

CITY OF MENASHA
COMMON COUNCIL
TEL-WEB CONFERENCE
APRIL 20, 2021
MINUTES

A. CALL TO ORDER

Meeting called to order by Mayor Merkes at 6:04 p.m.

B. PLEDGE OF ALLEGIANCE

The pledge of allegiance was recited.

C. ROLL CALL

PRESENT: Ald. Sevenich, Langdon, Schmidt (7:32 p.m.), Tom Grade, Ted Grade, Ropella, Nichols, Taylor

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

D. TEMPORARY SUSPENSION OF THE RULES OF THE COMMON COUNCIL AND MAYOR TEL WEB CONFERENCE

Moved by Ald. Sevenich seconded by Ald. Taylor to temporarily suspend the rules of the Common Council and Mayor to allow for the use of electronic devices.

Motion carried on voice vote.

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

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

Moved by Ald. Nichols seconded by Ald. Sevenich to move item E. PUBLIC COMMENTS ON ANY MATTER OF CONCERN TO THE CITY before item F. RESOLUTIONS.

Roger Kanitz, 516 River Way, Menasha. He commented on the Lawson Canal.

Sandra DaBill Taylor, 545 Broad Street, Menasha. She commented on various resolutions, the Lawson Canal, various accounts payable and payroll items, the Offer to Purchase at 901 Airport Road, and the Village of Fox Crossing Land Exchange Proposal.

F. RESOLUTIONS

Greg Johnson, Senior Municipal Advisor | Ehlers. He provided an overview of the Pre-Sale Report for General Obligation Debt.

Staff gave an overview of R-14-21 and R-17-21.

General discussion ensued on bond rating, selling obligations, R-14-21 specifications, USDA loans, revenue bond, levy limits, interest costs, and debt capacity.

1. R-13-21 Initial Resolution Authorizing \$30,000 General Obligation Bonds for Equipment of the Fire Department

Moved by Ald. Sevenich seconded by Ald. Ted Grade to approve R-13-21 Initial Resolution Authorizing \$30,000 General Obligation Bonds for Equipment of the Fire Department

Motion carried on roll call 7-0.

2. R-14-21 Initial Resolution Authorizing \$540,000 General Obligation Bonds for Parks and Public Grounds Projects

Moved by Ald. Sevenich seconded by Ald. Ted Grade to approve R-14-21 Initial Resolution Authorizing \$540,000 General Obligation Bonds for Parks and Public Grounds Projects.
Motion carried on roll call 7-0.

3. R-15-21 Initial Resolution Authorizing \$45,000 General Obligation Bonds for Swimming Pool Projects

Moved by Ald. Sevenich seconded by Ald. Ted Grade to approve R-15-21 Initial Resolution Authorizing \$45,000 General Obligation Bonds for Swimming Pool Projects.
Motion carried on roll call 7-0.

4. R-16-21 Initial Resolution Authorizing \$735,000 General Obligation Bonds for Street Improvement Projects (Introduced by Mayor Merkes)

Moved by Ald. Sevenich seconded by Ald. Ted Grade to approve R-16-21 Initial Resolution Authorizing \$735,000 General Obligation Bonds for Street Improvement Projects.
Motion carried on roll call 7-0 .

5. R-17-21 Initial Resolution Authorizing \$140,000 General Obligation Bonds for Bridges (Introduced by Mayor Merkes)

Moved by Ald. Sevenich seconded by Ald. Ted Grade to approve R-17-21 Initial Resolution Authorizing \$140,000 General Obligation Bonds for Bridges.
Motion carried on roll call 7-0.

Staff provided an overview of R-17-21.

6. R-18-21 Initial Resolution Authorizing \$205,000 General Obligation Bonds for a Building for the Housing of Machinery and Equipment (Introduced by Mayor Merkes)

Moved by Ald. Sevenich seconded by Ald. Ted Grade to approve R-18-21 Initial Resolution Authorizing \$205,000 General Obligation Bonds for a Building for the Housing of Machinery and Equipment.
Motion carried on roll call 7-0.

Staff provided an overview of R-18-21.

7. R-19-21 Initial Resolution Authorizing \$12,580,000 General Obligation Refunding Bonds

Moved by Ald. Sevenich seconded by Ald. Ted Grade to approve R-19-21 Initial Resolution Authorizing \$12,580,000 General Obligation Refunding Bonds.
Motion carried on roll call 7-0.

8. R-20-21 Resolution Directing Publication of Notice to Electors Relating to Bond Issues (Introduced by Mayor Merkes)

Moved by Ald. Sevenich seconded by Ald. Ted Grade to approve R-20-21 Resolution Directing Publication of Notice to Electors Relating to Bond Issues.
Motion carried on roll call 7-0.

9. R-12-21 Resolution Authorizing the Transfer of Funds (2020 Transfer)
Moved by Ald. Sevenich seconded by Ald. Ted Grade to approve Resolution R-21-21 a
Resolution Providing for the Sale of \$14,275,000 General Obligation Corporate Purpose
Bonds, Series 2021B.
Motion carried on roll call 7-0.

Staff provided an overview of R-12-21.

10. R-21-21 Resolution Providing for the Sales of \$14,275,000 General Obligation Corporate
Purpose Bonds, Series 201B (Introduced by Mayor Merkes)
Moved by Ald. Sevenich seconded by Ald. Ted Grade to approve R-21-21 Resolution
Providing for the Sales of \$14,275,000 General Obligation Corporate Purpose Bonds, Series
201B (Introduced by Mayor Merkes).
Motion carried on roll call 7-0.

11. R-10-21 Resolution Accepting the Lawson Canal Naturalization and Public Access Concept
Plan, Authorizing the Application of Grant Funding, the Continuation of Design/Urban
Renewal, and the Implementation of the Project (Introduced by Ald. Ted Grade)
Staff provided an overview of R-10-21.

Andrew Dane, President | Neighborhood Planners. He commented provided an overview of
the Lawson Canal Concept Plan.

Jon Gumtow, PWS, PSS Senior Specialist | Stantec. He commented on design phases,
modeling, and grant funding.

General discussion ensued on:

- Grant writing and funding
- Grant timetable
- Elevation change
- Design phases
- Community engagement
- Modeling
- Ecological benefits
- Shoreline restoration
- Bridge removal
- Bridge weight restrictions
- Length of shoreline
- Naturalization costs
- Concrete overhead
- Recreational opportunities
- Canal and river safety
- River exit and entrance points
- Gateway Plaza
- Kayak launches
- Parking lots
- Public art Plaza specifications
- Natural river way
- Environmental effects
- Shoreline sampling

Ald. Langdon ordered a call to question, ending the debate.
Motion to call the question and end debate carried on roll call 8-0.

Moved by Ald. Ted Grade seconded by Ald. Tom Grade to approve R-10-21 Resolution Accepting the Lawson Canal Naturalization and Public Access Concept Plan, Authorizing the Application of Grant Funding, the Continuation of Design/Urban Renewal, and the Implementation of the Project.
Motion carried on roll call 8-0.

G. PUBLIC HEARING

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

1. Introduction of New Library Director

Staff welcomed and introduced the Menasha Library's new Director Brian Kopetsky.

2. PHD McKenney, COVID-19 Update

Staff commented on case counts, weekly data summary, laboratory confirmed cases, case rate trend, burden, hospital capacity, metrics for suppression, mitigation strategies, variants, testing, and vaccinations.

General discussion ensued on the Johnson & Johnson vaccine, available vaccine clinic appointments, vaccination locations, and vaccine education.

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

Minutes to receive:

- a. Administration Committee, 2/15/21
- b. Board of Public Works, 4/5/21
- c. Holiday Lights Ad hoc Committee, 3/10/21, 3/17/21
- d. Parks and Recreation Board, 2/16/21, 3/23/21
- e. Personnel Committee, 2/1/21
- f. Redevelopment Authority, 3/30/21
- g. Redevelopment Authority/Plan Commission Joint Meeting, 4/13/21
- h. Water & Light Commission, 3/24/21

Communications:

- i. Fox Cities CVB Annual Report
- j. Municipal Clerks Week Proclamation
- k. Day of Awareness for Missing and Murdered Indigenous Women and Girls Proclamation

Moved by Ald. Sevenich seconded by Ald. Taylor to approve minutes and communications a-k.
Motion carried on voice vote.

General discussion ensued on the Parks and Recreation Board's recommendation to remove trees in Jefferson Park, Parks and Recreation minutes, and Fox Cities CVB Annual Report (communication i.).

I. CONSENT AGENDA

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

Minutes to approve:

1. Common Council, 4/5/21

Board of Public Works, 4/5/21, Recommends:

2. Approval of Change Order – Water Main Reconstruction/Donald Hietpas & Sons, Inc.; Contract M002-9-20-00334; ADD \$30,543.10 (Change Order No. 1)
3. Authorization to Execute WisDOT Bridge Operations Agreement for Fiscal 2022.
4. Approval to request bids or alternative bids for the construction of a cold storage building at the Public Works Facility

Holiday Lights Ad hoc Committee, 3/31/21, Recommends:

5. Approval of Temple Display Sales Order of Replacement Bulbs; \$57.78
6. Approval of Memorial Florists Lighting Proposal of Tree Lighting; \$7,140.00

Ald. Sevenich requested that each item be voted on separately.

J. ITEMS REMOVED FROM THE CONSENT AGENDA

1. Moved by Ald. Sevenich seconded by Ald. Taylor to approve Consent Agenda item 1, Common Council, 4/5/21.
Motion carried on roll call 8-0.
2. Moved by Ald. Langdon seconded by Ald. Taylor to approve Consent Agenda item 2, Change Order – Water Main Reconstruction/Donald Hietpas & Sons, Inc.; Contract M002-9-20-00334; ADD \$30,543.10 (Change Order No. 1).
Motion carried on roll call 8-0.
3. Moved by Ald. Langdon seconded by Ald. Taylor to approve Consent Agenda item 3, Authorization to Execute WisDOT Bridge Operations Agreement for Fiscal 2022.
Motion carried on roll call 8-0.
7. Moved by Ald. Landon seconded by Ald. Taylor to approve Consent Agenda item 4, Approval to request bids or alternative bids for the construction of a cold storage building at the Public Works Facility.
Motion carried on roll call 8-0.
8. Moved by Ald. Sevenich seconded by Ald. Schmidt to approve Consent Agenda item 5, Approval of Temple Display Sales Order of Replacement Bulbs; \$57.78.
Motion carried on roll call 8-0.
9. Moved by Ald. Sevenich seconded by Ald. Tom Grade to approve Consent Agenda item 6, Approval of Memorial Florists Lighting Proposal of Tree Lighting; \$7,140.00.
Motion carried on roll call 8-0.

K. ACTION ITEMS

1. Accounts payable and payroll for the term of 4/2/21 – 4/15/21 in the amount of \$3,332,836.66

Moved by Ald. Nichols seconded by Ald. Ted Grade to approve the Accounts payable and payroll for the term of 4/2/21 – 4/15/21 in the amount of \$3,332,836.66.
Motion carried on roll call 8-0.

General discussion ensued on various items in the Accounts payable and payroll.

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

3. Bare Bones Brewery LLC, Outdoor Serve, 226 Main Street, Menasha
Moved by Ald. Nichols seconded by Ald. Tom Grade to approve Bare Bones Brewery LLC, Outdoor Serve, 226 Main Street, Menasha.
Motion carried on roll call 8-0.

4. Accept and Spend Menasha Police Department TruNarc Narcotics Analyzer
Moved by Ald. Nichols seconded by Ald. Taylor to accept and spend the funds awarded to the Menasha Police Department for the TruNarc Narcotics Analyzer.
Motion carried on roll call 8-0.

Staff commented on the awarded grant funds for the TruNarc Narcotics Analyzer.

5. City of Menasha and Village of Fox Crossing Land Exchange Proposal (following the detachment Request of 500 9th Street, Menasha by Robert Smith
Moved by Ald. Sevenich seconded by Ald. Taylor to approve the proposed land swap as presented and officially make the offer to the Village of Fox Crossing to consider.
Motion carried on roll call 8-0.

Staff gave an overview of the Village of Fox Crossing Land Exchange land swap.

General discussion ensued on mutual agreeance from both municipalities.

6. Offer to Purchase – 901 Airport Road – Hart Family Coffee, LLC
- a. The Common Council may adjourn into Closed Session pursuant to Wis. Statute 19.85(1)(e): Deliberating or negotiating the purchasing of public properties, the investing of public funds or conducting other specified public business, whenever competitive or bargaining reasons require a closed session (Offer to Purchase – 901 Airport Road – Hart Family Coffee, LLC)
 - b. The Common Council may adjourn into Open Session to take action on items discussed in Closed Session

Staff provided an overview of the offer to purchase at 901 Airport Road, Hart Family Coffee, LLC.

General discussion ensued on the lot size, walk-up drive-thru option, property value, other locations, property listing timeframe,

Moved by Ald. Sevenich seconded by Ald. Taylor to adjourn into Closed Session pursuant to Wis. Statute 19.85(1)(e): Deliberating or negotiating the purchasing of public properties, the investing of public funds or conducting other specified public business, whenever competitive or bargaining reasons require a closed session (Offer to Purchase – 901 Airport Road – Hart Family Coffee, LLC) at 9:51 p.m.
Motion carried on roll call 7-1.

L. HELD OVER BUSINESS

1. Street Construction Project Changes

Staff provided an overview of the street conduction project changes.

Moved by Ald. Langdon seconded by Ald. Sevenich to approve substituting Martin Street from Eighth Street to Ninth Street in place of the two segments of Appleton Street and Nicolet Boulevard.

Motion carried on roll call 8-0.

General discussion ensued on bid opening and contract approval.

M. ORDINANCES AND RESOLUTIONS

1. O-2-21 Dogs in Parks Ordinance (Introduced by Ald. Ted Grade)

Staff provided an overview of O-2-21.

General discussion ensued on dog allowances in parks and park signage.

Moved by Ald. Ted Grade seconded by Ald. Tom Grade to approve O-2-21 Dogs in Parks Ordinance.

Motion carried on roll call 8-0.

2. R-9-21 Resolution Approving a Property Tax Refund (Parcel 4-00783-23), Terry Wittmann (Introduced by Mayor Merkes)

Moved by Ald. Nichols seconded by Ald. Schmidt to approve R-9-21 Resolution Approving a Property Tax Refund (Parcel 4-00783-23), Terry Wittmann.

Motion carried on roll call 8-0.

General discussion ensued on reimbursement.

3. R-11-21 Resolution to Approve the Cancellation of Outstanding Checks; and the Write-Off of General Uncollectible Accounts Receivables and Delinquent Personal Property Tax Receivables (Introduced by Mayor Merkes)

Staff gave an overview of R-11-21.

Moved by Ald. Nichols seconded by Ald. Ted Grade to approve R-11-21 Resolution to Approve the Cancellation of Outstanding Checks; and the Write-Off of General Uncollectible Accounts Receivables and Delinquent Personal Property Tax Receivables.

Motion carried on roll call 8-0.

N. APPOINTMENTS

O. CLAIMS AGAINST THE CITY

P. PUBLIC COMMENTS ON ANY MATTER LISTED ON THE AGENDA

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

Sandra DaBill Taylor, 545 Broad Street, Menasha. She commented on various resolutions.

Q. ADJOURNMENT SINE DIE

Moved by Ald. Sevenich seconded by Ald. Taylor to adjourn sine die.

Motion carried voice vote.

Haley Krautkramer
City Clerk