

CITY OF MENASHA  
ADMINISTRATION COMMITTEE  
Third Floor Council Chambers  
140 Main Street, Menasha  
February 1, 2016  
MINUTES

A. CALL TO ORDER

Meeting called to order by Chairman Nichols at 8:55 p.m.

B. ROLL CALL/EXCUSED ABSENCES

PRESENT: Aldermen Spencer, Benner, Nichols, Taylor, Krautkramer, Olszewski, Keehan, Zelinski

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, 1/18/16.](#)

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

Motion carried on voice vote.

D. ACTION/DISCUSSION ITEMS

1. [R-4-16 Resolution Regarding the Official Depositories of the City of Menasha. \(Introduced by Mayor Merkes\)](#)

ASD Steeno explained City is required to review official depositories annually and remove or add depositories that are being used by both City and Utilities.

Moved by Ald. Keehan seconded by Ald. Krautkramer to recommend to Common Council R-4-16 Resolution Regarding the Official Depositories of the City of Menasha. (Introduced by Mayor Merkes).

Motion carried on roll call 8-0.

2. Moved by Ald. Taylor seconded by Ald. Keehan to Adjourn into Closed Session at 8:58 p.m.pursuant to Wis. Stat. §19.85(1)(g) Conferring with legal counsel for the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved (Notice of Circumstances 12/14/2015 Rain Event; Notice of Claim – Chad Myhill)  
Motion carried on roll call 8-0.

Ald. Taylor was excused at 9:20 p.m.

3. Moved by Ald. Benner seconded by Ald. Keehan to Reconvene into Open Session at 9:24p.m.

Motion carried on roll call 7-0.

4. [Water/Sewer Backup Resident Education Program.](#)

CA Captain provided a copy of a new brochure staff put together to help residents better understand how to handle a sewer backup on their property.

General discussion ensued on procedure to follow and options available to property owners.

E. ADJOURNMENT

Moved by Ald. Keehan seconded by Ald. Krautkramer to adjourn at 9:46 p.m.

Motion carried on voice vote.

Deborah A. Galeazzi, WCMC  
City Clerk