

CITY OF MENASHA  
ADMINISTRATION COMMITTEE  
Third Floor Council Chambers  
140 Main Street, Menasha  
August 3, 2015  
MINUTES

A. CALL TO ORDER

Meeting called to order by Chairman Nichols at 8:31 p.m.

B. ROLL CALL/EXCUSED ABSENCES

PRESENT: Aldermen Nichols, Taylor, Krautkramer, Langdon, Zelinski, Benner

EXCUSED: Alderman Keehan

ALSO PRESENT: Mayor Merkes, CA Captain, PC Styka, DPW Radtke, CDD Keil,  
ASD Steeno, PHD McKenney, Clerk Galeazzi

C. MINUTES TO APPROVE

1. [Administration Committee, 7/20/15](#)

Moved by Ald. Langdon seconded by Ald. Krautkramer to approve minutes.

Motion carried on voice vote.

D. ACTION/DISCUSSION ITEMS

1. [O-14-15 An Ordinance Amending Title 2, Chapter 1 of the Code of Ordinance \(Polling Places\) \(Introduced by Ald. Langdon\)](#)

Clerk Galeazzi explained the change of polling place for Aldermanic Districts 3&4 from Banta School Administration Building to the Boys and Girls Club of Menasha. The Boys and Girls Club has more parking and is more accessible.

Moved by Ald. Langdon seconded by Ald. Benner to recommend to Common Council O-14-15 An Ordinance Amending Title 2, Chapter 1 of the Code of Ordinance (Polling Place).

Motion carried on roll call 6-0.

2. [Liability Insurance-CVMIC Update/Renewal](#)

CA Captain reviewed the reports from CVMIC on Liability Insurance. She explained the 2015 liability dividend will be paid in March 2016. Historically the City has opted to have the dividends paid at the earliest date. A recommendation would need to be made to Common Council if that option is not acceptable. She also explained the Common Council will need to adopt a Resolution to continue to participate in CVMIC.

Moved by Ald. Benner seconded by Ald. Langdon to recommend to Common Council the proposed resolution to continue membership in CVMIC and accept CVMIC's premium proposal for years 2016, 2017, and 2018.

Motion carried on roll call 6-0.

3. [Interagency Memorandum of Understanding to Purchase PortaCount Pro Respiratory Fit Tester](#)

PHD McKenney explained the MOU with Manitowoc County Health Department for the purchase and use of a PortaCount Pro Respiratory fit Tester. There will be eleven health departments participating in the partnership. The City's safety program includes annual respiratory protection fit testing.

Moved by Ald. Benner seconded by Ald. Langdon to recommend to Common Council the Health Department enter into an Interagency Memorandum of Understanding to Purchase PortaCount Pro Respiratory Fit Tester with Manitowoc County Health Department from August 1, 2015 to July 31, 2020.

Motion carried on roll call 6-0.

E. ADJOURNMENT

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

Motion carried on voice vote.

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