

CITY OF MENASHA  
ADMINISTRATION COMMITTEE  
Third Floor Council Chambers  
140 Main Street, Menasha  
November 18, 2013  
MINUTES

A. CALL TO ORDER

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

B. ROLL CALL/EXCUSED ABSENCES

PRESENT: Aldermen Zelinski, Englebert, Benner, Nichols, Taylor Sevenich, Langdon, Keehan

ALSO PRESENT: Mayor Merkes, CA/HRD Captain, PC Styka, DPW Radtke, CDD Keil, ASD Steeno, LD Lenz, Clerk Galeazzi

C. MINUTES TO APPROVE

1. [Administration Committee, 11/4/13](#)

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

Motion carried on voice vote.

D. DISCUSSION/ACTION ITEMS

1. [Volunteer Accident Insurance](#)

CA/HRD Captain explained Volunteer Accident Insurance is a new product being offered by CVMIC to their members. This policy would cover volunteers that are performing City business. Public safety volunteers would not be included. Currently the City has 39 people that volunteer on a regular base. The annual premium is \$300.30

LD Lenz explained the procedure used at the Library when someone volunteers.

General discussion ensued on what the policy covers, keeping track of all volunteers.

Moved by Ald. Englebert, seconded by Ald. Keehan to recommend to Common Council To accept the proposal for Volunteer Accident Insurance coverage for one year offered through National Union Fire Ins. Co. of Pittsburgh, PA, beginning January 1, 2014.

Motion carried roll call 8-0.

2. [O-7-13 An Ordinance Amending Title 2, Chapter 4 of the Code of Ordinances \(Municipal Court Costs\) \(Introduced by Mayor Merkes\)](#)

CA/HRD Captain explained a change in State Statute allows municipal courts to charge up to \$38 for court costs. The Neenah-Menasha Municipal Judge has recommended changing court cost from \$28 to \$38.

Moved by Ald. Sevenich, seconded by Ald. Langdon to recommend to Common Council O-7-13 An Ordinance Amending Title 2, Chapter 4 of the Code of Ordinances (Municipal Court Costs)

Motion carried roll call 8-0.

E. ADJOURNMENT

Moved by Ald. Langdon, seconded by Ald. Keehan to adjourn at 8:15 p.m.

Motion carried on voice vote.

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