

It is expected that a Quorum of the Personnel Committee, Board of Public Works, and Common Council will be attending this meeting: (although it is not expected that any official action of any of those bodies will be taken)

**CITY OF MENASHA
ADMINISTRATION COMMITTEE
Third Floor Council Chambers
140 Main Street, Menasha
November 21, 2011
6:30 PM
or immediately following Common Council
AGENDA**

- A. CALL TO ORDER
- B. ROLL CALL/EXCUSED ABSENCES
- C. MINUTES TO APPROVE
 - 1. [Administration Committee, 11/7/11](#)
- D. ACTION ITEMS
 - 1. [Weights and Measures Proposed Fees for 2012.](#)
- E. ADJOURNMENT

"Menasha is committed to its diverse population. Our Non-English speaking population and those with disabilities are invited to contact the Menasha City Clerk at 967-3603 24-hours in advance of the meeting for the City to arrange special accommodations."

CITY OF MENASHA
ADMINISTRATION COMMITTEE
Third Floor Council Chambers
140 Main Street, Menasha
November 7, 2011
MINUTES

DRAFT

A. CALL TO ORDER

Meeting called to order by Chairman Klein at 7:45 p.m.

B. ROLL CALL/EXCUSED ABSENCES

PRESENT: Aldermen Sevenich, Langdon, Krueger, Zelinski, Englebert, Benner, Klein, Taylor

ALSO PRESENT: Mayor Merkes, CA/HRD Captain, PC Styka, FC Auxier, DPW Radtke, CDD Keil, C/T Stoffel, Clerk Galeazzi and the Press.

C. MINUTES TO APPROVE

1. [Administration Committee, 10/17/11](#)

Moved by Ald. Krueger, seconded by Ald. Taylor to approve minutes.

Motion carried on voice vote.

D. ACTION ITEMS

1. [Appeal of Denial of Operator's License – Tina Liotta](#)

Ms. Liotta explained her reasons for resubmitting her application for an Operator's License after the first application of June 23, 2011 was denied and her appeal was denied.

CA/HRD Captain explained other reasons the first and current applications were denied based on the guidelines followed by the Police Department.

General discussion ensued on the guidelines and reasons for denial.

Moved by Ald. Krueger, seconded by Ald. Taylor to approve Operator's License for Tina Liotta.

Further discussion ensued on the inconsistencies of the guidelines.

Motion carried on roll call 8-0.

2. [Acquisition of 221 Washington Street, Menasha \(held 10/17/11\)](#)

CDD Keil explained the owner is proposing selling the property to the City for approximately \$13,438.78 which includes delinquent taxes. The sale price is substantially below the assessed value. The property owner lives out of state and wants to eliminate his property maintenance and management responsibilities. The property will require some clean up do to petroleum related groundwater contamination. Funds for the cleanup are available through a petroleum cleanup fund. Staff is recommending purchasing the property and having it cleaned up for future development.

General discussion and concerns on where funds to purchase property would come from; property's location is an entrance way to City; County involvement due to delinquent taxes; use of PECFA funds.

Moved by Ald. Zelinski, seconded by Ald. Krueger to deny.

General discussion ensued; work with County to obtain property; wait until after budget is passed before moving forward on purchasing property; what are plans with property if acquired by City.

Motion carried on roll call 5-3.

Ald. Klein, Taylor, Langdon, Krueger, Zelinski – yes

Ald. Sevenich, Englebert, Benner – no

E. ADJOURNMENT

Moved by Ald. Taylor, seconded by Ald. Langdon to adjourn at 8:45 p.m.

Motion carried on voice vote.

Respectfully submitted by Deborah A. Galeazzi, WCMC, City Clerk

Weights and Measures Proposed Fees for 2012

<u>Device Category</u>	<u>2011 Fee</u>	<u>2012 Fee</u>
Scales 0 to 30 lbs.	\$48.00	\$50.00
Scales 31 to 1000 lbs.	\$89.00	\$93.00
Vehicle Scales	\$159.00	\$167.00
Point of Sale Systems	\$61.00	\$64.00
Scanner	\$89.00 (1-4 Scanners) additional \$18 per scanner for each scanner over 4	\$93.00 \$19.00 per scanner over 4
Prepack Scales	\$48.00	\$50.00
High Accuracy Scales (Pharmacy, Jewelers, Precious Metals)	\$89.00	\$93.00
Estimate only Scales	\$19.00	\$20.00
Weight Sets	\$16.00	\$17.00
Rules/Tapes	\$11.00	\$12.00
Linear (Fabric, Wire, Rope Meters)	\$46.00	\$48.00
High Speed Diesel Fuel Dispenser	\$87.00	\$91.00
Computing Pumps (Previously known as metering chambers)	\$46.00	\$50.00
Vehicle Tank and Bulk Plant Meters	\$117.00	\$123.00
Timing Devices	\$31.00	\$33.00
Taximeters	\$56.00	\$59.00
Electric Pill Counters	\$48.00	\$50.00
Recycling Machines	\$146.00	\$153.00
Specialized and Non Categorical Devices	\$48.00/hr.	Same
Annual License Processing Fee	\$96.00	Same
Re-Inspection Fee	\$100.00	Same
Late Payment Fee	\$100.00	Same
Penalty Fee for Device Non-Registration	Double the per device fee	Same

These fees fund the wts/measures program 100%