

CITY OF MENASHA
COMMON COUNCIL
100 MAIN STREET, MENASHA
FIRST FLOOR CONFERENCE ROOMS
JANUARY 15, 2024
MINUTES

A. CALL TO ORDER

Meeting called to order by Mayor Merkes at 6:15 p.m.

B. PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was recited.

C. MOMENT OF SILENCE – MARTIN LUTHER KING, JR. DAY

D. ROLL CALL

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

ABSENT/EXCUSED: Ald. Nichols

ALSO PRESENT: CDD Schroeder, DDE Gordon, DDMO Brown, PD Sackett, PHD Hutter, PC Thorn, PC Thorn, FD Sassman, FC Tesch, CA Struve, Mayor Merkes, Clerk Neuman

E. PUBLIC HEARING

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

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

- a. Board of Public Works, 1/2/24
- b. Parks & Recreation Board, 1/10/24
- c. Water and Light Commission, 12/20/23

Communications:

- d. 2023 Bird Scooter Year End Overview
- e. Transit Equity Day Proclamation – Mayor Merkes
- f. Sesquicentennial Celebration Kickoff – The Great Button Hunt

Ald. Sevenich and seconded by Ald. Ted Grade to approve minutes and communications a-f.

Motion carried on voice vote.

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

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

Dick Sturm, 1203 Greenwood Court, Menasha, Park and Recreation Board Chairperson – commented on the stretch of city staff and crew for concrete and in-house work efforts. Extended a notion of gratitude to DDMO Brown and his staff

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, 1/2/24

Board of Public Works, 1/2/24, Recommends Approval of:

2. Payment – Vinton Construction Company; 2023-06; Jefferson Park Playground; \$22,500.00 (Payment No. 2)
3. Change Order – Northeast Asphalt, Inc; 2023-05; Third Street and Community Way; ADD \$37,732.47 (Change Order No. 3 and Final)
4. Payment – Northeast Asphalt, Inc; 2023-05; Third Street and Community Way; \$129,244.09 (Payment No. 4 and Final)
5. Recommend to Award – Contract Unit No. 2023-07; Public Works Facility Solar Expansion; Faith Technologies; \$368,113.00
Parks & Recreation Board, 1/10/24, Recommends Approval of:
6. Renewal of Reciprocity Agreements with City of Appleton and Village of Fox Crossing
7. Park Facility Rental Application Update
8. Jefferson Park Existing and New Pavilion Concepts
Special Board of Public Works, 1/15/24, Recommends Approval of:
9. Change Order – Advance Construction, Inc; 2023-01; Brin Underground Storm Water; DEDUCT \$102,332.17 (Change Order No. 1 and Final)
10. Payment – Advance Construction, Inc; 2023-01; Brin Underground Storm Water; \$13,782.18 (Payment No. 3 and Final)
11. Jefferson Park Existing & New Pavilion Concepts

I. ITEMS REMOVED FROM THE CONSENT AGENDA

Minutes to approve:

1. Common Council, 1/2/24

Moved by Ald. Sevenich and seconded by Ald. Ropella to approve Consent Agenda Item 1, the Minutes of Common Council meeting from 1/2/24.

Motion carried on voice vote.

Board of Public Works, 1/2/24, Recommends Approval of:

2. Payment – Vinton Construction Company; 2023-06; Jefferson Park Playground; \$22,500.00 (Payment No. 2)

Moved by Ald. Sevenich and seconded by Ald. Ropella to approve the payment to Vinton Construction Company; 2023-06 for the Jefferson Park Playground in the amount of \$22,500.00 (this is a second payment).

Motion carried on roll call 7-0.

3. Change Order – Northeast Asphalt, Inc; 2023-05; Third Street and Community Way; ADD \$37,732.47 (Change Order No. 3 and Final)

Moved by Ald. Sevenich and seconded by Ald. Ropella to approve the Change Order Northeast Asphalt, Inc; 2023-05 this is Third Street and Community Way, this is an addition of \$37,732.47 (this is a change order and final)

Motion carried on roll call 7-0.

4. Payment – Northeast Asphalt, Inc; 2023-05; Third Street and Community Way; \$129,244.09 (Payment No. 4 and Final)

Moved by Ald. Sevenich and seconded by Ald. Ropella to approve Payment to Northeast Asphalt, Inc; 2023-05 for Third Street and Community Way; \$129,244.09 this will be payment No. 4 and final.

Motion carried on roll call 7-0.

5. Recommend to Award – Contract Unit No. 2023-07; Public Works Facility Solar Expansion; Faith Technologies; \$368,113.00

Moved by Ald. Sevenich and seconded by Ald. Ropella to approve the recommendation to award – Contract Unit No. 2023-07 a Public Works Facility Solar Expansion to Faith Technologies in the amount of \$368,113.00.
Motion carried on roll call 7-0.

Mayor Merkes stated the return on investment for this project will occur within 3.4 years, and will fully power the Public Works Facility.

Parks & Recreation Board, 1/10/24, Recommends Approval of:

6. Renewal of Reciprocity Agreements with City of Appleton and Village of Fox Crossing
Moved by Ald. Ted Grade and seconded by Ald. Ropella to approve Consent Agenda Item 6, the renewal of the Reciprocity Agreements with the Fox Crossing Parks & Recreation Dept. for the term of 2024-2025 and the City of Appleton for the term of 2024-2028.
Motion carried on roll call 7-0.

7. Park Facility Rental Application Update

Moved by Ald. Ted Grade and seconded by Ald. Ropella to approve the Consent Agenda Item # 7 the updated Park Facility Reservation for the year 2024.
Motion carried on roll call 7-0.

8. Jefferson Park Existing and New Pavilion Concepts

Moved by Ald. Ted Grade and seconded by Ald. Tom Grade to approve Consent Agenda Items # 8 and 11 the presented design concepts for the existing pavilion and new pavilion as part of the Jefferson Park Vision plan and forward to Common Council, as recommended by the Parks & Recreation Board and the Board of Public Works.
Motion carried on roll call 7-0.

Special Board of Public Works, 1/15/24, Recommends Approval of:

9. Change Order – Advance Construction, Inc; 2023-01; Brin Underground Storm Water; DEDUCT \$102,332.17 (Change Order No. 1 and Final)

Moved by Ald. Sevenich and seconded by Ald. Ropella to approve the Consent Agenda Item # 9 the Change Order – Advance Construction, Inc; 2023-01; Brin Underground Storm Water; deduct of \$102,332.17 this is Change Order No. 1 and Final.
Motion carried on roll call 7-0.

10. Payment – Advance Construction, Inc; 2023-01; Brin Underground Storm Water; \$13,782.18 (Payment No. 3 and Final)

Moved by Ald. Sevenich and seconded by Ald. Ropella to approve the Consent Agenda Item # 10 the payment to Advance Construction, Inc for 2023-01 this for the Brin Underground Storm Water for \$13,782.18 (Payment No. 3 and Final).
Motion carried on roll call 7-0.

11. Jefferson Park Existing & New Pavilion Concepts

Clerk's Note: Please refer to Consent Agenda Item # 8, as the prior item was referencing the same item for consideration/approval.

J. ACTION ITEMS

1. Accounts payable and payroll for the term of 12/19/23 – 1/11/24 in the amount of \$8,870,917.57

Moved by Ald. Hammond seconded by Ald. Ted Grade to approve accounts payable and payroll for the term of 12/19/23 – 1/11/24 in the amount of \$8,870,917.57.
Motion carried on roll call 7-0.

2. Application for Temporary Class “B” / “Class B” Retailer’s License for Global Outreach, Inc. for February 10, 2024 from 4 p.m. to 8 p.m. at 324 Nicolet Blvd. for the Taste of Europe Scholarship Fundraiser Event

Moved by Ald. Hammond seconded by Ald. Ropella to approve the Application for Temporary Class “B” / “Class B” Retailer’s License for Global Outreach, Inc. for February 10, 2024 from 4 p.m. to 8 p.m. at 324 Nicolet Blvd. for the Taste of Europe Scholarship Fundraiser Event.

Motion carried on roll call 7-0.

K. HELD OVER BUSINESS

L. ORDINANCES AND RESOLUTIONS

M. APPOINTMENTS

N. CLAIMS AGAINST THE CITY

O. PUBLIC COMMENTS ON ANY MATTER LISTED ON THE AGENDA

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

Dick Sturm, 1203 Greenwood Court, Menasha, Parks and Recreation Board Chairperson – extended his gratitude to the Common Council for the support on the Jefferson Park Vision Plan.

P. ADJOURNMENT

Moved by Ald. Hammond and seconded by Ald. Ropella to adjourn at 6:37 p.m.

Motion carried on voice vote.

Respectfully submitted by:

Valerie Neuman, City Clerk