

**CITY OF MENASHA
COMMON COUNCIL
Third Floor Council Chambers
140 Main Street, Menasha
Monday, October 1, 2012**

**6:00 PM
AGENDA**

- A. CALL TO ORDER
- B. PLEDGE OF ALLEGIANCE
- C. ROLL CALL/EXCUSED ABSENCES
- D. PUBLIC HEARING
- E. PUBLIC COMMENTS ON ANY MATTER OF CONCERN TO THE CITY
(five (5) minute time limit for each person)
- F. REPORT OF DEPARTMENT HEADS/STAFF/CONSULTANTS
1. Clerk Galeazzi - the following minutes and communications have been received and placed on file:
Minutes to receive:
 - a. [Administration Committee, 9/17/12](#)
 - b. [Board of Public Works, 9/17/12](#)
 - c. [Board of Health, 8/8/12](#)
 - d. [Committee on Aging, 8/9/12](#)
 - e. [Information Technology Steering Committee, 9/19/12](#)
 - f. [NM Fire Rescue, Joint Finance & Personnel Committee, 9/25/12](#)
 - g. [NM Sewerage Commission, 8/28/12](#)
 - h. [NM Sewerage Commission, 9/18/12; Special](#)
 - i. [Parks and Recreation Board, 9/10/12, 9/25/12](#)
 - j. [Police Commission, 9/6/12](#)
 - k. [Safety Committee, 8/2/12; City Hall](#)
 - l. [Safety Committee, 8/28/12; Public Works/parks](#)Communications:
 - m. [Ald. Sevenich, 9/26/12; Water & Light Commission Vacancy](#)
 - n. [Comp. Stoffel, 9/27/12; 2013 Operations/Capital Budget Calendar](#)
 - o. [Dept. of the Army; 9/24/12; interagency meeting concerning regulation of outflows from Lake Winnebago](#)
 - p. [Heckrodt Wetland Reserve volunteer opportunities, October 2012](#)
 - q. [Mayor Merkes, 9/17/12; Recognition by Fox Cities Cycling Association](#)
 - r. [Menasha Historical Society Newsletter of October 2012 and informational brochure](#)
 - s. [PHD Nett, 9/18/12; Senior Center open house](#)
 - t. [PRD Tungate, 9/12/12; 2012 Pool attendance and Duck Drop revenues](#)
 - u. [Proclamation for Scott Grade, 9/27/12](#)
 - v. [WI DNR, 9/19/12; Notice of an Air Pollution Permit Application \(SCA Tissue-190 3rd St.\)](#)
 - w. [WI DNR, 9/20/12; Notification of proposed withdrawal from coverage under a registration permit \(RR Donnelley's Curtis Reed Facility\)](#)
- 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, 9/17/12](#)
- Board of Public, 9/17/12; recommends:
2. [Denial of request to Eliminate Street Light at 608 Eighth Street](#)
 3. [Approval of authorization to Execute Inter-Municipal Agreement with the Town of Menasha regarding Midway Road Concrete Walk Construction](#)

G. CONSENT AGENDA, Continued

Parks and Recreation Board, 9/17/12; recommends approval of:

4. Placement of a fence for Heckrodt Wetland Reserve security and habitat preservation along the east side of the Friendship Trail north of the railroad tracks to near Plank Road (as described on attached map). The fence line would become the designated boundary between city park land and property under control of Heckrodt Wetland Reserve, Inc. The cost to install and maintain the fence would be the responsibility of the Heckrodt Wetland Reserve, Inc.

H. ITEMS REMOVED FROM CONSENT AGENDA

I. ACTION ITEMS

1. Accounts payable and payroll for the term of 9/20/12 to 9/27/12 in the amount of \$793,553.68
2. Amendment to approval of City of Menasha participation in Neenah-Menasha Sewerage Commission building project on September 17, 2012
Possible Motion to Adjourn into Closed Session pursuant to Wisconsin Statutes 19.85(1)(e) Deliberating or negotiating the purchasing of public properties, the investing of public fund or conducting other specified public business, whenever competitive or bargaining reasons require a closed session (US Sonoco)
3. Motion to reconvene into Open Session

J. ORDINANCES AND RESOLUTIONS

K. APPOINTMENTS

1. Mayor's appointments to the Parks and Recreation Board:
 - a. Reappointment of Lisa Hopwood, 1028 Manitoba St., for the term of October 1, 2012 – October 1, 2015
 - b. Appointment of Cindy Schaefer Kemps, 732 Appleton St., for the term of October 1, 2012 – October 1, 2015

L. HELD OVER BUSINESS

M. CLAIMS AGAINST THE CITY

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

O. ADJOURN

MEETING NOTICE
Common Council – Monday, October 15, 2012
Common Council - 6:00 pm
Administration Committee – 6:30 p.m.
Board of Public Works – 7:00 p.m.

DRAFT

CITY OF MENASHA
ADMINISTRATION COMMITTEE
Third Floor Council Chambers
140 Main Street, Menasha
September 17, 2012
MINUTES

A. CALL TO ORDER

Meeting called to order by Chairman Klein at 6:53 p.m.

B. ROLL CALL/EXCUSED ABSENCES

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

EXCUSED: Alderman Benner

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

C. MINUTES TO APPROVE

1. Administration Committee, 9/4/12

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

Motion carried on voice vote.

D. DISCUSSION/ACTION ITEMS

1. How Budget Line Items Are Used & Department Budget Management (Ald. Klein)

Chairman Klein asked C/T Stoffel if the budget needed to have specific line items.

C/T Stoffel answered no, the Council can request the budget be setup with or without line items. Chairman Klein further asked if the budget could be reduced by a specific percentage, which C/T Stoffel answered yes.

E. ADJOURNMENT

Moved by Ald. Krueger, seconded by Ald. Langdon to adjourn at 6:56 p.m.

Motion carried on voice vote.

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

CITY OF MENASHA
Board of Public Works
Third Floor Council Chambers
140 Main Street, Menasha
September 17, 2012
MINUTES

A. CALL TO ORDER

Meeting called to order by Chairman Taylor at 6:59 p.m.

B. ROLL CALL/EXCUSED ABSENCES

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

EXCUSED: Alderman Benner

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

C. MINUTES TO APPROVE

1. September 4, 2012

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

Motion carried on voice vote.

D. ACTION ITEMS

1. Request to Eliminate Street Light at 608 Eighth Street (Held)

DPW Radtke explained a request from a resident on Eighth Street to remove the street light on the north side of Eight Street between Appleton Street and State Street. Residents in that area were notified that the Board of Public Works would be taking up this request. He received one voicemail message from a resident stating they opposed eliminating the street light. The City's annual cost for this type of street light is approximately \$125.

PC Styka commented that from the Police Departments views more light is better than less to help prevent crime.

Ald. Langdon and Sevenich both commented that they observed the area and felt eliminating the street light would make that block too dark.

Moved by Ald. Sevenich, seconded by Ald. Krueger to recommend to Common Council to deny the request to eliminate the street light at 608 Eighth Street.

Motion carried on roll call 7-0.

2. Authorization to Execute Inter-Municipal Agreement with the Town of Menasha regarding Midway Road Concrete Walk Construction (Held)

CA/HRD Captain explained she had questions on a few provisions of the agreement but her questions were answered by DPW Radtke. She has no recommended changes to the agreement.

Moved by Ald. Sevenich, seconded by Ald. Krueger to recommend to Common Council to approve authorization to execute Inter-Municipal Agreement with the Town of Menasha regarding Midway Road concrete walk construction.

Motion carried on roll call 7-0.

E. ADJOURNMENT

Moved by Ald. Klein, seconded by Ald. Langdon to adjourn at 7:09 p.m.

Motion carried on voice vote.

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

Menasha aldermen occasionally attend meetings of this body. It is possible that a quorum of Common Council, Board of Public Works, Administration Committee, Personnel Committee may be attending this meeting. (No official action of any of those bodies will be taken).

**CITY OF MENASHA
BOARD OF HEALTH
Minutes
August 8, 2012**

A. Meeting called to order at 8:15 AM by Chairman C. Rusin

B. Present: Candyce Rusin, Dorothy Jankowski, Susan Nett
Excused: Dr. Teresa Rudolph, Lori Asmus

C. MINUTES TO APPROVE

1. Motion to approve minutes from June 13, 2012 meeting made by D. Jankowski and seconded by C. Rusin. Motion carried.

D. REPORT OF DEPT HEADS/STAFF/CONSULTANTS

1. June 2012 Communicable Disease Report distributed. No discussion.
2. July 2012 Communicable Disease Report distributed. No discussion.
3. City of Menasha Donation Policy reviewed with board members. This policy was passed by the Common Council and is in effect.
4. Pertussis Update. S. Nett updated board members on the pertussis outbreak in the state. Currently Menasha is working with any active cases.
5. 317 Vaccine Funds. S. Nett explained the change in vaccine policy regarding 317 funding for vaccines. Currently the 317 funds are discretionary funds. CDC wants to free up funds so the vaccination rate for uninsured adults increases. To do so, any individual with health insurance coverage for vaccines will need to see their medical provider to receive the vaccine regardless of whether or not they have a large deductible or a copay. Individuals on Medicaid would still be eligible to receive their vaccines at the health department using VFC funded vaccine. Health department staff are concerned that children may not receive the vaccines they need because parents with high deductibles may not be able to afford the copay and would not take their children in to the doctor's office. This change in policy takes effect 10-1-12 leaving health departments little time to notify parents of the change as well as medical providers. The flu vaccine for children will not be affected as long as the health department distributes the vaccine in a mass clinic setting. The staff is planning a large flu clinic at BDM elementary school Oct. 25th both for children and adults.
6. Water Fluoridation. S. Nett explained that while she was gone on vacation the mayor had sent an email requesting information on water fluoridation. The dental hygienist in the office did submit to him information the state had available.
7. Budget (2013). S. Nett explained the budget process for 2013 has started. The mayor has requested the budget stay the same for line items below personnel costs as in 2012 unless there is a large project that may need to be done in 2013.

E. ACTION ITEMS

"Menasha is committed to its diverse population. Our Non-English speaking population and those with disabilities are invited to contact the Menasha Health Department at 967-3520 at least 24-hours in advance of the meeting for the City to arrange special accommodations."

Board of Health Members: Dorothy Jankowski, Lori Asmus, Susan Nett, Candyce Rusin, Theresa Shoberg

1. Approval of adult flu vaccine cost per person for 2012 influenza season--S. Nett provided the costs for the adult flu vaccine and supplies to board members and discussed the addition of a small administration fee bringing the cost per dose to \$13. Discussion was held regarding the cost and issues of those with chronic medical conditions who may need the flu vaccine but can't afford the additional \$3 that would be charged. S. Nett related that last year only one individual was concerned about paying the \$10 charged last year. Motion made by D. Jankowski and seconded by C. Rusin to charge \$13 per dose for the adult seasonal flu vaccine. Motion carried.
2. Approval of the following protocols:
 - a. Fluoride varnish application
 - b. Oral health screenings
 - c. Infection controlS. Nett explained that RDH L. Kjemhus was requesting board approval of these protocols for her fluoride varnish program. Motion to approve the protocols as submitted by RDH Kjemhus made by D. Jankowski and seconded by C. Rusin. Motion carried.
3. Discussion on informational form pertaining to decision to not vaccinate my child. S. Nett requested this item be held until Dr. Rudolph is present.
4. Approval of the following contracts:
 - a. Seal-a-Smile 7-1-2012 through 6-30-2013. S. Nett explained this grant is for applying sealants to eligible middle school students. No discussion. Motion to approve the seal-a-smile grant contract with authorized signature for 7-1-12 through 6-30-13 made by D. Jankowski and seconded by C. Rusin. Motion carried.
 - b. Public Health Emergency Preparedness Grant Contract 8-1-2012 through 6-30-2013. S. Nett explained this grant is for emergency preparedness planning. Contract amount is the same as 2012. No discussion. Motion to approve the public health emergency preparedness grant contract for 8-1-12 through 6-30-13 and authorize signature made by D. Jankowski and seconded by C. Rusin. Motion carried.
 - c. Asbestos Inspections Service Contract 7-1-12 through 6-30-13. S. Nett explained this is a renewal of an annual contract with the DNR for asbestos inspections. Contract amount increased to \$7500. No discussion. Motion to approve asbestos inspections service contract for 7-1-12 through 6-30-13 and authorize signature made by D. Jankowski and seconded by C. Rusin. Motion carried.

F. HELD OVER BUSINESS

1. None.

- G. Motion to adjourn at 9:25 AM made by D. Jankowski and seconded by S. Nett Motion carried. Next meeting September 12, 2012.

Menasha aldermen occasionally attend meetings of this body. It is possible that a quorum of Common Council, Board of Public Works, Administration Committee, Personnel Committee may be attending this meeting. (No official action of any of those bodies will be taken).

**CITY OF MENASHA
COMMITTEE ON AGING
Minutes
August 9, 2012**

- A. Meeting called to order at 8:15 AM by Chairman J. Klundt.
- B. Present: Peg Malueg, Sue Steffen, John Ruck, Mary Lueke, Joyce Klundt, Sue Nett
Excused: Jean Wollerman, Lee Murphy
- C. MINUTES TO APPROVE
Motion to approve minutes from July 12, 2012 meeting made by P. Malueg and seconded by M. Lueke. Motion carried.
- D. REPORT OF DEPT HEADS/STAFF/CONSULTANTS
 - 1. S. Nett presented information on the July participation numbers which were slightly higher than the previous month of June at 1458. The brat fry held last week netted \$115 for the legacy account and \$204 for fundraising. The weather may have played a role in the low participation as it rained in the morning and was very warm and humid in the afternoon. The quilting ladies held a quilt sale at the same time as the brat fry. Planned activities for August are listed in the newsletter. The Off your Rocker Walk is still in need of participants. The new water exercise class has had 3 participants and will end in two weeks. Committee members discussed their thoughts on having an open house for the public and elected officials again this fall. Consensus was to do something in October and have information available on the renovation and new entrance planning.
- E. New Business
 - 1. Discussion – YMCA Contract with the City of Menasha. S. Nett informed committee members that budget preparations for 2013 are now beginning. Committee members were asked how they felt about the YMCA operation of the senior center to date. Consensus was the YMCA has increased the usage of the center and programming has been such that it meets the needs of both the younger older adult as well as the older older adult. There has been a cost savings to the city with a positive impact on programming. Committee members would like to see a report that shows the revenues for the year and how these revenues may impact the contract for 2013. S. Nett will work with J. Wollerman on information for the next meeting in September. Budget discussion to be held until the September meeting.
- F. HELD OVER BUSINESS
 - 1. Update on Architectural Design Project. Craig Sachs will be at the senior center on Monday August 13th at 9 AM with the updated design and proposed costs for the renovation/new entrance. Committee members were invited to attend if available that morning. Other discussion centered on whether or not there might be some grant funding available to assist with the costs.
- G. Motion to adjourn at 9:15 AM made by J. Ruck and seconded by S. Steffen. Motion carried. Next meeting September 13, 2012.

"Menasha is committed to its diverse population. Our Non-English speaking population and those with disabilities are invited to contact the Menasha Senior Center at 967-3530 24-hours in advance of the meeting for the City to arrange special accommodations."

**City of Menasha
Information Technology Steering Committee
Gegan Room
Menasha Public Library
Wednesday, September 19, 2012
8:30 A.M.
Minutes**

A. Call to Order

Meeting called to order at 8:35 AM by VICE-CHAIRMAN Langdon.

B. Roll Call/Excused Absences

Present: VICE-CHAIRMAN Langdon, COMP Stoffel, DPH Nett, ES Montour, ITMgr Lacey, PC Styka, and PP Homan

Also Present: ITSupv James and Mr. Bret Lamoine representing FOCAL

C. Minutes to Approve – Approval of Minutes of June 20, 2012 IT Steering Committee meeting.

Motion by ITMgr Lacey. seconded by PHD Nett to approve the minutes of the June 20, 2012 IT Steering Committee meeting as submitted. PP Homan moved to amend the minutes as submitted, seconded by COMP Stoffel, Motion to approve the amended minutes carried.

**D. Public Comments on any matter of concern to this Agenda
(Five (5) minute time limit for each person)**

NONE

E. Report of Department Head s/Staff/Consultants – Committee monthly update on status of projects/operations/costs

ITMgr Lacey reviewed his monthly handout concerning the status of the 2012 IT budget, 68.49% expended through August. He updated the Council on the RSA security project for the Police Department, which has been having some installation problems which should be overcome next week with the help of an outside IT technician, ITMgr Lacey is also exploring how to develop terminal

servers which would eliminate the need for every PC to have its own software. It would communicate with the terminal server which would have the software available for all users. This would reduce the cost of buying new PCs, and having to install software packages on each computer individually. ITMgr Lacey also reported on several complaints about outside users not being able to access the City's website. But in tracking the problem back, it is an area which the provider must address. During the month, IT staff also deployed some Network switches.

F. ACTION ITEMS – (1) Committee discussion and action on allowing FOCAL-Fox Cities Online to put the FOCAL logo as a link on all City page footers, similar to what other Fox Cities do

Mr. Bret Lemoine, member of the FOCAL Board of Directors addressed the Committee on having the FOCAL-Fox Cities Online-logo placed on the City's website. He explained the function of FOCAL which is a directory of services in the Fox Cities and why they would like to become better known. Both Appleton and Grand Chute already have the logo on their websites. PHD Nett questioned if the mission of FOCAL was already being met by other agencies and PC Styka wondered if other groups would be requesting the same courtesy in the future. The Committee felt comfortable with the logo going on to the webpage of Community Development only. Motion by PP Homan, seconded by ITMgr Lacey to put the FOCAL logo on the City's website with the finding that FOCAL is a non-profit and provides valued services to the community and that a policy will be developed over the next six months, outlining the City's position on allowing other groups to place their logo on the City website. Motion carried.

ACTION ITEMS – (2) Committee discussion and action on recommending 2013 Information technology Budget request to Mayor (ITMgr Lacey will distribute budget request at meeting)

ITMgr Lacey distributed the 2013 IT Budget request to the Committee. He explained the increases of approximately \$60,000 over the 2012 adopted budget. There is a request for a full-time Help Desk Specialist; partial funding to replace the City's aging telephone system, funds for the document imaging system for the Health Department and the large increase in the cost of the fiber rental from Menasha Utilities. This last item was met with some skepticism by Committee members when ITMgr Lacey explained why there was an increase at all. ITMgr reviewed with the Committee members specific line items of the budget Repair/Maintenance of Hardware and Software and the Tools and Equipment budgets in particular. After further discussion on the new position and what would not be accomplished if the position is not added, motion by ITMgr Lacey ,

seconded by PC Styka to recommend to the Mayor the 2013 IT budget as is with the additional Tablet PCs for the Health Department as discussed and acknowledging that the Document Imaging system costs could change. Motion carried.

ACTION ITEMS – (3) Committee discussion and action on next IT Steering Committee meeting date – October 17th - third Wednesday

After a brief discussion, it was the consensus of the members present to move the October IT Steering Committee meeting to the fourth Wednesday, October 24th.

G. ADJOURNMENT

Motion by ITMgr Lacey, seconded by PP Homan to adjourn. Motion carried.
Meeting adjourned at 10:42 AM.

Respectfully submitted,

Thomas Stoffel
Committee Secretary

	Budget \$	YTD \$	% used YTD
Total Budget	\$430,734	\$294,778	68.49%

January-August, 2012

**I.T. Department
Projects**

June 20, 2012 through September 18, 2012

Open Requests/Projects

- **Hardware**
 - Police RSA security implementation.
 - Squad laptop configuration and testing of new data transfer environment.
 - Configuration and distribution of equipment for 2012
 - Implementation of NetMotion system for Squad Cellular signal reliability.
- Software**
 - Website updates
 - Health Charting 90% complete
 - BOSS Help Desk and IT management system implementation
 - Research Parking Ticket writing system

Current Requests/Projects

- **Software**
 - Assist Assessor Dept with reporting.
- **Hardware**
 - Build and configure new File server
 - Configure backup solution to accommodate our new equipment.
 - Deployed iPad to City Sanitarian for field testing .
- **Application**
 - Boss IT Desktop management and Helpdesk application implementation.
 - Special Assessments Software Project.
- **Administration**
 - Management of current resources to keep the City's Network functioning.

Completed Requests/Projects

- **Application**
 - Generation of the 2013 Technology Budget.
- **Hardware**
 - Deployed Network Switches with Power Over Ethernet.
- **Administration**
 - Research and purchase items from 2012 Budget
 - Interviewed many Intern Applicants and hired one until the end of this year.

Draft

Neenah-Menasha Fire Rescue
Joint Finance & Personnel Committee Meeting
September 25, 2012 – 5:30 p.m.
Hauser Room – City of Neenah

Present: Ald. Klein, Stevenson, Sevenich, Langdon, Ramos and Ahles.

Also Present: Chief Auxier, DC DeLeeuw and Director Easer

Public: Jamie Leonard and Nate Monfort.

Ald. Stevenson called the meeting to order at 5:30 p.m.

Public Forum: No members of the public asked to speak.

Approval of minutes: The Committee reviewed the meeting minutes of August 28, 2012. **MSC Sevenich/Ramos to approve the August 28, 2012 meeting minutes and place on file, all voting aye.**

Budget Report: The Committee reviewed the August 2012 budget report. **MSC Ahles/Klein to approve the August 2012 budget report and place on file, all voting aye.**

Monthly Activity Report: The Committee reviewed the August 2012 activity report. **MSC Sevenich/Klein to approve the August 2012 activity report and place on file, all voting aye.**

Automatic Aid Report: The Committee reviewed the automatic aid report. Ald. Klein asked how Appleton Fire Department felt about covering more calls in the City of Menasha than what is being reciprocated to the City of Appleton. Chief Auxier noted that this is not a problem. Ald. Ahles asked if there has been any delay in responses due to automatic aid. Chief Auxier said there has not been any. Chief Auxier was asked by Ald. Langdon to explain why we would be cancelled in route and how that works. **MSC Ahles/Klein to approve the automatic aid report and place on file, all voting aye.**

2013 Budget Review: The Committee reviewed the proposed 2013 budget. Chief Auxier noted that he and DC DeLeeuw did meet with both Mayors and Finance Directors. Chief Auxier did note that the budget would be decreasing due to a decrease in fringe benefits and anticipated decrease in health insurance costs for 2013. Fringe benefit savings was contributed to employees now paying into WRS.

Ald. Sevenich asked for clarification on the concrete at Station 35. Chief Auxier said it is our entire front area of Station 35. It was noted that this has been put into our budget for the past three years but it has been removed to save money. We are at the point that it is critical to replace the concrete due to the condition that it is in. Discussion was held on replacing the concrete for the entire building. DC DeLeeuw noted he did contact Chief

Styka and Adam Alix to pursue a joint effort of replacing the concrete. At this time, the areas used by MPD are not in need of replacement.

Ald. Stevenson asked why the PPE line item was reduced from \$40,000 to \$10,000. Chief Auxier noted that DC DeLeeuw did another updated inventory and testing of the PPE and at this time we do not need to replace as much as anticipated. It was also noted that we carried forward funds from 2011's budget to 2012 to purchase new PPE equipment this year and due to the carry forward and purchases this year, we do not need to budget as much. Ald. Langdon asked how it is determined when PPE is taken out of service. Chief Auxier explained the different chemicals, oil and tar that get on the equipment and it reaches a point where it cannot be cleaned and/or repaired. DC DeLeeuw noted that when it gets to this point it compromises the integrity of the equipment and it will not function properly, which would lead to major issues during usage. He also reviewed the system that is in place to periodically check the equipment.

Ald. Stevenson asked if the All Other Equipment (#8133) line item should be capital or budgeted money. Director Easker explained the difference between borrowed funds and the levy and how the City of Neenah handles their borrowing. Ald. Stevenson asked why we are over in this line item in our current budget. Chief Auxier noted that we received the two grants and our required match was taken from this line item.

Ald. Stevenson questioned the wellness program. Ald. Klein asked if the Cities benefit from this program. Chief Auxier explained the program and the intent is to meet the requirements of NFPA and COMM 30. It is also the goal of the Department to be proactive and make sure we have firefighters who are fit to perform their duties. Director Easker explained the City of Neenah's health insurance program and how health risk assessments are completed and it is a way for employees to be proactive with any issues that they may have versus reactive. In the long run this saves the City money on health insurance claims. Chief Auxier also said last year we started using the City of Neenah's vendor for the blood portion of the physicals. This reduced duplication of services (having it drawn for the health insurance and then for our wellness program) and also saved the Department money as this lab work cost is taken out of the health insurance budget and we do not have to budget additional money for this in our wellness program.

Ald. Ahles asked how we cascade the suburbans through the Department and why. Chief Auxier explained how we need to remove the 1994 suburban from our fleet due to the issues we are experiencing with it. The command car would be put into service as an inspector vehicle and then a new vehicle would be purchased for command. He explained the high usage of the command car and why this would be replaced. However, the current vehicle would be good as an inspector vehicle. Keeping this vehicle would also give us towing capabilities (if one of our other vehicles it out of service) and is better to respond to calls when the inspector needs to as it is more visible and handles better in inclement weather.

Ald. Klein thanked everyone for their efforts in putting the budget together. He also thanked the Department members for efforts in putting the wellness program in place and to the employees for their contribution to the WRS system.

MSC Ramos/Langond to adjourn at 6:30 p.m., all voting aye.

Respectfully Submitted,

Al Auxier
Chief

AA/tt

NEENAH-MENASHA EWERAGE COMMISSION

Regular Meeting

Tuesday August 28, 2012

Meeting was called to order by Commission President Youngquist at 8:00 a.m.

Present: Commissioners Tim Hamblin, Gordon Falck, Raymond Zielinski, Kathy Bauer, Mike Sams, Jim Gunz, Dale Youngquist; Manager Randall Much, Attorney John Thiel, Accountant Roger Voigt.

Also Present: Tom Kispert, Chad Olsen, (McMAHON); Paul Much, Rob Franck (MCO), Teri Stecker (Johnson Insurance), Mike King (Post Crescent).

Commissioners discussed the minutes from the Regular Meeting and Closed Session of July 24, 2012, from the Plant Upgrade Committee Meeting and Closed Session of August 2, 2012, and from the Plant Upgrade Committee Meeting of August 7, 2012. Commissioner Falck questioned if the Upgrade Committee was correct on the action they took in deferring the Gizmo contract; President Youngquist agreed with the action the Upgrade Committee took. Additional thoughts and concerns in the limits and duties of the Committee were discussed. Accountant Voigt was instructed to review past minutes to see if a dollar limit was set on change orders the Upgrade Committee could approve. After discussion, motion made by Commissioner Gunz, seconded by Commissioner Zielinski to approve the minutes of the Regular Meeting and Closed Session of July 24, 2012, the Upgrade Committee Meeting and Closed Session of August 2, 2012, and the Upgrade Committee Meeting of August 7, 2012. Motion carried unanimously.

Correspondence

The following correspondence was discussed:

- A. July 27, 2012 email from Amy Vaclavik, McMahon to Roger Voigt, NMSC.
RE: Market rate interest change for Clean Water Fund.
- B. August 1, 2012 letter from Gerry Novonty, DNR to William Zielinski, NMSC.
RE: Receipt of Plans and Specs for sewerage treatment plant upgrade.
- C. August 21, 2012 letter from Attorney John Thiel to Randall Much, MCO.
RE: Opinion letter required by CWFP on statutory compliance on contracts awarded.

Attorney Thiel further explained the purpose of this letter to the Commission.

- D. August 21, 2012 letter from Attorney John Thiel to Randall Much, MCO.
RE: Opinion letter required by CWFP on NMSC holds Good and Marketable title on real estate.

Attorney Thiel further explained the purpose of this letter to the Commission.

The following correspondence was presented at the meeting:

- E. August 23, 2012 letter from Mike Huebsch, Wisc. Dept. Administration to Bill Helein, President Waverly Sanitary District.
RE: Variance request granted to Waverly to issue taxable bonds.

Old Business

Biosolids. Chad Olsen reported there is no information to be discussed at this time in open session.

New Business

Budget, Finance, Personnel

Accountant Voigt presented the financial statements for the month of July 2012. Accountant Voigt pointed out the income being generated in the operations. After discussion, motion made by Commissioner Zielinski, seconded by Commissioner Samsb to approve the Financial Statements for the month of July. Motion carried unanimously.

Teri Stecker discussed the Builders Risk insurance with the Commission. Commissioner Gunz questioned the common deductible seen in this type of coverage; Teri indicated it is usually a \$5,000 or \$10,000 deductible. Commissioner Gunz requested an example of when the Builders Risk policy would be used; Teri further provided an explanation. Tom Kispert indicated it is very common to have a Builders Risk policy; the question is who should obtain the policy, the Commission or the contractor. Further discussion ensued on the benefits for the Commission to purchase the Builders Risk coverage. Teri further discussed and explained the purpose of the umbrella insurance coverage. It is the consensus of the Commission to have the Commission purchase the Builders Risk coverage.

The Commission discussed the Town of Neenah Sanitary District #2 request for the ability to prepay the project costs in lieu of obtaining a Clean Water Fund loan. Commissioner Gunz questioned if the dollars being talked about would be worth the effort. The Commission further discussed this option. After discussion, motion by Commissioner Gunz, seconded by Commissioner Zielinski to not allow prepayments for costs associated with the Treatment Plant Modifications Project. Commissioner Falck questioned not understanding what the problem would be in allowing prepayments. The Commission further discussed. After discussion, voting aye: Commissioner Samsb, Gunz, Bauer, Hamblin, Zielinski. Commissioner Falck voting nay. Motion carried.

The Commission discussed the letter from Amy Vaclavik explaining the issues and actions needed by the communities for the Commission to obtain additional short term financing and to continue in the efforts in obtaining a Clean Water Fund loan. Commissioner Zielinski questioned who is going to coordinate these efforts with the communities. Commissioner Gunz questioned who would be the responsible party to contact. Amy Vaclavik would be the individual for both.

Accountant Voigt presented and discussed NMSC Resolution 2012-2; a Resolution Authorizing the Redemption of the 2015 Maturity of the Neenah-Menasha Sewerage Commission \$5,025,000 Sewerage System Revenue Bonds, Series 2003B, Dated September 1, 2003. This resolution was drafted by the Commission Bond Attorney Tom Griggs. This resolution is needed at this time to provide proper notification of our intent of the redemption of the Revenue Bonds maturing in 2015. This redemption was part of the 2012 Budget. After discussion, motion by Commissioner Gunz, seconded by Commissioner Falck approve NMSC Resolution 2012-2. Motion carried unanimously.

The Commissioners discussed the request of holding meeting two times per month due to the increased amount of items to be discussed. President Youngquist indicated we should establish these meetings beginning in October. Commissioner Bauer reported a second daytime meeting would be a problem for her. She would prefer to have the second meeting to be held in the evening at 5:00 pm or later. Commissioners discussed which day to hold the second meeting; further discussion centered on conflicts with evening meetings for other Commissioners. After discussion, President Youngquist announced the following upcoming meeting schedule for additional meetings in addition to the regular meetings on the fourth Tuesday of the month: September 18, 8:00 am – Special Meeting to award the contract from the bid opening on September 13; October 9, 8:00 am 2nd scheduled Regular Meeting in October; November 13, 8:00 am 2nd scheduled Regular Meeting in November. President Youngquist also set the December Regular Meeting to be on the 18th, in lieu of the 25th. No second Regular Meeting will be held in December.

Accountant Voigt presented the draft 2013 NMSC Budget. Discussion ensued; Commissioner Falck questioned the accuracy of some of the values reported on page A3. Upon initial review there is an error. Accountant Voigt will recheck the values and make the needed corrections to the proposed 2013 NMSC Budget. Hearing no other discussion, motion made by Commissioner Gunz, seconded by Commissioner Hamblin to schedule a Public Hearing at 8:00 am on Tuesday September 25, 2012 prior to the Regular Meeting to receive comment on the Proposed 2013 NMSC Budget. Motion carried unanimously.

Accountant Voigt presented the Accountant's Report and Cash Flow Projection for the month of July. The interest rates have not changed; MCO generated \$5,600 in income to the Commission in July. Accountant Voigt reported on changes to the cash flow projection and the projected cash shortage in December. Accountant Voigt discussed purchasing a Project Tracking add-on module for the CYMA accounting software program. The program costs \$395; the costs for installation, training, and configuration to update historical data is estimated to cost \$2,600. The majority of the cost will relate to updating the historical project information from the past two years. After discussion, motion by Commissioner Bauer, seconded by Commissioner Sambs to authorize the purchase and installation of the Project Tracking software at a cost not to exceed \$3,100. Motion carried unanimously. After discussions, motion made by Commissioner Hamblin, seconded by Commissioner Gunz to accept the Accountant's Report and cash flow projection for July. Motion carried unanimously.

Motion made by Commissioner Falck, seconded by Commissioner Hamblin to approve operating and payroll fund vouchers #133102 through #133146 in the amount of \$359,818.85 for the month of July 2012 and Construction Fund Vouchers #133 through #135 in the amount of \$160,789.92 for the month of July 2012. Motion carried unanimously.

Accountant Voigt presented MCO Invoices #16666, #16710 and #16705 in the amounts of \$118,845.45, \$650.20 and \$133.64. After discussion, motion made by Commissioner Falck, seconded by Commissioner Hamblin to approve for payment MCO Invoices #16666, #16710 and #16705 and to pay the invoices after September 1, 2012. Motion carried unanimously.

Accountant Voigt presented for payment McMAHON invoices #40350 - \$48,850.00; #40348 - \$5,860.00; and #40349 - \$6,655.00. After discussion, motion made by Commissioner Zielinski seconded by Commissioner Gunz to approve for payment invoices #40350, #40348 and #40349. Motion carried unanimously.

Tom Kispert discussed Certificate for Payment #1 for Contract N – Digester Gas Treatment from Unison Solutions, Inc. in the amount of \$17,760.00. The shop drawings are approved and the 5 percent payment for Contract N can be approved. After discussion, motion made by Commissioner Zielinski, seconded by Commissioner Bauer to approve for payment Certificate for Payment #1 for Contract N to Unison Solutions, Inc. in the amount of \$17,760.00. Motion carried unanimously.

Operations, Engineering, Planning

Manager Much reported the facility is operating well. Manager Much reported a violation in the mercury effluent; the effluent value was 6.08 ng/l which just exceeds the effluent limit of 6.0 ng/l. The methane engine was taken offline; no buyers were found to purchase the unit. The unit has been scrapped and removed; newer items installed that still have value for the treatment plant were pulled out of the unit before scrapping. Commissioner Hamblin questioned the purchase price of the unit; Chad Olsen reported the purchase price was approximately \$80,000. After discussion, motion by Commissioner Sambs, seconded by Commissioner Gunz to accept the Operating Report for July. Motion carried unanimously.

Tom Kispert presented and discussed the McMahon Agreement for Professional Services – Construction of Wastewater Treatment Facilities Modifications. This is the final version after discussions and negotiations with the Commission Attorney and Plant Update Committee. Commissioner Gunz commended the Plant Upgrade Committee for their efforts. Commissioner Gunz expressed his concerns with problems he sees in the document; he also discussed his concerns with the MCO and McMahon relationship. Manager Much addressed the concerns shared by Commissioner Gunz. Further explanation was requested on Section 6.01(H); Tom further explained this section. Commissioner Hamblin questioned Section 6.01 (A) warranty wording and if it is as discussed and approved; Attorney Thiel indicated it is. Attorney Thiel further discussed the issue of document ownership; it is resolved as best as we could, the NMSC is named as a co-owner of the documents. Commissioner Gunz sees the problem with these documents being public documents. Tom reported the contract has a line for the designated representative from the Commission; after discussion it was the consensus to name Randall Much as the designated representative. After discussion motion by Commissioner Gunz,

seconded by Commissioner Bauer to approve the McMahon Agreement for Professional Services – Construction of Wastewater Treatment Facilities. Motion carried unanimously.

Tom Kispert presented and discussed the Proposal for EPA Air Permitting Assistance. The work would be completed on a time and expense basis with an estimate of \$10,000. Tom reported he is anticipating the Commission will need the Type A permit; the cost for this service should be less than \$10,000. After discussion motion by Commissioner Falck, seconded by Commissioner Gunz to approve the Agreement for Professional Services with McMahon for the EPA Air Permitting Assistance. Motion carried unanimously.

Chad Olsen presented and discussed the Proposal for an Opinion of Probable Cost for Phosphorus Removal required by the agreement with the Fox-Wolf Watershed Alliance. This agreement is to perform the work needed by the Fox-Wolf Watershed Alliance. After discussion motion by Commissioner Falck, seconded by Commissioner Hamblin to approve the Agreement for Professional Services with McMahon for the Phosphorus Removal – Opinion of Probable Cost for a lump sum fee of \$5,900. Motion carried unanimously.

Tom Kispert updated the Commission on the Wastewater Treatment Modification Project. Hypochlorite Storage Tanks - Quotes received on the hypochlorite storage tanks were all over \$50,000. Tom reviewed and explained the differences in the quotes received from the various vendors. Based on the quotes received, Tom recommends purchasing the storage tanks from Crane Engineering subject to Crane Engineering including stamped drawings in the quote provided. After discussion motion by Commissioner Gunz, seconded by Commissioner Falck to accept the quote from Crane Engineering at a cost of \$59,160 which includes freight and warranty and also contingent upon receiving stamped drawings. Motion carried unanimously. Truck Scale – Manager Much discussed past issues with truck weights for biosolids loads and no weighing of the trucks were performed. Also discussed was the placement of the scale and potential reductions in hauling costs. Tom provided an opinion of the probable cost for the scale and installation would be \$340,000 plus engineering costs estimated at \$20,000.

Accountant Voigt excused from the meeting (10:30).

Tom further reported this dollar amount does not include the cost for a front end loader. Commissioner Falck questioned the \$350,000 for the project. Further discussion ensued on the benefits of having the truck scale. If the Commission authorizes the truck scale, Tom will try to put this item into the bid package for the September 13 bid opening. President Youngquist feels there is merit in having the scale. After discussion motion by Commissioner Falck, seconded by Commissioner Sams to authorize proceeding with a formal proposal showing a design concept for a truck scale. Motion carried unanimously.

Submersible Pump – The email received from Focus On Energy discussing a potential grant available for switching the backup submersible pump to operate as a full time use pump and adding a VFD to the unit was discussed. The estimated payback time provided by adding the VFD and using the pump full time would be 1.5 - 2.6 years. The Commission was reminded the intent for this pump was for emergency backup; this pump is also not inverter rated. This pump is not rated for 16,000 volts; VFD's can be susceptible to lightning strikes. The backup pump should be the backup pump. Rob Franck provided additional comments on the use of the submersible pump as a backup unit. After discussion motion by Commissioner Gunz, seconded by Commissioner Falck to thank Mr. Cantwell for his input on the potential energy savings with

the submersible pump but the Commission will not pursue the option of adding a VFD to the pump. Motion carried unanimously.

City of Menasha Plan Commission – Tom discussed the changes being made to the parking lot and driveway areas of the plant fall under the jurisdiction of the City of Menasha Plan Commission. With the changes, exterior lighting changes and landscaping updates will need to be incorporated into the project. Conditional approval has been received for the project. The Commission will need to provide a letter of credit; the value of the asphalt and lighting is estimated to be over \$160,000. Additional landscaping will need to be added to the east side of the parking lot with 5 Sea-Green Junipers. The Plan Commission requested the Commission to remove the fence from around the parking lot; this is not mandatory. The Commission further discussed; they feel the fence should remain for safety considerations for plant operations. The Commission further discussed their concerns regarding the letter of credit required by the Plan Commission.

Facilities Design – The specifications are in Madison; the plumbing has been approved. We are still waiting for other approvals to come in. There are seven prime bidders on the construction project.

Equipment Procurement – The first piece of equipment is coming tomorrow (Wednesday August 29) from Germany. The equipment manufacturer is paying the cost to off load the equipment at the treatment plant.

GIS Web Based Work Order System/ Operations/ Maintenance Manual – Shop drawings are being scanned in as they arrive. The work order management system is being used.

Change Order – Tom recommends the Commission should procure the electrical auto transfer switches for the backup generator due to timing issues so the equipment is onsite in November when the equipment will be needed. The equipment needed will be 2 auto transfer switches and 3 fused disconnect switches at a cost of \$39,534.79. By procuring these items direct from the manufacturer the delivery date will be two months earlier. After discussion motion by Commissioner Gunz seconded by Commissioner Zielinski to approve the change order for the owner procured electrical auto transfer switches and fused disconnect switches. Motion carried unanimously.

Motion made by Commissioner Zielinski, seconded by Commissioner Hamblin to convene into closed session pursuant to Wis. Stats. § 19.85(1)(e) to discuss strategy concerning the Contracted Industrial User as it affects the financing of the Sewer Plant Project. Also, pursuant to Wis. Stats. § 19.85(1)(e) to discuss identified real estate options for placement of a building to be used by the Commission and hauling and spreading proposals for which bargaining reasons and developing acquisition strategy require a closed session to protect the public investment and spending of public funds. Also, pursuant to Wis. Stats. § 19.85(1)(e) to confer and review oral legal advice by legal counsel to the Commission as to potential litigation with Insurance Carriers as it relates to the lawsuit(s) commonly referred to as the Fox River litigation, and to take action in closed session concerning legal bills. By roll call vote taken, motion carried unanimously, by Commissioners Zielinski, Bauer, Falck, Gunz, Hamblin, Sambs, Youngquist.

Meeting convened into closed session at 11:17 a.m.

After discussions, motion made by Commissioner Zielinski, seconded by Commissioner Falck to adjourn the closed session and return in Regular open session. By roll call vote taken, motion

August 28, 2012
Regular Meeting
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carried unanimously by Commissioners Zielinski, Bauer, Falck, Gunz, Hamblin, Sams, Youngquist. The Commission returned to Regular open session at 12:02 p.m.

Motion made by Commissioner Hamblin, seconded by Commissioner Zielinski to adjourn the meeting. Motion carried unanimously. Meeting adjourned at 12:02 p.m.

President

Secretary

THE NEXT REGULAR MEETING IS SCHEDULED FOR TUESDAY September 25th, 2012.

NEENAH-MENASHA SEWERAGE COMMISSION

Special Meeting

Tuesday September 18, 2012

Special Meeting was called to order by Commission President Youngquist at 8:00 a.m.

Present: Commissioners Gordon Falck, Jim Gunz, Raymond Zielinski, Tim Hamblin, Dale Youngquist; Manager Randall Much, Attorney John Thiel, Accountant Roger Voigt.

Excused: Commissioner Mike Sams, Kathy Bauer.

Also Present: Amy Vaclavik, Tom Kispert (McMAHON), Rob Franck, Paul Much (MCO).

Correspondence

The following correspondence was discussed:

- A. August 30, 2012 letter from Randall Much, NMSC to Menasha Mayor Don Merkes.
RE: NMSC Wastewater Treatment Plant Modification Project.
- B. September 6, 2012 letter from Randall Much, NMSC to Neenah Mayor George Scherck.
RE: NMSC Wastewater Treatment Plant Modification Project.
- C. September 13, 2012 letter from Randall Much, NMSC to Menasha Mayor Don Merkes.
RE: Actions needed by City of Menasha.

Accountant Voigt reported on the results of the Menasha Common Council Meeting of September 12. The Menasha Common Council approved a motion to remove the requirement of obtaining a guarantee from Sonoco as a condition for participating in obtaining a Clean Water Fund loan for the NMSC Wastewater Treatment Plant Modification Project. The motion passed on a vote of 4 aye, 3 nay.

Budget, Finance, Personnel

Amy Vaclavik explained the purpose of the NMSC user charge system and why it would be beneficial to update the user charge with the Treatment Plant Modification Project. President Youngquist questioned if this is necessary and if we need to do this now. Amy indicated yes she believes it is important especially with the changes that are occurring. Amy reported an estimated cost of \$29,300 for updating the user charge system; an amendment to the engineering contract will be presented to the Commission at the meeting on September 25. The costs for updating the user charge system will be eligible for Clean Water Fund financing. Commissioner Gunz discussed; he indicated we may be required to update the user charge system. It would also be good for us to do this in case we are challenged on the rates we are charging.

Accountant Voigt reported on the status of the communities taking action for proceeding with obtaining the Clean Water Fund loan. The Town of Menasha has passed a resolution amending their original motion requiring Sonoco to provide a guarantee; the meeting with the Neenah

Finance Committee was positive and we anticipate the Neenah Council will also pass a similar resolution at their meeting on September 19. Commissioner Gunz questioned if we have looked at other financial institutions in obtaining short term interim financing; could we possibly obtain a better loan rate from someone else. President Youngquist will provide Accountant Voigt with some contacts he has with other institutions. Accountant Voigt will make contacts to see if other institutions would be interested and at what level of financial commitment they could provide.

Operations, Engineering Planning

Tom Kispert reviewed his letter of recommendation to the Commission regarding the bids received for the Wastewater Treatment Plant Modification Project. Commissioner Gunz questioned Tom on how many bidders he was anticipating for the project. Tom thought there would have been three bidders, possibly a fourth; only two bids were received. August Winter & Sons, Inc provided the low base bid in the amount of \$11,644,900. J.F. Ahern Company provided the second lowest base bid in the amount of \$12,165,000. Tom further discussed the four Alternate Bids requested and the recommendation to accept or not accept any of the Alternate Bids. Alternate Bid #3 for painting two secondary Digester Covers was recommended to be accepted; August Winter & Sons, Inc provided the lowest bid in the amount of \$534,952. The second lowest bid was received from J.F. Ahern Company in the amount of \$787,000. Alternate Bids #1, #2, and #4 were all recommended to not accept. Tom further discussed an alternative to Alternate Bid #2 in which the Commission could issue a deduct Change Order to provide four oil-filled Primary Clarifier Drives. After discussion, motion by Commissioner Gunz, seconded by Commissioner Falck to award Contract N0008-9109101-2 to the low bidder, responsive, responsible bidder, August Winter & Sons, Inc., in the amount of \$12,179,852.00, which includes accepting the Base Bid and Alternate Bid #3; contingent upon approval of the Plans and Specifications by the Wisconsin Department of Natural Resources (DNR), and securing financing for the project. Motion carried unanimously.

Manager Much reported to the Commissioners a request from an owner of property in the City of Menasha in which he would like to receive clarification of the easement on his property regarding the interceptor sewer located on such property. The property owner would also be interested in obtaining some form of variance in the easement to provide for a larger footprint for a potential home site. Commissioners further discussed how much area would be needed for an easement to allow for any work that may be needed in the future on the interceptor. After discussion, motion by Commissioner Gunz, seconded by Commissioner Hamblin to approve amending the easement on this property to be a permanent 30 foot easement to encompass the area 10 feet west of the centerline of the interceptor and 20 feet east of the centerline of the interceptor with a hold harmless clause to the Commission and to have the property owner draft and provide a copy of the easement to the Commission Attorney for his approval. Motion carried unanimously.

Motion made by Commissioner Falck seconded by Commissioner Gunz to convene into closed session pursuant to Wis. Stats. § 19.85(1)(e) to discuss strategy concerning the Contracted Industrial User as it affects the financing of the Sewer Plant Project. Also, pursuant to Wis. Stats. § 19.85(1)(e) to discuss identified real estate options for placement of a building to be used by the Commission and hauling and spreading proposals for which bargaining reasons and developing acquisition strategy require a closed session to protect the public investment and

September 18, 2012
Special Meeting
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spending of public funds. By roll call vote taken, motion carried unanimously, by Commissioners Gunz, Falck, Hamblin, Zielinski, Youngquist.

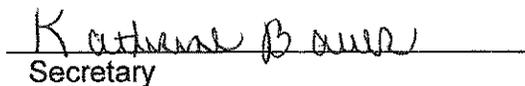
Meeting convened into closed session at 9:16 am.

After discussions, motion made by Commissioner Gunz, seconded by Commissioner Falck to adjourn the closed session and return in open session. By roll call vote taken, motion carried unanimously by Commissioners Gunz, Hamblin, Falck, Zielinski, Youngquist. The Commission returned to open session at 9:42 am.

Motion made by Commissioner Zielinski, seconded by Commissioner Hamblin to adjourn the meeting. Motion carried unanimously. Meeting adjourned at 9:42 a.m.



President



Secretary

CITY OF MENASHA
Parks and Recreation Board
1st Floor Conference Room, City Hall – 140 Main Street
September 25, 2012
DRAFT MINUTES

A. CALL TO ORDER

The meeting was called to order by Chr. Dick Sturm at 4:40 pm

B. ROLL CALL/EXCUSED ABSENCES

MEMBERS PRESENT: Chr. Dick Sturm, Ald. Kevin Benner, Lisa Hopwood, Ron Suttner, Nancy Barker

MEMBERS EXCUSED: Luke Schiller, Sue Pawlowski

OTHERS PRESENT: PRD Tungate, PS Maas

C. MINUTES TO APPROVE

1. **Minutes of the September 10, 2012 Park Board Meeting**

Moved by L. Hopwood seconded by N. Barker to approve the September 10, 2012 Park Board minutes.
Motion carried.

D. PUBLIC COMMENT ON ANY ITEM OF CONCERN ON THIS AGENDA

Five (5) minute time limit for each person.

E. REPORT OF DEPARTMENT HEADS/STAFF/YOUTH LIAISON OR CONSULTANTS

1. None

F. DISCUSSION

1. None

G. ACTION ITEMS

1. **Recommend Location of a Fence Along a Portion of the Friendship Trail Near the West Boundary of the Heckrodt Wetland Reserve-**

PRD Tungate updated the Board on his recent discussions with Heckrodt officials on the fence issue. He reminded the Board that the land to the north of the proposed fence line falls within Heckrodt's management area and they are presumably clear to place a fence there if they wish. The other area they wish to install a fence falls within the Friendship Trail corridor and under Park Board review. The specific location of a proposed split rail fence and 6' high chain link fence was described on a map presented to the Board. Heckrodt will be planting Virginia Creeper, a hardy perennial vine, along the fence to soften the look of the fence. Motion by L. Hopwood, seconded by N. Barker to recommend to the Common Council the placement of a fence for Heckrodt Wetland Reserve security and habitat preservation along the east side of the Friendship Trail north of the railroad tracks to near Plank Road (as described on attached map). The fence line would become the designated boundary between city park land and property under control of Heckrodt Wetland Reserve, Inc. The cost to install and maintain the fence would be the responsibility of the Heckrodt Wetland Reserve, Inc. Motion carried 5-0

H. PUBLIC COMMENT ON ANY MATTER LISTED ON THE AGENDA

Five (5) minute time limit for each person

1. None

I. ADJOURNMENT

Moved by L. Hopwood, seconded by N. Barker, to adjourn at 5:28 p.m. Motion carried.

CITY OF MENASHA
Parks and Recreation Board
Public Works Facility – 455 Baldwin Street, Menasha
September 10, 2012
DRAFT MINUTES

A. CALL TO ORDER

The meeting was called to order by Chr. Dick Sturm at 6:04 p.m.

B. ROLL CALL/EXCUSED ABSENCES

MEMBERS PRESENT: Chr. Dick Sturm, Ald. Kevin Benner, Sue Pawlowski, Ron Suttner, Nancy Barker, Luke Schiller, Lisa Hopwood

MEMBERS EXCUSED:

OTHERS PRESENT: PRD Tungate, PS Maas, Ald. Mike Taylor, Jim Bartz, Tracey Koenig, Ron Hansetter, Wally Bergstrom, Ald. Steve Krueger

C. MINTUES TO APPROVE

1. **Minutes of the August 13, 2012 Park Board Meeting**

Moved by L. Schiller, seconded by L. Hopwood to approve the August 13, 2012 Park Board minutes. Motion carried.

D. PUBLIC COMMENT ON ANY ITEM OF CONCERN ON THIS AGENDA

Five (5) minute time limit for each person.

Ald. Mike Taylor commended N. Barker on her Isle of Valor Citizen Award and the need to protect HWR from trespassers along the trail. Jim Bartz stated the new fence would reduce disturbance to wildlife and that the PD supports the fence from a safety standpoint.

E. REPORT OF DEPARTMENT HEADS/STAFF/YOUTH LIAISON OR CONSULTANTS

1. **Department Report – PRD Tungate**

PRD Tungate reported on the recent movie night at the pool, news has been positive so far on the city's chances of receiving a grant for a new neighborhood park, though nothing has been confirmed yet. Meetings have been held recently regarding the Gilbert site, project seems to be moving again in a positive direction.

2. **Park, Pool and Vandalism Report – PS Maas**

PS Maas reported that no vandalism occurred this month. Lots of special event set up, summer help is gone. Tree removals taking placing and staff are gearing up for October tree planting.

F. DISCUSSION

1. **Review of 2012 Moosefest and Potential Future Plans – Ald. Steve Krueger**

Ald. Krueger thanked the Park Department for their help. He described his vision for the event which includes turning it into the aquatic version of EAA. This would include bringing in boat manufacturers to display their latest equipment. Ald. Krueger suggested that there may be proceeds from the event that could go toward boating and fishing improvements in Jefferson Park. His main intent was just to inform the Board of his intentions and to gauge their support for such and event. The Board seemed to not have any issues with the concept. Ald. Krueger would like the Board to consider adding Moosefest to the handful of events that have a standing event date held for them each year.

2. **Revised Policy for Allowing Vending in City Parks**

A revised draft was available to the Board. Discussion or action on this item was delayed until next month.

G. ACTION ITEMS

1. **Consent to Use Park Access Points for the Proposed Fox-Wisconsin Heritage Water Trail**
Motion by Ald. K. Benner, seconded by S. Pawlowski to allow consent for the public to access park sites for the proposed Fox-Wisconsin Heritage Parkway-Water Trail. Motion carried.
2. **Recommendation to Demolish All Buildings on the Army Reserve Building Site and to Return the Area to Park Land**
The Board reviewed a packet of information and photos depicting the condition of the buildings on the site. Ald. K. Benner and Chr. D. Sturm described what they saw on a recent visit. Broken water pipes, asbestos, foundation problems and roofing problems were cited as areas of greatest concern. The heating system for the building was not drained properly at time of shut down. For these reasons, plus the fact that if the city wants the building removed, they will have one opportunity to have that done presumably by the Federal government, that now is the time to seek this outcome and return the area to park land. Moved by Ald. K. Benner, seconded by S. Pawlowski to recommend to the Plan Commission to demolish all buildings and foundations on the site and return the site to its former use as park land. Motion carried.
3. **Recommend Possible Fence Location Along a Portion of the Friendship Trail on the West Boundary of the Heckrodt Wetland Reserve – Site Visit**
Board members and members of the Heckrodt Board made a site visit to the trail area between the Heckrodt boundary and City garage fence. J. Bartz and PRD Tungate explained how both entities have engaged in a long process of discussion that has seemingly lead to a compromise that both parties (City and Heckrodt) could live with. After the tour, the Board continued to discuss the matter and the options that were presented to them. The Board's main concerns were to lessen the visual impact of the fence and trail user safety. Heckrodt's main issue was to lessen the human impact on the habitat and animals that have used this area of Heckrodt in the past and now appear to be leaving due do human intrusion into these areas. Moved by Ald. K. Benner, seconded by S. Pawlowski to ask staff to go back to HWR officials with the fence location preferences they would like to see and bring this topic back as an Action Item on the agenda, possibly at a special Board meeting that would be held prior to Heckrodt's next Board meeting on September 26. If this occurs, a recommendation would be sent to the Common Council on October 1.

H. PUBLIC COMMENT ON ANY MATTER LISTED ON THE AGENDA

Five (5) minute time limit for each person

1. None

I. ADJOURNMENT

Moved by Ald. K. Benner, seconded by R. Suttner, to adjourn at 8:25 p.m. Motion carried.



**MENASHA POLICE COMMISSION MEETING MINUTES
DRAFT**

President Ron Duuck called the meeting to order on September 6th at 4:30PM, Menasha Safety Building, 430 First Street, Menasha, Wisconsin

Present:, Ron Duuck, Tony Gutierrez, Terri Reuss, Chief Styka, Marshall Spencer, Jason Dionne

Meeting minutes

- Marshall Spencer moved to approve the June 27th minutes. Terri Reuss seconded the motion. The motion was unanimously carried.

Chief Styka report

Correspondence:

- Mayor Merkes: Above and Beyond Award
- E-mails to review

Training:

- Amy Cook: School Resource Officer, Appleton, WI
- Jamal Kwar: NIMS 300, Menasha, WI
- Nick Oleszak: Telephonic Records & internet Searches, Rockford, IL
- Chris Groeschel: Crime Prevention & Physical Security, Appleton, WI

Department Updates:

- Hiring Process: Officer Anthony Edwards one week of training left then scheduled to be on his own. Officer Effert progressing well on his own. Officer Heidemann is on schedule as well and is about ½ through his training program.
- Elementary School PSLO Position – Jeff Jorgenson
- Lt. Brett Halderson progressing very well in his new position
- Ron Bouchard Status: due to staffing he will continue on until 2013
- OWI Task Force
- \$40,000 in traffic enforcement grants
- 2013 Budget

Jason Dionne made a motion at 5:00 pm to enter into closed session. The motion was seconded by Tony Gutierrez. President Duuck conducted a roll call vote and the motion was unanimously supported.

Closed session Wisconsin statutes sec 19.85 (1)(c)

- Considering the employment, promotion, compensation or evaluating the performance of any employee under the commission's jurisdiction.
- Open patrol positions (consideration of candidates)

Motion to return to open session by Jason Dionne seconded by Tony Gutierrez at 7:27 pm. The motion was unanimously supported.

Adjourn: Motion by Tony Gutierrez seconded by Terri Reuss at 7:28 pm. The motion was unanimously supported.

- The next bi monthly meeting will be held November 15th, 2012 at 4:30pm Menasha Safety Building, 430 First Street, Menasha, Wisconsin.

Menasha alderpersons occasionally attend meetings of this body. It is possible that a quorum of Common Council, Board of Public Works, Administration Committee, Personnel Committee, may be attending; however no official Action of any of these bodies will be taken.

Menasha is committed to its diverse population. Our non- English speaking population or those with disabilities are invited to contact the acting Chief of Police at 967-3500 at least 24-hours in advance to ensure special accommodations can be made.

Respectfully submitted,
Theresa Reuss
Commissioner, Secretary



City Hall Safety Committee Meeting

August 2, 2012
MINUTES

Meeting called to order at 1:35 PM by T. Drew

Present: Tom Stoffel, Kate Clausing, Todd Drew, Sue Nett, Vicki Lenz

Excused: Kristi Heim, Adam Alix, Pam Captain

A. Motion to approve minutes from May 7, 2012 made by T. Stoffel and seconded by V. Lenz. Motion carried.

B. Old Business

1. **Safety Manual** – Update discussed under training section
2. **City Hall** – Handicap sign placed at the entry to the City Hall Parking lot which identifies the front entrance as the handicap accessible entrance to City Hall.
3. **Employee Information Board Placement** – discuss location at the August meeting.

C. New Business

1. **Monthly Safety Topic** on medical emergency procedures was provided and discussed.
2. **Injury Review** –V. Lenz discussed an injury involving a library employee who punctured their hand by a portion of a metal basket. Recommendation to monitor and address any equipment which may have potential hazards. Recommendation was to have employee contact Health Department regarding tetanus shot status.
3. **Chemical inventories / MSDS Sheets**- T. Drew reinforced the necessity for chemicals brought in to include MSDS sheets and that if possible, all chemicals should be obtained through supervisor and/or A. Alix.
4. **Additional new items** – no new items discussed.

D. Training

1. **Safety Manual Training Intranet - update** T. Drew covered that the Safety Manual and review quiz is available on the intranet. All employees should review the revised manual and take quiz. An email will be automatically sent to the Health Department after completion which will acknowledge the employees review of the manual.

2. **Hearing Protection Training Intranet – update** T. Drew reminded that all employees who participate in hearing screening must take this internet refresher training.
3. **Additional Training items for discussion** – Library in service will include a presentation by S. Nett on proper completion of injury reports for employees and non-employee incidents.

E. Motion to adjourn at 2:10 PM by S. Nett second K. Clausing. Meeting adjourned.



**Public Works / Parks Safety Committee
August 28, 2012
Minutes**

Meeting called to order at 9:05 AM.

Present: Jeff Nieland, Todd Drew, Kevin Schmahl, Vince Maas, Tim Jacobson Mark Radtke, Ken Popelka, Pam Captain, Brian Tungate

Absent: Jim Julius, Sue Nett, Corey Gordon

A. Motion to approve minutes from June 26, 2012/ July 24, 2012 motion A. Alix second
P. Captain – motion passed

B. Old Business

1. **Hearing Conservation** – Ipod use, power washer – Ipod use and radio ear muffs will not be used in cases where hearing protection is required. V. Maas stated that he has already addressed the issue of Ipods and Radio ear muffs not to be used in cases where hearing protection is required. Drew discussed updated noise study conducted with Ben Rank – CVMIC most notably the power washer in the vehicle garage exceeded 85dba and therefore requires hearing protection to operate. Drew to request sign shop create a hearing protection required sign to be posted.
2. **Chemicals/PPE/ Training** – Drew reinforced the importance to have appropriately trained employees using chemicals. Drew also requested that a comprehensive list of summer employees be provided prior to work beginning.
3. **PPE Use General** – Drew cited that DPW/Parks employees were noted not using required PPE. Drew requested that supervisors reinforce the requirement to use PPE when appropriate. Drew cited employee failing to use respiratory protection while using a concrete saw.

C. New Business

1. **Monthly Safety Topic** "Drowsy Driving is Lousy Driving..." Topic was distributed and discussed.
2. **Injury Review.** No injuries Reported.
3. **Jefferson Park** – CVMIC walk thru findings reviewed. Many of the items addressed prior to meeting. Remaining items will be addressed now that the pool is closed. Follow-up walk thru of the pool to be conducted in April 2013 prior to pool opening.

4. **Additional new business to discuss-** Committee made the recommendation to research options and work on an electronic MSDS sheet program. Drew to discuss with IT regarding options. Drew and Nett to look at having volunteers help with scanning sheets.

D. Training

1. **Hearing screening training** – Drew requested that all employees who received hearing screening must complete the intranet hearing protection review. Drew to check list of those who have completed review.
2. **Summer Help Training** – Discussion regarding conducting all training of summer help prior to beginning work. This would include safety training and equipment use and checks conducted by maintenance. Issue related to students start dates, possible internet training prior to starting which could be completed self paced. Additional discussion in September.
3. **New DPW/Parks employees** – Drew requested that M. Brunn inform of any new hires. Suggested training be conducted prior to start date.
4. No other training suggestions made.

E. Motion to adjourn at 10:15 AM.



MEMO

TO: Common Council

FROM: Ald. Sevenich, Council President

SUBJECT: Water & Light Commission Vacancy

DATE: September 26, 2012

There will be a vacancy on the Water & Light Commission as of October 1, 2012. The City of Menasha Common Council is soliciting interested residents to apply for the appointment. The appointment is for a five year term. You must be a resident of the City of Menasha. A background in engineering, finance, accounting or business is preferred.

The Water & Light Commission has authority to appoint a manager, superintendents and other employees of the Electric, Water and Telecommunications Utilities. Commission meetings are currently held on the fourth Wednesday of the month at 8:00 a.m. or at such other times as are necessary and agreed to by the members.

This is a voluntary position. Interested citizens should submit a letter of interest and/or resume describing qualifications and statement as to why the applicant is interested in serving to Menasha City Clerk Debbie Galeazzi, 140 Main Street, Menasha or dgaleazzi@ci.menasha.wi.us

Thank you

CITY OF MENASHA
2013 Operations/Capital Budget Calendar

<u>Budget Calendar</u>	<u>Activity</u>
	Budget Requests for 2013 prepared by Department Heads. Miscellaneous Budget Requests for 2013 prepared by Finance.
August 15	Equalization values for municipalities released by State. Totals compiled by Comptroller/Treasurer. Budget Requests reviewed by Mayor.
September 14	Levy Limit worksheet for 2013 mailed out by State.
September 17	Shared Revenue estimates for 2013 mailed out by State Budget prepared by Mayor and compiled by Finance for distribution.
October 15	Proposed 2013 Executive Budget Workbook delivered to Common Council with Mayor's comments and recommendations.
October 31	Publish Notice of Public Hearing. ERP Budget Limit Notice received.
November 1, 7, 12, 14	Common Council review of Recommended 2013 City Budgets.
November 12	Lottery and Gaming Credit information received from State
November 19	Common Council review of Recommended City Budgets (if necessary). Public Hearing and Adoption of Year 2013 City of Menasha Operations/Capital Budgets.
November 20 – December 7	Calculating, printing, sorting and mailing of Property Tax Bills by Finance Department.
December 17	Levy Limit Worksheet report and Statement of Taxes report return date deadline
January 1, 2013	Implementation of 2013 City Budget by all Departments.



IN REPLY REFER TO

DEPARTMENT OF THE ARMY
DETROIT DISTRICT, CORPS OF ENGINEERS
477 MICHIGAN AVENUE
DETROIT, MICHIGAN 48226

September 7, 2012

Engineering and Technical Services Division
Great Lakes Hydraulics and Hydrology Office

To Our Lake Winnebago Partners:

You are invited to attend the interagency coordination meeting concerning the regulation of the outflows from Lake Winnebago into the lower Fox River. The meeting will be held at Radisson Paper Valley Hotel on 333 West College Avenue, Appleton, WI on Tuesday, October 23, 2012 at 3:00 PM (C.D.T). A map of the hotel location is enclosed.

This is an interagency meeting that will be open to the public. It is being conducted to exchange information between the Corps of Engineers and representatives of other groups that have expressed an interest in the water resources management of the Lake Winnebago Basin.

The meeting agenda is as follows:

- a. Regulation Actions, October 2011- September 2012
- b. Regulation Strategy, October 2012- September 2013
- c. Other Items of Concern

We look forward to your participation. If you have any questions, please contact Mr. Keith Kompoltowicz at (313) 226-6442.

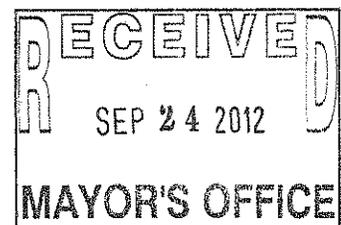
Sincerely,

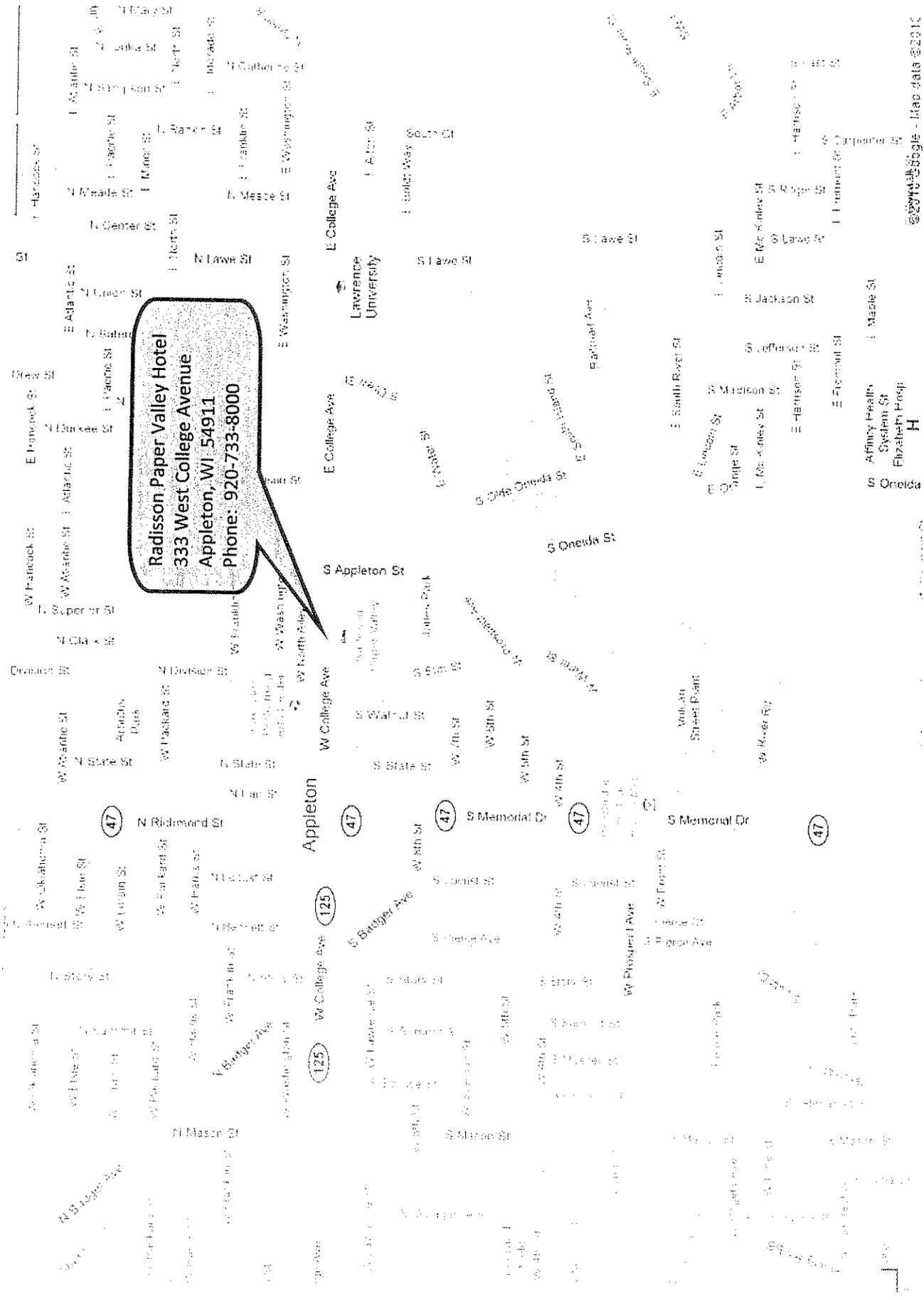

Michael K. O'Bryan, P.E.
Chief, Engineering and Technical
Services Division

Enclosure

Copies Furnished:

Kewaunee Sub-Ofc.
Fox River Proj. Ofc.
GLH&H Ofc.





Radisson Paper Valley Hotel
333 West College Avenue
Appleton, WI 54911
Phone: 920-733-8000

Affinity Health System St
 Elizabeth Hosp
 H
 Ononda
 Maple St
 Fremont St



Calling All Volunteers

—October 2012—

Heckrodt Wetland Reserve

Invite a friend to share in a meaningful service experience,
and support your local nature center by volunteering.

The following volunteer opportunities are now available at Heckrodt Wetland Reserve. Please contact Andrea Bierbrauer at 920-720-9349 or heckrodtwetland.andrea@tds.net to sign up for opportunities.

Nature Center Sitters Needed

A volunteer is needed from 12:30-3:00pm each of the following dates:

- * Saturday, October 20 and Sunday, October 21st;
- * Saturday, November 3rd
- * Saturday, November 10th, and Sunday, November 11th

Spend some time relaxing in the peaceful nature center while a staff member is teaching a program. Come and be a helpful presence and catch up on your reading.



Program Prep Needs

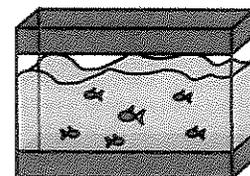


- ◆ Volunteers are needed to help stage cub scout programs for October, and November. Jobs include: folding and compiling packets and pulling together program supplies. Help needed by October 15 and November 10.
- ◆ Volunteers are also needed to help with craft prep projects for our up-coming winter programs. Opportunities will involve some cutting, tracing, hole-punching, and counting.

Aquarium cleaners are needed

Heckrodt is looking for a volunteer or family to come in twice a month to assist with cleaning and maintaining our aquariums.

Training will be provided.



Heckrodt needs one bulk-sized pickle jar.

Creepy Crawlies Volunteers Wanted!

We Need Your Help!

Friday, October 5th & Saturday, October 6th!

We have many volunteer opportunities for this Event.

Thursday - October 4th - from 8am-12pm. 2 Volunteers are needed in setting up the trail lights. Volunteers can expect to untangle and hang orange Halloween lights.

Thursday - October 4th - from 5:30-7:30 pm Volunteers needed to assist with the pumpkin carving night. Responsibilities will include assisting families carve pumpkins and clean up.

Saturday - October 6th - from 3-5pm. 2-4 volunteers needed to assist in setting up the haunted trail. Volunteering will be completely outdoors and really active.

Friday and Saturday - from 5:15-9:15pm. 20 volunteers each night in costumes along the Haunted Trail. We'll also need 5-8 responsible trail guides. Volunteers are required to stay the entire time and be outdoors for most of the event. They'll also assist with clean up after the event.

Friday and Saturday - from 5:15-9:30 pm. Volunteers needed to assist with events such as wristband admissions, hayride assistants, children's craft, Halloween tales assistant, creatures of the night scavenger hunt assistants, nature center help, parking assistants and clean up.

Saturday, October 6 - from 2:30-4:30pm. 1-2 volunteers need to assist HWR staff in setting up Little Spooks Trail.

*Walk-in volunteers cannot be accommodated. Court ordered community service is not accepted.

Heckrodt Wetland Reserve
(920) 720-9349

1305 Plank Road Menasha, WI 54952
www.heckrodtwetland.org



TO: Common Council
FROM: Mayor Merkes
DATE: 17 September 2012

D/M

RE: Recognition by Fox Cities Cycling Association

As biking becomes a larger part of our everyday life, it's good to know that Menasha is in the forefront of providing safe and accessible bike routes throughout our city, thereby enhancing our resident's quality of life.

I had the pleasure of accepting an award from the Fox Cities Cycling Association in recognition of "*Outstanding Bicycle Improvements*" last Sunday afternoon. In particular, the city was recognized for improving bicycle safety along HWY 47 from Ninth Street to Third Street by adding dedicated bike lanes. This was a cooperative initiative between the City of Menasha and Activate Fox Cities to improve the Hwy 47 corridor for bicycle travel.

A copy of the award is attached.

Fox Cities Cycling Association

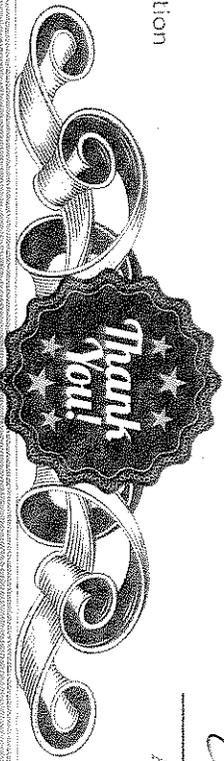
This certificate is proudly presented to

City of Menasha

Community Recognition for Outstanding Bicycle Improvements

FCCA

Fox Cities Cycling Association

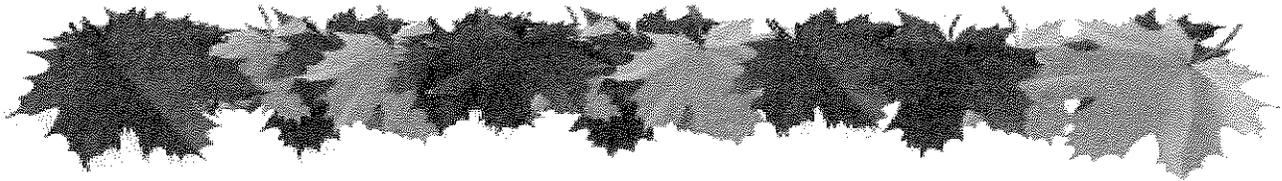


al Mr

Association President

MENASHA HISTORICAL SOCIETY NEWS

October 2012



DAZZING AUTUMN COLORS HAVE ARRIVED SO HOPE YOU ARE ALL ENJOYING THEIR BEAUTY.

We opened our fall/winter season with a potluck picnic in Smith Park –well, we thought that's where we would be, but the weatherman had a different idea. After a few minutes in the pavilion it was determined to be a tad-bit chilly so we set up inside the Memorial Bldg. with the help of 2 able-bodied men, Tom and Allen. The usual guests (the bees) were not invited this year which made for warm and cheerful surroundings. A huge thank you goes out to Dolores Gear for preparing the delicious Spanish hamburger which was supplemented by the tasty and plentiful food 20 of our members shared with each other. After lunch we had a most interesting and educational talk by our Board Member, Dick Loehning, who presented us with facts and figures regarding our caboose located in Smith Park. That was followed by a tour for anyone who had not yet been through it. It was so good to see everyone again.

UPCOMING EVENTS

October 11 – 7:00 p.m. Elisha D Smith Public Library Co. E Room

**The mysterious history of Menasha's James Island, and the surrounding area
presented by Gideon Hoekstra
a Menasha High School Student**

ACTIVITIES

Bob, Jean & Sylvia recently set up a "booth" at the Farmers Market. It gave our organization exposure along with making a few sales of our historical literature and new "Menasha" book. If anyone is interested in spending a couple of hours on a Thurs. afternoon please contact Bob or Jean and we will make arrangements to set up another booth before the season ends. As we continue to "grow with-the-times" every extra dollar helps us to keep up with the rapidly changing advances in technology.

Board of Directors monthly meeting, Oct. 2 - 10:15 a.m. (please note time change this month) in the resource center/museum. Anyone is invited to attend and observe the "behind-the-scenes work in progress".

The Elisha D. Smith Public Library is sponsoring Genealogy workshops on Saturdays in October, 10:00 am – Noon and will be held in the Company E Room. Call 967-3690 for more information.

REMINDER:

"Wow, that time of year is approaching rapidly and I don't know what to get my --- or --- or ---for Christmas and oh yes they also have birthdays coming soon. Then I remembered the Menasha Historical Society has a newly published "Menasha" book for sale (\$21.99) and my problems were solved so easily. I can pick 1, 2, or more up at the Resource Center/ Museum on Mondays (9:00 a.m.-12:30 p.m.) or I can call Jean at 722-7349 and she will make arrangements to hand-deliver them (as long as I live in the immediate area!!). So now my gift-giving dilemma is solved with very little effort. (I also know if I purchase the books directly from the society they receive the profits whereas if I should purchase one at a retail store the society would not receive any profit even though they supplied most of the pictures and information contained within the book.) Thanks for the suggestion!!

Oh yes, I must remember to pay the dues (\$15/individual - \$25/couple) and join that organization which continues to preserve our history for generations to come. I understand they are in dire need of volunteers so I could inquire what and where I could be of help. I'll be in contact soon!!

Positive Side of Life

You can learn a lot from crayons—some are sharp, some are dull, some are pretty, some have weird names and they are all different colors BUT they all exist very nicely in the same box!

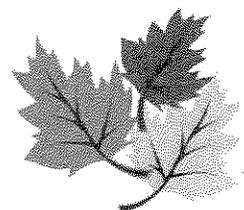
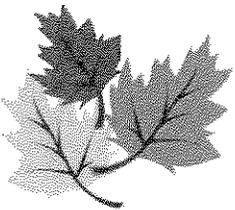
Birthdays are good for you. The more you have the longer you live!

A friend is someone who thinks you're a good egg even though you're slightly cracked!

Happiness comes through doors you didn't even know you left open!

A truly happy person is one who can enjoy scenery on a detour!

Now go out and enjoy the day-----See you soon-----



RESOURCE CENTER & MUSEUM

(Located at 640 Keyes Street)

P.O. Box 255

Menasha, WI 54952

jchew2366@yahoo.com

menashahistorical@yahoo.com

www.menashahistorical.webs.com

OFFICERS & BOARD OF DIRECTORS

PRESIDENT

Bob Smarzinski

VICE-PRESIDENT

Jean Chew

SECRETARY

Dolores Gear

TREASURER

Nancy Ropella

RESOURCE DIRECTOR

Katie LaMore

ADVISOR

Paul Brunette

EX-OFFICIO

Nancy Barker

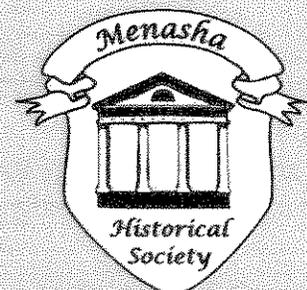
Sylvia Biebel

Stacey Hoekstra

Tom Konetzke

Dick Loehning

Carol Sweet

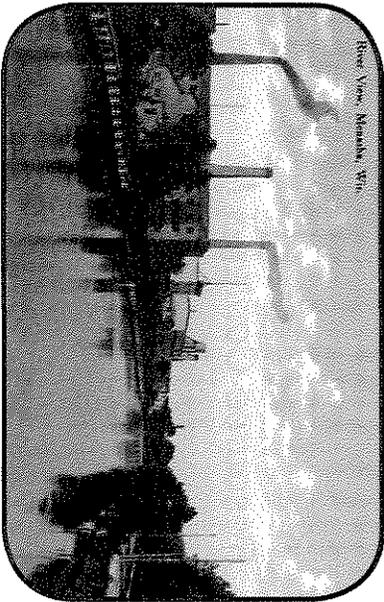


OFFICERS

President Bob Smarzhinski
Vice-President Jean Chew
Secretary Dolores Gear
Treasurer Nancy Ropella

BOARD OF DIRECTORS

Resource Director Katie LaMore
Advisor Paul Brunette
Ex-Officio Nancy Barker
Sylvia Biebel Stacey Hoekstra
Tom Konetzke Dick Loehning
Carol Sweet



We invite you (any age) to become a member, attend our interesting programs, and participate in our continued preservation of artifacts and information.

*Annual dues are \$15/individual, \$25/couple.
Menasha Historical Society
P.O. Box 255
Menasha, WI 54952*



September 13 - Noon

(Smith Park Pavilion)
Potluck Picnic

*History and tour of caboose located in
Smith Park*

Presented by Dick Loehning

October 11 - 7:00 p.m.

(Elisha D. Smith Library)
Company E Room

*James Island and Trestle Trail
Presented by Gideon Hoekstra*

November 8 - 7:00 p.m.

(Elisha D. Smith Library)
*Company E Room
Menasha's Viet Nam War Stories
Documentary Film
Shown by Mark Ropella*

December 13 - 5:00 p.m.

(Stone Toad - Menasha)
*Annual Christmas Dinner
History of Menasha Grocery Stores*



January - No Meeting

February - No Meeting

March 14 - TBA

April 11 - 7:00 p.m.

(Location to be announced)
*Demonstration and history of 1930's
beauty parlor equipment
and*

*Antique fashion clothing modeled by
students from
Menasha High School
and*

Appleton Career Academy

May

*Whiting Paper Company Tour
Lunch preceding-details to follow*

The Menasha Historical Society's purpose is to preserve, advance and disseminate knowledge of the history of Menasha.

To further share the rich knowledge of the past, the society hosts historical programs, tours, and/or social events. A newsletter is published and mailed to members monthly and the web page displays a yearly calendar of events. Volunteer members catalogue articles and pictures along with preserving and displaying artifacts which have been donated to the society. Assistance is also given to visitors researching their family ancestry or other information. Involving the younger generation is also a goal which must be maintained to keep Menasha's history alive.

RESOURCE CENTER & MUSEUM

Hours: Mondays 9:00 a.m. - 12:30 p.m.
(except Holidays)

For special appointment call

Katie (920) 722-4364

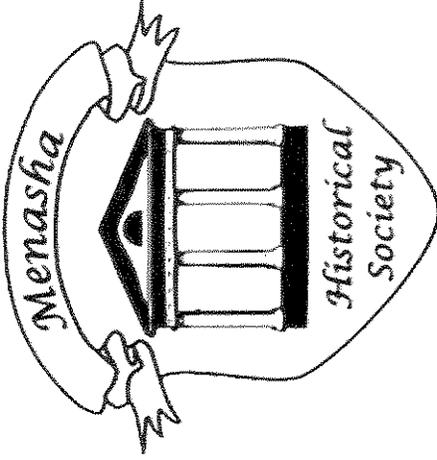
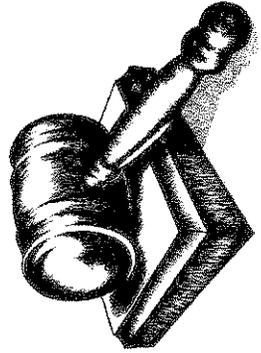
jchew2366@yahoo.com

menashahistorical@yahoo.com

www.menashahistorical.webs.com

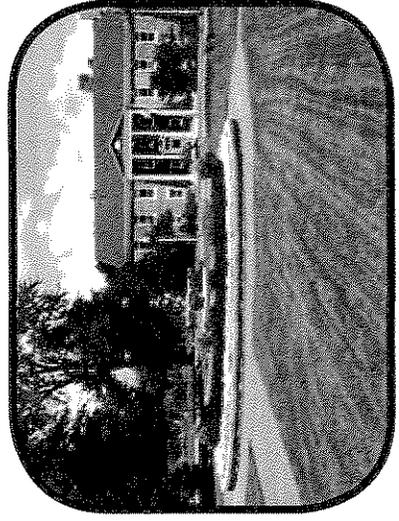
PRESIDENTS OF THE PAST 56 YEARS

1956-1958	Harold Bachmann
1958-1963	Florence Wilterding
1963-1964	Charlotte Auer
1964-1965	Jay Joslyn
1965-1966	Harold Bachmann
1966-1968	Mary Cory
1968-1970	Amos Page
1970-1972	William Herziger
1972-1975	Douglas Strong
1975-1977	Zoe Hayes
1977-1979	Genevieve Schierl
1980-1981	Anthony Simon
1982-1985	Randolph Haase
1986-1987	William Herziger
1987-1989	Dolores Gear
1990-	Edward Hill
1990-1991	Raymond Feit
1992-1996	Winifred Pawlowski
1997-1998	Mary Jane Van Lieshout
1999-2001	William Herziger
2001-2005	Dolores Gear
2006-2008	Beverly Sund
2008-2012	Nancy Barker
2012-	Bob Smarzinski



2012 - 2013

Resource Center & Museum
located in the
Memorial Building
across from Smith Park
640 Keyes Street
Menasha, WI 54952





MEMO

TO: Mayor Don Merkes
Menasha City Council Members

FROM: Sue Nett
Menasha Health Department

DATE: September 18, 2012

The Menasha Senior Center is hosting an open house on Wednesday October 17, 2012 from 6 PM to 7:30 PM. We hope you will be able to join us as we showcase all the activities the senior center has to offer older adults.



MEMORANDUM

To: Mayor and Common Council

From: PRD Tungate *BT*

Date: September 12, 2012

RE: 2012 Pool Attendance and Duck Drop Revenues

2012 pool attendance was 25,331, which was a 21% increase from 2011 and the highest total since 2005.

Nearly \$2,000 was realized from this year's Duck Drop fundraiser. 1,132 ducks were sold. Koslo Park baseball users sold approximately 75% of the tickets with the Friends of the Menasha Pool about 25%. Proceeds go towards offsetting Koslo Park and swimming pool expenses.

PROCLAMATION

Congratulating Scott Grade for his Achievements in USA Powerlifting Competitions

WHEREAS, the Grade family has a long and rich history in the city of Menasha, WHEREAS, Mr. Grade's Competing through USA Powerlifting Organization 181 lb Masters 1A Raw and Open Raw Divisions has brought state and national recognition to our community,

WHEREAS, Mr. Grade placed in the following competitions:

2011 USAPL Wisconsin State Championship (Milwaukee, WI):

2nd Place - 181lb Raw Masters 1A
380 lb Squat = 2011 USAPL Wisconsin State Record
352 lb Bench Press = 2011 USAPL Wisconsin State Record
530 lb Deadlift = 2011 USAPL Wisconsin State Record

2011 USAPL Bench Press Nationals (Orlando, FL):

1st Place - 181 lb Raw Masters 1A
363 lb Bench Press = 2011 USAPL Bench Press Nationals Record

2012 USAPL Wisconsin State Championships (Milwaukee, WI):

1st Place - 181 lb Raw Open - 2nd Place - 181 lb Raw Masters 1A
429 lb Squat = 2012 USAPL Wisconsin State Record
358 lb Bench Press = 2012 USAPL Wisconsin State Record
540 lb Deadlift = 2012 USAPL Wisconsin State Record

2012 USAPL Badger Open (Neenah, WI):

1st Place - 181 lb Raw Open - 3rd Place - 181 lb Raw Masters 1A
BEST RAW LIFTER AWARD
435 lb Squat = 2012 USAPL Wisconsin State Record
350 lb Bench Press
530 lb Deadlift

2012 USAPL Raw Nationals (Killeen, TX):

1st Place - 181 lb Raw Masters 1A
429 lb Squat
352 lb Bench Press = 2012 USAPL Raw Nationals Record
501 lb Deadlift

NOW, THEREFORE, BE IT PROCLAIMED, that I Donald Merkes, Mayor of the City of Menasha, do hereby congratulate and salute Mr. Grade for his success and recognition



Dated this 27th day of September, 2012

A handwritten signature in black ink, appearing to read "Donald Merkes".

Donald Merkes, Mayor

INFORMATION ONLY

State of Wisconsin
DEPARTMENT OF NATURAL RESOURCES
101 S. Webster Street
Box 7921
Madison WI 53707-7921

Scott Walker, Governor
Cathy Stepp, Secretary
Telephone 608-266-2621
FAX 608-267-3579
TTY Access via relay - 711



August 23, 2012

File Code: 4560

FID #: 471034410

Permit Coverage Number#:471034410-ROPC

John Ramich
Vice President of Manufacturing
RR Donnelley
800 Midway Road
Menasha, WI 54914

Subject: Notification of Proposed Withdrawal from Coverage under a Registration Permit

Dear Mr. Ramich:

Your request to withdraw RR Donnelley's Curtis Reed Facility from coverage under the Type C Registration Permit for Printers was received on May 21, 2012. You are making this request because your facility ceased production in July of 2011 and the last of the equipment was removed in February of 2012. The Air Management Program of the Department of Natural Resources (DNR) has performed a review of this withdrawal request:

Air Permit Coverage No.: 471034410-ROPC

Facility: Banta Book Group - Menasha
460 Ahnaip Street
Menasha, Winnebago County, Wisconsin

The purpose of this letter is to provide written notification of the proposed withdrawal from coverage to the permit holder and other persons listed in s. 285.61(5)(a)2. to 5., Wis. Stats., as required by s. NR 406.11(3), Wis. Adm. Code, for construction permits and the persons listed in s. 285.62(3)(b)2. to 7., Wis. Stats., as required by s. NR 407.15, Wis. Adm. Code, for operation permits. The Air Management Program has analyzed the request for withdrawal from coverage and has preliminarily determined that the request is approvable.

After the end of the 21-day Notification period, DNR will make the final determination on whether or not your facility may be withdrawn from coverage under the Registration Permit. DNR will also make a final determination on your notification of intent to operate under the Actual Emissions Operation Permit Exemption.

Please be advised that this is only a preliminary determination. If you have any questions regarding this matter, please feel free to contact me by telephone at 608-273-5605 or by e-mail at kristin.hart@wisconsin.gov.

Sincerely,

Kristin Hart
Air Management Engineer
South Central Region Air Program

cc: Craig Stemler — NER/Air, Oshkosh Service Center
Linda Lund - AM/7 – ROP Withdrawal
Paul Prestin, Hydrogeologist/EHS Specialist - RR Donnelley

RECEIVED

SEP 20 2012

CITY OF MENASHA
BY dg

CITY OF MENASHA
COMMON COUNCIL
Third Floor Council Chambers
140 Main Street, Menasha
Monday, September 17, 2012
MINUTES

DRAFT

A. CALL TO ORDER

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

B. PLEDGE OF ALLEGIANCE

C. ROLL CALL/EXCUSED ABSENCES

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

EXCUSED: Alderman Benner

ALSO PRESENT: Mayor Merkes, CA/HRD Captain, PC Styka, FC Auxier, DPW Radtke, CDD Keil, C/T Stoffel, PHD Nett, PRD Tungate, LD Lenz, FD Shift Commander Dan Schultz, Tim Kippenhan, Paul Riederer, and Theresa Lehman from Miron Construction, Roger Voigt from Neenah-Menasha Sewerage Commission, Clerk Galeazzi and the Press

D. PUBLIC HEARING

None

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

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

No one spoke

F. REPORT OF DEPARTMENT HEADS/STAFF/CONSULTANTS

1. FC Auxier – LEED Silver Certification for NMFR Station 36

FC Auxier announced NMFR Fire Station 36 has received a Silver LEED Certification from the US Green Building Council. Miron Construction Vice President Tim Kippenhan, Senior Project Manager Paul Riederer and Director of Sustainable Services Theresa Lehman presented the LEED Plaque and Certification to Mayor Merkes, FC Auxier and FD Shift Commander Dan Schultz.

2. Clerk Galeazzi - the following minutes and communications have been received and placed on file:

Minutes to receive:

a. Administration Committee, 9/4/12

b. Board of Public Works, 9/4/12

c. Joint Review Board, 9/6/12

d. Library Board, 8/16/12

e. Plan Commission, 9/11/12

f. Sustainability Board, 8/21/12

Communications:

g. Public Works Facility, 8/12/12: July/August 2012 disposal violations report

Moved by Ald. Sevenich, seconded by Ald. Langdon to receive Minutes and Communications A-G.

Discussion: Ald. Zelinski-Minutes E (Plan Commission), asked why the Plan Commission did not pursue garage requirement. CDD Keil explained the Plan Commission considered few things including what other communities required and the financial impact of requiring a garage. It was the consensus of the Commission not to pursue the requirement of a garage at this time.

Motion carried on voice vote

DRAFT

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, 9/4/12

Administration Committee, 9/4/12; recommends approval of:

2. Liability Insurance – Option 1 payment of CVMIC dividend to Menasha on March 1, 2013
3. Counter offer #1 by buyer Trident Real Estate LLC, Lot 4 Midway Business Park at \$45,000 and accept on or before September 30, 2012
4. US Cellular Cell Phone Contract
5. Variance request for Clean Water Fund Loan from Wisconsin Department of Administration for Neenah-Menasha Sewerage Commission Project No. N0008-910101.21

Board of Public, 9/4/12; recommends approval of:

6. Street Use Application – MHS Homecoming Parade: Friday, October 5, 2012; 5:30 PM – 6:00 PM; (Menasha High School)
7. Payment – Northeast Asphalt, Inc.; Contract Unit No. 2012-03; Street Reconstruction, Concrete Curb & Gutter, Asphalt Pavement; Paris Street/Manitowoc Street: \$98,011.66 (Payment No. 2)
8. Payment – MCC, Inc.; Contract Unit No. 2012-02; New Street Construction-Concrete Curb & Gutter; Kelly Lake Drive, South ½ of Woodland Hills Subdivision; \$34,347.10 (Payment No. 2)
9. Recommendation to Reject Bids – Contract Unit No. 2012-01; Midway Road Concrete Walk Construction

Moved by Ald. Klein, seconded by Ald. Krueger to approve Consent Agenda items 1-9.

Motion carried on roll call 7-0.

H. ITEMS REMOVED FROM CONSENT AGENDA

None

I. ACTION ITEMS

1. Accounts payable and payroll for the term of 9/6/12 to 9/13/12 in the amount of \$699,580.16

Moved by Ald. Klein, seconded by Ald. Krueger to approve accounts payable and payroll

Discussion ensued on expenditures.

Motion carried on roll call 7-0.

2. Amendment to Approval of City of Menasha participation in Neenah-Menasha Sewerage Commission building project on September 19, 2011 (U.S. Paper Mills, Inc. aka Sonoco guarantee)

Moved by Ald. Klein, seconded by Ald. Englebert to amend motion of September 19, 2011 approval of City of Menasha participation in Neenah-Menasha Sewerage Commission building project to approve financing for the City of Menasha portion of the Neenah-Menasha Sewerage Plan Upgrade/Improvements Project utilizing Clean Water Fund Loans (CWF) in an amount not to exceed \$5.5 million dollars and if there is a cost increase in the project the City of Menasha would be given the option to obtain Clean Water Funds to cover the increase.

Discussion ensued on concerns of removing contingency without having a guarantee from U.S. Paper Mills/Sonoco to cover its portion of the capital cost of the upgrade if Sonoco would go out of business. Roger Voigt from NMSC reported legal staff has been talking with U.S. Paper Mills/Sonoco on a guarantee. Mr. Voigt also reported that Town of Menasha has approved the removal of the contingency and City of Neenah will be acting on it this week. A delay in acting on removing the contingency could jeopardize the financing of the project.

Motion carried on roll call 4-3.

Ald. Taylor, Sevenich, Langdon, Englebert – yes

Ald. Klein, Krueger, Zelinski – no

DRAFT

J. ORDINANCES AND RESOLUTIONS

1. R-34-12 Resolution Authorizing Execution of Agency Agreement between the Neenah-Menasha Sewerage Commission and the City of Neenah, City of Menasha, Town of Menasha, Town of Neenah Sanitary District No. 2 and Waverly Sanitary District of the Town of Harrison(recommended by Administration Committee)

Moved by Ald. Sevenich, seconded by Ald. Englebert to adopt R-34-12.
Motion carried on roll call 7-0.

K. APPOINTMENTS

None

L. HELD OVER BUSINESS

None

M. CLAIMS AGAINST THE CITY

None

N. PUBLIC COMMENTS ON ANY MATTER LISTED ON THE AGENDA

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

No one spoke.

O. ADJOURN

Moved by Ald. Langdon, seconded by Ald. Krueger to adjourn at 6:50 p.m.

Motion carried on voice vote.

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

CITY OF MENASHA DISBURSEMENTS

Accounts Payable for 9/20/12-9/27/12 Checks # 34851-35026	\$ 627,599.45
Payroll Checks for 9/20/12	<u>165,954.23</u>
Total	\$ 793,553.68

Medical Expense Reimbursement Trust-Retirement Pay Out

Menasha Employees Credit Union-Employee Deductions

United Way-Employee Donations

Wisconsin Support Collections-Child/Spousal Support

WI SCTF-Child Support Annual Fee

**A gap in check numbers is due to more invoices being paid than fits on one check stub. In that case the last check stub used for that vendor is the check number that will show on the check register.

AP Check Register
Check Date: 9/20/2012

Vendor Name	Check Number	Check Date	Invoice Number	Account Number	Amount	Description
ACC PLANNED SERVICE INC	34851	9/20/2012	8920	100-1001-514.24-03	1,030.51	Exhaust Fan/City Hall
				Total for check: 34851	1,030.51	
ACCURATE	34852	9/20/2012	1206759	731-1022-541.30-18	65.46	Shop Supplies
		9/20/2012	1212026	731-1022-541.30-18	28.75	Shop Supplies
		9/20/2012	1212830	731-1022-541.30-18	52.44	Shop Supplies
		9/20/2012	1212921	731-1022-541.29-04	180.83	Labor/Chipper
		9/20/2012	1212938	731-1022-541.30-18	66.65	Tubing/Ties/Drill Bits
		9/20/2012	1212943	731-1022-541.30-18	25.00	Eraser Pads
			Total for check: 34852	419.13		
APPLETON ELECTRONICS SUPPLY LLC	34853	9/20/2012	7724	731-1022-541.38-03	252.50	Inductive Sensor
				Total for check: 34853	252.50	
AT&T	34854	9/20/2012	920R09453009	100-1001-514.22-01	113.90	Monthly Service
				601-1020-543.22-01	292.50	Monthly Service
				Total for check: 34854	406.40	
BADGER HIGHWAYS CO INC	34855	9/20/2012	157947	479-1003-541.82-02	22,730.05	Holmix Asphalt
				625-1010-541.30-18	136.41	3/4" Clear
				Total for check: 34855	22,866.46	
BAHCALL RUBBER CO INC	34856	9/20/2012	586700-001	731-1022-541.38-03	57.08	Coupler
		9/20/2012	587205-001	731-1022-541.38-03	117.50	Skirtboard
		9/20/2012	587221-001	731-1022-541.38-03	34.26	Hose Assembly
		9/20/2012	587446-001	731-1022-541.38-03	108.12	Assp
		9/20/2012	587570-001	731-1022-541.38-03	194.06	Goodyear Hose
			Total for check: 34856	511.02		
BERGSTROM	34857	9/20/2012	121945	731-1022-541.38-03	382.78	Hoses/Connectors/Seal

AP Check Register
Check Date: 9/20/2012

Vendor Name	Check Number	Check Date	Invoice Number	Account Number	Amount	Description
BERGSTROM...	34857...	9/20/2012	CM122096	731-1022-541.38-03	(7.38)	Credit/Bracket
			Total for check: 34857		<u>375.40</u>	
BROCK WHITE COMPANY	34858	9/20/2012	12242617-00	100-1009-541.30-18	66.80	Fiber Exp Joint
			Total for check: 34858		<u>66.80</u>	
BUSINESS ORIENTED SOFTWARE SOLUTION	34859	9/20/2012	AMNBSC1209014	743-0403-513.24-04	1,599.00	IT Management Application
			Total for check: 34859		<u>1,599.00</u>	
CDW GOVERNMENT INC	34860	9/20/2012	P747689	100-0601-551.22-01	15.19	One Analog Phone-Library
				743-0403-513.30-15	30.38	2 Analog Phones-IT Stock
			Total for check: 34860		<u>45.57</u>	
COMDATA	34861	9/20/2012	RH106	100-0702-552.30-18	378.96	Special Event
			Total for check: 34861		<u>378.96</u>	
CULLIGAN WATERCARE SERVICES	34862	9/20/2012	ACCT 718411	100-0704-552.30-13	40.00	Pool Water
			Total for check: 34862		<u>40.00</u>	
UNEMPLOYMENT INSURANCE	34863	9/20/2012	000004165363	100-1019-552.15-09	(294.00)	August 2012
				625-1010-541.15-09	365.72	August 2012
				743-0403-513.15-09	338.00	August 2012
				100-0803-521.15-09	100.54	August 2012
			Total for check: 34863		<u>510.26</u>	
DIGICORPORATION	34864	9/20/2012	125260	100-0401-513.29-01	114.00	Finance Dept Envelopes
				100-0000-134.00-00	(51.00)	Finance Envelopes/Credit
				100-0801-521.29-01	98.00	PD Envelopes

AP Check Register
Check Date: 9/20/2012

Vendor Name	Check Number	Check Date	Invoice Number	Account Number	Amount	Description
DIGICORPORATION...	34864...	9/20/2012...	125318...	100-0000-134.00-00	(34.00)	PD Envelopes
			Total for check: 34864		127.00	
EARTHLINK BUSINESS	34866	9/20/2012		100-0402-513.22-01	6.87	Assessor
				100-0201-512.22-01	6.39	Attorney
				100-0000-123.00-00	16.35	Bldg Insp
				100-0203-512.22-01	13.01	Clerk
				100-0304-562.22-01	27.60	Com Dev
				100-1001-514.22-01	76.61	City Hall
				100-0401-513.22-01	36.24	Finance
				731-1022-541.22-01	30.19	Garage
				100-0903-531.22-01	52.63	Health
				743-0403-513.22-01	17.55	IT
				100-0601-551.22-01	175.42	Library
				100-0101-511.22-01	9.97	Mayor
				100-0702-552.22-01	28.71	Recreation
				100-0703-553.22-01	47.86	Parks
				100-0202-512.22-01	15.58	Personnel
				100-0801-521.22-01	261.19	Police
				100-1002-541.22-01	44.70	Engineering
				100-0920-531.22-01	13.73	Senior Center
				100-1008-541.22-01	3.80	Sign
				100-0502-522.22-01	41.85	EOC
				207-0000-123.00-00	35.26	Marina
				100-0000-123.00-00	315.88	Menasha Utilities
				Total for check: 34866	1,277.39	
GAT SUPPLY INC	34867	9/20/2012	00009646	100-1009-541.30-18	1,160.00	Decorative Concrete Seal
			Total for check: 34867		1,160.00	

AP Check Register
Check Date: 9/20/2012

Vendor Name	Check Number	Check Date	Invoice Number	Account Number	Amount	Description
GRAINGER INC	34868	9/20/2012	9913556850	100-0703-553.30-18	446.45	446.45 Impeller/Gaskets
			Total for check: 34868		<u>446.45</u>	
GREEN BAY MUNICIPAL COURT	34869	9/20/2012		100-0000-201.03-00	870.00	870.00 Bond/MEPD 12-2852
			Total for check: 34869		<u>870.00</u>	
THE GRIFFIN COMPANY OF LITTLE CHUTE	34870	9/20/2012		100-0000-441.01-00	1,090.00	1,090.00 Refund Extra Territorial Prelim/Final Plat Review
			Total for check: 34870		<u>1,090.00</u>	
GUNDERSON UNIFORM & LINEN RENTAL	34871	9/20/2012	1470947	100-0801-521.30-13	33.12	33.12 Towel/Mat Service
			Total for check: 34871		<u>33.12</u>	
INTERSTATE BATTERY OF GREEN BAY	34872	9/20/2012	039377	100-0801-521.30-15	50.40	50.40 Batteries
			Total for check: 34872		<u>50.40</u>	
JOHN DEERE FINANCIAL	34873	9/20/2012	62492022	100-0703-553.30-18	386.82	386.82 Weed-N-Feed
			Total for check: 34873		<u>386.82</u>	
JOHN'S SAW SERVICE	34874	9/20/2012	8945	731-1022-541.39-03	159.99	159.99 Short Block
			Total for check: 34874		<u>159.99</u>	
JX ENTERPRISES INC	34875	9/20/2012	G-222420034	731-1022-541.39-03	35.91	35.91 Seal/Gasket
			Total for check: 34875		<u>35.91</u>	
KAUKAUNA POLICE DEPARTMENT	34876	9/20/2012		100-0000-201.03-00	114.00	114.00 Bond/MEPD 12-2818
			Total for check: 34876		<u>114.00</u>	

AP Check Register
Check Date: 9/20/2012

Vendor Name	Check Number	Check Date	Invoice Number	Account Number	Amount	Description
KRUEGER TRUE VALUE	34877	9/20/2012	981036	100-0702-552.20-05	124.00	Special Event Rental
			Total for check: 34877		<u>124.00</u>	
LEVENHAGEN CORPORATION	34878	9/20/2012	79394	207-0707-552.38-01	4,158.14	Fuel
		9/20/2012	79395	207-0707-552.38-01	6,006.07	Fuel
		9/20/2012	79406	207-0707-552.38-01	2,878.19	Fuel
		9/20/2012	79501	207-0707-552.38-01	3,510.27	Fuel
			Total for check: 34878		<u>16,552.67</u>	
LINCOLN CONTRACTORS SUPPLY INC	34879	9/20/2012	R09668	100-1008-541.30-18	28.00	Paving Breaker w/Shank
			Total for check: 34879		<u>28.00</u>	
MANDERFIELD BAKERY	34880	9/20/2012	427863	100-0702-552.30-18	21.50	Special Event
			Total for check: 34880		<u>21.50</u>	
MATTHEWS TIRE & SERVICE CENTER	34881	9/20/2012	44563	731-1022-541.38-02	149.96	Tires/Hardware
			Total for check: 34881		<u>149.96</u>	
MCC INC	34882	9/20/2012		625-1010-541.82-02	4,543.50	Contract #2012-02
				479-1003-541.82-02	28,375.40	Contract #2012-02
				625-0000-201.04-00	1,428.20	Contract #2012-02
		Total for check: 34882		<u>34,347.10</u>		
MCMAHON	34883	9/20/2012	68561	100-0920-531.24-03	2,416.50	Sr Center Study 62-0140
			Total for check: 34883		<u>2,416.50</u>	
MENARDS-APPLETON EAST	34884	9/20/2012	72741	100-1004-541.30-18	22.64	Line Reel w/Line
			Total for check: 34884		<u>22.64</u>	

AP Check Register
Check Date: 9/20/2012

Vendor Name	Check Number	Check Date	Invoice Number	Account Number	Amount	Description
MENASHA EMPLOYEES CREDIT UNION	34885	9/20/2012	20120920	100-0000-202.05-00	14,355.00	PAYROLL SUMMARY
	Total for check: 34885				14,355.00	
MENASHA JOINT SCHOOL DISTRICT	34886	9/20/2012	MOBILE HOME	100-0000-412.00-00	6,138.62	September Mobile Home
	Total for check: 34886				6,138.62	
MENASHA ROTARY	34887	9/20/2012	312	100-0801-521.34-03	106.00	2nd Quarter Fees/Zemlock
				100-0801-521.32-01	55.00	2nd Quarter Fees/Zemlock
	Total for check: 34887				161.00	
MENASHA TREASURER	34888	9/20/2012		100-0914-531.33-01	2.93	July Expenses/Health Dept
				100-0903-531.33-02	14.00	July Expenses/Health Dept
				100-0903-531.30-18	3.14	July Expenses/Health Dept
				100-0914-531.30-10	8.38	July Expenses/Health Dept
				100-0903-531.33-01	64.79	July Expenses/Health Dept
Total for check: 34888				93.24		
MENASHA UTILITIES	34890	9/20/2012		100-1008-541.22-03	170.30	Electric
				100-1008-541.22-05	43.88	Water
				601-1020-543.22-03	25.39	Electric
				100-0704-552.22-03	3,010.91	Electric
				100-0704-552.22-05	5,546.00	Water
				731-1022-541.22-03	1,075.33	Electric
				731-1022-541.22-05	556.30	Water
				731-1022-541.22-06	901.88	Storm
				266-1028-543.22-06	73.13	Storm
				100-0801-521.22-03	1,900.79	Electric
				100-0801-521.22-05	253.40	Water
				100-0801-521.22-06	62.72	Storm
				100-0000-123.00-00	1,376.44	Electric
				100-0000-123.00-00	183.50	Water
			100-0000-123.00-00	45.41	Storm	

AP Check Register
Check Date: 9/20/2012

Vendor Name	Check Number	Check Date	Invoice Number	Account Number	Amount	Description
MENASHA UTILITIES...	34890...	9/20/2012...	...	100-0801-521.22-03	15.27	Electric
				100-0601-551.22-03	4,363.45	Electric
				100-0601-551.22-05	1,647.29	Water
				100-0601-551.22-06	103.75	Storm
				207-0707-552.22-05	1,362.00	Water
				100-1019-552.22-03	184.88	Electric
				100-1019-552.22-05	12.38	Water
				100-0000-123.00-00	6.95	Electric
				100-1001-514.22-03	17.07	Electric
				100-1001-514.22-05	12.38	Water
				100-1001-514.22-06	17.50	Storm
				100-0703-553.22-03	1,809.31	Electric
				100-0703-553.22-05	223.44	Water
			100-0703-553.22-06	170.63	Storm	
			100-0305-562.22-06	5.00	Storm	
				25,176.68		
			Total for check: 34890			
MINNESOTA LIFE INSURANCE COMPANY	34891	9/20/2012		100-0000-204.07-00	2,452.46	October 2012
					2,452.46	
				Total for check: 34891		
MIRON CONSTRUCTION CO INC	34892	9/20/2012		472-0501-522.82-01	3,500.00	
					3,500.00	
				Total for check: 34892		
MODERN DAIRY INC	34893	9/20/2012		100-0704-552.30-17	(26.96)	Concessions
				100-0704-552.30-17	(10.00)	Concessions
				100-0704-552.30-17	594.54	Concessions
				100-0704-552.30-17	360.93	Concessions
				100-0704-552.30-17	239.25	Concessions
				100-0704-552.30-17	293.04	Concessions
				100-0704-552.30-17	(308.64)	Concessions
				1,142.16		
				Total for check: 34893		

AP Check Register
Check Date: 9/20/2012

Vendor Name	Check Number	Check Date	Invoice Number	Account Number	Amount	Description
MORTON SAFETY	34894	9/20/2012	713597	100-0703-553.30-18	39.50	Ear Plugs
		9/20/2012	713598	731-1022-541.30-18	39.85	Ear Plugs/Eyewear
			Total for check: 34894		79.35	
N&M AUTO SUPPLY	34895	9/20/2012	415371	731-1022-541.30-18	10.37	Attachment Tape
		9/20/2012	415372	731-1022-541.38-03	84.99	Battery
		9/20/2012	415892	731-1022-541.38-03	13.12	Hydraulic Filler
		Total for check: 34895		108.48		
NEENAH-MENASHA MUNICIPAL COURT	34896	9/20/2012		100-0000-201.03-00	113.80	Bond/MEPD 12-341
				100-0000-201.03-00	202.00	Bond/MEPD 12-396
				100-0000-201.03-00	176.80	Bond/MEPD 12-272
		Total for check: 34896		492.60		
NEWMAN TRAFFIC SIGNS	34897	9/20/2012	TL-0252751	100-1008-541.30-18	780.00	Sheeting
			Total for check: 34897		780.00	
PACKER CITY INTERNATIONAL	34898	9/20/2012	3-222370041	731-1022-541.38-03	14.97	Lamps
		9/20/2012	3-222400047	731-1022-541.38-03	21.57	Air Filter
		9/20/2012	3-222420068	731-1022-541.38-03	48.01	Lamp & Blade
		Total for check: 34898		84.55		
HENRY SCHEIN INC	34899	9/20/2012	7433655-01	100-0909-531.30-18	309.61	Nano Loupe Light
				100-0916-531.30-18	309.62	Nano Loupe Light
		Total for check: 34899		619.23		
SCHILLER'S TREE SERVICE INC	34900	9/20/2012	18663	100-0706-561.20-06	1,035.00	Tree/Stump Removal
			Total for check: 34900		1,035.00	

AP Check Register
Check Date: 9/20/2012

Vendor Name	Check Number	Check Date	Invoice Number	Account Number	Amount	Description
SECURITY FENCE & SUPPLY CO INC	34901	9/20/2012	2012-22013-IN	100-1008-541.30-18	41.98	41.98 Posts
			Total for check: 34901		<u>41.98</u>	
J A SEXAUER	34902	9/20/2012	272126947	100-0703-553.24-03	152.90	152.90 7-Day Digital Timer
			Total for check: 34902		<u>152.90</u>	
STAPLES ADVANTAGE	34903	9/20/2012	3180230179	100-0702-552.30-10	16.24	16.24 Supplies
				100-0304-562.30-10	51.71	51.71 Supplies
			Total for check: 34903		<u>67.95</u>	
GORDON N STOWE AND ASSOCIATES INC	34904	9/20/2012	504439	100-0903-531.24-04	130.00	130.00 Audiometer Calibration
			Total for check: 34904		<u>130.00</u>	
SYN-TECH SYSTEMS	34905	9/20/2012	75323	731-1022-541.24-06	242.00	242.00 Cable Assy/Aim 2 Module
			Total for check: 34905		<u>242.00</u>	
TANK, JASON P	34906	9/20/2012	TANK	100-0000-454.00-00	50.00	50.00 Parking 00050514 Refund
			Total for check: 34906		<u>50.00</u>	
UNIFIRST CORPORATION	34907	9/20/2012	097 0120320	731-1022-541.20-01	120.01	120.01 Mat/Mopp/Clothing Service
			Total for check: 34907		<u>120.01</u>	
UNITED WAY FOX CITIES	34908	9/20/2012	20120920	100-0000-202.09-00	27.48	27.48 PAYROLL SUMMARY
			Total for check: 34908		<u>27.48</u>	
VALLEY GASKET INC	34909	9/20/2012	101882	100-0703-553.30-18	86.88	86.88
			Total for check: 34909		<u>86.88</u>	
VERIZON WIRELESS	34910	9/20/2012	2794320810	100-0703-553.22-01	35.87	35.87 September Charges

AP Check Register
Check Date: 9/20/2012

Vendor Name	Check Number	Check Date	Invoice Number	Account Number	Amount	Description
VERIZON WIRELESS...	34910...	9/20/2012...	2794320810...	100-0702-552.22-01	39.99	September Charges
		9/20/2012	2794320811	100-1001-514.22-01	59.65	
		9/20/2012		601-1020-543.22-01	35.36	
		9/20/2012	2794320812	743-0403-513.30-15	79.98	IPad Data Plan
		9/20/2012	2794320813	100-0919-531.22-01	24.51	Health Dept Cell Phones
			Total for check: 34910		275.36	
VISION INSURANCE PLAN OF AMERICA	34911	9/20/2012	118180	100-0000-204.10-00	1,062.70	October Insurance
			Total for check: 34911		1,062.70	
WERNER ELECTRIC SUPPLY CO	34912	9/20/2012	S3654450.001	100-0703-553.30-18	224.21	Lamps
			Total for check: 34912		224.21	
WIL-KIL PEST CONTROL	34913	9/20/2012	2099726	100-1019-552.21-06	104.00	Racine & Tayco St Bridges
			Total for check: 34913		104.00	
WINNEBAGO COUNTY CLERK OF COURTS	34914	9/20/2012		100-0000-201.03-00	150.00	Bond/MEPD 12-2845
			Total for check: 34914		150.00	
WINNEBAGO COUNTY TREASURER	34915	9/20/2012	3462	100-0203-512.21-08	90.00	Recording Fees
				100-0402-513.25-01	1.50	Recording Fees
			Total for check: 34915		91.50	
WDATCP	34916	9/20/2012		100-0000-421.10-00	393.50	
			Total for check: 34916		393.50	
WISCONSIN DEPT OF HEALTH SERVICES	34917	9/20/2012		100-0000-421.11-00	13.50	State Surcharge

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Vendor Name	Check Number	Check Date	Invoice Number	Account Number	Amount	Description
WISCONSIN DEPT OF HEALTH SERVICES...	34917...	9/20/2012...	...	100-0000-421.04-00	1,839.50	State Surcharge
			Total for check: 34917		1,853.00	
WISCONSIN SUPPORT COLLECTIONS	34918	9/20/2012	20120920	100-0000-202.03-00	1,869.86	PAYROLL SUMMARY
			Total for check: 34918		1,869.86	
YP	34919	9/20/2012		100-1001-514.29-03	458.64	Directory Advertisement
			Total for check: 34919		458.64	
					151,535.80	

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Vendor Name	Check Number	Check Date	Invoice Number	Account Number	Amount	Description
AMAZON	34922	9/24/2012	05727499075	100-0601-551.30-14	44.99	LIBRARY MATERIALS
		9/24/2012	061841292320	100-0601-551.30-14	34.99	LIBRARY MATERIALS
		9/24/2012	061844604055	100-0601-551.30-14	54.98	LIBRARY MATERIALS
		9/24/2012	061844867094	100-0601-551.30-14	25.99	LIBRARY MATERIALS
		9/24/2012	061845425292	100-0601-551.30-14	87.16	LIBRARY MATERIALS
		9/24/2012	061846401296	100-0601-551.30-14	(25.99)	CREDIT
		9/24/2012	108250940706	100-0601-551.30-14	(19.97)	CREDIT
		9/24/2012	108253155361	100-0601-551.30-14	22.99	LIBRARY MATERIALS
		9/24/2012	108254947292	100-0601-551.30-14	(10.00)	CREDIT
		9/24/2012	108255797369	100-0601-551.30-14	154.79	LIBRARY MATERIALS
		9/24/2012	108259061381	100-0601-551.30-14	59.98	LIBRARY MATERIALS
		9/24/2012	108259516220	100-0601-551.30-14	(14.97)	CREDIT
		9/24/2012	119610737806	100-0601-551.30-14	70.94	LIBRARY MATERIALS
		9/24/2012	119616998240	100-0601-551.30-14	47.98	LIBRARY MATERIALS
		9/24/2012	125870646798	100-0601-551.30-14	34.95	LIBRARY MATERIALS
		9/24/2012	125871535702	100-0601-551.30-14	139.46	LIBRARY MATERIALS
		9/24/2012	125871933775	100-0601-551.30-14	274.88	LIBRARY MATERIALS
		9/24/2012	125872558953	100-0601-551.30-14	13.22	LIBRARY MATERIALS
		9/24/2012	125874984230	100-0601-551.30-14	12.99	LIBRARY MATERIALS
		9/24/2012	125876323352	100-0601-551.30-14	140.83	LIBRARY MATERIALS
		9/24/2012	125876522528	100-0601-551.30-14	46.47	LIBRARY MATERIALS
		9/24/2012	125877903586	100-0601-551.30-14	64.98	LIBRARY MATERIALS
		9/24/2012	197612517380	100-0601-551.30-14	(8.61)	CREDIT
		9/24/2012	197614605090	100-0601-551.30-14	59.58	LIBRARY MATERIALS
		9/24/2012	197617421332	100-0601-551.30-14	80.96	LIBRARY MATERIALS
		9/24/2012	197618030549	100-0601-551.30-14	50.97	LIBRARY MATERIALS
		9/24/2012	210792122828	100-0601-551.30-14	32.58	LIBRARY MATERIALS
		9/24/2012	210792622971	100-0601-551.30-14	(2.88)	CREDIT
		9/24/2012	210794040377	100-0601-551.30-14	196.22	LIBRARY MATERIALS
		9/24/2012	210794121623	100-0601-551.30-14	32.95	LIBRARY MATERIALS
		9/24/2012	210799811027	100-0601-551.30-14	50.97	LIBRARY MATERIALS
			Total for check: 34922		1,754.38	

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AUDIOGO	34923	9/24/2012	459654	100-0601-551.30-14	159.91	LIBRARY MATERIALS
			Total for check: 34923		159.91	
BAKER & TAYLOR INC	34926	9/24/2012	0002341039	100-0601-551.30-14	(26.59)	CREDIT
		9/24/2012	2027245979	100-0601-551.30-14	5.02	LIBRARY MATERIALS
		9/24/2012	2027254347	100-0601-551.30-14	82.86	LIBRARY MATERIALS
		9/24/2012	2027254383	100-0601-551.30-14	262.32	LIBRARY MATERIALS
		9/24/2012	2027256247	100-0601-551.30-14	446.99	LIBRARY MATERIALS
		9/24/2012	2027264264	100-0601-551.30-14	14.55	LIBRARY MATERIALS
		9/24/2012	2027266407	100-0601-551.30-14	351.39	LIBRARY MATERIALS
		9/24/2012	2027267987	100-0601-551.30-14	16.57	LIBRARY MATERIALS
		9/24/2012	2027273433	100-0601-551.30-14	559.40	LIBRARY MATERIALS
		9/24/2012	2027278743	100-0601-551.30-14	44.20	LIBRARY MATERIALS
		9/24/2012	2027283521	100-0601-551.30-14	24.94	LIBRARY MATERIALS
		9/24/2012	2027284461	100-0601-551.30-14	158.12	LIBRARY MATERIALS
		9/24/2012	2027284562	100-0601-551.30-14	14.55	LIBRARY MATERIALS
		9/24/2012	2027290786	100-0601-551.30-14	41.08	LIBRARY MATERIALS
		9/24/2012	2027295718	100-0601-551.30-14	43.66	LIBRARY MATERIALS
		9/24/2012	2027300324	100-0601-551.30-14	87.74	LIBRARY MATERIALS
		9/24/2012	2027303135	100-0601-551.30-14	271.47	LIBRARY MATERIALS
		9/24/2012	2027305819	100-0601-551.30-14	92.04	LIBRARY MATERIALS
		9/24/2012	2027313323	100-0601-551.30-14	88.37	LIBRARY MATERIALS
		9/24/2012	2027315273	100-0601-551.30-14	375.26	LIBRARY MATERIALS
		9/24/2012	2027319450	100-0601-551.30-14	354.53	LIBRARY MATERIALS
		9/24/2012	2027324467	100-0601-551.30-14	73.25	LIBRARY MATERIALS
		9/24/2012	2027324637	100-0601-551.30-14	100.73	LIBRARY MATERIALS
		9/24/2012	2027331730	100-0601-551.30-14	23.88	LIBRARY MATERIALS
		9/24/2012	2027333956	100-0601-551.30-14	450.03	LIBRARY MATERIALS
		9/24/2012	2027337880	100-0601-551.30-14	290.35	LIBRARY MATERIALS
		9/24/2012	2027343709	100-0601-551.30-14	33.40	LIBRARY MATERIALS
		9/24/2012	5012143751	100-0601-551.30-14	30.34	LIBRARY MATERIALS
		9/24/2012	5012165719	100-0601-551.30-14	109.12	LIBRARY MATERIALS
		9/24/2012	184758530	100-0601-551.30-14	17.99	LIBRARY MATERIALS
		9/24/2012	185002060	100-0601-551.30-14	10.76	LIBRARY MATERIALS

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BAKER & TAYLOR INC...	34926...	9/24/2012	186024730	100-0601-551.30-14	17.99	LIBRARY MATERIALS
			Total for check: 34926		4,466.31	
BECK ELECTRIC INC	34927	9/24/2012	SO412-PL2	100-0601-551.24-03	224.71	BLDG REPAIR & MAINTENANCE
			Total for check: 34927		224.71	
CDW GOVERNMENT INC	34928	9/24/2012	P162339	100-0601-551.30-10	127.60	OFFICE SUPPLIES
		9/24/2012	P342329	100-0601-551.30-10	358.78	OFFICE SUPPLIES
			Total for check: 34928		486.38	
CENTER POINT LARGE PRINT	34929	9/24/2012	1035373	100-0601-551.30-14	131.22	LIBRARY MATERIALS
			Total for check: 34929		131.22	
COMMUNICATION SUPPORT	34930	9/24/2012	7417401	100-0601-551.24-03	300.00	BLDG REPAIR & MAINTENANCE
			Total for check: 34930		300.00	
CRESCENT ELECTRIC SUPPLY COMPANY	34931	9/24/2012	087-405781-00	100-0601-551.24-03	19.42	BLDG REPAIR & MAINTENANCE
			Total for check: 34931		19.42	
D&M INTERIORS	34932	9/24/2012	CG201276	100-0601-551.24-03	262.50	BLDG REPAIR & MAINTENANCE
			Total for check: 34932		262.50	
EVERGREEN PRINTING SUPPLIES	34933	9/24/2012	10089	100-0601-551.30-10	527.76	OFFICE SUPPLIES
			Total for check: 34933		527.76	
FINDAWAY WORLD LLC	34934	9/24/2012	76809	100-0601-551.30-14	172.47	LIBRARY MATERIALS
		9/24/2012	77041	100-0601-551.30-14	311.20	LIBRARY MATERIALS

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FINDAWAY WORLD LLC...	34934...	9/24/2012	78509	100-0601-551.30-14	112.48	LIBRARY MATERIALS	
	Total for check: 34934					596.15	
	GALE	34935	9/24/2012	96980776	100-0601-551.30-14	38.92	LIBRARY MATERIALS
			9/24/2012	97261493	100-0601-551.30-14	328.68	LIBRARY MATERIALS
		9/24/2012	97280711	100-0601-551.30-14	248.71	LIBRARY MATERIALS	
Total for check: 34935					616.31		
GANNETT WISCONSIN MEDIA #1014	34936	9/24/2012	09252012	100-0601-551.30-14	264.02	LIBRARY MATERIALS	
	Total for check: 34936					264.02	
KITZ & PFEIL INC	34937	9/24/2012	0807140165	100-0601-551.30-13	20.19	SUPPLIES - HOUSEKEEPING	
		9/24/2012	0808140131	100-0601-551.24-03	11.99	BLDG REPAIR & MAINTENANCE	
		9/24/2012	0809140045	100-0601-551.24-03	11.58	BLDG REPAIR & MAINTENANCE	
		9/24/2012	0813140226	100-0601-551.30-13	12.85	SUPPLIES - HOUSEKEEPING	
	Total for check: 34937					56.61	
LIBRARY VIDEO COMPANY	34938	9/24/2012	WC1545860001	100-0601-551.30-14	715.13	LIBRARY MATERIALS	
	Total for check: 34938					715.13	
MADER NEWS AGENCY INC	34939	9/24/2012	85777	100-0601-551.30-14	122.00	LIBRARY MATERIALS	
	Total for check: 34939					122.00	
MIDWEST TAPE	34940	9/24/2012	90328646	100-0601-551.30-14	71.98	LIBRARY MATERIALS	
		9/24/2012	90344141	100-0601-551.30-14	236.86	LIBRARY MATERIALS	
		9/24/2012	90344143	100-0601-551.30-14	112.93	LIBRARY MATERIALS	
		9/24/2012	90357553	100-0601-551.30-14	115.93	LIBRARY MATERIALS	
		9/24/2012	90357555	100-0601-551.30-14	16.99	LIBRARY MATERIALS	
Total for check: 34940					554.69		

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NATIONAL ELEVATOR INSPEC SERVICES	34941	9/24/2012	0083154	100-0601-551.24-03	75.00	BLDG REPAIR & MAINTENANCE
			Total for check: 34941		75.00	
	34942	9/24/2012	2043588	100-0601-551.30-10	66.47	OFFICE SUPPLIES
			Total for check: 34942		66.47	
CASSANDRA PAYNE	34943	9/24/2012	09242012	100-0601-551.33-01	117.72	MILEAGE REIMBURSEMENT
		9/24/2012	09252012	100-0601-551.33-03	7.04	MEAL REIMBURSEMENT
		9/24/2012	09262012	100-0601-551.34-01	69.75	MILEAGE REIMBURSEMENT
		9/24/2012	09272012	100-0601-551.34-02	72.00	REGISTRATION
			Total for check: 34943		266.51	
RECORDED BOOKS LLC	34944	9/24/2012	74580293	100-0601-551.30-14	173.20	LIBRARY MATERIALS
			Total for check: 34944		173.20	
RHYME BUSINESS PRODUCTS	34945	9/24/2012	434181	100-0601-551.30-10	111.47	OFFICE SUPPLIES
			Total for check: 34945		111.47	
KRISTIN SEEFELDT	34946	9/24/2012	09242012	100-0601-551.34-03	48.84	TRAINING-MEALS
			Total for check: 34946		48.84	
SHERWIN-WILLIAMS CO	34947	9/24/2012	5103-6	100-0601-551.24-03	137.64	BLDG REPAIR & MAINTENANCE
		9/24/2012	5604-3	100-0601-551.24-03	73.58	BLDG REPAIR & MAINTENANCE
			Total for check: 34947		211.22	
UNIQUE MANAGEMENT SERVICES INC	34948	9/24/2012	227871	100-0000-441.19-00	304.30	COLLECTION AGENCY FEE
			Total for check: 34948		304.30	
WERNER ELECTRIC SUPPLY CO	34949	9/24/2012	S3631919.001	100-0601-551.30-13	125.60	HOUSEKEEPING SUPPLIES

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WERNER ELECTRIC SUPPLY CO...	34949...	9/24/2012	S3631919.002	100-0601-551.30-13	20.89	SUPPLIES - HOUSEKEEPING
			Total for check: 34949		<u>146.49</u>	
WINNEFOX AUTOMATED LIBRARY SYSTEM	34950	9/24/2012	1896	100-0601-551.29-02	228.00	OTHER SERVICES-PUBLISHING
			Total for check: 34950		<u>228.00</u>	
WISCONSIN DEPT OF SAFETY & PROF SVC	34951	9/24/2012	297524	100-0601-551.24-03	50.00	BLDG REPAIR & MAINTENANCE
			Total for check: 34951		<u>50.00</u>	
					<u>12,939.00</u>	

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ACC PLANNED SERVICE INC	34952	9/27/2012	8994	100-0801-521.24-03	1,218.00	Replace Pump at PD
				100-0501-522.24-03	812.00	Replace Pump at PD
				Total for check: 34952	2,030.00	
ACCURATE	34953	9/27/2012	1212944	731-1022-541.30-18	8.50	Straight Zerk
		9/27/2012	1213054	731-1022-541.30-18	34.64	Ties/Tubing
		9/27/2012	1213262	731-1022-541.30-18	28.45	Pins/O-Ring/Screws
				Total for check: 34953	71.59	
AIRGAS NORTH CENTRAL	34954	9/27/2012	900839328	731-1022-541.30-18	271.54	Chipper Hammer/Clamps
		9/27/2012	9904036692	731-1022-541.21-06	109.69	Cylindar Rentals
				Total for check: 34954	381.23	
APPLETON HYDRAULIC COMPONENTS	34955	9/27/2012	23722	731-1022-541.38-03	211.85	Viton Seal Kits
				Total for check: 34955	211.85	
CITY OF APPLETON	34956	9/27/2012	207792	100-0302-542.25-01	13,338.00	Valley Transit
				Total for check: 34956	13,338.00	
ASSESSMENT TECHNOLOGIES LLC	34957	9/27/2012	3890	100-0402-513.21-04	15.00	Incident Support
				Total for check: 34957	15.00	
ASSOCIATED APPRAISAL CONSULTANTS	34958	9/27/2012	13551	100-0402-513.21-09	4,991.75	August 2012
				100-0402-513.30-11	4.05	August 2012
		9/27/2012	13552	100-0402-513.21-04	59.76	August 2012 Internet Posting
				Total for check: 34958	5,055.56	

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BADGER HIGHWAYS CO INC	34959	9/27/2012	158019	479-1003-541.82-02	40,401.77	Hotmix Asphalt
			Total for check: 34959		<u>40,401.77</u>	
	34960	9/27/2012	122084	731-1022-541.38-03	49.50	Guard
BERGSTROM		9/27/2012	122096	731-1022-541.38-03	39.84	Seals/Bracket/Bolt
			Total for check: 34960		<u>89.34</u>	
	34961	9/27/2012	1210065	267-0102-581.21-01	552.50	Legal Service/Steam Plant
MICHAEL BEST & FRIEDRICH LLP			Total for check: 34961		<u>552.50</u>	
	34962	9/27/2012	636520	100-0801-521.30-10	327.32	Office Supplies
			Total for check: 34962		<u>327.32</u>	
BUBRICK'S	34963	9/27/2012	B010061-IN	100-0501-522.24-03	786.55	Repair Doors/Fire Dept
			Total for check: 34963		<u>786.55</u>	
	34965	9/27/2012		100-0601-551.24-03	1,862.97	Cetus Industrial
BUILDERS SERVICE CENTER				731-1022-541.30-13	47.14	Restockit.com
				731-1022-541.30-13	17.33	Water Right Services
				100-0000-132.00-00	125.06	Ulline
				743-0403-513.34-04	12.95	Experts Exchange
				100-0304-562.34-02	235.00	APA Ancillary
				100-0304-562.34-02	235.00	APA Ancillary
				100-0703-553.30-18	3.99	Mills Fleet Farm
				100-0601-551.33-02	(162.00)	WI Library Assn/Credit
				100-0601-551.33-02	162.00	WI Library Assn
				100-0601-551.33-02	120.00	WI Library Assn
				100-0801-521.24-01	221.50	Amazon Mktplace Pmts
				100-0801-521.30-18	1,203.97	Legal Easy Technologies
				100-0801-521.32-02	90.00	Paypal Leaguewisco
				100-0801-521.30-15	10.22	Amazon Mktplace Pmts

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CARDMEMBER SERVICE...	34965...	9/27/2012...	...	100-0801-521.30-15	12.92	Amazon Mktplace Pmts
				100-0801-521.30-15	102.95	Police Supply Online
				100-0801-521.30-15	49.00	Accents Imagewear
				100-0801-521.19-03	69.95	Amazon.com
				100-0804-521.30-18	1,165.62	The Pelican Store
				100-0801-521.34-03	176.00	Holiday Inn & Stes
				824-0801-521.21-06	96.58	Tailwaggers Doggy
				100-0801-521.34-03	78.00	Chula Vista Resort
				Total for check: 34965	5,936.15	
CASPERS TRUCK EQUIPMENT INC	34966	9/27/2012	61109	731-1022-541.38-03	23.78	Mud Flap
				Total for check: 34966	23.78	
CDW GOVERNMENT INC	34967	9/27/2012	Q111958	100-0601-551.22-01	71.04	
				Total for check: 34967	71.04	
JP COOKE CO	34968	9/27/2012	195669	100-0401-513.29-01	65.50	Cat License Tags
				Total for check: 34968	65.50	
COUNTY MATERIALS CORPORATION	34969	9/27/2012	2093644-00	100-0703-553.30-18	78.48	Retaining Wall Adh
				Total for check: 34969	78.48	
CULLIGAN WATERCARE SERVICES	34970	9/27/2012	ACCT 718387	100-1001-514.20-01	18.90	Cooler Rental
				Total for check: 34970	18.90	
DUMKE & ASSOCIATES &	34971	9/27/2012		100-0903-531.29-06	2,077.50	316 Racine St
				Total for check: 34971	2,077.50	

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FOX CITIES CHAMBER FOUNDATION	34972	9/27/2012		100-0304-562.34-04	300.00	EDC Visit to Denver
				Total for check: 34972	300.00	
FOX VALLEY TECHNICAL COLLEGE	34973	9/27/2012	0154962/FY12-13	100-0801-521.34-02	215.00	Training/Heidemann
				Total for check: 34973	215.00	
BRAD FREIMUTH SUBURBAN MASONRY LLC	34974	9/27/2012		100-0920-531.82-01	780.00	Roof Project
				Total for check: 34974	780.00	
GOLD CROSS AMBULANCE SERVICE INC	34975	9/27/2012	0029259-IN	100-0000-132.00-00	294.00	On-Site Cartridges
				Total for check: 34975	294.00	
GUNDERSON, COREY & MITCHELL	34976	9/27/2012	GUNDERSON	100-0000-441.13-00	11.00	Refuse Cart Downgrade
				Total for check: 34976	11.00	
HORN PRECAST	34977	9/27/2012	4517	601-1020-543.30-18	105.00	
				625-1010-541.30-18	105.00	
				Total for check: 34977	210.00	
INTERSTATE BATTERY OF GREEN BAY	34978	9/27/2012	90079466	731-1022-541.38-03	213.90	Battery
				Total for check: 34978	213.90	
JOHN DEERE FINANCIAL	34979	9/27/2012	62546346	100-0703-553.30-18	152.00	Seed Mix
				Total for check: 34979	152.00	
JX ENTERPRISES INC	34980	9/27/2012	G-222430024	731-1022-541.38-03	175.50	Thermostat/Pump
		9/27/2012	G-222430026	731-1022-541.29-04	905.57	Air Conditioning Repairs
				Total for check: 34980	1,081.07	

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KJ WASTE SYSTEMS INC	34981	9/27/2012		266-1027-543.21-06	782.00	Recycling
				Total for check: 34981	782.00	
KONICEK ENVIRONMENTAL CONSULTANTS	34982	9/27/2012		100-0000-122.03-00	574.80	87 Racine SI/PEOFA #2
				100-0000-122.03-00	503.20	87 Racine/Change Order
				100-0000-122.03-00	380.40	87 Racine/Change Order
				100-0000-122.03-00	1,525.00	87 Racine Groundwater Sample & Lab
				100-0000-122.03-00	2,987.80	87 Racine Groundwater Sample & Lab
Total for check: 34982	5,971.20					
LEGACY DISTRIBUTION	34983	9/27/2012		731-1022-541.30-18	115.14	Boots
				Total for check: 34983	115.14	
M&M TOWING AND RECOVERY LLC	34984	9/27/2012		100-0801-521.29-05	120.00	
				Total for check: 34984	120.00	
MATTHEWS TIRE & SERVICE CENTER	34985	9/27/2012		731-1022-541.38-02	77.51	Repair Flat
				Total for check: 34985	77.51	
MENASHA UTILITIES	34987	9/27/2012		100-1008-541.22-03	334.51	Electric
				100-0000-123.00-00	14.01	Electric
				100-1012-541.22-03	87.23	Electric
				100-0305-562.22-03	20.73	Electric
				100-0305-562.22-06	45.63	Storm
				100-0304-562.22-03	26.05	Electric
				625-0304-562.22-03	(0.07)	Electric
				100-1013-541.22-03	53.09	Electric
				100-1013-541.22-06	277.51	Storm
				207-0707-552.22-03	1,491.80	Electric
				207-0707-552.22-05	77.46	Water/Sewer
				207-0707-552.22-06	48.76	Storm

AP Check Register
Check Date: 9/27/2012

Vendor Name	Check Number	Check Date	Invoice Number	Account Number	Amount	Description
MENASHA UTILITIES...	34987...	9/27/2012...	...	100-0703-553.22-03	1,595.98	Electric
				100-0703-553.22-05	2,250.84	Water/Sewer
				100-0703-553.22-06	327.52	Storm
				100-1001-514.22-03	1,756.98	Electric
				100-1001-514.22-05	447.20	Water/Sewer
				743-0403-513.21-04	3,061.36	Outside Services
				100-1014-543.22-05	81.25	Storm
				267-0102-581.22-06	12.50	Storm
				100-1019-552.22-03	231.35	Electric
				100-1019-552.22-05	1,529.58	Water
			601-1020-543.22-03	39.02	Electric	
			Total for check: 34987	13,810.29		
TOWN OF MENASHA UTILITY DISTRICT	34988	9/27/2012	DELIN UTIL	601-0000-441.31-00	1,018.71	Delinq Utility/Tax Roll
				100-0000-201.05-00	231.00	Delinq Utility/Tax Roll
			Total for check: 34988	1,249.71		
MODERN BUSINESS MACHINES	34989	9/27/2012	26291793	743-0403-513.29-01	243.10	Contract
			Total for check: 34989		243.10	
MONOPRICE INC	34990	9/27/2012	6803030	743-0403-513.30-15	15.36	Repeater Cable
			Total for check: 34990		15.36	
MORTON SAFETY	34991	9/27/2012	716843	731-1022-541.30-18	56.25	Respirator Mask & Filter
			Total for check: 34991		56.25	
NATIONAL ELEVATOR INSPEC SERVICES	34992	9/27/2012	0083134	100-1001-514.20-04	75.00	Elevator Insp/City Hall
		9/27/2012	0083218	100-0801-521.24-03	75.00	Elevator Insp/Police Dept
			Total for check: 34992		150.00	
NEENAH-MENASHA MUNICIPAL COURT	34993	9/27/2012		100-0000-201.03-00	202.00	Bond/MEPD11-250

AP Check Register
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Vendor Name	Check Number	Check Date	Invoice Number	Account Number	Amount	Description
NEENAH-MENASHA MUNICIPAL COURT ...	34993...	9/27/2012...	...	100-0000-201.03-00	139.00	Bond/MEPD12-378
			Total for check: 34993		341.00	
CITY OF NEENAH	34994	9/27/2012	FIRE SVCS	100-0501-522.25-01	231,233.00	Fire Rescue Service
			Total for check: 34994		231,233.00	
NETWORK HEALTH SYSTEM INC	34995	9/27/2012	289934	100-0202-512.21-05	120.00	Screenings
			Total for check: 34995		120.00	
NIELSON COMMUNICATIONS	34996	9/27/2012	FV12-27713	731-1022-541.38-03	153.80	Antenna Mount/Adapters
			Total for check: 34996		153.80	
NORTHEAST ASPHALT INC	34997	9/27/2012		625-1010-541.82-02	35,744.60	Contract 2012-03
				100-1003-541.82-02	59,212.89	Contract 2012-03
				100-0000-201.04-00	3,054.16	Contract 2012-03
			Total for check: 34997		98,011.65	
OGDEN PLUMBING & HEATING INC	34998	9/27/2012	67014	100-0501-522.24-03	310.83	430 First/Service
				100-0801-521.24-03	466.25	430 First/Service
			Total for check: 34998		777.08	
PERSONNEL EVALUATION INC	34999	9/27/2012	925	100-0801-521.21-06	120.00	
			Total for check: 34999		120.00	
PRINSCO INC	35000	9/27/2012	100040-90	625-1010-541.30-18	124.00	Micro Perf w/Socket
			Total for check: 35000		124.00	

AP Check Register

Check Date: 9/27/2012

Vendor Name	Check Number	Check Date	Invoice Number	Account Number	Amount	Description
ROLAND MACHINERY EXCHANGE	35001	9/27/2012	41001545	731-1022-541.38-03	133.90	Seal Kit/Cylinder
	Total for check: 35001				133.90	
DR TERESA RUDOLPH	35002	9/27/2012		100-0903-531.21-05	150.00	City Physician
	Total for check: 35002				150.00	
SECURITY FENCE & SUPPLY CO INC	35003	9/27/2012	2012-22021-IN	100-1008-541.30-18	83.96	Posts
	Total for check: 35003				83.96	
SHERWIN INDUSTRIES INC	35004	9/27/2012	SS047789	100-1008-541.30-15	3,226.80	Cones/Barrels/Baricades
	Total for check: 35004				3,226.80	
SMT MANUFACTURING & SUPPLY	35005	9/27/2012	0019677-IN	731-1022-541.38-03	86.85	Flange Cartridge
	Total for check: 35005				86.85	
SNAP-ON TOOLS	35006	9/27/2012	14120298-220120	731-1022-541.30-15	822.65	Pull Ram/Potto-Power
	Total for check: 35006				822.65	INV 214120298-220120
STAPLES ADVANTAGE	35007	9/27/2012	8022942844	731-1022-541.30-10	40.13	Office Supplies
				100-0703-553.30-10	22.55	Office Supplies
				100-0801-521.30-10	361.31	Office Supplies
Total for check: 35007				423.99		
SUNGARD PUBLIC SECTOR INC	35008	9/27/2012	55648	743-0403-513.24-04	2,806.00	October Maint Contracts
	Total for check: 35008				2,806.00	
SWIDERSKI POWER INC	35009	9/27/2012	IF13874	731-1022-541.38-03	10.71	Gasket & O-Ring
	Total for check: 35009				10.71	

AP Check Register
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Vendor Name	Check Number	Check Date	Invoice Number	Account Number	Amount	Description
TAPCO	35010	9/27/2012	1403445	100-1008-541.30-18	82.25	Heater
			Total for check: 35010		82.25	
THEDACARE	35011	9/27/2012	9200624318	100-0801-521.21-05	174.00	Venipuncture
			Total for check: 35011		174.00	
TOYS FOR TRUCKS	35012	9/27/2012	7461	731-1022-541.38-03	558.00	Sales-01
			Total for check: 35012		558.00	
UNIFIRST CORPORATION	35013	9/27/2012	097 0120807	731-1022-541.20-01	125.67	Uniform & Supply Cleaning
				731-1022-541.20-01	125.67	Mai/Map/Clothing Service
				731-1022-541.20-01	(125.67)	Correct Duplicate
			Total for check: 35013		125.67	
UNIFORM SHOPPE	35014	9/27/2012	213059	100-0801-521.19-03	189.80	Uniform
			Total for check: 35014		189.80	
UR WASHINSTUFF INC	35015	9/27/2012	10051	100-0801-521.29-05	62.81	11 Car Washes/August
			Total for check: 35015		62.81	
WAVERLY SANITARY DISTRICT	35016	9/27/2012		479-1003-541.22-05	70.00	Kernan Road Project
			Total for check: 35016		70.00	
WE ENERGIES	35017	9/27/2012		100-1001-514.22-04	25.50	Heating 901 Airport Rd
				100-0703-553.22-04	8.70	2170 Plank Road
				100-0000-123.00-00	18.98	N/M Fire
				100-1001-514.22-04	41.81	City Hall
				100-0801-521.22-04	26.21	Police
			100-0920-531.22-04	8.70	Senior Center	
			100-0601-551.22-04	41.69	Library	

AP Check Register
Check Date: 9/27/2012

Vendor Name	Check Number	Check Date	Invoice Number	Account Number	Amount	Description
WE ENERGIES...	35017...	9/27/2012...	...	100-0703-553.22-04	54.15	Parks
				100-0704-552.22-04	1,692.58	Pool
				207-0707-552.22-04	24.91	Marina
				731-1022-541.22-04	79.27	Garage
				Total for check: 35017	2,022.50	
WERNER ELECTRIC SUPPLY CO	35018	9/27/2012	S3654450.002	100-0703-553.30-18	155.24	Lamps
		9/27/2012	S3658995.001	100-0801-521.24-03	32.12	Ballasts/Lights
				100-0000-132.00-00	188.40	Ballasts/Lights
			Total for check: 35018	375.76		
WIL-KIL PEST CONTROL	35019	9/27/2012	2099323	100-1019-552.21-06	26.00	Racine St Tender House
				Total for check: 35019	26.00	
WINNEBAGO COUNTY CLERK OF COURTS	35020	9/27/2012		100-0000-201.03-00	100.00	Bond/MEPD 12-2938
				100-0000-201.03-00	150.00	Bond/MEPD 12-2937
				Total for check: 35020	250.00	
WINNEBAGO COUNTY TREASURER	35021	9/27/2012	LF118852	100-1016-543.25-01	4,559.68	Refuse/August
				100-1017-543.25-01	1,264.32	Refuse/August
				625-1005-541.25-01	4,033.92	Refuse/August
		9/27/2012	LF118934	266-1027-543.25-01	455.05	August Recycling
		9/27/2012	LF118941	100-1016-543.25-01	8,542.72	August Refuse/Outagamie
			100-1017-543.25-01	2,409.92	August Refuse/Outagamie	
			Total for check: 35021	21,265.61		
WINNEBAGO COUNTY TREASURER	35022	9/27/2012	TAXES 2-583	100-0000-201.03-00	133.73	Online Tax Payment 2-583
			Total for check: 35022		133.73	

AP Check Register
Check Date: 9/27/2012

Vendor Name	Check Number	Check Date	Invoice Number	Account Number	Amount	Description
WISCONSIN CHIEFS OF POLICE ASSN INC	35023	9/27/2012		100-0801-521.21-06	377.50	Exams
			Total for check: 35023		<u>377.50</u>	
WISCONSIN DEPT OF JUSTICE	35024	9/27/2012	L7101T	100-0801-521.21-06	105.00	
			Total for check: 35024		<u>105.00</u>	
WMCA	35025	9/27/2012		100-0203-512.34-03	100.00	Training Certification
			Total for check: 35025		<u>100.00</u>	
4X CONCRETE INC	35026	9/27/2012	78710	100-1009-541.30-18	1,201.04	Red Increle/4000 # AE
			Total for check: 35026		<u>1,201.04</u>	
					<u>463,124.65</u>	



NEENAH-MENASHA SEWERAGE COMMISSION

101 Garfield Avenue • Menasha, Wisconsin 54952-3397

(920) 751-4760 • Fax (920) 751-4767 • e-mail info@nmsscwwtp.com

September 26, 2012

Mayor Don Merkes
City of Menasha
140 Main Street
Menasha, WI 54952

RE: NMSC Clean Water Fund financing

Dear Mayor Merkes;

The Neenah-Menasha Sewerage Commission (NMSC) has received and contingently awarded bids for the construction of the treatment plant modifications. The bids received were within the engineer's expectations for the cost of the project. The current plant modification cost is \$22,440,105; the amount to be requested from the Clean Water Fund is \$22,151,781 (see attached Clean Water Fund Financial Assistance Application).

In August 2011, the NMSC approached the 5 communities making up the NMSC to consider borrowing funds from the Clean Water Fund (CWF) on behalf of the NMSC. The reason for using the CWF is due to the significant savings to be realized on the borrowing costs for the project, which in turn results in lower costs to the rate payers located in our communities. In August 2011 the NMSC presented estimates on the dollar amount we could be requesting each community to commit to in their borrowing from the CWF. This calculation was a percentage based on 2010 actual usage by each community. This percentage and dollar amount was originally intended to be used by each community for discussion and budgeting purposes. Attached is page 4 from the August 16, 2011 letter.

At the February NMSC Regular Meeting, the NMSC took formal action to set the distribution rate used to calculate the dollar amount for each community to be based on the 2011 actual percent of use of the treatment facility. This percentage will be used to determine how much each community is to borrow from the CWF on behalf of the NMSC.

The August 2011 estimate for the City of Menasha was 22.48% of \$25,500,000 totaling \$5,732,400. For further clarification, the 22.48% is the 2010 percent use of the plant; the \$25,500,000 was the estimated cost of the project. The action taken by the NMSC to use the 2011 percent of use results in the following calculation using the current project cost: 28.26% of the \$22,200,000 project cost totals \$6,274,000 (rounded).

Questions may come up as to why there is an increase in the amount of use of the treatment plant by the City of Menasha in 2011. There are two answers to this question; 1) the loadings to the NMSC from the City of Menasha increased, and 2) loadings from some of the other communities decreased. These two items together are causes for the increase in the use of the treatment facility by the City of Menasha. The NMSC is not able to address why there are increases in the loadings from the City of Menasha in 2011. The NMSC does not monitor the businesses and sewer system in the City of Menasha. Over the years, we have worked with the Public Works Department and the City consultants to make modifications in our monitoring setups to determine if this could result in changes in the loadings being reported. Attached is a report showing annual loadings from the NMSC users since 2001.

In September 2011, the City of Menasha Council passed a motion to borrow from the Clean Water Fund at an amount not to exceed \$5.5 million dollars, and, if there is a cost increase in the project the City of Menasha would be given the option to obtain Clean Water Funds to cover the increase. This is the same motion the Menasha Council amended on September 17 to remove the contingency on Sonoco providing a guarantee for debt service payments. You will have noticed the current estimate of \$6,274,000 exceeds the amount authorized by the Menasha Council for the portion to be obtained from the CWF by the City of Menasha for the NMSC. The NMSC was not aware of this discrepancy until after the September 17 Council meeting. If the NMSC had known of this difference at the time of the Council meeting, the NMSC would have also requested the City of Menasha to take action to address this issue.

At this time the NMSC is requesting the City of Menasha to take action to address the amount of CWF loans the City of Menasha will request from the CWF for the NMSC modification project. One option is to increase the amount not to exceed from \$5.5 Million to a higher limit of either \$6.5 Million or \$7 Million dollars. A second option would be to remove the reference to a dollar amount limit.

We appreciate the efforts of the City of Menasha in discussing this issue and look forward to having the modification made to the September 2011 motion to allow the NMSC to continue in the efforts to make needed plant modifications for this facility to continue for another 20+ years in providing quality waste treatment for the communities making up the NMSC. If you have any additional questions or concerns, feel free to contact me.

Sincerely,
Neenah-Menasha Sewerage Commission



Randall Much
General Manager

Enc. (3)

The CWFP can provide funding for equipment, supplies, materials, and construction, if procured in accordance with Wis. Stats. For information regarding bidding requirements, see the "Procurement Guide for Local Government" at <http://dnr.wi.gov/org/caer/cfa/EL/FORMS/forms.html>.

Municipality Name		CWFP Project No.				
Neenah Menasha Sewerage Commission		4115-03				
Project Budget Sheet		A	B	C	D	E
Total required for each line item (omit cents) - See Page 5 for instructions		Contract Number	Total Project Costs	Biosolids Bldg. Ineligible Costs*	Eligible Costs Paid By Other Funding Sources**	CWFP Costs Requested
1	Force Account Work #1 Total		\$ -	\$ -	\$ -	\$ -
2	Interim Financing					
a.	Net Interest Expenses					\$ -
b.	Legal/Bond Counsel/Underwriter					\$ -
c.	Financial Advisor		\$ 3,600			\$ 3,600
	#2 Total		\$ 3,600	\$ -	\$ -	\$ 3,600
3	Facility Plan Preparation (See Attachment B-3 for fee distribution calculations)	N0008-90-0236.00	\$ 98,000	\$ 12,740		
	#3 Total		\$ 98,000	\$ 12,740	\$ -	\$ 85,260
4	Plans/Specifications Preparation					
a.	Control System Preliminary Design	N0008-99-0721.00	\$19,500			\$ 19,500
b.	Controls & SCADA Upgrade-Design/Programming	N0008-91-0102.00	\$429,000			\$ 429,000
c.	Final Design Phase - WWTF & Biosolids-Original Site	N0008-91-0101.10	\$980,859	\$ 127,512		\$ 853,347
d.	WWTF Equipment Procurement-Bid	N0008-91-0101.20	\$15,100			\$ 15,100
e.	WWTF Equipment Procurement-CWF Asst.	N0008-91-0101.21	\$33,000			\$ 33,000
h.	Submittal & Application Fees	N0008-910101.99	\$5,000			\$ 5,000
i.	GIS Assessment/Pilot Study	N0008-90-0328.00	\$3,500			\$ 3,500
j.	GIS Work Order & Asset Mgmt System-Design	N0008-91-0156.02	\$148,600			\$ 148,600
k.	GIS Work Order & Asset Mgmt System-Dev./Data Disc.- 1	N0008-91-0156.04 & .06	\$65,000			\$ 65,000
l.	GIS Work Order & Asset Mgmt System-Training	N0008-91-0156.08	\$5,900			\$ 5,900
m.	GIS Work Order & Asset Mgmt System-Dev./Data Disc.- 2		\$60,000			\$ 60,000
n.	GIS Hardware (allowance)		\$14,000			\$ 14,000
o.	GIS Software (allowance)		\$26,000			\$ 26,000
	#4 Total		\$1,805,459	\$127,512	\$ -	\$ 1,677,947
5	Land or Easement Acquisition					
a.	Purchase Price		\$ -	\$ -	\$ -	\$ -
	#5 Total		\$ -	\$ -	\$ -	\$ -
6	Engineering/Construction Management					
a.	WWTP Bidding Phase Services		\$ 27,000			\$ 27,000
b.	WWTP Construction Phase Services		\$ 895,100			\$ 895,100
c.	WWTP Record Drawings		\$ 25,800			\$ 25,800
d.	WWTP Start-Up Services		\$ 57,700			\$ 57,700
e.	WWTP Operations Manual Preparation		\$ 33,000			\$ 33,000
f.	WWTP Clean Water Fund (CWF) Administration		\$ 25,000			\$ 25,000
g.	WWTP Equipment Contract Administration		\$ 19,200			\$ 19,200
h.	WWTP Resident Project Representative Services		\$ 318,700			\$ 318,700
i.	Control System Contract Amendment		\$ 850,000			\$ 850,000
j.	User Charge System		\$ 29,300			\$ 29,300
	#6 Total		\$ 2,280,800	\$ -	\$ -	\$ 2,280,800
7	Construction/Equipment					
a.	WWTF Modifications Construction Contract		\$ 12,179,852			\$ 12,179,852
b.	Equipment Procurement - See attached Page 6a		\$ 4,094,917	\$ -	\$ 148,072	\$ 3,946,845
	#7 Total		\$ 16,274,769	\$ -	\$ 148,072	\$ 16,126,697
8	Contingencies (enter 10% of line 7; (DNR will adjust amount)		\$ 1,627,477			\$ 1,627,477
	#8 Total		\$ 1,627,477	\$ -	\$ -	\$ 1,627,477
9	Miscellaneous Costs					
a.	Administration Expenses		\$ 5,000			\$ 5,000
b.	Removal / Relocation of Utilities					\$ -
c.	Land / Easement Legal / Appraisal Costs					\$ -
d.	Soil Borings					\$ -
e.	Wetland Delineation					\$ -
f.	Legal Fees		\$ 50,000			\$ 50,000
g.	Hypochlorite Generator - NMSC Direct Procurement & Installation		\$ 270,000			\$ 270,000
	#9 Total		\$ 325,000	\$ -	\$ -	\$ 325,000
10	CWFP Closing Costs					
a.	Bond Counsel (each Community incurs Counsel costs)			\$ -		\$ -
b.	Financial Advisor		\$ 25,000			\$ 25,000
	#10 Total		\$ 25,000			\$ 25,000
11	Total Project Costs TOTAL		\$ 22,440,105	\$ 140,252	\$ 148,072	\$ 22,151,781

*Provide a brief description and source of funds for any cost that is ineligible for CWFP funding. Costs associated with the Biosolids Storage Building are listed as ineligible. A separate CWF Loan will be applied for the Biosolids Storage Building.

**Name the other funding sources (CDBG, USDA Rural Development, internal funds, replacement funds, etc.).

Internal Funds/Interim Financing/Focus on Energy Implementation Grant

Refer to this worksheet when preparing all "Request for Loan Disbursement" forms. Line item requests should not exceed the total indicated on this budget sheet, unless a change has been made and is reflected in the FAA.

The municipalities would need to pledge either their general obligation debt capacity, or, the revenues of their respective sewer utility, which must meet at least the required 1.1 coverage ratio. The municipalities would be legally responsible for compliance with the terms of the loan under a Financial Assistance Agreement entered into with the State of Wisconsin. The proceeds of the loans would be turned over to the NMSC in accordance with an Agency Agreement entered into between the municipalities and the NMSC. NMSC would be responsible for administering the disbursement of the loan proceeds to complete the Project, DNR compliance, and allocates the annual capital charges to the municipalities and the Contracting Industrial user.

- * NMSC recommended the Clean Water Fund Loan program because it is the lowest cost of financing the WWTP Project, but it is your community's choice. The mechanics of using the program require the member municipalities to issue the loans for their share and the Contracting Industrial User. However, the repayment of the debt service for all the combined loans would follow the same historical process used by NMSC for annual capital charges based on volume and waste component of each individual municipal and Contracting Industrial User. The debt service on the existing 2003 NMSC Sewerage System Revenue Bonds is allocated on this basis. The capital charge allocated to each user changes monthly based on the volume and waste component. Therefore, if one of the users is no longer part of the system, the costs would be allocated over the remaining users.

- * Assumptions: Project Cost - \$25.5 Million. Clean Water Fund Loans issued by municipalities \$25.5 million @ 3.5% over 20 years. Estimated annual scheduled payment - \$1,860,000.* (Scheduled payment is amount municipality is legally responsible for under the terms of the Financial Assistance Agreement.)

	55.32%	22.48%	16.79%	1.82%	3.59%	
	C Neenah	C Menasha	T Menasha	T Neen San Dist 2	Waverly San Dist	Sonoco
Amount Issued	\$14,106,600	\$5,732,400	\$4,281,450	\$464,100	\$915,450	N/A
Scheduled payment*	\$ 1,028,940	\$ 418,125	\$ 312,290	\$ 33,855	\$ 66,775	N/A
Annual capital charge**	\$ 853,107	\$ 352,750	\$ 262,787	\$ 28,048	\$ 55,558	\$307,850

(All figures are estimates)

- * **Based on 2010 Plant usage percentages for volume and waste component.

The second option identified is that the local communities do not want to use the Clean Water Fund at all and the Commission will go to the municipal bond market and borrow the money for the Project. The Commission has the legal authority to use this option by virtue of your communities' participation and agreement via the Ordinance-Contract. However, while the Commission has the power and authority to do this, the Commission has had member communities' best interest in mind. Despite any concerns to the contrary, the Commission has kept your community fully informed of this Project. By going directly to the municipal bond market the Commission can pledge its revenues for the Project. Then all the associated costs would be charged back to your communities

N M S C O P E R A T I O N S R E P O R T

	2012		(A) = AVERAGE (T) = TOTAL	2011	2010	2009	2008	2007	2006	2005	2004	2003	2002	2001
	JAN - AUG	YR - TO - DATE		YEARLY AVE										
1. PLANT LOADINGS														
NEENAH (DET)														
AVE. FLOW (MGD)	5.347		(A)	6.034	5.671	4.805	6.055	4.746	5.147	4.720	6.405	5.240	4.957	5.330
PEAK FLOW (MGD)	26.197		(MAX)	25.54	25.481	24.381	26.561	11.926	15.706	11.508	27.255	18.818	15.120	19.860
BOD (LBS)	2,170,850		(T)	3,296,486	3,554,289	3,047,378	2,714,519	3,144,006	3,148,920	2,908,229	249,577	252,836	215,705	242,649
S.S. (LBS)	2,083,734		(T)	3,161,747	3,292,951	2,814,399	2,697,026	3,705,487	3,465,000	2,852,646	238,393	243,592	235,963	262,613
TOTAL FLOW (MG)	1,306,554		(T)	2,201,953	2,076,021	1,754,424	2,213,374	1,735,164	1,879,853	1,722,042	2,346,816	1,915,339	1,809,196	1,945,575
MENASHA (DET)														
AVE. FLOW (MGD)	2.621		(A)	3.047	2.852	2.385	3.047	2.527	2.547	2.325	3.271	2.775	2.661	2.980
PEAK FLOW (MGD)	10.691		(MAX)	14.652	10.018	12.523	13.625	7.791	8.371	5.787	15.288	10.805	9.800	11.400
BOD (LBS)	744,576		(T)	1,474,687	1,228,158	1,295,153	1,175,909	1,490,159	1,357,891	1,081,208	125,587	88,068	80,476	90,664
S.S. (LBS)	1,532,772		(T)	2,595,111	1,542,573	1,915,868	1,688,558	2,117,638	2,514,321	2,002,728	226,615	194,361	252,821	224,590
TOTAL FLOW (MG)	640,696		(T)	1,111,410	1,043,503	871,203	1,114,376	923,748	929,523	848,152	1,198,536	1,014,301	970,607	1,088,994
TOWN/MENASHA UTILITY DISTRICT														
AVE. FLOW (MGD)	1.546		(A)	1.863	1.937	1.679	1.856	1.482	1.683	1.610	1.873	1.723	1.592	1.880
PEAK FLOW (MGD)	7.016		(MAX)	8.076	7.792	8.394	7.921	4.42	5.439	3.888	8.320	7.272	6.121	7.010
BOD (LBS)	519,605		(T)	793,809	917,566	832,040	734,452	661,288	735,070	728,775	57,819	60,918	59,931	72,766
S.S. (LBS)	749,678		(T)	1,077,805	1,247,452	1,271,406	1,085,575	877,277	1,056,675	996,146	72,187	78,102	71,987	103,818
TOTAL FLOW (MG)	377,581		(T)	686,479	708,674	612,615	679,592	542,215	614,601	587,717	686,486	629,982	580,264	685,593
WAVERLY SD														
AVE. FLOW (MGD)	0.333		(A)	0.385	0.367	0.342	0.389	0.343	0.335	0.317	0.308	0.238	0.291	0.270
PEAK FLOW (MGD)	0.506		(MAX)	0.602	0.593	0.525	0.701	0.585	0.704	0.464	0.436	0.388	0.477	0.490
BOD (LBS)	153,301		(T)	232,656	219,206	242,389	198,965	228,405	230,268	196,532	15,059	13,300	10,264	10,452
S.S. (LBS)	160,103		(T)	255,182	228,774	245,894	202,354	242,582	237,077	170,452	15,358	11,411	9,264	15,023
TOTAL FLOW (MG)	81,286		(T)	140,420	134,004	124,777	142,175	125,194	122,311	115,656	112,699	88,960	106,051	98,702
TOWN OF NEENAH (S.D.)														
AVE. FLOW (MGD)	0.101		(A)	0.102	0.102	0.122	0.148	0.113	0.118	0.118	0.151	0.123	0.123	0.130
PEAK FLOW (MGD)	0.479		(MAX)	0.221	0.448	0.421	0.614	0.248	0.267	0.229	0.485	0.288	0.310	0.360
BOD (LBS)	42,502		(T)	76,648	96,144	100,521	111,603	65,940	51,905	70,989	7,008	5,296	4,291	5,423
S.S. (LBS)	53,304		(T)	113,689	66,458	161,347	204,771	85,861	68,789	103,839	10,154	7,323	5,764	9,134
TOTAL FLOW (MG)	24,692		(T)	37,314	37,226	48,032	54,086	41,487	43,163	43,075	55,486	44,905	44,971	46,411
SONOCO - U.S. MILLS														
AVE. FLOW (MGD)	0.300		(A)	0.228	0.242	0.218	0.236	0.233	0.264	0.226	0.229	0.209	0.209	0.220
PEAK FLOW (MGD)	0.516		(MAX)	0.705	0.425	0.543	0.808	0.427	0.573	0.400	0.397	0.166	0.355	0.440
BOD (LBS)	1,664,186		(T)	2,171,745	2,019,798	1,804,331	1,631,748	1,677,405	1,869,686	1,986,823	141,290	167,727	164,718	193,468
S.S. (LBS)	500,812		(T)	877,566	955,790	365,578	574,484	418,508	516,302	359,974	14,484	11,971	14,231	20,309
TOTAL FLOW (MG)	82,251		(T)	93,486	95,940	87,170	91,150	93,996	103,617	89,654	83,896	76,196	76,303	79,948
TOTAL PLANT														
AVE. FLOW (MGD)	10.285		(A)	11.706	11.1906833	9.572	11.743	9.469	10.114	9.33525	12.482	10.628	10.128	11.470
BOD (LBS)	5,295,020		(T)	8,046,031	8,035,151	7,321,812	6,567,196	7,267,203	7,393,740	6,982,556	596,369	588,144	535,404	648,815
S.S. (LBS)	5,080,403		(T)	8,081,100	7,333,998	6,774,492	6,452,768	7,447,333	7,858,144	6,485,785	577,191	546,759	590,065	652,694
TOTAL FLOW (MG)	2,513,072		(T)	4,271,062	4,095,368	3,498,221	4,294,753	3,461,804	3,692,868	3,406,296	4,483,919	3,767,683	3,588,254	342,730

Don Merkes

From: cschaeferkemps@gmail.com
Sent: Tuesday, September 25, 2012 12:27 PM
To: Don Merkes
Subject: Feedback from Web Site: Other

Selected Subject: Other

Name: Cindy Schaefer Kempes

Phone: 920-725-2220

Fax:

EmailConfirm: cschaeferkemps@gmail.com

Contact Method: Email

Message: Mayor Merkes,

I am interested in helping with the Park and Recreation committee. I am currently the Academic Coordinator of the after school program at Maplewood. I also teach summer school, remedial Science/Bio, and have background working with and advocating for diverse populations. I have unique perspectives, creativity, and a dedication to the betterment of Menasha.

Sincerely,

Cindy Schaefer Kempes