

CITY OF MENASHA
Administration Committee
140 Main Street, 3rd Floor Council Chambers
May 19, 2008

MINUTES

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1. CALL TO ORDER

Meeting called to order by Chairman Wisneski at 5:30 p.m.

2. ROLL CALL/EXCUSED ABSENCES

A. [Roll Call](#)

PRESENT: Ald. Hendricks, Zelinski, Michalkiewicz, Benner, Taylor, Wisneski, Pack

ALSO PRESENT: Mayor Merkes, CA/HRD Brandt, PC Stanke, DPW Radtke, CDD Keil, C/T Stoffel, PRD Tungate, Pk Supt Huss, Clerk Galeazzi, and the Press.

3. MINUTES TO APPROVE-MINUTES & COMMUNICATIONS TO RECEIVE

Minutes to approve:

A. [Administration Committee Minutes, 5/5/08](#)

Moved by Alderman Pack, seconded by Alderman Taylor to approve Administration Committee Minutes, 5/5/08

Motion Carried on voice vote

Results:

4. DISCUSSION

A. [Presentation of Patriot Award to Park Superintendent Bob Huss from Employer Support of the Guard and Reserve](#)

Leroy Brohm from ESGR committee presented and read the Patriot Award plaque to Park Superintendent Bob Huss. Pk, Supt Huss was nominated by Park employee Glen Pemrich who is a member of the Wisconsin National Guard and is currently serving with the National Guard. The award is presented to an employer who has supported their employee who serve their country during war time. Mr. Brohm also presented a plaque to Mayor Merkes for display at City Hall.

B. [Accept quote of The Post Crescent as the official City newspaper, May 2008-May 2009](#)

CA/HRD Brandt explained state statute requiring municipalities to publish council proceeding and other City advertising in a daily and/or weekly newspaper. Quotes need to be obtained. The Post Crescent was the only newspaper that submitted a quote.

C. [Approval of Consulting Agreement with McClone Agency, Inc. for the period July 1, 2008 to June 30, 2009, and authorize signature](#)

CA/HRD Brandt explained the agreement with McClone Agency is the same as previous years. The renewal fee of \$2,000 has not changed since 1993 when the City first entered into a Consulting Agreement with McClone Agency. When asked about the City having all their insurance with McClone, CA/HRD Brandt explained the

different types of insurance coverage the City has. Also the City has saved premiums through CVMIC and will be receiving bond refunds.

D. Declaration of Official Intent 2008-02, Lake Park Heights, Walker and Northridge Manor II Subdivisions Street Construction.

No Questions or Discussion.

E. Offer to Purchase for 81 Racine Street and 504 Broad Street, Parcels #71-0006200 & 71-000610, Riverside Builders, Inc, not to exceed \$36,000.

Discussion ensued on supporting local business; parcels are part of the main corridor to the downtown area, need to look at all options; current price being offered doesn't cover cost put into clearing parcels; Plan Commission should review offer.

Moved by Ald. Michalkiewicz, seconded by Ald. Pack to refer Offer to Purchase to Plan Commission and hold item in Administration Committee.

CA/HRD Brandt explained the motion is not germane.

Ald Michalkiewicz and Ald. Pack withdrew motion.

Moved by Ald. Michalkiewicz, seconded by Ald. Pack to hold item.

F. O-8-08 - An Ordinance Relating to Outdoor Food and Alcoholic Beverages Service

This ordinance will clean up some inconsistencies with the current ordinance relating to serving food and/or alcoholic beverages on decks and/or patios and beer gardens.

Discussion ensued on changes to the ordinance and how it will affect businesses.

G. Request of Wiseguys Pizzeria & Pub to serve alcohol beverages and food on their outside patio from May 19-Oct. 31, 2008 (Held 5/5/08)

Brenda Jorgenson from Wiseguys Pizzeria presented a plan showing where the deck will be located and how it will be set up.

Discussion ensued on if the plan will follow the requirement of the proposed ordinance O-8-08.

6:30p.m. – Recessed to the Special Common Council meeting

7:38p.m. – Reconvened

H. R-12-08 - Proclamation for National Public Works Week, May 18-24, 2008

No Questions or Discussion.

I. Accounts payable and payroll for 5/8/08 - 5/15/08 in the amount of \$507,114.03

Ck. #16836-Orbit Screens-\$65,775.00 – screening plant for asphalt (budget item)

Ck. #16879-Dumke & Assoc.-\$2,977.75 – rent for Health Dept.

5. ADJOURNMENT

A. Adjournment

Moved by Alderman Pack, seconded by Alderman Taylor to adjourn at 7:41 p.m.

Motion Carried on voice vote

Results:

Respectfully submitted by Deborah A. Galeazzi, City Clerk