

CITY OF MENASHA
COMMON COUNCIL
TEL-WEB CONFERENCE AND IN-PERSON
JUNE 7, 2021
MINUTES

A. CALL TO ORDER

Meeting called to order by Mayor Merkes at 6:09 p.m.

B. PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was recited.

C. ROLL CALL

PRESENT: Ald. Tom Grade, Ted Grade, Ropella, Nichols, Taylor, Sevenich, Langdon, Schmidt

ALSO PRESENT: PC Styka, DFC Krueger, CDD Schroeder, CE Jungwirth, DDE Gordon, FD Sassman, PRD Sackett, CA/HRD Captain, Mayor Merkes, Clerk Krautkramer

D. PUBLIC HEARING

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

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

Minutes to receive:

- a. Administration Committee, 5/17/21
- b. Board of Public Works, 5/17/21
- c. Board of Review, 5/21/20
- d. Holiday Lights Ad-hoc Committee Meeting, 5/19/21
- e. Library Board, 5/12/21
- f. Personnel Committee, 5/17/21
- g. Police Commission, 3/26/21 & 5/20/21
- h. Water and Light Commission, 4/28/21

Communications:

- i. Whiting Paper Mill – 100 River Street Update
- j. Consideration of Blighted Property – 336 Eighth Street
- k. COVID-19 Update
- l. Appointment of Public Health Director

Moved by Ald. Sevenich seconded by Ald. Tom Grade to approve minutes and communications a-l.

Motion carried on voice vote.

General discussion ensued on the Whiting Paper Mill - legal action, property ownership, liens on the property, property insurance, demolition, expenses, and fencing around the property.

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

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

Sandra DaBill Taylor, 545 Broad Street, Menasha. She commented on the American Rescue Plan funds, Public Works Facility solar panels, Whiting paper Mill, Menasha Farm Market, Comprehensive Plan Update Ad Hoc Committee Members, Department head recruitment efforts, and City employment opportunities.

G. CONSENT AGENDA

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

Minutes to approve:

1. Common Council, 5/17/21
2. Special Common Council, 5/26/21

Administration Committee, 5/17/21, Recommends:

3. Accepting the bid of Post-Crescent Media as the official City newspaper for 2021-2022
Board of Public Works, 5/17/21, Recommends:

4. Approval of the payment to Sommers Construction Company, Inc.; Contract Unit No. 2021-06; Baldwin Street Reconstruction; \$54,899.50 (Payment No. 3)
5. Approval of the payment to Miron Construction Co, Inc.; Contract Unit No. 2020-06; Public Works Facility Construction Project; \$75,233.74 (Payment No. 14)
6. Approval of the payment to Miron Construction Co, Inc.; Contract Unit No. 2020-06; Public Works Facility Construction Project; \$383,724.46 (Payment No. 15)
7. Installation of the Faith Technologies proposed roof mounted solar PV system at a cost of \$175,795 utilizing the WPPI Member Energy Efficiency and Renewable Loan Program
8. Rejecting Contract Unit No. 2021-01; Street Construction and Rehabilitation-Variou Streets
9. Awarding Contract Unit No. 2021-10; Street Construction and Rehabilitation –Various Streets; Northeast Asphalt, Inc.; \$1,308,722.05

Personnel Committee, 5/17/21, Recommends Approval of:

10. The Engineering Department's Engineering Technician position revisions as indicated in the Public Works Department's memo dated May 11, 2021

Moved by Ald. Sevenich seconded by Ald. Schmidt to approve Consent Agenda items 1 & 2, Common Council, 5/17/21 and Special Common Council, 5/26/21 minutes.

Motion carried on voice vote.

H. ITEMS REMOVED FROM THE CONSENT AGENDA

1. Moved by Ald. Nichols seconded by Ald. Langdon to approve Consent agenda item 3, To accept the bid of the Post-Crescent Media as the official City newspaper for 2021-2022.
Motion carried on roll call 8-0.
2. Moved by Ald. Langdon seconded by Ald. Taylor to approve Consent agenda item 4, Approval of the payment to Sommers Construction Company, Inc.; Contract Unit No. 2021-06; Baldwin Street Reconstruction; \$54,899.50 (Payment No. 3)
Motion carried on roll call 8-0.
3. Moved by Ald. Langdon seconded by Ald. Taylor to approve Consent agenda item 5, Approval of the payment to Miron Construction Co, Inc.; Contract Unit No. 2020-06; Public Works Facility Construction Project; \$75,233.74 (Payment No. 14)
Motion carried on roll call 8-0.
4. Moved by Ald. Langdon seconded by Ald. Taylor to approve Consent agenda item 6, Approval of the payment to Miron Construction Co, Inc.; Contract Unit No. 2020-06; Public Works Facility Construction Project; \$383,724.46 (Payment No. 15)
Motion carried on roll call 8-0.

5. Moved by Ald. Langdon seconded by Ald. Taylor to approve Consent agenda item 7, Installation of the Faith Technologies proposed roof mounted solar PV system at a cost of \$175,795 utilizing the WPPI Member Energy Efficiency and Renewable Loan Program. Motion carried on roll call 8-0.

General discussion ensued on grant money, loan percent, and solar panels.

6. Moved by Ald. Langdon seconded by Ald. Schmidt to approve Consent agenda item 8, To reject Contract Unit No. 2021-01; Street Construction and Rehabilitation-Variou Streets. Motion carried on roll call 8-0.
7. Moved by Ald. Langdon seconded by Ald. Taylor to approve Consent agenda item 9, Awarding Contract Unit No. 2021-10; Street Construction and Rehabilitation –Various Streets; Northeast Asphalt, Inc.; \$1,308,722.05. Motion carried on roll call 8-0.
8. Moved by Ald. Ted Grade seconded by Ald. Tom Grade to approve Consent agenda item 10, The Engineering Department’s Engineering Technician position revisions as indicated in the Public Works Department’s memo dated May 11, 2021. Motion carried on roll call 8-0.

I. ACTION ITEMS

1. Accounts payable and payroll for the term of 5/14/21 – 6/3/21 in the amount of \$1,815,614.56

Moved by Ald. Nichols seconded by Ald. Ted Grade to approve the Accounts payable and payroll for the term of 5/14/21 – 6/3/21 in the amount of \$1,815,614.56
Motion carried on roll call 8-0.

Approval of check #7160 (Board of Review Commissioner Payment) for \$50.00.
Motion carried on roll call 7-0.
Ald. Nichols abstained.

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

Moved by Ald. Nichols seconded by Ald. Ted Grade to deny the application for Esteban Miguel Tierrablanca.
Motion carried on roll call 8-0.

3. Renewal Beverage Operators License Applications for the 2021-2023 licensing period
Moved by Ald. Nichols seconded by Ald. Ted Grade to approve the Renewal Beverage Operators License Applications for the 2021-2023 licensing period.
Motion carried on roll call 8-0.

4. Liquor License Renewals for the 2021-2022 licensing year.

Moved by Ald. Nichols seconded by Ald. Langdon to approve the liquor license renewals for the 2021-2022 licensing year.

Motion carried on roll call 8-0.

4. Outdoor Alcohol Beverage Service Permit Applications for the 2021-2022 licensing year
Moved by Ald. Nichols seconded by Ald. Langdon to approve the Outdoor Alcohol Beverage Service Permit Applications for the 2021-2022 licensing year.

Motion carried on roll call 8-0.

5. Outdoor Alcohol Beverage Service Permit Street Serve Applications for 2021 licensing year

Moved by Ald. Nichols seconded by Ald. Langdon to approve the Outdoor Alcohol Beverage Service Permit for Emprize Brewing for 198-200 Main Street, Menasha for the 2021 licensing year.

Motion carried on roll call 8-0.

Moved by Ald. Nichols seconded by Ald. Langdon to approve the remainder of the Outdoor Alcohol Beverage Service Permit Street Serve Applications for 2021 licensing year.

Motion carried on roll call 8-0.

6. Land Purchase and Development Agreement between the City of Menasha and Hart Family Coffee, LLC – 901 Airport Road

Moved by Ald. Sevenich seconded by Ald. Langdon to approve the land purchase and development agreement as presented between the City of Menasha and Hart Family Coffee for the sale and development of 901 Airport Road along with the attached agreement for the price based on the due diligence period of 9/2/2021 with right to extend after 60 days, commence construction by 12/1/2021, occupancy by 9/30/2022, closing the title work by 9/17/2021, written consent, and tax exempt clause and right of revision.

Motion carried on roll call 8-0.

7. Comprehensive Plan Update 2021 - Ad hoc Committee

Moved by Ald. Sevenich seconded by Ald. Langdon to approve the members of the Ad Hoc Committee for the 2021 Comprehensive Plan as indicated in the Community Development Department's memo.

Motion carried on roll call 8-0.

J. HELD OVER BUSINESS

K. ORDINANCES AND RESOLUTIONS

1. R-27-21 A Resolution Authorizing Execution of the Department of Natural Resources Principal Forgiven Financial Assistance Agreement

Staff provided an overview of R-27-21 A Resolution Authorizing Execution of the Department of Natural Resources Principal Forgiven Financial Assistance Agreement.

General discussion ensued on principal forgiveness and lateral replacement.

Moved by Ald. Nichols seconded by Ald. Langdon to approve R-27-21 A Resolution Authorizing Execution of the Department of Natural Resources Principal Forgiven Financial Assistance Agreement
Motion carried on roll call 8-0.

2. R-28-21 A Resolution Authorizing the Issuance and Sale of up to \$997,383 Water System Revenue Bonds, Series 2021C
Staff provided an overview of R-28-21 A Resolution Authorizing the Issuance and Sale of up to \$997,383 Water System Revenue Bonds, Series 2021C.

General discussion ensued on completion dates.

Moved by Ald. Langdon seconded by Ald. Nichols to approve R-28-21 A Resolution Authorizing the Issuance and Sale of up to \$997,383 Water System Revenue Bonds, Series 2021C.
Motion carried on roll call 8-0.

3. R-29-21 A Resolution Authorizing Participation in the WIWARN Mutual Aid and Assistance Program
Staff provided an overview of R-29-21 A Resolution Authorizing Participation in the WIWARN Mutual Aid and Assistance Program.

General discussion ensued on organization and involvement in the group, by-laws, and waste water treatment.

Moved by Ald. Langdon seconded by Ald. Schmidt to approve R-29-21 A Resolution Authorizing Participation in the WIWARN Mutual Aid and Assistance Program
Motion carried on roll call 8-0.

L. APPOINTMENTS

1. Appointment of Laura Jungwirth to the Position of Director of Public Works, effective June 7, 2021 and enhanced vacation allowance

Moved by Ald. Langdon seconded by Ald. Taylor to approve the appointment of Laura Jungwirth to the Position of Director of Public Works, effective June 7, 2021 and enhanced vacation allowance.

Moved by Ald. Sevenich seconded by Ald. Langdon to amend the original motion to allow the enhanced vacation of additional five days after 1 year of service as Director to the City of Menasha.

Motion carried on roll call 7-1.

Ald. Ropella voted no.

Ald. Sevenich stated a Point of Order to return to the amendment on the floor.
Mayor Merkes ruled in favor.

Moved by Ald. Nichols seconded by Ald. Ropella to separate the amended motion to vote on the appointment and enhanced vacation separately.

General discussion ensued on:

- Enhanced vacation
- Vacation usage
- Personnel handbook policies
- Employee vacation
- Personnel handbook revisions
- Council appointment guidelines
- Interview questions

Approval of Laura Jungwirth to the Position of Director of Public Works effective June 7, 2021.
Motion carried on roll call 8-0.

Allow enhanced vacation of additional five days after 1 year of service to the City of Menasha.
Motion carried on roll call 7-1.
Ald. Ropella voted no.

2. Mayor's reappointment of Candyce Rusin to the Board of Health for the term of
5/1/21 - 5/1/24

Moved by Ald. Nichols seconded by Ald. Langdon to approve Mayor's reappointment of
Candyce Rusin to the Board of Health for the term of 5/1/21 - 5/1/24.
Motion carried on voice vote.

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

Sandra DaBill Taylor, 545 Broad Street, Comp plan ad hoc committee meeting postings, Land Purchase and Development Agreement between the City of Menasha and Hart Family Coffee, LLC, commercial property building code, the Whiting Paper Mill, various accounts payable and payroll items, signage fonts, and 225 Main Street Redevelopment,

Corey Simon, 2517 Gosling Way, Menasha. He commented on walking trails and housing.

N. RECESS TO COMMITTEES

Moved by Ald. Sevenich seconded by Ald. Langdon to recess to committees at 7:51 p.m.
Motion carried on voice vote.

O. DISCUSSION/ACTION ITEMS

1. 225 Main Street Redevelopment

- 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 (225 Main Street Redevelopment)
- b. The Common Council may adjourn into Open Session to take action on items discussed in Closed Session

Moved by Ald. Sevenich seconded by Ald. Tom Grade 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 (225 Main Street Redevelopment).

Motion carried on roll call 8-0.

P. CLAIMS AGAINST THE CITY

Q. ADJOURNMENT

Moved by Ald. Schmidt seconded by Ald. Nichols to adjourn at 8:52 p.m.

Motion carried on voice vote.

Haley Krautkramer
City Clerk