

CITY OF MENASHA
COMMON COUNCIL
100 MAIN STREET
May 1, 2023
MINUTES

A. CALL TO ORDER

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

B. PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was recited.

C. ROLL CALL

PRESENT: Ald. Tom Grade, Ted Grade, Ropella, Nichols, Sevenich, Eisenach, Hammond, and Lewis

ALSO PRESENT: PC Thorn, FC Kloehn, CDD Schroeder, DPW Jungwirth, FD Sassman, PHD Hutter, PRD Sackett, LD Kopetsky, CA Struve, Mayor Merkes, Deputy Clerk Neuman

D. PUBLIC HEARING

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

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

Minutes to receive:

- a. Ad-hoc Sesquicentennial Steering Committee, 3/30/23
- b. Board of Health, 3/10/23
- c. Board of Public Works, 4/18/23
- d. Committee on Aging, 2/10/23
- e. Library Board, 3/28/23
- f. NM Fire Rescue Joint Finance Committee, 3/28/23 & 4/25/23
- g. NM Sewerage Commission, 3/28/23

Communications:

- h. COVID-19 Update
- i. First Quarter Financial Update
- j. Municipal Clerk's Week Proclamation
- k. Police Week Proclamation
- l. Earth Day Press Release
- m. Arbor Day Press Release
- n. Menasha Police Department 2022 Annual Report
- o. Senior Center Chatter Newsletter – May/June 2023

Ald. Sevenich seconded by Ald. Ted Grade to approve minutes and communications a-o.
Motion carried on voice vote.

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

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

Jordan Raddatz, 754 Harding Street, Menasha; commented on activity at Hart Park and his residence including littering; informed Council about two unfinished (2) sidewalk panels from prior year construction project.

Sandra DaBill Taylor, 545 Broad Street, Menasha; commented on thoroughness of annual police report; also spoke about Code Enforcement, the Sustainability Committee's Low Mow May

initiative, and on the ongoing Brin Project. She also mentioned reviewing the Friendship Trail plan.

Mayor Merkes provided a clarification regarding the Sustainability Committee's Low Mow May initiative with the encouragement to residents of keeping the eight (8) inch height of lawns being within the purview of the City's ordinance.

CONSENT AGENDA

Minutes to approve:

1. Common Council, 4/18/23
 2. New Common Council, 4/18/23
- Board of Public Works, 4/18/23, Recommends Approval of:
3. Recommend to Award – Contract Unit No. 2023-03; Street Reconstruction – Warsaw Street; Sommers Construction Co., Inc; \$173,407.90

Ald. Sevenich requested to vote on each items separately.
Mayor Merkes ruled the motion germane.

G. ITEMS REMOVED FROM THE CONSENT AGENDA

1. Moved by Ald. Sevenich seconded by Ald. Ted Grade to approve Consent Agenda Item 1, Minutes of Common Council, 4/18/23.
Motion carried on voice vote.
2. Moved by Ald. Sevenich seconded by Ald. Tom Grade to approve Consent Agenda Item 2, Minutes of New Common Council, 4/18/23.
Motion carried on voice vote.
3. Moved by Ald. Sevenich seconded by Ald. Ropella to approve Consent Agenda Item 3, Recommend to Award – Contract Unit No. 2023-03; Street Reconstruction – Warsaw Street; Sommers Construction Co., Inc; \$173,407.90.
Motion carried on roll call 8-0.

H. ACTION ITEMS

1. Accounts payable and payroll for the term of 4/14/23 – 4/27/23 in the amount of \$3,006,805.95
Moved by Ald. Nichols seconded by Ald. Hammond to approve accounts payable and payroll for the term of 4/14/23 – 4/27/23 in the amount of \$3,006,805.95.

Ald. Ted Grade questioned check registrar payment to Advanced Construction, which was voided. Staff reported the check was voided in order to pay another vendor associated with the project, and will be disclosed on the next registrar.
Motion carried on roll call 8-0.

2. Beverage Operators Application for the 2023-2025 Licensing Period

Moved by Ald. Nichols seconded by Ald. Ted Grade to deny Beverage Operators Application for the 2023-2025 Licensing Period.

Chief Thorn commented on background check findings, which supported the recommendation to deny the applicant's license renewal. Applicant spoke regarding

Disorderly Conduct, and compliance check infraction with lack of checking an underage ID. Applicant stated she routinely checks IDs for compliance and has learned her lesson. Motion carried on roll call 6-1.
Ald. Tom Grade voted no.
Ald. Eisenach abstained due to being an existing liquor license holder within the City limits.

3. Listing Contract – 205 Mathewson Street

Moved by Ald. Tom Grade seconded by Ald. Nichols to approve the one year listing contract for 205 Mathewson Street, as presented by Kyle Kehoe at a list price of \$22,900 with attached Addendum 1.

Staff provided an overview regarding the property location, land purchase and development agreement and single family home build requirements single family house, and deed restrictions.

Staff included correction requests of agreement, as recommended by Attorney Struve to update Line 318 Addenda (change title on attachment to Addendum 1), and to strike line 72 to be in correlation with line 57-60.

Motion carried on roll call 8-0.

4. Sixth Amendment to the Land Purchase and Development Agreement by and between the City of Menasha and The Brin, LLC – the Brin Project

Moved by Ald. Nichols, seconded by Ald. Tom Grade to approve the approve the Sixth Amendment to the Land Purchase and Development Agreement between the City Menasha and The Brin, LLC as it relates to the Brin Project at 1 Main Street, Menasha.

Staff provided an overview on the ongoing development project.

General discussion ensued on:

- Supply chain issue setbacks
- New anticipated completion date of 12/31/23
- South building is underway
- North building is to be composed of steel and materials recently ordered

Motion carried on roll call 8-0.

I. HELD OVER BUSINESS

J. ORDINANCES AND RESOLUTIONS

1. R-15-23 – A Resolution Authorizing the Application of Grant Funding for the Rehabilitation of the Jefferson Park Boat Launch (Introduced by Ald. Ted Grade)

Moved by Ted Grade, seconded by Tom Grade to approve A Resolution Authorizing the Application of Grant Funding for the Rehabilitation of the Jefferson Park Boat Launch.

Staff provided an overview regarding the funding requesting \$250k and stewardship and recreational trail grant.

Ald. Nichols moved to amend R-15-23 to include the following language after the second WHEREAS, in order to make it consistent with R-16-23 resolution language: "WHEREAS, the City of Menasha approved the updated Jefferson Park concept plan on January 16, 2023; and..." seconded by Ald. Sevenich.
Amendment change carried by voice vote.

Ald. Nichols moved, seconded by Ald. Tom Grade to approve the original motion as amended.
Motion carried on roll call 8-0.

2. R-16-23 – A Resolution Authorizing the Application of the Grant Funding for Implementation of the Jefferson Park Plan (Introduced by Ald. Ted Grade)

Moved by Ted Grade, seconded by Tom Grade to approve A Resolution Authorizing the Application of the Grant Funding for Implementation of the Jefferson Park Plan.
Motion carried on roll call 8-0.

K. APPOINTMENTS

1. Mayor's reappointment of Jacob Anderson to the Plan Commission for the term of 5/1/23 – 5/1/26

Ald. Tom Grade moved to approve Mayor's reappointment of Jacob Anderson to the Plan Commission for the term of 5/1/23 – 5/1/26, seconded by Ald. Nichols.
Motion carried on voice vote.

L. CLAIMS AGAINST THE CITY

M. PUBLIC COMMENTS ON ANY MATTER LISTED ON THE AGENDA

N. ADJOURNMENT

Moved by Ald. Tom Grade seconded by Ald. Hammond to adjourn at 6:40 p.m.
Motion carried on voice vote.

Respectfully submitted by:

Valerie Neuman, Deputy City Clerk