

**CITY OF MENASHA
ADMINISTRATION COMMITTEE
Third Floor Council Chambers
140 Main Street, Menasha
June 18, 2012**

Minutes

A. CALL TO ORDER

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

B. ROLL CALL/EXCUSED ABSENCES

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

ALSO PRESENT: Mayor Merkes, CA/HRD Captain, PC Styka, FC Auxier, DPW Radtke, CDD Keil, PRD Tungate, LD Lenz, PHD Nett, Comp. Stoffel, Deputy Clerk Sewall

C. MINUTES TO APPROVE

1. [Administration Committee, 6/4/12](#)

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

Motion carried on voice vote.

D. ACTION/DISCUSSION ITEMS

1. [Authorization to place stamped, colored concrete in the terrace at the Third Street/Plank Road bus stop using surplus Valley Transit funds \(Ald. Taylor\)](#)

Moved by Ald. Taylor, seconded by Ald. Englebert to recommend to Common Council the authorization to place stamped, colored concrete in the terrace at the Third Street/Plank Road bus stop using surplus Valley Transit funds totaling \$1,650.00.

Discussion ensued

Motion carried on roll call 8-0.

2. [Annexation Impact Reports for:](#)

a) [FP One Annexation \(Appleton Road\)](#)

b) [Bowe Annexation \(Manitowoc Road\)](#)

CDD Keil reported that this is a necessary step in the annexation process.

Moved by Ald. Sevenich, seconded by Ald. Krueger to recommend to Common Council the FP One Annexation and the Bowe Annexation.

Motion carried on roll call 8-0.

3. [Proposed Re-inspection Fees for Swimming Pools for the licensing period 7/1/12 to 6/30/13\(Recommended by Board of Health\)](#)

PHD Nett explained the fees.

Moved by Ald. Sevenich, seconded by Ald. Krueger to recommend to Common council the proposed re-inspection fees for swimming pools for the licensing period 7/1/12 to 6/30/13.

Motion carried on roll call 8-0.

4. [O-11-12 An Ordinance Amending Title 7, Chapter 8, Section 7-8-1\(e\) & \(g\) of the Code of Ordinance \(Street Use Permits\) \(introduced by Ald. Krueger\)](#)

Atty. Captain explained that the changes she made to this section of the City code. She also recommended removal of wording "7-8-1(g)" under 7-8-1(m) as it will no longer be relevant.

Moved by Ald. Krueger, seconded by Ald. Langdon to forward O-11-12 to Common Council with Atty. Captain's recommended change.

Motion carried on roll call 8-0.

5. [Disposition of NMFR Station 36, 901 Airport Road, including, \(held 6/4/12\)](#)

[a\) Offer to Purchase – Endter Investment, LLC](#)

[b\) Offer to Purchase – FP One LLC](#)

Discussion ensued. No action was taken.

E. ADJOURNMENT

Moved by Ald. Zelinski, seconded by Ald. Englebert to adjourn at 8:12 p.m.

Respectfully submitted by Deputy Clerk Kristin Sewall