual Report for the Calumet County Joint Review Board, Appleton School District. Seconded by Adesso. Motion carried.

F. ADJOURNMENT

DeBonis made a motion to adjourn the meeting at 2:18 PM. The motion was seconded by Weller. The motion carried.

Minutes respectfully submitted by CDD Schroeder.

CITY OF MENASHA
Landmarks Commission
Menasha City Center, Room 133
100 Main Street, Menasha
August 12th, 2020
DRAFT MINUTES

A. CALL TO ORDER

The meeting was called to order by Alderperson Tom Grade at 5:32 PM.

B. ROLL CALL/EXCUSED ABSENCES

LANDMARKS MEMBERS PRESENT: Alderperson Tom Grade, Commissioners Dean Wydeven, Jeff Heimerman, Arnie Collier, Kate Mueller and Kim Massey

LANDMARKS MEMBERS EXCUSED: Commissioners Thomas Almendarez.

OTHERS PRESENT: AP Stephenson and Jose Stambuk (212 Main Street).

C. PUBLIC HEARING

D. MINUTES TO APPROVE

1. Minutes of the July 8, 2020 Landmarks Commission Meeting

Comm. Wydeven made a motion to approve the minutes of July 8th, 2020 Landmarks Commission Meeting. The motion was seconded by Comm. Massey. The motion carried.

E. PUBLIC COMMENT ON ANY ITEM OF CONCERN ON THIS AGENDA OR ANY ITEM RELATED TO THE LANDMARKS RESPONSIBILITIES OF THE LANDMARKS COMMISSION

Five (5) minute time limit for each person

Jose Stambuk (212 Main Street): Informed the Landmarks Commission that he would like to make the needed repairs to his building but will need permission from the adjacent owner to enter their air space and potentially use a portion of their property to stage a boom truck.

F. COMMUNICATIONS

1. None

G. ACTION / DISCUSSION ITEMS

1. Commercial Mailbox Discussion

PP Stephenson gave an update regarding the new mailbox policy the Post Office has.

The Landmarks Commission discussed the topic and felt that no new policy was needed to address this change.

2. Landmarks Informational Mailing

Comm. Wydeven informed the Commission that he would like to have the Landmarks Commission send out an informational packet to all property owners in the historic districts in the future.

3. 212 Main Street Maintenance

PP Stephenson gave an update on the Maintenance of 212 Main Street.

The Landmarks Commission entered into a conversation with the following being discussed:

- Timeline for the maintenance
- Issues regarding neighboring properties.
- The Landmarks role in the maintenance process.

4. Historic District Maintenance Discussion

PP Stephenson gave an update.

This item will be further discussed at another meeting.

5. Façade Grant Program

PP Stephenson gave an update regarding the Façade Grant Program.

The Landmarks Commission entered into a conversation with the following being discussed:

- Funding for the Façade Program.
- The need for repairs on not just front facing facades.

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

Five (5) minute time limit for each person

I. ADJOURNMENT

A motion was made by Comm. Mueller to adjourn the meeting at 6:22PM. The motion was seconded by Alderperson Grade. The motion carried.

Minutes prepared by PP Stephenson.

**ELISHA D. SMITH PUBLIC LIBRARY BOARD OF TRUSTEES
MEETING MINUTES**

Elisha D. Smith Public Library
Via GoToMeeting and in the Library
August 25, 2020

Called to order at 4:30pm by Chairman Golz

Present: Englebert (via GoToMeeting), Chairman Golz (at the library), Vice Chair Halverson (via GoToMeeting), Secretary Lane (via GoToMeeting), Trustee Schwerbel (via GoToMeeting), Trustee Turner (at the library at 4:36pm), Trustee Witt (via GoToMeeting) and Teen Rep White (via GoToMeeting).

Absent: Trustee Franzoi and Superintendent of Schools VanderHeyden.

Also Present: Director Lenz (at the library), Children's Services Supervisor (at the library), Support Services Supervisor Brandt (via GoToMeeting) Adult Services Supervisor Raschke (at the library) and Business Manager Dreyer (at the library).

Public Comment/Communication

A sympathy card was sent to the spouse of former Trustee Gary Wisneski.

Consent Business

Motion made by Englebert, seconded by Halverson to approve the Library Board meeting minutes from July 28, 2020. Motion carried unanimously.

Authorization of Bills

Motion made by Schwerbel, seconded by Englebert to authorize payment of the August 2020 list of bills from the 2020 budget, endowment fund and WALs technology account. Motion carried unanimously.

Old Business

Facility Plan

We expect to hear about the IMLS CARE's grant application on September 1, 2020. Trustees should not forget about the other parts of the strategic plan that also needs to be accomplished.

New Business

July Statistics

The use of digital materials is up 16.5% over last year. Website visits are up 8.8%. Due to COVID-19, the library continues to provide curbside materials pick-up, virtual programming and limited in library services.

2020 Budget Status

Trustees reviewed the 2020 budget status.

Endowment Status: Transfers

Motion made by Halverson, seconded by Englebert to transfer funds (totaling \$1,854.07) from the Memorial Fund held at the Community Foundation for the Fox Valley Region, Inc. to the checking account held at Nicolet National Bank as follows as per the donors:

- 10% from the Graves Fund for children's materials
- 5% from the Howe Fund for children's materials
- 5% from the Vollmer Fund for children's materials
- 5% from the Loescher Fund for craft books and programs

Motion carried unanimously.

Ad Hoc Committees 2020-2021

Motion made by Golz, seconded by Turner to establish three ad hoc committees: Facility Project Fundraising Committee, an Arts Committee (volunteers that manage displays on the art wall, hold artist

receptions, etc.) and a 125th Anniversary Committee. The 125th Anniversary Committee would be part of the Marketing & Resource Development Committee. Motion carried unanimously.

2021 Budget

There are no instructions from the city as of yet regarding the 2021 budget.

Staff Reports

- Children's Services is passing out prizes and coupons to the summer reading program participants. They are also planning a fall reading program.
- Victor Flores, Outreach Coordinator, is doing virtual story times and gave away about 250 books (from a grant from Menasha Corporation) at the MJSD meal sites in Menasha.
- There are 15-20 patrons on an average day that come in for in-library reference services.
- Friends made about \$2,300 from the used book sale that was held outdoors Fridays in August.
- There were 272 teen crafts picked up over the summer.
- Cindy Schaefer Kemps has moved from library assistant to librarian. Matt Tessmer received full time employment at the Oshkosh Public Library. These hours, in addition to those left by another library assistant earlier in the year, could be used to temporarily expand cleaning when the library's hours change to school year hours on September 8. Trustees agreed to shift an additional \$200 per week to Contract Services – Janitorial for Service Master.

Adjournment

Motion to adjourn made at 5:00pm by Witt, seconded by Halverson. Motion carried unanimously.

Respectfully submitted,
Kathy Dreyer, Recording Secretary

CITY OF MENASHA
Parks and Recreation Board
Hart Park Pavilion
July 14, 2020
DRAFT MINUTES

A. CALL TO ORDER

The meeting was called to order by Chr. D. Sturm at 6:04 pm.

B. ROLL CALL/EXCUSED ABSENCES

MEMBERS PRESENT: Chr. Dick Sturm, Brian Adesso, Tim Hale, Melissa Zwach, Tom Marshall, Lisa Hopwood, Ald. Ted Grade

MEMBERS ABSENT: None

OTHERS PRESENT: DDMO Brown, RSSM Sackett, Mayor Don Merkes, Ald. Tom Grade, Pool Manager Chad Bruechert

C. PUBLIC COMMENT/CORRESPONDENCE

D. MINUTES TO APPROVE

1. **Minutes of the June 16, 2020 Park Board Meeting.** Moved by Ted Grade, seconded by B. Adesso to approve the minutes of the June 16 Park Board meeting. A note was made to update the minutes to reflect that Tim Hale was absent from the June 16, 2020 meeting. Motion carried.

E. DISCUSSION/ACTION ITEMS

1. **Approval of Donation of Jefferson Park Gateway Features.** Ald. Tom Grade and Mayor Merkes gave an overview of the project indicating the gateway feature is part of the master plan of Jefferson Park. These features are designed to reflect the architecture of Jefferson School. Motion made by T. Hale, seconded by Ted Grade to tentatively accept the donation and direct staff to obtain updated renderings that include dimensions of scale. Motion carried.
2. **Approval of Naming of the Pickleball Courts at Smith Park.** Motion made by Ted Grade, seconded by T. Hale to approve the naming of the Pickleball Courts at Smith Park in honor of Brian Tungate and his 30 years of service to the City of Menasha. Motion carried.
3. **Discussion of Park Safety and Security Options.** Discussion was had by Park Board members regarding park safety issues and past and possible future solutions including use of cameras, signage for park expectations, and a park monitoring program. Staff was directed to put together a sample of park signage outlining expectations and contact Menasha Police to schedule a visit to a future Park Board meeting to continue the discussion of solutions.
4. **Update of Lawson Canal Project.** RSSM Sackett gave Park Board an update on the submittal of documents. Staff is awaiting response at this time.
5. **Update on 2020 Pool & Recreation Season.** Pool Manager Bruechert and RSSM Sackett gave updates on current Pool and Rec operations during the COVID-19 pandemic. Motion was made by D. Sturm, seconded by T. Marshall indicating the Park Board fully supports staff continuing to move forward with Pool and Rec operations as outlined. Motion carried.

F. REPORT OF DEPARTMENT HEADS/STAFF/CONSULTANTS

1. **Park, Pool and Forestry Report.** Vandalism has occurred at the Hart Park and Shepherd Park. Staff is working to get caught up on park maintenance. Koslo is scheduled for 1-2 games/day. Spreading and rolling of dirt will be taking place at Shepherd Park. Parks staff has also been working on taking down hazard trees.

2. **Recreation/Senior Center Report.** RSSM Megan Sackett reported that planning is ongoing for the Grunski, the Family First night with the magician and the Movie in the Park. Senior Center staff is continuing to make connections with local seniors through regular phone calls, delivery of activity bags and virtual programming. Senior Center and Health Dept staff are in discussion regarding future services offered during the COVID-19 public health emergency.

G. PUBLIC COMMENT ON ANY MATTER LISTED ON THE AGENDA

Chad Bruechert reported on recent visits from alderman to the pool. Bruechert also reported on programming that pool staff is working on with the school district.

H. ADJOURNMENT

Motion by L. Hopwood, seconded by T. Marshall to adjourn at 7:40 pm. Motion carried.

**CITY OF MENASHA
Parks and Recreation Board
Smith Park, 301 Park Street
August 11, 2020
MINUTES**

A. CALL TO ORDER

The meeting was called to order by Chr. D. Sturm at 6:03pm.

B. ROLL CALL/EXCUSED ABSENCES

MEMBERS PRESENT: Chr. Dick Sturm, Brian Adesso, Ald. Ted Grade, Tim Hale, Lisa Hopwood, Tom Marshall, Melissa Zwach

OTHERS PRESENT: PRD Sackett, AA Lori, Community Liaison Officer Nick Oleszak, Mayor Merkes

C. PUBLIC COMMENT/CORRESPONDENCE

Mayor Merkes announced new Parks and Recreation Director Megan Sackett.

D. MINUTES TO APPROVE

1. **Minutes of the July 14, 2020 Park Board Meeting:** Moved by Ald. T. Grade, seconded by B. Adesso to approve the minutes of the July 14 Park Board meeting. Motion carried.

E. DISCUSSION / ACTION ITEMS

1. **Approval of Donation of Jefferson Park Gateway Features:** Mentioned to double check placement of the Third St / Konemac gates (back from street) and saving the existing plantings. Moved by Ald. T. Grade, seconded by T. Marshall to approve the donation of the Jefferson gateway features. Motion carried.
2. **Discussion of Park Safety and Security Options:** Community Liaison Officer Nick Oleszak presented concerns with ongoing issues at Hart Park. The board agreed to have an open discussion to gather ideas to combat these issues.

F. REPORT OF DEPARTMENT HEAD / STAFF

1. **Park, Pool and Forestry Report:** Per DDMO Brown the Jefferson Park restrooms closing time has been changed to 8:00pm as a trial run; Shepard Park is filled and graded, still need to fine tune and seed/hay; Starting at the end of the week to fix the drainage at Smith Park; Play equipment is in at Clovis Grove and the poured-in-place will be installed on Tuesday and Wednesday of this week; new projects coming up – repair the concrete/brick wall of the Gilbert site shelter, moving the trail at Jefferson away from the water and completing crack filling and sealing at Barker Farm and Jefferson Parks.
2. **Recreation Department / Senior Center Report:** PRD Sackett reported on a successful (modified) Grunski held on August 8; Families First activities nights have included a magician and a scavenger hunt – movie in the park will be held August 19 at Clovis Grove; Recreation and Pool classes will be wrapping up this week; Working on the fall program guide (virtual); Senior Center has a couple of outdoor programs coming up and we're working on programs out in the community. Lawson Canal project is in the works and budget time is coming up.

G. PUBLIC COMMENT ON ANY MATTER LISTED ON THE AGENDA

H. ADJOURNMENT

Motion by L. Hopwood, seconded by T. Marshall to adjourn at 7:48pm. Motion carried.

NMFR Joint Finance & Personnel Committee Meeting Minutes
August 25, 2020 – 5:30 p.m.
Room #132 – City of Menasha

Draft

Present: Ald. Sevenich, Ald. Grade, Ald. Stevenson and Ald. Boyette

Excused: Ald Ropella

Also Present: Chief Kloehn, Director Sassman and MA Ellis

Ald. Boyette called the meeting to order at 5:33 p.m.

Public: No members of the public were present.

Minutes: The Committee reviewed the June 23, 2020 meeting minutes. **MSC Sevenich/Stevenson to approve the June 23, 2020 meeting minutes and place on file, all voting aye.**

Activity & Automatic Aid/Mutual Aid Reports: The Committee reviewed the July and year-to-day activity and mutual aid reports. Chief Kloehn noted that we are not responding to sick type calls unless requested by Gold Cross. Even with these decrease in calls we remain on pace for the same amount of calls as the same time as last year. **MSC Sevenich/Grade to approve the July 2020 and year-to-date activity and automatic/mutual aid reports and place on file, all voting aye.**

Chief Kloehn updated the Committee regarding the automatic aid with Appleton Fire Department. He spoke to Chief Hansen and was told Outagamie County is currently going through a CAD upgrade and didn't think after this upgrade their system will work with Winnebago County's. He spoke to Captain Vendola at Winnebago County Sheriff's Department and was told they continue testing but do not have a projected date for resuming automatic aid. They hope this upgrade will not affect the ability to continue to work on the two systems to be able to communicate with each other. He was told this system has nothing to do with Winnebago's system and it's all on Outagamie County's end. He is meeting with Chief Hansen this week to see if there's a way to work with each other through a mutual aid system versus automatic aid. Ald. Stevenson asked if the Appleton leadership knows about the issue. Chief Kloehn said he didn't know but Appleton Fire Department remains interested in doing this. Chief Kloehn will update the Committee after his meeting with Chief Hansen.

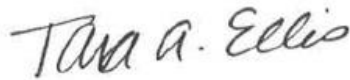
Monthly Budget Report: The Committee reviewed the July 2020 budget report. **MSC Stevenson/Grade to approve the July 2020 monthly budget report and place on file, all voting aye.**

MSC Sevenich/Stevenson recommends the City of Neenah and City of Menash Common Council's approve Neenah-Menasha Fire Rescue's 2021 cost distribution formula with the City of Neenah's weighted share at 59.83% and City of Menasha's weighted share at 40.17%, all voting aye.

Cost Distribution Formula: The Committee reviewed the information on the Cost Distribution Formula for the 2021 budget. Ald. Grade noted there were previous discussions when Director Jacobs was here to have the two Finance Directors review how the formula currently works and if this is still the best way or if there is a different way to do this. He asked Director Sassman to talk to Director Easker to see if this is something that can be looked at.

MSC Stevenich/Stevenson to adjourn at 5:55 p.m., all voting aye.

Respectfully Submitted,

A handwritten signature in cursive script that reads "Tara A. Ellis".

Tara Ellis
Management Assistant

**CITY OF MENASHA
Redevelopment Authority
Menasha City Center
100 Main Street, Room 133
August 13, 2020
DRAFT MINUTES**

A. CALL TO ORDER

Chairman Vanderhyden called the meeting to order at 5:16 PM.

B. ROLL CALL/EXCUSED ABSENCES

REDEVELOPMENT AUTHORITY MEMBERS PRESENT: Chairperson Kim Vanderhyden, Alderperson Nichols (phone), Matt Vanderlinden, Bob Stevens, Kip Golden, and Gail Popp.

REDEVELOPMENT AUTHORITY MEMBERS EXCUSED: Shane Correll.

OTHERS PRESENT: CDD Schroeder, CA Captain, Tom Miller (177 Marina Place), Alderman Tom Grade (District No. 6), Steve Grenell (Menasha Utilities), Melanie Krause (Menasha Utilities), Sandra Dabill-Taylor (545 Broad Street), Kim Massey (365 Naymut Street), and Grant Fisk (2526 Grassy Lane, Neenah).

C. PUBLIC HEARING

No public hearing at this time.

D. MINUTES TO APPROVE

1. Minutes of the July 7, 2020 Redevelopment Authority Meeting

A motion was made by Comm. Vanderlinden to approve the minutes of July 7, 2020 Redevelopment Authority Meeting. The motion was seconded by Comm. Stevenson. The motion carried.

E. PUBLIC COMMENTS ON ANY MATTER OF CONCERN ON THIS AGENDA

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

Sandra Dabill-Taylor spoke in opposition to the amount the DOT was offering for the 30 day extension; opposition to apartments being built on the Banta property; and noted if approved, certain conditions that should be included with any sale of the property to protect the City investment.

F. DISCUSSION / ACTION ITEMS

Items 3.a and 3.c. were moved to the start of the discussion and action items.

1. Residential Lot Sale Update – Lake Park Villas (Gail Popp)

Gail Popp, Coldwell Banker, provided the RDA an update on the real estate activity of Lake Park Villas. CDD Schroeder added that the Replat of Lots 18-25 was recorded and we will likely close on the seven Cypress Home lots in the next couple of weeks.

No action was taken.

2. Lakeshore Ridge Apartment Development Update – Lots 3 and 4 of Lake Park Villas

CDD Schroeder provided the RDA an update on the development of Lakeshore Ridge Apartments explaining that the 64 unit apartment complex was approved, we will likely be seeing the submittal of the condo building in the next month, and a closing will likely take place in the next few weeks.

No action was taken.

3. Banta/RR Donnelley Property – 460 Ahnaip Street

a. DOT Demolition Update

CDD Schroeder updated the RDA on the Banta demolition noting the damage done to the historic doorway entry #1 that was to be removed per contract and the requested one month extension to the Temporary Limited Easement.

Alderperson Tom Grade noted on-going conversations with the DOT and the demolition contractor on possible restoration of the historical element that was damaged.

General discussion ensued in regards to the offer, demolition contract, and penalties.

Comm. Vanderhyden motion to accept the 30 day extension of the TLE allowing staff to negotiate a higher price, not to be less than the offer of \$2,000.00. Motion was seconded by Comm. Vanderlinden. The motion carried.

b. Menasha Utilities – Proposed Utility Relocate – Racine Street Bridge

CDD Schroeder and Steve Grenell with Menasha Utility provided the RDA an updated of the proposed utility relocation project as part of their preparation for the construction of the Racine Street Bridge. As discussed in March with the RDA, Menasha Utilities was able to consolidate existing overhead lines on both sides of the river to underground facilities. The last area that needs to be finalized is how to get power from the Menasha Dam to the intersection of Ahnaip Street and Oak Street. Based upon past conversations, Menasha Utilities is proposing to bore the lines underground west of the Dam near the shoreline and then continue underground following the future Oak Street Right-of-way extension taking into account future development.

General Discussion ensued.

Comm. Vanderhyden motion to accept the Menasha Utilities conceptual layout following the future Oak Street Right-of-Way extension and allow staff to execute the necessary documents to allow for the proposed utility relocation through the Banta Property with the condition that the other easements not used are vacated. Motion was seconded by Comm. Golden. The motion carried.

c. Option to Purchase – YPR Properties, LLC presented by Heimdall, LLC (Southwest end of 460 Ahnaip Street)

Comm. Golden abstained from the item due to conflict with the project.

Kip Golden, with CR Structure and Grant Fisk, with Heimdall, LLC on behalf of YBR Properties, presented the proposed redevelopment plans and an offer to purchase the southwest end of Ahnaip Street based upon comments from the June 2, 2020 RDA meeting. The project encompassing the still standing 4 story and highbay portions of the former Banta building included 34 market rate apartment units, 37 indoor parking spaces, indoor storage and common areas for the tenants including a roof top patio, and an area for a commercial space along the south western portion of the existing highbay portion. Mr. Golden further discussed connection to the remaining site, future Oak Street extension, future development capabilities, and additional site details in and around the proposed Lawson Canal project.

General Discussion ensued including:

- Design elements: high quality construction and materials
- Overall site layout
- Urban Canal Development
- Oak Street Access

- Development and Purchase Agreement

Comm. Vanderhyden motion to accept the conceptual proposal and direct staff to bring back a land purchase and development agreement. Motion was seconded by Alderperson Nichols.

Addition discussion ensued regarding the need to see details and conditions of the project to be included in the Land Purchase and Development Agreement.

Alderperson Nichols left the meeting after item 3.c. at 5:53pm.

The motion carried 4-0 with one abstention (Golden - Abstain).

4. Set Next Meeting

The next meeting was set for September 15, 2020 at 5:15 PM.

G. ADJOURNMENT

A motion was made by Comm. Popp to adjourn the meeting at 6:40 PM. The motion was seconded by Comm. Vanderhyden. The motion carried.

Minutes respectfully submitted by CDD Schroeder.

August 11, 2020 - Partisan Primary

	Senior Center (Districts 1 & 2)	Boys and Girls Club (Districts 3 & 4)	Clovis Grove School (Districts 5 & 7)	Jefferson School (District 6)	WDC (District 8)	Total
# of Voters	447	521	534	233	460	2195
# of Provisional Ballots	0	0	0	0	0	0
Party Preference Selection						
Democratic	276	296	339	122	239	1272
Republican	142	193	167	97	209	808
Constitution	0	2	1	0	0	3
Democratic Party						
Congressional						
Representative in Congress D6						
Matthew L. Boor	13	16	16	8		53
Michael G. Beardsley	42	68	64	26		200
Jessica J. King	222	207	249	81		759
write-in	0	1	1	0		2
Representative in Congress D8						
Amanda Stuck					229	229
write-in					0	0
Legislative and State						
Representative to the Assembly D57						
Lee Snodgrass	246	267	290	107		910
write-in	3	1	2	0		6
Representative to the Assembly D3						
Emily Voight					225	225
write-in					0	0
District Attorney						
write-in	11	6	11	1	8	37
County						
County Clerk						
write-in	7	5	13	1	8	34
County Treasurer						
Michelle Jankowski - Registered write-in	0	0	0	2		2
write-in	10	5	11	1	7	34
Register of Deeds						
write-in	13	31	5	8	10	67
Republican Party						
Congressional						
Representative in Congress D6						
Glenn Grothman	148	190	176	101		615
write-in	0	0	2	0		2
Representative in Congress D8						
Mike Gallagher					208	208
write-in					0	0
Legislative and State						
Representative to the Assembly D57						
Eric J. Beach	144	183	175	99		601
write-in	0	0	0	0		0
Representative to the Assembly D3						
Ron Tusler					206	206
write-in					0	0
District Attorney						
Christian A. Gossett	141	183	175	98		597
write-in	1	0	0	0		1
District Attorney						
Nathan F. Haberman					207	207
write-in					0	0
County						
County Clerk						
Susan T. Ertmer	146	182	176	99		603
write-in	0	2	0	0		2
County Clerk						
Beth A. Hauser					209	209
write-in					0	0
County Treasurer						
Mary E. Krueger	145	181	174	97		597
write-in	0	2	1	1		4
County Treasurer						

Michael V. Schlaak					210	210
write-in					1	1
Register of Deeds						
Natalie Strohmeier	102	123	125	61		411
Paul Esslinger	45	88	58	40		231
write-in	2	1	0	0		3
Register of Deeds						
Tami J. Alten					209	209
write-in					1	1
Constitution						
Congressional						
Representative in Congress D6						
write-in	0	2	0	0		2
Representative in Congress D8						
write-in					0	0
Legislative and State						
Representative to the Assembly D57						
write-in	0	2	0	0		2
Representative to the Assembly D3						
Joshua Young - reg. write-in					0	
write-in					0	0
District Attorney						
write-in	0	1	0	0	0	1
County						
County Clerk						
write-in	0	1	0	0	0	1
County Treasurer						
write-in	0	1	0	0	0	1
Register of Deeds						
write-in	0	1	0	0	0	1

	Total residents of voting age	Registered at polls	No. Voters	Voter %	Absentees
Total City Percentage	13,288	40	2195	17%	1503

MEMORANDUM

TO: Menasha City Council
FROM: REALTORS® Association of Northeast Wisconsin
DATE: August 17, 2020
RE: Vacant Building Registration

The Realtors Association of Northeast Wisconsin (RANW) learned of the ordinance to require owners of vacant buildings in the Menasha Central Business District to register with the city only after its adoption on Monday, August 3, 2020. We are writing to express our opposition to this ordinance and request that the City Council reconsider its adoption.

We commend the City Council for its proactive efforts to maintain and enhance the downtown commercial presence. We do not necessarily object to the city's efforts to maintain contact information for those businesses that are no longer occupied so that you can ensure proper compliance with applicable codes and city requirements already in place. However, we believe that the fees attached to this registration are excessive and do not further the stated goal of property maintenance.

VIOLATION OF PRIVATE PROPERTY RIGHTS

Owners of private property have a right to determine if and when to sell or rent their property and its market value. The provision that this registration also requires a payment of \$250 every six months for re-registration creates a penalty for those businesses that have had to close their doors and are either unable or unwilling to sell or rent their property according to a timeline desired by the city. If the true intention of the ordinance is to *"maintain these buildings to prevent creation of public nuisance; preserve property values, and promote the comfort, health, safety, morals, prosperity, aesthetics and general welfare of the people of the City of Menasha"*, then the city should fully utilize the tools already in place to accomplish these same goals such as the city's commercial building and maintenance code and public nuisance code. Requiring owners of vacant properties that do not have open code violations to now pay an additional \$500 a year for registration is unjustified.

POOR TIMING

Owners of commercial real estate (especially office and retail) are in a free-fall with double digit unemployment and an economic recession that could potentially get much worse with growing numbers of COVID-19 infected individuals across the country. Small business owners are barely hanging on, and many are having to close their doors. Now, under the city's new ordinance, those that have the misfortune of owning a vacant building in the C-2 district will be facing additional fees as they try to sell or rent in a flooded commercial market. If maintenance of buildings is the concern, it is unclear why the city would be taking \$500 a year from owners that is desperately needed for that very purpose of maintenance, as well as mortgage and property tax payments.

BID DISTRICTS

Closed businesses and darkened storefronts are not unique to downtown Menasha. Communities across the country are working to find innovative ways to support current businesses and attract new ones. Many downtowns have found that the most efficient and effect way to assist current business owners and attract new ones is through the creation of a Business Improvement District, which Menasha does not currently have. BID districts allow existing downtown businesses to focus their time and energy on positive efforts such as main street beautification and community outreach events.

CLOSING

We believe that the City of Menasha has other tools available to address vacant properties and promote new business growth that have not been fully utilized such as: consistent and transparent enforcement of building codes, creation of a downtown BID, Main Street grants etc. For that reason, we respectfully ask you to repeal the fees associated with this ordinance and work with property owners and stakeholders to develop an economic develop plan that respects the rights of all property owners.

Thank you for your consideration.



FOR IMMEDIATE RELEASE

Media Contact:
Ashley Mukasa, Communications Specialist
Winnebago County Health Department
920-232-3352
amukasa@co.winnebago.wi.us

Regional COVID-19 Testing Site Opening in Oshkosh, Sept. 1

OSHKOSH, WIS. (August 31, 2020) -- A new regional COVID-19 testing site is opening on Tuesday, Sept. 1 at Sunnyview Expo Center located at 500 E County Road Y, Oshkosh, Wis. Testing is free and will be conducted by the Wisconsin Army National Guard. The testing site is open during the following times this week:

Tuesday, Sept 1: 8 a.m. - 4 p.m.

Wednesday, Sept 2: 8 a.m. - 4 p.m.

Thursday, Sept. 3: 8 a.m. - 4 p.m.

Friday, Sept. 4 - Monday, Sept. 7: Closed due to the holiday

Beginning Tuesday, Sept. 8, the testing site will be open from 11 a.m. to 7 p.m. on Tuesdays and Thursdays and 8 a.m. to 4 p.m. on Mondays, Wednesdays, Fridays and Saturdays. There is currently no projected end date for this testing site.

"Data reports for our region consistently indicate a high COVID-19 activity level and positive case rate, however testing has been inadequate," said Doug Gieryn, health director/officer for the Winnebago County Health Department. "By partnering with the Wisconsin Army National Guard, our local healthcare partners and health departments across the region, we are now able to offer additional testing to help all those that need a test to get one."

Anyone who is experiencing symptoms of COVID-19 or has been in close contact with someone who has tested positive is encouraged to get tested. The community testing site is available to any Wisconsin resident, five years of age and older. Contact a pediatrician or healthcare provider for children under five years of age. Symptoms of COVID-19 can include fever, cough, difficulty breathing, sore throat, runny nose, nausea, vomiting, diarrhea, headache, chills, muscle aches or loss of taste or smell.

It is highly recommended that you register ahead of time at register.covidconnect.wi.gov. To register, click on the blue button that directs you to a screening questionnaire. If there are multiple people in your family being tested, you can use the same email address but a questionnaire must be completed for each individual.

While you are waiting for your test results, it is important that you limit contact with others and self-isolate to prevent spread of the virus should you test positive. Test results should be received via email and/or phone call within three to seven business days.

-more-

Additional information:

- Pre-registration is highly encouraged
- Testing is available to any Wisconsin resident with symptoms of COVID-19
- Antibody testing is not available
- No appointment is needed
- Walk-up testing is available
- A doctor's referral is not required
- Members of the Wisconsin National Guard will conduct the testing
- Language translation will be available
- Minors must be accompanied by a parent or guardian who can consent to the testing

This regional COVID-19 testing site was made possible through a collaboration between the Wisconsin Army National Guard and the health departments and emergency management teams from the City of Menasha, City of Appleton, Calumet County, Outagamie County and Winnebago County.

For more information, visit winnebagopublichealth.org.

###



FOR IMMEDIATE RELEASE

Media Contact:

Ashley Mukasa, Communications Specialist

Winnebago County Health Department

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amukasa@co.winnebago.wi.us

Local Health Departments Urge Residents to Avoid Gatherings over the Holiday Weekend

Cases spike in the region over the past week

OSHKOSH, WIS (Sept. 3, 2020) - As we begin the holiday weekend, health departments from the tri-county area, including Calumet County, City of Appleton, City of Menasha, Outagamie County and Winnebago County urge residents to avoid gatherings, events and crowded spaces.

"As positive case rates continue to increase across our region, we are asking everyone in our communities to help stop the transmission," said Natalie Vandeveld, public health officer/manager for Outagamie County Public Health. "With the holiday weekend here, it is more important than ever to make safe choices regarding family events and group activities."

In total, the five health departments have seen 554 new cases over this last week, which is a significant jump from the week prior when 334 cases were reported. This spike puts case rates at an all-time high for the area. The Wisconsin Department of Health Services classifies the burden status of Calumet, Outagamie and Winnebago County as high, which means that over the past two weeks each county had over 100 new positive cases per 100,000 residents. Outagamie County had the highest burden in the tri-county region at 280 cases per 100,000 residents.

"In the past month, Calumet County has seen its number of positive cases more than double, and the average number of close contacts to each of those confirmed cases has grown as well," said Bonnie Kolbe, health division manager/health officer for Calumet County Health and Human Services. "Actions taken this holiday weekend can impact the health, school participation and employment for your family and others in the weeks ahead."

It is more critical now than ever that people follow health and safety guidelines to reduce the spread of the disease as schools and universities reopen their doors and our nursing homes continue to provide care for those most at-risk in our communities. This includes wearing a mask, limiting contact with people outside of your household, staying at least six feet from others and practicing good hand hygiene. If you are feeling ill, stay home, consult with your health care provider and get tested for COVID-19 if you have symptoms.

-more-

“Schools are taking every precaution they possibly can, but we have already seen some in our county have to adjust plans due to COVID-19 infections among staff” said Doug Gieryn, director/health officer for Winnebago County Public Health. “If individuals don’t follow public health recommendations and guidance it will be harder for schools and businesses to remain open.”

As people consider Labor Day plans, it’s important to remember that gatherings bring a high level of risk for getting and spreading COVID-19. According to the Centers for Disease Control (CDC), the more people an individual interacts with at a gathering, and the longer that interaction lasts, the higher the potential risk of becoming infected with and spreading COVID-19. According to the CDC, the risk of spreading COVID-19 at events and gatherings increases as follows:

- Lowest risk: Virtual-only activities, events, and gatherings.
- More risk: Smaller outdoor and in-person gatherings in which individuals from different households remain spaced at least 6 feet apart, wear masks, do not share objects, and come from the same local area (e.g., community, town, city, or county).
- Higher risk: Medium-sized in-person gatherings that are adapted to allow individuals to remain spaced at least 6 feet apart and with attendees coming from outside the local area.
- Highest risk: Large in-person gatherings where it is difficult for individuals to remain spaced at least 6 feet apart and attendees travel from outside the local area.

“This virus is highly transmissible and efficient,” said Nancy McKenney, public health director for the City of Menasha. “Please take all precautions necessary to break the chain of transmission and suppress the disease.”

Of course, staying home is the safest option for weekend celebrations. But if you must host or attend a gathering, consider ways to improve the safety for yourself and those around you. This includes getting together outdoors where there is better ventilation, establishing a backup plan in case of rain to avoid crowded indoor spaces, requiring masks, arranging tables and chairs in a way that encourages social distancing, and avoiding shared drinks and food.

The local health departments in the region remind everyone to be responsible and do their part to stop the spread of infection. Additional recommendations include:

- Staying home, especially if you are not feeling well
- Isolating from others if you are waiting for test results
- For those who are able, wearing a mask when in public
- Avoiding gathering and crowding together with people that you do not live with
- Washing your hands often for at least 20 seconds
- Keeping a distance of at least six feet from those outside of your household

“As cases in our region reach the highest we have seen to date, please support our schools and businesses by practicing social distancing and wearing face coverings when you interact with non-household members over the holiday weekend.” said Kurt Eggebrecht, health officer for the Appleton Health Department.

For more information on cases in your area and COVID-19 recommendations, visit your local health department’s website.

###

CITY OF MENASHA
COMMON COUNCIL
First Floor Conference Room
100 Main Street
Monday, August 3, 2020
MINUTES

A. CALL TO ORDER

Meeting called to order by Council President Sevenich at 6:04 p.m.

B. PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was recited.

C. ROLL CALL

PRESENT: Alderman Ted Grade, Tom Grade, Randy Ropella, Rebecca Nichols, James Taylor, Stan Sevenich, Mark Langdon, Ann Schmidt

ALSO PRESENT: FC Kloehn, CDD Schroeder, DPW Alix, DDE Gordon, FD Sassman, PHD McKenney, DPC Hanchek, CA/HRD Captain, Clerk Krautkramer

DEPT. HEAD EXCUSED: PRD Sackett

D. PUBLIC HEARING

1. Proposed amendment to Title 2, Chapter 4, Section 2-4-1 of the Menasha Code of Ordinances pertaining to Vacant Building Registration.

Paul Brunette and Nicholas Jevne, 210 Main Street, Menasha. Mr. Brunette commented on the building condition of an adjacent building, building maintenance, repair costs, deterioration prevention measures, brick façade deterioration, and the proposed amendment listed in O-8-20.

Bill Banti, 192 Main Street, Menasha. He commented on the proposed amendment listed in O-8-20, deteriorating exterior walls and brick façades downtown, damage caused by deteriorating brick façades, roof patching, façade grants, and business investments in Menasha.

E. REPORT OF DEPARTMENT OFFICERS/DEPARTMENT HEADS/STAFF/CONSULTANTS

1. PHD McKenney, COVID-19 Update

Staff provided an update on current state, county and regional test results, active cases, recovered cases, contact investigations, Menasha Health Department Weekly COVID-19 weekly data summaries, Laboratory confirmed cases, daily measures, hospital capacity status, and WING testing sites.

General discussion ensued on Senior Center operations, essential health services, and testing procedures.

2. Clerk Krautkramer - the following minutes and communications a-k.

Minutes to receive:

- a. Administration Committee, 7/20/20
- b. Board of Public Works, 7/20/20
- c. Landmarks Commission, 7/8/20
- d. Library Board, 7/28/20
- e. Personnel Committee, 7/20/20
- f. Police Commission, 6/10/20 & 7/23/20

Communications:

- g. Appointment of Megan Sackett to Director of Parks, Recreation, Forestry & Cemeteries
- h. In-person Absentee Voting Dates and Times
- i. Senior Center Operation
- j. Storm Water Fund Financial Update & Future Projections
- k. Menasha Library Operations

Moved by Ald. Ted Grade seconded by Ald. Tom Grade to approve minutes and communications a-k.
Motion carried on voice vote.

F. PUBLIC COMMENTS ON ANY MATTER OF CONCERN TO THE CITY
(five (5) minute time limit for each person)

Arnie Collier, 941 Tayco Street, Menasha. He commented on Menasha's housing programs, program requirements, proposed draft letter to the Attorney General, and Housing Authority meeting items.

G. CONSENT AGENDA

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

Minutes to approve:

1. Common Council, 7/20/20

Board of Public Works, 7/20/20, Recommends Approval of:

2. Payment – Miron Construction Co. Inc.; Contract: 2020-06 Public Works Facility Project \$1,451,609.86 (Payment No. 4)
3. MOU-Leaf Collection Study

Ald. Nicholas requested to remove Consent Agenda item 1.

Ald. Ted Grade requested to remove Consent Agenda item 2.

H. ITEMS REMOVED FROM THE CONSENT AGENDA

1. Moved by Ald. Ted Grade seconded by Ald. Sevenich to approve Consent Agenda item 1, Common Council, 7/20/20.

Ald. Nichols stated corrections to the minutes should read "Mayor Merkes left the meeting at 9:25 and Council President Stan Sevenich presided for the remainder of the meeting to be placed after Ald. Langdon's motion to table."

Motion carried on voice vote.

2. Moved by Ald. Langdon seconded by Ald. Taylor to approve Consent Agenda item 2, Payment – Miron Construction Co. Inc.; Contract: 2020-06 Public Works Facility Project \$1,451,609.86 (Payment No. 4).

Motion carried on roll call 8-0.

3. Moved by Ald. Ted Grade seconded by Ald. Taylor to approve Consent Agenda item 3, MOU-Leaf Collection Study.

Motion carried on voice vote.

I. ACTION ITEMS

1. Accounts payable and payroll for the term of 7/23/20-7/30/20 in the amount of \$1,156,368.88.
Moved by Ald. Nichols seconded by Ald. Taylor to approve accounts payable and payroll for the term of 7/23/20-7/30/20 in the amount of \$1,156,368.88.
Motion carried on roll call 8-0.

2. Beverage Operators License Applications for the 2019 – 2021 licensing period.
Moved by Ald. Nichols seconded by Ald. Taylor to approve Beverage Operators License Applications for the 2019 – 2021 licensing period.
Motion carried on roll call 8-0.

3. "Class B" and Class "B" Beer and Liquor License for Tonic Tavern LLC, d/b/a Tonic Tavern, 1010 Manitowoc Rd, Menasha for the 2020-2021 licensing year.
Moved by Ald. Nichols seconded by Ald. Taylor to approve "Class B" and Class "B" Beer and Liquor License for Tonic Tavern LLC, d/b/a Tonic Tavern, 1010 Manitowoc Rd, Menasha for the 2020-2021 licensing year.
Motion carried on roll call 8-0.

4. Acceptance of Jefferson Park Entrance Gate

General discussion ensued on the current entry way into Jefferson Park, planting beds at the corner of Broad and Ice Street, entrance gate design features and building materials, and replication of the stonework on Jefferson School.

Moved by Ald. Ted Grade seconded by Ald. Taylor to approve the acceptance of Jefferson Park Entrance Gate.

Motion carried on roll call 8-0.

5. Authorization to use CARES Act Funding to purchase IT equipment

Staff commented on working from home policies and guidelines, city issued equipment, available laptops, purpose of purchasing the laptops, upgrades, licensing, and software costs, allotted CARES Act funding, and cost and time savings for the Clerk's Office.

General discussion ensued on neighboring municipality's technology, emergency response usage, technical issues, City issued equipment, staff with laptops, software costs, allotted CARES Act funding, changing equipment.

Moved by Ald. Ropella seconded by Ald. Tom Grade to approve the authorization to use CARES Act Funding to purchase IT equipment.

Motion carried on roll call 8-0.

J. HELD OVER BUSINESS

K. ORDINANCES AND RESOLUTIONS

1. O-8-20 An Ordinance Amending Title 2 – Government and Administration, Chapter 4, SEC. 2-4-8 (Vacant Building Registration) (Introduced by Ald. Tom Grade).

Moved by Ald. Tom Grade seconded by Ald. Ted Grade to approve O-8-20 An Ordinance Amending Title 2 – Government and Administration, Chapter 4, SEC. 2-4-8 (Vacant Building Registration)

Staff provided an overview of O-8-20 and commented on vacant buildings downtown, standards for vacant and occupied buildings, vacant building registration, filling vacant buildings, registration and inspection fees, and reallocation of fees to façade programs.

General discussion ensued on property owner notification of meetings and discussion, inspector access fees, applications to the Landmarks Commission for restoration, property owners, vacant buildings downtown, and building inspection fees.

Moved by Ald. Nichols seconded by Ald. Langdon to amend to change the fee of \$50.00 to \$85.00 for each time an inspector is unable to again access.

Motion carried on roll call 8-0.

O-8-20 An Ordinance Amending Title 2 – Government and Administration, Chapter 4, SEC. 2-4-8 (Vacant Building Registration) as amended.

Motion carried on roll call 8-0.

2. R-29-20 A Resolution Approving a 2020 Capital Improvements Program (CIP) Budget Adjustment, for the Purpose of Providing an Increase in funding to the Stormwater Utility Fund to Construct a Regional Stormwater Detention in 2020 (Introduced by Mayor Merkes).

Moved by Ald. Ted Grade seconded by Ald. Langdon to approve R-29-20 A Resolution Approving a 2020 Capital Improvements Program (CIP) Budget Adjustment, for the Purpose of Providing an Increase in funding to the Stormwater Utility Fund to Construct a Regional Stormwater Detention in 2020.

Motion carried on roll call 8-0.

L. APPOINTMENTS

M. CLAIMS AGAINST THE CITY

N. RECESS (approximately 8:00 p.m.)

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

P. RECESS TO COMMITTEES

Moved by Ald. Landon seconded by Ald. Tom Grade to recess into committees.
Motion carried on voice vote.

Reconvened at 7:35 p.m.

Q. DISCUSSION/ACTION ITEMS

1. Property Acquisition – 13 Main Street, Menasha, WI (Parcel 3-00836-00)

Moved by Ald. Nichols seconded by Ald. Ted Grade to enter into closed session pursuant to Wis. Stats. 19.85(1)(e) deliberating or negotiating the purchasing of public properties, the investigating of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session (Property Acquisition – 13 Main Street, Menasha, WI (Parcel 3-00836-00)).
Motion carried on roll call 8-0.

- a. May adjourn into Closed Session pursuant to Wis. Stats. 19.85(1)(e) deliberating or negotiating the purchasing of public properties, the investigating of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session (Property Acquisition – 13 Main Street, Menasha, WI (Parcel 3-00836-00)).
- b. May adjourn into Open Session to take action on items discussed in Closed Session.

R. ADJOURNMENT

Moved by Ald. Taylor seconded by Tom Grade to adjourn at 9:45 p.m.

Haley Krautkramer
City Clerk

CITY OF MENASHA
COMMON COUNCIL
First Floor Conference Room
100 Main Street
Monday, August 17, 2020
MINUTES

A. CALL TO ORDER

Meeting called to order by Mayor Merkes at 6:02 p.m.

B. PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was recited.

C. ROLL CALL

PRESENT: Ald. Rebecca Nichols, James Taylor, Stan Sevenich, Mark Langdon, Ann Schmidt, Ted Grade, Tom Grade, Randy Ropella

ALSO PRESENT: PC Styka, FC Kloehn, FD Sassman, DPW Alix, DDE Gordon, PRD Sackett, PHD McKenney, Mayor Merkes, CA/HRD Captain, Clerk Krautkramer

DEPT. HEAD EXCUSED: CDD Schroeder

D. PUBLIC HEARING

E. REPORT OF DEPARTMENT OFFICERS/DEPARTMENT HEADS/STAFF/CONSULTANTS

1. PHD McKenney, COVID-19 Update

Staff provided an update on state, county, and regional results, hospitalizations, deaths, active cases, recovered cases, contact investigations, UWO-Fox Cities testing site data, weekly data summaries, laboratory confirmed cases, rate and activity level, age statistics, and daily measures.

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

Minutes to receive:

- a. Board of Public Works, 8/3/20
- b. Plan Commission, 8/4/20
- c. Joint Review Board, 8/4/20
- d. Water and Light Commission, 7/22/20

Communications:

- e. Second Quarter Financial Update
- f. Strong Neighborhoods Housing Program Update
- g. Public Notice of an Air Pollution Control Permit Application Review
- h. Racine Street Bridge Update
- i. 100th Anniversary Celebration of the 19th Amendment Proclamation
- j. Police Week Awards

Moved by Ald. Sevenich seconded by Ald. Tom Grade to approve minutes and communications a-j.
Motion carried on voice vote.

Staff commented on those recognized in Communication j. Police Week Awards and provided a review the year.

General discussion ensued on Communication e. Second Quarter Financial Update and Communication f. Strong Neighborhoods Housing Program Update.

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

Arnie Collier, 941 Tayco Street, Menasha. He commented on contacting the Winnebago Co. District Attorney, Paint and Restore Program grant violations, housing programs eligibility and applicants, and Housing Authority meetings.

Steven Roark, 140 Main LLC, Menasha. He provided an overview the existing development agreements for the Brin Project and 140 Main Street, project timelines and costs, recent uncertainties caused by COVID-19, and reassigning the Brin Project. He commented on the history, recent developments, structure improvements, delayed project timelines, exterior façade design, and perspective tenants for 140 Main Street.

Lisa Drexler, 340 Lisbon Avenue, Menasha. She commented on the condition of the roadways in Menasha, manhole covers, and construction projects.

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.)

Board of Public Works, 8/3/20, Recommends Approval of:

1. Payment – Northeast Asphalt, Inc.; Contract Unit No. 2020-01; Street Reconstruction & Rehabilitation \$147,882.70 (Payment No. 1)
2. Change Order – U.S. Petroleum Equipment; Public Works Construction Project – 2 fuel product dispensers; ADD \$11,130.00 (Change Order No. 10)
3. Change Order – Miron Construction Co., Inc.; Public Works Construction Project – Ceiling Paint; ADD \$34,416.00 (Change Order No. 11)

Plan Commission, 8/4/20, Recommends Approval of:

4. Certified Survey Map – 917- 920 Clover Court

Ald. Sevenich requested to remove items 1, 2, & 3 from the Consent Agenda.

Mayor Merkes stated they will vote on each item on the Consent Agenda separately.

H. ITEMS REMOVED FROM THE CONSENT AGENDA

1. Moved by Ald. Langdon seconded by Ald. Taylor to approve Consent Agenda item 1, Payment – Northeast Asphalt, Inc.; Contract Unit No. 2020-01; Street Reconstruction & Rehabilitation \$147,882.70 (Payment No. 1)
Motion carried on roll call 8-0.
2. Moved by Ald. Langdon seconded by Ald. Taylor to approve Consent Agenda item 2, Change Order – U.S. Petroleum Equipment; Public Works Construction Project – 2 fuel product dispensers; ADD \$11,130.00 (Change Order No. 10)
Motion carried on roll call 8-0.
3. Moved by Ald. Langdon seconded by Ald. Taylor to approve Consent Agenda item 3, Change Order – Miron Construction Co., Inc.; Public Works Construction Project – Ceiling Paint; ADD \$34,416.00 (Change Order No. 11).
Motion carried on roll call 8-0.
4. Moved by Ald. Schmidt seconded by Ald. Ted Grade to approve Consent Agenda item 4, Certified Survey Map – 917- 920 Clover Court.
Motion carried on roll call 8-0.

I. ACTION ITEMS

1. Accounts payable and payroll for the term of 7/31/20-8/6/20 in the amount of \$ 1,707,682.18.
Moved by Ald. Nichols seconded by Ald. Ted Grade to approve Accounts payable and payroll for the term of 7/31/20-8/13/20 in the amount of \$ 1,707,682.18.
Motion carried on roll call 8-0.

2. Beverage Operators License Applications for the 2019-2021 licensing period.
Moved by Ald. Nichols seconded by Ald. Tom Grade to approve Beverage Operators License Applications for the 2019-2021 licensing period.
Motion carried on roll call 8-0.

3. Property Acquisition – 13 Main Street, Menasha, WI (Parcel 3-00836-00) as recommended by the
Moved by Ald. Sevenich seconded by Ald. Langdon to approve Property Acquisition – 13 Main Street, Menasha, WI (Parcel 3-00836-00) in the amount of \$126,000 as recommended by the Plan Commission through budgeted Tax Increment District No. 10 funds to assist the redevelopment of the Tayco Street Corridor.
Motion carried on roll call 8-0.

4. First Amendment to the Land Purchase and Development Agreement – the Brin Project

Staff provided an overview of the First Amendment to the Land Purchase and Development Agreement – the Brin Project.

General discussion ensued on:

- Land Purchase and Development Agreement First Amendment
- Financing
- Public parking
- Developer update
- Additional developer information
- Development agreements for 140 Main, 13 Main, and 7 Tayco Streets
- Delays caused by COVID-19
- Costs
- Project timelines
- Property values downtown
- Property transfer
- Financial commitment and capacity
- Salvageable items during demolition
- Parking restrictions ordinance

Moved by Ald. Nichols seconded by Ald. Taylor to postpone the vote until the next Common Council meeting on September 8, 2020 to have the opportunity to learn to more about the developers.
Ald. Sevenich, Langdon, Schmidt, Tom Grade, and Ted Grade voted no.
Ald. Nichols and Taylor voted yes.
Motion failed on roll call 6-2.

Moved by Ald. Schmidt seconded by Ald. Tom Grade to approve First Amendment to the Land Purchase and Development Agreement – the Brin Project
Ald. Sevenich, Langdon, Schmidt, Tom Grade, and Ted Grade voted yes.
Ald. Nichols and Taylor voted no.
Motion carried on roll call 6-2.

J. HELD OVER BUSINESS

K. ORDINANCES AND RESOLUTIONS

L. APPOINTMENTS

M. CLAIMS AGAINST THE CITY

N. PUBLIC COMMENTS ON ANY MATTER LISTED ON THE AGENDA

No one spoke.

O. ADJOURNMENT

Moved by Ald. Schmidt seconded by Ald. Tom Grade to adjourn at 7:33 p.m.

Haley Krautkramer
City Clerk



Memorandum

TO: City of Menasha Common Council

FROM: Chief Kevin Kloehn

DATE: September 1, 2020

RE: NMFR's Cost Distribution Formula for 2021

I've attached the proposed cost distribution formula for our 2020 budget that was prepared by both Cities Finance Directors. This formula was approved by NMFR's Joint Finance & Personnel Committee on August 25, 2020. Here's an overview of the formula for each City for the past 5 years:

Budget Year	Menasha	Neenah
2021	40.17%	59.83%
2020	40.70%	59.30%
2019	40.47%	59.53%
2018	40.44%	59.56%
2017	40.71%	59.29%

Per our merger agreement, this must be approved for the upcoming budget year. If you have any questions, please feel free to call me at 886-6203.

Thank you.

KK/te

**Neenah-Menasha Fire Rescue
Cost Distribution Formula
As of 12/31/19**

Item No.	Formula Item	Total	Proportionate Share	25% Weighted Factor	Weighted Share Neenah	Weighted Share Menasha
1.	* Population-Neenah	26,436	60.16%	0.25	0.1504	
	* Population-Menasha	17,510	39.84%	0.25		0.0996
	Population as of 1/1/19	43,946	100.00%			
2.	* Equalized Value (w/TIF)-Neenah	2,209,662,100	64.07%	0.25	0.1602	
	* Equalized Value (w/TIF)-Menasha	1,239,188,547	35.93%	0.25		0.0898
	Equalized Value as of 1/1/19	3,448,850,647	100.00%			
3.	* Service Calls-Neenah	1,741	59.56%	0.25	0.1489	
	* Service Calls-Menasha	1,182	40.44%	0.25		0.1011
	Service Calls during 2019	2,923	100.00%			
4.	* Square Miles-Neenah	9.678	55.50%	0.25	0.1388	
	* Square Miles-Menasha	7.760	44.50%	0.25		0.1112
	Square Miles as of 12/31/19	17.438	100.00%			
Total Weighted Factors					0.5983	0.4017
Total Proposed Cost Distribution Formula - 2019 Factor for 2021 Budget					59.83%	40.17%
Previous Year Cost Distribution Formula					59.30%	40.70%
Increase (decrease) from previous year					0.53%	-0.53%

2021 Neenah-Menasha Joint Fire/Rescue Budget

?

?

2021 Cost Distribution by City

?

?

a Menasha - Equalized Value

Equalized Value	1,196,723,000
UW-Fox Valley (from Dept. of Admin.)	42,465,547
	1,239,188,547

b NMFR automatic aid for calls in the City of Menasha and the City of Appleton ended as of 12/31/18.

c Sq. Ft. of All Buildings has been removed as a factor effective the 2014 Factor for the 2016 Budget.

* Updated for 2019.

City of Menasha Disbursements

Weekly Accounts Payable	8/14/20-9/03/20	\$ 4,888,691.96
	Checks # 69132-69409	
	Void Check 67637	\$ (110.00)

Bi-Weekly Payroll	8/27/20	\$ 208,129.73
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Additional Regular Cycle Accounts Payables -Paid Electronically

Banking Fee	8/14/20	\$ 75.00
Nationwide Deferred Compensation	8/14/20	\$ 5,077.50
Wisconsin Deferred Compensation	8/17/20	\$ 7,452.50
Delta Dental	8/19/20	\$ 2,486.10
Federal Tax Withholding	8/19/20	\$ 74,933.90
Employee Benefits-HRA Claims	8/20/20	\$ 1,016.53
Credit Card Fee	8/21/20	\$ 4.88
Credit Card Fee	8/24/20	\$ 11.91
Delta Dental	8/26/20	\$ 3,096.00
Employee Trust Funds	8/27/20	\$ 176,693.27
Employee Benefits-HRA Claims	8/27/20	\$ 720.57
Employee Benefits-Flex Spending	8/27/20	\$ 4,418.81
State Sales Tax	8/28/20	\$ 1,108.98
Nationwide Deferred Compensation	8/28/20	\$ 5,077.50
State Tax Withholding	8/29/20	\$ 14,448.13
Community First CU-Payroll Deduction	8/30/20	\$ 480.00
Wisconsin Deferred Compensation	8/31/20	\$ 7,330.00
Debt Service Interest Payment	9/1/20	\$ 50,221.25
Delta Dental	9/2/20	\$ 1,405.40
Federal Tax Withholding	9/2/20	\$ 71,768.09
State Tax Withholding	9/2/20	\$ 13,994.20
Employee Benefits-HRA Claims	9/3/20	\$ 2,513.89
		\$ 444,334.41
Total		\$ 5,541,046.10

Items included on this list have been properly audited and certified by the City Finance Director and are being presented for approval by the Common Council.



Craig Pearson
Finance Manager

9-3-20
Date

Notes:

- Medical Expense Reimbursement Trust-Retirement Pay Out
- United Way-Employee Donations
- Wisconsin Support Collections-Child/Spousal Support
- WI SCTF-Child Support Annual Fee
- Gaps in check numbers indicate that more invoices being paid than fit on one check stub
(The last check stub used is the check number that will appear on the check register)

AP Check Register

Check Date: 8/14/2020

Date: 8/19/2020

<i>Vendor Name</i>	<i>Check Number</i>	<i>Check Date</i>	<i>Invoice Number</i>	<i>Account Number</i>	<i>Amount</i>	<i>Description</i>	
ACCURATE	69132	8/14/2020	2009174	731-1022-541.30-18	46.00	Parts	
		8/14/2020	2009369	731-1022-541.30-18	57.76	Seal Lock	
		Total for check: 69132			103.76		
AMERICAN RECYCLING CENTER INC	69133	8/14/2020	2020-1741	100-0703-553.24-05	7,927.55	Rubber Granules/Mesh	Binder
					7,927.55		
AMT	69134	8/14/2020	20200813	100-0000-202.08-00	358.00	PAYROLL SUMMARY	
					358.00		
APPLETON ELECTRONICS SUPPLY LLC	69135	8/14/2020	24755	731-1022-541.38-03	88.00	Panel/Socket	
					88.00		
APPLETON SCHOOL DISTRICT	69136	8/14/2020	Tax Collection	100-0000-203.05-00	72,064.89	Tax Collection	
					72,064.89		
APPLETON TROPHY & ENGRAVING	69137	8/14/2020	22939	100-0801-521.19-03	15.00	Nametags	
		8/14/2020	22982	100-0801-521.19-03	18.99	Nametags	
		Total for check: 69137			33.99		
BRAZEE'S ACE HARDWARE	69138	8/14/2020	049124	100-0703-553.30-18	21.98	Insect Killer	
					21.98		
CARRICO AQUATIC RESOURCES INC	69139	8/14/2020	20202976	100-0704-552.30-18	260.00	Orenda Enzyme	Pool Chemical
					260.00		

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CN	69140	8/14/2020	CN	625-1010-541.82-02	1,350.00	Broad Street Pipe Burst Review Fee
			Total for check: 69140		1,350.00	
CONGER TOYOTA-LIFT	69141	8/14/2020	PSI-206105	731-1022-541.24-04	147.00	Vehicle Repair
			Total for check: 69141		147.00	
EAGLE GRAPHICS LLC	69142	8/14/2020	185805	100-0704-552.19-03	196.00	T-shirts
			Total for check: 69142		196.00	
LISA EASTMAN	69143	8/14/2020	Eastman Refund	100-0000-441.25-00	87.00	Ticket Refund Covid-19
			Total for check: 69143		87.00	
ELVISH CONSULTING	69144	8/14/2020	Elvish	100-0702-552.20-03	808.57	Otto Grunski Runski Timing & Scoring
			Total for check: 69144		808.57	
ENVISIONINK PRINTING SOLUTIONS	69145	8/14/2020	202198	100-1016-543.29-01	313.00	Overflow Stickers
		8/14/2020	202200	100-1016-543.29-01	121.00	Bulky Item Stickers
			Total for check: 69145		434.00	
EZ SPOT UR ATTACHMENTS	69146	8/14/2020	6177	731-1022-541.38-03	432.45	Parts
			Total for check: 69146		432.45	
FARRELL EQUIPMENT & SUPPLY CO INC	69147	8/14/2020	INV000001110064	100-1008-541.80-05	46.00	Concrete Form Tube
		8/14/2020	INV000001112739	100-1003-541.30-18	330.00	Joints
			Total for check: 69147		376.00	

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FASTENAL COMPANY	69148	8/14/2020	WIAPP332651	100-1003-541.30-18	30.62	Parts	
			Total for check: 69148		30.62		
FONDY AUTO ELECTRIC	69149	8/14/2020	A01542	731-1022-541.38-03	352.74	Parts	
			Total for check: 69149		352.74		
FOX CROSSING UTILITIES	69150	8/14/2020	4580	100-0701-533.22-06	354.60	Stormwater	206 North Street
		8/14/2020	4581	100-0703-553.22-06	31.50	Stormwater	127-65515
			Total for check: 69150		386.10		
FOX VALLEY TECHNICAL COLLEGE	69151	8/14/2020	Tax Collection	100-0000-203.04-00	218,647.37	Tax Collection	
			Total for check: 69151		218,647.37		
GO GREEN RECYCLING LLC	69152	8/14/2020	3508	100-1003-541.30-18	225.70	Breaker Run	
		8/14/2020	3516	100-1003-541.30-18	2,674.60	Breaker Run	
			Total for check: 69152		2,900.30		
GRAINGER INC	69153	8/14/2020	9580280783	100-0704-552.24-04	127.05	Motor	
			Total for check: 69153		127.05		
GRAPHIC COMPOSITION INC	69154	8/14/2020	201096	100-0704-552.29-01	85.00	Pool Passes	
		8/14/2020	201097	100-0704-552.30-10	253.00	Pool Passes	
			Total for check: 69154		338.00		
GRAY'S INC	69155	8/14/2020	36333	100-1006-541.30-18	1,897.00	FSE STP/Blades	CDB w/ 3/4" Holes
			Total for check: 69155		1,897.00		
GRIESBACH READY-MIX LLC	69156	8/14/2020	5159	100-1009-541.30-18	1,621.50	Concrete	Elm/Nicolet

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GRIESBACH READY-MIX LLC...	69156...	8/14/2020...	5159...	625-1003-541.30-18	1,765.50	Concrete	Elm/Nicolet
			Total for check: 69156		3,387.00		
GUNDERSON CLEANERS	69157	8/14/2020	883063	100-0801-521.30-13	38.21	Cleaning Services	
			Total for check: 69157		38.21		
GUSTMAN CHEVROLET SALES INC	69158	8/14/2020	300905	731-1022-541.29-04	521.40	Vehicle Repair	
		8/14/2020	54106	731-1022-541.38-03	85.72	Pedal	
		8/14/2020	54107	731-1022-541.38-03	148.68	Lock	
			Total for check: 69158		755.80		
HAENCO	69159	8/14/2020	2583	100-0703-553.30-18	14.95	Anti Foam Concentrate	
			Total for check: 69159		14.95		
HECKRODT WETLAND RESERVE	69160	8/14/2020	3303	100-0702-552.20-03	51.00	Education Program	
			Total for check: 69160		51.00		
IRRIGATION SERVICES INC	69161	8/14/2020	36693	100-0703-553.24-03	374.65	Service Call	
			Total for check: 69161		374.65		
MARGARET JENKINS	69162	8/14/2020	Jenkins Refund	100-0000-441.25-00	175.00	Class Refund	Covid-19
			Total for check: 69162		175.00		
JOE'S POWER CENTER	69163	8/14/2020	74672	731-1022-541.38-03	230.44	Mufflers/Gasket	
			Total for check: 69163		230.44		
KITZ & PFEIL INC	69165	8/14/2020	18197	100-0703-553.29-05	33.00	Rental	
		8/14/2020	27367	100-0703-553.30-15	28.78	Garden Sprayer/Twine	
		8/14/2020	27403	100-0703-553.24-03	20.17	Switches/Box/Element	

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KITZ & PFEIL INC...	69165...	8/14/2020	27430	100-0704-552.30-15	17.99	Hose	
		8/14/2020	27440	100-0704-552.24-03	6.97	Hardware Misc	
		8/14/2020	27465	731-1022-541.30-18	4.49	Elbow	Plumbing
		8/14/2020	27470	100-0703-553.30-18	18.88	Totes	
		8/14/2020	27489	100-0704-552.30-10	19.40	Wax/Sponges	
		8/14/2020	27531	100-0703-553.30-13	20.69	Hand Soap	
		8/14/2020	27566	100-1003-541.30-18	23.53	Drill Bits/Hardware Misc	
		8/14/2020	27567	100-0706-561.30-18	29.97	Oil/Epoxy	
		8/14/2020	27592	100-0703-553.30-18	2.02	Nuts & Bolts	
		8/14/2020	27623	100-0922-531.30-18	6.81	Spray Paint/Bottle	
		8/14/2020	27700	731-1022-541.38-03	12.13	Hose/Nozzle	
		8/14/2020	27713	731-1022-541.30-18	1.99	Key	
		8/14/2020	27724	100-1008-541.30-15	15.29	Safety Knife	
		8/14/2020	27728	731-1022-541.30-18	7.18	Battery	
		8/14/2020	27761	100-0703-553.30-18	4.13	Watch Battery	
		8/14/2020	27788	100-0703-553.30-18	8.59	Nuts and Bolts	
		Total for check: 69165				282.01	
KWIK TRIP INC	69166	8/14/2020	Acct #00404954	100-0000-131.00-00	13,325.77	Fuel	
					13,325.77		
LAPPEN SECURITY PRODUCTS INC	69167	8/14/2020	LSPQ43623	731-1022-541.30-18	176.00	Garage Cylinders	Keys and Pinning
					176.00		
LEVENHAGEN OIL CORPORATION	69168	8/14/2020	101408	207-0707-552.38-01	3,090.56	Fuel	
		8/14/2020	101427	207-0707-552.38-01	2,066.82	Fuel	
		8/14/2020	101428	207-0707-552.38-01	3,523.76	Fuel	
		8/14/2020	101449	207-0707-552.38-01	2,319.90	Fuel	
		8/14/2020	101468	207-0707-552.38-01	3,281.68	Fuel	
		8/14/2020	101471	207-0707-552.38-01	615.32	Fuel	
		8/14/2020	101500	207-0707-552.38-01	507.80	Fuel	
		8/14/2020	101521	207-0707-552.38-01	3,139.29	Fuel	

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LEVENHAGEN OIL CORPORATION...	69168...	8/14/2020	101523	207-0707-552.38-01	2,926.63	Fuel	
			Total for check: 69168		21,471.76		
MARCO TECHNOLOGIES LLC	69169	8/14/2020	68798106	743-0403-513.29-01	141.99	Finance Copier Lease	August
			Total for check: 69169		141.99		
MATTHEWS TIRE & SERVICE CENTER	69170	8/14/2020	523083	731-1022-541.38-04	379.24	Tires	
		8/14/2020	75303	731-1022-541.38-02	164.00	Tires	
			Total for check: 69170		543.24		
MCKESSON MEDICAL SURGICAL	69171	8/14/2020	11288741	100-0914-531.30-18	30.93	Exam Table Paper	
			Total for check: 69171		30.93		
MENARDS-APPLETON EAST	69172	8/14/2020	87990	100-0922-531.30-18	59.03	Supplies	COVID-19
		8/14/2020	88010	100-0703-553.30-18	25.98	Supplies	
			Total for check: 69172		85.01		
MENASHA JOINT SCHOOL DISTRICT	69173	8/14/2020	Tax Collection	100-0000-203.03-00	2,365,987.11	Tax Collection	
			Total for check: 69173		2,365,987.11		
MENASHA TREASURER	69174	8/14/2020	Health	100-0903-531.34-04	16.00	Parking	UW Madison Forum
				100-0904-531.30-18	15.00	Brown Cty Dispos	Chemical Hazard
				100-0922-531.30-18	21.02	Menards	Tape for Elections
					10.93	Walmart	Bottles for Sanitizer
					10.50	Dollar Tree	Bottles for Sanitizer
					19.38	Menards	Barrier Supplies/Election
			Total for check: 69174		92.83		

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MENASHA UTILITIES	69175	8/14/2020	Menasha Utility	100-1012-541.22-03	10,499.44	July Street Lights	
			Total for check: 69175		10,499.44		
MENN LAW FIRM LTD	69176	8/14/2020	8	733-0206-512.21-01	100.00	Legal Fees	
			Total for check: 69176		100.00		
MORTON SAFETY	69177	8/14/2020	205076	100-0704-552.30-10	294.80	Gloves/Masks/1st Aid	
		8/14/2020	205405	100-0922-531.30-18	105.00	Gloves	COVID-19
			Total for check: 69177		399.80		
NORTHEAST ASPHALT INC	69178	8/14/2020	1694792	100-1003-541.30-18	863.27	Asphalt	
			Total for check: 69178		863.27		
PRAXAIR DISTRIBUTION INC	69179	8/14/2020	97842692	731-1022-541.30-18	30.95	Cylinder Rental	
			Total for check: 69179		30.95		
ROBINSON FLORIST	69180	8/14/2020	004877	100-0703-553.30-18	600.00	Flowers	
			Total for check: 69180		600.00		
MEGAN SACKETT	69181	8/14/2020	Sackett	100-0702-552.30-18	53.00	Sackett Reimburse	Supplies Purchased
			Total for check: 69181		53.00		
DIANE SCHABACH	69182	8/14/2020	349333	207-0707-552.21-06	12,625.00	3rd Qtr Contract	
			Total for check: 69182		12,625.00		
HENRY SCHEIN INC	69183	8/14/2020	78665233	100-0909-531.30-18	434.40	Face Masks/Wipes	
			Total for check: 69183		434.40		

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SECURIAN FINANCIAL GROUP INC	69184	8/14/2020	Policy 002832L	100-0000-204.07-00	3,097.07	September 2020	Life Insurance
Total for check: 69184					3,097.07		
SERVICE MOTOR COMPANY	69185	8/14/2020	P34609	731-1022-541.38-03	103.50	Tube/Hose Hydraulic	
		8/14/2020	P34793	731-1022-541.38-03	499.45	We Joint	
Total for check: 69185					602.95		
SERVICEMASTER BUILDING MAINTENANCE	69186	8/14/2020	34170	100-0704-552.20-01	1,615.50	Janitorial Service	
		8/14/2020	34280	731-1022-541.20-01	1,215.00	Janitorial Service	
		8/14/2020	34294	100-0801-521.20-01	1,657.00	Janitorial Service	
		8/14/2020	34295	100-0801-521.20-01	55.00	Janitorial Service	Garage
		8/14/2020	34454	100-0704-552.20-01	2,613.00	Janitorial Service	
Total for check: 69186					7,155.50		
SHERWIN WILLIAMS CO	69187	8/14/2020	0890-3	100-0703-553.30-18	9.16	Paint Supplies	
		8/14/2020	1472-9	100-1008-541.30-18	(538.00)	Credit	
		8/14/2020	1574-2	100-1008-541.30-18	538.00	Paint	
Total for check: 69187					9.16		
SITEONE LANDSCAPE SUPPLY	69188	8/14/2020	101708541-001	100-1003-541.30-18	413.38	Seed Starter Mulch	
Total for check: 69188					413.38		
SKID & PALLET	69189	8/14/2020	14897	100-0703-553.30-18	240.00	Mulch	
		8/14/2020	14898	100-0703-553.30-18	60.00	Mulch	
Total for check: 69189					300.00		
SMT MANUFACTURING & SUPPLY LLC	69190	8/14/2020	0064325-IN	731-1022-541.38-03	57.46	Chain/Link	
Total for check: 69190					57.46		

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STAPLES BUSINESS ADVANTAGE	69191	8/14/2020	8059058861	731-1022-541.30-10	45.91	Office Supplies
			Total for check: 69191		45.91	
SUPERION LLC	69192	8/14/2020	286701	743-0403-513.24-04	2,627.00	Financial Software-August
			Total for check: 69192		2,627.00	
TRUGREEN PROCESSING CENTER	69193	8/14/2020	125863033	100-0501-522.24-03	97.12	Lawn Service 1911 Manitowoc Road
			Total for check: 69193		97.12	
UNIFIRST CORPORATION	69194	8/14/2020	097 0313398	731-1022-541.20-01	253.72	Cleaning Service
			Total for check: 69194		253.72	
US PETROLEUM EQUIPMENT	69195	8/14/2020	130546	731-1022-541.30-15	599.00	Shop Tools
		8/14/2020	130563	207-0707-552.82-02	40,968.33	Remove Underground Fuel Storage Tanks/Install New
			Total for check: 69195		41,567.33	
VERIZON WIRELESS	69196	8/14/2020	9859947666	100-1019-552.22-01	160.04	Phones
			Total for check: 69196		160.04	
WENDY VUE	69197	8/14/2020	Vue Refund	100-0000-201.08-00	0.36	Event Cancel/Refund
				100-0000-441.23-00	7.14	Event Cancel/Refund
			Total for check: 69197		7.50	
WE ENERGIES	69198	8/14/2020	4410-797-129	100-0703-553.22-03	(9.30)	Credit Hwy 10 / 114
					33.60	US Hwy 10 & STH 114 6/29/20 - 7/29/20
					9.30	Reverse Credit
		8/14/2020	5262-442-138	100-1012-541.22-03	150.16	LED Street Lights

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WE ENERGIES...	69198...	8/14/2020	8247-844-693	100-0703-553.22-04	13.46	2170 Plank Road	Gas 6/14/20 - 7/14/20
Total for check: 69198					197.22		
WERNER ELECTRIC SUPPLY CO	69199	8/14/2020	S6210987.001	100-1008-541.24-03	137.96	Parts	
Total for check: 69199					137.96		
WEYERS EQUIPMENT INC	69200	8/14/2020	01-143285	731-1022-541.38-03	93.00	Alamo Knives	
Total for check: 69200					93.00		
WIL-KIL PEST CONTROL	69201	8/14/2020	3948824	100-0703-553.20-07	35.00	Koslo Park	Commercial Contract
Total for check: 69201					35.00		
WINNEBAGO LIQUID WASTE	69202	8/14/2020	8710	100-0703-553.20-09	75.00	Cleaning Service	
		8/14/2020	8725	100-0703-553.20-09	445.00	Portable Restroom Rental	
		8/14/2020	8752	100-0703-553.20-09	75.00	Cleaning Service	
		8/14/2020	8783	100-0703-553.20-09	75.00	Cleaning Service	
		8/14/2020	8810	100-0703-553.20-09	75.00	Cleaning Service	
		8/14/2020	8841	100-0703-553.20-09	75.00	Cleaning Service	
Total for check: 69202					820.00		
WISCNET	69203	8/14/2020	15824	743-0403-513.21-04	750.00	Qtr 2 Internet Access	
Total for check: 69203					750.00		
WISCONSIN SUPPORT COLLECTIONS	69204	8/14/2020	20200813	100-0000-202.03-00	1,159.59	PAYROLL SUMMARY	
Total for check: 69204					1,159.59		
					2,801,724.84		

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ACCURATE	69205	8/20/2020	2009444	731-1022-541.30-18	54.46	Primer/Clamps	
		8/20/2020	2009506	731-1022-541.30-15	70.00	Seal Removal Tool	
		8/20/2020	2009508	731-1022-541.30-18	208.00	Heat Gun/Caliper Tool	
		8/20/2020	2009750	731-1022-541.30-18	110.78	Parts	
		Total for check: 69205				443.24	
CITY OF APPLETON	69206	8/20/2020	5004	100-0918-531.21-06	500.00	Emergency Preparedness August 2020	
					Total for check: 69206		
ARING EQUIPMENT COMPANY INC	69207	8/20/2020	761903	731-1022-541.38-03	381.38	Platform / Filters	
					Total for check: 69207		
ASCENSION MEDICAL GROUP-FOX VALLEY	69208	8/20/2020	388679	100-0202-512.21-05	2,338.00	Drug Screening	
		8/20/2020	389495	100-0202-512.21-05	112.00	Drug Screening	
		Total for check: 69208				2,450.00	
BADGER LABORATORIES INC	69209	8/20/2020	20-008690	601-1020-543.21-02	346.50	Project #20-008690	Menasha Utilities
					Total for check: 69209		
CALUMET COUNTY REGISTER OF DEEDS	69210	8/20/2020	Whisper Falls	501-0304-562.21-08	60.00	Recording Fees	Whisper Falls
					Total for check: 69210		
CALUMET COUNTY TREASURER	69211	8/20/2020	06CMEN	100-1008-541.20-10	3,850.42	Pavement Marking	06/01 - 06/30
					Total for check: 69211		
CREATIVE IMPRINT	69212	8/20/2020	63954	100-0202-512.30-16	975.00	Masks	COVID19
					Total for check: 69212		

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JOE DENOBLE SEWER & WATER	69213	8/20/2020	30-03611	625-1010-541.24-05	27,916.00	Storm Tap/Manhole	Plank Road
			Total for check: 69213		27,916.00		
UNEMPLOYMENT INSURANCE	69214	8/20/2020	692132-000-5	100-0702-552.15-09	199.80	Unemployment Ins	
				100-0703-553.15-09	411.00	Unemployment Ins	
				100-0804-521.15-09	71.98	Unemployment Ins	
				100-1019-552.15-09	370.00	Unemployment Ins	
			Total for check: 69214		1,052.78		
DIESEL MAINTENANCE SPECIALTY	69215	8/20/2020	34456	731-1022-541.29-04	1,111.89	Vehicle Repair	
			Total for check: 69215		1,111.89		
JOE FERRARO	69216	8/20/2020	Ferraro	100-0000-441.25-00	40.00	Class Cancelled	Low Enrollment
			Total for check: 69216		40.00		
FIRST AMERICAN TITLE INSURANCE CO	69217	8/20/2020	925-650259267	501-0304-562.74-01	279.00	Whisper Falls Lot Sales	
			Total for check: 69217		279.00		
GO GREEN RECYCLING LLC	69218	8/20/2020	3528	100-1003-541.30-18	1,267.00	Breaker Run	
		8/20/2020	3534	100-1003-541.30-18	419.50	Breaker Run	
			Total for check: 69218		1,686.50		
GRIESBACH READY-MIX LLC	69219	8/20/2020	5178	100-1004-541.30-18	1,065.00	Concrete	
				100-1009-541.30-18	1,366.50	Concrete	
				625-1003-541.30-18	1,708.50	Concrete	
			Total for check: 69219		4,140.00		

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GUSTMAN CHEVROLET SALES INC	69220	8/20/2020	54184	731-1022-541.38-03	66.94	Sensor
			Total for check: 69220		66.94	
MACKENZIE HARRIS	69221	8/20/2020	Harris	100-0000-441.25-00	169.00	Found Alternative PreK
			Total for check: 69221		169.00	
JOHN'S SAW SERVICE	69222	8/20/2020	12732	100-0703-553.30-15	63.80	Blades/Plates
			Total for check: 69222		63.80	
KRAMER, KEN	69223	8/20/2020	07272080759	731-1022-541.24-02	350.00	Tool Repair for Shop
			Total for check: 69223		350.00	
KWIK TRIP INC	69224	8/20/2020	Acct# 244691	100-0801-521.38-01	223.09	Fuel
			Total for check: 69224		223.09	
LANDLORD SERVICES LLC	69225	8/20/2020	30240	100-0801-521.21-06	23.00	Credit Report
			Total for check: 69225		23.00	
LAWSON PRODUCTS INC	69226	8/20/2020	9307772133	731-1022-541.30-18	70.77	Drill Bits
			Total for check: 69226		70.77	
LEVENHAGEN OIL CORPORATION	69227	8/20/2020	101542	207-0707-552.38-01	1,924.38	Fuel
			Total for check: 69227		1,924.38	
MARCO TECHNOLOGIES LLC	69228	8/20/2020	INV7844572	743-0403-513.29-01	5.24	Finance Copier Lease
			Total for check: 69228		5.24	
MATTHEWS TIRE & SERVICE CENTER	69229	8/20/2020	75403	731-1022-541.38-02	45.00	Patch/Tire Repair

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MATTHEWS TIRE & SERVICE CENTER...	69229...	8/20/2020	75426	731-1022-541.38-02	89.19	Towmax	
		8/20/2020	75450	731-1022-541.38-02	234.70	Tire/Parts	
		Total for check: 69229			368.89		
MCMAHON	69230	8/20/2020	919243	625-1010-541.21-02	492.00	Project #9-19-00409	2020 Ecological Services
					492.00		
MENARDS-APPLETON EAST	69231	8/20/2020	88386	100-0703-553.24-03	12.93	Supplies	
				100-0801-521.24-03	339.96	Supplies	
				Total for check: 69231	352.89		
MENASHA NEENAH MUNICIPAL COURT	69232	8/20/2020	MNMC	100-0000-201.03-00	174.00	Bond	Report# 20-0149
					489.00	Bond	Report# 18-0400
					125.00	Bond	Report# 20-0009
					49.00	Bond	Report# 20-0009 CreditCard
					148.80	Bond	Report# 20-0008
					Total for check: 69232	985.80	
MENASHA UTILITIES	69233	8/20/2020	Menasha Utility	100-0000-123.00-00	1,526.00	Electric	6/25/20 - 7/27/20
					262.08	Water	6/25/20 - 7/27/20
					61.33	Storm	6/25/20 - 7/27/20
					7.18	Electric	6/25/20 - 7/27/20
					16.59	Electric	6/25/20 - 7/27/20
					6.60	Storm	6/25/20 - 7/27/20
					5,281.33	Electric	6/25/20 - 7/27/20
					1,220.75	Water	6/25/20 - 7/27/20
					136.95	Storm	6/25/20 - 7/27/20
					1,555.06	Electric	6/25/20 - 7/27/20
					48.32	Water	6/25/20 - 7/27/20
					886.06	Storm	6/25/20 - 7/27/20
					2,658.66	Electric	6/25/20 - 7/27/20
					9,328.40	Water	6/25/20 - 7/27/20

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MENASHA UTILITIES...	69233...	8/20/2020...	Menasha Utility...	100-0801-521.22-03	2,107.33	Electric 6/25/20 - 7/27/20
					20.92	Electric 6/25/20 - 7/27/20
				100-0801-521.22-05	361.92	Water 6/25/20 - 7/27/20
				100-0801-521.22-06	84.70	Storm 6/25/20 - 7/27/20
				100-1001-514.22-05	13.38	Water 6/25/20 - 7/27/20
				100-1001-514.22-06	3.30	Storm 6/25/20 - 7/27/20
				100-1008-541.22-03	31.83	Electric 6/25/20 - 7/27/20
				100-1008-541.22-05	13.38	Water 6/25/20 - 7/27/20
				100-1013-541.22-06	57.75	Storm 6/25/20 - 7/27/20
				207-0707-552.22-05	366.20	Water 6/25/20 - 7/27/20
				501-0304-562.22-03	412.35	Electric 6/25/20 - 7/27/20
				501-0304-562.22-05	396.76	Water 6/25/20 - 7/27/20
				501-0304-562.22-06	637.73	Storm 6/25/20 - 7/27/20
				601-1020-543.22-03	124.65	Electric 6/25/20 - 7/27/20
				731-1022-541.22-03	1,195.86	Electric 6/25/20 - 7/27/20
				731-1022-541.22-05	554.40	Water 6/25/20 - 7/27/20
				731-1022-541.22-06	1,286.18	Storm 6/25/20 - 7/27/20
				Total for check: 69233		
					30,663.95	
MBM	69234	8/20/2020	IN505921	743-0403-513.29-01	740.41	Production/PW Copier 6/26/20-7/25/20
				Total for check: 69234		
					740.41	
NORTHEAST ASPHALT INC	69235	8/20/2020	2020-01	470-0000-201.04-00	(7,783.30)	Contract Unit 2020-01 Retainage
				470-1003-541.82-02	35,501.50	Contract Unit 2020-01
				601-1020-543.82-02	15,580.00	Contract Unit 2020-01
				625-0000-194.00-00	104,584.50	Contract Unit 2020-01
				Total for check: 69235		
					147,882.70	
RAY O'HERRON CO INC	69236	8/20/2020	2040556-IN	100-0801-521.19-03	85.07	Armorskin
				Total for check: 69236		
					85.07	
JENNY OLSON	69237	8/20/2020	Olson	100-0000-201.08-00	3.81	Cancel COVID19

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JENNY OLSON...	69237...	8/20/2020...	Olson...	100-0000-441.23-00	81.19	Cancel	COVID19
			Total for check: 69237		85.00		
OSI ENVIRONMENTAL INC	69238	8/20/2020	4018980	731-1022-541.21-06	75.00	Used Oil Collection	
			Total for check: 69238		75.00		
ANDREA OSKEY	69239	8/20/2020	Oskey Mileage	743-0403-513.33-01	22.54	Mileage Reimbursement	
			Total for check: 69239		22.54		
PAC-VAN	69240	8/20/2020	16403198	731-1022-541.30-18	380.00	Containers	
			Total for check: 69240		380.00		
PERSONNEL EVALUATION INC	69241	8/20/2020	37358	100-0801-521.21-06	20.00	PEP Billing	07/01 - 07/31
			Total for check: 69241		20.00		
PSYCHOLOGIE CLINIQUE SC	69242	8/20/2020		100-0801-521.21-05	525.00	Office Candidate Eval	
			Total for check: 69242		525.00		
REINDERS INC	69243	8/20/2020	1842664-00	731-1022-541.38-03	182.35	Brake Pad Service Kit	
			Total for check: 69243		182.35		
JOSHUA SCHOOL	69244	8/20/2020	Sprinkler Co	100-1003-541.24-05	86.63	Sprinkler Head Damaged During Construction	
			Total for check: 69244		86.63		
DAVID SCHWERBEL AND KATHLEEN	69245	8/20/2020	Schwerbel	100-0000-201.10-00	100.00	Return Excavation Deposit300 Block Park St/Nicolet	
			Total for check: 69245		100.00		

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SMARTCOVER SYSTEMS	69246	8/20/2020	15468	601-1020-543.30-18	1,526.00	Renewal
			Total for check: 69246		1,526.00	
STAPLES	69247	8/20/2020	3452212144	100-0702-552.30-10	34.77	Office Supplies
				100-1001-514.30-10	17.96	Office Supplies
				100-1002-541.30-10	10.79	Office Supplies
				625-1002-541.30-10	3.60	Office Supplies
		8/20/2020	3452231074	100-0703-553.30-18	37.03	Supplies
				731-1022-541.30-18	37.04	Supplies
			Total for check: 69247		141.19	
SUPERIOR VISION INSURANCE PLAN	69248	8/20/2020	0000426969	100-0000-204.10-00	1,018.19	Vision Ins
			Total for check: 69248		1,018.19	
TAPCO	69249	8/20/2020	1674684	100-1008-541.30-18	70.99	Signs
			Total for check: 69249		70.99	
THEDACARE LABORATORIES	69250	8/20/2020	12100529	100-0801-521.21-05	85.00	Venipunctures
			Total for check: 69250		85.00	
UNIFIRST CORPORATION	69251	8/20/2020	097 0313846	731-1022-541.20-01	169.72	Cleaning Service
			Total for check: 69251		169.72	
UNIFORM SHOPPE	69252	8/20/2020	3012582	100-0801-521.19-03	64.95	Shirt - Hanchek
			Total for check: 69252		64.95	
VERIZON WIRELESS	69253	8/20/2020	9859947665	601-1020-543.22-01	27.16	Phone
			Total for check: 69253		27.16	

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VERMEER WISCONSIN INC	69254	8/20/2020	30076280	731-1022-541.38-04	150.40	Valve	
			Total for check: 69254		150.40		
STEPHANIE VRABEC	69255	8/20/2020	Vrabec	100-0000-441.25-00	21.00	Class Cancelled	Low Enrollment
			Total for check: 69255		21.00		
WEA INSURANCE TRUST	69256	8/20/2020	1405991	100-0000-204.08-00	1,010.48	Cobra	
					114,893.10	Active	
				100-0000-204.11-00	5,081.07	Banked	
			Total for check: 69256		120,984.65		
WIL-KIL PEST CONTROL	69257	8/20/2020	3940690	731-1022-541.20-07	72.25	Commercial Contract	
		8/20/2020	3942536	100-1019-552.20-07	35.00	Rat/Mouse/Spiders	
		8/20/2020	3943186	100-1019-552.20-07	117.50	Exterior Insect	
			Total for check: 69257		224.75		
WINDSTREAM	69258	8/20/2020	72902168	100-0601-551.22-01	74.73	Library Elevator Alarm	Life Insurance
			Total for check: 69258		74.73		
WINNEBAGO COUNTY CLERK OF COURTS	69259	8/20/2020	Winn Co Clerk	100-0000-201.03-00	150.00	Bond	Report# 20-2103
			Total for check: 69259		150.00		
WPPI ENERGY	69260	8/20/2020	INV14049	310-0409-571.61-01	494.50	Street Light Project	August Loan Payment
			Total for check: 69260		494.50		
					356,380.39		

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ALL WORLD FORD	69261	8/26/2020	Squad Car	100-0801-521.80-03	39,165.40	2020 Interceptor Police Squad
					Total for check: 69261	
					39,165.40	
						39,165.40

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ACCURATE	69262	8/27/2020	2009946	731-1022-541.38-03	45.00	Brushes
			2010013	731-1022-541.30-18	55.61	Supplies
				731-1022-541.38-03	34.20	Supplies
			2010182	731-1022-541.30-18	178.00	Supplies
				731-1022-541.38-03	66.14	Supplies
			Total for check: 69262		378.95	
AMT	69263	8/27/2020	20200827	100-0000-202.08-00	358.00	PAYROLL SUMMARY
			Total for check: 69263		358.00	
APPANASHA PET CLINIC	69264	8/27/2020	410388	824-0807-521.21-05	193.00	Geller Vet Appt
			Total for check: 69264		193.00	
AUTOMOTIVE SUPPLY COMPANY	69265	8/27/2020	011836208	731-1022-541.38-04	168.89	Steering Pump
			Total for check: 69265		168.89	
CALUMET COUNTY REGISTER OF DEEDS	69266	8/27/2020	Recording Fee	501-0304-562.21-08	30.00	Recording Fee Release Const. Easement
			Total for check: 69266		30.00	
CALUMET COUNTY REGISTER OF DEEDS	69267	8/27/2020	Recording Fee	501-0304-562.21-08	60.00	Recording Fee Release Utility Easement
			Total for check: 69267		60.00	
CARRICO AQUATIC RESOURCES INC	69268	8/27/2020	20203384	100-0704-552.30-18	627.60	Powder Celatom
			Total for check: 69268		627.60	
CELLCOM	69269	8/27/2020	659794	100-0201-512.22-01	43.35	Phone Attorney
				100-0301-523.22-01	43.35	Phone Building Inspector
				100-0304-562.22-01	86.70	Phone Community Dev
				100-0601-551.22-01	29.48	Phone Building Services
					13.53	Phone Library

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CELLCOM...	69269...	8/27/2020...	659794...	100-0702-552.22-01	47.55	Phone	Park Locations
				100-0703-553.22-01	17.34	Phone	Building Services
					93.29	Phone	Parks
				100-0801-521.22-01	19.94	Phone	Building Services
					1,266.78	Phone	Police
				100-0904-531.22-01	43.35	Phone	Environmental Health
				100-0919-531.22-01	316.66	Phone	Health
				100-1001-514.22-01	19.94	Phone	Building Services
				100-1002-541.22-01	210.65	Phone	Engineering
				100-1008-541.22-01	4.11	Phone	Street Signs
				100-1019-552.22-01	10.94	Phone	Bridges
				601-1020-543.22-01	2.90	Phone	Confined Spaces
					8.37	Phone	Sewer Truck
				625-1002-541.22-01	70.22	Phone	Engineering
				731-1022-541.22-01	219.65	Phone	Garage
				743-0403-513.22-01	43.35	Phone	IT
Total for check: 69269				2,611.45			
COLLEGE KIDS	69270	8/27/2020	120634	100-0703-553.30-18	54.00	Safety Green 3xl	
		8/27/2020	121189	100-0702-552.30-18	1,154.20	Shirts	
		Total for check: 69270				1,208.20	
CRESCENT ELECTRIC SUPPLY COMPANY	69271	8/27/2020	S508047246.001	100-0501-522.24-03	272.85	Supplies	
					272.85		
EAGLE GRAPHICS LLC	69272	8/27/2020	187065	100-0801-521.19-03	57.00	Investigative Services	Shirts
					57.00		
FIRST AMERICAN TITLE INSURANCE CO	69273	8/27/2020	925-650259446	263-0306-562.70-01	75.00	CDBG Letter Report	
					75.00		
Total for check: 69273				75.00			

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EVERGREEN POWER	69274	8/27/2020	7334	731-1022-541.38-04	106.43	Guard/Filter
		8/27/2020	7514	731-1022-541.38-03	74.06	Bushing/Belts/Cable
		Total for check: 69274			180.49	
FARRELL EQUIPMENT & SUPPLY CO INC	69275	8/27/2020	INV000001116907	100-1009-541.30-18	52.50	Fiber Expansion Joint
		8/27/2020	INV000001116931	100-1013-541.21-06	1,295.00	Siloxane Sealer
		Total for check: 69275			1,347.50	
FIRST AMERICAN TITLE INSURANCE CO	69276	8/27/2020	Title Fee	100-0000-123.00-00	776.00	Title paid by seller at closing
			Total for check: 69276			776.00
FORCE AMERICA DISTRIBUTING LLC	69277	8/27/2020	001-1463285	731-1022-541.38-03	187.84	Filter Element
			Total for check: 69277			187.84
FOX VALLEY HUMANE ASSOCIATION	69278	8/27/2020	4964	100-0806-532.25-01	160.00	Animals Handled
			Total for check: 69278			160.00
GREAT BIG GRAPHICS LLC	69279	8/27/2020	10207	100-0922-531.30-18	600.00	Face Masks Covid-19
			Total for check: 69279			600.00
GRIESBACH READY-MIX LLC	69280	8/27/2020	5200	100-0703-553.30-18	198.00	Concrete
				100-1003-541.30-18	697.50	Concrete
				100-1009-541.30-18	1,567.50	Concrete
				625-1003-541.30-18	1,869.00	Concrete
			Total for check: 69280			4,332.00
GUNDERSON CLEANERS	69281	8/27/2020	888319	100-0801-521.30-13	38.21	Cleaning Service
			Total for check: 69281			38.21

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GUSTMAN CHEVROLET SALES INC	69282	8/27/2020	54185	731-1022-541.38-03	4.33	Nut
		8/27/2020	54219	731-1022-541.38-03	71.27	Nut/Sensor
	Total for check: 69282				75.60	
HEARTLAND BUSINESS SYSTEMS	69283	8/27/2020	391742-H	743-0403-513.30-15	45.36	Access Point PD
		8/27/2020	391743-H	743-0403-513.24-04	908.98	Veeam Back Up Renewal
		8/27/2020	391744-H	743-0403-513.24-04	923.05	ESET Endpoint Antivirus Renewal
	Total for check: 69283				1,877.39	
IMPACT POWER TECHNOLOGIES LLC	69284	8/27/2020	11568	100-0801-521.24-02	501.99	Rechargeable Batteries
	Total for check: 69284				501.99	
ITADLOGIC	69285	8/27/2020	3064	743-0403-513.30-12	23.10	Monitor Recycling
	Total for check: 69285				23.10	
JOE'S POWER CENTER	69286	8/27/2020	75879	731-1022-541.38-03	9.16	Fuel Pump
		8/27/2020	75931	731-1022-541.38-03	25.02	Hose Kit/Hose
	Total for check: 69286				34.18	
PETER KEMPS	69287	8/27/2020	13 Main St	487-0305-562.70-01	123,968.03	Acquisition of 13 Main St
	Total for check: 69287				123,968.03	
LAPPEN SECURITY PRODUCTS INC	69288	8/27/2020	LSPQ43652	731-1022-541.24-03	380.00	Core Cylinder
	Total for check: 69288				380.00	
LEVENHAGEN OIL CORPORATION	69289	8/27/2020	071065B-IN	731-1022-541.30-18	218.00	Moly Ultra Red
		8/27/2020	101562	207-0707-552.38-01	3,310.40	Fuel

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LEVENHAGEN OIL CORPORATION...	69289...	8/27/2020	101567	207-0707-552.38-01	3,010.40	Fuel
			Total for check: 69289		6,538.80	
MATTHEWS TIRE & SERVICE CENTER	69290	8/27/2020	75239	731-1022-541.38-02	(21.34)	Tires CREDIT
		8/27/2020	75482	731-1022-541.38-02	97.00	Tire Repair
			Total for check: 69290		75.66	
MENARDS-APPLETON EAST	69291	8/27/2020	88587	601-1020-543.30-18	62.88	Batteries
		8/27/2020	88836	100-0703-553.24-03	10.98	Paint Supplies
				100-0801-521.24-03	159.99	E-Star Dehum
		8/27/2020	88972	100-0922-531.30-18	115.00	Supplies COVID19
		8/27/2020	89002	100-0922-531.30-18	(0.99)	Supplies COVID19
		8/27/2020	89003	100-0922-531.30-18	6.00	Supplies COVID19
			Total for check: 69291		353.86	
MENASHA TREASURER	69292	8/27/2020	PD-Petty Cash	100-0801-521.30-11	15.20	Petty Cash Postage
				100-0801-521.30-18	88.02	Petty Cash Supplies
				100-0801-521.33-03	4.70	Petty Cash Prisoner Meals
				100-0801-521.34-03	37.96	Petty Cash Training (meals/lodging)
			Total for check: 69292		145.88	
MENASHA UTILITIES	69293	8/27/2020	004754	601-1020-543.30-18	246.20	July Bulk Water
		8/27/2020	MU	100-0304-562.22-03	29.60	Electric 6/26/20-7/28/20
				100-0305-562.22-05	26.76	Water 6/26/20-7/28/20
				100-0305-562.22-06	13.20	Storm 6/26/20-7/28/20
				100-0601-551.22-07	63.07	Dark Fiber Charge 6/26/20-7/28/20
				100-0703-553.22-03	1,291.84	Electric 6/26/20-7/28/20
				100-0703-553.22-05	2,034.60	Water 6/26/20-7/28/20
				100-0703-553.22-06	511.53	Storm 6/26/20-7/28/20
				100-0704-552.22-07	453.16	Dark Fiber Charge 6/26/20-7/28/20
				100-0920-531.22-03	163.44	Electric 6/26/20-7/28/20
				100-0920-531.22-05	91.50	Water 6/26/20-7/28/20

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MENASHA UTILITIES...	69293...	8/27/2020...	MU...	100-1001-514.22-03	46.66	Electric 6/26/20-7/28/20
				100-1008-541.22-03	240.46	Electric 6/26/20-7/28/20
				100-1012-541.22-03	48.96	Electric 6/26/20-7/28/20
				100-1013-541.22-03	38.78	Electric 6/26/20-7/28/20
				100-1013-541.22-06	315.99	Storm 6/26/20-7/28/20
				100-1014-543.22-05	13.38	Water 6/26/20-7/28/20
				100-1014-543.22-06	63.53	Storm 6/26/20-7/28/20
				207-0707-552.22-03	1,714.55	Electric 6/26/20-7/28/20
				207-0707-552.22-05	96.64	Water 6/26/20-7/28/20
				207-0707-552.22-06	62.71	Storm 6/26/20-7/28/20
				207-0707-552.22-07	52.56	Dark Fiber Charge 6/26/20-7/28/20
				487-0305-562.22-05	13.38	Water 6/26/20-7/28/20
				487-0305-562.22-06	6.60	Storm 6/26/20-7/28/20
				501-0304-562.22-06	63.53	Storm 6/26/20-7/28/20
					175.74	Storm 6/26/20-7/28/20
					188.10	Storm 6/26/20-7/28/20
				601-1020-543.22-03	41.12	Electric 6/26/20-7/28/20
				625-0304-562.22-03	10.30	Electric 6/26/20-7/28/20
				731-1022-541.22-07	587.08	Dark Fiber Charge 6/26/20-7/28/20
				743-0403-513.21-04	167.75	Internet Charge 6/26/20-7/28/20
				743-0403-513.22-07	500.52	Dark Fiber Charge 6/26/20-7/28/20
Total for check: 69293				9,373.24		
MBM	69294	8/27/2020	IN507757	743-0403-513.29-01	250.61	Various Printer Usage July
MORTON SAFETY	69295	8/27/2020	205794	100-0704-552.30-10	17.52	Masks
		8/27/2020	205822	100-0703-553.30-18	33.37	Ear Plugs
				731-1022-541.30-18	33.38	Ear Plugs
Total for check: 69295				84.27		
CITY OF NEENAH	69296	8/27/2020	37860	470-0501-522.30-15	625.09	Respirators for Trucks

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CITY OF NEENAH...	69296...	8/27/2020...	37860...	470-0501-522.30-15...	3,276.35	Wood Deck Downpayment
		8/27/2020	Fire/Rescue	100-0501-522.25-01	294,721.00	Fire Rescue Services
	Total for check: 69296				298,622.44	
OFFICE DEPOT	69297	8/27/2020	15510655	100-0903-531.30-18	69.96	Office Supplies
	Total for check: 69297				69.96	
OFFICE ENTERPRISES INCORPORATED	69298	8/27/2020	469025	100-1001-514.30-10	196.39	Postage Machine Ink
	Total for check: 69298				196.39	
WESTWOOD PROFESSIONAL SVC INC	69299	8/27/2020	3200800040	501-0304-562.21-02	687.50	Environmental Services 460 Ahnaip St
		8/27/2020	3200800045	501-0304-562.21-02	1,502.50	Environmental Services 460 Ahnaip St
	Total for check: 69299				2,190.00	
PAC-VAN	69300	8/27/2020	16523798	731-1022-541.30-18	95.00	Cube Storage Container
	Total for check: 69300				95.00	
PONDS OF MENASHA LLC	69301	8/27/2020	Dev Incentive	492-0305-562.21-11	617,881.88	TID 12 Dev Incentive
	Total for check: 69301				617,881.88	
REDI-WELDING CO	69302	8/27/2020	15430	100-1016-543.30-18	421.50	Dumpsters
	Total for check: 69302				421.50	
REVIZE LLC	69303	8/27/2020	9980	743-0403-513.21-04	3,000.00	Annual Website Renewal
	Total for check: 69303				3,000.00	
ROAD EQUIPMENT	69304	8/27/2020	WA719211	731-1022-541.38-03	100.52	Stage Trailer

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ROAD EQUIPMENT...	69304...	8/27/2020	WA719309	731-1022-541.38-03	137.04	Parts
			Total for check: 69304		237.56	
DR TERESA RUDOLPH	69305	8/27/2020	Rudolph	100-0903-531.21-05	175.00	City Physician
			Total for check: 69305		175.00	
RUEKERT & MIELKE INC	69306	8/27/2020	133055	601-1020-543.21-02	268.00	Project #8285-10000 Discharge Permit Prep
		8/27/2020	133056	601-1020-543.21-02	469.00	Project #8285-10001 Sewer User Monitor
		8/27/2020	133057	601-1020-543.21-02	335.00	Project #8285-10002 Neenah Prop Discharge
		8/27/2020	133058	601-1020-543.21-02	1,487.75	Project #8285-10014 Interceptor Sewer
			Total for check: 69306		2,559.75	
SECURITY FENCE & SUPPLY CO INC	69307	8/27/2020	2020-37829	731-1022-541.24-03	150.54	Materials
			Total for check: 69307		150.54	
SERVICEMASTER BUILDING MAINTENANCE	69308	8/27/2020	34286	100-0920-531.30-13	245.00	Janitorial Services
			Total for check: 69308		245.00	
SHEBOYGAN COUNTY TREASURER	69309	8/27/2020	112082	100-1003-541.30-18	2,600.15	Bituminous Patch
			Total for check: 69309		2,600.15	
STAPLES	69310	8/27/2020	3453117926	100-0204-512.30-10	87.39	Election Supplies
		8/27/2020	3453171878	731-1022-541.30-18	30.00	Office Supplies
			Total for check: 69310		117.39	
STORM COMPANIES INC	69311	8/27/2020	12982	625-1010-541.24-05	363.00	Sign Rental
			Total for check: 69311		363.00	
TIME WARNER CABLE	69312	8/27/2020	095528601080120	100-0101-511.22-01	3.74	Mayor August Phone

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TIME WARNER CABLE...	69312...	8/27/2020...	095528601080120...	100-0201-512.22-01	2.37	Attorney	August Phone
				100-0202-512.22-01	5.99	Personel	August Phone
				100-0203-512.22-01	4.93	Clerk	August Phone
				100-0301-523.22-01	5.41	Bldg Insp	August Phone
				100-0304-562.22-01	8.87	Com Dev	August Phone
				100-0401-513.22-01	11.97	Finance	August Phone
				100-0402-513.22-01	2.44	Assessor	August Phone
				100-0502-522.22-01	14.86	EOC	August Phone
				100-0601-551.22-01	63.09	Library	August Phone
				100-0702-552.22-01	10.04	Rec	August Phone
				100-0703-553.22-01	16.86	Parks	August Phone
				100-0704-552.22-01	5.24	Pool	August Phone
				100-0801-521.22-01	93.03	PD	August Phone
				100-0903-531.22-01	18.20	Health	August Phone
				100-0920-531.22-01	4.89	Sr Center	August Phone
				100-1001-514.22-01	26.90	City Hall	August Phone
				100-1002-541.22-01	15.63	Eng	August Phone
				100-1008-541.22-01	1.41	Sign Shop	August Phone
				207-0000-123.00-00	9.97	Marina	August Phone
				731-1022-541.22-01	9.63	Garage	August Phone
				743-0403-513.22-01	5.69	IT	August Phone
Total for check: 69312					341.16		
TWIN CITY MONUMENT WORKS INC	69313	8/27/2020	0001	100-0703-553.24-04	600.00	Bench Repair	Clifford Fischer
					Total for check: 69313		600.00
ULTRA MOTOR SOURCE	69314	8/27/2020	Permit Refund	100-0000-441.01-00	350.00	Special Use Permit	Refund
					Total for check: 69314		350.00
UNIFIRST CORPORATION	69315	8/27/2020	097 0314315	731-1022-541.20-01	256.62	Cleaning Service	
					Total for check: 69315		256.62

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UNITED PAPER CORPORATION	69316	8/27/2020	U006743	100-0922-531.30-18	244.20	Sanitizer Stand/Pumps Covid-19
			Total for check: 69316		244.20	
US PETROLEUM EQUIPMENT	69317	8/27/2020	130967	731-1022-541.29-04	298.00	Solenoid Installation
			Total for check: 69317		298.00	
WIL-KIL PEST CONTROL	69318	8/27/2020	3984939	100-0501-522.24-03	146.75	Commercial Special
			Total for check: 69318		146.75	
WINNEBAGO COUNTY REGISTER OF DEEDS	69319	8/27/2020	13 Main St	487-0305-562.70-01	30.00	Recording Fee- 13 Main St
			Total for check: 69319		30.00	
WINNEBAGO COUNTY TREASURER	69320	8/27/2020	LF128534	266-1027-543.25-01	547.20	Landfill Charges
				266-1027-543.25-03	55.00	Landfill Charges
				266-1029-543.25-01	228.00	Landfill Charges
		8/27/2020	LF128615	100-1016-543.25-01	19,561.92	Direct Haul
				100-1017-543.25-01	4,593.12	Direct Haul
				266-1027-543.25-01	1,260.60	Direct Haul
			Total for check: 69320		26,245.84	
WISCONSIN DEPARTMENT OF REVENUE	69321	8/27/2020	Transfer Return	100-0000-123.00-00	378.00	Transfer Return Fee 13 Main St
			Total for check: 69321		378.00	
WISCONSIN DEPT OF JUSTICE	69322	8/27/2020	Acct #L7101T	100-0801-521.21-06	238.00	Transactions
			Total for check: 69322		238.00	
WISCONSIN MEDIA	69323	8/27/2020	0003458438	100-0203-512.29-02	61.58	Legal Notices
				100-0405-513.29-02	378.24	Legal Notices
		8/27/2020	0003458754	100-0203-512.29-02	58.84	Legal Notices

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WISCONSIN MEDIA...	69323...	8/27/2020...	0003458754...	100-0405-513.29-02	572.20	Legal Notices	
			Total for check: 69323		1,070.86		
WISCONSIN SUPPORT COLLECTIONS	69324	8/27/2020	20200827	100-0000-202.03-00	674.14	PAYROLL SUMMARY	
			Total for check: 69324		674.14		
WOODLAND DEVELOPMENT LLC	69325	8/27/2020	Woodland Dev	470-1003-541.82-02	39,656.38	Woodland Hills DA	Third Addition
			Total for check: 69325		39,656.38		
ZEP SALES & SERVICE	69326	8/27/2020	9005402571	731-1022-541.30-18	317.45	Big Orange	
			Total for check: 69326		317.45		
					1,157,118.55		

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BAKER & TAYLOR INC	69328	8/28/2020	0003214427	100-0601-551.30-14	(259.43)	Library materials CREDIT
		8/28/2020	0003214467	100-0601-551.30-14	(21.99)	Library materials CREDIT
		8/28/2020	0003214468	100-0601-551.30-14	(93.00)	Library materials CREDIT
		8/28/2020	2035334467	100-0601-551.30-14	75.52	Library materials
		8/28/2020	2035336621	100-0601-551.30-14	542.17	Library materials
		8/28/2020	2035336762	100-0601-551.30-14	60.33	Library materials
		8/28/2020	2035339192	100-0601-551.30-14	182.97	Library materials
		8/28/2020	2035344276	100-0601-551.30-14	568.43	Library materials
		8/28/2020	2035346100	100-0601-551.30-14	192.45	Library materials
		8/28/2020	2035346992	100-0601-551.30-14	168.64	Library materials
		8/28/2020	2035348764	100-0601-551.30-14	87.95	Library materials
		8/28/2020	2035349473	100-0601-551.30-14	438.94	Library materials
		8/28/2020	2035350909	100-0601-551.30-14	64.84	Library materials
		8/28/2020	2035351892	100-0601-551.30-14	162.72	Library materials
		8/28/2020	2035353450	100-0601-551.30-14	157.44	Library materials
		8/28/2020	2035365889	100-0601-551.30-14	761.53	Library materials
		8/28/2020	2035365942	100-0601-551.30-14	551.07	Library materials
		8/28/2020	2035373146	100-0601-551.30-14	552.59	Library materials
		8/28/2020	2035375750	100-0601-551.30-14	743.61	Library materials
		8/28/2020	2035377526	100-0601-551.30-14	180.71	Library materials
		8/28/2020	2035387423	100-0601-551.30-14	1,036.54	Library materials
		8/28/2020	2035389193	100-0601-551.30-14	102.54	Library materials
		8/28/2020	2035389958	100-0601-551.30-14	283.24	Library materials
		8/28/2020	2035393830	100-0601-551.30-14	109.13	Library materials
	Total for check: 69328				6,648.94	
KATHRYN BESON	69329	8/28/2020	Beson	100-0601-551.30-14	34.00	Library materials
	Total for check: 69329				34.00	
CENGAGE LEARNING INC/GALE	69330	8/28/2020	71010090	100-0601-551.30-14	1,151.69	Library materials
		8/28/2020	71037999	100-0601-551.30-14	24.80	Library materials
		8/28/2020	71046221	100-0601-551.30-14	28.78	Library materials

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CENGAGE LEARNING INC/GALE...	69330...	8/28/2020	71102198	100-0601-551.30-14	160.78	Library materials
			Total for check: 69330		1,366.05	
CENTER POINT LARGE PRINT	69331	8/28/2020	1780830	100-0601-551.30-14	273.84	Library materials
			Total for check: 69331		273.84	
CATHRYN COFELL	69332	8/28/2020	110	100-0601-551.30-14	14.00	Library materials
			Total for check: 69332		14.00	
COMMUNICATION SUPPORT	69333	8/28/2020	7421138	100-0601-551.24-03	300.00	Monitoring Services
			Total for check: 69333		300.00	
CREATIVE PRODUCT SOURCE	69334	8/28/2020	CPI085791	100-0601-551.30-10	117.66	Library Supplies
			Total for check: 69334		117.66	
GENERAL BOOK COVERS	69335	8/28/2020	20248	100-0601-551.30-18	163.00	Processing Supplies
			Total for check: 69335		163.00	
JANWAY COMPANY USA INC	69336	8/28/2020	136224	100-0601-551.30-18	431.31	Library Supplies
			Total for check: 69336		431.31	
KITZ & PFEIL INC	69337	8/28/2020	27927	100-0601-551.30-13	11.13	Housekeeping Supplies Bird Seed
		8/28/2020	27963	100-0601-551.30-13	9.95	Housekeeping Supplies Top Soil
		8/28/2020	28043	100-0601-551.30-13	100.64	Housekeeping Supplies Caster Plates
			Total for check: 69337		121.72	
MIDWEST TAPE	69338	8/28/2020	99109589	100-0601-551.30-14	793.53	Library materials
		8/28/2020	99134034	100-0601-551.30-14	263.12	Library materials
		8/28/2020	99134036	100-0601-551.30-14	19.49	Library materials

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MIDWEST TAPE...	69338...	8/28/2020	99159285	100-0601-551.30-14	206.91	Library materials	
		8/28/2020	99184087	100-0601-551.30-14	272.40	Library materials	
		8/28/2020	99184158	100-0601-551.30-14	850.09	Library materials	
	Total for check: 69338				2,405.54		
MBM	69339	8/28/2020	IN507996	100-0601-551.24-04	137.49	Repair/Maintenance	Service Contracts
		8/28/2020	IN508802	100-0601-551.24-03	20.49	Repair/Maintenance	Service Contracts
	Total for check: 69339				157.98		
OFFICE DEPOT	69340	8/28/2020	13056876	100-0601-551.30-10	62.94	Office Supplies	
							Total for check: 69340
PENGUIN RANDOM HOUSE INC	69341	8/28/2020	1085405398	100-0601-551.30-14	26.25	Library materials	
							Total for check: 69341
PLATTEN, MICHELLE	69342	8/28/2020	Platten	100-0601-551.20-05	75.00	Program Presenter	
							Total for check: 69342
SERVICEMASTER BUILDING MAINTENANCE	69343	8/28/2020	34292	100-0601-551.20-01	1,685.00	Janitorial Services	
							Total for check: 69343
SPOEHR, THERESA	69344	8/28/2020	Spoehr	100-0601-551.20-05	90.00	Program Presenter	
							Total for check: 69344
SYNCB/AMAZON	69346	8/28/2020	439556383344	100-0601-551.30-14	36.00	Library materials	
		8/28/2020	443546333655	100-0601-551.30-14	8.99	Library materials	
		8/28/2020	447347867765	100-0601-551.30-14	247.59	Library materials	
		8/28/2020	447796498567	100-0601-551.30-14	19.96	Library materials	
		8/28/2020	458356537847	100-0601-551.30-14	(8.99)	Library materials	CREDIT
		8/28/2020	465683338937	100-0601-551.30-10	54.95	Library Supplies	

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SYNCB/AMAZON...	69346...	8/28/2020	468739776838	100-0601-551.30-14	14.96	Library materials	
		8/28/2020	476479397673	100-0601-551.30-14	64.96	Library materials	
		8/28/2020	498835694465	100-0601-551.30-14	28.89	Library materials	
		8/28/2020	567867656457	100-0601-551.30-14	11.88	Library materials	
		8/28/2020	657667859488	100-0601-551.30-10	74.95	Library Supplies	
		8/28/2020	746997946683	100-0601-551.30-14	8.85	Library materials	
		8/28/2020	774998453594	100-0601-551.30-14	35.11	Library materials	
		8/28/2020	775899947697	100-0601-551.30-14	12.96	Library materials	
		8/28/2020	844468978389	100-0601-551.30-14	27.99	Library materials	
		8/28/2020	889476459543	100-0601-551.30-14	11.99	Library materials	
		8/28/2020	974547646586	100-0601-551.30-14	29.99	Library materials	
		Total for check: 69346				681.03	
US BANK EQUIPMENT FINANCE	69347	8/28/2020	421632555	100-0601-551.24-04	513.46	Repair Maint	Service Contracts
WINNEFOX AUTOMATED LIBRARY SYSTEM	69348	8/28/2020	WALS1497	100-0601-551.30-10	39.99	Supplies	Webcam
		8/28/2020	WLS788	100-0601-551.30-16	190.00	Program Supplies	Promotional
		Total for check: 69348				229.99	
					15,397.71		

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ABSOLUTE ASPHALT LTD	69349	9/3/2020	20-100	470-0703-553.82-02	12,312.58	Asphalt Trail Jefferson Park
Total for check: 69349					12,312.58	
ACCURATE	69350	9/3/2020	2009714	731-1022-541.24-02	44.16	Oil Wrench
		9/3/2020	2010372	731-1022-541.30-18	58.69	Parts
		9/3/2020	2010530	731-1022-541.30-18	67.25	Parts
Total for check: 69350					170.10	
ALL-SPORT TROPHY	69351	9/3/2020	055241	100-0702-552.30-18	8.00	Grunski Award
Total for check: 69351					8.00	
ASSOCIATED APPRAISAL CONSULTANTS	69352	9/3/2020	150133	100-0402-513.21-09	5,000.00	Assessment Services September
					61.66	Internet Posting September
				100-0402-513.30-11	6.00	Postage September
Total for check: 69352					5,067.66	
BERGSTROM	69353	9/3/2020	60072	731-1022-541.38-03	111.20	Parts
Total for check: 69353					111.20	
BORSCH ROOFING PROFESSIONALS	69354	9/3/2020	21763	100-0801-521.24-03	198.00	Asbestos Testing
Total for check: 69354					198.00	
CARDMEMBER SERVICE	69360	9/3/2020	0011	100-0801-521.34-02	80.00	Training Registration Police
		9/3/2020	0028	826-0702-552.30-18	425.00	Movie in the Park Recreation
		9/3/2020	0068	100-0801-521.34-02	585.00	Training Registration Police
		9/3/2020	0076	100-0801-521.34-02	300.00	Training Registration Police
		9/3/2020	0093	207-0707-552.24-03	359.60	Breaker Marina
		9/3/2020	0209	100-0903-531.30-18	47.40	Translation Health
		9/3/2020	0246	100-0903-531.32-01	410.00	Membership Health
		9/3/2020	0539	100-0903-531.30-18	47.40	Translation Health

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Vendor Name	Check Number	Check Date	Invoice Number	Account Number	Amount	Description
CARDMEMBER SERVICE...	69360...	9/3/2020	0571	100-0903-531.30-18	55.30	Translation Health
		9/3/2020	0582	100-0801-521.19-03	64.00	Uniform Purchase Police
		9/3/2020	0751	100-0601-551.30-11	32.80	Postage Library
		9/3/2020	0776	100-0601-551.30-14	15.99	Netflix Subscription Library
		9/3/2020	1013	100-0702-552.30-18	17.94	Class Supplies Recreation
		9/3/2020	1538	100-0601-551.30-14	15.00	Book Library
		9/3/2020	1666	100-0702-552.30-18	12.93	Supplies Recreation
		9/3/2020	1898	100-0601-551.30-14	49.95	Magazine Subscription Library
		9/3/2020	2032	100-0922-531.30-18	42.08	Go to mtg COVID-19
		9/3/2020	2066	100-0922-531.30-18	115.11	Deck Washer Disinfectant COVID-19
		9/3/2020	2159	100-0704-552.30-15	42.66	Deck Washer Parts Pool
		9/3/2020	2216	100-0903-531.30-15	150.00	Calibrate Audiometer Health
		9/3/2020	2225	100-0801-521.19-03	139.12	Covid-19 Equipment Police
		9/3/2020	2287	100-0801-521.24-05	117.55	Hallway Project Police
		9/3/2020	2460	100-0703-553.24-03	233.06	Trestle Light Bulbs Parks
		9/3/2020	2552	100-0801-521.32-02	16.95	Books Police
		9/3/2020	2783	100-0702-552.30-18	9.00	Supplies Recreation
		9/3/2020	2857	100-0903-531.30-18	47.40	Translation Health
		9/3/2020	2864	100-0920-531.30-18	9.00	Concessions Senior Center
		9/3/2020	3210	100-0601-551.30-11	2.66	Postage Library
		9/3/2020	3241	100-0702-552.30-18	88.98	Event Concessions Rec
		9/3/2020	3255	100-1012-541.30-18	96.95	Solar Street Lights Street Lights
		9/3/2020	3269	743-0403-513.30-15	99.99	Monitor IT
		9/3/2020	3304	100-1001-514.24-03	36.66	Wall Files City Buildings
		9/3/2020	3409	100-0601-551.30-11	4.20	Postage Library
		9/3/2020	3439	731-1022-541.34-02	255.00	Course Registration Public Works
		9/3/2020	3466	100-0801-521.24-03	29.06	Range Dimmer Police
		9/3/2020	3602	100-0801-521.30-15	287.56	Community Outreach Coins Police
		9/3/2020	3611	100-0702-552.30-18	27.46	Grunski Supplies Recreation
		9/3/2020	3976	100-0922-531.30-18	143.00	Go to mtg COVID-19
		9/3/2020	4004	100-0801-521.30-10	59.01	Office Supplies Police
		9/3/2020	4143	100-0801-521.30-18	59.00	Charger Police
				100-0801-521.30-20	378.00	Done Batteries-Grant Police
		9/3/2020	4256	100-0801-521.32-02	56.64	Books Police

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CARDMEMBER SERVICE...	69360...	9/3/2020	4332	100-0601-551.24-03	27.98	LED Driver Library
		9/3/2020	4380	100-0801-521.30-15	122.77	Duty Equipment Police
		9/3/2020	4385	100-0401-513.30-12	123.49	Wireless Keyboard Finance
		9/3/2020	4483	100-0801-521.32-01	84.70	Monthly Inv Tool Police
		9/3/2020	4830	731-1022-541.38-03	41.35	Scissor Lift Strut Public Works
		9/3/2020	4875	100-0801-521.30-15	29.99	Power Inverter Police
		9/3/2020	4909	743-0403-513.30-15	199.98	Monitors IT
		9/3/2020	4989	100-0922-531.30-18	52.41	Disinfectant COVID-19
		9/3/2020	5318	100-0801-521.30-11	9.14	Evidence to Crime Lab Police
		9/3/2020	5776	100-0922-531.30-18	4.42	Election Supplies COVID-19
		9/3/2020	5823	100-0703-553.30-15	21.09	Scale Parks
		9/3/2020	5875	100-0702-552.30-18	39.09	Class Supplies Recreation
		9/3/2020	5898	100-0601-551.30-10	75.00	Toner Cartridge Library
		9/3/2020	6344	100-0801-521.30-12	109.07	Monitor Police
		9/3/2020	6607	100-0903-531.30-18	11.85	Translation Health
		9/3/2020	6624	100-0801-521.30-18	(7.44)	Tax Refund-CREDIT Police
		9/3/2020	6710	100-0801-521.30-11	12.76	Evidence to Crime Lab Police
		9/3/2020	6908	100-0702-552.30-18	20.84	Class Supplies Recreation
		9/3/2020	7202	100-1002-541.30-11	26.35	OCR Certified Mail Engineering/DPW
		9/3/2020	7336	100-0903-531.30-18	27.65	Translation Health
		9/3/2020	7377	100-1002-541.30-11	26.35	OCR Certified Mail Engineering/DPW
		9/3/2020	7570	100-0601-551.32-01	144.00	WLA Membership Library
		9/3/2020	7595	743-0403-513.30-15	13.56	Batteries IT
		9/3/2020	7602	100-0201-512.34-03	(135.00)	CREDIT - Hotel Attorney
		9/3/2020	7659	731-1022-541.34-02	335.00	Course Registration Public Works
		9/3/2020	7975	100-0801-521.30-10	70.79	Office Supplies Police
		9/3/2020	8038	743-0403-513.30-15	24.98	Label Tapes IT
		9/3/2020	8076	100-0801-521.30-18	77.31	Award Plaques Police
		9/3/2020	8161	100-0903-531.30-18	19.25	Supplies Health
		9/3/2020	8631	100-0801-521.30-11	9.09	Evidence to Crime Lab Police
		9/3/2020	8847	100-0922-531.30-18	62.14	Election Supplies COVID-19
		9/3/2020	8976	100-0901-515.30-18	269.99	Standing Desk Converter CVMIC
		9/3/2020	9053	100-0801-521.30-18	90.72	Frames Police
		9/3/2020	9081	100-0922-531.30-18	43.45	Translation COVID-19

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CARDMEMBER SERVICE...	69360...	9/3/2020	9175	100-0903-531.30-18	26.48	Batteries	Health
		9/3/2020	9216	100-0801-521.30-10	52.49	Office Supplies	Police
		9/3/2020	9366	100-0703-553.30-18	106.03	Fountain Sand	Parks
		9/3/2020	9857	100-1012-541.30-18	29.99	Solar Street Lights	Street Lights
		9/3/2020	9906	743-0403-513.30-15	89.25	Presentation Remote	IT
Total for check: 69360					7,452.77		
CARRICO AQUATIC RESOURCES INC	69361	9/3/2020	20203512	100-0704-552.30-18	82.96	Cartridge Filter	
	Total for check: 69361				82.96		
CASPER'S TRUCK EQUIPMENT INC	69362	9/3/2020	0045163-IN	731-1022-541.38-03	133.69	Latch w/Handle	
		9/3/2020	0045171-IN	731-1022-541.38-03	10.64	Keys	
	Total for check: 69362				144.33		
COONEY'S EMBROIDERY	69363	9/3/2020	17454	100-0801-521.19-03	67.00	Logos	
	Total for check: 69363				67.00		
CREATIVE IMPRINT	69364	9/3/2020	64108	100-0202-512.30-16	325.00	Masks	
	Total for check: 69364				325.00		
DAVEL ENGINEERING & ENVIRONMENTAL	69365	9/3/2020	3177656	625-1010-541.21-02	1,087.50	Project 6056 LP Villas Storm Water Analysis	
	Total for check: 69365				1,087.50		
DUFEK CONSTRUCTION LLC	69366	9/3/2020	Dufek MR	204-0308-562.70-01	5,487.73	MR2020-14	SNM
	Total for check: 69366				5,487.73		
FACTORY MOTOR PARTS CO	69367	9/3/2020	18-1897733	731-1022-541.38-03	(45.57)	Credit	Filter
		9/3/2020	18-1898584	731-1022-541.38-03	(16.00)	Core Credit	
		9/3/2020	18-1901367	731-1022-541.38-03	102.35	Parts	
		9/3/2020	18-1902820	731-1022-541.38-03	137.73	Filters/Cleaner	

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FACTORY MOTOR PARTS CO...	69367...	9/3/2020	18-1905308	731-1022-541.38-03	54.73	Filters				
		9/3/2020	18-Z20798	731-1022-541.38-03	84.13	Battery Core				
		9/3/2020	48-657506	731-1022-541.38-03	14.08	Air Filter Panel				
		9/3/2020	50-2975197	731-1022-541.38-03	44.58	Filters				
	Total for check: 69367				376.03					
FARRELL EQUIPMENT & SUPPLY CO INC	69368	9/3/2020	INV1119818	100-1009-541.30-18	275.00	Curing Compound				
					275.00					
FERGUSON WATERWORKS #1476	69369	9/3/2020	0311554	601-1020-543.30-18	303.42	Parts				
					303.42					
FOX CITIES CHAMBER OF COMMERCE &	69370	9/3/2020	59357	487-0304-562.21-02	2,500.00	Econ Dev Investment	2020 2nd Installment			
				492-0304-562.21-02	2,500.00	Econ Dev Investment	2020 2nd Installment			
				Total for check: 69370				5,000.00		
GRAINGER INC	69371	9/3/2020	9603164915	100-0703-553.24-03	72.00	HVAC Motor				
					72.00					
GRIESBACH READY-MIX LLC	69372	9/3/2020	5209	100-1004-541.30-18	1,270.50	Concrete	7th / Warsaw			
				100-1009-541.30-18	601.50	Concrete	7th / Warsaw			
				625-1003-541.30-18	3,775.50	Concrete	7th / Warsaw			
				Total for check: 69372				5,647.50		
GUSTMAN CHEVROLET SALES INC	69373	9/3/2020	54285	731-1022-541.38-04	45.76	Handle				
		9/3/2020	54303	731-1022-541.38-03	127.40	Parts				
		Total for check: 69373				173.16				

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STEPHANIE HANSEN	69374	9/3/2020	Hansen	204-0308-562.70-01	2,445.13	SNM CU2020-01
			Total for check: 69374		2,445.13	
HARRISON UTILITIES	69375	9/3/2020	001-0220-00	100-0703-553.22-05	59.77	2170 Plank Road Sewer/Water
			Total for check: 69375		59.77	
HEARTLAND BUSINESS SYSTEMS	69376	9/3/2020	394437-H	743-0403-513.24-04	31.00	Domain Renewal
			Total for check: 69376		31.00	
CHAD KOLASINSKI	69377	9/3/2020	Kolasinski	601-1020-543.34-02	183.60	Cross Connection Renewal Reimbursement
			Total for check: 69377		183.60	
KRAMER, KEN	69378	9/3/2020	06222079793	731-1022-541.38-04	79.50	33mm Lng Lug Skt
			Total for check: 69378		79.50	
LAKE PARK VILLAS HOMEOWNERS ASSN	69379	9/3/2020	66	501-0304-562.32-01	1,778.01	August HOA
			Total for check: 69379		1,778.01	
SCOTT LAMERS	69380	9/3/2020	4597	601-1020-543.82-02	5,750.00	Sanitary Sewer Repair
		9/3/2020	4598	601-1020-543.82-02	5,050.00	Sanitary Sewer Repair
		9/3/2020	4599	601-1020-543.82-02	5,950.00	Sanitary Sewer Repair
		9/3/2020	4600	601-1020-543.82-02	5,890.00	Sanitary Sewer Repair
			Total for check: 69380		22,640.00	
LAMP RECYCLERS INC	69381	9/3/2020	107126	731-1022-541.30-18	1,856.44	Lamps
			Total for check: 69381		1,856.44	
LEVENHAGEN OIL CORPORATION	69382	9/3/2020	071065A-IN	731-1022-541.30-18	43.60	Grease Tubes

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LEVENHAGEN OIL CORPORATION...	69382...	9/3/2020	101587	207-0707-552.38-01	1,158.64	Fuel
			Total for check: 69382		1,202.24	
MACQUEEN EQUIPMENT	69383	9/3/2020	W03585	731-1022-541.29-04	309.82	Master Switch Issue
			Total for check: 69383		309.82	
MATTHEWS TIRE & SERVICE CENTER	69384	9/3/2020	75625	731-1022-541.38-02	868.00	Tires
			Total for check: 69384		868.00	
MENARDS-APPLETON EAST	69385	9/3/2020	89015	100-0601-551.30-13	45.59	Studs/Lock Nuts
		9/3/2020	89130	731-1022-541.30-18	35.03	Containers w/ Lids Ajax
			Total for check: 69385		80.62	
MENASHA NEENAH MUNICIPAL COURT	69386	9/3/2020	MNMC	100-0000-201.03-00	139.00	Bond Report #11-0311
			Total for check: 69386		139.00	
BOBI MEWS	69387	9/3/2020	Mews Dep Refund	100-0000-201.11-00	100.00	Security Deposit Refund Sr Center Rental
			Total for check: 69387		100.00	
MBM	69388	9/3/2020	IN509012	743-0403-513.29-01	206.88	PD Records Copier
			Total for check: 69388		206.88	
N&M AUTO SUPPLY	69389	9/3/2020	713676	731-1022-541.30-18	10.00	Tire Cement
		9/3/2020	713991	731-1022-541.38-03	3.52	Adhesive
		9/3/2020	714039	731-1022-541.38-03	25.45	Touch Up/Primer
		9/3/2020	714210	731-1022-541.38-03	11.97	Fuse Block
		9/3/2020	715350	731-1022-541.38-03	49.55	U Joints
		9/3/2020	715855	731-1022-541.30-18	15.72	Plastic Welder

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N&M AUTO SUPPLY...	69389...	9/3/2020	716004	731-1022-541.30-18	14.89	Tape	
Total for check: 69389					131.10		
NEENAH-MENASHA SEWERAGE COMMISSION	69390	9/3/2020	2020-135	601-1021-543.25-01	44,444.40	Sept Wastewater Charges	
		9/3/2020	2020-141	601-1021-543.25-01	15,688.00	Sept Int & Debt Charges	
Total for check: 69390					60,132.40		
CITY OF NEENAH	69391	9/3/2020	37879	100-0303-542.25-01	11,200.00	Dial-A-Ride	
Total for check: 69391					11,200.00		
PACKER CITY INTL TRUCKS INC	69392	9/3/2020	X103090175:01	731-1022-541.38-03	34.77	Filters/Blade	
		9/3/2020	X103090175:02	731-1022-541.38-03	18.57	Blades	
		9/3/2020	X103091034:01	731-1022-541.38-03	288.99	Filters	
Total for check: 69392					342.33		
POMP'S TIRE SERVICE INC	69393	9/3/2020	320103279	731-1022-541.38-03	45.00	Sensor	
Total for check: 69393					45.00		
REINDERS INC	69394	9/3/2020	1830643-00	731-1022-541.38-03	312.96	Bolt-Blade	Caster Tire
Total for check: 69394					312.96		
REV.COM	69395	9/3/2020	42230817	100-0405-513.21-08	521.25	Closed Captioning	Council Mtgs July
Total for check: 69395					521.25		
SCHINDLER ELEVATOR CORP	69396	9/3/2020	7153178333	100-0601-551.24-03	481.97	Elevator Repair	Library
Total for check: 69396					481.97		
SERVICE MOTOR COMPANY	69397	9/3/2020	P35254	731-1022-541.38-02	268.74	Tire	

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SERVICE MOTOR COMPANY...	69397...	9/3/2020	P35712	731-1022-541.38-03	115.61	Shaft	
			Total for check: 69397		384.35		
SHERWOOD ELEVATOR	69398	9/3/2020	00105099	100-0703-553.24-03	97.98	Roundup	
			Total for check: 69398		97.98		
SWIDERSKI POWER INC	69399	9/3/2020	IF67532	731-1022-541.38-03	40.70	Seal	
			Total for check: 69399		40.70		
TAPCO	69400	9/3/2020	I675757	100-1008-541.24-04	3,140.00	Annual Signal Maintenance	Monitor Testing
			Total for check: 69400		3,140.00		
PAUL TISELING	69401	9/3/2020	Tiseling Dep	100-0000-201.10-00	100.00	Return Deposit	Exc Permit #12930
			Total for check: 69401		100.00		
TRI CITY GLASS & DOOR	69402	9/3/2020	W03-0608-54602	100-0703-553.24-03	346.59	Hart Park	Repair
			Total for check: 69402		346.59		
UNIFIRST CORPORATION	69403	9/3/2020	097 0314765	731-1022-541.20-01	150.64	Cleaning Services	
			Total for check: 69403		150.64		
UNIVERSITY OF WISCONSIN OSHKOSH	69404	9/3/2020	18595	100-0405-513.21-08	980.00	Videotaping/Council Mtg	June & July
			Total for check: 69404		980.00		
US PETROLEUM EQUIPMENT	69405	9/3/2020	131131	100-0501-522.24-03	1,120.00	Install Mohawk Lift	
			Total for check: 69405		1,120.00		
WE ENERGIES	69406	9/3/2020	0428-970-058	100-0703-553.22-03	16.11	North Street	Elec 7/7/20 - 8/5/20

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WE ENERGIES...	69406...	9/3/2020	3818-650-595	100-1012-541.22-03	905.06	Street Lights	7/21/20 - 8/20/20
		9/3/2020	5262-442-138	100-1012-541.22-03	95.73	LED Street Lights	7/21/20 - 8/20/20
		9/3/2020	7097-295-547	100-0703-553.22-03	15.71	North Street	Elec 7/7/20 - 8/5/20
		9/3/2020	8247-844-693	100-0703-553.22-04	9.57	Gas Service-2170 Plank Rd	7/14/20-8/12/20
		9/3/2020	WE Energies	100-0000-123.00-00	53.41	Bill N-M Fire	Gas
				100-0601-551.22-04	648.18	Library	Gas
				100-0703-553.22-04	41.38	Parks	Gas
				100-0704-552.22-04	25.50	Pool	Gas
				100-0801-521.22-04	73.76	PD	Gas
				100-0920-531.22-04	9.57	Senior Center	Gas
				207-0707-552.22-04	22.60	Marina	Gas
				731-1022-541.22-04	32.57	Garage	Gas
	Total for check: 69406				1,949.15		
WELLS FARGO FINANCIAL LEASING	69407	9/3/2020	5011544102	743-0403-513.29-01	142.77	PD Copier Lease	August
	Total for check: 69407				142.77		
TROY WEYENBERG	69408	9/3/2020	Weyenberg	204-0308-562.70-01	2,075.00	MR-2020-14	
	Total for check: 69408				2,075.00		
WINNEBAGO COUNTY TREASURER	69409	9/3/2020	17736	100-0805-521.25-01	566.06	Stays	
	Total for check: 69409				566.06		
					160,602.20		



To: Menasha Common Council

From: Haley Krautkramer, City Clerk

RE: Beverage Operator License (Bartender) Applicants

Date: September 8, 2020

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 2019-2021 licensing period:

Michael DelaRosa
Marissa Fitzgibbon
Edward Ritchie
Joel Morien
Morgynn Anger
Kristin Cates
Lauren Gilmeister
William Chizek
Brittany Schicker
Geoffrey Pritzl



Memorandum

Date: September 8, 2020
To: Common Council
From: Haley Krautkramer, City Clerk
Subject: Change of Agent for Walgreens #03851

A change of agent from Jessie Heimlich to Jeremy Vetter has been requested by Walgreen Co., 305 Racine Street, Menasha.

All proper paperwork has been filed with the Clerk's Office. A check of municipal and state criminal records on Jeremy Vetter was completed by the Police Department. Based on the information received there is no objection to the new agent appointment.

Staff recommends approving the change of agent for Walgreens Co. to Jeremy Vetter.

Schedule for Appointment of Agent by Corporation / Nonprofit Organization or Limited Liability Company

Submit to municipal clerk.

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

To the governing body of: ☐ Town ☐ Village of MENASHA County of WINNEBAGO
☒ City

The undersigned duly authorized officer/member/manager of WALGREEN CO.
(Registered Name of Corporation / Organization or Limited Liability Company)

a corporation/organization or limited liability company making application for an alcohol beverage license for a premises known as WALGREENS #03851
(Trade Name)

located at 305 RACINE ST, MENASHA, WI

appoints Jeremy Vetter
(Name of Appointed Agent)
2611 N Ballard Rd Appleton, WI 54911
(Home Address of Appointed Agent)

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


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

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

How long immediately prior to making this application has the applicant agent resided continuously in Wisconsin? _____

Place of residence last year 2611 N Ballard Rd Appleton, WI 54911

For: WALGREEN CO.
(Name of Corporation / Organization / Limited Liability Company)

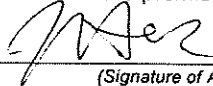
By: 
(Signature of Officer / Member / Manager)

Any person who knowingly provides materially false information in an application for a license may be required to forfeit not more than \$1,000.

ACCEPTANCE BY AGENT

I, Jeremy Vetter, hereby accept this appointment as agent for the
(Print / Type Agent's Name)

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

 7/15/20 Agent's age _____
(Signature of Agent) (Date)
2611 N Ballard Rd Appleton, WI 54911 Date of birth _____
(Home Address of Agent)

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

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

Approved on _____ by _____ Title _____
(Date) (Signature of Proper Local Official) (Town Chair, Village President, Police Chief)

Auxiliary Questionnaire Alcohol Beverage License Application

Submit to municipal clerk.

Individual's Full Name (please print) (last name)		(first name)		(middle name)	
VETTER		JEREMY		ALLAN	
Home Address (street/route)		Post Office		City	
2611 N BALLARD RD. 7D		APPLETON		APPLETON	
Home Phone Number		Age		Date of Birth	
				Place of Birth	

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

- ☐ Applying for an alcohol beverage license as an **individual**.
- ☐ A member of a **partnership** which is making application for an alcohol beverage license.
- ☒ **AGENT** of **WALGREEN CO.**

(Officer / Director / Member / Manager / Agent)

(Name of Corporation / Limited Liability Company or Nonprofit Organization)

which is making application for an alcohol beverage license.

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

- How long have you continuously resided in Wisconsin prior to this date? 37 YEARS
- Have you ever been convicted of any offenses (other than traffic unrelated to alcohol beverages) for violation of any federal laws, any Wisconsin laws, any laws of any other states or ordinances of any county or municipality? ☐ Yes ☒ No
If yes, give law or ordinance violated, trial court, trial date and penalty imposed, and/or date, description and status of charges pending. (If more room is needed, continue on reverse side of this form.)
- Are charges for any offenses presently pending against you (other than traffic unrelated to alcohol beverages) for violation of any federal laws, any Wisconsin laws, any laws of other states or ordinances of any county or municipality? ☐ Yes ☒ No
If yes, describe status of charges pending.
- Do you hold, are you making application for or are you an officer, director or agent of a corporation/nonprofit organization or member/manager/agent of a limited liability company holding or applying for any other alcohol beverage license or permit? ☐ Yes ☒ No
If yes, identify.
- Do you hold and/or are you an officer, director, stockholder, agent or employee of any person or corporation or member/manager/agent of a limited liability company holding or applying for a wholesale beer permit, brewery/winery permit or wholesale liquor, manufacturer or rectifier permit in the State of Wisconsin? ☐ Yes ☒ No
If yes, identify.

(Name, Location and Type of License/Permit)

(Name of Wholesale Licensee or Permittee)

(Address By City and County)

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

Employer's Name	Employer's Address	Employed From	To
WALGREENS	305 RACINE MENASHA 54952	10/17/2001	
Employer's Name	Employer's Address	Employed From	To

READ CAREFULLY BEFORE SIGNING: Under penalty provided by law, the undersigned states that each of the above questions has been truthfully answered to the best of the knowledge of the signer. The signer agrees that he/she is the person named in the foregoing application; that the applicant has read and made a complete answer to each question, and that the answers in each instance are true and correct. The undersigned further understands that any license issued contrary to Chapter 125 of the Wisconsin Statutes shall be void, and under penalty of state law, the applicant may be prosecuted for submitting false statements and affidavits in connection with this application. Any person who knowingly provides materially false information on this application may be required to forfeit not more than \$1,000.

(Signature of Named Individual)



Memorandum

Date: September 8, 2020
To: Common Council
From: Haley Krautkramer, City Clerk
Subject: Change of Agent for Casey's General Store #3868

A change of agent from Heidi Marcyes to Anthony Hawks has been requested by Casey's General Store, 1492 Appleton Road, Menasha.

All proper paperwork has been filed with the Clerk's Office. A check of municipal and state criminal records on Jeremy Vetter was completed by the Police Department. Based on the information received there is no objection to the new agent appointment.

Staff recommends approving the change of agent for Casey's General Store to Anthony Hawks.

**Schedule for Appointment of Agent by Corporation / Nonprofit
Organization or Limited Liability Company**

Submit to municipal clerk.

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

To the governing body of: ☐ Town
☐ Village of MENASHA County of WINNEBAGO
☒ City

The undersigned duly authorized officer/member/manager of CASEY'S MARKETING COMPANY
(Registered Name of Corporation / Organization or Limited Liability Company)

a corporation/organization or limited liability company making application for an alcohol beverage license for a premises known as
CASEY'S GENERAL STORE #3868

located at 1492 APPLETON ROAD
(Trade Name)

appoints ANTHONY HAWKS
(Name of Appointed Agent)

538 Biese Street Combine Locks, WI 54113
(Home Address of Appointed Agent)

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

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

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

How long immediately prior to making this application has the applicant agent resided continuously in Wisconsin? 35

Place of residence last year 2601 E. Newberry Street Appleton, WI 54915

For: CASEY'S MARKETING COMPANY
(Name of Corporation / Organization / Limited Liability Company)

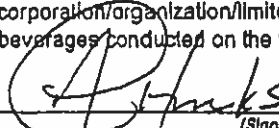
By: 
(Signature of Officer / Member / Manager)

Any person who knowingly provides materially false information in an application for a license may be required to forfeit not more than \$1,000.

ACCEPTANCE BY AGENT

I, ANTHONY HAWKS, hereby accept this appointment as agent for the
(Print / Type Agent's Name)

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

 8/14/2020 Agent's age _____
(Signature of Agent) (Date)
538 Biese Street Combine Locks, WI 54113 Date of birth _____
(Home Address of Agent)

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

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

Approved on _____ by _____ Title _____
(Date) (Signature of Proper Local Official) (Town Chair, Village President, Police Chief)

Auxiliary Questionnaire Alcohol Beverage License Application

Submit to municipal clerk.

Individual's Full Name (please print) (last name) Hanks		(first name) Anthony		(middle name) Wayne	
Home Address (street/route) 538 Bice St.		Post Office	City Combined Locks	State WI	Zip Code 54113
Home Phone Number		Age	Date of Birth	Place of Birth	

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

☐ Applying for an alcohol beverage license as an individual.

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

of

(Officer / Director / Member / Manager / Agent)

(Name of Corporation, Limited Liability Company or Nonprofit Organization)

which is making application for an alcohol beverage license.

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

1. How long have you continuously resided in Wisconsin prior to this date? **24 years**
2. Have you ever been convicted of any offenses (other than traffic unrelated to alcohol beverages) for violation of any federal laws, any Wisconsin laws, any laws of any other states or ordinances of any county or municipality? ☐ Yes ☒ No
If yes, give law or ordinance violated, trial court, trial date and penalty imposed, and/or date, description and status of charges pending. (If more room is needed, continue on reverse side of this form)
3. Are charges for any offenses presently pending against you (other than traffic unrelated to alcohol beverages) for violation of any federal laws, any Wisconsin laws, any laws of other states or ordinances of any county or municipality? ☐ Yes ☒ No
If yes, describe status of charges pending.
4. Do you hold, are you making application for or are you an officer, director or agent of a corporation/nonprofit organization or member/manager/agent of a limited liability company holding or applying for any other alcohol beverage license or permit? ☐ Yes ☒ No
If yes, identify.
5. Do you hold and/or are you an officer, director, stockholder, agent or employee of any person or corporation or member/manager/agent of a limited liability company holding or applying for a wholesale beer permit, brewery/winery permit or wholesale liquor, manufacturer or rectifier permit in the State of Wisconsin? ☐ Yes ☒ No
If yes, identify.

(Name of Wholesale Licensee or Permittee)

(Address By City and County)

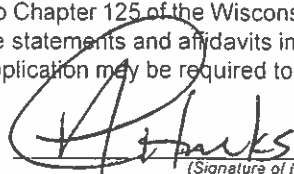
6. Named individual must list in chronological order last two employers.

TW 37072

Employer's Name Dollar General	Employer's Address 100 Mission Ridge Graftonville	Employed From 07/2017	To 07/2020
Employer's Name Harbor Freight Tools	Employer's Address 26541 Asgura Rd. Calabasas	Employed From 06/2009	To 07/2017

CA, 91302

READ CAREFULLY BEFORE SIGNING: Under penalty provided by law, the undersigned states that each of the above questions has been truthfully answered to the best of the knowledge of the signer. The signer agrees that he/she is the person named in the foregoing application; that the applicant has read and made a complete answer to each question, and that the answers in each instance are true and correct. The undersigned further understands that any license issued contrary to Chapter 125 of the Wisconsin Statutes shall be void, and under penalty of state law, the applicant may be prosecuted for submitting false statements and affidavits in connection with this application. Any person who knowingly provides materially false information on this application may be required to forfeit not more than \$1,000.



(Signature of Named Individual)



Memorandum

Date: September 8, 2020
To: Common Council
From: Haley Krautkramer, City Clerk
Subject: Change of Agent for Festival Foods

A change of agent from Paul Klinkhammer to Bill Chizek been requested by Festival Foods, 1355 Onieda Street, Menasha.

All proper paperwork has been filed with the Clerk's Office. A check of municipal and state criminal records on Jeremy Vetter was completed by the Police Department. Based on the information received there is no objection to the new agent appointment.

Staff recommends approving the change of agent for Festival Foods to Bill Chizek.

Schedule for Appointment of Agent by Corporation / Nonprofit Organization or Limited Liability Company

Submit to municipal clerk.

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

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

The undersigned duly authorized officer/member/manager of Skogen's Foodliner, Inc.
(Registered Name of Corporation / Organization or Limited Liability Company)

a corporation/organization or limited liability company making application for an alcohol beverage license for a premises known as Festival Foods
(Trade Name)

located at 1355 Oneida St. Menasha, WI 54952

appoints Bill Chizek
(Name of Appointed Agent)
W4840 Krueger Rd Black Creek WI 54106
(Home Address of Appointed Agent)

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

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

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

How long immediately prior to making this application has the applicant agent resided continuously in Wisconsin? 8 years

Place of residence last year W4840 Krueger Rd Black Creek WI 54106

For: Festival Foods
(Name of Corporation / Organization / Limited Liability Company)
By: Mark Skogen
(Signature of Officer / Member / Manager)

Any person who knowingly provides materially false information in an application for a license may be required to forfeit not more than \$1,000.

ACCEPTANCE BY AGENT

I, William J. Chizek, hereby accept this appointment as agent for the
(Print / Type Agent's Name)

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

WJC 8/17/20 Agent's age _____
(Signature of Agent) (Date)
W4840 Krueger Rd Black Creek WI 54106 Date of birth _____
(Home Address of Agent)

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

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

Approved on _____ by _____ Title _____
(Date) (Signature of Proper Local Official) (Town Chair, Village President, Police Chief)

Auxiliary Questionnaire Alcohol Beverage License Application

Submit to municipal clerk.

Individual's Full Name (please print) (last name) <u>Chizek</u>		(first name) <u>William</u>		(middle name) <u>Joseph</u>	
Home Address (street/route) <u>W4840 Krueger Rd</u>		Post Office		City <u>Black Creek</u>	State <u>WI</u> Zip Code <u>54106</u>
Home Phone Number		Age	Date of Birth		Place of Birth

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

☐ Applying for an alcohol beverage license as an Individual.

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

☒ Agent of Skogen's Foodliner, Inc.
(Officer / Director / Member / Manager / Agent) (Name of Corporation, Limited Liability Company or Nonprofit Organization)

which is making application for an alcohol beverage license.

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

1. How long have you continuously resided in Wisconsin prior to this date? 8 years

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

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

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

(Name, Location and Type of License/Permit)

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

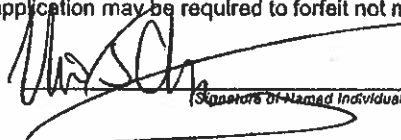
(Name of Wholesale Licensee or Permittee)

(Address by City and County)

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

Employer's Name <u>Shopto</u>	Employer's Address <u>700 Algon Way, Green Bay WI 54307</u>	Employed From <u>2009</u>	To <u>2019</u>
Employer's Name <u>Chaska Golf Course</u>	Employer's Address <u>W6575 Wisconsin Ave Greenfield WI 54942</u>	Employed From <u>2007</u>	To <u>2009</u>

READ CAREFULLY BEFORE SIGNING: Under penalty provided by law, the undersigned states that each of the above questions has been truthfully answered to the best of the knowledge of the signer. The signer agrees that he/she is the person named in the foregoing application; that the applicant has read and made a complete answer to each question, and that the answers in each instance are true and correct. The undersigned further understands that any license issued contrary to Chapter 125 of the Wisconsin Statutes shall be void, and under penalty of state law, the applicant may be prosecuted for submitting false statements and affidavits in connection with this application. Any person who knowingly provides materially false information on this application may be required to forfeit not more than \$1,000.


(Signature of Named Individual)



MEMORANDUM

TO: Common Council
FROM: Nancy McKenney, Public Health Director
DATE: September 3, 2020
RE: Three School Health Aide Positions

Due to the COVID-19 Public Health Emergency the Menasha Joint School District supports the Health Department hiring three School Health Aides.

Currently there are five school health aides. Three schools currently do not have health aides. The City of Menasha Health Department employs the school health aides, they report to the Health Department registered nurses. The Menasha Joint School District covers all school health aide expenses.

RECOMMENDED MOTION: Approve adding three school health aide positions for the 2020-2021 school year with an hourly rate of \$13.00 - \$14.50.



To: Members of the Common Council

From: Chief Tim Styka

Date: September 8, 2020

RE: Alcohol and Seatbelt Enforcement Grants 2020-2021

BACKGROUND

The mission of the Police Department includes improving the quality of life in the community. As part of this mission we work towards having safe streets for vehicles, bicyclists and pedestrians. One method of working towards this goal is through traffic enforcement. For the past several years our traffic enforcement efforts have been supplemented by grants. In fact we have received or will receive over \$15,000 in overtime grant reimbursement for the 2019-20 grant cycle. We again have the opportunity to participate in grant funded traffic enforcement with the other law enforcement agencies in Winnebago County.

I would like to thank Lt. Matt Lenss for all of his work on the traffic grants we have received and his work on securing this grant with the Winnebago County.

ANALYSIS

We received notification from the Wisconsin Department of Transportation that Winnebago County law enforcement agencies are eligible to receive a seat belt enforcement grant of \$50,000. We expect that our share of the grant will be about \$8,000. There is also an OWI enforcement grant available to the county of \$125,000. We anticipate our share of the OWI grant funds will be approximately \$20,000. These funds will be used for traffic enforcement throughout the year. The focus of these grants will be on seat belt and alcohol related violations.

FISCAL IMPACT

The grant does require a local match of 25%. The match will be done through traffic enforcement on regularly scheduled time and will not have an impact on the budget.

RECOMMENDATION

We are requesting approval to accept and spend the awarded grant funds. The grant will cover dedicated enforcement from October of 2020 until September 2021.

As always we will continue to seek out similar opportunities and programs in the future to further the traffic safety mission for our community.



Memorandum

Date: August 10, 2020

To: Board of Public Works

From: Thad Brown, Deputy Director of Municipal Operations

Re: Additional December Recyclable Collection

Background

With the amount of calls we receive around the holidays regarding our recycling collection we are considering adding an extra Recycling collection in December. We would like to add a collection of the Recycle A route the week of December 28th – 31st. This would result in us picking Recycle B the week before Christmas, December 14th to 18th, and then again the first week of January. Recycle A will be collected the week after Christmas, December 28th to 31st, eliminating a 3 week span between collection and making it only a 2 week span to help with tremendously over filled carts.

With New Year's falling on a Friday we will have to double collect garbage and Recycling on Thursday the 31st. The Department of Public works feels that this can be accomplished and are up for the challenge.

Recommendation

Our recommendation would be to add the extra Recycling A route the week of December 28th through 31st.

January-2021

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
					1	2
					CITY OFFICE CLOSED	
3	4	5	6	7	8	9
	RECYCLE WEEK B					
10	11	12	13	14	15	16
	BRUSH & LIMB PICK-UP					
17	18	19	20	21	22	23
	RECYCLE WEEK A					
24	25	26	27	28	29	30
	RECYCLE WEEK B					
31						

DECEMBER 2020

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
		1	2	3	4 Senior Center Christmas Banquet 12:30 - 3:30 PM	5
		RECYCLE WEEK B				
6	7 Common Council Meeting 6pm	8	9	10	11	12
	BRUSH & LIMB PICK-UP					
	RECYCLE WEEK A					
13	14	15	16	17	18	19
	RECYCLE WEEK B					
20	21 Common Council Meeting 6pm	22	23	24 CITY OFFICES CLOSED	25	26
				Christmas Eve	Christmas Day	
27	28	29	30	31 FirstEve New Year's Celebration & Ball Drop 10pm - 12am		
	RECYCLE WEEK A					



Memorandum

Date: August 10, 2020
To: Common Council
From: Thad Brown Deputy Director of Municipal Operations

Background

The Common Council has requested information to increase recycling pickup to every other week rather than our current 18 pickups per year.

Option 1 -Recycling to **every other week except holiday weeks**.

'Route B' would have 24 collections and 'Route A' 23 collections, the reason for the difference is the added week to the schedule for the Christmas / New Year collection that was previously approved. With this being done the Recycle budget will be increased in wages and equipment.

Wages	\$22,528		Wages	\$0
Equipment Use	\$32,236		Equipment Use	\$32,236
Tipping Fee	\$0**		Tipping Fee	\$0**
Recycling Budget Increase	\$54,764		Tax levy Increase	\$32,236 *

*With this change we will also be losing 440 man hours that will be coming from the work we already do, sidewalks, extra projects, excavations that we do in-house. These projects would either be postponed or outsourced to contractors which would increase costs to the taxpayers, beyond the increased costs above.

** When we last increased frequency we saw no major change in volume

Option 2 -Recycling **every other week**.

With this option we would need to add an employee and a new truck.

Wages	\$29,858***		Wages	\$66,643***
Equipment Use	\$46,888		Equipment Use	\$46,888
New Vehicle	\$30,480****		New Vehicle	\$30,480****
Tipping Fee	\$0**		Tipping Fee	\$0**
Recycling Budget Increase	\$107,226		Tax levy Increase	\$144,011

*** adding an additional public works employee at \$66,643 wages/benefits would be allocated \$29,858 to recycling and \$36,785 to public works.

****new refuse truck at \$260,000 amortized over 10 years at 3% interest

With double collections on holiday weeks we would have every sanitation truck out.

This could lead to significant overtime if there was a breakdown to complete the routes.

January-2021

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
					1 CITY OFFICE CLOSED	2
3	4	5	6	7	8	9
RECYCLE WEEK B						
10	11	12	13	14	15	16
RECYCLE WEEK A						
17	18	19	20	21	22	23
RECYCLE WEEK B						
24	25	26	27	28	29	30
31						

February

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
	1	2	3	4	5	6
RECYCLE WEEK B						
7	8	9	10	11	12	13
RECYCLE WEEK A						
14	15	16	17	18	19	20
RECYCLE WEEK B						
21	22	23	24	25	26	27
RECYCLE WEEK A						
28						

March

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
	1	2	3	4	5	6
RECYCLE WEEK B						
7	8	9	10	11	12	13
RECYCLE WEEK A						
14	15	16	17	18	19	20
RECYCLE WEEK B						
21	22	23	24	25	26	27
RECYCLE WEEK A						
28	29	30	31			

April

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
				1	2	3
RECYCLE WEEK B						
4	5	6	7	8	9	10
RECYCLE WEEK A						
11	12	13	14	15	16	17
RECYCLE WEEK B						
18	19	20	21	22	23	24
RECYCLE WEEK A						
25	26	27	28	29	30	

May

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
						1
2	3	4	5	6	7	8
RECYCLE WEEK A						
9	10	11	12	13	14	15
RECYCLE WEEK B						
16	17	18	19	20	21	22
RECYCLE WEEK A						
23	24	25	26	27	28	29
RECYCLE WEEK B						
30	31 CITY OFFICE CLOSED					

June

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
		1	2	3	4	5
6	7	8	9	10	11	12
RECYCLE WEEK A						
13	14	15	16	17	18	19
RECYCLE WEEK B						
20	21	22	23	24	25	26
RECYCLE WEEK A						
27	28	29	30			
30	31					

July

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
				1	2	3
RECYCLE WEEK B						
4	5 CITY OFFICE CLOSED	6	7	8	9	10
RECYCLE WEEK A						
11	12	13	14	15	16	17
RECYCLE WEEK B						
18	19	20	21	22	23	24
RECYCLE WEEK A						
25	26	27	28	29	30	31

August

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
1	2	3	4	5	6	7
RECYCLE WEEK B						
8	9	10	11	12	13	14
RECYCLE WEEK A						
15	16	17	18	19	20	21
RECYCLE WEEK B						
22	23	24	25	26	27	28
RECYCLE WEEK A						
29	30	31				

September

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
			1	2	3	4
5	6 CITY OFFICE CLOSED	7	8	9	10	11
RECYCLE WEEK B						
12	13	14	15	16	17	18
RECYCLE WEEK A						
19	20	21	22	23	24	25
RECYCLE WEEK B						
26	27	28	29	30		
RECYCLE WEEK A						

October

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
					1	2
3	4	5	6	7	8	9
RECYCLE WEEK B						
10	11	12	13	14	15	16
RECYCLE WEEK A						
17	18	19	20	21	22	23
RECYCLE WEEK B						
24	25	26	27	28	29	30
RECYCLE WEEK A						
31						

November

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
	1	2	3	4	5	6
FALL LEAF PICK-UP						
7	8	9	10	11	12	13
RECYCLE WEEK B						
14	15	16	17	18	19	20
RECYCLE WEEK A						
21	22	23	24	25	26	27
RECYCLE WEEK B						
28	29	30				

December

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
			1	2	3	4
RECYCLE WEEK B						
5	6	7	8	9	10	11
RECYCLE WEEK A						
12	13	14	15	16	17	18
RECYCLE WEEK B						
19	20	21	22	23	24	25
RECYCLE WEEK A						
26	27	28	29	30	31 CITY OFFICE CLOSED	

Don Merkes

From: John Galeazzi <jjgal4@aol.com>
Sent: Tuesday, September 01, 2020 8:52 AM
To: Don Merkes
Subject: Board of Appeals

Dear Mayor Merkes:

I would like to be considered for the open position on the Zoning Board of Appeals. As a retired Clerk I understand the responsibility and importance of the Board of Appeals.

Over the years I have attended many seminars and workshops on zoning and the process and function of the Board of Appeals.

Please consider me for this position.

Thank you

Debbie Galeazzi
1025 Melissa Street
Menasha, WI. 54952