

CITY OF MENASHA
Administration Committee
City Hall-140 Main St.-Council Chambers-3rd Floor
September 15, 2008

MINUTES

 [← Back](#)  [Print](#)

1. CALL TO ORDER

Meeting called to order by Chairman Wisneski at 5:45p.m.

2. ROLL CALL/EXCUSED ABSENCES

A. [Roll call](#)

PRESENT: Ald. Zelinski, Michalkiewicz, Benner, Pamentor, Taylor, Wisneski, Pack, Hendricks.
ALSO PRESENT: Mayor Merkes, CA/HRD Brandt, PC Stanke, DPW Radtke, CDD Keil, C/T Stoffel, Dave Maccoux, Jay McMahon, Larry Wheeler, Lori Masiak, Clerk Galeazzi, and the Press.

3. MINUTES TO APPROVE-MINUTES & COMMUNICATIONS TO RECEIVE

Minutes to approve:

A. [Administration Committee, 9/2/08](#)

Moved by Alderman Pack, seconded by Alderman Michalkiewicz to approve minutes

Motion Carried on voice vote

Results:

4. DISCUSSION

A. [Review and accept 2007 City of Menasha Audit \(Dave Maccoux, Schenck\)](#)

Dave Maccoux and Jay McMahon from Schenck gave an overall review of the 2007 City of Menasha Audit. It is an independent audit of the City's financial statements. The audit is conducted in accordance with auditing standards contained in Government Auditing Standards. They explained the two deficiencies in internal control. They discovered no instances of noncompliance or other matters that are required to be reported under Government Auditing Standards.

Mr. Maccoux answered questions from Council members.

B. [Appeal of Denial of Operator's License - Larry Wheeler](#)

CA/HRD Brandt explained the Operators License application for Larry Wheeler was denied based on Mr. Wheeler's previous convictions. State Statute requires no license or permit related to alcohol may be issued to any person who has habitually been a law offender or has been convicted of a felony relating to alcohol.

Larry Wheeler spoke on his behalf. He explained his past history with alcohol and drug abuse, but is on the road to straightening out his life. He has recently taken the job as Assistant Manager at Germania Hall. He is requesting an Operators License to fill in when the General Manager, Lori Masiak is not on premises.

Lori Masiak spoke on Mr. Wheeler's behalf. As the Assistant Manager, Mr. Wheeler will be filling in when Ms. Masiak is not available. Germania Hall requires all their bartenders to be licensed. Mr. Wheeler has been following are requirements of his probation

Moved by Alderman Michalkiewicz, seconded by Alderman Pack to - sustain denial of Operators License

Motion Passed

Results:

Roll Call:

AYES: Benner , Hendricks , Michalkiewicz , Pack , Pamenter , Taylor , Wisneski , (8)
Zelinski

C. O-20-08 - An Ordinance Relating to Common Council Procedure (Ald. Hendricks, Wisneski, and Mayor Merkes)

Mayor Merkes explained a Consent Agenda. Items that have already gone through a Committee or Board will be put on the Consent Agenda. The items can all be voted on as one motion unless an Alderman requests an item be removed from the Consent Agenda and voted on separately.

Discussion ensued on holding Administration Community and Board of Public Works meeting after Common Council will give more time for aldermen to do research and ask questions of department heads. It will also allow more public participation. There is a sunset clause, the ordnance will expire in February, 2009. The Council can evaluate the process at that time.

If this ordinance is passed, the Administration and Board of Public Works would need to meet on Sept. 29 and then the Common Council would meet on Oct. 6 to act on any recommendations from the Committees.

D. R-19-08 Resolution Pertaining to the Advisory Referendum on Affordable Health Care

CA/HRD Brandt explained the petition that was submitted to the clerk's office by the Citizen Action of Wisconsin group requested that the referendum question be on the ballot for the November election. It does not allow the City the opportunity to pass a resolution.

Clerk Galeazzi explained the information for a referendum question needs to be to the County Clerk's office 42 day before the election. There will be additional cost to the City to have this question on the November ballot.

E. R-17-08 Resolution Creating Amendment #3 to the Project Plan for Tax Increment District No. 4 to Provide for the Allocation of Positive Tax Increments from Tax Increment District No. 4 to Tax Increment District No. 7 (Mayor Merkes)

CDD Keil explained amending the Project Plan for TID #4 to allocate positive tax increments to TID #7. The value movement in TID #7 is not as great as projected and the increment being generated is not sufficient to cover debt repayment. TID #4 is generating tax increment in excess of what is required to cover project expenses. The City will determine the portion of the positive tax increment of TID #4 that is in excess of the tax increment necessary to pay project costs of TID #4 and allocate those amount to TID #7.

F. R-18-08 Resolution Creating Amendment #3 to the Project Plan for Tax Increment District No. 5 to Provide for the Allocation of Positive Tax Increments from Tax Increment District No. 5 to Tax Increment District No. 7 and No. 8. (Mayor Merkes)

CDD Keil explained this resolution is to amend the project plan for TID #5 to allocate positive tax increments to TID #7 and #8. TID #5 is generating tax increment in excess of what is requirer to cover project expenses.

Although the value increment in TID #8 exceeds projections, the funds that were borrowed for acquisition and demolition of 81/87 Racine Street and 504 Broad Street are not being covered by the tax increment that is currently being generated. The City will determine the portion of the positive tax increment of TID #4 that is in excess of the tax increment necessary to pay project costs of TID #4 and allocate those amount to TID #7 and #8.

G. Joint Powers Agreement, Winnebago County 911 Emergency System, Dec. 1, 2008 - Nov. 30, 2009, and authorize signatures.

PC Stanke reported the agreement is the same as previous years.

H. Accounts payable and payroll for 8/29/08 - 9/11/08 in the amount of \$536,171.98

Ck. #18357-#18359 - North Ridge Construction - upgrade for new driveways for CDBG Housing Rehab properties.

Ald. Taylor thanked City of flowers sent for his father's funeral.

5. ADJOURNMENT

A. Adjournment

Moved by Alderman Michalkiewicz, seconded by Alderman Pack to adjourn at 7:19 p.m.

Motion Carried on voice vote

Results:

Respectfully submitted by Deborah A. Galeazzi, City Clerk

DRAFT