

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, August 17, 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. PHN Nett - Presentation from State of Wisconsin to Health Dept. for Level 3 certification award
 - 2. Clerk Galeazzi - the following minutes and communications have been received and placed on file:
 - Minutes to receive:
 - a. [Administration Committee, 8/3/09](#)
 - b. [Board of Public Works, 8/3/09](#)
 - c. [Committee on Aging, 7/9/09](#)
 - d. [Parking Committee, 6/24/09](#)
 - e. [Parks & Recreation Board, 8/10/09](#)
 - f. [Plan Commission, 8/4/09](#)
 - g. [Police Commission, 7/16/09](#)
 - h. [Sustainability Board, 7/21/09](#)
 - i. [Water & Light Commission, 7/22/09](#)
 - Communications:
 - j. [Clerk Galeazzi, 8/12/09; League of WI Municipalities Annual Conference](#)
 - k. [DPW Radtke to residents; 8/6/09; SSES Foundation Drain and Sump Pump Inspections](#)
 - l. [McClone Insurance to Landmarks Comm., 8/12/09; 230 & 232 Main St. renovation](#)
 - m. [RBC Capital Markets, 7/27/09; Commitment to City of Menasha & Steam plant work out plan](#)
 - n. [Public Works Facility, 8/09; Disposal Violations for June & July 2009](#)
 - o. [Wis. Dept of Ag., Trade & Cons. Protection; 7/28/09; Emerald Ash Borer](#)
 - p. [Wis. Dept. of Administration; 8/10/09; Preliminary estimate of January 1, 2009 population for Winnebago & Calumet Counties](#)
 - q. [Town of Menasha Utility Commission minutes; 6/22/09, 7/13/09, 7/27/09](#)
- 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.)

"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 24-hours in advance of the meeting for the City to arrange special accommodations."

Minutes to approve:

1. [Common Council, 8/3/09](#)

Administration Committee, 8/3/09 – Recommends Approval of:

2. [Asbestos compliance Inspection Contract Agreement between Wisconsin Department of Natural Resources and City of Menasha Health Department, and authorize signature](#)
3. [Agreement between the Fox Cities Convention & Visitors Bureau and the City of Menasha for wayfinding signage](#)

Administration Committee, 8/17/09 – Recommends Approval of:

4. [Review proposals for municipal building lighting fixture upgrades](#)

Board of Public Works, 8/3/09 – Recommends Approval of: (continued)

5. [Street Use Application – Menasha High School Homecoming Parade; Friday, October 2, 2009; 5:30 PM – 6:10 PM](#)
6. [Street Use Application – St. Mary’s Central High School Homecoming Parade; Friday, October 9, 2009; 5:00 PM – 6:00 PM](#)
7. [Consideration of Initiating Single Stream Recycling Operations](#)

Parks & Recreation Board, 8/10/09 – Recommends Approval of:

8. [Permanent closure of the well at Hart Park](#)

H. ITEMS REMOVED FROM CONSENT AGENDA

I. ORDINANCES AND RESOLUTIONS

1. [O-17-09 An Ordinance Relating to Illicit Discharge and Connection \(Recommended by the Board of Public Works, Introduced by Ald. Taylor\)](#)
2. [O-18-09 An Ordinance Repealing and Recreating Sections 9-4-8\(1\) and 9-4-9\(1\) & \(3\) of the Menasha Code of Ordinances\(Recommended by the Board of Public Works, Introduced by Ald. Pack\)](#)

J. ACTION ITEMS

1. [Accounts payable and payroll for the term 8/6/09-8/13/09 in the amount of \\$3,700,363.79](#)
2. [Reserve “Class B” Liquor License Application, Americanos Drum & Bugle Corps, Inc for the premises at 1615 Drum Corp. Drive, Sandra Barlow, Agent, August 18, 2009- June 30, 2010](#)
3. [Accept letter of resignation from Ald. Pamenter and plan to fill vacancy](#)

K. APPOINTMENTS

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

**TUESDAY, September 8, 2009 - Council Chambers
Common Council – 6:00 PM
Administration Committee – to be determined
Board of Public Works – to be determined**

DRAFT

CITY OF MENASHA
ADMINISTRATION COMMITTEE
Third Floor Council Chambers
140 Main Street, Menasha
August 3, 2009
MINUTES

A. CALL TO ORDER

Meeting called to order by Chairman Wisneski at 6:34 p.m.

B. ROLL CALL/EXCUSED ABSENCES

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

ALSO PRESENT: Mayor Merkes, Atty Rich Carlson, PC Stanke, DPW Radtke, CDD Keil, C/T Stoffel, PHD Nett, Bldg Supv Alix, Clerk Galeazzi and the Press.

C. MINUTES TO APPROVE

1. Administration Committee, 7/20/09

Moved by Ald. Pack, seconded by Ald. Englebert to approve minutes.

Motion carried on voice vote.

D. ACTION ITEMS

1. Asbestos compliance Inspection Contract Agreement between Wisconsin Department of Natural Resources and City of Menasha Health Department, and authorize signature

PHD Nett explained this is a renewal contract. It is expected that 10 inspections will be conducted per contract period. The Health Dept. is notified when a permit is taken out for asbestos removal. Most requests are for commercial buildings. There is some consulting with residents on asbestos removal.

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

Motion carried on voice vote

2. Agreement between the Fox Cities Convention & Visitors Bureau and the City of Menasha for wayfinding signage

CDD Keil explained the City received a matching grant from Fox Cities Convention & Visitors Bureau in the amount not to exceed \$15,534 for the assembling and installation of wayfinding signs. Public Works staff will make the signs in accordance with specifications of Fox Cities Convention & Visitors Bureau consultants. A plan for the location of the signs will be presented to the Common Council.

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

Motion carried on voice vote

3. Review proposals for municipal building lighting fixture upgrades

Bldg. Supt Alix explained Request for Proposals for lighting assessment and fixture upgrades for energy efficiency for municipal buildings was sent out. Proposals were received from Faith Technologies, Orion and Beck Electric. Stimulus funds are available for installation of energy efficient fixtures.

Mayor Merkes explained WPPI is offering a zero percent loan program for the upgrading of lighting that reduces energy consumption.

Mike Herbst from Faith Technologies explained the proposal they submitted. Their proposal is to replace/upgrade existing fixtures. There are no additional fixtures being added.

Taylor Kapp from Orion explained their proposal. Their proposal had a couple different scenarios. This gives the City more options.

Discussion ensued on the three proposals submitted and the different options presents. Comments were made on it was hard to compare the proposals as there are different products quoted. More information would be needed to make an logical decision.

Moved by Ald. Benner, seconded by Ald. Pack to hold.

Discussion: Mayor Merkes stated stimulus funding requires installation by Sept. 30, 2009. Ald. Benner removed motion to hold.

Discussion ensued to have staff put together a comparison of the proposals.

No action on this item; will stay in Committee.

E. ADJOURNMENT

Moved by Ald. Taylor, seconded by Ald. Pamerter to adjourn at 7:23 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
August 3, 2009
MINUTES

A. CALL TO ORDER

Meeting called to order by Chairman Taylor at 7:27 p.m.

B. ROLL CALL/EXCUSED ABSENCES

PRESENT: Ald. Hendricks, Zelinski, Englebert, Benner, Pamerter, Taylor, Wisneski, Pack.
ALSO PRESENT: Mayor Merkes, Atty Rich Carlson, PC Stanke, DPW Radtke, CDD Keil,
C/T Stoffel, PWS Jacobson, Nick Vande Hey (McMahon Engineers), Clerk Galeazzi and
the Press.

C. MINUTES TO APPROVE

1. July 20, 2009

Motion by Ald. Wisneski, seconded by Ald. Pack to approve minutes.

Motion carried on voice vote.

D. ACTION ITEMS

1. Street Use Application – Menasha High School Homecoming Parade;
Friday, October 2, 2009; 5:30 PM – 6:10 PM

Motion by Ald. Wisneski, seconded by Ald. Pamerter to recommend approval to Common
Council.

Motion carried on voice vote.

2. Street Use Application – St. Mary's Central High School Homecoming Parade; Friday,
October 9, 2009; 5:00 PM – 6:00 PM

Motion by Ald. Zelinski, seconded by Ald. Pack to recommend approval to Common Council.

Motion carried on voice vote.

3. Change Order – DeGroot, Inc.; Third Street Water Main Replacement Project: ADD:
\$11,100.80; (Change Order No. 2)

Lonnie Pichler, Utility Supervisor, explained the change order is for the variations made in the
field during construction and adjustments for final measured quantities.

Discussion ensued on what type of variations were made and the reason for the adjustments
in quantities. Members were asking for more clarification, especially regarding the additional
concrete pavement replacement quantities.

Motion by Ald. Benner, seconded by Ald. Zelinski to hold for more clarification.

4. Status Update on Tayco Stormwater Management Pond (McMahon Group Presentation)

Nick Vande Hey from the McMahon Group gave a presentation on the proposed construction of
the Tayco Storm Water Management pond. This is a joint project with the Town of Menasha.
Stimulus dollars could be used for part of the funding.

5. Consideration of Initiating Single Stream Recycling Operations

C/T Stoffel explained the options for financing the purchase of carts to accommodate automated collection for recycling. Staff is recommending advancing the funds from the Recycling Fund with repayment to the fund from an annual cart lease charge of \$5.00 per dwelling unit to be passed on the property tax bill. A lease arrangement allows the City to retain ownership of the carts. Payback of the cart cost through the lease charge would be complete in approximately 9 years.

PWS Jacobson presented the cart being recommended. Staff is recommending a 96-gallon container as single stream recycling allows co-mingling with no need for separating. The goal is to eventually go to bi-weekly recycling collection. Funding to modify the existing recycling truck by mounting an automated collection device could come from the Equipment Replacement Fund.

Chairman Taylor opened the meeting to the gallery for public comments.

Kay Lamberg, 10B Dakota Grove, commented that a 96-gallon container would be hard for the elderly to push out to the curb.

Mary Ann Mulvey, 274 Misty Meadows, questioned how would residents that do not receive tax bill pay for the rental of the cart.

Stan Sevenich, 645 9th Street, City needs to be leader in automatic single stream recycling just like in 1993 with the automation of refuse.

Motion by Ald. Pamerter, seconded by Ald. Pack to recommend approval of initiating single stream recycling and to consider the recommendation of staff for the funding source to Common Council.

Motion carried on voice vote.

6. O-17-09 An Ordinance Relating to Illicit Discharge and Connection

DPW Radtke explained this ordinance is a requirement of the Dept. of Natural Resources' storm water discharge permit. The purpose is to minimize the discharge of pollutants carried by storm water runoff from industrial sites, construction sites and municipal storm sewer systems.

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

7. O-18-09 An Ordinance Repealing and Recreating Sections 9-4-8(1) and 9-4-9(1) & (3) of the Menasha Code of Ordinances

CDD Keil explained this ordinance changes Manufactured Housing Communities from a multi-family classification to a single family classification for the purpose of storm water utility fees.

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

E. ADJOURNMENT

Motion by Ald. Englebert, seconded by Ald. Hendricks to adjourn at 8:43 p.m.
Motion carried on voice vote.

Respectfully submitted by
Deborah A. Galeazzi, WCMC
City Clerk

Menasha aldermen occasionally attend meetings of this body. It is possible that a quorum of Common Council, Board of Public Works, Administration Committee, Personnel Committee may be attending this meeting. (No official action of any of those bodies will be taken).

**CITY OF MENASHA
COMMITTEE ON AGING
Menasha Senior Center
116 Main Street, Menasha**

**July 9, 2009
7:45 AM**

MINUTES

A. CALL TO ORDER

B. ROLL CALL/EXCUSED ABSENCES

C. MINUTES TO APPROVE

1. June 11, 2009

D. REPORT OF DEPT HEADS/STAFF/CONSULTANTS

1. Commission on Aging – The guest speaker was Judith Levin from JCL, Mediation Services specializing in facilitating communication and resolution between family members or other parties regarding elder care. J. Klundt noted that Teri Sturn/Winnebago Co. Nutrition Program is planning emergency preparedness information for the home delivered meal participants.
2. Financial Report – None to report.
3. Senior Center Supervisor –
 - a. Two trips have been cancelled due to low interest. The economy is suspect in playing a role.
 - b. Nintendo Wii participation is slow, but people are interested. They are timid but with continued PR, S. Bull believes the participation will increase.
 - c. The July party is scheduled for tomorrow, July 10. The count was low up to a week before, but then increased to 50.
 - d. Healthy Steps to Aging, facilitated by Val Davis, RN Menasha's 60+ nurse will end the last week in July. It has had a steady group of participants.
 - e. S. Bull handed out the latest information on Winnebago's Lakeland Long Term Care District.

E. DISCUSSION

1. Rental fee increase – In light of the budgeting difficulties of the City and subsequently the Senior Center, committee members discussed increasing the rental fees. MSC's fees currently remain the lowest in the area. Committee members expressed the need now to differentiate between resident and non-resident rental fees. S. Bull and S. Steffen volunteers to put some numbers together, and the committee will discuss this issue further at the next meeting. The fee increase will begin in 2010.

"Menasha is committed to its diverse population. Our Non-English speaking population and those with disabilities are invited to contact the Menasha Senior Center at 967-3530 24-hours in advance of the meeting for the City to arrange special accommodations."

F. HELD OVER BUSINESS

1. Behavioral Policy - Reference to individuals violating the policy having follow-up capabilities was discussed. Motion made by B. Jankowski, seconded by R. Rogers to add "Any individual violating this policy is encouraged to meet with the Menasha Senior Center Supervisor to discuss the incident. Any individual can request a review of the incident with the Menasha Committee on Aging." to the policy. Carried. Also, the policy will be referred as the Code of Conduct.
2. Fundraising options –This discussion was about increasing participation fees (donations) and creating resident/non-resident fees for planned activities such as trips, parties as well as the newsletter - to help cover and reflect the current cost of running the senior center. A little more than one-third of the participants at MSC are from Neenah (with some from Town of Menasha, Appleton and Oshkosh) with two-thirds from Menasha. The City of Menasha residents currently cover the cost of operating the facility. Creating a "Friends of..." may be a possible route to raise additional funds. Further research and discussion is needed.

G. ADJOURNMENT 9:15am

Motion made by L. Murphy, seconded by B. Jankowski to adjourn. Carried

CITY OF MENASHA
PARKS AND RECREATION BOARD
Hart Park Shelter, 700 Seventh Street, Menasha
August 10, 2009
DRAFT MINUTES

A. CALL TO ORDER

Meeting called to order by Chr. D. Sturm at 6:01 PM.

B. ROLL CALL/EXCUSED ABSENCES

MEMBERS PRESENT: Ron Suttner, Tom Konetzke, George Korth, Chr. Dick Sturm, Nancy Barker, Ald. Jason Pamenter

MEMBERS EXCUSED: Mary Francis

OTHERS PRESENT: PRD Tungate, PS Maas, Ald. Eric Hendricks and Laurie DeVillers representing the ThedaCare picnic

C. MINUTES TO APPROVE

1. **Minutes of the July 13, 2009 Park Board Meeting**

Moved by G. Korth, seconded by R. Suttner to approve the minutes of the July 13, 2009 Park Board meeting. Motion carried 6-0.

2. **Minutes of the July 22, 2009 Park Board Meeting**

Moved by Ald. J. Pamenter, seconded by G. Korth to approve the minutes of the July 22, 2009 Park Board meeting. Motion carried 6-0.

D. PUBLIC COMMENT ON ANY MATTER LISTED ON THE AGENDA

Five (5) minute limit for each person.

1. Ald. J. Pamenter stated this would be his last meeting. He will be resigning as alderman.

E. REPORT OF DEPARTMENT HEADS/STAFF/CONSULTANTS

1. **Park Project and Vandalism Update – PS Maas**

PS Maas gave a summary of recent park projects which included: no park vandalism last month, rubber mats installed at Jefferson diamond batters boxes, inside of pavilion was painted, support beams (west side) at the Smith Park pavilion were repaired, east side repair to be done in September, pool drain repair, which was mandated by Federal legislation, is still being planned for this fall.

2. **Large Park Projects Remaining for 2009 – PS Maas**

Other large projects coming up include: fencing work at Jefferson Park, tree removals, pool drain work, Koslo parking lot repair, Harborhouse staining.

3. **Recreation Program Update – PRD Tungate**

PRD Tungate reported that summer recreation programs are winding down. The City Carnival is Tuesday, August 11 and the August 8 Grunski Runski was successful despite the less than ideal weather conditions.

F. DISCUSSION ITEMS

1. **2010 Parks and Recreation Budget**

PRD Tungate gave a summary of several areas within the 2010 budget that will likely be changed or reduced. Recreation playground programs will be changed to become more cost effective, Grunski Runski co-sponsorship with the YMCA is being explored, reducing park overtime spending, Koslo ball diamond sponsorships and/or fee increases, summer school agreement for swimming lessons, sponsorships at the pool and tree trimming funds potentially available from Menasha Utilities.

2. **Future of the Menasha Swimming Pool**

The rumors around the community about the possible closing of the Menasha Pool was

discussed. The Board wondered how this rumor got started. Members reiterated their belief that the pool is a quality of life issue that a community offers its residents and not everything the city offers has a benefit to every individual. Pool staff is asking pool users to express their feelings to their aldermen or PRD Tungate.

3. **Status of User Behavior at Hart Park**

The past month at Hart Park has been quiet. No major problems that PRD Tungate was made aware of. Some changes to the group of skatepark attendants has occurred. The hope is that some changes can be implemented to the attendant program going into the next season.

4. **Update on New Joint East Side Park**

City staff will work on a right of first refusal document for the landowner to consider. This would clarify the interest the three communities (Appleton, Menasha and Harrison) still have in acquiring a property for a future joint park.

5. **Update on Gilbert Site Redevelopment**

Two grant applications were unsuccessful in the effort to redevelop the Gilbert site. Other grants and private donations are critical to assist in developing the site for private and public use. Concept plans are still being worked on and should be ready by this fall.

6. **Vending/Sponsorship in City Parks – Chr. D. Sturm**

The Board reviewed the current ordinance which essentially prohibits private sales of concessions and other merchandise in city parks. Board members seemed to support the idea of changing the ordinance to at least allow this to occur with some guidelines. PRD Tungate will look into drafting a revised ordinance.

7. **Painting Interior of the Jefferson Park Pavilion and Mud Holes South of Pavilion – Ald. J. Pamerter**

Pavilion interior painting has been completed. Mud holes south of the pavilion will have wood posts installed to prevent people from cutting the corner.

8. **Alcohol and Dogs in Smith Park – July 4 – N. Barker**

Many alcohol users and dogs in Smith Park on the 4th of July.

9. **Frisbee Golf in Smith Park – R. Suttner**

Frisbee golf was discussed. Some possible locations were discussed. Portable goals are a possibility. PRD Tungate will check on a local course contact person.

10. **Reinstating Sunday Morning Swim**

A petition from a list of morning swim supporters was discussed. The group would like Sunday morning swim hours reinstated for 2010. Pool staff believes that Sunday should be a less structured program day. The Board felt some compromise hours could be re-established.

G. ACTION ITEMS

1. **ThedaCare Picnic – September 17-20, 2009 – Jefferson Park**

ThedaCare picnic was discussed. Laurie DeVillers answered questions on the event which will be held for the third consecutive year. PRD Tungate will bring the fee the event is charged to next months meeting. Moved by Ald. J. Pamerter, seconded by G. Korth to approve the ThedaCare picnic on September 19, 2009 in Jefferson Park. Motion carried 6-0.

2. **Hart Park Well**

Motion by Chr. D. Sturm, seconded by G. Korth to recommend permanently closing the well in Hart Park. Motion carried 4-2.

H. PUBLIC COMMENT ON ANY MATTER LISTED ON THE AGENDA

Five (5) minute time limit for each person.

1. Ald. E. Hendricks commented on the litter around the skatepark in the morning.

2. G. Korth asked why there are very few trash cans in Jefferson Park.

I. ADJOURNMENT

Moved by G. Korth, seconded by T. Konezke to adjourn at 8:08 PM. Motion carried 6-0.

CITY OF MENASHA
Plan Commission
Council Chambers, City Hall – 140 Main Street
August 4, 2009
DRAFT MINUTES

A. CALL TO ORDER

The meeting was called to order at 3:38 PM by Mayor Donald Merkes.

B. ROLL CALL/EXCUSED ABSENCES

PLAN COMMISSION MEMBERS PRESENT: DPW Radtke, Ald. Benner, Mayor Merkes, Commissioners Sturm, Cruickshank and Schmidt

PLAN COMMISSION MEMBERS EXCUSED: Commissioner Sanders

OTHERS PRESENT: CDD Keil, Mike Reider, Lonnie Pichler, John Weyenberg

C. MINTUES TO APPROVE

1. Minutes of the July 21, 2009 Plan Commission Meeting

Moved by Comm. Schmidt, seconded by DPW Radtke to approve the July 21, 2009 Plan Commission meeting minutes.

The motion carried.

D. PUBLIC COMMENT ON ANY ITEM OF CONCERN ON THIS AGENDA

1. No one spoke.

E. DISCUSSION

1. Site Plan Amendment – Sliders- 890 Lake Park Road

Mike Reider, representing Sliders, explained the proposal to expand the outdoor seating area. It is to be enclosed with a six foot tall wrought iron fence. The new fence will also encompass the existing outdoor seating area. Landscaping is to be added around the perimeter of the seating area.

Commissioners discussed the location of the gate, building code requirements relating to in-floor heating of the patio, and potential neighborhood impacts.

Motion by Ald. Benner, seconded by Comm. Cruickshank to approve the site plan amendment for the outdoor seating area per the plan that was submitted. The motion carried.

2. Residential Development Concept – Lake Park and Manitowoc Road

John Weyenberg described the proposal to create four lots on a 1.2 acre parcel. Three of the lots would be approximately 70'x170', with the corner lot being approximately 100'x170'. There would be shared access by two lots onto Lake Park Road and the other two onto Manitowoc Road.

Commissioners discussed the proposed shared access arrangements, lot size and configuration, and the relationship of the proposed lots to those in the adjoining Silver Birch Subdivision. Consensus emerged to reduce the number of lots to three to reduce difficulties with access and improve the utility of the corner lot.

3. **Sale of Lake Park Villas Garage and Adjoining Lots**

CDD Keil summarized the proposal to create a four lot CSM with Lot 3 to include the existing garage and silos. An offer to purchase Lot 3 is to be prepared by the Lake Park Villas Homeowners Association Board.

Commissioners discussed roadway width, lot and easement configurations and potential terms and conditions that may be related to the sale of the garage. The location of the bike/pedestrian trail easement relative to the existing culvert and the trail's connectivity with other trail segments was also discussed.

CDD Keil is to review the proposal with the homeowner's association board with the expectation that an offer to purchase would be presented for plan commission consideration in the near future.

G. ACTION ITEMS

1. **None**

H. ADJOURNMENT

Moved by Ald. Benner, seconded by DPW Radtke to adjourn at 4:48 PM.

The motion carried.

Minutes respectfully submitted by Greg Keil, Community Development Director



MENASHA POLICE COMMISSION MEETING MINUTES
DRAFT

DATE: July 16, 2009

Commissioner Liebhauser called the regular bimonthly meeting to order at 5:00pm at the Menasha Safety Building, 430 First Street, Menasha, WI.

Present: Terri Reuss, Ron Duuck, Jim Liebhauser, Marshall Spencer, Lt. Mike Brunn,

Absent: Craig Wussow, Chief Stanke.

1. Meeting Minutes.

- Reuss moved to accept the May 21, 2009 minutes, Duuck seconded the motion.
- The motion was unanimously supported.

2. Police Report – Lt. Mike Brunn.

Training Certificates:

- Angela Hanchek, Modifying Unacceptable Employee Behavior & Improving Employee Performance, CVMIC, New Berlin.
- Mark Mauthe, 2009 Leads on Line Leadership Conference, Dallas, Texas.
- Jamal Kavar, Wisconsin Association of Computer Crimes Investigators training.

3. Grant Information:

- Cops Hiring Recovery Program, Department of Justice – The Federal Stimulus Plan has designated one billion dollars for rehiring laid off and hiring new officers. The three year grant covers wages and most fringe benefits. The city would have to assume funding for the position the fourth year.
- Approval not anticipated prior to September, 2009.

4. Citizen Police Academy

- Great response, now at full enrollment.
- Will begin September 8, 2009 and run for eleven weekly sessions, ending November 17, 2009.

5. Old Business: None.

6. New Business: None.

7. Correspondence: None.

8. Next Meeting: September 17, 2009

9. Adjourn, motion by Duuck, seconded by Spencer at 5:37pm.

Menasha alderpersons occasionally attend meetings of this body. It is possible that a quorum of Common Council, Board of Public Works, Administration Committee, Personnel Committee, may be attending; however no official Acton of any of these bodies will be taken.

Menasha is committed to its diverse population. Our non- English speaking population or those with disabilities are invited to contact the Chief of Police at 967-3500 at least 24-hours in advance to ensure special accommodations can be made.

Respectfully submitted,

Marshall Spencer
Commissioner, Secretary

**CITY OF MENASHA
SUSTAINABILITY BOARD
Common Council Chambers
140 Main Street, Menasha**

DRAFT

Tuesday, July 21, 2009

6:30 PM

Minutes

A. CALL TO ORDER

Meeting called to order at 6:38 p.m. by Linda Stoll

B. ROLL CALL/EXCUSED ABSENCES

Present: Trevor Frank, Sadie Schroeder, Linda Stoll, Roger Kanitz, Mike Dillon

Excused: Becky Bauer

Others Present: Mayor Merkes, CDD Greg Keil

C. PUBLIC COMMENTS ON ANY MATTER OF CONCERN TO THE SUSTAINABILITY BOARD

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

No one spoke.

D. MINUTES TO APPROVE

1. Sustainability Board Minutes, 6/16/09

Moved by Mike Dillon and seconded by Sadie Schroeder to approve minutes of June 16, 2009 meeting.

Motion carried

-correct presence of Linda Stoll

E. COMMUNICATIONS

None

F. DISCUSSION ITEMS

1. Status report on Green Scene/Green Team

Mike Dillon reported that the press release is out for the event to be held at SCA Tissue on August 5. The art show is to be held in the office building. SCA is to feature the biofiltration unit, porous pavement and prairie restoration. Other organizations, including the City of Menasha and Town of Menasha sustainability boards will be manning displays on local sustainability initiatives.

2. Status report on local environmental talk show (Sadie Schroeder)

Sadie Schroeder reported that she had contacted Denver Platt. He is awaiting feedback from the board at 91.1

3. Status report on City Department TNS Presentations/Sustainability Policy

Greg Keil reported that arrangements were being made for Bill Beachkofski of Energy Control and Design and Mike Dillon would be presenting information to the city department heads on August 6. The focus of the presentations will be on improving energy efficiency of municipal buildings.

4. Status report on Demonstration projects - Stormwater/Water Quality

Greg Keil reported that due to concerns about plant survivability, the rain garden project at ECWRPC was on hold until early fall.

DRAFT

Planning for the native planting at Heckrodt is underway. SCA Tissue and the Menasha Rotary are to sponsor the plantings.

5. Status report on Walking & Bike Audit
Greg Keil reported that mapping the features to be assessed in the walking/bike audit was underway.
6. Status report on Neighborhood Electric Vehicle Ordinance
There has been no change in the status since the last meeting.
7. Status report on Farm Fresh Market
There are now 20 Vendors with an increasing focus on food. An event is being planned for Halloween that would engage both the downtown merchants and the farm market vendors. more focus on food
8. Follow up to Sustainability Board Volunteer Form responses
Linda Stoll is to draft a letter acknowledging responses to the volunteer form. Kristin Sewall is to compile the mailing list. Follow up letter-Kristin mailing list
9. City of Menasha Redevelopment/Vision Plans

Linda Stoll discussed the need to reach out to citizens in order to achieve buy-in to whatever vision is developed. Mike Dillon spoke about training facilitators and engaging municipal officials in training. Commissioners discussed various approaches to obtaining citizen input including surveys and neighborhood meetings. There was some consideration of conducting a pilot survey or other form of sample to gauge participation and, if successful, launch a broader scale initiative. Commissioners also discussed conducting a "First Impressions" assessment by partnering with a community of similarly size to Menasha. Beloit, Two Rivers, Superior and Marshfield were discussed as possibilities. Discussion was held on differentiating between projects and visions and creating a goal of shared prosperity

G. ACTION ITEMS

1. Set next meeting date
Meeting set for August 18, 2009

H. REPORT OF COMMISSIONERS

Mike Dillon reported on an upcoming presentation to the Outagamie County Sustainability Task Force and the availability of an Energy Efficiency Assessment tool.

I. ADJOURNMENT

Motion made by Trevor Frank and seconded by Mike Dillon to adjourn at 8:05 p.m.

Respectfully Submitted by CDD Greg Keil

REGULAR MEETING OF THE WATER AND LIGHT COMMISSION

July 22, 2009

Draft

Commission Vice President Fahrbach called the Regular Meeting of the Water and Light Commission to order at 7:30 A.M., with Commissioners Joe Guidote, Don Merkes, and Carla Watson present on roll call. Also present were Melanie Krause, Manager of Business Operations; Dick Sturm, Manager of Engineering and Operations; Steve Grenell, Project Engineer; Kristin Hubertus, Business Operations Accountant; Lonnie Pichler, Electric and Water Distribution Supervisor; Dave Rodriguez, Customer and Utility Services Manager; Jerry Sturm, Water Plant Supervisor; John Teale, Technical Services Engineer; Chris Voigtlander, Energy Services Representative, and the Press.

Item II. No one from the Gallery was heard on any topic of public concern to the Utility.

Item III. Motion made by Comm. Watson, seconded by Comm. Guidote, was unanimous on roll call to approve the following:

- A. Minutes of the Regular Meeting of June 24, 2009.
- B. Minutes of the Closed Session (Personnel) of June 24, 2009.
- C. Approve and warrant payments summarized by checks dated July 2 - 22, 2009, which includes Net Payroll Voucher Checks, Void O & M Check #037987, and Operation and Maintenance Voucher Checks for a total of \$1,156,005.47, and Operation and Maintenance Vouchers and Rebates to be paid prior to the next Regular Meeting. Motion approved unanimously on roll call.
- D. Correspondence, as listed.
 - Copy of 2009 MEUW Pillars of Public Power Awards and Safety Achievement Awards
 - Copy of Certificate and Authorization Regarding Material Event Notice effective April 27, 2009
 - Copy of minutes from June 13, 2008 MEUW Annual Meeting to be approved at 2009 Annual Meeting
 - Copy of letter dated June 24 to Menasha Utilities, from U.S. EPA, re: Major Project Performed at Menasha Municipal Power Plant
 - Copy of WI DNR Notice of Intent to Reissue a Wisconsin Pollutant Discharge Elimination System (WPDES) Permit No. WI-0027707-07-0 dated June 24, 2009
 - Copy of memorandum dated June 29 to WPPI Energy Member Managers from Tammy Freeman, re: Typical Bill Comparison Summary
 - Copy of Federal Legislation Update "Under The Dome" dated July 1, 2009
 - Copy of WPPI Benefit Plan Trust newsletter "Your Health From hire to retire" dated July 1, 2009
 - Copy of Certificate and Authorization Regarding Notice to Bondholders dated July 7 and 14, 2009

Item IV. June Financial and Operations Statement – Manager of Business Operations Krause reported consumption is down from prior years on the electric financial statement, and there was a very high PCAC for the month of June because of the demand.

On the water financial statement, again sales are down due to the economy, but the Town of Menasha is still taking more water. Water treatment costs are under budget, however, chemical costs still remain over budget.

The variance on the steam financials is due to the price compared to budget. The difference for Whiting is the prior month's correction based on arbitrator pricing. We were not in the MISO market for the month of June and this is offset by coal and chemical costs. The steam expenses are for the annual DNR emissions costs, and the miscellaneous general expenses are for the Whiting termination fee.

Comm. Guidote asked about the status of the coal supply. Manager of Engineering and Operations Sturm stated there is an informal agreement with DTE to supply coal as needed. Project Engineer Grenell added there is no formal contract, but if the plant runs into the winter months a contract will need to be negotiated. That decision will need to be made before mid-September in order to get delivery scheduled before the end of the shipping season. Comm. Fahrback requested more detail and discussion at the August meeting.

After discussion, the Commission accepted the June Financial and Operations Statement as presented.

Item V. Claims Against The Utility – there were no claims discussed at this meeting.

Item VI. There were no Purchase Orders over \$10,000.00 issued since the last Commission meeting.

Item VII. Unfinished Business, Telco Strategic Plan and Rate Recommendation – Technical Services Engineer reviewed the 2001 Business Plan. The goal of that plan was to better utilize the existing fiber optic network and develop cost effective services to benefit the combined utilities. Cable TV and telephone services were not considered as part of the plan due to high capital costs and investment. The Telecommunication Utility was initially set up to serve the City of Menasha and Menasha Utilities, and it was considered a break-even utility. Staff is reviewing current rates and existing customers to make sure every contract is properly invoiced. For the path forward, staff is requesting additional time to review the entire system, review the history and financials of the Telecommunication Utility, and investigate potential customers. Additional time is also being requested to do a thorough investigation and modeling, with a final business plan being completed mid-2010. Monthly reports will be issued to the Commission for review and input of the process.

From a budgeting standpoint, Mrs. Krause requested authorization to correct all customers not being billed for services provided under the current rate on internet and dark fiber. The Commission concurred this should be done as part of the 2010 budget process.

Proposed Steam Utility Closing Schedule Essential Items – Mr. Sturm gave an update on the decommissioning costs presented at the June meeting. The list was revised and hours cut while still maintaining acceptable engineering practices. Further reduction would come at pushing good engineering practices even farther. Two absolute essential safety items are the coal conveyor/building clean-up, and the GE lease in order to preserve the value of the plant for a six month period of time.

The Commission requested a revision date be added to the report, and asked staff to continue to review the list in order to reduce cost while still maintaining good engineering practices.

Electric and Water Rate Case Discussion – Mrs. Krause stated approval was given at the October 2008 Commission meeting to proceed with simplified electric and water rate cases. We were not qualified to file the water rate case as there was not a full year of history available at the time, and the electric rate case was not filed because the PSC was not willing to give approval earlier in the year for a PCAC roll-in.

Five staff members from the PSC Water Division visited this past week to discuss surface water treatment and the chemical impact.

Staff is requesting authorization to start the electric and water application processes and when the budget is complete in October the final numbers would be incorporated into the applications; WPPI Energy will help with the electric rate case. The applications with the rate impacts would be brought back to the Commission before they are filed.

The motion by Comm. Guidote, seconded by Comm. Watson was unanimously approved to proceed with the application process for both Electric and Water rate cases.

Item VIII. New Business, Fox Cities Groundwater Partnership – Mayor Merkes reviewed information from the Fox Communities Groundwater Partnership that discussed conservation of natural resources and the adoption of water conservation rate structures.

Mrs. Krause stated there was discussion with staff from the PSC earlier this week regarding an inverse rate schedule. Communities that have implemented this rate are ones that are either at, or close to, full capacity, or they have limited resources in the community. Their goal was not to have to build additional infrastructure. Staff from the PSC does not see a huge need for us to implement conservation rates because Menasha has plenty of source water. At this point the rate tariffs are just on residential customers, and commercial customers are not being pushed to conserve. The PSC does not have the experience at this time to indicate whether the rates are successful or not.

Mayor Merkes commented he thought this was the right thing to do for ourselves and future generations versus paying a few cents more each month. He did not feel there was much of a reward for customers to conserve water, and we were rewarding people for wasting water.

Manager of Customer and Utility Services Rodriguez added most residential customers do not exceed the first tier price for water unless they are filling swimming pools and watering lawns.

Comm. Guidote asked about the ratio of residential consumption compared to commercial, and what a reduction in water usage does to our fixed costs. Mrs. Krause answered approximately ¼ of the consumption is residential, and the companies that are using the bulk of the water are not the ones given the inverted rate tariff. In order to impact a community, the tariff would have to affect the entire community; there should be a bigger plan than just the inverted rate on residential customers. Secondly, a reduction in water usage would increase the fixed costs per customer.

Mr. Sturm added the conservation idea is a good idea, but we need to know all of the effects of the conservation both on the rate payer and on other seemingly unrelated items. We also need to review residential customer usage.

Mr. Rodriguez gave an update on a request to the PSC from Kaukauna Utilities to offer a rebate program for installation of low-flow toilets as a pilot program. Offering a specific program may have a more positive impact on a water rate case.

Comm. Fahrbach asked for some of the residential customer usage information to be provided at the next meeting.

Solar Renewable Tariff – Mr. Rodriguez stated WPPI Energy was contacting member utilities to make a decision on implementing a solar buyback tariff as part of their renewable portfolio. Menasha Utilities will be responsible for metering and billing the customer based on the kilowatt hours produced and then invoice WPPI Energy for the amount of the solar production credit.

The motion by Comm. Watson, seconded by Comm. Guidote, was unanimous to approve WPPI Energy filing the Solar Renewable Energy Distributed Generation tariff on behalf of Menasha Utilities.

Manager of Engineering and Operations Sturm requested the Biomass Study agenda item be discussed at this time in order for Mr. Grenell to keep another appointment.

Biomass Study – Mr. Grenell reviewed the highlights of the reports included in the packet. Basically there is availability of wood fuel in the area but suppliers are not willing to guarantee the price. Our equipment would be able to handle a conversion, but there is no financial benefit to convert from PRB coal to wood. A private organization may be able to take advantage of tax credits and the cost of Green Electrical Power that could be purchased.

Staff is requesting authorization to investigate the second phase with State agencies to see if there are grant dollars available to do a financial analysis and determine the next steps, to see if this will help meet the State's 25 x 25 initiative, and to see if there is marketing assistance available. Mr. Sturm added a phase two study will put numbers to equipment needed and numbers to the value of the product produced by the biomass conversion. This study could also help market the facility to a potential buyer.

The motion by Comm. Guidote, seconded by Comm. Fahrbach, was unanimously approved to proceed with investigating the second phase contingent upon State grant funding. The Commission requested an update at the next meeting.

Mr. Grenell departed at 9:20 a.m.

Third Street Water Main Replacement Change Order No. 2 – Electric and Water Distribution Supervisor Pichler reviewed the adjustments that will be made to Change Order No. 2 included in the packet. The adjustments cover several items that are being removed due to modifications made in the field.

In reply to Comm. Fahrbach's question, this change order will result in the project being \$11,097 over the bid amount. Mrs. Krause added there are sufficient funds in the contingency for this project to cover the change orders.

The motion by Comm. Watson, seconded by Comm. Guidote was unanimously approved to recommend the Board of Public Works approve the amended change order and to forward the recommendation to the Common Council.

Item IX. Project Reports, Third Street Water Main Project – Mr. Pichler reported the walk through on the water main project is complete. Concrete will be poured starting July 27.

Item X. Staff Reports, Manager of Engineering and Operations/Steam Utility – Mr. Dick Sturm added soot blower erosion was discovered to the desuperheater tubes during the #4 boiler shutdown in July. Temporary repairs were made, and the boiler should be back in service by the end of the week.

Electric and Water Distribution/Safety Report – Mr. Pichler reported there are 9 hydrants to be replaced and these will be done as allowed within the budget. A small group from the Safety Committee will be meeting to review the general safety rules. A meeting was also held yesterday with the City Health Department to discuss potential joint programs.

Water Plant – Mr. Jerry Sturm stated the hypo chloride tank has been repaired, and he will be obtaining chemical cost quotations before the budget process.

Project Engineer, Telecommunications & Substations – there were no additional questions to the reports presented.

Business Operations – Mrs. Krause added there will be a meeting next week with the Department of Administration and the Department of Commerce as follow up to the biomass study.

Customer and Utility Services, Energy Services Representative/Key Accounts – there were no additional questions to the reports presented.

Item XI. No one from the Gallery was heard on any items discussed at this Meeting.

Item XII. The motion by Comm. Merkes, seconded by Comm. Watson, was unanimously approved on roll call at 9:48 a.m. to convene into Closed Session pursuant to Section 19.85 (1) (g) of the Wisconsin Statutes for the purpose of conferring with legal counsel for the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved, and (e) of the Wisconsin Statutes for the purpose of deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session. RE: Steam Customer Contracts and Potential Litigation

By: ROBERT H. FAHRBACH
Vice President

CARLA R. WATSON
Secretary

NOTE: THESE MINUTES ARE NOT TO BE CONSIDERED OFFICIAL UNTIL ACTED UPON AT THE NEXT REGULAR MEETING, THEREFORE, ARE SUBJECT TO REVISION.



MEMO

TO: Common Council and Mayor Merkes
FROM: Debbie Galeazzi, City Clerk *Deb*
SUBJECT: League of Wisconsin Municipalities Annual Conference
DATE: August 12, 2009

Attached to this memo is a registration form for the League Annual Conference to be held October 14-16, 2009 in Appleton. Also attached is a listing of the Preconference and Conference Workshops.

If you are interested in attending the preconference or conference, please let me know by September 14 so I can get you registered.



111th ANNUAL CONFERENCE

OCTOBER 14 - 16, 2009

RADISSON PAPER VALLEY HOTEL, APPLETON, WISCONSIN

Please print or type. Use a separate form for each person; or register on-line at <www.lwm-info.org>.

NAME _____ TITLE _____

NAME TAG SHOULD READ: _____

MUNICIPALITY/COMPANY _____

ADDRESS _____

STATE _____ ZIP _____ TELEPHONE _____ E-MAIL _____

GUEST NAME TAG SHOULD READ: _____

(Guest Program includes Thursday's excursion for guests and all conference receptions.)

EARLY BIRD
REGISTRATION
DEADLINE IS

**Tuesday,
SEPTEMBER
22, 2009**

HOTEL
INFORMATION
IS ON PAGE
298 of this
Municipality

Includes conference materials, admission to all workshops, general sessions, reception Wednesday evening and Thursday lunch. Early bird registrations **paid** by Tuesday, September 22, 2009 will have reduced rates.

CONFERENCE REGISTRATION FEES, LESS THE \$5 PROCESSING FEE, ARE REFUNDABLE IF THE LEAGUE RECEIVES THE CANCELLATION NO LATER THAN THREE DAYS BEFORE THE CONFERENCE. NO REFUNDS ARE MADE FOR CANCELLATIONS MADE WITHIN THREE DAYS OF THE CONFERENCE.

	Registration Fee		Amount
	Early Bird	Regular	
Preconference Workshop (check one only)	\$65	\$80	\$ _____
Non-member Preconference (check one only)	90	105	\$ _____
<input type="checkbox"/> Stormwater <input type="checkbox"/> Carbon Finance Training <input type="checkbox"/> Effective Meetings			
Member Conference Registration	140	165	\$ _____
Non-member Conference Registration	165	190	\$ _____
Guest	65	75	\$ _____
Chief Executive Breakfast	25	30	\$ _____
Total			\$ _____

Payment Method (Payment must accompany registration)

Check Enclosed (make checks payable to: League of Wisconsin Municipalities)

Credit Card

Type: Master Card or Visa

Number _____ Exp: _____ Vcode _____

Statement Address _____ Zip _____

Please place an "X" through the box if you need an accommodation regarding a disability. We will contact you to make the necessary arrangements.

Return to: League of Wisconsin Municipalities,

122 W. Washington Ave., Suite 300, Madison, WI 53703; Fax: (608) 267-0645

PRECONFERENCE Workshops

PRECONFERENCE WORKSHOPS WILL BE HELD AT THE
RADISSON PAPER VALLEY HOTEL, APPLETON, WI, OCTOBER 14 - 16

Early conference attendees may select one of three Wednesday morning workshops which will run concurrently from 9 a.m. to noon. Fees for the workshops are on the registration form. You do not need to attend the annual conference to attend the preconference workshops.

USE THE
REGISTRATION
FORM TO INDICATE
WHICH OF THE

**THREE
CONCURRENT
PRECONFERENCE
Workshops**

YOU WISH TO
ATTEND

Managing Urban Stormwater: Regulatory Developments and Compliance Issues

Speakers: Attorney Paul Kent; Jim Bachhuber, National Stormwater Practice Leader, AECOM; and Sue Olson, Stormwater Engineer, Appleton

A panel of speakers will discuss steps municipalities are taking to comply with stormwater regulations, municipal success rates for meeting sediment reduction standards, and how municipalities are covering the cost of compliance. The speakers will also report on proposed changes to NR 151 and other regulatory developments. There will be ample opportunity for audience members to ask questions and share information.

Carbon Finance Training

Speaker: Tim Ryan, Pioneer Eco Company

This workshop will provide a background on carbon markets; discuss the costs and benefits of purchasing carbon finance opportunities and provide a detailed, step-by-step demonstration on bringing a carbon reduction project to the market place.

Effective Meetings

Speaker: Larry Larmer, Professor Emeritus, Local Government Center, UW-Madison

Attending meetings is not everyone's favorite use of time. Nonetheless, there are reasons why the public's business must be done by bodies of representatives in properly called and conducted meetings. By blending a few of the basic rules of procedure with an understanding of members' needs and a little common sense, we will discuss ways to make meetings more efficient and productive.

Wednesday, October 14, 2009

3:15-4:15 p.m.

Economic Stimulus—What's Left & What's Been Accomplished So Far
--Representative, Office of Recovery

Thursday, October 15, 2009

draft 7-16-09

9:00 a.m. Workshop Session One (75 minutes)

Revitalizing Communities through the Preservation of Existing Affordable Housing
--Gary Gorman, President, Gorman & Company, Inc.

Municipal Finance 101 for Local Officials
--Michael Morse, Village Attorney, Menomonee Falls

Stormwater Utilities
--Joe Dorava, Vierbicher Associates, Inc.

Municipalities at the Cross Roads: Practical Steps Communities are Taking to Reduce Labor Costs
--Rodney Pasch, City Personnel Director, Fond du Lac and Dale Peters, City Personnel Director, Eau Claire

De Icing Strategies: What's Working, What's Not
--Chris Walsh, City Street Superintendent, Beloit

10:15 a.m. Break

10:30 a.m. Workshop Session Two (60 minutes)

Brownfields Basics for Local Government – Including Funding Available through the ARRA
--Eric Ballas, DNR

Community Engagement in Stormwater Planning Projects
--Ann Hirekatur & David Boyd, MSA

Emerging Issues in Wind, Renewable Energy and Cap and Trade
--Eric Callisto, PSC Chair

New Developments & Impacts in Municipal Finance
--Mike Harrigan, Ehlers & Associates

Nuts & Bolts of Energy Efficiency in Public Works
--Jake Oelke, WPPI (Wisconsin Public Power Inc.)

League of Wisconsin Municipalities Annual Conference Draft Program

11:30 a.m. Workshops Conclude

11:45 a.m. Business Meeting and Lunch

1:45 p.m. Workshop Session Three (60 minutes)

Introducing the Emerald City Program: Green Tier for Municipalities
--Steve Hiniker, Exec. Director, 1000 Friends of Wis.

Attempting to Merge a City and A Town: a case study
--Mayor Jon Hochkammer, City of Verona

Road Maintenance Strategies: Getting the Most from Your Road Budget
--Kenneth Ward, P.E., Ruekert/Mielke

Evaluating Economic Development Proposals: Five Very Smart Questions for Local Officials
--Tony Schertler, Springsted, Inc.

Prevailing Wage Changes (White Sheet Wages)
--Bob Anderson, Labor Standards Bureau Dir., Dept. of Work Development

3:30 p.m. Workshop Session Four (75 minutes)

Ask a League Lawyer
--Claire Silverman and Daniel Olson, League of WI Municipalities

Legislative Update: What Happened and Why
--Curt Witynski, League of WI Municipalities

Roundtable on Municipal Issues
--Dan Thompson, League of WI Municipalities

Asset Management
--Jim Scott, Short-Elliott-Hendrickson, Inc.

Friday, October 16, 2009

9:00 a.m. Workshop Session Five (60 minutes)

Ethics for Local Officials
--Jonathan Becker, Government Accountability Board

Building Sustainable Infrastructure
--Paul Lohmiller & Meagan Limberg
Graef, Anhalt, Schloemer, Inc

Conservation Water Rates
--Keith Donner, DPW, Weston, Jeff Ripp, PSC (What about Christy Cramer w/Reukert-Mielke?)

League of Wisconsin Municipalities Annual Conference Draft Program

10:00 a.m. Break

10:15 a.m. Workshop Session Six (60 minutes)

How Your Community Can Get Involved in Energy Planning: An Update on Energy Independent Communities

--Brian Driscoll, Office of Energy Independence

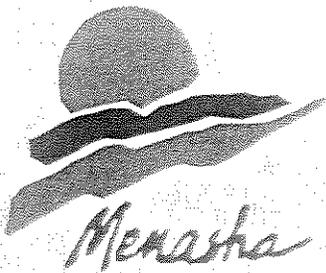
Surviving Tough Economic Times: Strategies & Solutions

--Gino Galluzzo, Nicolosi & Associates

Proper Pervious Concrete Mixes, Placement & Curing

--Pat Bauer, WI Ready Mixed Concrete Assn.

11:15 a.m. Adjournment



August 6, 2009

Don De Vooght
13003 US Highway 151
Valders, WI 54245-9532

RE: 850 Willow Lane

**City of Menasha Sewer System Evaluation Survey (SSES), Phase No. 4, Segment 1
Foundation Drain and Sump Pump Inspections**

To Whom It May Concern:

In May and July of 2009 you received a letter requesting that you contact our office and set up a Foundation Drain/Sump Pump Inspection. To date we have had no response from you.

Your property needs to be checked for correct storm and drain water disposal. The purpose of this inspection program is to identify any buildings that may have sump pumps, foundation drains or other types of drainage systems improperly connected to the sanitary sewer system. Such connections are improper under both the state codes and City Sewer Use Ordinance. It is imperative that your property be inspected as part of the overall inspection program.

All properties with improvements need to be inspected; including those with or without sump pumps and basements

It is extremely important to the City of Menasha to inspect all buildings to identify clear water sources. The City Council passed Ordinance 0-7-04 on June 7, 2004 (see attached) which allows the City to inspect your property. If you do not contact our office and set up an appointment, the City will bill you the appropriate sewer surcharge as explained in the attached ordinance (\$50.00 per month for residential properties) beginning September 1, 2009, and continuing until such time you contact us for an appointment.

Please contact this office immediately at 967-3610 to schedule an inspection. Inspections may be scheduled for Monday through Friday, with the first appointment starting at 7:20 AM and the last appointment at 5:40 PM. We will try to accommodate inspections outside of these time slots if necessary. Inspections will take approximately fifteen minutes.

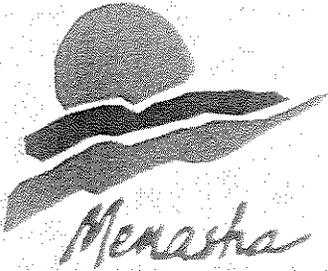
This will be your last opportunity to have your property inspected before being billed the appropriate sewer surcharge beginning September 1, 2009. Please contact me or Tim Montour at 967-3610 if you have any questions.

Sincerely,

Mark Radtke
Public Works Director

Enclosure

C: Mayor Merkes
Common Council (Communication)



City of Menasha • Department of Public Works

August 6, 2009

Werth & Werth, Inc.
N4163 Gonnering Ct.
Freedom, WI 54130

RE: 304 Lopas Street

**City of Menasha Sewer System Evaluation Survey (SSES), Phase No. 4, Segment 1
Foundation Drain and Sump Pump Inspections**

To Whom It May Concern:

In May and July of 2009 you received a letter requesting that you contact our office and set up a Foundation Drain/Sump Pump inspection. To date we have had no response from you.

Your property needs to be checked for correct storm and drain water disposal. The purpose of this inspection program is to identify any buildings that may have sump pumps, foundation drains or other types of drainage systems improperly connected to the sanitary sewer system. Such connections are improper under both the state codes and City Sewer Use Ordinance. It is imperative that your property be inspected as part of the overall inspection program.

All properties with improvements need to be inspected; including those with or without sump pumps and basements

It is extremely important to the City of Menasha to inspect all buildings to identify clear water sources. The City Council passed Ordinance 0-7-04 on June 7, 2004 (see attached) which allows the City to inspect your property. If you do not contact our office and set up an appointment, the City will bill you the appropriate sewer surcharge as explained in the attached ordinance (\$50.00 per month for residential properties) beginning September 1, 2009, and continuing until such time you contact us for an appointment.

Please contact this office immediately at 967-3610 to schedule an inspection. Inspections may be scheduled for Monday through Friday, with the first appointment starting at 7:20 AM and the last appointment at 5:40 PM. We will try to accommodate inspections outside of these time slots if necessary. Inspections will take approximately fifteen minutes.

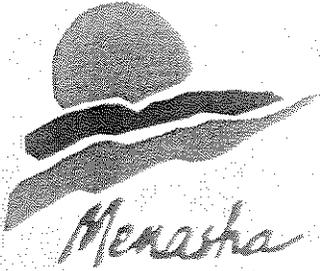
This will be your last opportunity to have your property inspected before being billed the appropriate sewer surcharge beginning September 1, 2009. Please contact me or Tim Montour at 967-3610 if you have any questions.

Sincerely,

Mark Radtke
Public Works Director

Enclosure

C Mayor Merkes
Common Council (Communication)



City of Menasha • Department of Public Works

August 6, 2009

Jeffrey S. Wierichs
114 N Main Street
Brillion, WI 54110

RE: 1500 & 1502 Jennie Street

**City of Menasha Sewer System Evaluation Survey (SSES) - Phase No. 1
Foundation Drain and Sump Pump Inspections**

In April and July of 2009 letters were sent requesting that you contact our office to schedule an appointment to inspect your property. To date, we have had no response from you.

Your property needs to be checked for correct storm and drain water disposal. The purpose of this inspection program is to identify any buildings that may have sump pumps, foundation drains, or other types of drainage systems improperly connected to the sanitary sewer system. Such connections are improper under both the state codes and City Sewer Use Ordinance. It is imperative that your property be inspected as part of the overall inspection program.

All properties with improvements need to be inspected; including those with or without sump pumps and basements

It is extremely important to the City of Menasha to inspect all buildings to identify clear water sources. The City Council passed Ordinance 0-7-04 on June 7, 2004 (see attached) which allows the City to impose a sewer user surcharge to any user who does not allow authorized City representatives to inspect their property.

Surcharges for residential properties with two or less dwelling units will start at \$50 per month. **You will be billed the sewer user surcharge beginning September 1, 2009 if an inspection is not scheduled and completed.** In the event the property owner refuses to cooperate with this inspection process, State law does provide for an issuance of an inspection warrant.

Please contact this office at 967-3610 to schedule an inspection. Inspections may be scheduled for Monday through Friday, with the first appointment starting at 7:20 AM and the last appointment at 5:40 PM. We will try to accommodate inspections outside of these time slots if necessary. Inspections will take approximately fifteen minutes. **Prior to your scheduled inspection, please have all floor drains on the lowest level identified and accessible.**

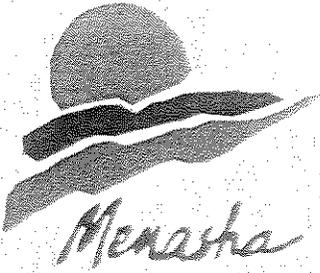
To avoid the \$50 per month sewer surcharge, please arrange to have your property inspected.

Sincerely,


Mark Radtke
Public Works Director

Enclosure

C: Mayor Merkes
Common Council (Communication)



City of Menasha • Department of Public Works

August 6, 2009

Jeffrey S. Wierichs
114 N Main Street
Brillion, WI 54110

RE: 1500 & 1502 Jennie Street

City of Menasha Sewer System Evaluation Survey (SSES) - Phase No. 1 Foundation Drain and Sump Pump Inspections

In April and July of 2009 letters were sent requesting that you contact our office to schedule an appointment to inspect your property. To date, we have had no response from you.

Your property needs to be checked for correct storm and drain water disposal. The purpose of this inspection program is to identify any buildings that may have sump pumps, foundation drains or other types of drainage systems improperly connected to the sanitary sewer system. Such connections are improper under both the state codes and City Sewer Use Ordinance. It is imperative that your property be inspected as part of the overall inspection program.

All properties with improvements need to be inspected; including those with or without sump pumps and basements

It is extremely important to the City of Menasha to inspect all buildings to identify clear water sources. The City Council passed Ordinance 0-7-04 on June 7, 2004 (see attached) which allows the City to impose a sewer user surcharge to any user who does not allow authorized City representatives to inspect their property.

Surcharges for residential properties with two or less dwelling units will start at \$50 per month. **You will be billed the sewer user surcharge beginning September 1, 2009 if an inspection is not scheduled and completed.** In the event the property owner refuses to cooperate with this inspection process, State law does provide for an issuance of an inspection warrant.

Please contact this office at 967-3610 to schedule an inspection. Inspections may be scheduled for Monday through Friday, with the first appointment starting at 7:20 AM and the last appointment at 5:40 PM. We will try to accommodate inspections outside of these time slots if necessary. Inspections will take approximately fifteen minutes. **Prior to your scheduled inspection, please have all floor drains on the lowest level identified and accessible.**

To avoid the \$50 per month sewer surcharge, please arrange to have your property inspected.

Sincerely,

Mark Radtke
Public Works Director

Enclosure

City Mayor/Merkes
Common Council (Communication)

150 Main Street, Suite #102
P.O. Box 389
Menasha, WI 54952-0389
920-725-3232
Fax: 920-725-3233



August 12, 2009

Dear Landmarks Commission:

I want to take this opportunity to inform you of our intent in bringing a redevelopment project to the historical district of the City of Menasha.

Over the past two decades Mike McClone has worked with the City to bring new development and investment to downtown Menasha with the two major projects being the River Place and Riverview Plaza office buildings. We are now again looking to work with the City and the Landmarks Commission in this redevelopment project.

Our objective is to renovate the property located at 230 and 232 Main Street in Downtown Menasha. The existing building is in poor condition and is functionally obsolete. Our plan is to renovate this structure by creating retail space on the first floor and two residential condominiums in the upper level. It is our desire to have the renovated building blend with the historic character of the current downtown. In order to accomplish this feat, we currently are in discussions with Architectural Renovators LLC, a design, construction, renovation, and restoration firm located here in Menasha; with their assistance, we are researching the process and drawing up plans to take the correct steps in restoring and renovating the property.

Our overall objective is to provide the City of Menasha with a redeveloped property that complements the historical aspect of the downtown area in conjunction with developing a functional retail and residential space for the growing downtown commerce.

Thank you for your time and consideration of our current plans. We look forward to working with the City of Menasha and the Landmarks Commission to make this project a reality.

Sincerely,

MCCLONE INSURANCE GROUP

A handwritten signature in cursive script that reads "Erik Brenn".

Erik Brenn,
CFO

OFFICE LOCATIONS:

Fox Cities
920-725-3232

Fond du Lac
920-921-9000

Oshkosh
920-233-4000

Milwaukee
414-454-0200

<http://www.mcclone.com>



Three World Financial Center
200 Vesey Street
New York, NY 10281-8098
Telephone (212) 428-6200
(212) 858-7000

July 27, 2009

Mayor Donald Merkes
City of Menasha
City Hall
140 Main Street
Menasha, Wisconsin 54952



Dear Mayor Merkes:

Thank you for your efforts to date regarding the challenging circumstances in which the City of Menasha (the "City") finds itself with respect to the steam plant financing. The City's work to determine how the various debt holders of the City's financing can receive full repayment are very much appreciated.

On behalf of RBC Capital Markets ("RBC"), I want to extend our offer to work with you, the City staff, and your Menasha Steam Plant consultants and lawyers to help resolve, as best as possible given the facts of the Steam Plant, the likely work-out of the Steam Plant debt. As I think you know, we have already committed significant resources to examining the current financial and legal Steam Plant issues, and have put forward a Term Sheet of a suggested work-out plan. Last week members of our banking group spoke with Charlie Forrest of Stern Brothers, and all have agreed to work together on other work-out ideas that can be presented to the City and to bondholders.

As I write this letter, we have approximately five weeks to September 1st when approximately \$24 million of Bond Anticipation Notes come due. This is an extremely short amount of time to sort out the thorny legal and financial questions and put in place a permanent solution. At the first City – Bondholder meeting on June 18th there was discussion of a bondholder forbearance for a period of time. We do not represent the bondholders and can not speak to the conditions to which they would agree to such a forbearance. However, it seems prudent that the City's special counsel, Hunton & Williams, draft a form of a forbearance agreement and that we ask Hunton & Williams to prepare to an alterative solution in the event that less than 100 percent of the existing bondholders approve the forbearance agreement.

Other steps going forward include the City's upcoming meeting with the State of Wisconsin. Without knowing the form the work-out will take, it is difficult to say what role the State of Wisconsin will play. Possible roles include:

- Enabling legislation that will allow the State to provide a moral obligation to new bonds issued by the City;
- Direct lender through the State Trust Fund; and

- Public Service Commission (the “PSC”) approval of the ATC stock sale, rate case hearing and approval, and approval of a debt restructuring.

In addition, there is no doubt that Moody’s Investor Services has a keen interest in following the developing work-out plans and will need to be kept abreast of plans on a regular basis. And as you have already done, continuing to update the bondholders is critical for their on-going cooperation.

We would like to work with your finance team members to put together a credible timetable that outlines all of the necessary steps that need to be accomplished, including timelines for:

- Obtaining all requisite approvals of the State Trust Fund loan and setting a closing date;
- Notifying ATC of intent to sell member units and obtaining approval by the PSC;
- Briefing the PSC of the Menasha Steam Plant situation and providing on-going briefings, and understanding of their approval process for what may be included in the final work-out plan;
- Drafting legislation to give the State the power to provide its Moral Obligation of Menasha debt, including finding bill sponsor(s), attending committee hearings, and setting forth a coordinated plan to get approval by the legislature and the Governor;
- Preparing a Plan A form of forbearance, assuming we have 100 percent consent by the bondholders, and a Plan B, assuming we have less than 100 percent consent;
- Devising a coherent plan to keep Moody’s fully informed as the work-out plan develops; and
- Providing transparent progress reports to the bondholder group throughout the work-out process.

We are not privy to all of the information the City has or what steps it has taken to address the above issues and keep interested parties informed, and we do not pretend to understand all of the complicated issues the City faces. However, we are willing to continue committing our resources to help the City and debt holders reach a mutually agreeable resolution of this matter. This offer is not contingent on any payment of fees for investment banking services.

Sincerely,



Christopher Hamel, Head of Municipal Finance
on behalf of RBC Capital Markets Corporation



State of Wisconsin
Jim Doyle, Governor

Department of Agriculture, Trade and Consumer Protection
Rod Nilsestuen, Secretary

**ADULT EMERALD ASH BORER BEETLE
CAUGHT IN TRAP IN GREEN BAY;
QUARANTINE FORTHCOMING**

**Release: July 28, 2009
Contact: Mick Skwarok
Office: 608-224-4745
Mobile: 608-219-1492**

MADISON – The emerald ash borer has found its way to Tiletown. An adult beetle was discovered last Thursday stuck to a survey trap in an ash tree on public land next to the Fox River, roughly a mile south of the bay.

A survey specialist with the Wisconsin Department of Agriculture, Trade and Consumer Protection (DATCP) discovered the beetle during a routine trap check in the area. The specimen was confirmed by federal identifiers at a lab in Michigan on Friday. Brown County marks the fifth Wisconsin county to have confirmed the presence of EAB since the state's first detection last summer in Newburg, on the Ozaukee-Washington county line. The tree-killing beetle has also been confirmed in Vernon and Crawford counties.

"Part of the state's initial response will be working together with local officials and experts to determine the extent of the infestation and to develop a response to this infestation," said Jennifer Statz, EAB program manager with DATCP. "This won't be a quick process given the sizeable ash population in the area."

Presenting another difficulty is the fact that EAB was confirmed in the area based on the capture of an adult beetle, not by the presence of the insect larva in a tree.

"We have to try to determine if there are infested trees nearby, or from some far away source," Statz said. "This beetle may have emerged from a tree across the street, across the river, or across the county. At this point, we just don't know."

Federal regulators are considering a quarantine of Brown County and possibly other counties in the area in an effort to help slow the spread of EAB throughout northeastern Wisconsin. Materials to be quarantined include ash nursery stock, ash timber, tree trimmings and all hardwood firewood.

"Anything that could transport a life stage of the beetle is going to be under quarantine," said Bob Dahl, DATCP's chief regulator. "Some businesses will be able to qualify for compliance agreements that will allow them to continue operating."

"Even before the quarantine goes into effect, it's important for people in the Green Bay and Brown County area to stop moving ash products, especially hardwood firewood," Dahl added. "Firewood is our main concern when it comes to EAB."

(more)

Agriculture generates \$51.5 billion for Wisconsin

2811 Agriculture Drive • PO Box 8911 • Madison, WI 53708-8911 • 608-224-5012 • Wisconsin.gov

The emerald ash borer was discovered near Detroit in 2002, likely arriving in North America accidentally transported in wooden shipping crates from China. They've destroyed millions of trees already and have been found in 11 other states and in two Canadian provinces, Ontario and Quebec.

It's the beetle's larva that actually kills the host ash tree by tunneling through the soft wood that supplies the tree with food and water. Large, healthy trees can succumb to EAB usually within three to five years. But the signs of an infestation in a tree can be very subtle at first, and it's usually too late to save the tree once its determined that EAB is the cause of the problem.

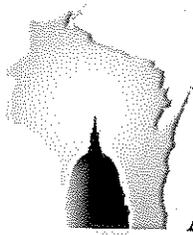
Area residents concerned about the health of their ash trees should consult with professionals. There are a variety of treatments available for homeowners, though none are guaranteed to prevent or reverse an infestation.

A partnership of state and federal agencies including DATCP, USDA APHIS Plant Protection and Quarantine and the Wisconsin Department of Natural Resources continues to survey infested areas in Wisconsin and other parts of the state for the destructive forest pest. The University of Wisconsin-Madison, the UW Extension and the USDA Forest Service are also partners in evaluating management options and in outreach to residents and local units of government.

For additional information about emerald ash borer, please visit the Wisconsin EAB Website at www.emeraldashborer.wi.gov.

-30-

EDITOR'S NOTE: For the Green Bay press, staff from DATCP, DNR and Green Bay city forestry will be available to answer questions and assist with story gathering from **11:30 a.m. to 1:00 p.m.** at the location of the trap where the adult beetle was caught. The location is on public property, along the Fox River Trail, north of the KI Convention Center, at the junction of the Fox River and the East River. There is a public parking along N. Adams St., next to the KI Convention Center. Staff will be waiting near the trail, at the northern end of Adams St.



**WISCONSIN DEPARTMENT OF
ADMINISTRATION**

JIM DOYLE
GOVERNOR

MICHAEL L. MORGAN
SECRETARY

Demographic Services Center
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

August 10, 2009

PRELIMINARY ESTIMATE OF JANUARY 1, 2009 POPULATION

Dear Municipal Clerk:

The Demographic Services Center's preliminary estimate of the January 1, 2009 population for the CITY OF MENASHA in WINNEBAGO County is **15,760**. This represents a change of 117 persons (0.7 percent) since the 2000 Census.

Wisconsin's total population is estimated at 5,688,000 which is a change of 324,285 persons and 6.0 percent.

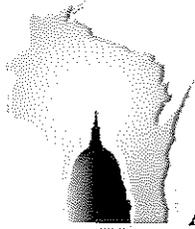
Following is a summary of the data we used in estimating your population:

	2000 Census Count	2009 Preliminary Estimate
2000 U.S. Census Count	15,643	
January 1 Estimate		15,760
Motor vehicles registered	14,056	17,908
Percent of vehicles in State	0.322	0.344
Income tax filers	11,203	10,579
Percent of filers in State	0.332	0.305
Filers plus dependents	15,743	14,718
Percent of Filers plus dependents in State	0.330	0.300
Income tax returns	8,124	8,465
Percent of income tax returns in State	0.342	0.321
Institutional Population	0	0

In addition, in response to our housing survey that we sent you earlier this year, your municipality reported a net change of 2 housing units for calendar year 2008. (If we did not receive a survey from you, we estimated your change in housing stock or used other sources.)

The Departments of Transportation and Revenue converted to new computer applications in this decade. As a result, in some communities, we are seeing changes in the vehicle and tax indicators that appear incongruous with housing change. If you compare these indicators to prior years, you may see unusually large increases or decreases.

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 census proportion of persons over 18 to the preliminary January 1 estimate, and then multiplying the result by a state-wide factor to account for the general aging of the population.



**WISCONSIN DEPARTMENT OF
ADMINISTRATION**

JIM DOYLE
GOVERNOR

MICHAEL L. MORGAN
SECRETARY

Demographic Services Center
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

August 10, 2009

PRELIMINARY ESTIMATE OF JANUARY 1, 2009 POPULATION

Dear Municipal Clerk:

The Demographic Services Center's preliminary estimate of the January 1, 2009 population for the CITY OF MENASHA in CALUMET County is **1,677**. This represents a change of 989 persons (143.8 percent) since the 2000 Census.

Wisconsin's total population is estimated at 5,688,000 which is a change of 324,285 persons and 6.0 percent.

Following is a summary of the data we used in estimating your population:

	2000 Census Count	2009 Preliminary Estimate
2000 U.S. Census Count	688	
January 1 Estimate		1,677
Motor vehicles registered	659	2,081
Percent of vehicles in State	0.016	0.040
Income tax filers	538	1,239
Percent of filers in State	0.016	0.036
Filers plus dependents	761	1,906
Percent of Filers plus dependents in State	0.016	0.039
Income tax returns	369	893
Percent of income tax returns in State	0.016	0.034
Institutional Population	0	0

In addition, in response to our housing survey that we sent you earlier this year, your municipality reported a net change of 37 housing units for calendar year 2008. (If we did not receive a survey from you, we estimated your change in housing stock or used other sources.)

The Departments of Transportation and Revenue converted to new computer applications in this decade. As a result, in some communities, we are seeing changes in the vehicle and tax indicators that appear incongruous with housing change. If you compare these indicators to prior years, you may see unusually large increases or decreases.

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 census proportion of persons over 18 to the preliminary 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, June 22, 2009

Minutes

1. Call to Order, Pledge of Allegiance and Roll Call
President 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 President Tews, Commissioners Gerhart, Hanson, Ziegler and Youngquist. Staff present was Administrator Sturgell, Finance Dir. Piergrossi, Com. Dev. Dir. Dearborn, Accts. Mgr/Deputy Treas. Pagel, Wastewater Supt. Laabs, Water Supt. Roth, Engineer Werner. Residents present: Josh Woodside, Melvin Schultz, John Coughlin, D. R. Gabel.
2. Awards/Presentations
3. Minutes to Approve
 - a) Regular Utility Commission Meeting - June 8, 2009
MOTION: Hanson/Ziegler to dispense from reading the minutes and approve as submitted. Motion carried.
4. Minutes and Correspondence to Receive
Minutes
 - a) Grand Chute-Menasha West Sewerage Commission Meeting - April 1, 2009
 - b) Neenah-Menasha Sewerage Commission - April 28, 2009Correspondence - none
MOTION: Youngquist/Ziegler to accept the minutes 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.
No participation.
6. Discussion Items
7. Unfinished Business
8. New Business-Resolutions/Ordinances/Policies
 - a) 090622-1:UD Accept Compliance Maintenance Annual Report (eCMAR)
MOTION: Youngquist/Hanson to accept the report as written and e-filed. Board and staff discussed the report and the points system. Wastewater Supt. Laabs explained the number of sanitary sewer overflows reported (Grove St./Foster St./Southwood Dr.) as reasons for the lower grade point average. Since the report, corrections have been made. On the motion, motion carried.
 - b) 090622-2:UD Expenditures
MOTION: Youngquist/Ziegler to approve the expenditures as submitted with the exception of none. Motion carried.
9. Reports
 - a) Water Superintendent Roth
 - *Well Project Update:* Well #8, waiting for the design; building a screen/casing. Well #7, installed air packer; found where the sand is coming is at the bottom of the well and where to plug it off.
 - *Water Main Relay Update:* Working at east end of Valley Rd. (Chain Dr. & Heritage); will proceed next to Midway Rd. and Racine Rd. after the holiday weekend.
10. Motions by Commissioners
11. Adjourn
At 5:14 p.m., MOTION: Hanson/Ziegler 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, July 13, 2009

Minutes

1. Call to Order, Pledge of Allegiance and Roll Call
President 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 President Tews, Commissioners Gerhart, Hanson, Ziegler and Youngquist. Staff present was Administrator Sturgell, Finance Dir. Piergrossi, Accts. Mgr/Deputy Treas. Pagel, Com. Dev. Dir. Dearborn, Wastewater Supt. Laabs, Water Supt. Roth, Engineer Werner. Residents present: Joe Nemecek, and Stacey Stumpf
2. Awards/Presentations
3. Minutes to Approve
 - a) Regular Utility Commission Meeting - June 22, 2009
MOTION: Hanson/Gerhart to dispense from reading the minutes and approve as submitted. Motion carried.
4. Minutes and Correspondence to Receive

Minutes

 - a) Neenah-Menasha Sewerage Commission - March 24 and May 26, 2009
 - b) Grand Chute-Menasha West Sewerage Commission - May 6 and May 20, 2009

MOTION: Youngquist/Ziegler to accept the minutes for filing. Motion carried.

Correspondence

 - a) Water Main Breaks - June, 2009
 - b) Water Pumpage Report - June, 2009

MOTION: Youngquist/Ziegler to accept the 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
 - a) **Administrator Sturgell - Red Tail Crossing Letter of Credit/Special Assessments:** Finance Dir. Piergrossi explained there was a request to remove the Letter of Credit on this development although there are still outstanding special assessments which are owed to the Town. She explained in 2003 the special assessments for sewer and water on American Drive were allowed to be deferred for three years. Once again in 2006, the developer Mr. Nemecek was able to negotiate a three-year deferment on payment of the special assessments which ends December 31, 2009. Town Attorney Chuck Koehler was contacted to look into how to handle the Letter; whether or not it could be used to pay off the assessments, or hold onto the Letter until it becomes due. In Attorney Koehler's absence, Attorney Clark agreed to not release the Letter of Credit. He stated there are liens against the Town in that special assessments are still owed by Mr. Nemecek, and the Letter of Credit could be applied to pay these debts; he wants the Town to be protected. He suggested the Town Administrator, Town Attorney, and Finance Director work out something with Mr. Nemecek regarding the special assessments owed and put it in writing so all parties have an understanding. President Tews asked whether there were other properties with special assessments which were also deferred. Fin. Dir. Piergrossi stated there were several others, but none of them had a special payment plan as this property did; others paid immediately with a developer's agreement. Fin. Dir. Piergrossi and the Board further discussed Mr. Nemecek's current status of unsold properties, and the amount still left on the Letter of Credit plus interest. Commissioner Youngquist asked Mr. Nemecek how many lots have sold in the last three years, and he answered one (1) lot, which he has paid. Commissioner Youngquist suggested the Town look at a revision or adjustment on the loan so interest is at least paid and doesn't accumulate. Mr. Nemecek stated he has currently been looking into re-financing. There were no further comments from Mr. Nemecek. Attorney Clark stated staff and the Town Attorney would meet with Mr. Nemecek, reach an agreement, and bring this back to the Commission.

7. Unfinished Business**8. New Business-Resolutions/Ordinances/Policies**

a) 090713-1:UD Expenditures

MOTION: Youngquist/Ziegler to approve the expenditures with the exception of none. Motion carried.

9. Reports

a) *Wastewater Superintendent Laabs - Capital Projects Update:* On Glenview Drive, the sanitary sewer is complete; asphalt paving completed and gravel/black dirt on shouldering will be laid. Letters were sent to property owners requesting that if the hot weather continues, to water the grass seed around the laterals and trenches. Commissioner Ziegler inquired whether residents would be able to receive a credit for watering, and Accts. Mgr/Dep. Treas. Pagel stated summer sewer credits are issued for this water usage. The Ehler's Rd. and Haase St. slip-lining project went well and is now completed. This has stopped numerous leaks; Supt. Laabs stated the Grand Chute-Menasha West Treatment Plant should see a big change, and the utility customers should realize a large amount of cost-savings.

b) Water Superintendent Roth

- *Well Project Update:* Supt. Roth gave an update at Well #7 and noted sand/gravel pack has been coming through during testing; the grout plug was replaced and then tested with good results. President Tews asked when well #7 can be used, and Supt. Roth stated possibly by September. Commissioner Gerhart inquired whether the City of Menasha was aware of the Town's progress, and Supt. Roth agreed they have been informed.
The Utility District is preparing to bid out pump equipment; electrical equipment will be bid out on a separate contract.
At well #8, the screen encasing has been installed, will pour the plug at bottom of well, and install the gravel pack; by later next week will perform a test pump.
Commissioner Hanson questioned the water flags placed along Fatima Street; Supt. Roth explained they are updating their computer mapping system and must locate the water shut-off box for each house.
- *Water Main Relay Update:* All water main relay projects (Linda/Bonnie/Sandys/E. end of Valley Rd) are now finished with turf and restoration complete. Crews are now working on Racine and Midway Roads. Pres. Tews asked about progress with installing blacktop where water main breaks had occurred and Supt. Roth explained some are completed and more will be done in the fall. Staff has agreed to apply some asphalt patch on an area on Tumblebrook Road.

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

At 5:25 p.m., MOTION: Hanson/Gerhart 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, July 27, 2009

Minutes

1. **Call to Order, Pledge of Allegiance and Roll Call**
President 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 President Tews, Commissioners Gerhart, Hanson, Ziegler and Youngquist. Staff present was, Accts. Mgr/Deputy Treas. Pagel, Com. Dev. Dir. Dearborn, Water Supt. Roth, Engineer Werner. Wastewater Supt. Laabs, Administrator Sturgell, and Finance Dir. Piergrossi were excused.
2. **Awards/Presentations**
3. **Minutes to Approve**
a) Regular Utility Commission Meeting - July 13, 2009
MOTION: Hanson/Ziegler to dispense from reading the minutes and approve as submitted. Motion carried.
4. **Minutes and Correspondence to Receive - None**
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.**
There were no comments.
6. **Discussion Items**
a) 090727-1:UD Bid Award - Pumping Equipment for Well #7, University Drive
MOTION: Youngquist/Gerhart to approve the bid from Water Well Solutions in the amount of \$64,932.00. Questions were asked about the major cost differences of the bids received, and Supt. Roth explained. Discussion ensued between Water Supt. Roth and the commissioners regarding the rebuilding of the east side well which occurs after its lifespan, approximately every 4-5 years. On the motion, motion carried.

b) 090727-2:UD Expenditures
MOTION: Youngquist/Ziegler to approve with the exception of none. Motion carried.
7. **Unfinished Business**
8. **New Business-Resolutions/Ordinances/Policies**
9. **Reports**
a) *Water Superintendent Roth - Well Project Update:* Well #7, bid out pumping equipment. Well #8, installed casing and screen. This week will install a pump and do developing, then perform a test pump.
10. **Motions by Commissioners**
11. **Adjourn**
At 5:16 p.m., MOTION: Hanson/Youngquist 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.

CITY OF MENASHA
COMMON COUNCIL
Third Floor Council Chambers
140 Main Street, Menasha
Monday, August 3, 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. Hendricks, Zelinski, Englebert, Benner, Pamenter, Taylor, Wisneski, Pack
ALSO PRESENT: Mayor Merkes, Atty. Carlson, PC Stanke, DPW Radtke, CDD Keil, PRD Tungate,
PHD Nett, Clerk Galeazzi, and the Press.

D. PUBLIC HEARING

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

Jenny Whiting, 326 Winnebago Ave. Concerned about rumors of pool closing.

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, 7/20/09
- b. Board of Public Works, 7/20/09
- c. Landmarks Commission, 7/23/09
- d. NM Sewerage Commission, 6/23/09
- e. Plan Commission, 7/21/09
- f. Safety Committee, 6/3/09; City Hall
- g. Safety Committee, 6/23/09; Public Works and Parks

Communications:

- h. Menasha Utilities, 7/09; Steam detail for the six months ending June 30, 2009
- i. Waverly Sanitary District Minutes, 6/9/09
- j. New Japan Women's Association Maebashi Branch, 7/8/09; appeal for a nuclear weapon-free world

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 on the Consent Agenda. 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, 7/20/09

Board of Public Works, 7/20/09 – Recommends Approval of:

2. Street Use Application – Race the Lake; Sunday, August 16, 2009; 7:30 AM – 8:30 AM; (Midwest Sports Events and ARC-Winnebago County Disabilities)
3. Street Use Application – St. Joseph's Food Pantry Run/Walk; Saturday, October 31, 2009; 8:45 AM – 10:00 AM; (Pacesetter's of the Fox Cities)

DRAFT

G. CONSENT AGENDA, cont'd.

Board of Public Work, 7/20/09 – Recommends Approval of: (continued)

4. Street Use Application – Labor Day Parade: Monday, September 7, 2009; 9:30 AM – 11:30 AM (Fox Valley Area Labor Council)
5. Change Order – Badger Highways Co., Inc.; Contract Unit No. 2009-02; Appleton Street Asphalt Street Reconstruction: ADD: \$6,130.11 (Change Order No. 1 and Final)
6. Payment – Badger Highways Co., Inc.; Contract Unit No. 2009-02; Appleton Street Asphalt Street Reconstruction: \$108,811.07 (Payment No. 1 & Final)
7. Payment – Insituform Technologies, USA, Inc.; City of Menasha Wastewater Collection System Rehabilitation Improvements Project – Phase 3; Contract No. E145-07-01A; Sanitary Sewer Lining: \$108,493.08 (Payment No. 9 and Final)
8. Payment – Vinton Construction Company; Contract Unit No. 2009-01; Midway Business Park Concrete Street & Walk Construction: \$164,380.52 (Payment No. 1)
9. Authorization to Execute County/Municipal Recycling Agreement (Amendment I and Extension III – Winnebago County)

Plan Commission, 7/21/09 – Recommends Approval of:

10. Not pursuing acquisition of 428 Sixth Street

DPW Radtke explained item #2 (Street Use Application-Race the Lake), there is a change in the route. The Police Dept. sees no problem with the change in the route. There will be volunteers along the route.

Ald. Taylor requested item 2 be removed from Consent Agenda.

Ald. Zelinski requested items 5, 6, 9 be removed from Consent Agenda.

Moved by Ald. Hendricks, seconded by Ald. Wisneski to approve items 1, 3, 4, 7, 8 of Consent Agenda.
Motion carried on roll call 8-0.

H. ITEMS REMOVED FROM CONSENT AGENDA

Moved by Ald. Taylor, seconded by Ald. Wisneski to approve item 2 (Street Use Application-Race the Lake) of Consent Agenda

Discussion: Ald. Taylor requested the organizers of the race be notified that all route markings be removed at the end of the race.

Motion carried on voice vote.

Moved by Ald. Zelinski, seconded by Ald. Pack to approve item 5 (Change Order-Badger Highways) of Consent Agenda.

Discussion: DPW Radtke explained the change order is due to a request for a change in the original plan.

Motion carried on roll call 8-0.

Moved by Ald. Zelinski, seconded by Ald. Taylor to approve item 6 (Payment-Badger Highways) of Consent Agenda.

Motion carried on roll call 8-0.

Moved by Ald. Pamerter, seconded by Ald. Pack to approve item 9 (Authorization to Execute County/Municipal Recycling Agreement) of Consent Agenda.

Discussion: Ald. Zelinski stated approving this agreement is moving ahead without approving single stream recycling.

Moved by Ald. Zelinski to hold item. No second. Motion dies.

Motion to approve item 9 carried on roll call 7-1. Ald. Zelinski – no.

I. ORDINANCES AND RESOLUTIONS

1. R-20-09 – Resolution Authorizing the Replacement of Equipment for Department of Public Works (Recommended by the Board of Public Works, Introduced by Mayor Merkes)

Moved by Ald. Taylor, seconded by Ald. Pamerter to adopt R-20-09

Motion carried on roll call 8-0.

DRAFT

J. ACTION ITEMS

1. Accounts payable and payroll for the term 7/22/09-7/30/09 in the amount of \$924,588.85
Moved by Ald. Wisneski, seconded by Ald. Pack to approve Accounts payable and payroll.
Motion carried on roll call 8-0.
2. Amended Outdoor Alcoholic Beverage Permit, Mike Reader, d/b/a Sliders Bar & Grill, 890 Lake Park Road, Menasha, August 4, 2009-June 30, 2010 (pending Plan Commission approval of the site plan)
Moved by Ald. Pack, seconded by Ald. Englebert to approve amended Outdoor Alcoholic Beverage Permit pending Plan Commission approval of the site plan.
Motion carried on voice vote.
3. Outdoor Alcoholic Beverage Permit, Frank Prokash, d/b/a Franky's, 200 Main Street, Menasha, August 4, 2009-June 30, 2010 (modifications & materials approved by Landmark's Commission)
Moved by Ald. Taylor, seconded by Ald. Benner to approve Outdoor Alcoholic Beverage Permit with conditions based upon the location of the area being directly adjacent to a public sidewalk. The capacity of the area be restricted to the number of available seats and restrict the hours to no later than 10:30p.m.
Motion carried on voice vote.
4. Authorization to execute state/municipal agreement for a stage 2 local ARRA 2010 construction season improvement project
Moved by Ald. Englebert, seconded by Ald. Pack to approve authorization.
Discussion: DPW Radtke explained this is necessary to receive Federal funding for the Tayco St. reconstruction project.
Motion carried on roll call 8-0.

K. APPOINTMENTS

1. Common Council Appointment
 - a. City Attorney, Pamela Captain and approve salary
Moved by Ald. Wisneski, seconded by Ald. Pack to approve appointment of Pamela Captain and approve salary.
Motion carried on roll call 7-1. Ald. Pamerter – no.

L. CLAIMS AGAINST THE CITY

None

M. HELD OVER BUSINESS

None

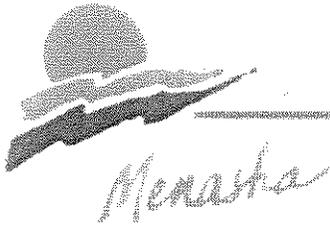
N. PUBLIC COMMENTS ON ANY MATTER LISTED ON THE AGENDA

(five (5) minute time limit for each person)
No one spoke.

O. ADJOURNMENT

Moved by Ald. Hendricks, seconded by Ald. Pamerter to adjourn at 6:32 p.m.
Motion carried voice vote

Respectfully submitted by
Deborah A. Galeazzi, WCMC
City Clerk



MEMORANDUM

To: Mayor and Common Council

From: PRD Tungate *BT*

Date: August 12, 2009

RE: Hart Park Well

At their August 10, 2009 meeting, the Parks and Recreation Board voted 4-2 to recommend permanently closing the well in Hart Park. The well was temporarily capped for the past year due to repeated vandalism and lack of use. During this time, staff has not been contacted by anyone concerned about the well being closed. The Board also considered options for reusing the well for other uses, such as filling the water truck for flooding the ice rink. None were found to be cost or time effective. The cost to permanently close the well is estimated to be \$500. The Park Department would re-use the existing wood structure and investigate the best way to sell or re-use the hand pump assembly.

The Parks and Recreation Board is asking the Common Council to affirm its decision to permanently close the well in Hart Park.

AN ORDINANCE RELATING TO ILLICIT DISCHARGE AND CONNECTION

Introduced by Alderman Taylor

The Common Council of the City of Menasha does ordain as follows:

SECTION 1: Title 6, Chapter 8 is created as follows:

6-8-1 PURPOSE/INTENT

The purpose of this ordinance is to provide for the health, safety, and general welfare of the citizens of the City of Menasha through the regulation of non-storm water discharges to the municipal separate storm sewer system (MS4) to the maximum extent practicable as required by federal and state law. This ordinance establishes methods for controlling the introduction of pollutants into the MS4 in order to comply with requirements of the Wisconsin Pollutant Discharge Elimination System (WPDES) permit process. The objectives of this ordinance are:

- (1) To regulate the contribution of pollutants to the MS4 by storm water discharges by any user.
- (2) To prohibit illicit connections and discharges to the MS4.
- (3) To establish legal authority to carry out all inspection, surveillance, monitoring, and enforcement procedures necessary to ensure compliance with this ordinance.

6-8-2 DEFINITIONS

For the purposes of this ordinance, the following shall mean:

Authorized Enforcement Agency. Employees or designees of the Director of Public Works.

Best Management Practices (BMPs). Structural or non-structural measures, practices, techniques or devices employed to avoid or minimize soil, sediment or pollutants carried in runoff to waters of the state.

Contaminated Stormwater. Stormwater that comes into contact with material handling equipment or activities, raw materials, intermediate products, final products, waste materials, byproducts or industrial machinery in the source areas listed in NR 216 (effective August 1, 2004).

Department (DNR). The Wisconsin Department of Natural Resources.

Discharge. As defined in Wisconsin Statute 283 (November 1, 2005), when used without qualification includes a discharge of any pollutant.

Discharge of pollutant or discharge of pollutants. As defined in Wisconsin Statute 283 (November 1, 2005), means any addition of any pollutant to the waters of this state from any point source.

Hazardous Materials. Any material, including any substance, waste, or combination thereof, which because of its quantity, concentration, or physical, chemical, or infectious characteristics may cause, or significantly contribute to, a substantial present or potential hazard to human health, safety, property, or the environment when improperly treated, stored, transported, disposed of, or otherwise managed.

Illicit Discharge. Any discharge to a municipal separate storm sewer system that is not composed entirely of storm water except discharges authorized by a WPDES permit or other discharge not requiring a WPDES permit such as landscape irrigation, individual residential car washing, fire fighting, diverted stream flows, uncontaminated groundwater infiltration, uncontaminated pumped groundwater, discharges from potable water sources, foundation drains, air conditioning condensation, irrigation water, lawn watering, flows from riparian habitats and wetlands, and similar discharges.

Illicit Connections. An illicit connection is defined as either of the following:

- Any drain or conveyance, whether on the surface or subsurface that allows an illicit discharge to enter the MS4 including but not limited to any conveyances that allow any non-storm water discharge including sewage, process wastewater, and wash water to enter the MS4 and any connections to the MS4 from indoor drains and sinks, regardless of whether said drain or connection had been previously allowed, permitted, or approved by an authorized enforcement agency or,
- Any drain or conveyance connected from a commercial or industrial land use to the MS4 which has not been documented in plans, maps, or equivalent records and approved by an authorized enforcement agency.

Industrial Activity. Activities subject to WPDES Industrial Permits per NR 216 (effective August 1, 2004) and Wisconsin Statute 283 (November 1, 2005)

Municipality. Any city, town, village, county, county utility district, town sanitary district, town utility district, school district or metropolitan sewage district or any other public entity created pursuant to law and having authority to collect, treat or dispose of sewage, industrial wastes, storm water or other wastes.

Municipal Separate Storm Sewer System (MS4). As defined in Wisconsin Administrative Code NR 216 (effective August 1, 2004), means a conveyance or system of conveyances including roads with drainage systems, municipal streets, catch basins, curbs, gutters, ditches, constructed channels or storm drains, which meets all the following criteria:

- (a) Owned or operated by a municipality.
- (b) Designed or used for collecting or conveying storm water.
- (c) Which is not a combined sewer conveying both sanitary and storm water.

- (d) Which is not part of a publicly owned wastewater treatment works that provides secondary or more stringent treatment.

Non-Storm Water Discharge. Any discharge to the MS4 that is not composed entirely of storm water.

Owner. Any person holding fee title, an easement or other interest in property.

Outfall. The point at which storm water is discharged to waters of the state or to a storm sewer.

Person. An individual, owner, operator, corporation, partnership, association, municipality, interstate agency, state agency or federal agency.

Pollutant. As defined in Wisconsin Statute 283 (November 1, 2005), means any dredged spoil, solid waste, incinerator residue, sewage, garbage, refuse, oil, sewage sludge, munitions, chemical wastes, biological materials, radioactive substance, heat, wrecked or discarded equipment, rock, sand, cellar dirt and industrial, municipal and agricultural waste discharged into water.

Pollution. As defined in Wisconsin Statute 283 (November 1, 2005), means any man-made or man-induced alteration of the chemical, physical, biological or radiological integrity of water.

Pollution Prevention. Taking measures to eliminate or reduce pollution.

Premises. Any building, lot parcel of land, or portion of land whether improved or unimproved including adjacent sidewalks and parking strips.

Stormwater. Runoff from precipitation including rain, snow, ice melt or similar water that moves on the land surface via sheet or channelized flow.

Storm Water Management Plan/Stormwater Pollution Prevention Plan. A document which describes the Best Management Practices and activities to be implemented by a person or business to identify sources of pollution or contamination at a site and the actions to eliminate or reduce pollutant discharges to Stormwater, Stormwater Conveyance Systems, and/or Receiving Waters to the Maximum Extent practicable.

Wastewater. Any water or other liquid, other than uncontaminated storm water, discharged from a facility.

Watercourse. A natural or artificial channel through which water flows. These channels include: all blue and dashed lines on the USGS quadrangle maps, all channels shown on the soils maps in the NRCS soils book for Winnebago County and Calumet County, all channels identified on the site, and new channels that are created as part of a development. The term watercourse includes waters of the state as herein defined.

Waters of the State. As defined in Wisconsin Statute 283 (November 1, 2005), means those portions of Lake Michigan and Lake Superior within the boundaries of Wisconsin, all lakes, bays, rivers, streams, springs, ponds, wells, impounding reservoirs, marshes, water courses,

drainage systems and other surface water or groundwater, natural or artificial, public or private within the state or under its jurisdiction, except those waters which are entirely confined and retained completely upon the property of a person.

Wisconsin Pollutant Discharge Elimination System (WPDES) Storm Water Discharge Permit. A Wisconsin pollutant discharge elimination system permit issued pursuant to Wisconsin Statute 283 (November 1, 2005).

6-8-3 APPLICABILITY

This ordinance shall apply to all water entering the MS4 generated on any lands unless explicitly exempted by an authorized enforcement agency.

6-8-4 RESPONSIBILITY FOR ADMINISTRATION

The Department of Public Works and/or its agents shall administer, implement, and enforce the provisions of this ordinance. Any powers granted or duties imposed upon the Department of Public Works may be delegated in writing by the Director of the Department of Public Works to persons or entities acting in the beneficial interest of or in the employ of agency.

6-8-5 COMPATIBILITY WITH OTHER REGULATIONS

This ordinance is not intended to modify or repeal any other ordinance, rule, regulation, or other provision of law. The requirements of this ordinance are in addition to the requirements of any other ordinance, rule, regulation, or other provision of law, and where any provision of this ordinance imposes restrictions different from those imposed by any other ordinance, rule, regulation, or other provision of law, whichever provision is more restrictive or imposes higher protective standards for human health or the environment shall control.

6-8-6 SEVERABILITY

The provisions of this ordinance are hereby declared to be severable. If any provision, clause, sentence, or paragraph of this ordinance or the application thereof to any person, establishment, or circumstances shall be held invalid, such invalidity shall not affect the other provisions or application of this ordinance.

6-8-7 ULTIMATE RESPONSIBILITY

The standards set forth herein and promulgated pursuant to this ordinance are minimum standards; therefore this ordinance does not intend or imply that compliance by any person will ensure that there will be no contamination, pollution, or unauthorized discharge of pollutants.

6-8-8 DISCHARGE PROHIBITIONS

(1) Prohibition of Illicit Discharges

No person shall throw, drain, or otherwise discharge, cause, or allow others under its control to throw, drain, or otherwise discharge into the MS4 any pollutants or waters containing any pollutants, other than storm water.

(2) Allowed Discharges

- (a) Water line flushing, landscape irrigation, diverted stream flows, rising ground waters, uncontaminated pumped ground water, discharges from potable water sources, foundation drains, air conditioning condensation, irrigation water, springs, water from crawl space pumps, footing drains, lawn watering, individual residential car washing,

flows from riparian habitats and wetlands, dechlorinated swimming pool discharges, and street wash water.

- (b) Discharges or flow from firefighting, and other discharges specified in writing by the Department of Public Works as being necessary to protect public health and safety.
- (c) Discharges associated with dye testing, however this activity requires a verbal notification to the Department of Public Works and the Department of Natural Resources a minimum of one day prior to the time of the test.
- (d) Any non-storm water discharge permitted under a WPDES permit, waiver, or waste discharge order issued to the discharger and administered under the authority of the Wisconsin Department of Natural Resources. Any person subject to such a WPDES Stormwater discharge permit shall comply with all provisions of such permit.

(3) Prohibition of Illicit Connections

- (a) The construction, use, maintenance or continued existence of illicit connections to the MS4 is prohibited.
- (b) This prohibition expressly includes, without limitation, illicit connections made in the past, regardless of whether the connection was permissible under law or practices applicable or prevailing at the time of connection.
- (c) A person is considered to be in violation of this ordinance if the person connects a line conveying sewage to the MS4, or allows such a connection to continue.
- (d) Improper connections in violation of this ordinance must be disconnected and redirected, if necessary, to an approved onsite wastewater management system or the sanitary sewer system upon approval of the Department of Public Works.
- (e) Any drain or conveyance that has not been documented in plans, maps or equivalent, and which may be connected to the storm sewer system, shall be located by the owner or occupant of that property upon receipt of written notice of violation from the Department of Public Works requiring that such locating be completed. Such notice will specify a reasonable time period within which the location of the drain or conveyance is to be determined, that the drain or conveyance be identified as storm sewer, sanitary sewer or other, and that the outfall location or point of connection to the storm sewer system, sanitary sewer system or other discharge point be identified. Results of these investigations are to be documented and provided to the Department of Public Works.

6-8-9 WATERCOURSE PROTECTION

Every person owning property through which watercourse passes, or such person's lessee, shall keep and maintain that part of the watercourse within the property free to trash, debris, excessive vegetation, and other obstacles that would pollute, contaminate, or significantly retard the flow of water through the watercourse. In addition, the owner or lessee shall maintain existing privately owned structures within or adjacent to a watercourse, so that such structures will not become a hazard to the use, function, or physical integrity of the watercourse.

6-8-10 COMPLIANCE MONITORING

(1) Right of Entry: Inspecting and Sampling

The Department of Public Works shall be permitted to enter and inspect facilities subject to regulation under this ordinance as often as may be necessary to determine compliance with this ordinance.

- (a) If a discharger has security measures in force which require proper identification and clearance before entry into its premises, the discharger shall make the necessary arrangements to allow access to representatives of the Department of Public Works.

- (b) Facility operators shall allow the Department of Public Works ready access to all parts of the premises for the purposes of inspection, sampling, examination and copying of records.
- (c) The Department of Public Works shall have the right to set up on any facility such devices as are necessary in the opinion of the Department of Public Works to conduct monitoring and/or sampling of the facility's storm water discharge.
- (d) The Department of Public Works has the right to require the discharger to install monitoring equipment as necessary. The facility's sampling and monitoring equipment shall be maintained at all times in a safe and proper operating condition by the discharger at its own expense. All devices used to measure Stormwater flow and quality shall be calibrated to ensure their accuracy.
- (e) Any temporary or permanent obstruction to safe and easy access to the facility to be inspected and/or sampled shall be promptly removed by the operator at the written or oral request of the Department of Public Works and shall not be replaced. The costs of clearing such access shall be borne by the operator.
- (f) Unreasonable delays in allowing the Department of Public Works access to a facility is a violation. A person who is the operator of a facility commits an offense if the person denies the Department of Public Works reasonable access to the facility for the purpose of conducting any activity authorized or required by this ordinance.

(2) Special Inspection Warrant

If the Department of Public Works has been refused access to any part of the premises from which storm water is discharged, and he/she is able to demonstrate probable cause to believe that there may be a violation of this ordinance, or that there is a need to inspect and/or sample as part of a routine inspection and sampling program designed to verify compliance with this ordinance or any order issued hereunder, or to protect the overall public health, safety, and welfare of the community, then the Department of Public works may seek issuance of a special inspection warrant per state statute 66.0119.

6-8-11 REQUIREMENT TO PREVENT, CONTROL, AND REDUCE STORM WATER POLLUTANTS BY THE USE OF BEST MANAGEMENT PRACTICES

The owner or operator of any activity, operation, or facility which may cause or contribute to pollution or contamination of storm water, the MS4, or waters of the State shall provide, at their own expense, reasonable protection from accidental discharge of prohibited materials or other wastes into the municipal MS4 or watercourses through the use of these structural and non-structural BMPs. Further, any person responsible for a property or premise, that is, or may be, the source of an illicit discharge, may be required to implement, at said person's expense, additional structural and non-structural BMPs to prevent the further discharge of pollutants to the MS4. Compliance with all terms and conditions of a valid WPDES permit authorizing the discharge of storm water associated with industrial activity, to the extent practicable, shall be deemed compliance with the provisions of this section. These BMPs shall be part of a Storm Water Management Plan (SWMP)/Stormwater Pollution Prevention Plan (SWPPP) as necessary for compliance.

6-8-12 NOTIFICATION OF SPILLS

Notwithstanding other requirements of law, as soon as any person responsible for a facility or operation, or responsible for emergency response for a facility or operation has information of any known or suspected release of materials which are resulting or may result in illicit discharges or pollutants discharging into storm water, the MS4, or waters of the State, said

person shall take all necessary steps to ensure the discovery, containment, and cleanup of such release. In the event of such release of hazardous materials said person shall immediately notify emergency response agencies of the occurrence via emergency dispatch services. In the event of a release of non-hazardous materials, said person shall notify the Department of Public Works in person or by phone or facsimile no later than the next business day. Notifications in person or by phone shall be confirmed by written notice addressed and mailed to the Department of Public Works within 3 business days of the phone notice. If the discharge of prohibited materials emanates from a commercial or industrial establishment, the owner or operator of such establishment shall also retain an on-site written record of the discharge and the actions taken to prevent its recurrence. Such records shall be retained for at least 5 years.

Failure to provide notification of a release as provided above is a violation of this ordinance.

6-8-13 VIOLATIONS, ENFORCEMENT, AND PENALTIES

(1) Violations

It shall be unlawful for any person to violate any provision or fail to comply with any of the requirements of this ordinance. Any person who has violated or continues to violate the provisions of this ordinance, may be subject to the enforcement actions outlined in this section or may be restrained by injunction or otherwise abated in a manner provided by law.

In the event the violation constitutes an immediate danger to public health or public safety, the Department of Public Works is authorized to enter upon the subject private property, without giving prior notice, to take any and all measures to abate the violation. The Department of Public Works is authorized to seek costs of the abatement as outlined in Section 16.

(2) Warning Notice

When the Department of Public Works finds that any person has violated, or continues to violate, any provision of this ordinance, or any order issued hereunder, the Department of Public Works may serve upon that person a written Warning Notice, specifying the particular violation believed to have occurred and requesting the discharger to immediately investigate the matter and to seek a resolution whereby any offending discharge will cease. Investigation and/or resolution of the matter in response to the Warning Notice in no way relieves the alleged violator of liability for any violations occurring before or after receipt of the Warning Notice. Nothing in the subsection shall limit the authority of the Department of Public Works to take action, including emergency action or any other enforcement action without first issuing a Warning Notice.

(3) Notice of Violation

Whenever the Department of Public Works finds that a person has violated a prohibition or failed to meet a requirement of this ordinance, the Department of Public Works may order compliance by written notice of violation to the responsible person.

The Notice of Violation shall contain:

- (a) The name and address of the alleged violator;
- (b) The address when available or a description of the building, structure or land upon which the violation is occurring; or has occurred;
- (c) A statement specifying the nature of the violation;
- (d) A description of the remedial measures necessary to restore compliance with this ordinance and a time schedule for the completion of such remedial action;

- (e) A statement of the penalty or penalties that shall or may be assessed against the person to whom the notice of violation is directed;
- (f) A statement that the determination of violation may be appealed to the Department of Public Works by filing a written notice of appeal within 3 days of service of notice of violation; and
- (g) A statement specifying that, should the violator fail to restore compliance within the established time schedule, the work will be done by a designated governmental agency or contractor and the expense thereof shall be charged to the violator.

Such notice may require without limitation:

- (1) The performance of monitoring, analyses, and reporting;
- (2) The elimination of illicit connections or discharges;
- (3) That violating discharges, practices, or operations shall cease and desist;
- (4) The abatement or remediation of storm water pollution or contamination hazards and the restoration of any affected property;
- (5) Payment of a fine to cover administrative and remediation costs; and
- (6) The implementation of BMPs.

(4) Suspension of MS4 Access

(a) Emergency Cease and Desist Orders

When the Department of Public Works finds that any person has violated, or continues to violate, any provision of this ordinance, or any order issued hereunder, or that the person's past violations are likely to recur, and that the person's violation(s) has (have) caused or contributed to an actual or threatened discharge to the MS4 or waters of the United States which reasonably appears to present an imminent or substantial endangerment to the health or welfare of the persons or to the environment, the Department of Public Works may issue an order to the violator directing it immediately to cease and desist all such violations and directing the violator to:

- (1) Immediately comply with all ordinance requirements; and
- (2) Take such appropriate preventive action as may be needed to properly address a continuing or threatened violation, including immediately halting operations and/or terminating the discharge.

Any person notified of an emergency order directed to it under this subsection shall immediately comply and stop or eliminate its endangering discharge. In the event of a discharger's failure to immediately comply voluntarily with the emergency order, the Department of Public Works may take such steps as deemed necessary to prevent or minimize harm to the MS4 or waters of the State, and/or endangerment to persons or to the environment, including immediate termination of a facility's water supply, sewer connection, or other municipal utility services. The Department of Public Works may allow the person to recommence its discharge when it has demonstrated to the satisfaction of the Department of Public Works that the period of endangerment has passed, unless further termination proceedings are initiated against the discharger under this ordinance. A person that is responsible, in whole or in part, for any discharge presenting imminent endangerment shall submit a detailed written statement, describing the causes of the harmful discharge and the measure taken to prevent any future occurrence, to the Department of Public Works within 3 days of receipt of the prerequisite for, taking any other action against the violator.

(b) Suspension due to Illicit Discharges in Emergency Situations

The Department of Public Works may, without prior notice, suspend MS4 discharge access to a person when such suspension is necessary to stop an actual or threatened discharge which presents or may present imminent and substantial danger to the environment, or to the health or welfare of persons, or to the MS4 or waters of the State. If the violator fails to comply with a suspension order issued in an emergency, the Department of Public Works may take such steps as deemed necessary to prevent or minimize damage to the MS4 or waters of the State, or to minimize danger to persons.

(c) Suspension due to the Detection of Illicit Discharge

Any person discharging to the MS4 in violation of this ordinance may have their MS4 access terminated if such termination would abate or reduce an illicit discharge. The Department of Public Works will notify a violator of the proposed termination of its MS4 access. The violator may petition the Department of Public Works for a reconsideration and hearing.

A person commits an offense if the person reinstates MS4 access to premises terminated pursuant to this Section, without the prior approval of the Department of Public Works.

(5) Prosecution and Penalties

Any person that has violated or continues to violate this ordinance shall be liable to prosecution to the fullest extent of the law. In the event the alleged violator fails to take the remedial measures set forth in the notice of violation or otherwise fails to cure the violations described therein within the set time period specified by the Department of Public Works, after the Department of Public Works has taken one or more of the actions described above, the Department of Public Works may impose a penalty not to exceed \$1000 (depending on the severity of the violation) for each day the violation remains unremedied after receipt of the notice of violation.

6-8-14 APPEAL OF NOTICE OF VIOLATION

Any person receiving a Notice of Violation may appeal the determination of the Department of Public Works. The notice of appeal must be filed with the Department of Public Works 3 days from the date of the Notice of Violation. Hearing on the appeal before the appropriate authority or his/her designee shall take place within 60 days from the date of receipt of the notice of appeal.

6-8-15 ENFORCEMENT MEASURES AFTER APPEAL

If the violation has not been corrected pursuant to the requirements set forth in the Notice of Violation, or, in the event of an appeal, the municipal authority upheld the decision of the Department of Public Works, then representatives of the Department of Public Works are authorized to enter upon the subject private property and authorized to take any and all measures necessary to abate the violation. It shall be unlawful for any person, owner, agent or person in possession of any premises to refuse to allow the government agency or designated contractor to enter upon the premises for the purposes set forth above.

6-8-16 COST OF ABATEMENT OF THE VIOLATION

The owner of the property will be notified of the cost of abatement, including administrative costs. If the amount due is not paid by the date determined by the municipal authority, the

charges shall become a special charge against the property and shall constitute a lien on the property.

6-8-17 VIOLATIONS DEEMED A PUBLIC NUISANCE

Any condition in violation of any of the provisions of this ordinance and declared and deemed a nuisance, may be summarily abated or restored at the violator's expense.

6-8-18 REMEDIES NOT EXCLUSIVE

The remedies listed in this ordinance are not exclusive of any other remedies available under any applicable federal, state or local law and it is within the discretion of the Department of Public Works to seek cumulative remedies.

The Department of Public Works may recover all attorneys' fees, court costs and other expenses associated with enforcement of this ordinance, including sampling and monitoring expenses.

6-8-19 EFFECTIVE DATE

This ordinance shall be in force and effect from and after its adoption and publication. The above and foregoing ordinance was duly adopted by the Common Council of the City of Menasha on the _____ day of _____, 2009.

SECTION 2: this ordinance shall become effective upon its passage and publication as provided by law.

Passed and approved this _____ day of _____, 2009

Donald J. Merkes, Mayor

ATTEST: _____
Deborah A. Galeazzi, City Clerk

AN ORDINANCE REPEALING AND RECREATING SECTIONS 9-4-8(1) AND 9-4-9(1) & (3)
OF THE MENASHA CODE OF ORDINANCES

Introduced by Alderman Pack

The Common Council of the City of Menasha does ordain as follows:

9-4-8 CUSTOMER CLASSIFICATION

- (1) Customer Classes. For the purposes of imposing the stormwater charges, all lots and parcels within the city are classified into the following six (6) customer classes.
 - (a) Residential, Single Family
 - (b) Residential, Duplex (Two-Family)
 - (c) Residential, Multi-Family *(Including Manufactured Housing Communities)*
 - (d) Residential, Riparian
 - (e) Non-residential
 - (f) Undeveloped
 - (g) Right-of-way
- (2) Parcel Classification. The Director of Public Works shall assign a customer classification to each lot and parcel within the City of Menasha.
- (3) ERU. The ERU is established to be 2,980 square feet.

9-4-9 CHARGE FORMULAS

- (1) Residential, Single Family. The charges imposed for residential properties comprised of a single living unit *including housing units located within manufactured housing communities* shall be the charge for one ERU, i.e.

Residential parcel charge = one ERU fee

For the purposes of this ordinance a lot located within a manufactured housing community shall be considered a parcel.

- (3) Residential, Multi-Family. The charges imposed for residential properties with three (3) or more attached living units ~~or manufactured housing communities~~ shall be the charge for one ERU times the numerical factor obtained by dividing the total square footage of impervious area of the property by the square footage of one ERU. The factor shall be rounded down to the nearest one-tenth (0.1), i.e.

Multi-Family parcel charge = ERU charge x parcel impervious area ÷ 2,980 square feet

Passed and approved this _____ day of _____, 2009.

Donald J. Merkes, Mayor

ATTEST:

Deborah A. Galeazzi, City Clerk

CITY OF MENASHA DISBURSEMENTS

Accounts Payable for 8/6/09-8/13/09 Checks # 22205-22377	\$ 3,522,701.31
Payroll Checks for 8/6/09-8/13/09	<u>177,662.48</u>
Total	\$ 3,700,363.79

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: 8/6/2009

Vendor Name	Check Number	Check Date	Invoice Number	Account Number	Amount	Description
APWA	22206	8/6/2009	60484	100-1002-541.32-01	147.00	MEMBERSHIP RENEWAL M RADTKE
			Total for check: 22206		<u>147.00</u>	
	22207	8/6/2009	374518	731-1022-541.38-03	131.75	BATTERY MASTER SWITCH
			Total for check: 22207		<u>131.75</u>	
ASSESSMENT TECHNOLOGIES LLC	22208	8/6/2009	2319	100-0304-562.30-18	300.00	PUBLIC VIEWER
			Total for check: 22208		<u>300.00</u>	
	22209	8/6/2009	A010957260	100-0703-553.30-18	16.62	GRILL PAINT
			Total for check: 22209		<u>16.62</u>	
AVASTONE TECHNOLOGIES LLC	22210	8/6/2009	100398-A	100-0403-513.21-04	427.50	WEBSITE MIGRATION
			Total for check: 22210		<u>427.50</u>	
	22211	8/6/2009	145995	100-1003-541.30-18	19,942.40	HOTMIX ASPHALT
	8/6/2009	146009	100-1003-541.30-18	1,209.60	TACK COAT	
	8/6/2009	146033	100-1003-541.30-18	11,219.71	HOTMIX ASPHALT	
	8/6/2009	146041	100-1003-541.30-18	9.60	TACK COAT	
	8/6/2009	146065	100-1003-541.30-18	24.54	HOTMIX ASPHALT COURSE	
			Total for check: 22211		<u>32,405.85</u>	
BADGER HIGHWAYS CO INC	22212	8/6/2009	FINAL	625-1010-541.24-05	11,400.00	STREET REHAB/APP ST

AP Check Register
Check Date: 8/6/2009

Vendor Name	Check Number	Check Date	Invoice Number	Account Number	Amount	Description
BADGER HIGHWAYS CO INC...	22212...	8/6/2009...	FINAL...	100-1003-541.82-02	97,411.07	STREET REHAB/APP ST
			Total for check: 22212		108,811.07	
BEACON ATHLETICS	22213	8/6/2009	0397071-IN	100-0703-553.30-18	540.00	RUBBER MATS
			Total for check: 22213		540.00	
BECK ELECTRIC INC	22214	8/6/2009	F137	100-0501-522.24-03	53.00	WATER HEATER REPAIR
				100-0801-521.24-03	53.00	WATER HEATER REPAIR
			Total for check: 22214		106.00	
BERGSTROM	22215	8/6/2009	238133	731-1022-541.38-03	72.02	SENSOR
		8/6/2009	238136-1	731-1022-541.38-03	60.13	RST ASM
		8/6/2009	238384-1	731-1022-541.38-03	112.64	FLASHER/ELEMENT
		8/6/2009	238579	731-1022-541.38-03	141.53	MIRROR
		8/6/2009	CTCS815943	100-0801-521.29-05	182.10	BRAKES/STEERING REPAIR
		Total for check: 22215		568.42		
BOMSKI CONSTRUCTION &	22216	8/6/2009		263-0306-562.70-01	5,000.00	CDBG PROGRAM/712 4TH ST
			Total for check: 22216		5,000.00	
BRAZEE ACE HARDWARE	22217	8/6/2009	005802	207-0707-552.24-03	74.98	DRILL BIT/LAG SCRW
			Total for check: 22217		74.98	

AP Check Register
Check Date: 8/6/2009

Vendor Name	Check Number	Check Date	Invoice Number	Account Number	Amount	Description
BUBRICK'S	22218	8/6/2009	242242	100-0801-521.30-10	85.91	OFFICE SUPPLIES
			Total for check: 22218		<u>85.91</u>	
	22219	8/6/2009	39712	741-0000-193.00-00	92,430.00	DUMP TRUCK
			Total for check: 22219		<u>92,430.00</u>	
CDW GOVERNMENT INC	22220	8/6/2009	PPM9228	100-0403-513.30-15	1,532.40	ANTI VIRUS SOFTWARE
			Total for check: 22220		<u>1,532.40</u>	
	22221	8/6/2009		100-0403-513.21-04	23.10	JUNE/JULY PROF SERVICES
			Total for check: 22221		<u>23.10</u>	
COMMUNITY HOUSING COORDINATOR	22222	8/6/2009	121	100-0304-562.21-06	1,800.00	JULY HOUSING PLAN
		8/6/2009	122	263-0306-562.21-06	500.00	CDBG PROGRAM
			Total for check: 22222		<u>2,300.00</u>	
	22223	8/6/2009	96319-000	100-0703-553.30-18	34.00	BROWN GRANITE
			Total for check: 22223		<u>34.00</u>	
ENERGY CONTROL & DESIGN INC	22224	8/6/2009	0057612-IN	100-0704-552.20-04	1,829.00	POOL REPAIR
				100-0704-552.24-04	273.97	POOL REPAIR
			Total for check: 22224		<u>2,102.97</u>	

AP Check Register
Check Date: 8/6/2009

Vendor Name	Check Number	Check Date	Invoice Number	Account Number	Amount	Description	
FABCO EQUIPMENT INC	22225	8/6/2009	C180263	731-1022-541.38-03	234.88	FILTER/KIT	
			Total for check: 22225		<u>234.88</u>		
	FERGUSON ENTERPRISES INC #448	22226	8/6/2009	0456503-2	100-0703-553.30-18	4.70	WHSR
			8/6/2009	0465229	100-0703-553.30-18	129.73	BOWL
		8/6/2009	0467298	100-0703-553.24-03	52.20	CART	
		Total for check: 22226		<u>186.63</u>			
FLEET SAFETY EQUIPMENT INC	22227	8/6/2009	94894	100-0801-521.29-05	143.29	LED LIGHTS	
			Total for check: 22227		<u>143.29</u>		
	GOPHER SPORT	22228	8/6/2009	7754576	100-0702-552.30-18	58.27	BASEBALLS
			Total for check: 22228		<u>58.27</u>		
GOSS AUTO BODY INC		22229	8/6/2009	42829	100-0801-521.29-05	122.50	TOWING/MEG SQUAD
			Total for check: 22229		<u>122.50</u>		
	GRAINGER INC	22230	8/6/2009	0933121493	100-0703-553.24-03	3.82	VIBRATION ISOLATOR
		8/6/2009	9033121485	100-0703-553.24-03	95.87	MOTOR	
			Total for check: 22230		<u>99.69</u>		
GUNDERSON UNIFORM & LINEN RENTAL	22231	8/6/2009	1314027	100-1001-514.20-01	15.76	MOP/MAT SERVICE	
				100-0920-531.30-13	3.48	MOP/MAT SERVICE	
				100-0703-553.30-13	3.47	MOP/MAT SERVICE	
		8/6/2009	1314992	100-0801-521.30-13	32.44	TOWEL/MAT SERVICE	
		8/6/2009	1315948	100-1001-514.20-01	15.76	MAT/MOP SERVICE	

AP Check Register
Check Date: 8/6/2009

Vendor Name	Check Number	Check Date	Invoice Number	Account Number	Amount	Description
GUNDERSON UNIFORM & LINEN RENTAL...	22231...	8/6/2009...	1315948...	100-0920-531.30-13	3.48	MAT/MOP SERVICE
				100-0703-553.30-13	3.47	MAT/MOP SERVICE
		8/6/2009	1316900	100-0801-521.30-13	34.93	TOWEL/MAT SERVICE
			Total for check: 22231		112.79	
HAWKINS INC	22232	8/6/2009	3037935RI	100-0704-552.30-18	856.58	SODIUM BICARBONATE
		8/6/2009	3038376RI	100-0704-552.30-18	2,706.00	CALCIUM HYPCHLORITE
			Total for check: 22232		3,562.58	
HOME DEPOT CREDIT SERVICES	22233	8/6/2009	156509	100-0920-531.24-03	20.00	TOILETS SEATS/SUPPLIES
		8/6/2009	1566509	100-0920-531.24-03	59.52	TOILET SEATS/SUPPLIES
				100-0703-553.30-18	5.97	PARK SUPPLIES
			Total for check: 22233		85.49	
HORST DISTRIBUTING INC	22234	8/6/2009	564460	100-0703-553.30-18	359.40	ALL PRO CHALK
			Total for check: 22234		359.40	
INSITUFORM TECHNOLOGIES USA	22235	8/6/2009	PR-1450701A-09	601-0000-196.00-00	68,925.00	WASTEWATER COLLECTION PHASE 3
				601-0000-201.04-00	39,568.08	WASTEWATER COLLECTION PHASE 3
			Total for check: 22235		108,493.08	
JX ENTERPRISES INC	22236	8/6/2009	G291940001	731-1022-541.38-03	29.67	MOTOR
			Total for check: 22236		29.67	

AP Check Register
Check Date: 8/6/2009

Vendor Name	Check Number	Check Date	Invoice Number	Account Number	Amount	Description
KRAMER AND RIDGE COMPANY	22237	8/6/2009	001-082102	731-1022-541.38-03	11.58	COUPLER
			Total for check: 22237		<u>11.58</u>	
KUNDINGER FLUID POWER INC	22238	8/6/2009	50059399	731-1022-541.38-03	21.98	STRAIGHT THREAD ELBOW
		8/6/2009	50062253	731-1022-541.38-03	40.68	CONNECTOR/ELBOW
			Total for check: 22238		<u>62.66</u>	
CHRIS LANGENFELD	22239	8/6/2009		100-0702-552.20-05	438.00	PROGRAM ENTERTAINER
			Total for check: 22239		<u>438.00</u>	
VINCE MAAS	22240	8/6/2009		100-0703-553.34-03	178.00	SUMMER PARK TOUR
			Total for check: 22240		<u>178.00</u>	
MANAWA TELEPHONE CO	22241	8/6/2009		100-0403-513.22-01	39.95	INTERNET SERVICE
			Total for check: 22241		<u>39.95</u>	
MATTHEWS TIRE & SERVICE CENTER	22242	8/6/2009	30216	731-1022-541.38-02	484.09	TIRE SERVICE
		8/6/2009	30217	731-1022-541.38-02	1,622.38	TIRE SERVICE
		8/6/2009	348196	731-1022-541.38-02	353.84	TIRE SERVICE
			Total for check: 22242		<u>2,460.31</u>	
MENASHA EMPLOYEES CREDIT UNION	22243	8/6/2009	20090806	100-0000-202.05-00	2,150.00	PAYROLL SUMMARY
			Total for check: 22243		<u>2,150.00</u>	

AP Check Register
Check Date: 8/6/2009

Vendor Name	Check Number	Check Date	Invoice Number	Account Number	Amount	Description
MENASHA EMPLOYEES LOCAL 1035	22244	8/6/2009	20090806	100-0000-202.06-00	310.00	PAYROLL SUMMARY
			Total for check: 22244		310.00	
MENASHA JOINT SCHOOL DISTRICT	22245	8/6/2009		100-0000-412.00-00	5,905.59	JULY MOBILE HOME
			Total for check: 22245		5,905.59	
MENASHA PARK & RECREATION	22246	8/6/2009		100-0000-103.08-00	250.00	GRUNSKI START UP MONEY
			Total for check: 22246		250.00	
TOWN OF MENASHA POLICE DEPARTMENT	22247	8/6/2009		100-0000-201.03-00	122.00	BOND/AVANT
			Total for check: 22247		122.00	
POSTMASTER	22248	8/6/2009		100-0920-531.30-11	55.00	NEWSLETTER POSTAGE
			Total for check: 22248		55.00	
MENASHA UTILITIES	22249	8/6/2009		100-1008-541.22-03	159.76	ELECTRIC/WATER
				100-0703-553.22-03	629.95	ELECTRIC/WATER
				100-0703-553.22-05	888.95	ELECTRIC/WATER
				100-0000-123.00-00	7.77	ELECTRIC/WATER
				100-0903-531.22-03	138.57	ELECTRIC/WATER
				100-0903-531.22-05	34.93	ELECTRIC/WATER
				601-1020-543.22-03	58.97	ELECTRIC/WATER
			100-0703-553.22-03	12.16	ELECTRIC/WATER	
			Total for check: 22249		1,931.06	

AP Check Register
Check Date: 8/6/2009

Vendor Name	Check Number	Check Date	Invoice Number	Account Number	Amount	Description
MORTON PHARMACY	22250	8/6/2009	03851016	100-0704-552.30-10	30.36	OTC/GLOVES
			Total for check: 22250		<u>30.36</u>	
MR ROOTER &	22251	8/6/2009	12238	263-0306-562.70-01	5,010.00	CDBG/342 AHNAIP
			Total for check: 22251		<u>5,010.00</u>	
N&M AUTO SUPPLY	22252	8/6/2009	273640	731-1022-541.38-03	412.37	BRAKE PADS
		8/6/2009	273796	731-1022-541.38-03	7.96	CALIPER HOUSING BOLT
		8/6/2009	273951	731-1022-541.30-18	8.50	SHOP SUPPLIES
		8/6/2009	274063	731-1022-541.38-03	11.10	FUEL FILTER
		8/6/2009	274151	731-1022-541.38-03	36.04	SHOP SUPPLIES
		8/6/2009	274534	731-1022-541.38-03	51.32	SWAY BAR REPAIR KIT
		8/6/2009	274583	731-1022-541.38-03	148.75	BRAKE PADS/ROTOR
		8/6/2009	275254	731-1022-541.38-03	9.00	THERMOSTAT
		8/6/2009	275452	731-1022-541.38-03	33.79	FILTERS
		8/6/2009	275467	731-1022-541.38-03	30.04	U-JOINT
		8/6/2009	275468	731-1022-541.38-03	277.44	FUEL PUMP
		8/6/2009	275510	731-1022-541.38-03	13.30	FUSEHOLDERS/VALVE STEMS
		8/6/2009	275593	731-1022-541.38-03	28.85	SERPENT
		8/6/2009	275641	731-1022-541.38-03	25.52	U-JOINT
	8/6/2009	276114	731-1022-541.38-03	18.24	AIR FILTER	
			Total for check: 22252		<u>1,112.22</u>	
NEENAH-MENASHA MUNICIPAL COURT	22253	8/6/2009		100-0000-201.03-00	197.00	BOND/SCHROEDER
				100-0000-201.03-00	457.00	BOND/KLEIN
				100-0000-201.03-00	134.00	BOND/MARTINEZ
				100-0000-201.03-00	197.00	BOND/MITCHELL
				100-0000-201.03-00	109.00	BOND/LEE

AP Check Register
Check Date: 8/6/2009

Vendor Name	Check Number	Check Date	Invoice Number	Account Number	Amount	Description
NEENAH-MENASHA MUNICIPAL COURT...	22253...	8/6/2009...	...	100-0000-201.03-00	223.00	BOND/LEIFERMANN
				100-0000-201.03-00	751.00	BOND/FRIEBEL
				100-0000-201.03-00	331.00	BOND/REYES
				100-0000-201.03-00	108.80	BOND/GERNER
				100-0000-201.03-00	134.00	BOND/CULSHAW
			Total for check: 22253		2,641.80	
NEENAH-MENASHA SEWERAGE COMMISSI...	22254	8/6/2009	2009-122	601-1021-543.25-01	76,281.50	WW REATMENT JUNE 2009
		8/6/2009	2009-128	601-1021-543.25-01	14,864.00	BOND ISSUE INTEREST
			Total for check: 22254		91,145.50	
SUSAN NETT	22255	8/6/2009		100-0903-531.33-01	27.34	MILEAGE
			Total for check: 22255		27.34	
NOFFKE LUMBER INC	22256	8/6/2009	090720818015	100-1003-541.30-18	14.63	POWERLOCK TAPE
			Total for check: 22256		14.63	
NORTHEAST ASPHALT INC	22257	8/6/2009	966426	100-1003-541.30-18	645.05	COMMERCIAL GRADE
				100-1004-541.30-18	507.71	COMMERCIAL GRADE
			Total for check: 22257		1,152.76	
OUTAGAMIE COUNTY CLERK OF COURTS	22258	8/6/2009		100-0000-201.03-00	109.50	BOND/GEOREK
			Total for check: 22258		109.50	
PACKER CITY INTERNATIONAL	22259	8/6/2009	3291950057	731-1022-541.38-03	54.98	LUB FLTR

AP Check Register
Check Date: 8/6/2009

Vendor Name	Check Number	Check Date	Invoice Number	Account Number	Amount	Description
PACKER CITY INTERNATIONAL...	22259...	8/6/2009	3291960082	731-1022-541.38-03	32.64	STOCK
			Total for check: 22259		<u>87.62</u>	
PIGGLY WIGGLY MIDWEST LLC	22260	8/6/2009	5812	827-0920-531.30-18	150.54	BRAT FRY & PARTY SUPPLIES
		8/6/2009	6942	827-0920-531.30-18	27.94	BRAT FRY SUPPLIES
		8/6/2009	8922	827-0920-531.30-18	30.44	BRAT FRY SUPPLIES
			Total for check: 22260		<u>208.92</u>	
PRO-X SYSTEMS LAWNCARE	22261	8/6/2009	96364	100-0703-553.20-06	199.83	FERTILIZE/SMITH PARK
			Total for check: 22261		<u>199.83</u>	
REESE RECREATION PRODUCTS INC	22262	8/6/2009	9684	100-0703-553.30-18	150.00	MDF CARTRIDGE
		8/6/2009	9690	100-0703-553.30-18	95.00	O-RINGS
			Total for check: 22262		<u>245.00</u>	
ROLAND MACHINERY EXCHANGE	22263	8/6/2009	21051605	731-1022-541.38-03	76.25	COMPRESSION SPR
			Total for check: 22263		<u>76.25</u>	
JENNIFER SASSMAN	22264	8/6/2009		100-0401-513.34-01	20.90	MILEAGE
				100-0401-513.34-04	15.95	PARK/TREASURER SCHOOL
				100-0401-513.30-10	12.22	PURCHASE DESK BINS
			Total for check: 22264		<u>49.07</u>	

AP Check Register
Check Date: 8/6/2009

Vendor Name	Check Number	Check Date	Invoice Number	Account Number	Amount	Description
LAUREN SCHULTZ	22265	8/6/2009		822-0413-554.30-16	250.00	HATTIE MINOR SCHOLARSHIP
			Total for check: 22265		<u>250.00</u>	
	22266	8/6/2009	219579	625-1010-541.30-12	336.00	PERMITRACK
			Total for check: 22266		<u>336.00</u>	
SHOPKO STORES INC	22267	8/6/2009	50234	827-0920-531.30-18	28.32	COFFEE/FILTERS/OPENER
		8/6/2009	50240	100-0918-531.30-10	70.92	OFFICE SUPPLIES
			Total for check: 22267		<u>99.24</u>	
SKID & PALLET	22268	8/6/2009	024487	100-1003-541.30-18	260.00	MULCH
				100-0703-553.30-18	350.63	MULCH
			Total for check: 22268		<u>610.63</u>	
BOB STANKE	22269	8/6/2009		100-0801-521.34-02	275.00	IACP CONFERENCE
				100-0801-521.34-04	387.20	IACP CONFERENCE
			Total for check: 22269		<u>662.20</u>	
TIM STYKA	22270	8/6/2009	CH-512690	100-0801-521.34-03	39.68	TASER CONFERENCE
			Total for check: 22270		<u>39.68</u>	
SUBWAY	22271	8/6/2009	0000422560	100-0000-201.03-00	270.00	FOOD FOR UW-FV EXERCISE
			Total for check: 22271		<u>270.00</u>	

AP Check Register
Check Date: 8/6/2009

Vendor Name	Check Number	Check Date	Invoice Number	Account Number	Amount	Description
SWIDERSKI EQUIPMENT INC	22272	8/6/2009	020188	731-1022-541.38-03	222.88	PIN/BRACKET
			Total for check: 22272		<u>222.88</u>	
	22273	8/6/2009		100-0000-201.03-00	117.87	FOOD FOR UW-FV EXERCISE
			Total for check: 22273		<u>117.87</u>	
TRADER PLUMBING	22274	8/6/2009	33340	100-0703-553.24-03	19.25	HART PARK REPAIR
			Total for check: 22274		<u>19.25</u>	
	22275	8/6/2009	31948	100-1008-541.30-18	4,561.75	SIGNS
			Total for check: 22275		<u>4,561.75</u>	
UNIFIRST CORPORATION	22276	8/6/2009	097 0051507	731-1022-541.20-01	97.91	MAT/MOP/CLOTHING SERVICE
			Total for check: 22276		<u>97.91</u>	
	22277	8/6/2009	180843	100-0804-521.30-18	315.65	CLOTHING
			Total for check: 22277		<u>315.65</u>	
UNITEL INC	22278	8/6/2009	31984	100-0403-513.21-04	178.00	CONNECT MUSIC ON HOLD
			Total for check: 22278		<u>178.00</u>	
	22279	8/6/2009	173343	731-1022-541.30-18	350.23	TANK RINGS
	8/6/2009	173412	731-1022-541.30-15	475.00	METER	
			Total for check: 22279		<u>825.23</u>	

AP Check Register
Check Date: 8/6/2009

Vendor Name	Check Number	Check Date	Invoice Number	Account Number	Amount	Description
VALLEY CHEMICAL LLC	22280	8/6/2009	0024461-IN	100-0704-552.24-02	214.40	DRIVE BELT/SUPER BRUSH
				Total for check: 22280	214.40	
VINTON CONSTRUCTION COMPANY	22281	8/6/2009	2009-1	457-1010-541.82-02	5,535.00	MIDWAY PARK/UNIV DRIVE WITTMAN DRIVE
				457-1003-541.82-02	167,497.12	MIDWAY PARK/UNIV DRIVE WITTMAN DRIVE
				457-0000-201.04-00	(8,651.60)	MIDWAY PARK/UNIV DRIVE WITTMAN DRIVE
Total for check: 22281				164,380.52		
VISION NSURANCE PLAN OF AMERICA	22282	8/6/2009	74441	100-0000-204.10-00	1,127.60	AUGUST PREMIUM
				Total for check: 22282	1,127.60	
WE ENERGIES	22283	8/6/2009	072109	100-1012-541.22-03	2,058.87	STREET LIGHTS
				Total for check: 22283	2,058.87	
WINNEBAGO COUNTY CLERK OF COURTS	22284	8/6/2009		100-0000-201.03-00	235.00	BOND/EZELL
				100-0000-201.03-00	150.00	BOND/MODERSON
				100-0000-201.03-00	285.00	BOND/SINGH
				100-0000-201.03-00	650.00	BOND/MEYER
Total for check: 22284				1,970.00		
WINNEBAGO COUNTY REGISTER OF DEEDS	22285	8/6/2009	342 AHNAIP	263-0306-562.21-08	13.00	RECORDING FEES/342 AHNAIP
				Total for check: 22285	13.00	
WINNEBAGO COUNTY TREASURER	22286	8/6/2009	070109	310-0410-571.61-02	42,250.00	INT WINN CO IND DEV PROJ

AP Check Register
Check Date: 8/6/2009

Vendor Name	Check Number	Check Date	Invoice Number	Account Number	Amount	Description
WINNEBAGO COUNTY TREASURER...	22286...	8/6/2009	RF101030	266-1029-543.21-06	2,028.00	APPLIANCES
	Total for check: 22286				<u>44,278.00</u>	
WISCONSIN SUPPORT COLLECTIONS	22287	8/6/2009	20090806	100-0000-202.03-00	440.23	PAYROLL SUMMARY
	Total for check: 22287				<u>578.63</u>	
ZARNOTH BRUSH WORKS INC	22288	8/6/2009	0123783-IN	625-1005-541.30-15	745.10	DIRT SHOES/GUTTER BROOM
	Total for check: 22288				<u>745.10</u>	
					<u>700,523.20</u>	

AP Check Register
Check Date: 8/13/2009

Vendor Name	Check Number	Check Date	Invoice Number	Account Number	Amount	Description
AAA SANITATION INC	22289	8/13/2009	159770	100-0703-553.20-09	168.30	PORTABLE TOILET BRIGHTON BEACH
		8/13/2009	159771	100-0703-553.20-09	168.30	PORTABLE TOILET JEFFERSON BOAT LANDING
			Total for check: 22289		336.60	
AFFINITY OCCUPATIONAL HEALTH	22290	8/13/2009	240341	100-0801-521.21-05	65.00	
		8/13/2009	241527	100-0202-512.21-05	203.00	DRUG SCREENING
			Total for check: 22290		268.00	
ALLIED GLOVE & SAFETY PRODUCTS	22291	8/13/2009	1789570	731-1022-541.30-18	228.76	LEATHER GLOVES
			Total for check: 22291		228.76	
	22292	8/13/2009	081309	100-0000-203.05-00	72,148.83	TAX COLLECTION PAYMENTS
		Total for check: 22292		72,148.83		
BADGER HIGHWAYS CO INC	22293	8/13/2009	146113	100-1003-541.30-18	15,012.40	HOTMIX ASPHALT COURSE
		8/13/2009	146150	100-1003-541.30-18	19,037.57	HOTMIX ASPHALT COURSE
		8/13/2009	146151	100-0703-553.30-18	77.66	TRESTLE TRAIL/JEFFERSON
		8/13/2009	146161	100-1003-541.30-18	1,084.80	TACK COAT B
		Total for check: 22293		35,212.43		
BECK ELECTRIC INC	22294	8/13/2009	F179	266-1028-543.21-06	64.00	COMPOST FAN
			Total for check: 22294		64.00	
BERGSTROM	22295	8/13/2009	107311	731-1022-541.38-03	48.28	SWITCH

AP Check Register
Check Date: 8/13/2009

Vendor Name	Check Number	Check Date	Invoice Number	Account Number	Amount	Description
BERGSTROM...	22295...	8/13/2009	107398	731-1022-541.38-03	412.39	RELAY/MOTOR
			Total for check: 22295		<u>460.67</u>	
BOMSKI CONSTRUCTION &	22296	8/13/2009	081209	263-0306-562.70-01	2,755.00	CDBG REHAB PROGRAM
			Total for check: 22296		<u>2,755.00</u>	
BOURESSA AND GALES	22297	8/13/2009	TS-1151	100-0202-512.21-07	39.30	TRANSCRIPT UNION NEGOTIATIONS
			Total for check: 22297		<u>39.30</u>	
JEFFREY BRANDT	22298	8/13/2009	080109	100-0201-512.21-01	957.02	SERVICES
			Total for check: 22298		<u>957.02</u>	
TRAVIS BRICCO	22299	8/13/2009	081109	100-0702-552.20-03	206.55	SKATEBOARD INSTRUCTION
			Total for check: 22299		<u>206.55</u>	
BRICK & SUPPLY COMPANY	22300	8/13/2009	148521	100-0703-553.30-18	141.60	LIMESTONE
			Total for check: 22300		<u>141.60</u>	
BUBRICK'S	22301	8/13/2009	244556	731-1022-541.30-10	41.47	OFFICE SUPPLIES
				100-0703-553.30-10	6.36	OFFICE SUPPLIES
		8/13/2009	244886	100-0801-521.30-10	257.46	OFFICE SUPPLIES
			Total for check: 22301		<u>305.29</u>	

AP Check Register
Check Date: 8/13/2009

Vendor Name	Check Number	Check Date	Invoice Number	Account Number	Amount	Description
SYLVIA BULL	22302	8/13/2009	073109	100-0920-531.33-01	26.68	MILEAGE
				Total for check: 22302	26.68	
CALLUMET COUNTY SHERIFF'S DEPARTMENT	22303	8/13/2009	BOND	100-0000-201.03-00	200.00	BOND
				Total for check: 22303	200.00	
CALLUMET COUNTY TREASURER	22304	8/13/2009	081309	100-0000-203.01-00	36,335.38	TAX COLLECTION PAYMENTS
				100-0000-203.08-00	1,600.30	TAX COLLECTION PAYMENTS
				Total for check: 22304	37,935.68	
CAREW CONCRETE & SUPPLY CO INC	22305	8/13/2009	814135	100-1004-541.30-18	598.00	508 BROAD ST
				814427	769.90	9TH/MARTIN
				814770	388.00	BUTTE DES MTS DR
				815472	1,448.00	200 BLK CHUTE
Total for check: 22305	3,203.90					
CLEAR WATER CAR WASH	22306	8/13/2009	2651	100-0801-521.29-05	31.98	VEHICLES WASHES JULY
				Total for check: 22306	31.98	
COMBINED LOCKS POLICE DEPARTMENT	22307	8/13/2009	BOND	100-0000-201.03-00	187.60	BOND
				Total for check: 22307	187.60	
DEANNA GILMOUR	22308	8/13/2009	GILMOUR	601-1020-543.21-02	675.00	REIMBURSE SUMP PUMP/PIT RE: 380 LOPAS ST
				Total for check: 22308	675.00	

AP Check Register
Check Date: 8/13/2009

Vendor Name	Check Number	Check Date	Invoice Number	Account Number	Amount	Description
DIGICORPORATION	22309	8/13/2009	91589	100-0801-521.29-01	81.30	POLICE ENVELOPES
				100-0000-134.00-00	(29.90)	POLICE ENVELOPES
		8/13/2009	91593	100-0801-521.29-01	124.32	BUSINESS CARDS
				100-0000-134.00-00	(26.32)	BUSINESS CARDS
			Total for check: 22309		150.00	
DLT SOLUTIONS	22310	8/13/2009	517000	100-0403-513.24-04	3,975.93	SOFTWARE MAINTENANCE
				Total for check: 22310	3,975.93	
ENTERPRISE SYSTEMS GROUP	22311	8/13/2009	S032719-IN	100-0801-521.24-04	351.00	CAMERA
				Total for check: 22311	351.00	SMALL CELL/PD
FAMILY THERAPY & ANXIETY CENTER	22312	8/13/2009	080309	100-0801-521.21-05	348.75	SERVICES PROVIDED
				Total for check: 22312	348.75	
FASTENAL COMPANY	22313	8/13/2009	WINEE45693	100-0703-553.30-18	29.40	TUBE
				Total for check: 22313	29.40	
FOX STAMP SIGN & SPECIALTY	22314	8/13/2009	172895	100-0201-512.30-10	39.60	MICRO MESSAGE DATER
				Total for check: 22314	39.60	
FOX VALLEY TECHNICAL COLLEGE	22315	8/13/2009	081309	100-0000-203.04-00	296,376.53	TAX COLLECTION PAYMENTS
				Total for check: 22315	296,376.53	

AP Check Register
Check Date: 8/13/2009

Vendor Name	Check Number	Check Date	Invoice Number	Account Number	Amount	Description
GRAINGER INC	22316	8/13/2009	9036450618	100-0703-553.24-03	39.19	MOTOR EXHAUST FAN
			Total for check: 22316		39.19	
INTERSTATE BATTERY OF GREEN BAY	22317	8/13/2009	90053907	731-1022-541.38-03	171.90	BATTERY
			Total for check: 22317		171.90	
JESSICA VAN HOUT	22318	8/13/2009	VANHOUT	100-0000-441.23-00	345.00	REFUND PAVILION CHARGE
			Total for check: 22318		345.00	
KITZ & PFEIL INC	22321	8/13/2009	062209-0008	100-0704-552.30-18	13.09	HARDWARE MISC
		8/13/2009	062214-0132	100-0704-552.30-18	16.30	HARDWARE MISC
		8/13/2009	062414-0043	100-0703-553.24-03	11.93	TAYCO FOUNTAIN REPAIR
		8/13/2009	062414-0051	100-0703-553.30-18	2.76	HARDWARE MISC
		8/13/2009	062414-0105	100-0704-552.30-10	62.97	FANS
		8/13/2009	062514-0101	100-0703-553.30-18	3.00	SINGLE SIDED KEY
		8/13/2009	062614-0008	100-0703-553.30-18	7.19	SAFETY HASP
		8/13/2009	063014-0017	100-0703-553.30-18	15.55	PIPE WRENCH/GASKET
		8/13/2009	063014-0142	100-0703-553.30-18	4.40	EPOXY PUTTY
		8/13/2009	070114-0054	100-0703-553.30-18	17.09	PUSHROOM
		8/13/2009	070614-0003	100-0703-553.30-18	10.79	CABLE TIE
		8/13/2009	070614-0011	100-0703-553.30-18	4.12	ZINC QUICK LINK
		8/13/2009	070614-0015	100-1001-514.30-18	15.55	CORD/GAUGE
		8/13/2009	070614-0056	100-0704-552.30-10	12.58	NYLON TWINE
		8/13/2009	070614-0164	100-1003-541.30-18	6.28	GAS CYLINDER
			731-1022-541.38-03	10.99	GAS CYLINDER	
	8/13/2009	070714-0026	100-1001-514.30-15	12.08	VIDEO CABLE	
	8/13/2009	070714-0189	100-0703-553.30-18	3.86	NOZZLE/GRIP	
	8/13/2009	070814-0023	100-0703-553.30-18	36.88	GREASE PISTOL	

AP Check Register
Check Date: 8/13/2009

Vendor Name	Check Number	Check Date	Invoice Number	Account Number	Amount	Description
KITZ & PFEIL INC...	22321...	8/13/2009	070814-0050	100-0703-553.30-18	4.22	ANCHOR SHACKLE
		8/13/2009	070814-0109	207-0707-552.24-03	15.00	POOL AWNING REPAIR
		8/13/2009	070914-0003	100-0704-552.30-18	6.89	POOL AWNING REPAIR
		8/13/2009	070914-0003	207-0707-552.24-03	(15.60)	HARDWARE MISC
		8/13/2009	070914-0074	100-0703-553.30-18	16.20	HARDWARE MISC
		8/13/2009	071014-0045	100-0703-553.30-18	10.06	PAINTING SUPPLIES
		8/13/2009	071014-0045	100-1001-514.30-18	14.91	DISH SOAP
		8/13/2009	071309-0019	100-0703-553.30-18	12.99	CARR BOLTS
		8/13/2009	071314-0032	100-0703-553.30-18	(12.09)	CARR BOLTS
		8/13/2009	071314-0083	100-0703-553.30-18	12.08	DRILL BITS
		8/13/2009	071314-0098	100-0703-553.30-18	20.22	LOCK NUTS
		8/13/2009	071403-0001	100-0703-553.30-18	7.01	SNAP FASTENER
		8/13/2009	071414-0049	100-1018-543.30-18	35.95	ORAGNE LINE
		8/13/2009	071503-0004	100-0702-552.30-18	22.55	REC SUPPLIES
		8/13/2009	071509-0021	100-0703-553.30-15	25.94	CHAIN SAWS
		8/13/2009	071514-0010	100-0703-553.30-18	11.18	BULBS/HARDWARE MISC
		8/13/2009	071514-0011	100-0702-552.30-18	9.40	REC SUPPLIES
		8/13/2009	071514-0035	100-0703-553.30-18	2.76	HARDWARE MISC
		8/13/2009	071514-0112	731-1022-541.30-18	14.83	CAR WAX/GAS CYLINDERS
		8/13/2009	071514-0158	100-1003-541.30-18	3.85	NOZZLE/COUPLER
	8/13/2009	071614-0050	731-1022-541.38-03	3.18	CONDUIT	
	8/13/2009	071614-0091	100-0703-553.30-18	38.30	DOOR PULLS/MISC HARDWARE	
	8/13/2009	071614-0143	100-0703-553.30-18	25.19	BASE PAINT	
	8/13/2009	071714-0046	100-0703-553.30-18	1.84	KOSLO REPAIR	
	8/13/2009	072003-0016	100-0703-553.30-18	15.10	BLEACH	
	8/13/2009	072009-0029	100-0703-553.30-18	35.95	ORANGE LINE	
	8/13/2009	072014-0100	100-0703-553.30-18	4.12	ZINC QUICK LINK	
	8/13/2009	072014-0100	100-0703-553.30-18	20.12	MARKER PAINT	

AP Check Register
Check Date: 8/13/2009

Vendor Name	Check Number	Check Date	Invoice Number	Account Number	Amount	Description
KITZ & PFEIL INC...	22321...	8/13/2009	072014-0126	100-0703-553.30-18	4.02	PIPE REPAIR SUPPLIES
	Total for check: 22321				<u>633.58</u>	
LAFORCE	22322	8/13/2009	552613R1909751	100-0703-553.30-18	96.50	HINGE SETS
	Total for check: 22322				<u>96.50</u>	
LAWSON PRODUCTS INC	22323	8/13/2009	8268111	731-1022-541.30-18	199.74	WASHERS/FUSES/CONNECTORS
	Total for check: 22323				<u>199.74</u>	
M&M TOWING AND RECOVERY LLC	22324	8/13/2009	0544	100-0801-521.29-05	50.00	TOWING
	Total for check: 22324				<u>50.00</u>	
MARSHALL & ILSLEY TRUST COMPANY NA	22325	8/13/2009	5126674	100-0202-512.21-06	260.00	MONTHLY FEES
	Total for check: 22325				<u>260.00</u>	
MATTHEWS TIRE & SERVICE CENTER	22326	8/13/2009	30307	731-1022-541.38-02	24.84	FLAT REPAIR
	Total for check: 22326				<u>24.84</u>	
MEDICAL EXPENSE REIMBURSEMENT TRU:22327	22327	8/13/2009	20090702	100-0000-202.08-00	37,527.38	PAYROLL SUMMARY
	Total for check: 22327				<u>37,527.38</u>	
MENASHA EMPLOYEES CREDIT UNION	22328	8/13/2009	20090813	100-0000-202.05-00	18,657.00	PAYROLL SUMMARY
	Total for check: 22328				<u>18,657.00</u>	

AP Check Register
Check Date: 8/13/2009

Vendor Name	Check Number	Check Date	Invoice Number	Account Number	Amount	Description
MENASHA EMPLOYEES CREDIT UNION	22329	8/13/2009	20090813	100-0000-202.10-00	101.53	PAYROLL SUMMARY
			Total for check: 22329		<u>101.53</u>	
MENASHA EMPLOYEES LOCAL 1035	22330	8/13/2009	20090813	100-0000-202.06-00	310.00	PAYROLL SUMMARY
			Total for check: 22330		<u>310.00</u>	
MENASHA EMPLOYEES LOCAL 1035B	22331	8/13/2009	20090813	100-0000-202.07-00	260.13	PAYROLL SUMMARY
			Total for check: 22331		<u>260.13</u>	
MENASHA JOINT SCHOOL DISTRICT	22332	8/13/2009	081309	100-0000-203.03-00	1,444,127.42	TAX COLLECTION PAYMENTS
			Total for check: 22332		<u>1,444,127.42</u>	
MENASHA TREASURER	22333	8/13/2009		100-0000-123.00-00	0.50	PETTY CASH
				100-0401-513.30-11	0.37	PETTY CASH
				100-0702-552.30-11	0.44	PETTY CASH
				100-0801-521.30-11	0.02	PETTY CASH
				100-0903-531.30-11	7.51	PETTY CASH
				100-0903-531.33-01	44.96	PETTY CASH
				100-0918-531.34-03	10.52	PETTY CASH
				100-0905-531.30-18	21.87	PETTY CASH
				100-0918-531.30-10	19.60	PETTY CASH
				100-1001-514.30-11	0.17	PETTY CASH
				100-1002-541.30-11	50.60	PETTY CASH
			Total for check: 22333		<u>156.56</u>	
MENASHA UTILITIES	22334	8/13/2009	003297	625-0401-513.25-01	724.09	STORM WATER CHARGES MAY 2009
		8/13/2009	003298	625-0401-513.25-01	654.53	STORM WATER CHARGES JUNE 2009

AP Check Register
Check Date: 8/13/2009

Vendor Name	Check Number	Check Date	Invoice Number	Account Number	Amount	Description
MENASHA UTILITIES...	22334...	8/13/2009	003300	601-1021-543.25-01	14,544.79	SEWER CHARGE JUNE 2009
		8/13/2009	080609	100-0703-553.22-05	42.00	2ND/KONEMAC
			Total for check: 22334		15,965.41	
MINNESOTA LIFE INSURANCE COMPANY	22335	8/13/2009	SEPT2009	100-0000-204.07-00	2,881.78	PREMIUM/SEPTEMBER 2009
			Total for check: 22335		2,881.78	
MODERN BUSINESS MACHINES	22336	8/13/2009	26194952	100-1001-514.24-04	467.50	HP PRINT CARE
			Total for check: 22336		467.50	
MONOPRICE INC	22337	8/13/2009	2034788	100-0403-513.30-15	53.49	NETWORK CABLES/EOC
			Total for check: 22337		53.49	
MORTON SAFETY	22338	8/13/2009	410095	100-0702-552.30-18	9.49	FIRST AID SUPPLIES
			Total for check: 22338		9.49	
NEENAH-MENASHA MUNICIPAL COURT	22339	8/13/2009	BOND	100-0000-201.03-00	197.00	BOND
			Total for check: 22339		197.00	
NOFFKE LUMBER INC	22340	8/13/2009	090720519793	100-0703-553.30-18	26.57	TREATED LUMBER
		8/13/2009	090720818158	100-0703-553.30-18	14.85	SUPPLIES
			Total for check: 22340		41.42	
OFFICE DEPOT	22341	8/13/2009	91424	100-0702-552.30-10	8.52	OFFICE SUPPLIES
				100-0304-562.30-10	4.18	OFFICE SUPPLIES

AP Check Register
Check Date: 8/13/2009

Vendor Name	Check Number	Check Date	Invoice Number	Account Number	Amount	Description
OFFICE DEPOT ...	22341...	8/13/2009...	91424...	100-1001-514.30-10	13.53	OFFICE SUPPLIES
		8/13/2009	91425	100-0903-531.30-10	14.81	OFFICE SUPPLIES
				100-0914-531.30-10	21.89	OFFICE SUPPLIES
				Total for check: 22341	62.93	
OFFICEMAX INC	22342	8/13/2009	230326	100-0304-562.30-18	349.56	OFFICE SUPPLIES
				100-1001-514.30-10	46.22	OFFICE SUPPLIES
			Total for check: 22342	395.78		
PACKER CITY INTERNATIONAL	22343	8/13/2009	3291970045	731-1022-541.38-03	422.68	FILTERS/FLUID/ELEMENT VALVE
		8/13/2009	3291980020	731-1022-541.38-03	85.53	AIR FILTERS
				Total for check: 22343	508.21	
POSTAL ANNEX	22344	8/13/2009	150572	100-0403-513.30-11	31.33	SHIPPING
		8/13/2009	150642	731-1022-541.30-11	11.53	SHIPPING
				Total for check: 22344	42.86	
REDI-WELDING CO	22345	8/13/2009	13892	731-1022-541.30-18	70.00	WHEEL GUARD
				Total for check: 22345	70.00	
REINDERS INC	22346	8/13/2009	859198-00	100-1003-541.30-18	77.35	STRAW BLANKETS
		8/13/2009	859199-00	100-0703-553.30-18	403.78	STRAW BLANKETS/ROUNDUP STAPLES
				100-1003-541.30-18	21.00	STAPLES
				Total for check: 22346	502.13	

AP Check Register
Check Date: 8/13/2009

Vendor Name	Check Number	Check Date	Invoice Number	Account Number	Amount	Description
RIESTERER & SCHNELL INC	22347	8/13/2009	04400208	731-1022-541.38-03	411.04	ROLLER/CAP/WASHER
			Total for check: 22347		<u>411.04</u>	
RSC EQUIPMENT RENTAL	22348	8/13/2009	41928698-001	100-1004-541.30-18	94.00	STUMP GRINDER
			Total for check: 22348		<u>94.00</u>	
DIANE SCHABACH	22349	8/13/2009	081509	207-0707-552.21-06	11,475.00	SALARY
			Total for check: 22349		<u>11,475.00</u>	
SERVICEMASTER BUILDING MAINTENANCE	22350	8/13/2009	124182	100-0801-521.20-01	1,395.00	JANITORIAL SERVICE
		8/13/2009	124252	100-0801-521.20-01	50.00	CLEAN GARAGE
			Total for check: 22350		<u>1,445.00</u>	
SHERWIN-WILLIAMS CO	22351	8/13/2009	0267-4	100-1008-541.30-18	22.45	SUPPLIES
			Total for check: 22351		<u>22.45</u>	
SHOPO STORES INC	22352	8/13/2009	50269	827-0920-531.30-18	34.93	CRAFT SUPPLIES
			Total for check: 22352		<u>34.93</u>	
STANLEY SECURITY SOLUTIONS INC	22353	8/13/2009	CH-512690	100-0703-553.30-18	76.84	CORES
			Total for check: 22353		<u>76.84</u>	
STUMPF CREATIVE LANDSCAPES	22354	8/13/2009	4476	828-0000-465.00-00	5,494.75	TRESTLE TRAIL LANDSCAPE
			Total for check: 22354		<u>5,494.75</u>	

AP Check Register
Check Date: 8/13/2009

Vendor Name	Check Number	Check Date	Invoice Number	Account Number	Amount	Description
TESCH CHEMICAL CO INC	22355	8/13/2009	TC112539	100-0704-552.30-13	84.90	HUSTLE CLEANER
	Total for check: 22355				<u>84.90</u>	
	22356	8/13/2009	9200088405	100-0801-521.21-05	220.80	VENIPUNCTURE
Total for check: 22356				<u>220.80</u>		
TIMMER'S LANDSCAPING LLC	22357	8/13/2009	460	625-1010-541.82-02	2,750.00	INSTALL DRAIN 1257 DEERFIELD AVE
	Total for check: 22357				<u>2,750.00</u>	
	22358	8/13/2009	097 0051793	731-1022-541.20-01	97.91	MAT/MOP/CLOTHING SERVICE
Total for check: 22358				<u>97.91</u>		
UNITED PAPER CORPORATION	22359	8/13/2009	18865	100-1001-514.20-01	97.25	CUUPS
	8/13/2009	18972	100-1001-514.30-10	619.00	COPY PAPER	
	8/13/2009	18985	100-0704-552.30-13	387.55	SOAP/DISPENSERS	
	8/13/2009	422	100-1001-514.20-01	(97.25)	CREDIT	
Total for check: 22359				<u>1,006.55</u>		
UNITED WAY FOX CITIES	22360	8/13/2009	20090813	100-0000-202.09-00	76.00	PAYROLL SUMMARY
	Total for check: 22360				<u>76.00</u>	
UNITRENDS SOFTWARE CORPORATION	22361	8/13/2009	34683	100-0403-513.30-15	3,283.60	HARDWARE UPGRADE
	Total for check: 22361				<u>3,283.60</u>	
US CELLULAR	22362	8/13/2009	204594076-040	100-0101-511.22-01	63.27	CELL PHONE SERVICE

AP Check Register
Check Date: 8/13/2009

Vendor Name	Check Number	Check Date	Invoice Number	Account Number	Amount	Description
US CELLULAR...	22362...	8/13/2009...	204594076-040...	100-0204-512.22-01	4.80	CELL PHONE SERVICE
				100-0201-512.22-01	64.69	CELL PHONE SERVICE
				100-0401-513.22-01	9.70	CELL PHONE SERVICE
				100-0403-513.22-01	110.02	CELL PHONE SERVICE
				601-1020-543.22-01	4.80	CELL PHONE SERVICE
				100-1001-514.22-01	38.35	CELL PHONE SERVICE
				100-0601-551.22-01	7.64	CELL PHONE SERVICE
				100-0801-521.22-01	103.02	CELL PHONE SERVICE
				100-0919-531.22-01	42.76	CELL PHONE SERVICE
				100-0904-531.22-01	32.69	CELL PHONE SERVICE
				100-1002-541.22-01	129.32	CELL PHONE SERVICE
				100-0702-552.22-01	52.29	CELL PHONE SERVICE
				100-0704-552.22-01	9.60	CELL PHONE SERVICE
				100-0703-553.22-01	161.14	CELL PHONE SERVICE
				100-0304-562.22-01	25.94	CELL PHONE SERVICE
				731-1022-541.22-01	102.25	CELL PHONE SERVICE
				100-1008-541.22-01	7.07	CELL PHONE SERVICE
			601-1020-543.22-01	11.92	CELL PHONE SERVICE	
				981.27		
			Total for check: 22362			
US OIL CO INC	22363	8/13/2009	144087	100-0000-131.00-00	13,761.61	FUEL
		8/13/2009	144088	100-0000-131.00-00	8,647.96	NO LEAD GAS
		8/13/2009	144899	100-0000-141.00-00	(700.00)	CONTRACT PREPAY
		8/13/2009	144900	100-0000-141.00-00	(901.00)	CONTRACT PREPAY
		8/13/2009	M97509	731-1022-541.30-18	1,396.72	OIL
		8/13/2009	M97544	731-1022-541.30-18	1,794.60	THP FLUID
				Total for check: 22363	23,999.89	

AP Check Register
Check Date: 8/13/2009

Vendor Name	Check Number	Check Date	Invoice Number	Account Number	Amount	Description
US PETROLEUM EQUIPMENT	22364	8/13/2009	L37080	731-1022-541.21-06	36.00	SAMPLES
				Total for check: 22364	36.00	
VALLEY CHEMICAL LLC	22365	8/13/2009	0024561-IN	100-0704-552.24-02	153.94	FILTER BAGS/BRUSHES
				Total for check: 22365	153.94	
VILLAGE OF ALLOUEZ-MUNICIPAL CLERK	22366	8/13/2009	ALLOUEZ	100-0000-201.03-00	328.00	BOND
				Total for check: 22366	328.00	
VILLAGE OF HOWARD	22367	8/13/2009	HOWARD	100-0000-201.03-00	187.00	BOND
				Total for check: 22367	187.00	
WARNING LITES OF APPLETON INC	22368	8/13/2009	0905-055	100-0408-552.21-06	283.50	SUNRUNNER EVENT BARRICADE
				Total for check: 22368	283.50	
WATTERS PLUMBING INC	22369	8/13/2009	92557	100-0704-552.24-03	121.00	POOL VALVE REPAIR
		8/13/2009	92558	100-0704-552.24-03	125.00	POOL VALVE REPAIR
				Total for check: 22369	246.00	
WAVERLY SANITARY DISTRICT	22370	8/13/2009	081309	100-0000-203.07-00	8,481.44	TAX COLLECTION PAYMENTS
				Total for check: 22370	8,481.44	
WIL-KIL PEST CONTROL	22371	8/13/2009	1502494	731-1022-541.20-07	63.00	COMMERCIAL CONTRACT
				Total for check: 22371	63.00	

AP Check Register
Check Date: 8/13/2009

Vendor Name	Check Number	Check Date	Invoice Number	Account Number	Amount	Description
WINAGAMIE GOLF FOUNDATION	22372	8/13/2009	081109	100-0702-552.20-03	450.00	450.00 YOUTH GOLF INSTRUCTION
			Total for check: 22372		450.00	
WINNEBAGO COUNTY CLERK OF COURTS	22373	8/13/2009	BOND	100-0000-201.03-00	500.00	500.00 BOND
			Total for check: 22373		500.00	
WINNEBAGO COUNTY REGISTER OF DEEDS	22374	8/13/2009	RD101032	100-0203-512.21-08	11.00	
			Total for check: 22374		11.00	
WINNEBAGO COUNTY TREASURER	22375	8/13/2009	081309	100-0000-203.02-00	752,257.72	752,257.72 TAX COLLECTION PAYMENTS
				100-0000-203.08-00	24,950.16	24,950.16 TAX COLLECTION PAYMENTS
			Total for check: 22375		777,207.88	
WISCONSIN DEPT OF JUSTICE	22376	8/13/2009	17693	100-0801-521.22-01	570.00	570.00 TIME SYSTEM ACCESS
			Total for check: 22376		570.00	
WISCONSIN SUPPORT COLLECTIONS	22377	8/13/2009	20090813	100-0000-202.03-00	1,152.15	1,152.15 PAYROLL SUMMARY
				100-0000-202.04-00	138.40	138.40 PAYROLL SUMMARY
			Total for check: 22377		1,290.55	
					2,822,178.11	

**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	
Kolosso		Jerome	E		
HOME ADDRESS (Street/Route)			POST OFFICE	STATE	ZIP CODE
W6394 MAUITOWOC Rd			APPLETON	WI	54915
HOME PHONE NUMBER		AGE	DATE OF BIRTH	PLACE OF BIRTH	
920 716 3578				WISL	

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.
- Officer of AMERICANOS DRUM & BUGLE CORPS INC
(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:

- How long have you continuously resided in Wisconsin prior to this date? 46 YEARS
- 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 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.)
OWI - 2005 - KAUKAUNA OWI Winnebago Co 1992
- 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 municipality? Yes No
(If yes, describe status of charges pending.)
- 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.) OWNER LAKE PARK PUB TOWN OF HARRISON
(NAME, LOCATION AND TYPE OF LICENSE/PERMIT)
- 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 permit or wholesale liquor 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	From	Employed To
OWNER LAKE PARK PUB	NS904 LAKE PARK RD, MEN	1998	PRESENT
AMERICANOS	1615 DRUM CORPS DR. MAN.	1991	1998

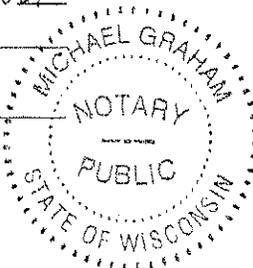
The undersigned, being first duly sworn on oath, deposes and says that he/she is the person named in the foregoing application; that the applicant has read and made a complete answer to each question, and that the answers in each instance are true and correct. The undersigned further understands that 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 15th day of July, 2009
[Signature]
(CLERK/NOTARY PUBLIC)

[Signature]
(SIGNATURE OF NAMED INDIVIDUAL)

My commission expires 5-8-2011



**AUXILIARY QUESTIONNAIRE
ALCOHOL BEVERAGE LICENSE APPLICATION**

W. Anthony

Submit to municipal clerk.

INDIVIDUAL'S FULL NAME (Please Print) (Last Name)		(First Name)	(Middle Name)	SOCIAL SECURITY NUMBER	
BARLOW		SANDRA	M		
HOME ADDRESS (Street/Route)			POST OFFICE	STATE	ZIP CODE
2801 W. PARKMOOR CT			APPLETON	WI	54914
HOME PHONE NUMBER		AGE	DATE OF BIRTH	PLACE OF BIRTH	
(920) 832-0682				ANTIGA 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.
- OFFICER of AMERICANOS DRUM & BUGLE CORPS INC.
(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? 51 years
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 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 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 permit or wholesale liquor 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	From	Employed To
SPURLOCK RUNYAN MILLER	1121 W VALLEY RD MENASHA	10/07	PRESENT
SPEEDY CLEAN DRAIN + SEWER	BUCHANAN ST APPLETON	2/07	10/07

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 13th day of JULY, 2009

[Signature]
(CLERK/MUNICIPAL PUBLIC)
My commission expires 3/2/2011

Sandra Barlow
(SIGNATURE OF NAMED INDIVIDUAL)

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 WINNEBAGO

The undersigned duly authorized officer(s)/members/managers of AMERICANOS DRUM & BUGLE CORPS INC
(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

AMERICANOS CENTRE
(trade name)

located at 1615 DRUM CORPS DR MENASHA WI

appoints SANDRA BARLOW
(name of appointed agent)

2801 W PARKMOOR CT 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? 51 yrs

Place of residence last year 2801 W. PARKMOOR CT, APPLETON WI

For: AMERICANOS DRUM & BUGLE CORPS INC
(name of corporation/organization/limited liability company)

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

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

ACCEPTANCE BY AGENT

I, SANDRA BARLOW
(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.

Sandra Barlow
(signature of agent) Agent's age _____

2801 W. PARKMOOR CT 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 07/28/2009 by [Signature] Title Chief of Police
(date) (signature of proper local official) (town chair/village president, police chief)



Memorandum

TO: Debbie Galeazzi, City of Menasha Clerk

FROM: Assistant Chief/Fire Marshall Al Auxier

DATE: July 27, 2009

RE: Liquor License for Americanos Drum and Bugle Corps. Inc. 1615 Drum Corps. Drive

Neenah-Menasha Fire Rescue, NMFR, did a Liquor License inspection of the 1615 Drum Corps Drive property on 7/27/09 and found fire violations that would not prevent the approval of the Liquor License for Americanos Drum and Bugle Corps. Inc. Therefore, NMFR would recommend approval of the Liquor License for this property.

Call or email me with any questions or concerns.

Al Auxier
Assistant Chief/Fire Marshall
Neenah-Menasha Fire Rescue
aauxier@nmfire.org
(920)886-6203, office
(920)209-9509, cell



Date: July 27, 2009

To: City of Menasha Common Council

From: Todd Drew, R.S. – Sanitarian
City of Menasha Health Department

Re: Liquor License Application – Americanos Centre

An inspection was conducted at the Americanos Centre who submitted a liquor license application for the July 1, 2009 - June 30, 2010 license year.

The health inspection conducted in these establishments included standard sanitation, equipment condition, food safety, plumbing, employee hygiene, toilet and hand washing facilities, insect and rodent control and general condition using Wisconsin Administrative Code and the Wisconsin Food Code (Food Establishment Code) as a basis for inspection procedures.

The inspection conducted in this establishment did not cite any health violations which would necessitate a recommendation to hold the license application.

If you should have any questions regarding this information, please do not hesitate to contact me.



Menasha

City of Menasha • Department of Community Development

To: Debbie Galeazzi
From: Building Inspection Department
Date: 7/29/09

RE: Liquor License Inspection
Americanos Drum & Bugle Club

Address: 1615 Drum Corp. Drive

The premise at the above address has been inspected for compliance with State and Local Building Codes and found to be:

COMPLIANT

NON - COMPLIANT
Recommend delaying license approval until all Violations are corrected.

Respectfully submitted

City of Menasha Building Inspector

Dan Coffey

City of Menasha Building Inspector

RECEIVED

AUG 10 2009

CITY OF MENASHA
BY dg

8-10-2009

Menasha Common Council
140 Main Street
Menasha, WI 54952

Dear Common Council:

I regret to inform you that I am resigning my position as the 1st district Alderman for the City of Menasha effective September 8, 2009.

I have purchased a home outside of the 1st district and will no longer be eligible to serve on the City of Menasha Common Council. I would like to thank you for all of the support, education, and the opportunity to serve the community as an Alderman. I have tremendously enjoyed working along side some of the most passionate and caring community leaders and am confident that they will continue to make Menasha a great place to live, work, and play.

Thank you again for the opportunity to serve.

Sincerely,



Alderman Jason Pamentor
165 Main Street
Menasha, WI 54952



MEMO

TO: Common Council
FROM: Ald. Hendricks, Council President
SUBJECT: Council Vacancy
DATE: August 12, 2009

EHA

As we have received notice that Ald. Pamerter will be resigning his position as District 1 Alderman, I recommend we follow past procedure and instruct the Clerk to advertise for interested residents from District 1 to submit a resume and letter of interest for the position by September 14. The Council will conduct interviews at a Special Common Council meeting scheduled for September 21, 2009. We can make our decision at that meeting and the newly appointed alderman can be seated for the regular meeting.

Thank you