

It is expected that a Quorum of the Personnel Committee, Board of Public Works, Plan Commission and Administration Committee will be attending this meeting: (although it is not expected that any official action of any of those bodies will be taken)

**CITY OF MENASHA
COMMON COUNCIL
Third Floor Council Chambers
140 Main Street, Menasha
Monday, October 19, 2009
6:00 PM
AGENDA**

- A. CALL TO ORDER
- B. PLEDGE OF ALLEGIANCE
- C. ROLL CALL/EXCUSED ABSENCES
- D. PUBLIC HEARING
- E. PUBLIC COMMENTS ON ANY MATTER OF CONCERN TO THE CITY
(five (5) minute time limit for each person)
- F. REPORT OF DEPARTMENT HEADS/STAFF/CONSULTANTS
 1. [Lt. Dan Schultz, NM Fire Rescue – Update on Fire Station 36 project](#)
 2. Clerk Galeazzi - the following minutes and communications have been received and placed on file:

Minutes to receive:

- a. [Administration Committee, 10/5/09](#)
- b. [Board of Public Works, 10/5/09](#)

Communications:

- c. [Atty. Carlson, 10/9/09; Memo regarding the approval of agreement between Wisconsin Division of Public Health of the Dept. of Health Services and Menasha Health Dept., July 31, 2009-July 30, 2010 for Public Health Emergency Response](#)
- d. [Dept. of Administration, 10/10/09; Final Estimate of 2009 Population](#)
- e. [Town of Menasha Utility Commission minutes; 9/14/09, 9/28/09](#)
- f. [Waverly Sanitary District minutes, 9/15/09](#)

G. CONSENT AGENDA

(Prior to voting on the Consent Agenda, items on the Consent Agenda may be removed at the request of any Alderman and place immediately following action in the "Items removed from the Consent Agenda" section. The procedures to follow for the Consent Agenda are: (a) removal of items from Consent Agenda; and (b) motion to approve the items from Consent Agenda.)

Minutes to approve:

- 1. [Common Council, 10/5/09](#)
- 2. [Special Common Council, 10/5/09](#)

Administration Committee, 10/5/09 – Recommends Approval of:

- 3. [Agreement between Wisconsin Division of Public Health of the Dept. of Health Services and Menasha Health Dept., July 31, 2009 – July 30, 2010 for Public Health Emergency Response \(H1N1\)](#)
- 4. [Agreement with Stern Brothers & Co.](#)

"Menasha is committed to its diverse population. Our Non-English speaking population and those with disabilities are invited to contact the Menasha City Clerk at 967-3603 at least 24 hours in advance of the meeting for the City to arrange special accommodations."

G. CONSENT AGENDA, continued

Board of Public Works, 10/5/09 – Recommends Approval of:

5. Payment – Vinton Construction Company; Contract Unit No. 2009-01; Midway Business Park Concrete Street and Walk Construction; \$19,293.47 (Payment No. 4)

H. ITEMS REMOVED FROM CONSENT AGENDA

I. ACTION ITEMS

1. Accounts payable and payroll for the term 10/8/09-10/15/09 in the amount of \$404,783.99
2. Change of Agent to Frederick H. Jaeger for the Bar at Lake Park, d/b/a Sliders, 890 Lake Park Road, Menasha

J. ORDINANCES AND RESOLUTIONS

K. APPOINTMENTS

1. Mayor's Appointments to Parks & Recreation Board
 - a. Alderman Joanne Roush for the term Oct. 20, 2009-April 19, 2010
(replace Jason Pamerter)

L. CLAIMS AGAINST THE CITY

M. HELD OVER BUSINESS

N. PUBLIC COMMENTS ON ANY MATTER LISTED ON THE AGENDA

(five (5) minute time limit for each person)

O. ADJOURNMENT

MEETING NOTICE

**Monday, November 2, 2009 - Council Chambers
Common Council – 6:00 PM
Administration Committee – to be determined
Board of Public Works – to be determined**

**Budget Review Session
Thursday, November 5, 2009 – 5:00 PM
Monday, November 9, 2009 – 5:00 PM
Thursday, November 12, 2009 – 5:00 PM**



Memorandum

TO: Mayor Merkes, Council Members, and Fire Commissioners

FROM: Dan Schultz

DATE: 10-06-09

RE: Proposed Fire Station 36 project

On October 2, 2009 we received formal notification on the federal grant award from FEMA for the new construction of Menasha's Fire Station 36. There are guidelines that we need to follow for this construction to take place. The location and building plans are submitted and approved by FEMA and cannot be changed without jeopardizing the project. Minor changes will be made to the plans to update them to current building codes and get the LEED score of Silver integrated into the building (Green projects).

I have included portions of our narrative so you have insight on why the need is there for this facility and its location. The financial commitment from the City of Menasha is \$135,000 plus landscaping (grasses are included in the funding however decorative landscaping could not be included in the grant for funding). A set of original plans, in there current state, is included in this packet. Again, these plans will have minor changes for the LEED Silver and Code changes but will remain basically as you see them.

Total award that will be funded under the FEMA Station Construction Grant is **\$1,208,522.00**. Total project is predicted to be \$1,324,522.00 plus decorative landscaping (this project has to have all fazes bid and could flexuate based on bid environment at the time).

The grant process is part of the Federal Government's "stimulus" funds. I feel part of the reason we were awarded is that we are ground ready with the location (site) already owned by the City, we had plans basically ready to go, and can be digging in about two months from the time of acceptance from the City is made and the guidance package from FEMA is received and reviewed. I ask that you approve the "acceptance of the award" as you see it included in the packet, changes will cause problems and could risk us loosing the award.

If you have any questions let me know.

Dan Schultz
Shift Commander
Grant Administrator/Project Manager
Neenah-Menasha Fire Rescue

Neenah Menasha Fire Rescue Station Construction Grant Overview:

Project Description:

Our current station concerns are two fold, for our Station 36, having issues that revolve around facility structural concerns and repair issues and station location and not meeting NFPA 1710, Chapter 4.

Problems with our current facility are lengthy since it was constructed in 1963 and is 46 years old. In 2002, a study was completed by an outside agency, Bray Associates Architects, Inc. to review of all of the City of Menasha buildings. In their report many things show that Station 36 is in need of repairs and those necessary repairs remain to date.

Evaluation of Structure and Systems shows that the station is not ADA compliant, as required for a public building. There is evidence of outside exterior wall movement in the apparatus area. The stairway that provides a second means of egress from the basement has a history of allowing water to leak into the basement with records and staining showing close to ½ foot of water. Flooding occurs anytime there is a heavy rain. Areas of the apparatus room are heavily soiled in diesel soot creating a health hazard concern. Exterior walls are concrete block with no additional insulation (very poor for Wisconsin winters). The roof needs to be replaced and has been patched multiple times to control water leaks. Current plumbing fixtures do not meet the Water Conservation Standards. The station only has one shower, one locker room, one main bathroom and one half bathroom. Our department has both male and female line firefighters, current practices restrict locating our female firefighter to that station due to lack of facilities. A new energy efficient hot water heater is recommended. The current furnace is 46 years old and the American Society of Heating, Refrigeration and Air-Conditioning Engineers (ASHRAE) lists a life expectancy of air-cooled condensing units and gas fired duct furnaces as 15 years for its useful life. The furnace is an old cast iron model that requires replacement of refractory tiles to be periodically replaced it is unknown if this has ever occurred. As the firefighters say “the furnace is so big that we could cremate an elephant in it”. The ducts and water lines are wrapped in asbestos. It’s recommended that the ventilators in the apparatus room be converted from gravity to power vents. The gas fired make-up air units in the apparatus room presently operate from room thermostats, when units are off, no make-up air is being brought in, regardless of CO levels (this occurs for at least 6 months out of the year). Major health concerns from the previous two items. No GFCI type receptacles are located anywhere in the building. The kitchen, bathrooms, apparatus room, and basement are in need of these.

In recent years the City of Menasha has expanded through annexation into Calumet County, which now makes up 29% of the property under the City of Menasha’s jurisdiction. These annexations have created a major imbalance in response times throughout our community. It is causing citizens in this district to have emergency response time in excess of 13 minutes with an average of just over 9 minutes. Our records show that non-emergency response times average 14 minutes or about 64% more time then our emergency responses. The current location of this station has us in an uneasy position and unable to obtain NFPA 1710, Chapter 4 standards for a career department in the area of response times. Relocation of the station will shorten our time dramatically to an estimated 4.5 minutes emergency and 7 minutes non-emergency and will not jeopardize response time, beyond NFPA standards, to the area we would relocate from.

With station condition and response time issues relocation has been selected for a new station. The City of Menasha already owns this undeveloped property and the site has been selected on the corner of Manitowoc Road and Province Terrace in the City of Menasha. The site was selected because this location is on a major thoroughfare giving us easy access both north/south

and east/west. This location gets us farther east into the annexed area but not to the point of giving us problems back to our original home area. It helps us with a possible mutual aid agreement with the Town of Harrison that boards our community to the east and automatic aid with the City of Appleton. In the past we have been in discussions with a mutually staffed station or automatic aid agreement with the City of Appleton, our bordering community to the north and also a career department. This station location allows those discussions to proceed. Prior to this, our current location was too far away and provided very limited or no benefit to assist in a second in response unit.

The Fire Station we would like to build is considered an “outlying” station for our department and is very modest in size and structure. The station is to house four career firefighters 24/7, with one front line apparatus (Engine 36), a “Shift Inspector’s” car, and our public education van. The total square footage of the project is 7,908 and will be built to the International Code Council (ICC) standards. The apparatus room will be 4,100 sq. ft. and the living area will be 3,808 sq. ft. There will be a two drive through bay apparatus room 38’ 4” x 80”, full living quarters to include kitchen, dining room, day room, captain’s office, exercise room, sleeping rooms (for both genders), Locker rooms and bathrooms (for both genders), mechanical room, storage room, washroom (laundry/decontamination room), and separate turn out gear room. In support to the standard electrical system, a 45 KW back-up generator will be provided. The building will be sprinklered in accordance to NFPA 1, Chapter 13, it will have a smoke/carbon monoxide detection system, and an existing vehicle extrication system, that meets NFPA 1500, Chapter 9, which will be removed from our current station and reused at the new facility (vehicle exhaust system).

The plans also call for a separate 24’ x 26’ detached outbuilding to be used for storage and supplies. This outbuilding will give us an area to house training aids, special operations supplies, and miscellaneous items that we currently do not have a storage area for. The detached storage building is something our other station’s do not currently have and would allow us to store summer and winter station maintenance equipment during there off use times of the year.

The total cost of the project will be \$1,324,522.00 (estimate), the pricing breaks down as follows:

General Conditions - \$143,668.00
Site Work - \$106,582.00
Concrete - \$110,377.00
Masonry - \$148,638.00
Metals - \$16,291.00
Woods and Plastics - \$142,827.00
Thermal and Moisture Protection – \$99,552.00
Doors and Windows - \$76,315.00
Finishes - \$91,931.00
Specialties - \$26,587.00
LEED Silver - \$27,600.00
Mechanical - \$122,772.00
Electrical - \$76,391.00
Anticipated Contractors fees - \$49,247.00
5% contingency (material cost fluxuations) - \$77,424.00
Vehicle Ventilation system relocation - \$8,320.00

Cost/Benefit:

The new station and location will provide many opportunities for firefighter and community safety. One of them will be the short response time, giving our firefighters a better opportunity to attack a fire at a small stage and size. This will increase the possibility of civilian survival and reduced property damage. This new station will decrease our response times to an average of 4.5 minutes which is half of our current average of 9 minutes to the east end of our community. With restructuring of the fire districts with fire station 35, we will get within NFPA 1710, Chapter 4 required response times throughout our communities.

The new location will allow a practical offer to neighboring communities for mutual aid and automatic aid with reduced response times being closer in proximity. In a period of being asked to do more with less we feel this is needed. Our services provided will stay the same since we are able to offer every aspect of firefighting/rescue/ems allowed within our area. This new station and location will allow us to offer these services more effectively and in a timely fashion.

If this fire station is not funded we will go on as we have over the last four years. It will continue to be placed on hold. We will have terrible response times at over 13 minutes for emergencies to the far east of the City of Menasha. This could be fatal on emergency medical calls, especially those dealing with PNB's (pulseless non-breather's). Fires will be allowed to magnify until the first engine has arrived. Our current fire station 36 will continue to be in constant repair and major upgrades to HVAC systems, roof, basement drainage, energy efficiencies (windows, doors, and insulation), and back-up power generators, with all this it will still be in the wrong area. But fixing up the station piecemeal style will be the only option for the city and these would not begin for many years under the current economic situation.

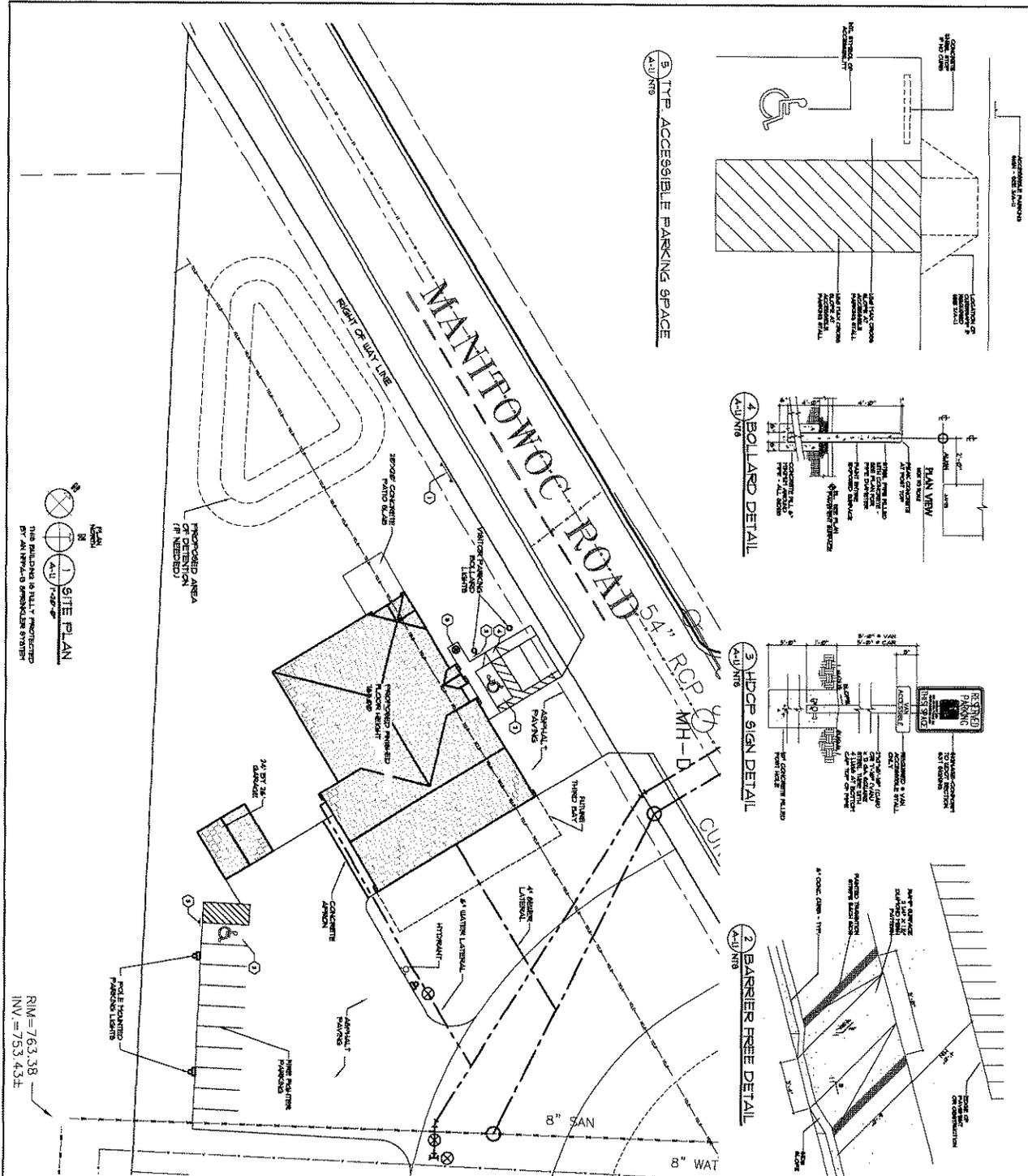
This new station would be Leadership in Energy and Environmental Design (LEED) Silver certified as a "green" facility and a construction waste management project, including regional and recycled materials, will be used whenever possible. Energy efficient heating and cooling systems, building construction and water efficient fixtures will be used. There will be an Indoor Air Quality (IAQ) plan and other indoor environmental credits sought.

Statement of Effect:

This new station and its location will provide distributed services more equally throughout our two Cities and its population. It will provide adjustments to response jurisdictions for better coverage and the addition of possibly more resources from automatic/mutual aid agreements.

The new location will mean shorter response times which will give citizens better chances of survival and control fires at lesser incipient stages. The new station and its location does not change our fire response, equipment responding, or personnel. It is simply recognition from our studies to provide better services to the community and an area in need of faster response times.

If you put yourself in the shoes of our firefighters, how good of a chance would you feel you have when a call comes in for a Pulseless-non-breather that is in cardiac arrest and you have a 9-minute response? And with everything you have heard in your medical training, that the brain starts to die 4 to 6 minutes, bringing that patient back with a 9-minute response, or longer, is diminishing fast. This new station and its new location gives our firefighters and the patient a chance!



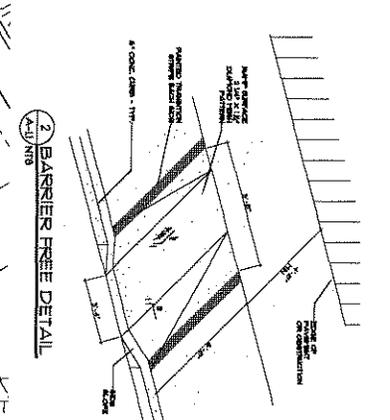
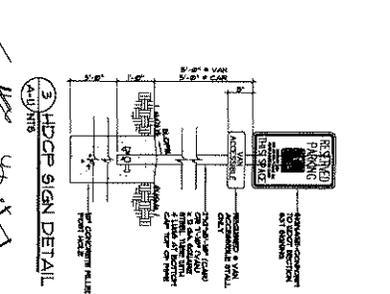
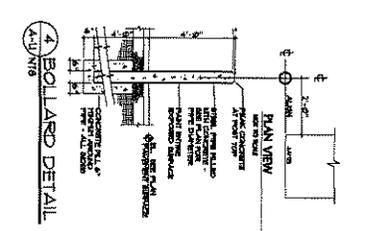
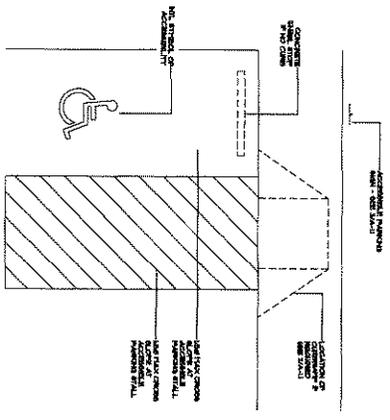
- SITE PLAN NOTES**
1. LOCATION FOR PROPOSED SIGN - SEE SPECIFICATIONS FOR INFORMATION.
 2. ACCESSIBLE PARKING SPACE - SEE S.M.A.I.I.
 3. ACCESSIBLE CURB RAMP - SEE S.M.A.I.I.
 4. PLACEMENT - SEE S.M.A.I.I.

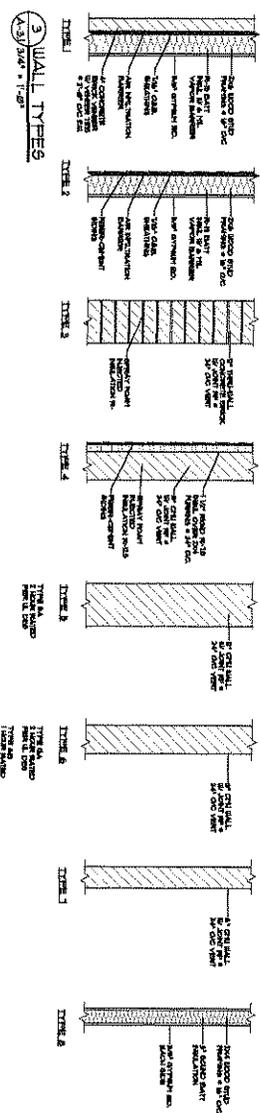
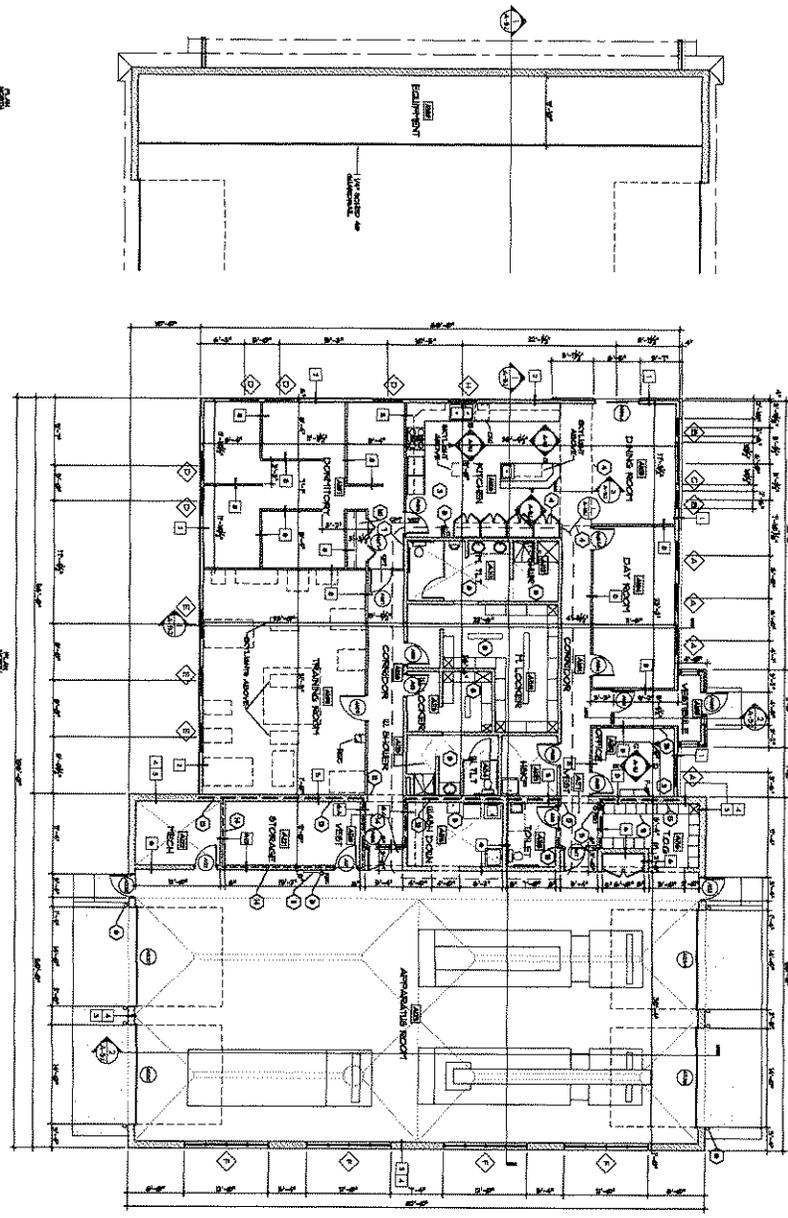
PRELIMINARY
 NOT FOR CONSTRUCTION
 DRAWING NO. A-111

**NEW FIRE STATION #36
 NEENAH - MENASHA FIRE RESCUE**
 MANITOWOC ROAD AND PROVINCE TERRACE
 MENASHA, WISCONSIN

NO.	DATE	REVISION

Martenson & Eisele, Inc.
 Planning - Surveying - Engineering - Architecture
 1377 Midway Road, Menasha, WI 54952
 Phone (920) 731-0381 Fax (920) 733-6578
 www.martenson-eisele.com
 info@martenson-eisele.com





- GENERAL NOTES:**
1. REFER TO ALL DRAWINGS INCLUDING ADDENDUMS.
 2. DIMENSION LINE - INDICATES A HIDDEN BOARD CONNECTION.
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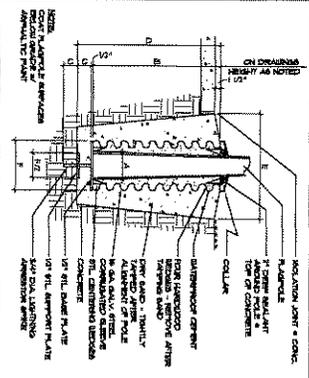
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PRELIMINARY
NOT FOR CONSTRUCTION

**NEW FIRE STATION #36
NEENAH - MENASHA FIRE RESCUE**
MANITOWOC ROAD AND PROVINCE TERRACE
MENASHA, WISCONSIN

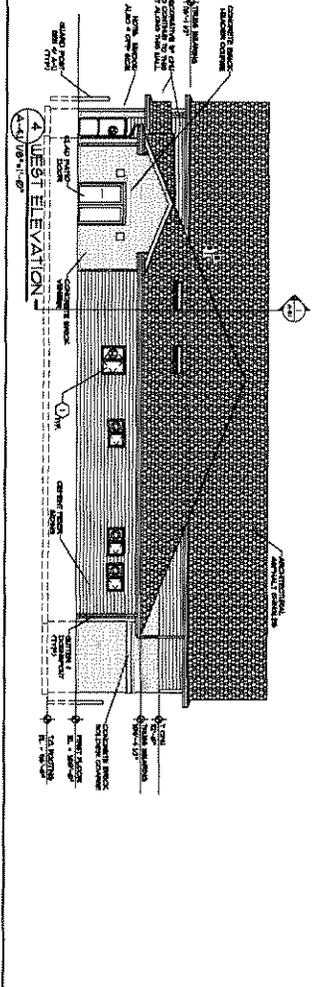
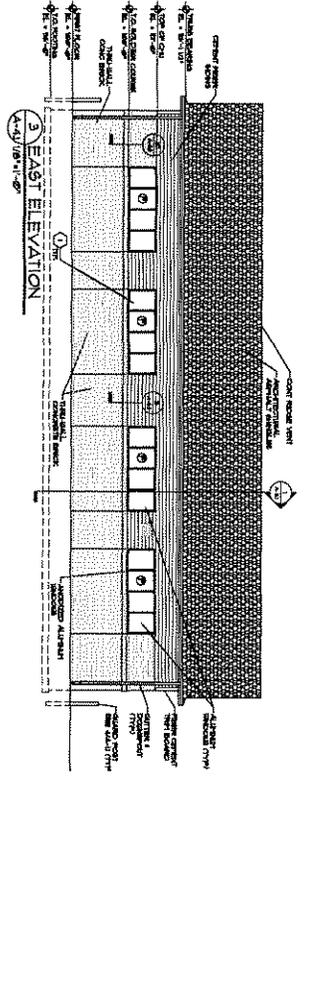
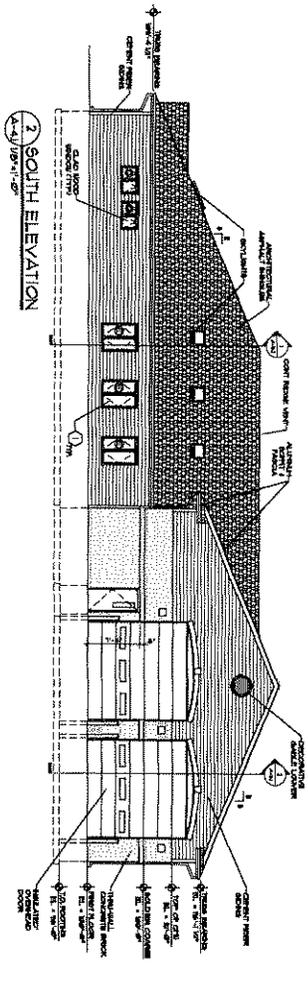
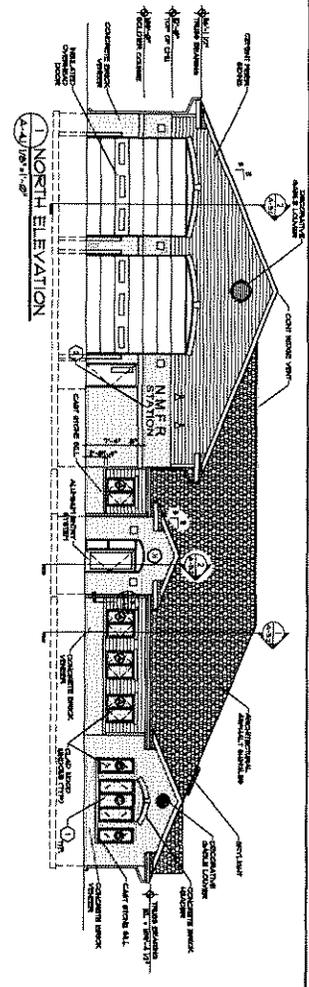
DRAWN BY	CHECKED	APPROVED
DATE	DATE	DATE

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POLE SIZE	MAX. WIND SPEED	MIN. WIND SPEED	MIN. WIND DIRECTION	MIN. WIND VELOCITY					
1/2"	15	10	10	10	10	10	10	10	10
3/4"	20	15	15	15	15	15	15	15	15
1"	25	20	20	20	20	20	20	20	20
1 1/4"	30	25	25	25	25	25	25	25	25
1 1/2"	35	30	30	30	30	30	30	30	30
2"	40	35	35	35	35	35	35	35	35
2 1/2"	45	40	40	40	40	40	40	40	40
3"	50	45	45	45	45	45	45	45	45
3 1/2"	55	50	50	50	50	50	50	50	50
4"	60	55	55	55	55	55	55	55	55
4 1/2"	65	60	60	60	60	60	60	60	60
5"	70	65	65	65	65	65	65	65	65
5 1/2"	75	70	70	70	70	70	70	70	70
6"	80	75	75	75	75	75	75	75	75
6 1/2"	85	80	80	80	80	80	80	80	80
7"	90	85	85	85	85	85	85	85	85
7 1/2"	95	90	90	90	90	90	90	90	90
8"	100	95	95	95	95	95	95	95	95
8 1/2"	105	100	100	100	100	100	100	100	100
9"	110	105	105	105	105	105	105	105	105
9 1/2"	115	110	110	110	110	110	110	110	110
10"	120	115	115	115	115	115	115	115	115

5 FLAG POLE DETAIL



- ELEVATION NOTES
- 1. SEE DRAWING NO. 101 FOR FLAG POLE DETAIL.
 - 2. SEE DRAWING NO. 102 FOR FLAG POLE DETAIL.
 - 3. SEE DRAWING NO. 103 FOR FLAG POLE DETAIL.
 - 4. SEE DRAWING NO. 104 FOR FLAG POLE DETAIL.

PRELIMINARY

DRAWN BY SYD CHECKED APPROVED NO. DATE REVISION	NEW FIRE STATION #36 NEENAH - MENASHA FIRE RESCUE MANITOWOC ROAD AND PROVINCE TERRACE MENASHA, WISCONSIN		Martenson & Eisele, Inc. Planning • Surveying • Engineering • Architecture 1377 Midway Road, Menasha, WI 54952 Phone (920) 733-0381 Fax (920) 733-8878 www.martenson-eisele.com info@martenson-eisele.com
	PROJECT NUMBER 25-078	DATE 11/19/09	

CITY OF MENASHA
ADMINISTRATION COMMITTEE
Third Floor Council Chambers
140 Main Street, Menasha
October 5, 2009
MINUTES

DRAFT

A. CALL TO ORDER

Meeting called to order by Chairman Wisneski at 7:00 p.m.

B. ROLL CALL/EXCUSED ABSENCES

PRESENT: Ald. Zelinski, Englebert, Benner, Roush, Taylor, Wisneski, Pack, Hendricks
ALSO PRESENT: Mayor Merkes, Atty. Rich Carlson, DPW Radtke, CDD Keil,
C/T Stoffel, PHD Nett, Lt. Styka, Clerk Galeazzi, and the Press

C. MINUTES TO APPROVE

1. Administration Committee, 9/21/09

Moved by Ald. Pack, seconded by Ald. Hendricks to approve minutes.
Motion carried on voice vote

D. ACTION ITEMS

1. Agreement between Wisconsin Division of Public Health of the Dept. of Health Services and Menasha Health Dept., July 31, 2009 – July 30, 2010 for Public Health Emergency Response (H1N1)

PHD Nett explained the agreement. It is Federal funding being disbursed by the State to municipalities to help with the planning and distribution of the H1N1 vaccine. Reimbursement is received after expenditure.

It was requested that the City Attorney review the contract before it goes to Council.

Moved by Ald. Hendricks, seconded by Ald. Englebert to recommend approval to Common Council.

Motion carried on voice vote

2. Agreement with Stern Brothers & Co.

Mayor Merkes explained the previous agreement expired on August 31, 2009. Since most of the work performed by Stern Brothers is completed, their services would only be on an as needed basis and will be charged hourly.

Moved by Ald. Hendricks, seconded by Ald. Pack to recommend approval to Common Council

Motion carried on voice vote

E. ADJOURNMENT

Moved by Ald. Pack, seconded by Ald. Zelinski to adjourn at 7:13 p.m.
Motion carried on voice vote

Respectfully submitted by
Deborah A. Galeazzi, WCMC
City Clerk

CITY OF MENASHA
Board of Public Works
Third Floor Council Chambers
140 Main Street, Menasha
October 5, 2009
MINUTES

DRAFT

A. CALL TO ORDER

Meeting called to order by Chairman Taylor at 7:14 p.m.

B. ROLL CALL/EXCUSED ABSENCES

PRESENT: Ald. Zelinski, Englebert, Benner, Roush, Taylor, Wisneski, Pack, Hendricks
ALSO PRESENT: Mayor Merkes, Atty Rich Carlson, DPW Radtke, CDD Keil, C/T Stoffel,
PHD Nett, Lt. Styka, Clerk Galeazzi

C. MINUTES TO APPROVE

1. September 21, 2009

Moved by Ald. Pack, seconded by Ald. Zelinski to approve minutes.
Motion carried on voice vote

D. ACTION ITEMS

1. Payment – Vinton Construction Company; Contract Unit No. 2009-01; Midway
Business Park Concrete Street and Walk Construction; \$19,293.47 (Payment No. 4)

DPW Radtke reported the project is complete but there will be one more payment and a final change order.

Moved by Ald. Pack, seconded by Ald. Zelinski to recommend approval to Common Council
Motion carried on voice vote

2. O-19-09 An Ordinance Relating to All Night Parking Regulated, Prohibited Parking
and Two Hour Parking Regulated

Mayor Merkes explained this ordinance refers to parking around the Marina. Some Marina patrons would like to address the Council on this issue.

Moved by Ald. Wisneski, seconded by Ald. Pack to hold this item.
Item is held.

E. ADJOURNMENT

Moved by Ald. Pack, seconded by Ald. Hendricks to adjourn at 7:19 p.m.
Motion carried on voice vote.

Respectfully submitted by
Deborah A. Galeazzi, WCMC
City Clerk

Debbie Galeazzi

From: Don Merkes
Sent: Friday, October 09, 2009 6:39 PM
To: Debbie Galeazzi
Subject: FW: Public Health Contract - from Rich Carlson

-----Original Message-----

From: Lissa Field [mailto:Lissa.Field@sscglaw.com]
Sent: Friday, October 09, 2009 9:09 AM
To: Sue Nett; Don Merkes
Subject: Public Health Contract - from Rich Carlson

FROM: Richard Carlson
SENT: October 9, 2009
TO: Sue Nett, Mayor Merkes
SUBJECT: Public Health Contract

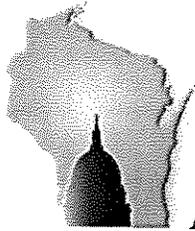
I have reviewed the State Division of Public Health Agreement and see no problem with the contract. As noted in our telephone conversation, please be mindful of the confidentiality requirements in the Agreement.

LISSA FIELD

LEGAL ASSISTANT
SILTON SEIFERT CARLSON, S.C.
331 EAST WASHINGTON STREET
APPLETON, WI 54911
PHONE (920) 739-2366
FAX (920) 739-8893
WWW.SILTONLAWFIRM.COM

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**WISCONSIN DEPARTMENT OF
ADMINISTRATION**

JIM DOYLE
GOVERNOR
MICHAEL L. MORGAN
SECRETARY

Division of Intergovernmental Relations
101 East Wilson Street, 10th Floor
Post Office Box 8944
Madison, WI 53708-8944
Voice (608) 266-0288
Fax (608) 267-6917 TTY (608) 267-9629

DEBORAH A. GALEAZZI
CLERK, CITY OF MENASHA
140 MAIN ST
MENASHA, WI 54952 - 3190

October 10, 2009

FINAL ESTIMATE OF JANUARY 1, 2009 POPULATION

Dear Municipal Clerk:

The final estimate of the January 1, 2009 population for the CITY OF MENASHA in CALUMET County is 1,677.

Approximately 1,181 of the estimated population for the CITY OF MENASHA are of voting age. This approximation is a courtesy estimate that helps you comply with Wisconsin Statute 5.66, which requires municipal clerks to approximate the number of electors prior to elections. The voting age population was calculated by applying the 2000 Census proportion of persons age 18 and over to the final January 1 estimate, and then multiplying the result by a state-wide factor to account for the general aging of the population.



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CLERK, CITY OF MENASHA
140 MAIN ST
MENASHA, WI 54952 - 3190

October 10, 2009

FINAL ESTIMATE OF JANUARY 1, 2009 POPULATION

Dear Municipal Clerk:

The final estimate of the January 1, 2009 population for the CITY OF MENASHA in WINNEBAGO County is 15,760.

Approximately 12,094 of the estimated population for the CITY OF MENASHA are of voting age. This approximation is a courtesy estimate that helps you comply with Wisconsin Statute 5.66, which requires municipal clerks to approximate the number of electors prior to elections. The voting age population was calculated by applying the 2000 Census proportion of persons age 18 and over to the final January 1 estimate, and then multiplying the result by a state-wide factor to account for the general aging of the population.

Town of Menasha Utility District Commission Regular Meeting
Municipal Complex - Assembly Room - Monday, September 14, 2009

Minutes

1. Call to Order, Pledge of Allegiance and Roll Call

Pres. Arden Tews called the meeting to order at 5:00 p.m., followed by the Pledge of Allegiance. Secretary Backman took roll call and Commission members present were Pres. Tews, Comm. Gerhart, Hanson, Ziegler and Youngquist. Staff present was Admin. Sturgell, Fin. Dir. Piergrossi, Accts. Mgr/Deputy Treas. Pagel, Com. Dev. Dir. Dearborn, Wastewater Supt. Laabs, Water Supt. Roth, Engineer Werner.

2. Awards/Presentations

3. Minutes to Approve

a) Regular Utility Commission Meeting - August 24, 2009

MOTION: Hanson/Youngquist to dispense with reading the minutes and approve as submitted. Motion carried.

4. Minutes and Correspondence to Receive

Minutes

a) Grand Chute-Menasha West Sewerage Commission - July 1, 2009

b) Neenah-Menasha Sewerage Commission - July 28, 2009

Correspondence

a) Water Pumpage Report - August, 2009

MOTION: Gerhart/Ziegler to accept the minutes and correspondence for filing. Motion carried.

5. Public forum on any matters of concern to the Town. The public may comment however, no action can be taken. Five minute time limit per person on non-repetitive matters.

6. Discussion Items

7. Unfinished Business

8. New Business-Resolutions/Ordinances/Policies

a) 090914-1:UD Resolution Declaring Official Intent to Reimburse Expenditures from Proceeds of Borrowing- Manitowoc Road Water Main Replacement

MOTION: Youngquist/Gerhart to approve expenditures with proceeds of the Bonds as needed, in an amount not to exceed \$688,000. Dir. Piergrossi described how passage of the resolution in the full amount of \$688,000 allows Finance to spend current funds and go out for borrowing without having to come back to the Commission for approval again later. The Commission discussed being limited to completing only 15% of the project this year. Motion carried.

b) 090914-2:UD Change Order No. 1, 2009 CIPP Project Final Cost and Quantities Adjustment for Ehlers Rd. and Haase St.

MOTION: Youngquist/Ziegler to accept Change Order No. 1 in the final contract amount of \$136,566.07 for Michels Corporation. Comm. Youngquist inquired about the decrease in the contract by \$42,247.93. Eng. Werner and Wastewater Supt. Laabs explained there were not as many laterals requiring work as previously thought. Therefore, the project costs came in lower than expected. Future failures and annual televising of laterals was discussed. Supt. Laabs stated although the laterals are acceptable for now they will continue to be watched. Motion carried.

c) 090914-3:UD Expenditures

MOTION: Youngquist/Ziegler to approve the expenditures without exception in the amount of \$461,794.01. Motion carried.

9. Reports

- a) Water Superintendent Roth - *Capital Projects Update*: The main water line on Valley Road will be completed this Friday, and the crew is now hooking up the water lines going to the streets. The Town Fire Station will also be completed by Friday.
- b) Wastewater Superintendent Laabs - *Televising Equipment Cost Savings*: The Town purchased a lateral camera in 2003, and a main-line televising inspection camera and equipment in 2009 for \$40,000. Due to using the cameras, Supt. Laabs feels cost savings have been realized by not having to hire outside contractors to do the work. To date (Jan-Sept 2009) there has been a \$5,864 savings. Invoices were shown of earlier work which can now be performed by the Utility Department, thus saving the Town money. In 2009, so far, there have been 45 laterals televised and Supt. Laabs estimates the cost savings at roughly \$9,000. Since 2003 to today, Laabs stated the Town has televised 120 laterals and realized an approximate cost savings of \$21,000 to \$24,000. Supt. Laabs feels the new televising camera will have paid for itself in four years.
- In general, the Commission felt positive about the cost savings. Comm. Youngquist questioned the accuracy of the estimated cost savings which he felt might not have taken into account staff time to perform the televising work. When asked, Supt. Laabs confirmed the amount of time for average work performed for televising or cleaning of about 1000 ft. to be approx. 20-25 minutes. Comm. Youngquist stated when presenting cost savings, he preferred the information come from the Finance Dept. Pres. Tews pointed out the convenience of using town staff versus having to hire extra people to do this work.

10. Motions by Commissioners**11. Adjourn**

At 5:26 p.m., MOTION: Ziegler/Hanson to adjourn. Motion carried.

Respectfully submitted,

Karen Backman, Secretary

Note: These minutes are not to be considered official until acted upon at an upcoming regular meeting, therefore, are subject to revision.

**Town of Menasha Utility District Commission Regular Meeting
Municipal Complex - Assembly Room - Monday, September 28, 2009**

Minutes

1. Call to Order, Pledge of Allegiance and Roll Call

Pres. Arden Tews called the meeting to order at 5:00 p.m., followed by the Pledge of Allegiance. Secretary Backman took roll call and Commission members present were Pres. Tews, Comm. Gerhart, Hanson, Ziegler and Youngquist. Staff present was Admin. Sturgell, Fin. Dir. Piergrossi, Accts. Mgr/Deputy Treas. Pagel, Com. Dev. Dir. Dearborn, Water Supt. Roth, and Engineer Werner. Wastewater Supt. Laabs was excused.

2. Awards/Presentations

3. Minutes to Approve

a) Regular Utility Commission Meeting - September 14, 2009

MOTION: Youngquist/Hanson to dispense with reading the minutes and approve as submitted. Motion carried.

4. Minutes and Correspondence to Receive

5. Public forum on any matters of concern to the Town. The public may comment however, no action can be taken. Five minute time limit per person on non-repetitive matters.

6. Discussion Items

7. Unfinished Business

8. New Business-Resolutions/Ordinances/Policies

a) 09028-1:UD Expenditures

MOTION: Youngquist/Ziegler to approve the expenditures without exception in the amount of \$267,726.75. Motion carried.

9. Reports

a) Water Superintendent Roth - *Capital Projects Update*: The Valley Road water main project is completed; will be meeting with Winnebago County regarding restoration. Roads and crossings will be completed although asphaltting may be finished next spring; due to settling, may have to go back and correct some areas.

Supt. Roth will meet with the City about the joint Manitowoc Road project and potentially begin work on Monday.

10. Motions by Commissioners

11. Adjourn

At 5:05 p.m., MOTION: Gerhart/Hanson to adjourn. Motion carried.

Respectfully submitted,

Karen Backman, Secretary

Note: These minutes are not to be considered official until acted upon at an upcoming regular meeting, therefore, are subject to revision.

- PROPOSED MINUTES -

WAVERLY SANITARY DISTRICT

September 15, 2009

District Office - N8722 County Rd. LP

The meeting was called to order at 8:30 a.m. by Commissioner Helein.

Present: Commissioner Helein (WCH)	System Operator Krueger (RWK)
Commissioner Fulcer (LJF)	System Operator VanZeeland (TGV)
Commissioner Sambs (MLS)	System Operator Dornfeld (DWD)
Engincer Martenson (SCM)	Office Mgr. Girdley (CMG)
Duane Fox – VHE II-5	Admin. Asst. Hallock (SAH)

Approval/acceptance of the 8/11/09 Meeting Minutes was accomplished with LJF's motion and MLS' second. Motion carried 3-0.

Receipt acknowledgement and approval of the August 2009 Financial and Budget Comparison Reports was accomplished with MLS' motion and LJF's second. Motion carried 3-0.

Invoices were approved for payment and checks were signed prior to the meeting.

COMMUNITIES/CUSTOMERS/SERVICE CONCERNS

Kimberly-Clark Add'l Building Water/Sanitary Service – Project status report/discussion
 – Facilities Connection and Construction
 Permit Fees (\$11,480 / \$100) due date

SCM reported a pre-con meeting is scheduled for 9:00 a.m. 9/16/09. On 9/16/09, Meyer Services will bore underneath FL 10 for the 8" sanitary line tie-in to the manhole utilizing C-900 Certa-lok sewer piping and will link seal around the corc/pipe into the manhole (approved by SCM). Sanitary sewer installation will begin Monday, 9/21/09. The water main will be installed mid to late October, after the soybean harvest. The Commission agreed the connection/construction fees are due when connection to K-C occurs.

Acct. #943 (N9157 Jordan St.) Fence Installation – Utility Easement Amendment master form
(Fence on existing sewer easement) review discussion

CMG reviewed the preliminary Utility Easement Amendment received from CJH that was provided to the Commission/personnel prior to the 9/14/09 meeting. The last sentence will be changed to state if Grantor elects to plant trees and/or shrubs over the utility easement area, the Grantor will be responsible for landscape restoration if it becomes necessary for WSD to access the easement for future utility repair.

MLS/LJF motioned/seconded Utility Easement Amendment acceptance with the above noted change to the last sentence. Motion carried 3-0.

RWK will contact WSD residents where fences already exist over easements to present the Utility Easement Amendment for resident signatures.

WAVERLY SANITARY DISTRICT

September 15, 2009

Page 2

COMMUNITIES/CUSTOMERS/SERVICE CONCERNS - CONTINUED**Rock II LLC (Waverly Beach Sports Bar) Road Reservation – Utility easement receipt status**

SCM/WSD have not received contact/information from Attorney Frassetto since WSD's 8/11/09 meeting. Frassetto was to provide WSD the signed amended easement prepared by CJH. SCM will contact Frassetto to question easement status.

OLD BUSINESS**- Water Sample Tests' Results**

RWK reported all five tests, two taken 8/12/09 and three taken 8/18/09, were determined as safe by the State of Wisconsin. (Attachment #1, pp. 1-5)

**- Future Water Supply Connection (2nd) to Appleton – Future station's site acquisition status
– Harrison/VHE II-5 land deed status**

SCM stated the TOH has provided the required deed to VHE II-5. VHE II-5 has requested WSD deed the land received from the COA to VHE II-5. Duane Fox, representing VHE II-5, provided a preliminary CSM for Commission review. Fox will provide an amended CSM that will be submitted to the TOH and Calumet Co. When the CSM is completed (estimated completion by end of October based on meeting schedules) the TOH will issue the land use permit. In the meantime, the project will be placed for bids and the bid awarded to allow construction to begin as soon as TOH issues the permit. SCM recommended the Commission make a motion to deed the quit claim deeded property that WSD received from the COA to VHE II-5 subject to a purchase and sales agreement for the lot previously submitted by WSD to VHE II-5. When this is settled, WSD will provide the deed to the property to VHE II-5. Fox stated VHE II-5 will dedicate the roadway to the TOH before the formal CSM is complete.

MLS motioned/LJF seconded the motion as stated above. Motion carried 3-0.

**- VHE II-5 (Warehouse Specialists) – Receipt status of required project acceptance items
– Water main easement
– Water main oversizing (\$10,000) payment to VHE II-5**

SCM reported the record drawings have been provided to RWK. All other project items have been received/completed. The draft water main easement has been received. The formal easement remains outstanding. The \$10,000 payment will be issued to VHE II-5 after the formal easement has been received and the metering station site acquisition is complete.

WAVERLY SANITARY DISTRICT
 September 15, 2009
 Page 3

GENERAL CONSTRUCTION STATUS (INDIVIDUAL PROJECTS)

- **Woodland Hills Heights – Project status report**
 SCM stated Hagens planned to start this project during October 2009. However, the DNR has a wet land issue that is delaying this project. The executed Waiver of Assessment was received on 2/9/09.

- **Birling Court Extension (Andrysczyk) – Project status report**
 SCM/WSD have not received contact/information regarding this project since WSD's 8/11/09 meeting. The executed Waiver of Assessment was received from SCM on 12/13/07.

- **Lake Park Condominiums – Project status report**
 SCM/WSD have not received contact/information regarding this project since WSD's 8/11/09 meeting. SCM anticipates this project will not proceed until the housing market improves and the Lake Park Road project is complete. The executed Waiver of Assessment was received from SCM on 9/12/06.

- **Outagamie LLC Future Development – Project status report (18 acres)**
Location: North of Woodland Terrace and south of Manitowoc Rd.
 SCM reported M&E has prepared a concept plan and cost estimate for Van's Realty & Construction based on 7500 ft. lots to accommodate Habitat for Humanity homes to aid Van's in evaluating if it's conceivable for Van's to sell lots to Habitat. A concept plan has not been submitted to the TOH. The drainage issues causing prior development delays are now resolved. The signed Waiver of Assessment was received 1/24/06.

NEW BUSINESS

- **Establish the October Meeting Date – Tuesday, October 13, 2009 (8:30 a.m.) District Office**
 Tuesday, October 13, 2009 at 8:30 a.m. was established as the October meeting date/time. The meeting will be held at the District's office.

- **Annexation (2) Requests: Brian Wruck – N8526 North Shore Rd // Menasha, WI 54952**
Wendy Bennett – W7096 Plank Rd // Menasha, WI 54952
 CMG reported the TOH has addressed the above requests for annexation to WSD. The annexation requests will be approved at the Public Hearing scheduled for Sept. 29, 2009. The Plank Rd. property will not require annexation to COM for a single connection. However, annexation to COM will be required if the lot is split for future development (4 lots). Property owners have 60 days from annexation date for full payment of assessment reimbursements. CMG received the assessment reimbursement amounts from SCM and will issue the proper notifications to Wruck and Bennett upon annexation action completion.

WAVERLY SANITARY DISTRICT
 September 15, 2009
 Page 4

NEW BUSINESS - CONTINUED

- **Jury Duty Compensation – Establish District procedure for civil service/leave requirement**
 CMG provided the civil service/leave policies received from TOH, TOM, and Darboy for Commission review prior to the 9/15/09 meeting. The Commission agreed WSD should establish a civil service/leave policy. Further discussion will occur at WSD’s 10/13/09 meeting.

OFFICE REPORT (Attachment #2, pp. 1-13)

CMG reviewed the Office Report for those in attendance. All items reviewed are included in the attached Office Report.

FIELD REPORT (Attachment #3A, pp. 1-5 & Attachment #3B)

A Field Report was not submitted for meeting minutes’ attachment.

RWK reported Hietpas will begin manhole repairs on FL #2, 3, 7, 8 later this week. Hietpas estimated \$500-\$600 repair cost per manhole (15 total scheduled for repair). Hietpas will also change the cracked lateral at LS #4. The manhole/LS repairs should be completed by 9/25/09. CMG requested Hietpas submit itemized invoices for the above work.

Note: Actual manhole repair start date was 9/21/09.

OTHER BUSINESS TO LEGALLY COME BEFORE THE COMMISSION

Lift Station #2 and #3 Control System Upgrade – Receipt status of Usemc’s Quote
 (PJ Kortens’ \$20,250 quote reviewed at 8/09 mtg.)

RWK recommended WSD engage PJ Kortens for LS control system upgrade. RWK expressed his satisfaction with PJ Kortens’ recent generator running alarm installation at LS #1. PJ Kortens’ \$20,250 quote compares with the cost estimate DAV received from Usemc 2-3 years ago. Usemc did not submit a quote based on RWK’s current contact/cost estimate request.

LJF motioned/MLS seconded WSD engage PJ Kortens for the LS #2 and #3 control system upgrade. Motion carried 3-0.

Lift Station #4 Upgrade – Status report of Crane Engineering’s upgrade progress (\$8,766)
 – Cost and timeframe discussion on the installation of two (2) separate lines into LS #4’s wet well

RWK estimates this project will begin in approximately two weeks. The parts have been ordered but not received. Crane will do work beyond the work included in the \$8766 estimate.

WAVERLY SANITARY DISTRICT

September 15, 2009

Page 5

OTHER BUSINESS TO LEGALLY COME BEFORE THE COMMISSION - CONTINUED

Waverly Sanitary District's Rezone Issue – CMG to report current status of rezoning process

– Anticipated installation and completion date of

WSD's new facility sign

CMG reported WSD's rezoning request has been approved by the Town Board/Planning Commission and should receive County approval at the County's next meeting. There is a 4-6 week time frame from sign order date to sign installation date. CMG requested/Commission approved WSD place the order for the sign at this time. Field personnel will remove WSD's current sign when time permits. The sign/installation cost is anticipated to be approximately \$4,200 -\$5,000.

WSD Facility's Parking Lot – Valley Seal Coat asphalt crack repair/seal coating status (\$3,075)

RWK reported the stoops were repaired on 9/11/09. Crack filling is scheduled for 9/15/09, and seal coating is scheduled for 9/17/09. Barricades will be placed across the driveway and personnel will park with permission at the TOH Fire Station during/after seal coating is applied.

Note: Crack filling/seal coating occurred Monday, 9/21/09.

Since there wasn't any other business to legally come before the Commission, LJP motioned/MLS seconded meeting adjournment.

Meeting adjourned at 9:15 a.m.

Submitted by Susan A. Hallock

CITY OF MENASHA
COMMON COUNCIL
Third Floor Council Chambers
140 Main Street, Menasha
Monday, October 5, 2009
MINUTES

DRAFT

A. CALL TO ORDER

Meeting called to order by Mayor Merkes at 6:07 p.m.

B. PLEDGE OF ALLEGIANCE

C. ROLL CALL/EXCUSED ABSENCES

PRESENT: Ald. Zelinski, Englebert, Benner, Roush, Taylor, Wisneski, Pack, Hendricks

ALSO PRESENT: Mayor Merkes, Atty. Rich Carlson, DPW Radtke, CDD Keil, C/T Stoffel, PHD Nett,

Lt. Styka, Assistant FC Auxier, Neenah CA Godlewski, Clerk Galeazzi, and the Press.

DEPT. HEAD EXCUSED: PRD Tungate

D. PUBLIC HEARING

None

E. PUBLIC COMMENTS ON ANY MATTER OF CONCERN TO THE CITY (five (5) minute time limit for each person)

Chris Klein, 730 Keyes Street. Union contracts-should freeze wages for all employees; Lake Park-need to list lots to generate revenue.

Mary Nebel, 713 First Street. Good to have six candidates for position of District 1 Alderman.

F. REPORT OF DEPARTMENT HEADS/STAFF/CONSULTANTS

1. Clerk Galeazzi - the following minutes and communications have been received and placed on file:

Minutes to receive:

- a. Administration Committee, 9/21/09
- b. Board of Public Works, 9/21/09
- c. Complete Count Committee, 7/14/09, 8/4/09
- d. IT Steering Committee, 9/16/09
- e. Library Board, 9/17/09
- f. NMFR, 9/22/09; Finance & Personnel Committee
- g. NM Sewerage Commission, 8/25/09
- h. Personnel Committee, 9/21/09
- i. Plan Commission, 9/15/09, 9/29/09
- j. Safety Committee, 8/25/09; Public Works and Parks

Communications:

- k. CVMIC to City Sanitarian Todd Drew, 9/16/09; 2009 Significant Awards Program selection
- l. DPW to residents, 8/28/09; refuse collection on Third Street
- m. IT Supv. Patrick James, 10/1/09; Phone line issues at the bridge towers
- n. Menasha Historical Society Newsletter, 10/09
- o. Menasha Utilities Co-GM, Dick Sturm, 10/1/09; Decommissioning plan for Steam Plant
- p. Public Works Dept., 10/1/09; October 2009 Medication Collection
- q. Public Works Engineering Supervisor Tim Montour, 9/30/09; Town of Menasha Utility District Water Main Reconstruction – Manitowoc Rd.
- r. Alderman Wisneski, 9/30/09; Wisneski's Words Newsletter, Fall 2009

Ald. Wisneski: Comm. M-Thank IT Dept. for savings City money on telephones for bridge towers;
Comm. P-from Public Works. PHD Nett reported the Health Dept. received a copy;
Comm. O-timeline goes to Nov. MU Mgr Sturm reported expenses for decommissioning is budgeted to Nov.

Ald. Zelinski: Comm. O-update on cost savings. Mayor Merkes reported Steam Plant decommissioning will be handled in-house. Need to keep the plant in saleable condition.

Ald. Roush: Comm. O-inventory of parts on hand and complete records. MU Mgr Sturm reported 20 years of records on-site.

DRAFT

G. CONSENT AGENDA

(Prior to voting on the Consent Agenda, items on the Consent Agenda may be removed at the request of any Alderman and place immediately following action in the "Items removed from the Consent Agenda" section. The procedures to follow for the Consent Agenda are: (a) removal of items from Consent Agenda; and (b) motion to approve the items from Consent Agenda.)

Minutes to approve:

1. Common Council, 9/21/09

Personnel Committee, 9/21/09 – Recommends Approval of:

2. Tentative Agreement between City of Menasha and Menasha City Employees Union AFSCME, AFL-CIO, Local 1035
3. Tentative Agreement between City of Menasha and Menasha City Employees Union AFSCME, AFL-CIO, Local 1035 B

Administration Committee, 9/21/09 – Recommends Approval of:

4. Listing Contract with Core Development, Inc. for Lake Park Square

NMFR Finance & Personnel Committee, 9/22/09 – Recommends Approval of:

5. The tentative agreement with IAFF Local 275 for the labor contract reopener and extension through 2011

Plan Commission, 9/29/09 – Recommends Approval of:

6. Extraterritorial CSM at Tayco Road and Forkin Streets with the condition that the City of Menasha be added to the ownership note for Outlot 1 and to the note dedicating storm sewer and storm water easements, and that the City Attorney approve the form and content of the CSM.
7. The extraterritorial condominium plat on Spring Valley Road

Ald. Zelinski requested Items 2, 3, and 5 be removed from Consent Agenda

Moved by Ald. Hendricks, seconded by Ald. Wisneski to approve items 1, 4, 6 and 7
Motion carried on roll call 8-0.

H. ITEMS REMOVED FROM CONSENT AGENDA

Moved by Ald. Englebert, seconded by Ald. Wisneski to approve Item 2 of Consent Agenda.
Discussion ensued on the terms of the contract, cost of arbitration, cost savings to the City.
Motion carried on roll call 7-1. Ald. Zelinski – no

Moved by Ald. Englebert, seconded by Ald. Benner to approve Item 3 of Consent Agenda.
Discussion ensued on wage freezes for non-represented employees.
Motion carried on roll call 7-1. Ald. Zelinski – no

Moved by Ald. Pack, seconded by Ald. Wisneski to approve Item 5 of Consent Agenda
Discussion: Neenah CA Godlewski gave a brief background on the re-opening of the contract, explained new terms, historical event to re-open a contract, commended both sides for working as a team
Motion carried on roll call 7-1. Ald. Zelinski – no

I. ACTION ITEMS

1. Accounts payable and payroll for the term 9/21/09-10/1/09 in the amount of \$ 1,241,457.30

Moved by Ald. Wisneski, seconded by Ald. Pack to accounts payable and payroll excluding check #22849 (McMahon)
Discussion: Ald. Taylor will abstain from voting on check #22849 (McMahon).
Motion carried on roll call 8-0.

Moved by Ald. Wisneski, seconded by Ald. Pack to approve check #22849 (McMahon)
Motion carried on roll call 7-0. Ald. Taylor – abstained.

J. ORDINANCES AND RESOLUTIONS

1. O-20-09 – an Ordinance relating to the Undesignated Fund Balance of the General Fund (Introduced by Mayor Merkes)

Moved by Ald. Taylor, seconded by Ald. Wisneski to adopt O-20-09
Motion carried on roll call 8-0.

DRAFT

K. APPOINTMENTS

1. Mayor's Appointment to the Plan Commission

Kara Homan, 3086 Winnipeg St., for the term of October 6, 2009 – May 1, 2011 (To replace Norm Sanders)

Moved by Ald. Wisneski, seconded by Ald. Hendricks to approve appointment.

Discussion

Motion carried on voice vote.

2. Mayor's Reappointments to the Parks & Recreation Board

1. Ronald Suttner, 1230 Appleton St., for the term of October 1, 2009 – October 1, 2012

Moved by Ald. Wisneski, seconded by Ald. Hendricks to approve reappointment

Motion carried on voice vote

L. CLAIMS AGAINST THE CITY

None

M. HELD OVER BUSINESS

None

N. PUBLIC COMMENTS ON ANY MATTER LISTED ON THE AGENDA (five (5) minute time limit for each person)

No one spoke.

Mayor Merkes thanked Attorney Rich Carlson for his assistance and guidance since May.

O. ADJOURNMENT

Moved by Ald. Pack, seconded by Ald. Wisneski to adjourn at 6:56 p.m.

Motion carried on voice vote.

Respectfully submitted by
Deborah A. Galeazzi, WCMC
City Clerk

CITY OF MENASHA
Special Common Council
Third Floor Council Chambers
140 Main Street, Menasha
October 5, 2009
MINUTES

DRAFT

A. CALL TO ORDER

Meeting called to order by Mayor Merkes at 5:00 p.m.

B. PLEDGE OF ALLEGIANCE

C. ROLL CALL/EXCUSED ABSENCES

PRESENT: Ald. Hendricks, Zelinski, Englebert, Benner, Taylor, Wisneski, Pack
ALSO PRESENT: Mayor Merkes, Clerk Galeazzi and the Press

Mayor Merkes thanked the candidates for their interest and turned the meeting over to Council President Hendricks.

D. PUBLIC COMMENTS ON ANY MATTER LISTED ON THE AGENDA
(five (5) minutes time limit for each person)

Chris Evenson, 523 Broad Street. Support Joanne Roush for District 1 Alderman

Jeff Nichols, 402 Elm Street. Endorse Joanne Roush for District 1 Alderman

Stan Sevenich, 645 Ninth Street. Promote Harvest Fest on Oct 10, 2009

E. DISCUSSION

1. Presentation by candidates for District 1 Alderman:

- a. Chris Klein
- b. Kyrstin Lavelle
- c. Jason Dionne
- d. Joanne Roush
- e. Gordon Eckrich
- f. Scott Francis

Each candidate introduced themselves and gave a short presentation on their interest in serving as District 1 Alderman.

Candidates answered questions from Council.

F. ACTION ITEMS

1. Appointment of District 1 Alderman

Clerk Galeazzi took the roll call for appointment of District 1 Alderman

Roll call results: Ald. Benner, Taylor, Wisneski, Hendricks – Joanne Roush

Ald. Zelinski, Pack – Chris Klein

Ald. Englebert – Jason Dionne

Joanne Roush was declared the winner and appointed as District 1 Alderman

Clerk Galeazzi administered the Oath of Office to Ald. Roush

G. ADJOURNMENT

Moved by Ald. Pack, seconded by Ald. Wisneski to adjourn at 6:05 p.m.

Motion carried on voice vote.

Respectfully submitted by
Deborah A. Galeazzi, WCMC
City Clerk

CITY OF MENASHA DISBURSEMENTS

Accounts Payable for 10/8/09-10/15/09 Checks # 23001-23138	\$ 247,034.08
Payroll Checks for 10/8/09-10/15/09	<u>157,749.91</u>
Total	\$ 404,783.99

Menasha Employees Credit Union-Employee Deductions

Menasha Employees Local 1035-Union Dues

Menasha Employees Local 1035B-Union Dues

Wisconsin Support Collections-Child/Spousal Support

United Way-Employee Donations

AMT-Garnishments

**A gap in check numbers is due to more invoices being paid than fits on one check stub. In that case the last check stub used for that vendor is the check number that will show on the check register.

AP Check Register
Check Date: 10/8/2009

Vendor Name	Check Number	Check Date	Invoice Number	Account Number	Amount	Description
ACC PLANNED SERVICE INC	23001	10/8/2009	1881	100-1001-514.24-03	63.80	PM/CITY HALL
		10/8/2009	1882	100-0801-521.24-03	1,250.51	REPAIR GAS VALVE PD REPLACED POWER ELEMENT
		10/8/2009	1883	100-0501-522.24-03	833.67	REPAIR GAS VALVE/FIRE REPLACED POWER ELEMENT
		10/8/2009	1884	100-0801-521.24-03	134.80	PM/POLICE
		10/8/2009		100-0501-522.24-03	89.87	PM/FIRE
				304.65	REPAIR PILOT TUBE LEAK/PD	
				203.10	REPAIR PILOT TUBE LK/FIRE	
				2,880.40		
				Total for check: 23001		
AEROLC INCORPORATED	23002	10/8/2009	757	100-0000-201.03-00	925.00	428 SIXTH INVOICE WINNEBAGO CO
				100-0000-201.03-00	925.00	809 MARQUETTE ST WILL BE PUT ON TAX BILL
				100-0000-201.03-00	925.00	878 ROOSEVELT ST WILL BE PUT ON TAXBILL
				2,775.00		
				Total for check: 23002		
AMERICAN MILLWORK & HARDWARE	23003	10/8/2009	103638	266-1028-543.30-18	269.31	WOOD HANDLE RAKES
					269.31	
				Total for check: 23003		
APPLETON RADIATOR INC	23004	10/8/2009	11205	731-1022-541.29-04	244.00	2004 PAVER REPAIR
					244.00	
				Total for check: 23004		
AT CONFERENCE	23005	10/8/2009	108750-0909	100-0201-512.22-01	28.28	PHONE CONFERENCING
					28.28	
				Total for check: 23005		
BADGER HIGHWAYS CO INC	23006	10/8/2009	147175	625-1010-541.30-18	34.93	BARKER FARM STORM SEWER
		10/8/2009	147260	100-1004-541.30-18	2,099.99	HOTMIX ASPHALT COURSE
		10/8/2009	147279	100-1004-541.30-18	528.00	HOTMIX ASPHALT COURSE
					2,662.92	
				Total for check: 23006		

AP Check Register
Check Date: 10/8/2009

Vendor Name	Check Number	Check Date	Invoice Number	Account Number	Amount	Description	
BATTERY HUB	23007	10/8/2009	6537	731-1022-541.30-18	21.01	AA BULK BATTERIES	
				Total for check: 23007	21.01		
BERGSTROM	23008	10/8/2009	CTCS821872	100-0803-521.29-05	399.50	VEHICLE REPAIR	
				Total for check: 23008	399.50		
BERGSTROM	23009	10/8/2009	90907	731-1022-541.38-03	85.91	A/C DELCO	
				Total for check: 23009	85.91		
BRAZEE ACE HARDWARE	23010	10/8/2009	006490	731-1022-541.30-13	3.58	BLEACH	
				Total for check: 23010	3.58		
BUBRICK'S	23011	10/8/2009	259506	731-1022-541.30-10	25.17	OFFICE SUPPLIES	
				260845	731-1022-541.30-10	30.35	OFFICE SUPPLIES
					100-0703-553.30-10	20.33	OFFICE SUPPLIES
					Total for check: 23011	75.85	
CAREW CONCRETE & SUPPLY CO INC	23012	10/8/2009	820556	100-1004-541.30-18	388.00	MARIA OFF ELMWOOD	
				820801	100-1004-541.30-18	567.00	AHNAIP & PINE
					100-1004-541.30-18	902.00	RACINE TO NINTH
					100-1004-541.30-18	677.50	RACINE AT 3RD
					100-1003-541.30-18	1,280.00	RACINE TO THIRD
					100-1009-541.30-18	84.00	RACINE TO THIRD
					100-1011-541.30-18	640.00	1005 GROVE ST
					100-1011-541.30-18	21.00	WHSE FOB
					100-1011-541.30-18	865.40	LAKE ST OFF TAYCO ST
					100-1009-541.30-18	430.00	300 LOPAS ST
					Total for check: 23012	5,854.90	
					CDW GOVERNMENT INC	23013	10/8/2009
Total for check: 23013	15.36						

AP Check Register
Check Date: 10/8/2009

Vendor Name	Check Number	Check Date	Invoice Number	Account Number	Amount	Description
CDW GOVERNMENT INC...	23013...	10/8/2009	QG7801	100-0801-521.30-18	497.00	HARD DRIVES
			Total for check: 23013		512.36	
COMMON SENSE SOLUTIONS LLC	23014	10/8/2009	093009	100-0403-513.21-04	14.30	PROFESSIONAL SERVICES
			Total for check: 23014		14.30	
DAVIS & KUELTHAU SC	23015	10/8/2009	312557	100-0201-512.21-01	11,158.33	PROFESSIONAL SERVICES UNION NEGOTIATIONS
			Total for check: 23015		11,158.33	
DIGICORPORATION	23016	10/8/2009	94455	100-0203-512.30-10	24.00	VELLUM BRISTOL GREEN
			Total for check: 23016		24.00	
FERGUSON ENTERPRISES INC #448	23017	10/8/2009	0479805	100-0703-553.30-18	30.30	PLUMBING PARTS
		10/8/2009	0485177	100-0704-552.30-18	21.07	PLUMBING PARTS
			Total for check: 23017		51.37	
FIRST NATIONAL BANK FOX VALLEY	23018	10/8/2009	091509	100-0401-513.21-03	42.00	SAFE DEPOSIT BOX RENTAL
			Total for check: 23018		42.00	
FOX VALLEY HUMANE ASSOCIATION	23019	10/8/2009	091509	100-0806-532.25-01	1,626.47	22 ANIMALS HANDLED AUGUST 2009
			Total for check: 23019		1,626.47	
GANNETT WISCONSIN MEDIA	23020	10/8/2009	0004314449	100-0405-513.29-02	436.49	LEGAL PUBLICATIONS
			Total for check: 23020		436.49	
GERDAU AMERISTEEL	23021	10/8/2009	47001845	100-1008-541.30-18	875.00	EPOXY
			Total for check: 23021		875.00	

AP Check Register
Check Date: 10/8/2009

Vendor Name	Check Number	Check Date	Invoice Number	Account Number	Amount	Description
GERMANIA HALL	23022	10/8/2009	2080	827-0920-531.30-18	38.87	38.87 SEPT PARTY
	Total for check: 23022					<u>38.87</u>
GRAINGER INC	23023	10/8/2009	9078654945	100-0704-552.30-18	64.52	64.52 DUCT TAPE
	Total for check: 23023					<u>64.52</u>
GUNDERSON UNIFORM & LINEN RENTAL	23024	10/8/2009	1324028	100-1001-514.20-01	15.76	15.76 MOP/MAT SERVICE
				100-0920-531.30-13	3.48	3.48 MOP/MAT SERVICE
				100-0703-553.30-13	3.47	3.47 MOP/MAT SERVICE
	Total for check: 23024					<u>22.71</u>
INLAND POWER GROUP INC	23025	10/8/2009	2108588-00	731-1022-541.29-04	2,567.90	2,567.90 VEHICLE REPAIR
	Total for check: 23025					<u>2,567.90</u>
KUNDINGER FLUID POWER INC	23026	10/8/2009	50067883	731-1022-541.38-03	49.34	49.34 QUICK COUPLING
		10/8/2009	50067891	731-1022-541.38-03	236.39	236.39 QUICK COUPLINGS
	Total for check: 23026					<u>285.73</u>
MANAWA TELEPHONE CO	23027	10/8/2009	100109	100-0403-513.22-01	39.95	39.95 INTERNET SERVICE
	Total for check: 23027					<u>39.95</u>
MENARDS-APPLETON EAST	23028	10/8/2009	13144	100-0703-553.24-03	138.24	138.24 ANTI-FREEZE
	Total for check: 23028					<u>138.24</u>
MENASHA EMPLOYEES CREDIT UNION	23029	10/8/2009	20091008	100-0000-202.05-00	18,657.00	18,657.00 PAYROLL SUMMARY
	Total for check: 23029					<u>18,657.00</u>

AP Check Register
Check Date: 10/8/2009

Vendor Name	Check Number	Check Date	Invoice Number	Account Number	Amount	Description
MENASHA EMPLOYEES CREDIT UNION	23030	10/8/2009	20091008	100-0000-202.10-00	101.53	PAYROLL SUMMARY
	Total for check: 23030				<u>101.53</u>	
MENASHA EMPLOYEES LOCAL 1035	23031	10/8/2009	20091008	100-0000-202.06-00	310.00	PAYROLL SUMMARY
	Total for check: 23031				<u>310.00</u>	
MENASHA EMPLOYEES LOCAL 1035B	23032	10/8/2009	20091008	100-0000-202.07-00	260.13	PAYROLL SUMMARY
	Total for check: 23032				<u>260.13</u>	
MENASHA TREASURER	23033	10/8/2009	PETTYCASH	100-0702-552.30-18	38.33	REPLENISH PETTY CASH PROGRAM SUPPLIES
	Total for check: 23033				<u>38.33</u>	
MENASHA UTILITIES	23034	10/8/2009	093009	100-1008-541.22-03	142.61	TRAFFIC LIGHTS
				100-0703-553.22-03	539.46	ELEC/PARKS
				100-0703-553.22-05	161.23	WATER/PARKS
				100-0000-123.00-00	8.29	ELEC/RACINE & NINTH
				100-0903-531.22-03	127.86	ELEC/HEALTH DEPT
				100-0903-531.22-05	34.93	WATER/PARKS
Total for check: 23034				<u>1,080.02</u>		
N&M AUTO SUPPLY	23035	10/8/2009	283021	731-1022-541.30-18	6.26	FLINT
		10/8/2009	283111	731-1022-541.38-03	9.05	SWAY BAR REPAIR
		10/8/2009	283188	731-1022-541.30-18	32.28	FLEET OIL
		10/8/2009	283189	731-1022-541.38-03	16.80	FUEL/OIL FILTERS
		10/8/2009	283215	731-1022-541.38-03	37.10	AIR FILTER
Total for check: 23035				<u>181.48</u>		

AP Check Register
Check Date: 10/8/2009

Vendor Name	Check Number	Check Date	Invoice Number	Account Number	Amount	Description
NATIONWIDE TRAVELERS	23036	10/8/2009	100509	100-0000-201.11-00	950.00	ISLAND CASINO TRIP
			Total for check: 23036		950.00	
NEENAH-MENASHA SEWERAGE COMMISSION	23037	10/8/2009	2009-169	601-0000-122.05-00	(31,819.38)	WW TREATMENT AUGUST 2009
			2009-175	601-1021-543.25-01	78,754.77	WW TREATMENT AUGUST 2009
				601-1021-543.25-01	15,221.00	BOND ISSUE INT CHARGES OCT 2009
			Total for check: 23037		62,156.39	
OFFICE DEPOT	23038	10/8/2009	231760	100-0903-531.30-10	41.58	OFFICE SUPPLIES
			Total for check: 23038		41.58	
OMNI ASSOCIATES INC	23039	10/8/2009	54379	100-1003-541.21-02	48.00	MATERIALS TESTING 2009 PAVING
			Total for check: 23039		48.00	
OSHKOSH FIRE & POLICE EQUIPMENT INC	23040	10/8/2009	133677	100-0801-521.29-05	1,450.00	LED LIGHTS
			Total for check: 23040		1,450.00	
POSTAL ANNEX	23041	10/8/2009	152109	100-0801-521.30-11	24.18	POSTAGE
		10/8/2009	152393	100-0801-521.30-11	8.56	POSTAGE
		10/8/2009	152503	100-0801-521.30-11	6.92	POSTAGE
		10/8/2009	152863	100-0801-521.30-11	6.92	POSTAGE
		10/8/2009	152960	100-0801-521.30-11	6.92	POSTAGE
		10/8/2009	152984	100-0801-521.30-11	6.92	POSTAGE
		10/8/2009	153196	100-0801-521.30-11	6.92	POSTAGE
			Total for check: 23041		67.34	
ROAD EQUIPMENT	23042	10/8/2009	WA505253	731-1022-541.38-03	249.41	HINGE STRAP/HINGE PIN
			Total for check: 23042		249.41	
ROLAND MACHINERY EXCHANGE	23043	10/8/2009	21052133	731-1022-541.38-03	194.73	BUSHING

AP Check Register
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Vendor Name	Check Number	Check Date	Invoice Number	Account Number	Amount	Description
ROLAND MACHINERY EXCHANGE...	23043...	10/8/2009	21052951	731-1022-541.38-03	250.20	VALVE ASSY
		10/8/2009	2154931	731-1022-541.38-03	(443.17)	2008 CREDIT
			Total for check: 23043		1.76	
SCHAEFFER MFG CO	23044	10/8/2009	UL3224-INV1	731-1022-541.30-18	469.80	GEAR LUBE
			Total for check: 23044		469.80	
SHERRY CURTIS	23045	10/8/2009	CURTIS	601-1020-543.21-02	675.00	REIMBURSE SUMP PUMP/PIT 392 WINNEBAGO ST
			Total for check: 23045		675.00	
TRAFFIC & PARKING CONTROL CO	23046	10/8/2009	325970	100-1008-541.30-18	91.41	BRIKT, FLARED LEG, STAINLESS
			Total for check: 23046		91.41	
UNIFIRST CORPORATION	23047	10/8/2009	097 0054071	731-1022-541.20-01	100.68	MAT/MOP/CLOTHING SERVICE
			Total for check: 23047		100.68	
UNITED PAPER CORPORATION	23048	10/8/2009	20689	266-1027-543.30-18	169.62	DOOR KNOB BAG
			Total for check: 23048		169.62	
UNITED WAY FOX CITIES	23049	10/8/2009	20091008	100-0000-202.09-00	76.00	PAYROLL SUMMARY
			Total for check: 23049		76.00	
US OIL CO INC	23050	10/8/2009	L37530	731-1022-541.21-06	48.00	SAMPLES
			Total for check: 23050		48.00	
JANET VAN LANKVELT	23051	10/8/2009	100609	100-0000-201.12-00	160.00	REIMBURSE QUILT SUPPLIES
			Total for check: 23051		160.00	

AP Check Register
Check Date: 10/8/2009

Vendor Name	Check Number	Check Date	Invoice Number	Account Number	Amount	Description
WBAY	23052	10/8/2009	261207	100-0000-201.15-00	390.00	FARMERS MARKET ADS
			Total for check: 23052		<u>390.00</u>	
WC INDUSTRIAL SUPPLY COMPANY	23053	10/8/2009	0006076-IN	731-1022-541.38-03	16.64	BEARINGS
			Total for check: 23053		<u>16.64</u>	
WE ENERGIES	23054	10/8/2009	092109	100-1012-541.22-03	2,058.87	STREET LIGHTS
		10/8/2009	092209	100-0703-553.22-03	22.71	MENASHA CONSERVANCY
			Total for check: 23054		<u>2,081.58</u>	
WERNER ELECTRIC SUPPLY CO	23055	10/8/2009	S2829180.001	100-0703-553.30-18	61.00	MIDGET FUSE
			Total for check: 23055		<u>61.00</u>	
WIL-KIL PEST CONTROL	23056	10/8/2009	1537520	731-1022-541.20-07	63.00	COMMERCIAL CONTRACT
			Total for check: 23056		<u>63.00</u>	
WISCONSIN SUPPORT COLLECTIONS	23057	10/8/2009	20091008	100-0000-202.03-00	1,152.15	PAYROLL SUMMARY
				100-0000-202.04-00	138.40	PAYROLL SUMMARY
			Total for check: 23057		<u>1,290.55</u>	
ZEP MANUFACTURING CO	23058	10/8/2009	30397794	731-1022-541.30-18	76.90	ZEP 50
			Total for check: 23058		<u>76.90</u>	
					<u>124,562.05</u>	

AP Check Register
Check Date: 10/15/2009

Vendor Name	Check Number	Check Date	Invoice Number	Account Number	Amount	Description
AAA SANITATION INC	23059	10/15/2009	160960	100-0703-553.20-09	168.30	PORTABLE TOILET BRIGHTON BEACH
		10/15/2009	160961	100-0703-553.20-09	168.30	PORTABLE TOILET JEFFERSON BOAT LANDING
			Total for check: 23059		<u>336.60</u>	
ABITZ WATER SERVICE	23060	10/15/2009	6247	100-0703-553.24-05	625.00	WELL ABANDONED HART PARK
			Total for check: 23060		<u>625.00</u>	
AEROLC INCORPORATED	23061	10/15/2009	765	100-0000-201.03-00	3,125.00	878 ROOSEVELT/ASBESTOS REWILL BE PUT ON TAX BILL
			Total for check: 23061		<u>3,125.00</u>	
ANN ANDERSON	23062	10/15/2009	092909	100-0801-521.34-03	270.54	WJOA CONFERENCE LODGING/MEALS
			Total for check: 23062		<u>270.54</u>	
POLLY ANDERSON	23063	10/15/2009	093009	100-0903-531.33-01	24.04	MILEAGE
			Total for check: 23063		<u>24.04</u>	
APPLETON HYDRAULIC COMPONENTS	23064	10/15/2009	18348	731-1022-541.38-03	50.12	SUPPLY BULK SEALS
			Total for check: 23064		<u>50.12</u>	
ASD HEALTHCARE	23065	10/15/2009	11011233314	100-0903-531.30-18	1,000.00	FLULAVAL 5ML
			Total for check: 23065		<u>1,000.00</u>	
BADGER HIGHWAYS CO INC	23066	10/15/2009	147298	100-1003-541.30-18	26.84	HOTMIX ASPHALT COURSE
		10/15/2009	147345	100-1004-541.30-18	1,787.01	HOTMIX ASPHALT COURSE
				100-1004-541.30-18	1,811.11	HOTMIX ASPHALT
				100-1003-541.30-18	69.85	HOTMIX ASPHALT
				625-0304-562.30-18	121.50	SAND/GILBERT RAIN GARDEN

AP Check Register
Check Date: 10/15/2009

Vendor Name	Check Number	Check Date	Invoice Number	Account Number	Amount	Description
BADGER HIGHWAYS CO INC...	23066...	10/15/2009	147381	100-1004-541.30-18	1,655.71	HOTMIX ASPHALT SURFACE
			Total for check: 23066		5,472.02	
LARRY BONNEVILLE	23067	10/15/2009	092809	100-0801-521.19-03	48.50	UNIFORM ALLOWANCE
			Total for check: 23067		48.50	
BRAZEE ACE HARDWARE	23068	10/15/2009	006588	100-0703-553.30-18	21.98	PAINTBRUSH
		10/15/2009	006590	100-0703-553.30-15	5.29	BIT BORINGWOOD ACE
			Total for check: 23068		27.27	
BRICK & SUPPLY COMPANY	23069	10/15/2009	150178	100-0703-553.24-05	144.72	LIMESTONE
			Total for check: 23069		144.72	
CALLUMET COUNTY CLERK OF COURTS	23070	10/15/2009	BOND	100-0000-201.03-00	150.00	BOND
			Total for check: 23070		150.00	
CAREW CONCRETE & SUPPLY CO INC	23071	10/15/2009	0017083	100-1003-541.30-18	15.40	RIGHT CRETE SPEED REPAIR POLONIA ST
		10/15/2009	822063	100-0703-553.24-03	194.00	KEYES TO CLEVELAND
		10/15/2009	823086	100-1009-541.30-18	472.00	47 S OF 441, 9TH ST LFT
		10/15/2009	823087	100-1009-541.30-18	514.00	600 BLK 2ND ST
		10/15/2009	823378	100-1009-541.30-18	1,028.00	900 BLK IDA
		10/15/2009	823584	100-1009-541.30-18	346.00	ICE ST
			Total for check: 23071		2,569.40	
CHALCHOFF & JELINSKI LLC	23072	10/15/2009	409	100-0201-512.21-01	1,887.50	PROFESSIONAL SERVICES
			Total for check: 23072		1,887.50	

AP Check Register
Check Date: 10/15/2009

Vendor Name	Check Number	Check Date	Invoice Number	Account Number	Amount	Description
CLEAR WATER CAR WASH	23073	10/15/2009	2716	100-0801-521.29-05	21.99	CAR WASH/SEPTEMBER
				Total for check: 23073		
CULLIGAN WATERCARE SERVICES	23074	10/15/2009	083109	100-0704-552.30-10	(38.00)	WATER
				100-1001-514.20-01	18.10	COOLER RENTAL
				731-1022-541.30-13	6.20	COOLER RENTAL
				100-1001-514.20-01	17.85	COOLER RENTAL
				731-1022-541.30-13	5.95	COOLER RENTAL
Total for check: 23074			<u>10.10</u>			
DAVIS & STANTON	23075	10/15/2009	18167	100-0801-521.30-18	37.00	COMMENDATION BARS
				Total for check: 23075		
VALERIE DAVIS	23076	10/15/2009	093009	100-0903-531.33-01	43.29	MILEAGE
				100-0905-531.33-01	1.54	MILEAGE
				Total for check: 23076		
FAITH TECHNOLOGIES INC	23077	10/15/2009	388924	731-1022-541.24-03	5,625.00	RETROFIT/REPLACE LIGHTS
				100-0801-521.24-03	6,772.20	RETROFIT/REPLACE LIGHTS
				100-0501-522.24-03	4,514.80	RETROFIT/REPLACE LIGHTS
				100-0920-531.24-03	3,306.00	RETROFIT/REPLACE LIGHTS
				100-1001-514.24-03	9,622.00	RETROFIT/REPLACE LIGHTS
				Total for check: 23077		
FAMILY THERAPY & ANXIETY CENTER	23078	10/15/2009	093009	100-0801-521.21-05	345.00	SERVICES PROVIDED POLICE
				Total for check: 23078		
FOX VALLEY TECHNICAL COLLEGE	23079	10/15/2009	66625	100-0801-521.34-02	295.00	
				Total for check: 23079		

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Vendor Name	Check Number	Check Date	Invoice Number	Account Number	Amount	Description
FOX VALLEY TRUCK	23080	10/15/2009	485590	731-1022-541.38-03	73.28	F-CONSOLE
		10/15/2009	485591	731-1022-541.38-03	43.28	PUMP KIT
			Total for check: 23080		116.56	
DEBBIE GALEAZZI	23081	10/15/2009	100209	100-0203-512.34-01	64.90	DISTRICT MTG IN PLYMOUTH MILEAGE
			Total for check: 23081		64.90	
GALLS	23082	10/15/2009	510096939	100-0801-521.29-05	529.00	8 MODULE LED ARROWSTIK
			Total for check: 23082		529.00	
GREEN BOYZ	23083	10/15/2009	101309	100-0801-521.20-08	60.00	WEED CONTROL FERTILIZER
			Total for check: 23083		60.00	
GUNDERSON CLEANERS	23084	10/15/2009	739665	100-0801-521.19-03	10.26	PANTS CLEANING
			Total for check: 23084		10.26	
BRETT HALVERSON	23085	10/15/2009	100309	100-0801-521.30-18	18.82	SUPPLIES FOR PD
				100-0801-521.34-03	296.87	SNIPER SEMINAR
			Total for check: 23085		315.69	LODGING/MEALS
HOME DEPOT CREDIT SERVICES	23086	10/15/2009	4990738	731-1022-541.24-03	30.50	PRIVACY LOCK
		10/15/2009	8999554	100-1001-514.30-15	54.50	CIRC DRILL & BATTERIES
			Total for check: 23086		139.50	
HORN PRECAST	23087	10/15/2009	3144	625-1010-541.30-18	108.00	ADJ RINGS/BASIN BASE
				601-1020-543.30-18	90.00	ADJ RINGS/BASIN BASE
			Total for check: 23087		198.00	

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HORST DISTRIBUTING INC	23088	10/15/2009	778480	100-0703-553.34-02	45.00	SPORTS FIELD SEMINAR
				Total for check: 23088		
ID NETWORKS	23089	10/15/2009	162941	100-0403-513.24-04	3,495.00	ANNUAL MAINTENANCE FINGERPRINT SCANNER
				Total for check: 23089		
JOHN'S SAW SERVICE	23090	10/15/2009	8295	731-1022-541.38-03	123.86	AIR FILTERS/CUT HEADS
				Total for check: 23090		
KITZ & PFEIL INC	23093	10/15/2009		207-0707-552.24-04	8.88	DOCK BOX HARDWARE MARINA
				266-1028-543.30-18	9.96	UTIL KNIFE-3
				100-0703-553.30-15	43.18	PRUNER/BYPASS LOPPER
				100-1001-514.24-03	12.51	PARTS FOR BIKE RACK
				100-0703-553.24-03	26.41	GALV BX NAILS
				100-0704-552.24-03	12.02	GAUGE FITTINGS HARDWARE POOL
				100-0703-553.30-18	32.82	MOSQUITO GRANULES
				100-0703-553.30-18	5.84	HOSE HANGER
				100-1001-514.30-13	27.66	AIR FRESHENER BATTERIES CLAMPS
				100-1006-541.30-18	2.24	POLY INSERT ELBOW SALT BRINE TANK
				100-1001-514.30-15	8.09	RIGHT CUT AVIAT SNIP
				731-1022-541.38-03	1.80	HARDWARE MISC
				100-0703-553.30-18	25.63	SUMMER/WINTER BAR OIL
				100-1019-552.30-18	17.69	KEY/CORDLESS PHONE
				731-1022-541.38-03	1.00	HARDWARE MISC
				207-0707-552.24-02	11.25	CLEATS MARINA
100-0703-553.24-03	14.82	SUREMIX CONCRETE				
100-1004-541.30-18	3.69	GAS CYLINDER/PAVER				
100-0703-553.30-18	17.99	TRASH BAGS				
100-0702-552.30-18	17.75	PROGRAM SUPPLIES				
100-0703-553.30-18	4.49	SPRAY PAINT VANDALISM HART PK				
731-1022-541.30-18	5.84	TITEBOND GLUE				
100-0703-553.24-03	10.86	VANDALISM REPAIR CLOVIS				
100-0703-553.24-03	3.40	VANDALISM REPAIR CLOVIS				

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KITZ & PFEIL INC...	23093...	10/15/2009	091014-0007	100-0703-553.30-18	8.54	SAWBLADE HART		
		10/15/2009	091014-0032	100-0703-553.30-15	8.69	CLAW HAMMER/MISC		
		10/15/2009	091109-0006	100-0703-553.30-18	10.68	STOCK INVENTORY HART REPAIR		
		10/15/2009	091114-0011	100-0703-553.30-18	26.98	STOCK INVENTORY SMITH REPAIR		
		10/15/2009	091114-0062	100-0702-552.30-18	10.79	BATTERIES		
		10/15/2009	091414-0134	100-0703-553.30-18	0.78	SECURITY SCREWS HART PARK		
		10/15/2009	091514-0006	100-0703-553.30-15	6.74	CAULK GUN		
		10/15/2009	091514-0019	731-1022-541.24-03	5.94	ELEC TAPE GARAGE LIGHTING		
		10/15/2009	091514-0046	731-1022-541.38-03	68.13	LEAF BOX HARDWARE		
		10/15/2009	091514-0074	731-1022-541.24-03	61.40	PLUGS GARAGE LIGHTING		
KJ WASTE SYSTEMS INC	23094	10/15/2009	091614-0192	731-1022-541.30-18	12.59	VINYL PROTECTANT		
		10/15/2009	091714-0002	100-0703-553.30-18	21.57	CABLE TIES		
		10/15/2009	091714-0014	731-1022-541.24-03	17.96	PLUGS FOR SHOP LIGHTS		
		10/15/2009	091814-0090	100-0703-553.30-18	4.64	ROPE CLIPS		
		10/15/2009	091814-0136	100-0703-553.30-15	28.31	DRILL BITS		
		10/15/2009	091814-0159	731-1022-541.30-18	5.39	ARMORED PLUG		
		Total for check: 23093					624.95	
		Total for check: 23094					1,472.00	
		KUNDINGER FLUID POWER INC	23095	10/15/2009	50068229	625-1005-541.30-18	123.46	HYDRANT ADP
				10/15/2009	50068292	731-1022-541.38-03	86.08	HOSE ASSY
10/15/2009	50068592			625-1005-541.30-18	(114.65)	HYDRANT ADP RETURN		
10/15/2009	50068918			625-1005-541.30-18	(39.85)	HOSE RETURN		
Total for check: 23095					55.04			
KUSTOM SIGNALS INC	23096	10/15/2009	400470	100-0801-521.24-04	107.75	TRANSMITTER BATTERY		
		Total for check: 23096					107.75	

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LAWSON PRODUCTS INC	23097	10/15/2009	8490651	731-1022-541.30-18	552.38	STOCK
			Total for check: 23097		552.38	
MATT LENSS	23098	10/15/2009	092309	100-0801-521.34-03	57.43	SNIPER SEMINAR MEALS
			Total for check: 23098		57.43	
MARILYN SCHUBERT	23099	10/15/2009	SCHUBERT	100-0000-201.11-00	10.00	REFUND DOOR CO TRIP
			Total for check: 23099		10.00	
MATTHEWS TIRE & SERVICE CENTER	23100	10/15/2009	31122	731-1022-541.38-02	206.50	TIRE SERVICE
		10/15/2009	31205	731-1022-541.38-02	39.34	VALVE STEM/FLAT REPAIR
		10/15/2009	31216	731-1022-541.38-02	1,132.00	MICHELIN TIRES TRUCK CASING
		10/15/2009	351305	731-1022-541.38-02	743.92	TIRE STOCK
			Total for check: 23100		2,121.76	
MENARDS-APPLETON EAST	23101	10/15/2009	14366	207-0707-552.24-03	46.68	QUAD CLAY VOC
			100-0703-553.24-03		48.84	WALLPLATES/CABLE TIE
			Total for check: 23101		95.52	
MENASHA EMPLOYEES CREDIT UNION	23102	10/15/2009	20091015	100-0000-202.05-00	2,187.00	PAYROLL SUMMARY
			Total for check: 23102		2,187.00	
MENASHA EMPLOYEES LOCAL 1035	23103	10/15/2009	20091015	100-0000-202.06-00	310.00	PAYROLL SUMMARY
			Total for check: 23103		310.00	
MENASHA JOINT SCHOOL DISTRICT	23104	10/15/2009	MOBILE	100-0000-412.00-00	5,915.74	SEPT MOBILE HOME TAX
			Total for check: 23104		5,915.74	

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TOWN OF MENASHA POLICE DEPARTMENT	23105	10/15/2009	BOND	100-0000-201.03-00	359.90	BOND			
				Total for check: 23105				359.90	
				MENASHA UTILITIES	10/15/2009	003308	100-1003-541.30-18	147.02	BULK WATER SALES LUSH/BROAD
							10/15/2009	003340	601-1021-543.25-01
10/15/2009	003341	625-0401-513.25-01	707.26						AUG 09 STORM WATER
Total for check: 23106				16,430.74					
MINNESOTA LIFE INSURANCE COMPANY	23107	10/15/2009	NOV2009	100-0000-204.07-00	2,732.01	PREMIUMS			
				Total for check: 23107				2,732.01	
N&M AUTO SUPPLY	23108	10/15/2009	283443	731-1022-541.38-03	52.83	IGNITION COIL			
				10/15/2009	283650	731-1022-541.38-03	4.78	VALVE STEMS	
				10/15/2009	283696	731-1022-541.38-03	8.66	OIL FILTER	
				10/15/2009	283849	731-1022-541.38-03	73.82	SWAY BAR REPAIR KIT BLOWER MOTOR RESISTOR	
				10/15/2009	283915	731-1022-541.38-03	41.71	HEATER CORE	
				10/15/2009	284053	731-1022-541.38-03	27.42	FUEL FILTER	
				10/15/2009	284162	731-1022-541.38-03	152.23	TAILPIPE/CLAMP/BELT	
				10/15/2009	285000	731-1022-541.38-03	14.73	DOOR HANDLE	
				10/15/2009	285058	731-1022-541.38-03	4.33	OIL FILTER	
				10/15/2009	285066	731-1022-541.38-03	28.46	MINI BULB/FHP BELT SPARK PLUG	
				Total for check: 23108				408.97	
				NEENAH-MENASHA MUNICIPAL COURT	23109	10/15/2009	BOND	100-0000-201.03-00	134.00
Total for check: 23109								1,022.80	
NOFFKE LUMBER INC	10/15/2009	090920818919	207-0707-552.24-03					55.95	CLEAR BEVEL SDG CEDAR MARINA
			10/15/2009					090920818950	100-0703-553.30-18

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NOFFKE LUMBER INC...	23110...	10/15/2009	090920818954	100-0703-553.30-18	2.64	LUMBER BARKER FARMS PARK
		10/15/2009	090920818990	100-0703-553.30-18	55.99	ABOVE GROUND TREATED HART PARK
		10/15/2009	090920819229	100-0703-553.30-18	85.65	ROUGH SAWN CEDAR SMITH PARK
			Total for check: 23110		207.57	
ONE COMMUNICATIONS CORP	23111	10/15/2009	100209	100-0402-513.22-01	5.83	ASSASSOR PHONE 10-2/11-01-09
				100-0201-512.22-01	5.83	ATTORNEY PHONE 10-2/11-01-09
				100-0000-123.00-00	14.45	BUILD INSPECTOR PHONE 10-2/11-01-09
				100-0203-512.22-01	17.97	CLERK PHONE 10-2/11-01-09
				100-0304-562.22-01	25.33	COMM DEV PHONE 10-2/11-01-09
				100-1001-514.22-01	53.82	CITY HALL PHONE 10-2/11-01-09
				100-0401-513.22-01	49.50	FINANCE PHONE 10-2/11-01-09
				731-1022-541.22-01	57.13	GARAGE PHONE 10-2/11-01-09
				100-0903-531.22-01	93.92	HEALTH PHONE 10-2/11-01-09
				100-0403-513.22-01	24.87	IT PHONE 10-2/11-01-09
				100-0601-551.22-01	217.25	LIBRARY PHONE 10-2/11-01-09
				100-0101-511.22-01	19.23	MAYOR PHONE 10-2/11-01-09
				100-0702-552.22-01	18.15	RECREATION PHONE 10-2/11-01-09
				100-0703-553.22-01	133.80	PARKS PHONE 10-2/11-01-09
				100-0202-512.22-01	17.73	PERSONNEL PHONE 10-2/11-01-09
				100-0801-521.22-01	396.05	POLICE PHONE 10-2/11-01-09
				100-1002-541.22-01	61.17	ENGINEERING PHONE 10-2/11-01-09
				100-0920-531.22-01	43.26	SENIOR PHONE 10-2/11-01-09
				100-1008-541.22-01	6.11	SIGN PHONE 10-2/11-01-09
				100-0502-522.22-01	70.01	EOC PHONE 10-2/11-01-09
			207-0000-123.00-00	33.33	MARINA PHONE 10-2/11-01-09	
			100-0704-552.22-01	56.53	POOL PHONE 10-2/11-01-09	
			100-0000-123.00-00	449.31	MENASHA UTILITIES	
			Total for check: 23111		1,870.58	
OSHKOSH FIRE & POLICE EQUIPMENT INC	23112	10/15/2009	133785	100-0803-521.29-05	185.00	WIRE GRID SECURITY KIT
			Total for check: 23112		185.00	

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PACKER CITY INTERNATIONAL	23113	10/15/2009	1292660104	731-1022-541.38-03	12.50	LABELS
		10/15/2009	3292660043	731-1022-541.38-03	11.78	AIR FILT
			Total for check: 23113		24.28	
PROFESSIONAL PROCESS SERVICE	23114	10/15/2009	8841	100-0201-512.21-01	25.00	SUBPEONA
			Total for check: 23114		25.00	
REDI-WELDING CO	23115	10/15/2009	13927	731-1022-541.30-18	161.60	TUBING/ROLL END CAP
			Total for check: 23115		161.60	
ROLAND MACHINERY EXCHANGE	23116	10/15/2009	21053209	731-1022-541.38-03	416.23	FACING/SLEEVE/CLUTH KIT
			Total for check: 23116		416.23	
DIANE SCHABACH	23117	10/15/2009	101509	207-0707-552.21-06	11,475.00	SALARY
			Total for check: 23117		11,475.00	
SERVICEMASTER BUILDING MAINTENANCE	23118	10/15/2009	124823	100-0801-521.20-01	1,395.00	CONTRACT JANITORIAL
		10/15/2009	124889	100-0801-521.20-01	50.00	CONTRACT/CLEAN GARAGE
			Total for check: 23118		1,445.00	
SHERWIN-WILLIAMS CO	23119	10/15/2009	1601-3	207-0707-552.24-03	134.95	PAINT
		10/15/2009	2345-6	207-0707-552.24-03	57.38	PAINT
			Total for check: 23119		192.33	
ROBERT STANKE	23120	10/15/2009	101209	100-0801-521.34-03	1,142.75	IACP SEMINAR HOTEL
			Total for check: 23120		1,142.75	

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SUPERIOR CHEMICAL CORP	23121	10/15/2009	5018	100-0000-132.00-00	259.10	MOPS/HAND RINSE		
				Total for check: 23121				<u>259.10</u>
SWIDERSKI EQUIPMENT INC	23122	10/15/2009	022041	731-1022-541.38-03	98.88	HYDRAULIC/ENGINE OIL		
				022042	731-1022-541.38-03	83.62	FILTER ASSY	
				022046	731-1022-541.38-03	198.00	FUEL FILTERS	
				022056	731-1022-541.38-03	41.66	ELEMENT FILTER	
				Total for check: 23122				<u>422.16</u>
BRENDA TAUBEL	23123	10/15/2009	100709	100-0202-512.34-03	454.91	HOTEL/MEAL EXPENSES		
				Total for check: 23123				<u>454.91</u>
THEDACARE	23124	10/15/2009	9200116713	100-0801-521.21-05	607.20	VENIPUNCTURE		
				Total for check: 23124				<u>607.20</u>
UNIFIRST CORPORATION	23125	10/15/2009	097 0054353	731-1022-541.20-01	102.23	MAT/MOP/CLOTHING SERVICE		
				Total for check: 23125				<u>102.23</u>
UNITED PAPER CORPORATION	23126	10/15/2009	20910	100-0801-521.30-18	252.10	EMERGENCY BLANKET		
				Total for check: 23126				<u>252.10</u>
UR WASHINSTUFF INC	23127	10/15/2009	10024	100-0801-521.29-05	91.36	16 CAR WASHES AUG 2009		
				Total for check: 23127				<u>91.36</u>
WARNING LITES OF APPLETON INC	23128	10/15/2009	0809-118	100-1008-541.30-18	31.50	CAUTION TAPE		
				Total for check: 23128				<u>31.50</u>

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WAUSAU EQUIPMENT COMPANY INC	23129	10/15/2009	136264	731-1022-541.38-03	203.19	203.19 JOYSTICK-DUAL AXISFORCE
				Total for check: 23129	203.19	
WAVERLY SANITARY DISTRICT	23130	10/15/2009	092809	100-0703-553.22-05	48.09	48.09 BARKER FARM PAVILION
				Total for check: 23130	48.09	
WC INDUSTRIAL SUPPLY COMPANY	23131	10/15/2009	0006129-IN	731-1022-541.38-03	13.30	13.30 BEARING
				Total for check: 23131	13.30	
WE ENERGIES	23132	10/15/2009	092809	100-0703-553.22-03	8.58	8.58 NORTH ST
				100-0703-553.22-03	10.53	10.53 NORTH ST
				100-0903-531.22-04	8.98	8.98 316 RACINE ST
Total for check: 23132	28.09					
WIL-KIL PEST CONTROL	23133	10/15/2009	1537603	100-0920-531.20-07	104.00	104.00 EXT INSECT
				100-1019-552.20-07	25.00	25.00 RAT/MOUSE/SPIDER CONTROL
				100-1019-552.20-07	100.00	100.00 COMMERCIAL CONTRACT
Total for check: 23133	229.00					
WINNEBAGO COUNTY CLERK OF COURTS	23134	10/15/2009	BOND	100-0000-201.03-00	150.00	150.00 BOND
				100-0000-201.03-00	350.00	350.00 BOND
				Total for check: 23134	500.00	
WINNEBAGO COUNTY REGISTER OF DEEDS	23135	10/15/2009	129533	263-0306-562.21-08	13.00	13.00 GAIL HAWLEY
				Total for check: 23135	13.00	
WINNEBAGO COUNTY REGISTER OF DEEDS	23136	10/15/2009	131646	457-0304-562.21-08	11.00	11.00 B&D HOLDINGS
				Total for check: 23136	11.00	

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Vendor Name	Check Number	Check Date	Invoice Number	Account Number	Amount	Description	
WINNEBAGO COUNTY TREASURER	23137	10/15/2009	LF115279	100-1016-543.25-01	10,947.95	LANDFILL FACILITY	
				100-1017-543.25-01	3,633.79	LANDFILL FACILITY	
				266-1027-543.25-01	1,013.70	LANDFILL FACILITY	
				Total for check: 23137		15,595.44	
WISCONSIN SUPPORT COLLECTIONS	23138	10/15/2009	20091015	100-0000-202.03-00	440.23	PAYROLL SUMMARY	
				100-0000-202.04-00	138.40	PAYROLL SUMMARY	
				Total for check: 23138		578.63	
				Total for check: 23137		122,472.03	



MEMO

TO: Common Council
FROM: Debbie Galeazzi, ^{Deb} City Clerk
SUBJECT: Change of Agent for The Bar at Lake Park LLC
DATE: October 14, 2009

A change of agent from Michael Reader to Frederick Jaeger for The Bar at Lake Park LLC d/b/a as Sliders is requested do to some restructuring of their company.

Thanks.

SCHEDULE FOR APPOINTMENT OF AGENT BY CORPORATION/NONPROFIT ORGANIZATION OR LIMITED LIABILITY COMPANY

Submit to municipal clerk.

All corporations/organizations or limited liability companies applying for a license to sell fermented malt beverages and/or intoxicating liquor must appoint an agent. The following questions must be answered by the agent. The appointment must be signed by the officer(s) of the corporation/organization or members/managers of a limited liability company and the recommendation made by the proper local official.

To the governing body of: Town/Village/City of Menasha County of Calumet

The undersigned duly authorized officer(s)/members/managers of The Bar on Lake Park LLC
(registered name of corporation/organization or limited liability company)

a corporation/organization or limited liability company making application for an alcohol beverage license for a premises known as

SLiders
(trade name)

located at 890 LAKE PARK ROAD

appoints Frederick Jaeger
(name of appointed agent)

N3744 Hillview Dr. Appleton, WI
(home address of appointed agent)

to act for the corporation/organization/limited liability company with full authority and control of the premises and of all business relative to alcohol beverages conducted therein. Is applicant agent presently acting in that capacity or requesting approval for any corporation/organization/limited liability company having or applying for a beer and/or liquor license for any other location in Wisconsin?

Yes No If so, indicate the corporate name(s)/limited liability company(ies) and municipality(ies).

Is applicant agent subject to completion of the responsible beverage server training course? Yes No

How long immediately prior to making this application has the applicant agent resided continuously in Wisconsin? 20 yrs

Place of residence last year Appleton

For: The Bar at Lake Park LLC
(name of corporation/organization/limited liability company)

By: Frederick Jaeger
(signature of Officer/Member/Manager)

And: _____
(signature of Officer/Member/Manager)

ACCEPTANCE BY AGENT

I, Frederick Jaeger
(print/type agent's name), hereby accept this appointment as agent for the

corporation/organization/limited liability company and assume full responsibility for the conduct of all business relative to alcohol beverages conducted on the premises for the corporation/organization/limited liability company.

Frederick Jaeger
(signature of agent) 9-29-09
(date)

Agent's age _____

N3744 Hillview Dr Appleton, WI
(home address of agent)

Date of birth _____

**APPROVAL OF AGENT BY MUNICIPAL AUTHORITY
 (Clerk cannot sign on behalf of Municipal Official)**

I hereby certify that I have checked municipal and state criminal records. To the best of my knowledge, with the available information, the character, record and reputation are satisfactory and I have no objection to the agent appointed.

Approved on 09/30/09 by [Signature]
(date) (signature of proper local official)

Title Chief of Police
(town chair, village president, police chief)

**AUXILIARY QUESTIONNAIRE
ALCOHOL BEVERAGE LICENSE APPLICATION**

Submit to municipal clerk.

Individual's Full Name (please print) (last name) (first name) (middle name)			Social Security Number		
JAEGGER Frederick H			-----		
Home Address (street/route)		Post Office	City	State	Zip Code
N3744 Hillview		APPLETON		WI	54913
Home Phone Number		Age	Date of Birth	Place of Birth	
-				Marinette, WI	

The above named individual provides the following information as a person who is (check one):

- Applying for an alcohol beverage license as an individual.
 - A member of a partnership which is making application for an alcohol beverage license.
 - Frederick H. Jaeger of Bar at Lake Park LLC
(Officer/Director/Member/Manager/Agent) (Name of Corporation, Limited Liability Company or Nonprofit Organization)
- which is making application for an alcohol beverage license.

The above named individual provides the following information to the licensing authority:

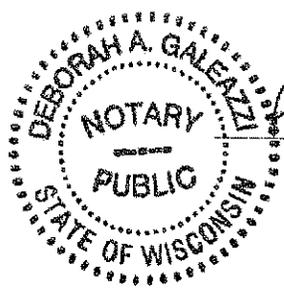
1. How long have you continuously resided in Wisconsin prior to this date? 22 yrs
2. Have you ever been convicted of any offenses (other than traffic unrelated to alcohol beverages) for violation of any federal laws, any Wisconsin laws, any laws of any other states or ordinances of any county or municipality? Yes No
If yes, give law or ordinance violated, trial court, trial date and penalty imposed, and/or date, description and status of charges pending. (If more room is needed, continue on reverse side of this form.)
3. Are charges for any offenses presently pending against you (other than traffic unrelated to alcohol beverages) for violation of any federal laws, any Wisconsin laws, any laws of other states or ordinances of any county or municipality? Yes No
If yes, describe status of charges pending.
4. Do you hold, are you making application for or are you an officer, director or agent of a corporation/nonprofit organization or member/manager/agent of a limited liability company holding or applying for any other alcohol beverage license or permit? Yes No
If yes, identify. (Name, Location and Type of License/Permit)
5. Do you hold and/or are you an officer, director, stockholder, agent or employe of any person or corporation or member/manager/agent of a limited liability company holding or applying for a wholesale beer license, brewery/winery permit or wholesale liquor manufacturer or rectifier permit in the State of Wisconsin? Yes No
If yes, identify. (Name of Wholesale Licensee or Permittee) (Address By City and County)

6. Named individual must list in chronological order last two employers.

Employer's Name	Employer's Address	Employed From	To
Baylano Buildings	Green Bay	1999	2003
Consolidated Construction	Appleton	2003	2007

The undersigned, being first duly sworn on oath, deposes and says that he/she is the person named in the foregoing application; that the applicant has read and made a complete answer to each question, and that the answers in each instance are true and correct. The undersigned further understands that any license issued contrary to Chapter 125 of the Wisconsin Statutes shall be void, and under penalty of state law, the applicant may be prosecuted for submitting false statements and affidavits in connection with this application.

Subscribed and sworn to before me
 this 29th day of September, 2009
Deborah A. Galeazzi
(Clerk/Notary Public)
 My commission expires 8/5/12



Frederick Jaeger
(Signature of Named Individual)



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 Wisconsin Department of Revenue