

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  
Tuesday, September 8, 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. Clerk Galeazzi - the following minutes and communications have been received and placed on file:

Minutes to receive:

- a. [Administration Committee, 8/17/09](#)
- b. [Board of Public Works, 8/17/09](#)
- c. [IT Steering Committee, 7/29/09](#)
- d. [Library Board, 8/20/09](#)
- e. [NM Fire Rescue, 8/25/09; Finance & Personnel Committee](#)
- f. [NM Fire Rescue, 8/26/09; Joint Fire Commission](#)
- g. [NM Sewerage Commission, 7/28/09](#)
- h. [Parking Committee, 8/26/09](#)
- i. [Sustainability Board, 8/18/09](#)

Communications:

- j. [Dept. of the Army, 8/17/09; Agenda-regulation of outflows from Lake Winnebago into the lower Fox River](#)
- k. [Dept. of Natural Resources, 8/20/09; alleged violations of air pollution control laws referred to Dept. of Justice \(198 River St.-Menasha Utilities Facility\)](#)
- l. [Fire Chief Len Vander Wyst, 9/1/09; Letter of resignation](#)
- m. [League of Women Voters, 8/09; Merger announcement](#)
- n. [Menasha Historical Society, September newsletter and brochure](#)
- o. [Menasha Utilities, 9/09; Steam detail for the seven months ending July 31, 2009](#)
- p. [NM Sewerage Commission resolution promulgating a policy regulating and permitting discharge of animal and vegetable fats, oils, grease, food wastes and related materials](#)
- q. [PRD Tungate, 8/19/09; Citizen concerns regarding rumor of Menasha pool closing](#)

"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."

F. REPORT OF DEPARTMENT HEADS/STAFF/CONSULTANTS (cont.)

Communications

- r. [Public Works Facility, 9/3/09; August 2009 Disposal Violations](#)
- s. [Resident Letter \(Jean Chew, 241 Sunset Dr.\); 8/20/09, stormwater charge](#)
- t. [Resident Letter \(Richard Meyer, 1201 Grove St.\); 8/27/09, City employees](#)
- u. [Mayor Merkes to Richard Meyer, 9/3/09; thank you letter](#)
- v. [Town of Menasha Utility Commission minutes, 8/10/09](#)
- w. [Waverly Sanitary District minutes, 7/14/09](#)

G. CONSENT AGENDA

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

Minutes to approve:

- 1. [Common Council, 8/17/09](#)
- 2. [Joint Menasha Common Council & Town of Menasha Board of Supervisors, 8/26/09](#)
- 3. [Joint Menasha Common Council & Town of Menasha Utility Commission, 8/26/09](#)

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

- 4. [Request to extend repayment of Winnebago County Industrial Development Board Loan – Advanced Tooling Specialists](#)

Board of Public Works, 8/17/09 – Recommends Approval of:

- 5. [Payment – Vinton Construction Company; Contract Unit No. 2009-01; Midway Business Park Concrete Street & Walk Construction; \\$135,143.52 \(Payment No. 2\)](#)
- 6. [Change Order – DeGroot, Inc.; Third Street Water Main Water Main Replacement Project; ADD: \\$11,100.80; Change Order No. 2 \(Menasha Utilities\)](#)

Parking Committee, 8/26/09– Recommends Approval of:

- 7. [The first parking stall south of the Broad St. and Milwaukee St. intersection on the West side of the street, be designated as "handicap parking"](#)
- 6. Changing the Municipal Code to allow overnight parking on Center Street in areas where parking is not currently prohibited

H. ITEMS REMOVED FROM CONSENT AGENDA

I. ACTION ITEMS

- 1. [Accounts payable and payroll for the term 8/20/09-9/3/09 in the amount of \\$1,245,895.96](#)
- 2. [Pechiney \(Alcan\) Settlement Agreement \(Recommended by Utilities Commission\)](#)

J. ORDINANCES AND RESOLUTIONS

- 1. [R-21-09 – Regarding Cessation of Steam Utility Operations](#)
- 2. [R-22-09 – Approving the City of Menasha's liability insurance renewal through Cities and Villages Mutual Insurance Company \(CVMIC\) \(Introduced by Mayor Merkes\)](#)

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)

Presentation to Alderman Jason Pamerter

O. ADJOURNMENT

**MEETING NOTICE**

**Monday, September 21, 2009 - Council Chambers**

**Special Session Common Council – 5:30 PM**

**Common Council – 6:00 PM**

**Administration Committee – to be determined**

**Board of Public Works – to be determined**

CITY OF MENASHA  
ADMINISTRATION COMMITTEE  
Third Floor Council Chambers  
140 Main Street, Menasha  
August 17, 2009  
MINUTES

DRAFT

A. CALL TO ORDER

Meeting called to order by Chairman Wisneski at 5:40 p.m.

B. ROLL CALL/EXCUSED ABSENCES

PRESENT: Ald. Zelinski, Englebert, Benner, Pamerter, Taylor, Wisneski, Pack, Hendricks  
ALSO PRESENT: Mayor Merkes, Atty Rich Carlson, PC Stanke, DPW Radtke, CDD Keil,  
C/T Stoffel, Bldg. Super Alix, Clerk Galeazzi, and the Press

C. MINUTES TO APPROVE

1. Administration Committee, 8/3/09

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

D. ACTION ITEMS

1. Review proposals for municipal building lighting fixture upgrades

Building Superintendent Alix explained the summary the proposals to replace lighting fixtures in municipal buildings. Faith Technology and Orion/Cummings were the two proposals that took into account most of the lighting fixtures in the City's buildings and were the closest in cost. Staff is recommending the City purchase the Orion six bulb fixture directly and have DPW staff install at Public Works Facility. The modular design of these fixtures will allow staff to easily look at adding controls to the lighting system and can be moved to a new facility when needed. Also, contract with Faith Technologies to retrofit the existing light fixtures for the rest of the Public Works Facility, the Public Protection Facility, the Senior Center and City Hall.

Mayor Merkes explained the no-interest loan from WPPI as a means of paying for the project. The projected annual savings would pay for the project in approximately three years. Staff is also looking at replacement of street lights using this program.

Moved by Ald. Taylor, seconded by Ald. Englebert to recommend to Common Council the City Purchase the Orion six bulb fixture for the Public Works Facility, installation done by the Dept. of Public Works staff and contract with Faith Technologies to retrofit the existing light fixtures for the rest of the Public Works Facility, the public Protection Facility, the Senior Center and City Hall.  
Motion carried on voice vote

2. Request to extend repayment of Winnebago County Industrial Development Board Loan – Advanced Tooling Specialists

CDD Keil explained Advance Tooling Specialists is requesting a two years extension of their Industrial Development Board loan with Winnebago County. The City holds a mortgage on the property as has issued a promissory note to the Winnebago County Industrial Development Board pledging the repayment of the borrowed funds. The City needs to approve the request before the Industrial Development Board will consider the request.

Moved by Ald. Taylor, seconded by Ald. Pack to recommend to Common Council a two year interest only extension for Advance Tooling Specialist.  
Motion carried on voice vote

E. ADJOURNMENT

Moved by Ald. Hendricks, seconded by Ald. Pack to adjourn at 6:00 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 17, 2009  
MINUTES

DRAFT

A. CALL TO ORDER

Meeting called to order by Chairman Taylor at 6:40 p.m.

B. ROLL CALL/EXCUSED ABSENCES

PRESENT: Ald. Zelinski, Englebert, Benner, Pamerter, Taylor, Wisneski, Pack, Hendricks  
ALSO PRESENT: Mayor Merkes, Atty. Rich Carlson, PC Stanke, DPW Radtke, CDD Keil,  
C/T Stoffel, Lonnie Pichler (MU)

C. MINUTES TO APPROVE

1. August 3, 2009

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

Motion carried on voice vote.

D. ACTION ITEMS

1. Payment – Vinton Construction Company; Contract Unit No. 2009-01; Midway Business Park Concrete Street & Walk Construction; \$135,143.52 (Payment No. 2)

DPW Radtke reported work is progressing on this project. The street and sidewalks are installed and there are a few minor items to be completed.

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

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

Lonnie Pichler, MU Supervisor, explained the reasons for overage of concrete quantities. Extra concrete was required to finish a portion of the project originally thought to be the responsibility of the DOT. The original quantity used in creating the bid quantity was based on 6' panels. Some sections placement did not line up and required more than 6' panels.

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

E. ADJOURNMENT

Moved by Ald. Hendricks, seconded by Ald. Pamerter to adjourn at 6:47 p.m.  
Motion carried on voice vote

Respectfully submitted by  
Deborah A. Galeazzi, WMCM  
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  
IT STEERING COMMITTEE  
Gegan Room, Menasha Public Library  
440 First Street, Menasha**

**Wednesday, July 29, 2009**

**8:15 AM**

**MINUTES**

**A. Call to Order**

Meeting called to order at 8:17 AM by CHAIRMAN Wisneski.

**B. Roll Call/Excused Absences**

Present: CHAIRMAN Wisneski, AP Kester, HR Specialist Taubel, ITMgr Lacey and PC Stanke

Excused: COMP Stoffel

Absent: PWS Jacobson

Also Present: ITSUpv James, PL Brunn and Mr. Larry Schmitz of Common Sense Solutions LLC.

**C. Minutes to Approve – Approval of Minutes of May 20, 2009 IT Steering Committee meeting.**

Motion by PC Stanke, seconded by ITMgr Lacey to approve the minutes of the May 20, 2009 IT Steering Committee meeting as submitted. Motion carried.

**D. Public Comments on any matter of concern to this Agenda – Five (5) minute time limit for each person**

NONE

**E. Report of Department Heads/Staff/Consultants – Committee monthly update on status of projects/operations/costs**

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

ITMgr Lacey distributed and reviewed the IT Department report for the year to date through June, 2009. I T M g r Lacey also updated the Committee on the work being done in-house to replace the "Champs" software used by the Health Department to track staff time and student's information. Originally the "Champs" program cost \$50,000 with a \$3,000 annual maintenance fee. The new in-house designed program will provide better work flow capabilities and is more easily utilized by Health Department staff, plus the only cost is staff development time, thereby saving the City \$3,000 per year. The IT Department also was able to help the Police Department place a time-off work schedule on the web page; IT updated the Committee on how the toner and repair program for printers is working and also met with the summer pool staff to explain concerns about equipment usage at the pool. This meeting resulted in better communications and in the future there will be a pre- and post-pool season meeting to review what went right or wrong and get everyone on the same page at the start of next year. Both Personnel and the PD will be included in these meetings to address their concerns.

**F. ACTION ITEMS – (1) Committee discussion on placing links to Farmers Market Sponsors on the City website**

The Committee discussed what was being requested and thought that it would be a violation of current IT Committee policy which prohibits the City from providing endorsements of outside parties. Discussion on having a disclaimer stating you are leaving the City of Menasha website was proposed. The Committee then discussed who has the authority to set standards for sponsorship, which is not a responsibility of this Committee. Committee sentiment was that those issues should be reviewed by the Mayor's Office and standards should be set. Motion by I T M g r Lacey, seconded by PC Stanke to refer this matter back to the Mayor's Office for clarification of the rules of sponsorship with the understanding that once the rules are clarified this agenda item will come back to this Committee for action. Motion carried.

**ACTION ITEMS – (2) Committee discussion on Wisconsin Supreme Court to decide on Open Records Status of Personal E-mail**

The Committee discussed this item, which was for informational purposes only. The matter concerns the use of the municipality's email system for personal emails. Are those emails a private matter or are they a public record? The State Supreme Court will be making a decision on that controversy. The City's current policy is that they all are a public record and no expectation of privacy is provided. All emails of the City are currently being archived, in case of a public records request in the future. The Committee will revisit this issue when the State Supreme Court makes its decision.

**ACTION ITEMS – (3) Committee discussion on next IT Steering Committee meeting date – August 19<sup>th</sup>, 2009 - third Wednesday**

After discussion, by consensus of the Committee members present, the next Information Technology Steering Committee meeting will be held on Wednesday, August 19<sup>th</sup>, at 8:15 AM in the Gegan Room of the Menasha Public Library. Meetings will continue to be held on the third Wednesday of each month through 2010.

**G. ADJOURNMENT**

Motion by HR Specialist Taubel, seconded by PC Stanke to adjourn. Motion carried. Meeting adjourned at 9:10 AM.

Respectfully submitted,

Susan Wisneski  
Acting Committee Secretary

	Budget \$	YTD \$	% used YTD
<b>Total Budget</b>	<b>\$348,510</b>	<b>\$165,319</b>	<b>47.44%</b>

January 2009 through June 2009

**I.T. Department  
Projects  
May 20, 2009 through July 28, 2009**

**Open Requests/Projects**

- Hardware
  - Research Hardware for Budget 2009
  - Research Hardware for future City IT projects.
  - Research Printer/Copier replacement for PD.
- Software
  - Website updates
  - Health Charting
  - PWF Excavation Billing Module
  - Research Intranet options

**Current Requests/Projects**

- Software
  - Tax file updates
  - Assist Assessor Dept with reporting.
  - Work with Assessor consultants on City options for Market Drive data distribution.
- Hardware
  - Deploy PCs to City Hall second floor and PWF.
- Application
  - Configure HR Department PCs for Sungard\_HTE HR package.

**Completed Requests/Projects**

- Application
  - Added Web access for Police Officer Schedules
  - Implemented Modern Business Machines Print Care Service.
  - Entered new account numbers in Budget Application.
- Hardware
  - Deployed Common Council Presentation PC.
  - Set up City Pool's IT resources.

CITY OF MENASHA  
Special Joint Common Council and  
Town of Menasha Board of Supervisors  
Town of Menasha Municipal Complex Assembly Room  
2000 Municipal Drive, Neenah, WI  
August 26, 2009  
MINUTES

DRAFT

A. CALL TO ORDER

Meeting called to order by Mayor Merkes and Town Chairman Tews at 6:30 p.m.

B. PLEDGE OF ALLEGIANCE

C. ROLL CALL/EXCUSED ABSENCES

PRESENT: Ald. Englebert, Benner, Taylor, Wisneski, Pack, Hendricks, Zelinski  
Chairman Tews, Comm. Gerhardt, Hanson, Ziegler, Youngquist

EXCUSED: Ald. Pamenter

ALSO PRESENT: Mayor Merkes, Atty Carlson, DPW Radtke, CDD Keil, C/T Stoffel,  
Town Administrator Sturgel, Atty Koehler, CDD Dearborn,  
Engineer Lee Rebold, City Clerk Galeazzi, Town Clerk Backman,  
and the Press.

D. DISCUSSION/ACTION ITEMS

1. Manitowoc Road Resurfacing Update and Discussion

Lee Rebold, Engineer from McMahon, explained the joint effort by both the City and Town to apply for stimulus money for the resurfacing of Manitowoc Road. The funds were received and construction is expected to begin in 2010. All the necessary paperwork needs to be completed and submitted by Dec 1, 2009. This will be a State DOT project. The DOT will oversee the project. He explained this will be just a resurfacing project, not a new construction so there will be no changes to the design of the road.

Administrator Sturgel explained the City and Town had discussed different options for Manitowoc Road, but that changed when they found out about the stimulus money. The City and Town will share the cost of the project, 50-50.

Mayor Merkes explained there will be a Memorandum of Understanding for engineering cost and an agreement as the Town will have the lead on this project.

2. Midway Road Sidewalk Update and Discussion

Administrator Sturgel explained the City and Town had been discussing for a few years the installation of sidewalks and/or trail. Staff has been trying to determine where property lines end and right-of-way begins. Town would complete Phase I of the project in performing the necessary title work and right-of-way plat preparation. The Town could work with McMahon Engineering on Phase I. The City would take the lead on Phase II, which would be design, plans and specifications, bidding, and construction staking of the project.

Discussion ensued on enhancing a pedestrian/bike trail; should installation be on both sides of Midway Road; should it extend all the way to Racine Road; what part does DOT have; would utility poles need to be moved; policies for each municipality for assessing for new sidewalk/trail; cost of the project; funding options;

Mayor Merkes and Chairman Tews recommended bring back to each Board the costs associated with proceeding with Phase I.

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

Paul Eisner, 1807 Brighton Beach, Menasha. As Winnebago County Supervisor, he thanked both governing bodies for working together on the projects for the safety of the residents.

Mayor Merkes thanked the members of the Town Board for working jointly for the good of both communities.

Chairman Tews thanked the City and Town staff for working together for the benefit of the residents.

F. ADJOURNMENT

Moved by Ald. Benner, seconded by Ald. Wisneski to adjourn at 7:35 p.m.

Motion carried on voice vote.

Moved by Comm. Ziegler, seconded by Comm. Hansen to adjourn at 7:35 p.m.

Motion carried on voice vote.

Respectfully submitted by  
Deborah A. Galeazzi, WCMC  
City Clerk

CITY OF MENASHA  
Special Joint Common Council and  
Town of Menasha Stormwater Utility Commission  
Town of Menasha Municipal Complex Assembly Room  
2000 Municipal Drive, Neenah, WI  
August 26, 2009  
MINUTES

A. CALL TO ORDER

Meeting called to order by Mayor Merkes and President Tews at 5:30 p.m.

B. PLEDGE OF ALLEGIANCE

Ald. Taylor requested a moment of silence for Sen. Edward M. Kennedy who passed away.

C. ROLL CALL/EXCUSED ABSENCES

PRESENT: Ald. Englebert, Benner, Taylor, Wisneski, Pack, Hendricks, Zelinski  
President Tews, Comm. Gerhardt, Hanson, Ziegler, Youngquist

EXCUSED: Ald. Pamerter

ALSO PRESENT: Mayor Merkes, Atty Carlson, DPW Radtke, CDD Keil, C/T Stoffel,  
Town Administer Sturgel, Atty Koehler, CDD Dearborn, Assr Eberger,  
City Clerk Galeazzi, Town Clerk Backman, and the Press.

D. DISCUSSION ITEMS:

1. Discussion regarding the Tayco Pond Joint Project

President Tews thanked everyone for attending this historical meeting and for the two communities for working together for the good of the citizens.

Assr Eberger explained the natural drainage led officials to look at the parcel of land on Tayco Road for a joint stormwater management pond. The offer of \$364,500 was accepted by the owner, Kenneth Syring. Assr. Eberger thanked the people involved for moving forward on the project.

Nick VandeHey from McMahon Engineers gave a presentation on the design and construction of the Tayco Pond. He explained the allocation of the project is based on total suspended solids, 74.2% would be City responsibility and 25.8% would be Town responsibility. Grant funds and low interest rate loans will be used to fund the project. The operation and maintenance annual cost will also be allocated based on the total suspended solids. Eight bids were received for the construction of the pond ranging in price from \$1,201,100.99 to \$1,824,365.76. McMahon is recommending awarding the contract to J&E Construction Company, Inc with the lowest bid of \$1,201,100.99.

E. PUBLIC COMMENTS ON ANY MATTER LISTED ON THE AGENDA

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

No one spoke.

## F. ACTION ITEMS

### 1. Approve the Land Purchase for Tayco Pond

Moved by Ald. Taylor, seconded by Ald. Wisneski to approve land purchase for Tayco Pond.

Motion carried on roll call 7-0.

Moved by Comm. Youngquist, seconded by Comm. Hansen to approve land purchase for Tayco Pond.

Motion carried on voice vote.

### 2. Award Bid for Tayco Pond Project

Moved by Comm. Gerhardt, seconded by Comm. Ziegler to award bid to J&E Construction Company, Inc. in the amount of \$1,201,100.99.

Motion carried on roll call 5-0.

Moved by Ald. Wisneski, seconded by Ald. Hendricks to award bid to J&E Construction Company, Inc. in the amount of \$1,201,100.99.

Motion carried on roll call 7-0.

### 3. Amend Joint Stormwater Feasibility Intermunicipal Agreement

Mayor Merkes explained the amendments are the allocation of funds/cost for each Municipality.

Moved by Ald. Taylor, seconded by Ald. Hendricks to approve amendment to Joint Stormwater Feasibility Intermunicipal Agreement

Motion carried on roll call 7-0

Moved by Comm Youngquist, seconded by Comm. Ziegler to approve amendments to Joint Stormwater Feasibility Intermunicipal Agreement

Motion carried on roll call 5-0

## G. ADJOURNMENT

Moved by Comm. Hansen, seconded by Comm. Ziegler to adjourn at 6:07 p.m.

Motion carried on voice vote

Moved by Ald. Hendricks, seconded by Ald. Benner to adjourn at 6:07 p.m.

Motion carried on voice vote

Respectfully submitted by  
Deborah A. Galeazzi, WCMC  
City Clerk

**D R A F T**  
**MINUTES OF REGULAR MEETING**  
**ELISHA D. SMITH PUBLIC LIBRARY TRUSTEES**

**August 20, 2009**

**Call to order** at 4:01 p.m. by vice president Enos

Present: Carlson, Derouin, Eisen, Enos, Nebel, Werley, Wicihowski, Wisneski

Also present: Director Saecker, J. Bongers (Head of Adult & Technical Services), K. Seefeldt (Administrative Assistant)

**Authorization of Bills**

1. Motion to authorize payment of the July list of bills from the 2009 budget by Werley, seconded by Wisneski, and carried unanimously.
2. Motion to authorize payment of the August list of bills from the 2009 budget by Carlson, seconded by Wicihowski, and carried unanimously.

**Consent Business**

3. Approve minutes from the Board meeting of June 18, 2009.
4. Accept minutes from the Nominations Committee meeting of June 18, 2009.

**Motion**

Motion to approve consent business as presented by Eisen, seconded by Derouin, and carried unanimously.

**Director's Report/Information Items**

5. Statistics. July proved to be another busy month at the library. Circulation increased overall by 7.7%.
6. Welcome New Board Members. Director Saecker introduced new Library Board members Gary Wisneski and Rick Carlson. Gary Wisneski is replacing Ros Stanke. Rick Carlson is an interim replacement for Keith Fuchs until a new Superintendent of Schools is hired by the District.
7. 2010 Library Budget and MOE. Maintenance of Effort for libraries in our state is the average of the last three years of funding. It is expected that our library will be held to MOE for 2010, which means that our budget will be reduced by approximately \$22,000. Budget increases that are anticipated include health insurance 8%, retirement 6%, electricity 9% and salaries/wages 1%. We are due a revenue increase of \$16,000 from Winnebago and Calumet Counties as a result of our increased circulation last year. Overall, Director Saecker anticipates a \$6,000 reduction in our 2010 budget.  
Eisen stated that he attended the Winnefox Library System Board meeting that was held here on July 29<sup>th</sup>. He gave a brief summary of topics of interest that were discussed at the meeting.

**Discussion/Action Items**

8. Election of Officers. Sue Werley presented the following slate of officers on behalf of the Nominations Committee: Jill Enos for the office of president, Sue Werley for the office of vice president, and Paul Eisen for the office of secretary. There were no nominations from the floor. Nominations were closed.

**Motion**

Motion to approve the slate of officers for 2009-2010 as presented by Carlson, seconded by Wisneski, and carried unanimously.

9. Appoint Standing Committees. President Jill Enos made the following appointments:  
Finance Committee: Nebel (chair), Carlson, Eisen  
Policies & Personnel Committee: Wicihowski (chair), Werley, Wisneski  
Buildings & Grounds Committee: Enos (chair), Derouin, Carlson  
Investment Committee: Enos (chair), Nebel, Director Saecker
10. Day/Time of Board Meetings. Library Board meetings will continue to be held on the third Thursday of each month at 4:00 p.m.
11. Request for Consideration Form. Director Saecker presented a new version of our Request for Consideration form for the Board's consideration. Discussion ensued.

**Motion**

Motion to approve the updated Request for Consideration form as presented by Nebel, seconded by Eisen, and carried unanimously.

12. Staff Retreat Closing. Director Saecker planned a staff in-service for Friday, October 30. She requested that the library be closed from 8:30 a.m. until 1:00 p.m. so that all staff would be able to attend. Jeff Russell will speak on *Resilience in the Age of Uncertainty*. Eisen stated that he opposed this closing because it fell on a date when the State Teacher's Convention is scheduled to be held and all public schools will be closed. He felt it was imperative that the library be open all day to meet the needs of students. Discussion ensued.

**Motion**

Motion to table this item until a future meeting by Eisen, seconded by Wisneski. Three voted aye, five voted nay. Motion failed to pass.

**Motion**

Motion to approve a half-day closing for a staff in-service on October 30, 2009 as presented by Carlson, seconded by Werley. Discussion ensued. Five voted aye, three voted nay. Motion passed.

13. Fund-Raising Discussion. Nebel advocated for the Board to fulfill the July 1, 2009 salary increase that had been authorized for staff at the beginning of the year. It was removed by the Library Board at the June 18<sup>th</sup> meeting at the request of the mayor. On June 15<sup>th</sup>, the City's Common Council approved a salary freeze as recommended by Mayor Merkes. This freeze halted the 1% raise that was due to go into effect on July 1, 2009 for all City non-reps and department heads, including library personnel. It was then brought to the Library Board for approval at the June meeting. Nebel requested permission to explore various ways for the Board to honor this commitment. Carlson noted that it is not the Board's responsibility to raise funds for staff salary increases. He also noted action had already been taken by the Board on this topic; therefore, it should not have been brought back to the table. Nebel stated that he had discussed this matter recently with the mayor and with some members of the Common Council and was informed that they had not recommended a salary freeze for library employees. Director Saecker noted that Nebel was in error. Nebel was reminded that Library Board trustees are members of a governing body and must act as a body. Any personal discussions he had with the mayor and aldermen on this topic, without the consent of the full Board, were not done in accordance with this.
14. Trustee Essential #10. Eisen reviewed Trustee Essential #10 *Developing Essential Library Policies*.

**Announcements**

Jill Enos volunteered to review Trustee Essential #11 *Planning for the Library's Future* at the September meeting.

Eisen noted that it was good to see the revenue increases that appeared on our recent quarterly Endowment and Memorial Fund reports from the Community Foundation of the Fox Valley.

**Adjournment**

Motion to adjourn the meeting at 5:10 p.m. by Carlson, seconded by Werley, and carried unanimously.

**Future meeting dates**

The next regular Board meeting will be held in the Gegan Room on Thursday, September 17, 2009 at 4:00 p.m.

Respectfully submitted,

Paul Eisen, Secretary

Kris Seefeldt, Recording Secretary

Neenah-Menasha Fire Rescue  
Finance & Personnel Committee Meeting  
Tuesday, August 25, 2009 – 5:30 p.m.  
3<sup>rd</sup> Floor Conference Room – City of Menasha

Ald. Wisneski called the meeting to order at 5:30 p.m.

Present: Ald. Wisneski, Stevenson, Benner, Ahles, Hendricks and Lange.

Also Present: Chief Vander Wyst, Director Stoffel and Administrative Assistant Theisen.

Approval of Minutes: The Committee reviewed the minutes from June 23, 2009. **MSC Lange/Hendricks to approve the minutes of June 23, 2009, all voting aye.**

Month End Budget Report: The Committee reviewed the July 2009 month end budget report. **MSC Ahles/Lange to approve and place on file the July 2009 month end budget report, all voting aye.**

5:35 p.m. – Ald. Stevenson entered the meeting.

Monthly Activity Report: The Committee reviewed the July 2009 monthly activity report. **MSC Hendricks/Benner to approve and place on file the July 2009 month end activity report, all voting aye.**

Information Systems Budget Allocation: The 2010 Information System budget proposal was reviewed. This is for the City of Neenah's IS Department to provide services to NMFR. Chief Vander Wyst said all of the funds for the budget are being allocated to each and every department within the City of Neenah based on use. Chief Vander Wyst noted that the total budgeted amount will be ramped up over a three-year period and the entire amount of \$100,000 will be allocated in 2012. Neenah IS will start supporting the Firehouse user software so there will be back up, which they are not doing right now. They will also send someone from their department to Firehouse training so they are familiar with our records management program. Neenah IS also agreed to provide the same services to us that they provide to the City of Neenah Police Department. Ald. Hendricks asked if there are any line items that will be reduced to cover the additional \$33,300 increase in the 2010 IS budget. Chief Vander Wyst said he is working on the budget right now to off set that expense. However, he does not know how union contracts will be settled with the current negotiations going on. Ald. Stevenson said one of the reasons why this report was done was to justify the amounts based on usage. Chief Vander Wyst said they are now going to make sure every department has to budget for there IS usage and not just NMFR. Director Stoffel asked if the Menasha IS Department was used for any services and Chief Vander Wyst said we were not. He did mention that the Menasha IS Department was approached last fall to see if they could provide the same services and what the cost would be. However, they were not able to do that due to switches and servers being in the City of Neenah IS Department.

2010 Budget Preparation: Chief Vander Wyst said he is currently working on the 2010 budget preparation. He said there might be some impact on the Operating Budget due to establishing a new eligibility list. He does hope this will be charged out to the Fire

Commission budget. He is at a little over 2% increase for 2010 but cautioned he didn't know what would happen with the current union negotiations.

Red Shirt Friday: Chief Vander Wyst said the new fundraiser is going well and they hope to sell more shirts to the public in the upcoming months.

**MSC Benner/Stevenson to adjourn at 5:55 p.m., all voting aye.**

Respectfully Submitted,

Len Vander Wyst  
Chief

LV/tt

Neenah-Menasha Fire-Rescue  
Joint Fire Commission Meeting Minutes  
Wednesday, August 26, 2009 – 12:00 p.m.  
3<sup>rd</sup> Floor Conference Room – Menasha Council Chambers

Commissioner Mattes called the meeting to order at 12:00 p.m.

Present: Commissioners Jim Liebhauser, Mark Keating, Elizabeth Nevitt, Bill Mattes, Jason Dionne and Chris Wales-Magners.

Also Present: Fire Chief Len Vander Wyst and Administrative Assistant Tara Theisen.

Approval of Minutes: The Commission reviewed the meeting minutes of May 27, 2009. **MSC Liebhauser/Wales-Magners to approve the meeting minutes of May 27, 2009, all voting aye.**

Activity Reports: The Commission reviewed the July 2009 activity report. This is informational only and no action is required.

Department Budget Report: The Commission reviewed the July 2009 budget report. This is informational only and no action is required.

NMFR Joint Finance & Personnel Committee Meeting Minutes: The Commission reviewed the NMFR Joint Finance & Personnel Committee Meeting of June 23, 2009. This is informational only and no action is required.

2010 Budget Preparation: Chief Vander Wyst discussed the 2010 department budget. He explained that Local 275 does have a current contract in place but they have been asked to re-open their contract to discuss wages. At this time, he is able to work on a 2010 budget but does not know what will happen with the union contract.

The Commission discussed the 2010 budget for establishing an eligibility list. A handout was given out on a proposed budget for this. The Commission asked Chief Vander Wyst to work with HR Coordinator Barber to set the budget for recruitment. If the budget should drastically increase then he was asked that this information be emailed out to everyone.

Red Shirt Friday: Chief Vander Wyst discussed the new “Red Shirt Friday” campaign that NMFR has started. Red NMFR shirts will be sold for \$10 and the proceeds of these shirts will be given to Home For Our Troops. This non-profit organization helps wounded veterans with their homes to help with their disabilities.

**MSC Keating/Leibhauser to adjourn at 12:25 p.m., all voting aye.**

Respectfully submitted,

Len Vander Wyst  
Chief

# NEENAH-MENASHA SEWERAGE COMMISSION

## Regular Meeting

Tuesday July 28, 2009

Meeting was called to order by Commission President W. Zelinski at 8:00 a.m.

**Present:** Commissioners R. Zielinski, T. Hamblin, D. Youngquist W. Helein, K. Bauer, G. Falck, W. Zelinski; Manager Much, Accountant Voigt.

**Also Present:** Paul Much, Jim Peichl (MCO); Mike Sambs (Waverly); Chad Olsen (McMAHON); David Maccoux (Schenck).

Motion made by Commissioner R. Zielinski, seconded by Commissioner W. Helein to approve the minutes of the Regular Meeting of June 23, 2009. Motion carried unanimously.

### Correspondence

The following verbal report was discussed:

Manager Much reported to the Commission that Attorney Gunz will terminate providing his legal services to the NMSC on December 31, 2009. Attorney Gunz has offered to provide recommendations of several individuals worth considering as his replacement. A couple of the Commissioners indicated they will check with sources they know to see if they know any individuals to also consider.

### Budget, Finance, Personnel

Accountant Voigt presented the preliminary financial statements for the month of June 2009. After discussion, motion made by Commission D. Youngquist, seconded by Commissioner R. Zielinski to accept the financial statements for the month of June and place it on file. Motion carried unanimously.

Accountant Voigt presented MCO Invoices #13704, #13736, and #13734 in the amounts of \$118,252.31, \$768.16, and \$354.01. After discussion, motion by Commissioner D. Youngquist, seconded by Commissioner R. Zielinski to approve for payment MCO Invoices #13704, #13736, and #13734 and to pay the invoices after August 1. Motion carried unanimously.

Accountant Voigt presented the Accountants Report for the month of June. The money market rates have continued to decrease. MCO generated \$2,861 in income to the Commission in June. On July 1 \$1,000,000 was placed into the CDARS deposit placement agreement; a copy of the depository institutions was provided. After discussion, motion by Commissioner R. Zielinski, seconded by Commissioner D. Youngquist to accept the Accountants Report for the month of June 2009. Motion carried unanimously.

Mr. David Maccoux from Schenck presented and discussed the NMSC Audit Report and Report of Other Comments and Observations as of December 31, 2008. The Commission bond rating was questioned; it was reported that the Commission bond rating is reviewed for the Commission

only when a bond borrowing is planned. After review of both documents and related discussion, a motion by Commissioner R. Zielinski, seconded by Commissioner K. Bauer to accept and approve the Audit Report and Report of Other Comments and Observations as of December 31, 2008. Voting aye: Commissioner W. Helein, R. Zielinski, K. Bauer, G. Falck, T. Hamblin. Commissioner D. Youngquist abstained. Motion carried.

Accountant Voigt presented for payment McMAHON invoice #46886 in the amount of \$96.50. After discussion, motion by Commissioner D. Youngquist, seconded by Commissioner K. Bauer to approve for payment invoice #46886. Motion carried unanimously.

Accountant Voigt reported that work on the 2010 NMSC Budget has started and questioned if the Commission had any input for the budget. Commissioner D. Youngquist indicated we should continue to look at the Replacement Fund and Depreciation Fund rates and consider additional increases to keep up with costs. It was also questioned on how we can prepare for the PCB issue; we should also consider budgeting the electricity costs based on running the methane gas engine.

### **Operations, Engineering, Planning**

Manager Much presented and discussed the operating report for the month of June 2009. The plant is operating well and meeting performance. With the dry weather, operating income is down. There are some plant items to begin looking at: the dewatering presses will soon need major rebuilds; sludge storage building; heat exchanger – temperature control problems; sludge recirculation pumps – not as efficient due to age; aeration system – blowers and piping are 20+ years old, should begin looking at high efficiency units; Siloxane issues – the boiler tubes are coated white with Siloxane, we should look at installing a removal system. We should have some capital costs and an engineering proposal at the next Commission meeting. After discussion, motion by Commissioner D. Youngquist, seconded by Commissioner T. Hamblin to accept the operating report for the month of June 2009. Motion carried unanimously.

Manager Much reported to the Commission on the 230kW Biogas engine. We are waiting for Menasha Utilities and WPPI for information for installing to the grid. Once this information is received, we can look at connecting the engine.

Manager Much presented and discussed two quotes received for replacing the roof on the digester building. W&L provided the low quote; this firm also replaced the roof on the service building last year. After discussion, motion by Commissioner D. Youngquist, seconded by Commissioner R. Zielinski to accept the quote from W&L Insulation & Roofing, Inc. in the amount of \$19,478 to replace the membrane roof on the digester building. Motion carried unanimously.

### **Old Business**

Interceptor ownership. Manager Much indicated there is no new information to report.

Biosolids Management. Manager Much reported that we should possibly look at large grain operations; these operations are looking to purchase land. Manager Much also reported on receiving a contact from the Reedsville area on someone who may be interested in receiving our

sludge for land application. The use of the County landfill is looking more like a dead issue; the idea of working together with Oshkosh could still be a good option, we may want to work with a realtor to look at what land is available. It was questioned if we are looking to purchase land, how much area are we looking at? It was reported we need 1,000 to 1,500 acres. The phosphorous issues could make this whole effort a crapshoot. Phosphorous based limits for land application could greatly restrict how much sludge can be land applied on a site.

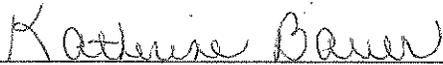
HVAC System Update. We are looking at obtaining a second quote for this work.

**Vouchers**

Questions were asked regarding the payments to the DNR and Travelers Insurance. After discussion, motion made by Commissioner R. Zielinski, seconded by Commissioner D. Youngquist to approve operating and payroll fund vouchers #131046 through #131111 in the amount of \$342,036.58 for the month of June. Motion carried unanimously.

Motion made by Commissioner R. Zielinski, seconded by Commissioner D. Youngquist to adjourn the meeting. Motion carried unanimously. Meeting adjourned at 9:12 a.m.

  
\_\_\_\_\_  
President

  
\_\_\_\_\_  
Secretary

**THE NEXT REGULAR MEETING IS ON TUESDAY August 25<sup>th</sup> 2009.**

**CITY OF MENASHA**  
**Parking Committee**  
**Third Floor Council Chambers, City Hall - 140 Main Street, Menasha**  
**August 26, 2009**

**DRAFT MINUTES**

**A. CALL TO ORDER**

Meeting called to order by PWD Radtke at 10:01 a.m.

**B. ROLL CALL/EXCUSED ABSENCES**

**PRESENT:** Ald. Wisneski; PWD Radtke; PC Stanke

**ALSO PRESENT:** Diane Schabach, Harbormaster; Carol Schmidt, Public Works and Engineering Department

**EXCUSED:** CDD Keil

**C. MINUTES TO APPROVE-MINUTES & COMMUNICATIONS TO RECEIVE**

1. Motion by Ald. Wisneski, seconded by PC Stanke to approve the minutes of the April 1, 2009 meeting. Motion carried.

**D. DISCUSSION ITEMS**

1. **Request for First Parking Stall after the Broad Street and Milwaukee Street Intersection be Designated as "Handicap Parking" for Evangel Worship Center**

Request was made by Daniel Kiefer, Lead Pastor of Evangel Worship Center. Pastor Kiefer was not present at this meeting.

After a brief discussion, a motion was made by PC Stanke, seconded by Ald. Wisneski to recommend that the First Parking Stall south of the Broad Street and Milwaukee Street Intersection on the West side of the Street, be designated as "Handicap Parking."

Motion made by PC Stanke, seconded by Ald. Wisneski. Motion carried on voice vote.

2. **Marina Parking Options**

Attached is a copy of the letter Harbormaster Schabach sends to her boaters each spring.

PC Stanke met with Mayor Merkes regarding Marina patrons overnight parking issues and it was suggested he bring them to the Parking Committee. As discussed at previous meetings, PC Stanke understands there are seven stalls on Center Street and parking is also available in the Broad Street Parking Lot and the Chute Street Parking Lot. Overnight parking is allowed on odd/even days from April 1<sup>st</sup> to October 31<sup>st</sup>. They are to call the Police Department to advise if they are unable to move their vehicle for the second night.

Motion made by PC Stanke, seconded by Ald. Wisneski to recommend to the Common Council to change the Municipal Code to allow overnight parking on Center Street in areas where parking is not currently prohibited. Motion carried on voice vote.

Harbormaster Schabach had additional questions about signage being incorrect. PWD Radtke stated the committee would take a look and be sure the signage matches the ordinance.

PC Stanke asked that Harbormaster Schabach meet with the Police Department before her next newsletter goes out, but wait until the Parking Committee has finished their work and final information is sent to her. Harbormaster Schabach agreed.

**E. ADJOURNMENT**

1. Motion made by Ald. Wisnesk, seconded by PC Stanke to adjourn at 10:30 AM.  
Motion carried.

Respectfully submitted by Carol A. Schmidt, Public Works and Engineering Department

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

**August 18, 2009**

**6:30 PM**

**Minutes**

**A. CALL TO ORDER**

Meeting called to order at 6:35 p.m. by Roger Kanitz

**B. ROLL CALL/EXCUSED ABSENCES**

Present: Sadie Schroeder, Roger Kanitz, Mike Dillon

Excused: Becky Bauer, Trevor Frank

Others Present: 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, 7/21/09

Moved by Roger Kanitz and seconded by Sadie Schroeder to approve minutes of July 17, 2009 meeting.

Motion carried

**E. COMMUNICATIONS**

None

**F. DISCUSSION ITEMS**

1. City Of Menasha Redevelopment/Vision Plans – City of Beloit Model Roger Kanitz reported on his recent visit to the City of Beloit and described the progress the city has made in renovating the city's waterfront with parks, green space and other amenities. Commissioners discussed prospects for generating public interest and support for such an initiative in Menasha. Greg Keil is to contact the Community Development Director of Beloit to find out more about the process that led to the city's redevelopment effort.

**G. REPORT OF COMMISSIONERS AND STAFF**

1. SCA Green Scene & Heard Event -Mike Dillon reported that the event was well attended. Eight persons picked-up volunteer forms. There will be a follow-up event on America Recycles Day in which the Winnebago County Solid Waste Department will be participating. Kristin Sewall is to make the volunteer forms available to George Dearborn and Eileen McCoy.

2. ECOS Sustainability Conference - Roger Kanitz reported that planning for the conference is underway for the event to be held on October 24. The City of Oshkosh and New North are potential participants as well as local sustainability boards. The event will be held at UW Fox Valley.
3. Valley Transit Update: Roger Kanitz reported that funding has been approved for Valley Transit to acquire three hybrid buses.
4. Menasha Utilities Public Power Week Event – Greg Keil reported that Menasha Utilities will be holding the event October 5. Customers will be eligible to receive a complimentary package of energy saving products. A related event entitled “Answers to Energy Questions” is scheduled for October 15 at UW Fox Valley.
5. City Department TNS Presentations/Sustainability Policy- - Greg Keil reported that Mike Dillon from SCA and Bill Beachkofski from Energy Control and Design made presentations to city department heads on reducing energy consumption in municipal buildings. Commissioners discussed topics for succeeding meetings and methods to promote fuller engagement by the departments in adopting sustainability principles.
6. Demonstration projects - Stormwater/Water quality, natural landscaping – Greg Keil reported that the rain garden project has been put on hold until September due to concerns about the survivability of plants in hot/dry weather.
7. Walking & Bike Audit- Greg Keil reported that mapping of the features and attributes associated with the audit has been completed.
8. Neighborhood Electric Vehicle Ordinance – Greg Keil reported that attempts are being made to coordinate the establishment of NEV ordinances with the Town of Harrison. The regional planning commission will be making a presentation to the town on creating a NEV ordinance.
9. Farm Fresh Market - Greg Keil reported that Kristin Sewall is organizing an event called Hometown Halloween Trick or Treat, which is to coincide with the October 29 Farm Fresh Market. The event is being coordinated with Menasha downtown businesses. Mike Dillon offered a contribution of \$300 by SCA Tissue for the event.
10. Follow up to Sustainability Board Volunteer Form- Linda Stoll is to create a letter for Kristin Sewall to distribute to persons who responded to the volunteer forms.

#### H. ACTION ITEMS

1. Set next meeting date  
Meeting set for September 16, 2009

#### I. ADJOURNMENT

Motion made by Sadie Schroeder and seconded by Mike Dillon to adjourn at 7:57 p.m.

Respectfully submitted by CDD Greg Keil



DEPARTMENT OF THE ARMY  
DETROIT DISTRICT, CORPS OF ENGINEERS  
BOX 1027  
DETROIT, MICHIGAN 48231-1027

IN REPLY REFER TO

August 17, 2009

Engineering and Technical Services  
Great Lakes Hydraulics and Hydrology Office

To Our Lake Winnebago Partners:

You are invited to attend the interagency coordination meeting concerning the regulation of the outflows from Lake Winnebago into the lower Fox River. The meeting will be held at Radisson Paper Valley Hotel on 333 West College Avenue, Appleton, WI on Tuesday, October 27, 2009 at 9:00 AM. A map of the hotel location is enclosed.

This is an interagency meeting that will be open to the public. It is being conducted to exchange information between the Corps of Engineers and representatives of other groups that have expressed an interest in the water resources management of the Lake Winnebago Basin.

The meeting agenda is as follows:

- a. Regulation Actions, October 2008- September 2009
- b. Regulation Strategy, October 2009- September 2010
- c. Other Items of Concern

We look forward to your participation. If you have any questions, please contact Mr. John Allis at (313) 226-2137.

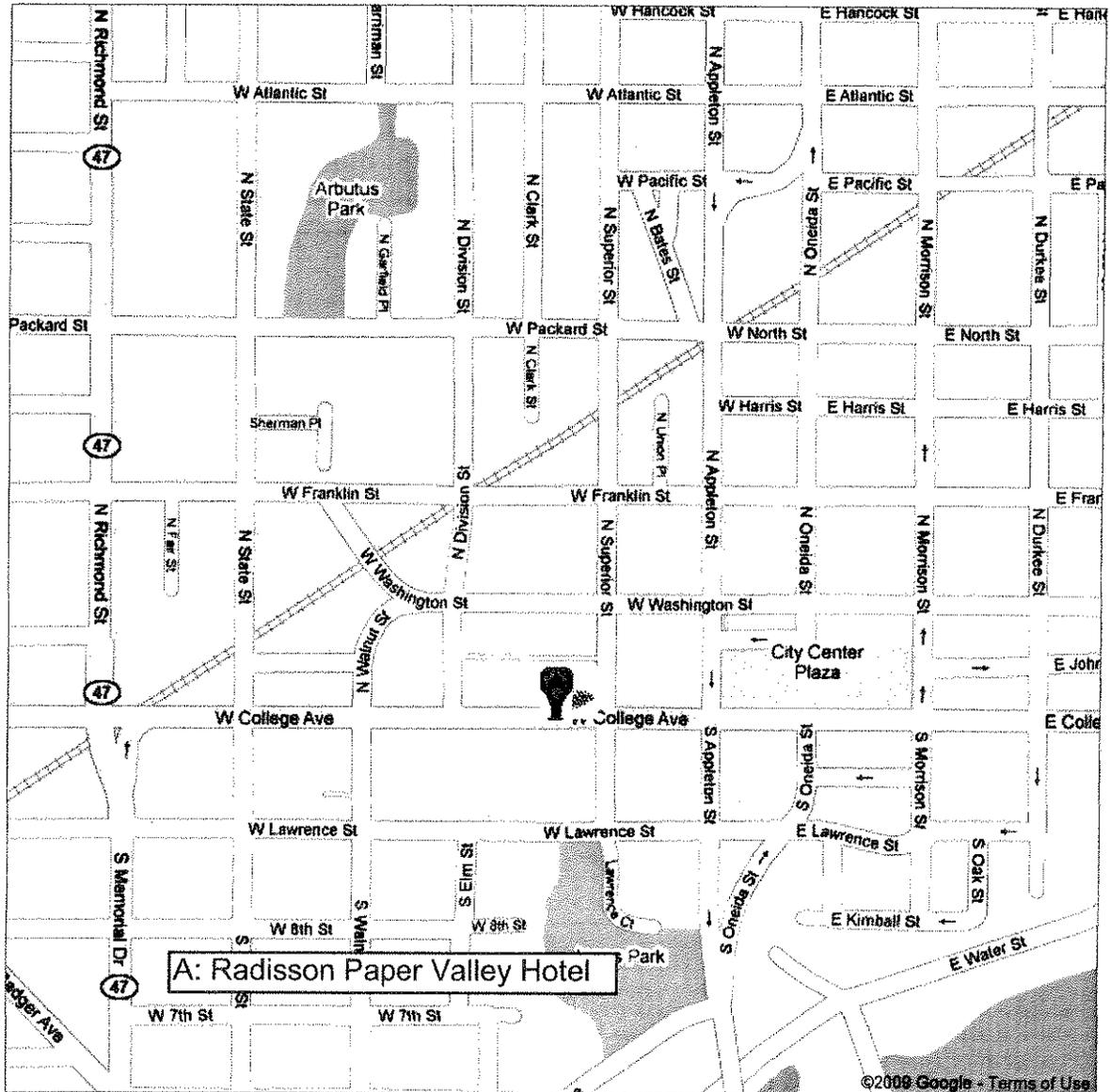
Sincerely,

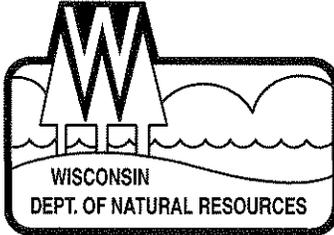
  
Michael K. O'Bryan  
Chief, Engineering and Technical  
Services

Enclosure

Copies Furnished:

Kewaunee Sub-Ofc.  
Fox River Proj. Ofc.  
GLH&H Ofc.



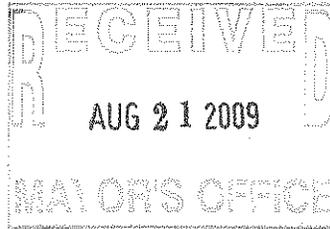


**State of Wisconsin \ DEPARTMENT OF NATURAL RESOURCES**

Jim Doyle, Governor  
Matthew J. Frank, Secretary

101 S. Webster St.  
Box 7921  
Madison, Wisconsin 53707-7921  
Telephone 608-266-2621  
FAX 608-267-3579  
TTY 608-267-6897

August 20, 2009



Casetrack #2008-NEEE-088

Mayor Don Merkes  
City of Menasha  
140 Main Street  
Menasha, WI 54952

**SUBJECT:** Referral to Department of Justice

Dear Mayor Merkes:

The Department of Natural Resources has referred Menasha Utilities to the Department of Justice for alleged violations of State air pollution control laws, for failure to obtain permits before modifications to its facility, located at 198 River Street, Menasha, Winnebago County, Wisconsin.

The alleged violations are:

- **Section 285.60(1)(a)1., Wis. Stats, Construction of Air Pollution Source without Permit**
- **Section 285.60(1)(b)1., Wis. Stats, Operation of an Air Pollution Source without Permit**

Please contact the Department of Justice at 608-266-1221, if you have questions regarding this referral.

Sincerely,

Steven L. Sisbach, Section Chief  
Environmental Enforcement & Emergency Management.  
Bureau of Law Enforcement

c: K. Roovers – NER  
B. Bauman – AM/7  
M. Hoefler – LC/8  
M. Makholm – AM/7  
Todd Palmer, DeWitt Ross & Stevens, SC, Two East Mifflin St. Suite 600, Madison, WI  
57303-2865



# Neenah-Menasha Fire Rescue

Office of Fire Chief Len Vander Wyst

September 1, 2009

Dear Mayor Scherck and Mayor Merkes:

As I am sure you are both aware through recent discussions and communication, I have accepted the position of Fire Chief for the City of Appleton Fire Department. Please consider this letter as my official thirty-day notification and letter of intent to resign my position as Fire Chief of Neenah-Menasha Fire Rescue (NMFR) effective October 4, 2009.

I never envisioned leaving NMFR prior to retirement as I have what I consider to be a great job and I work in a wonderful community. Appleton Fire Chief is truly the only position I would have considered and I did not imagine that the opportunity would be available before the end of my career. This new challenge is one that I am ready to embrace as I look to the future.

I would like to thank both of you for the opportunity to lead NMFR and serve the cities of Neenah and Menasha. It was a pleasure to work under your leadership and direction. I will always be forever grateful that the political leaders entrusted me to serve as Fire Chief for NMFR. I hope that in some small way I have made a difference.

Again, thank you for the opportunity to lead NMFR. I wish nothing but the best for the citizens of Neenah and Menasha, and for the members of NMFR. Good luck in the future as you move forward, and if there is anything I can do to assist, you know where I am!

Sincerely,

Len Vander Wyst  
Fire Chief

cc: Neenah City Council Members  
Menasha City Council Members  
NMFR Joint Fire Commission Members  
Heather Barber, Deputy Director of Human Resources

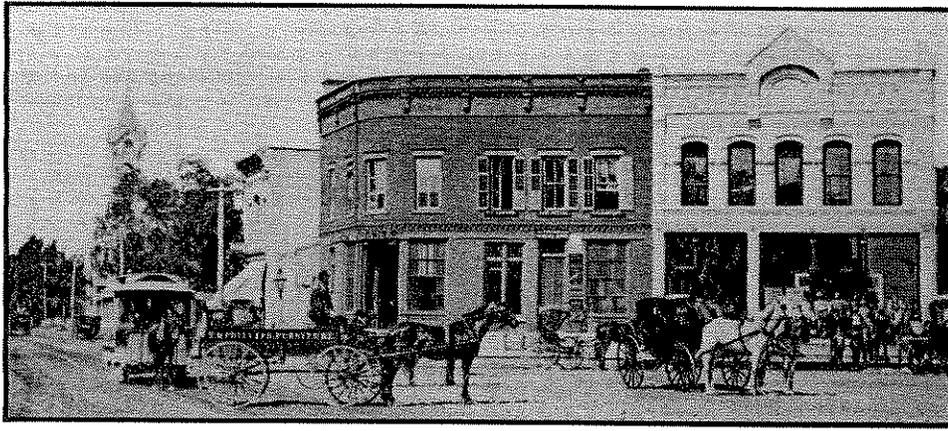
### League of Women Voters Merger Approved

The League of Women Voters of Winnebago County announces that a merger between the former LWV of Oshkosh Area and LWV of Neenah-Menasha has been approved by the LWVUS national board. The League intends to continue holding candidate forums for the two cities and four towns in the Neenah Menasha area, in addition to the candidate forums in the Oshkosh area that are co-sponsored by Oshkosh Community Media Services.

Two members of the former Neenah-Menasha league, Peggy Cox and Carol Codner, have been elected to the LWV of Winnebago County board. Kathy Propp of Oshkosh continues as League president. Positions held by both leagues were combined at the June annual business meeting. LWV Winnebago County will take action on these positions when appropriate issues arise.

Monthly luncheons are held on the second Wednesday at Vitale's Restaurant, 215 W. Murdock Ave, Oshkosh. For more information about the League of Women Voters of Winnebago County, please view our new web address: [www.lwvwinnebago.org](http://www.lwvwinnebago.org). LWV contacts are Peggy Cox (920-991-1293) in Neenah-Menasha and Kathy Propp (920-231-4770) in the Oshkosh area.

Membership in the League of Women Voters is open to both men and women. The League is a non-partisan political organization which encourages informed and active participation at local, state and national levels of government, works to increase understanding of major public policy issues, and influences public policy through education and advocacy.



MENASHA CITY SQUARE 1888

## MENASHA HISTORICAL SOCIETY NEWSLETTER SEPTEMBER, 2009

### WELCOME BACK

Let's go! It's September and time for us to begin another year of activity. We hope you had a productive and relaxing summer. Now it's time to gather and turn our thoughts to recalling and preserving our historic past. We begin our year with our annual September POTLUCK supper. We'll gather at the Resource Center (Memorial Building) on Thursday, September 10 at 5:30 p.m. Board members will provide meat hot dishes and we'd like you to furnish vegetables, salads, desserts, and other "fill ins". We'll provide plates, utensils, and beverage.

We promise you an interesting program following supper. Frank Beyer was an old time broom maker who constructed brooms and sold them from his home on Milwaukee Street near Menasha High School. Nancy Barker, historian par excellence, will recall the man and his art. Do you remember him? See you on September 10 at 5:30 p.m.

It will be light when you arrive so come early and enjoy another year of glorious flowers deluxe in Smith Park.

### DUES DUE

As our year starts we want to remind you that it's time to pay your yearly dues. The amount remains \$10.00 per person, the biggest bargain in town. Imagine attending gatherings with friends, learning historical facts, eating goodies, visiting places of interest -- all for only \$10.00. Bring your dues with you in September or mail to Nancy Spindler, 1845 Eagle Drive, Neenah, WI 54956.

### SUMMER ACTIVITIES

Your society members, (hopefully you, too) were involved in several summer community projects and activities. We participated in an open house at our newly restored Historical Museum and Resource Center coinciding with State Preservation Week, the Doty Island rummage sale, the annual Sun Runner sponsored by Menasha downtown merchants and the City Carnival held in Smith Park.

Our caboose was open several times and a large number of visitors have enjoyed tours. Thanks to Jack Hammett and Jim Chew for hosting.

#### OUR CENTER

Katie LaMore and Jean Chew have turned our "home" into an interesting and informative mini-museum. They have placed our collections of artifacts on display. We are now a resource center and a museum. A large number of persons have already visited and reviewed our new look. You're welcome, too. We're open Mondays 9:00 a.m. to 12:30 p.m. or by appointment. Call Katie LaMore - phone: 722-4364 or Jean Chew - phone: 722-7349.

#### BY LAWS

The Board has been working on a review of our By-Laws. Some changes have been made and will be presented for your approval (or not) at a future meeting.

#### LOSS

Recently, we lost one of our members, Lori Albert. She was one of those people who really enjoyed and took part in our tours and visits.

#### ENCLOSURE

Along with this letter please find a brochure indicating your information for the year. Keep it handy for dates, places, and member facts.

#### FROM COLUMNS

Quote P. 14 Columns "It's difficult to imagine the foresight that was needed to establish Wisconsin Historical Society more than 150 years ago, especially when the state was still largely wilderness at that time. If it were not for the vision, leadership and commitment of a small group of individuals, we would not have the cherished institution that is now our state's memory and foremost storyteller." from Dennis Dorn, president of Wisconsin Historical Foundation.

The purpose of the Menasha Historical Society is to preserve, advance and disseminate knowledge of the history of Menasha. In order to do this we...

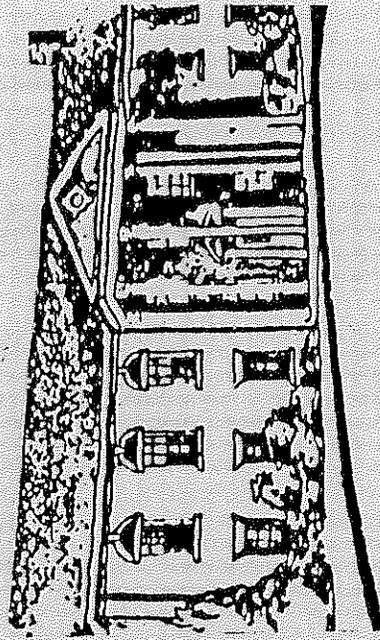
- ....hold on-site historical programs
- ....take historical tours
- ....research and relive Menasha's history
- ....become acquainted with former public figures
- ....assist the school children in understanding their past
- ....preserve artifacts
- ....assist researchers into Menasha's past by providing facts, pictures, etc.
- ....encourage fellowship with other historians

If you are not already a member, we invite you to join our group and participate in our interesting activities. Dues are \$10.00 per year payable in September. For further information stop at the Museum and Resource Center located in the Memorial Building at Smith Park on a Monday morning- 9:00 a.m. to 12:30 p.m. or call Katie LaMore - 722-4364 or Jean Chew - 722-7349

### Presidents Of the Past 53 Years

1956-1958	Harold Bachmann
1958-1963	Florence Wilterding
1963-1964	Charlotte Auer
1964-1965	Jay Joslyn
1965-1966	Harold Bachmann
1966-1968	Mary Cory
1968-1970	Amos Page
1970-1972	William Herziger
1972-1975	Douglas Strong
1975-1977	Zoe Hayes
1977-1979	Genevieve Schierl
1980-1981	Anthony Simon
1982-1985	Randolph Haase
1986-1987	William Herziger
1987-1989	Dolores Gear
1990-	Edward Hill
1990-1991	Raymond Feit
1992-1996	Winifred Pawlowski
1997-1998	Mary Jane Van Lieshout
1999-2001	William Herziger
2001-2005	Dolores Gear
2006-2008	Beverly Sund
2008-	Nancy Barker

# MENASHA HISTORICAL SOCIETY



Museum and Resource Center  
Located in the Memorial Building  
640 Keyes Street  
Menasha, WI 54952

2009-2010

**PROGRAM**  
2009-2010

**OFFICERS**

**PRESIDENT** Nancy Barker  
**VICE-PRESIDENT** Katie LaMore  
**SECRETARY** Dolores Gear  
**TREASURER** Nancy Spindler

**BOARD OF DIRECTORS**

Jack Hammett  
Caryl Herziger  
Rosalie Terry  
Carol Sweet  
Mary Jane Van Lieshout  
Jean Chew

**COMMITTEE CHAIRMEN**

**Social** Rosalie Terry  
**Newsletter** Caryl Herziger  
**Attendance** Mary Jane  
Van Lieshout  
**Caboose** Jack Hammett

**Museum & Resource Center**

**Director** Katie LaMore  
**Assistant** Jean Chew

**SEPTEMBER 10 – 5:30 p.m.**

(Resource Center)  
Potluck supper  
Program by Nancy Barker  
“Menasha Broom maker-  
Frank Beyer”

**OCTOBER 8 – 7:00 p.m.**

(Resource Center)  
“Clovis Grove Family” Skit

**NOVEMBER 12 – 7:00 p.m.**

(Resource Center)  
“Isle of Valor”  
Guest speakers

**DECEMBER 10 – 5:00 p.m.**

(Germania Hall-Menasha)  
Annual Christmas dinner  
“Winter on Lake Winnebago”

**JANUARY 14 – NO MEETING**

**FEBRUARY 11**

To be announced  
(weather permitting)

**MARCH 11 – 7:00 p. m.**

(Resource Center)  
“Share Your Memories”  
Slides presented by Dick Loehning  
A past look at downtown Menasha

**APRIL 8 – 7:00 p.m.**

(Resource Center)  
“Memories of Waverly Beach  
and Brighton Beach”

**MAY 13 – 9:30 a.m.**

(Oshkosh tour)  
Winnebago County Buildings  
Lunch at a local restaurant

**August 2009 Disposal Violations**

Date	Address	QTY	Comment
08/05/09	Unknown		mattress and dresser in scrap metal area
08/06/09	Unknown		misc buckets and containers in recycling center
08/06/09	Unknown		2 a/c units at Broad St. alley \$30.00 permits #6340 & #6341
08/11/09	Unknown		2 LP tanks-hazardous disposal \$10.00, and 1 dehumidifier pulled from scrap metal area permit #6348, \$15.00
08/11/09	Unknown		approx dumpster size load of roofing material (shingles & wood) in yardwaste collection site
08/17/09	Unknown		approx 10 railroad ties with large spikes dumped behind recycling center during open hours - pic
08/17/09	Unknown		dehumidifier in scrap metal area \$15.00, permit #6358
08/18/09	Unknown		misc refuse items in recycling center
08/19/09	Unknown		concrete blocks in yardwaste collection site during office hours
08/19/09	Unknown		a/c unit at Appleton & Third St. dumpster location (due to street construction) \$15.00 permit #6364
08/19/09	Unknown		approximately 1 yard of dirt (clear fill) in yardwaste collection site during office hours
08/20/09	Unknown		iron clothes line pole with concrete base in yardwaste collection site found during grinding process
08/24/09	Unknown		approx 1/2 dumpster of misc items in recycling center from weekend
08/25/09	Unknown		illegal drop off - dehumidifier \$15.00, permit #6375
08/25/09	Unknown		illegal drop off of trampoline, grill, dehumidifier \$15.00, permit #6377), TV, doors at the temporary dumpster on Manitowoc St. for the 3rd Street residents. \$40.00
08/26/09	Unknown		2 freon tanks illegal drop-off by old salt shed \$30.00, permits #6379 & #6380
08/26/09	Unknown		freezer in scrap metal area \$15.00, permit #6386
			***FREON APPLIANCES, MICROWAVES, BALLASTS, and PROPANE TANKS IN SCRAP METAL THAT ARE NOT CAUGHT GO TO PROCESSING AT SADOFF. IF DISCHARGED AT THEIR FACILITY WE RISK NOT HAVING SCRAP METAL COLLECTED IN THE FUTURE BY SADOFF OR ANY OTHER METAL VENDOR. WE HAVE BEEN CONTACT AGAIN RECENTLY BY SADOFF IN REGARDS TO ILLEGAL ITEMS BEING INCLUDED IN OUR SCRAP METAL.
		5	
			***ELECTRONICS MUST BE RECYCLED BY US WHEN DROPPED OFF AT OUR FACILITY (CURRENTLY APPROXIMATELY \$0.35 PER POUND) - average weight of each electronic 10#
		1	Clear fill (concrete, sod, etc) dumping violations - we must transport to Badger Hwys for disposal (Badger charges \$)
		2	Hazardous material disposal violations - cost to remove unk - removed twice each year approx cost \$1000/year
		8	Bulky item disposal (\$10.00 each)
		10	Freon or Microwave Disposal Permits (\$15.00 each)
		2	LP Tank disposal (\$4.50 each)
			Tire disposal \$3.00, \$5.00, or \$7.00 each
		4	Refuse disposal violations (\$35/2 yard dumpster rental)
			Yardwaste disposal violations (\$35/min pickup charge)
		17	Total disposal violations-cleanup (15 minutes/cleanup X \$32.98/hr wage + benefits)
			<b>AUGUST 2009 TOTALS</b>

Not included: gas cans ( ) & compressed gas cylinders ( ) will be disposed of with other hazardous waste left here illegally.

**Incident like those listed above are reasons other communities have closed their drop off sites.**

NEENAH-MENASHA SEWERAGE COMMISSION (HEREINAFTER NMSC)  
RESOLUTION 2009-1 PROMULGATING A POLICY REGULATING AND PERMITTING  
DISCHARGE OF ANIMAL AND VEGETABLE FATS, OILS, GREASE, FOOD WASTES AND  
RELATED MATERIALS.

RECITALS

WHEREAS, NMSC has experienced wastewater treatment problems caused and or related to discharges of animal and vegetable fats, oils, grease and food byproducts and waste and,

WHEREAS, the problems caused by or associated with said discharges have or may interfere with the efficient operation of this wastewater treatment facility by causing plugging and/or blockages of the system pipes, heat exchangers and pumps and,

WHEREAS, the problems caused or associated with oils, fats grease and food by-products may contribute waste of a strength or form that may cause a violation of NMSC'S WPDES Discharge Permit or create waste that is beyond the treatment capability of the wastewater facility and,

WHEREAS, violation of the WPDES permit may subject NMSC to fines and other sanctions from WDNR and,

WHEREAS, the Pretreatment Rules and Regulations duly adopted by NMSC allow the Commission the legal authority to regulate said discharges.

NOW, THEREFORE, NMSC adopts the attached Fats, Oils, and Grease Regulations and Procedures to insure compliance with NMSC Pretreatment Regulation and WPDES Permit requirements, and to insure the effective and efficient operation of the wastewater treatment facility. The Regulations and Permit Procedure shall become effective as of the date of passage of this Resolution.

PASSED AND ADOPTED by the NMSC this 24th day of February, 2009.

AYES 6

NAYS 0

NEENAH-MENASHA SEWERAGE COMMISSION

By: William Zelinski

William Zelinski, President

By: Kathleen O'Connell

Secretary

**NEENAH-MENASHA SEWERAGE COMMISSION FATS, OILS AND GREASE  
REGULATIONS AND PROCEDURES**

**Section 1. Purpose and Scope.**

The purpose and scope of the general permit is to control discharges into the public sewerage collection system and wastewater treatment facility that interfere with the operations of the system, cause blockage and plugging of pipelines and heat exchangers, interfere with normal operation of pumps and their controls, and contribute waste of a strength or form that either causes a violation of NMSC's WPDES permit, or is beyond the treatment capability of the wastewater treatment plant.

**Section 2. Definitions.**

**A: Best Management Practice**

Standard operating procedure of food service facilities that reduce or eliminate the discharge of fats and grease into the sanitary sewer system.

**B: Food Service Facility**

Those establishments primarily engaged in activities of preparing, serving, or otherwise making available for consumption foodstuffs and that use one of the following preparation activities: cooking by frying, baking, grilling, sautéing, rotisserie cooking, broiling, blanching, roasting, or poaching. Also included are infrared heating, searing, barbecuing, and other food preparation activity that produces a hot, non-drinkable food product in or on a receptacle that requires washing. The facilities include but are not limited to restaurants, bakeries, cafeterias, hotels, motels, hospitals, nursing homes, grocery stores, churches, caterers, convenience stores, movie theaters, or and other users as determined by NMSC who discharge applicable waste.

**C: Grease**

Material composed primarily of fats, oils, and grease (FOG) from animal or vegetable sources. The terms fats, and grease shall be referred as grease by definition. This does not include petroleum or mineral based products.

**D: Grease Interceptor**

A device for separating and retaining waterborne greases and grease complexes prior to the wastewater exiting the interceptor and entering the sanitary sewer collection system and treatment system. These devices also serve to collect settleable solids, generated by and from food preparation activities, prior to the water exiting the interceptor and entering the sanitary sewer collection and treatment system.

**E: User**

Any person or establishment who contributes, causes, or permits the contribution of discharge of wastewater into NMSC's wastewater collection and treatment system.

### Section 3. Control Plan for FOG and Food Waste.

A: Any new construction, renovation, or expansion of Food Service Facilities shall be required to apply for a general permit and submit to NMSC a FOG and food waste control plan that will effectively control the discharge of undesirable materials into the wastewater collection system.

B: Any existing Food Service Facility shall also be required to apply for a general permit and submit a FOG and food waste control plan that will effectively control the discharge of undesirable materials into the wastewater collection system. This will include, but not be limited to, best management practices (BMP's) and grease interceptors. Existing facilities shall not be exempt from this requirement. No Food Service Facility will be "grandfathered".

C: Any new owner of an existing Food Service Facility must submit a general permit application and new FOG and food waste control plan to NMSC.

D: Any new owner of an existing Food Service Facility terminating operations must notify NMSC the exact date and time operations will terminate.

### Section 4. General Criteria.

#### A: Installation Requirements

All existing, proposed, or newly remodeled Food Service Facilities inside the NMSC sewer service area shall be required to install, at their expense, an approved, properly operated and maintained grease interceptor. Existing facilities shall not be exempt from this requirement. No Food Service Facility will be "grandfathered".

#### B: Sanitary Sewer Flows

All existing sewer flows from toilets, urinals, lavatories, etc. shall not be discharged into the grease interceptor. These flows shall be conveyed separately to the sanitary sewer service lateral.

#### C: Floor Drains

Only floor drains which discharge or have the potential to discharge grease shall be connected to a grease interceptor.

#### D: Garbage Disposals

It is recommended that solid food waste products be disposed of through normal solid waste/garbage disposal means through best management practices (BMP's). If a disposal is used it must be connected to the grease interceptor. The use of disposals is discouraged since it decreases the operational capacity of grease

interceptors and will require an increased pumping frequency to ensure continuous and effective operation.

E: Dishwashers

Commercial dishwashers must be connected to the grease interceptor. Dishwashers discharge soap and hot water which melt grease and allow it to pass through an undersized grease interceptor. Interceptors must be sized accordingly to allow enough detention time to allow water to cool and grease to solidify and float to the top of the interceptor.

F: Location

Grease interceptors shall be installed outside the building upstream from the sanitary sewer service lateral connection. This will allow easy access for inspection, cleaning, and removal of the intercepted grease at any time. A grease interceptor may not be installed inside any part of a building without written approval of the NMSC.

G: Discharge Limits

No user shall allow wastewater discharge to exceed a daily maximum of 100 mg/L of grease.

Section 5: Design Criteria

A: Construction

Grease interceptors shall be constructed and sized in accordance with State of Wisconsin Department of Commerce 82.34 standards.

B: Access

Access to grease interceptors shall be available at all times to allow for proper maintenance and inspection.

Section 6: Grease Interceptor maintenance

A: Cleaning and Pumping

The Food Service Facility at their own expense shall maintain all grease traps to assure proper operation and efficiency and meet discharge limits. Maintenance of grease trap shall include the complete removal of floating and settled solids and inspecting and/or repairing any portion of the interceptor that is not functioning properly. Grease hauling shall be performed by a qualified licensed hauler. User must be able to provide with documentation date, condition of interceptor after pumping including repairs needed, name, license #, and phone # of hauler, how much was pumped, where waste was disposed, phone number of waste disposal site and a copy of original manifest from waste hauler. Documentation must be retained for a period of no less than 3 years.

B: Cleaning/Pumping Frequency

Grease interceptors must be pumped out completely every six months. However, given that food preparation methods vary greatly, some grease interceptors may need to be pumped on a more frequent basis and that frequency shall be determined by NMSC after inspection of the Food Service Facility.

C: Submittal of Records

Each Food Service Facility shall submit all cleaning and maintenance records to the NMSC. The maintenance records shall include the following information:

1. Facility name, address, contact person, and phone.
2. Company name address, phone number, and contact name of person responsible for performing the maintenance, cleaning, pumping, or repair of grease trap.
3. Types of maintenance performed
4. Dates maintenance was performed
5. Copies of hauler manifest

The Food Service Facility will be required to submit maintenance records to NMSC annually. Records shall be submitted by January 31<sup>st</sup>.

D: Inspections

NMSC personnel will perform periodic inspections of Food Service Facilities and will notify the facility of additional maintenance or repairs. Upon written notification by NMSC, the facility shall be required to perform the Maintenance and submit a remediation report to NMSC within 21 calendar days. Upon inspection by the NMSC, the facility may be required to install, at their expense, additional controls to provide a complete system that prevents discharges of undesirable materials into the wastewater collection system.

Section 7: Chemical and Biological Additives

Chemical and biological treatments such as drain cleaners, enzymes, bacteria, acid, or any other chemical or biological additives to emulsify or remove grease are strictly prohibited.

Section 8: Enforcement and Penalties

A. Any existing or new Food Service Facility not submitting a FOG and food waste control plan within the time frame determined by NMSC will be fined no more than 50 dollars per day late.

B. Any Food Service Facility who has not submitted maintenance records by January 31<sup>st</sup> will be fined no more than 50 dollars per day late.

C. Any Food Service Facility, after inspection by NMSC, that has not made the necessary repairs or remediation, and submitted a remediation report as ordered by NMSC within 21 day calendar days, will be fined no more than 100 dollars per day late.

D. Any Food Service Facility found using chemical and/or biological additives to emulsify or remove grease, will be fined no more than 100 dollars for the 1<sup>st</sup> offense, 300 dollars for the 2<sup>nd</sup> offense, 1000 dollars for the 3<sup>rd</sup> offense, and 2000 dollars thereafter per offense.

E. Any user exceeding the maximum daily concentration of 100 mg/L of grease, will be fined no more than 500 dollars per offense.

F. Any Food Service Facility found guilty of falsifying maintenance and manifest records will be fined 1000 dollars for the 1<sup>st</sup> offense, 3000 dollars for the 2<sup>nd</sup> offense, 5000 dollars for the 3<sup>rd</sup> offense and possible revocation of permit. In addition, further criminal charges and penalties may be applicable.

#### Section 9: Permit Fee

The general permit fee referenced in Section: 3 above shall be 300 dollars. The permit shall be effective for a three year period.

#### Section 10: Waiver of Permit Requirements

NMSC may waive the permit requirement for those Food Service Facilities, that after inspection by NMSC personnel, pose no threat of discharging quantities of FOG materials into the public sewerage system that would interfere with the efficient operation of the wastewater treatment facility. Any waiver granted must be approved by the Manager of NMSC and all waivers shall be reported to the Commission.

#### Section 11: Blanket Waiver of Permit Requirements

In the event a Contracting Municipality has in place a Food Service Facility plan that in the opinion of NMSC is as effective in regulating discharge of FOG as the NMSC program, the Manager may grant to said Contracting Municipality a blanket waiver from NMSC's FOG regulations. Any blanket waiver shall also be subject to approval by the Commission.



**NEENAH-MENASHA SEWERAGE COMMISSION** 101 Garfield Avenue • Menasha, Wisconsin 54952-3397  
(920) 751-4760 • Fax (920) 751-4767 • e-mail info@nmsscwwtp.com

## FATS, OILS AND GREASE REGULATIONS AND PROCEDURES FOOD SERVICE FACILITY PERMIT

\_\_\_\_\_ (Facility name)

\_\_\_\_\_ (Facility Address)

This food service facility must clean/ maintain interior grease trap(s) on a frequency of \_\_\_\_\_.

This food service facility must clean/ maintain exterior grease interceptors on a frequency of \_\_\_\_\_.

Best management practices will be utilized in the preparation/ disposal of food product.

The use of chemical(s) and/ or enzyme(s) to emulsify fats, oils, and grease is strictly prohibited.

Maintenance logs, inspection and cleaning manifests must be submitted to NMSC by January 31<sup>st</sup> of each year, and must be kept on file and readily accessible with the food service facility no less than 3 years.

The operator of this food service establishment acknowledges and states a commitment to all the terms of the Neenah-Menasha Sewerage Commission fats, oils and grease regulations and procedures. This permit is effective \_\_\_\_\_, and will expire on \_\_\_\_\_.

Nolan Knapp, Food Service Facility Inspector

Permit # \_\_\_\_\_

Permit must be displayed in plain view at all times



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## FATS, OILS, AND GREASE APPLICATION FOR GENERAL PERMIT

### Section I. General Information

A. Applicant

Food Service Facility Name used at Service Address

Food Service Facility Corporate Name

B. Current or Proposed Service Address

Street City State Zip Code

C. Phone, fax, and email of current or proposed facility Phone number ( )  
 Fax number ( ) Email address

D. Check box that applies  sole proprietorship  partnership  corporation

E. Check box that applies  new construction  existing establishment (no expansion/renovation)  
 existing establishment (with expansion/renovation)

F. Are you currently operating your business from the service address you indicated?  
 Yes  No  
 If no, please indicate the date you anticipate beginning operation

G. Name of Owner, General Partner, or Chief Executive Officer

Name Title

Street City State Zip Code

Phone number Fax Number



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H. Name of Designated Representative and Contact Person for the facility who can be serviced with notices and is responsible for signing all correspondence and reports. All notices will be sent to this contact person.

Check box if this is the same as in line G, proceed to I

Name		Title	
Street		City	State Zip code
Phone Number		Fax Number	

I. Facility Contact During Inspections

Name		Title	
Phone Number		Fax Number	

J. If renting or leasing a food service, property, or building, please list name, address, and phone number of leaser

Name		Phone number	
Street		City	State Zip code



Section II. Facility Functional Characteristics

A. Please check the box that most represents or will represent your facility

Type of Food Service Establishment	Location
<input type="checkbox"/> Fast Food	<input type="checkbox"/> Stand alone
<input type="checkbox"/> Full Service Restaurant	<input type="checkbox"/> Strip Mall Attached
<input type="checkbox"/> Buffet	<input type="checkbox"/> School
<input type="checkbox"/> Convenience Store	<input type="checkbox"/> Club/ Organization
<input type="checkbox"/> Take out only (non-convenience store)	<input type="checkbox"/> Company/ Office Building
<input type="checkbox"/> Coffee Shop	<input type="checkbox"/> Stadium
<input type="checkbox"/> Bakery	<input type="checkbox"/> Hospital
<input type="checkbox"/> Cafeteria	<input type="checkbox"/> Nursing Home
<input type="checkbox"/> Ice Cream Shop	<input type="checkbox"/> Hotel/ Motel
<input type="checkbox"/> Cocktails/ Bar/ Nightclub	<input type="checkbox"/> Supermarket
<input type="checkbox"/> Movie Theater	<input type="checkbox"/> Religious Institution
<input type="checkbox"/> Delivery only (non health care)	<input type="checkbox"/> Prison
<input type="checkbox"/> Delivery (non health care) and take out	<input type="checkbox"/> Bowling Alley Attached
<input type="checkbox"/> Delivery (non health care), takeout, and full service restaurant	<input type="checkbox"/> Other _____
<input type="checkbox"/> Delivery (health care)	
<input type="checkbox"/> Catering	
<input type="checkbox"/> Food Packager	
<input type="checkbox"/> Meat Processor	
<input type="checkbox"/> Other _____	

B. Please check the box(es) that pertain to the equipment you use or will use

Food Preparation/ Cooking Equipment	Other Kitchen Equipment
<input type="checkbox"/> Deep Fryer	<input type="checkbox"/> Dishwasher
<input type="checkbox"/> Charbroiler	<input type="checkbox"/> Pre-rinse sink
<input type="checkbox"/> Griddle	<input type="checkbox"/> Mop sink
<input type="checkbox"/> Pressure Cooker	<input type="checkbox"/> Floor Drains
<input type="checkbox"/> Grill	<input type="checkbox"/> Garbage Disposal
<input type="checkbox"/> Oven	<input type="checkbox"/> Other _____
<input type="checkbox"/> Steam Kettle	
<input type="checkbox"/> Rotisserie	
<input type="checkbox"/> Stove	
<input type="checkbox"/> Wok	
<input type="checkbox"/> Toaster	
<input type="checkbox"/> Other _____	



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C. Please indicate current or proposed operating schedule

Days of operation	Hours of Operation			Average number of meals served	
Monday	Start: _____ Stop: _____	Start: _____ or _____	24 hrs or _____	Closed	
Tuesday	Start: _____ Stop: _____	Start: _____ or _____	24 hrs or _____	Closed	
Wednesday	Start: _____ Stop: _____	Start: _____ or _____	24 hrs or _____	Closed	
Thursday	Start: _____ Stop: _____	Start: _____ or _____	24 hrs or _____	Closed	
Friday	Start: _____ Stop: _____	Start: _____ or _____	24 hrs or _____	Closed	
Saturday	Start: _____ Stop: _____	Start: _____ or _____	24 hrs or _____	Closed	
Sunday	Start: _____ Stop: _____	Start: _____ or _____	24 hrs or _____	Closed	

D. Please provide the following miscellaneous information:

Miscellaneous Information	
No. of Employees	<input type="checkbox"/> Yes <input type="checkbox"/> No
Seating Capacity	
Average no. of meals served during peak hour	
Do you wash plates?	<input type="checkbox"/> Yes <input type="checkbox"/> No

E. If an existing location, does the facility have an exterior grease interceptor?  
 Yes  No

F. If an existing location, does the facility have any inside grease traps?  
 Yes  No

G. If an existing location, do you use any chemical(s) and/ or enzyme(s) used to emulsify fats, oils, and grease?

Yes  No  
 If yes, please give name of chemical(s) and/ or enzyme(s): \_\_\_\_\_



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Section III. Control Plan FOG and Food Waste

According to the Neenah-Menasha sewerage commission fats, oils and grease regulations and procedures, any existing, new construction, or renovation or expansion of Food Service Facilities must submit a control plan for fats, oils and grease and food waste that will control the discharge of undesirable materials into the wastewater collection system. Please submit on separate paper a fats, oils, and grease and food waste control plan. This will include, but not be limited to, best management practices (BMP's), employee training, signage, proper preparation and disposal of food product, grease traps, and grease interceptors. This plan must be kept onsite and readily accessible.

Section IV. Certification

*I have personally examined and am familiar with the information submitted in this document and certify under penalty of law that the information submitted in this application, to the best of my knowledge, is accurate and true. By signing this application, I assume liability for submitting false or misleading information, possibly leading to fine and or imprisonment.*

*I certify under the issuance of a NMSC fats, oils, and grease permit, this food service facility will achieve consistent compliance with the NMSC fats, oils, and grease regulations and procedures. If the wastewater does not meet all the applicable regulations, the food service facility will modify its operations, install wastewater pretreatment equipment, or do whatever is necessary to meet discharge requirements.*

Certification of Owner, General Partner, or Chief Executive Officer

Name of Owner, General Partner, or Chief Executive Officer

Name	Title
Signature	Date

**Kristin Sewall**

---

**From:** Brian Tungate  
**Sent:** Monday, August 17, 2009 1:51 PM  
**To:** Kristin Sewall  
**Subject:** FW: Pool

Please put this on the next Council agenda under Correspondence, thanks

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

**From:** LAURA John [mailto:olson190@hotmail.com]  
**Sent:** Monday, August 17, 2009 12:20 PM  
**To:** Brian Tungate  
**Subject:** FW: Pool

---

From: olson190@hotmail.com  
To: btungate@ci.menasha.wi.us  
Subject: Pool  
Date: Mon, 17 Aug 2009 09:58:22 -0500

Mr Tungate-

I am writing to let you know how disappointed my family would be if the pool were to close. My family uses this 4-5 times a week. It is a great asset to the community as it provides a great opportunity for families to be together and get some relief from the heat in the summer at an affordable price. We purchase a pass every year and seldomly go anywhere else to swim. Please let the city council and Mayor Merkes know that we feel it would be a huge loss to the community to even consider shutting the pool. Thank you for your time and we hope we will be able to continue to enjoy the family time we get at the Menasha pool.

Sincerely,

Laura and Matthew John  
836 Second Street  
Menasha, WI

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**Kristin Sewall**

---

**From:** Brian Tungate  
**Sent:** Wednesday, August 19, 2009 8:33 AM  
**To:** Kristin Sewall  
**Subject:** FW: Menasha Pool

Please put this under correspondence, thanks

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

**From:** Ken Flatoff [mailto:kflatoff@hotmail.com]  
**Sent:** Tuesday, August 18, 2009 10:26 PM  
**To:** dmerkes@sbcglobal.net  
**Cc:** Kevin Benner; Brian Tungate  
**Subject:** Menasha Pool

Hi Mayor,

I just heard that there are people proposing that the city shouldn't support the Menasha Pool anymore. This would be a big disappointment for my family. I've lived in Menasha most of my life and grew up with that pool. It's a great place for families to get together and cool off. The pool life guards are outstanding and provide a great service to the city by training kids in swimming lessons. For a City that is proud of its access to lakes it should be a priority to make sure kids who want to learn to swim can. Also, with health becoming a big concern it is nice to have the pool encouraging people to start their day off early swimming to stay in shape. Swimming is an excellent activity to give kids the exercise they need and pull them away from the tv's. Many people that I've talked to would rather see money spent on the pool than trees being put up in their yards, or water fountains that overflow with bubbles, or the biggest waste of money the Steam Plant. Please keep me informed of any upcoming meetings on this issue.

Thanks,  
Ken Flatoff  
1204 Carpenter Street  
Menasha, WI 54952  
920-991-0369

---

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## Kristin Sewall

---

**From:** Brian Tungate  
**Sent:** Tuesday, September 01, 2009 3:16 PM  
**To:** Kristin Sewall  
**Subject:** FW: Question, Comment, or Request from Website Visitor

Please add this under Correspondence for the Council meeting. Thanks

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

From: fothc@mjsd.k12.wi.us [mailto:fothc@mjsd.k12.wi.us]  
Sent: Tuesday, September 01, 2009 2:52 PM  
To: Brian Tungate  
Subject: Question, Comment, or Request from Website Visitor

Name: charlotte foth

Company:

Phone: 920-722-7843

EmailConfirm: fothc@mjsd.k12.wi.us

Method: Email

Comments: Hi Brian - Please feel free to share this email commentary with Mayor Merkes, the Park Board and all aldermen.

Pool users have been asked to provide feedback on our pool experience. I could not be happier with our Menasha pool. I enjoy the morning adult swim. The staff, from the lifeguards, to the manager to our pool maintenance workers are excellent. They all really care about this fine facility and the safety and well being of the swimmers.

The pool is always a comfortable temperature, is not over-chlorinated like many pools, and the people who work are friendly, knowledgeable and like their jobs.

Way back when, my own daughter worked as a life guard at this pool. It is rewarding to see so many other young people serving their community.

Today my daughter, son-in-law and their two children regularly enjoy our swimming pool. How great to have a wonderful facility like this right at our doorstep.

Thank you to the Park Board for considering renewing Sunday morning adult swim hours. I know for many morning swimmers, this would be a total bonus as they have more time during weekends to enjoy swimming.

Kudos to Brian, Chad, Ann, Eric, Warren and all the other people who work to make our Menasha Pool a place where we can maintain our health and happiness.

Charlotte Foth

Menasha Utilities  
 Steam Detail  
 For the Seven Months Ending July 31, 2009

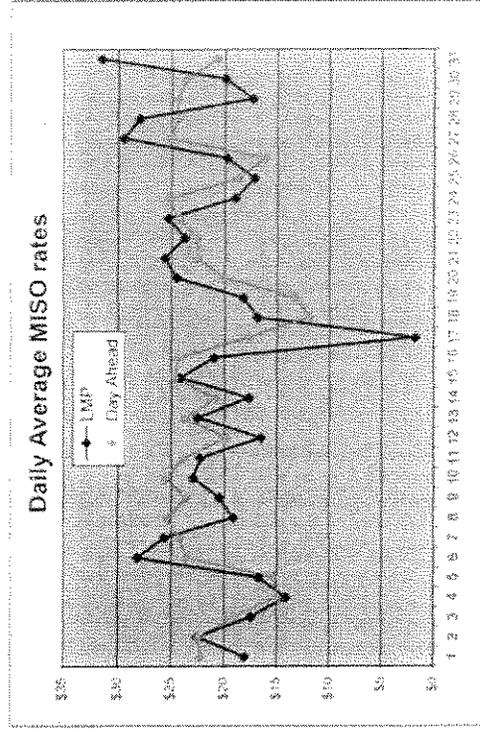
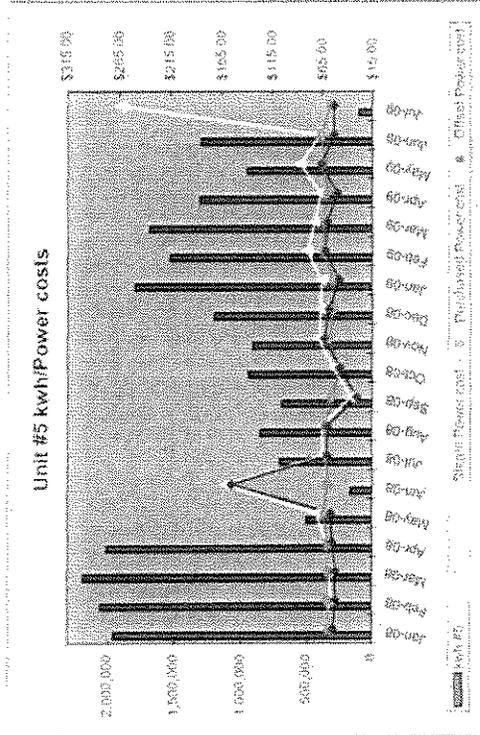
	Current Month		Actual	Year-to-Date		Variance	Annual	
	Actual	Budget		Budget	Budget		Budget	Budget
<b>Operating Revenues</b>								
Steam Sales - Sonoco	\$522,501.58	\$600,663.83	\$4,180,247.63	\$5,047,385.76	(\$867,138.13)	\$8,543,839.45		
Steam Sales - Alcan	16,421.03	20,197.37	204,847.06	247,942.32	(43,095.26)	417,042.35		
Steam Sales - Whiting		21,010.40	181,248.33	275,041.89	(113,793.56)	464,176.92		
Electric Sales	20,459.71	47,716.35	643,496.69	714,697.59	(71,111.30)	1,224,405.34		
MISC Sales		363,247.73	3,270.54	1,663,248.20	(1,659,968.06)	2,750,992.54		
Capacity Payment	15,063.24	15,003.24	100,276.66	100,276.66		172,685.26		
Forfeited Discounts-Late Charges			781.53		781.53			
<b>Total Operating Revenues</b>	<b>574,385.56</b>	<b>1,067,828.92</b>	<b>5,294,177.44</b>	<b>8,048,502.82</b>	<b>(2,754,325.38)</b>	<b>13,573,144.85</b>		
<b>Operation and Maintenance Expenses</b>								
<b>Steam Power Generation</b>								
Labor	135,098.76	129,164.90	813,880.71	906,154.93	(92,265.22)	1,853,979.85		
Coal	246,443.05	523,215.80	1,909,665.38	3,208,475.00	(1,298,809.62)	6,104,100.00		
Ash Disposal	5,248.41	12,999.00	52,590.65	94,673.00	(42,081.35)	166,036.00		
Other Fuel Expenses	1,236.47	5,310.00	18,223.02	37,170.00	(18,946.98)	63,720.00		
Steam Expenses	431.50	1,500.00	56,147.87	49,800.00	6,347.87	97,600.00		
City Water and Sewer	11,260.74	16,453.37	108,591.29	152,368.88	(43,807.60)	258,179.40		
Electric Expenses	331.37	750.00	2,769.11	6,800.00	(4,030.89)	12,100.00		
Miscellaneous Steam Power Expenses	2,924.75	7,050.44	21,495.29	38,761.08	(17,265.79)	60,943.40		
Auxiliary Power	62,341.85	88,545.69	443,659.89	611,961.34	(168,301.46)	1,068,598.04		
Maintenance of Structures	264.97	833.33	1,903.41	5,833.31	(4,730.90)	10,000.00		
Maintenance of Boiler Plant	4,410.53	20,060.00	55,665.31	200,560.00	(144,874.69)	320,960.00		
Maintenance of Electric Plant	54.40	2,200.00	2,801.68	25,200.00	(22,398.32)	50,000.00		
Maintenance of Miscellaneous Steam Plant		1,200.00	1,446.40	20,200.00	(18,753.60)	36,800.00		
<b>Total Steam Power Generation</b>	<b>470,026.80</b>	<b>899,201.82</b>	<b>3,488,058.99</b>	<b>5,357,986.54</b>	<b>(1,869,927.55)</b>	<b>9,812,030.69</b>		
<b>Distribution Expenses</b>								
Chemical Expense	7,539.38	12,230.08	43,746.75	85,963.56	(42,216.81)	145,000.00		
Steam Line Expense		625.00	1,510.27	5,625.00	(4,114.73)	10,000.00		
Customer Installation	243.42	2,560.00	3,395.64	6,160.00	(2,764.36)	10,000.00		
Maintenance of Mains		14,000.00	5,210.64	17,500.00	(12,289.36)	25,000.00		
Maintenance of Services		400.00		2,800.00	(2,800.00)	4,800.00		
Maintenance of Meters		200.00		1,400.00	(1,400.00)	2,400.00		
<b>Total Distribution Expenses</b>	<b>7,782.80</b>	<b>29,955.08</b>	<b>53,863.20</b>	<b>119,388.56</b>	<b>(65,525.36)</b>	<b>197,200.00</b>		
<b>Administrative and General Expenses</b>								
Administrative and General Salaries	2,828.76	3,117.86	27,381.06	21,825.02	5,556.04	37,414.37		
Office Supplies and Expenses	433.88	325.00	1,247.37	2,275.00	(1,027.63)	6,235.00		
Outside Services Employed	45,246.55	5,022.00	616,919.93	31,180.00	585,739.93	51,363.00		
Property Insurance	4,071.61	4,662.81	28,739.92	32,660.67	(3,920.75)	55,989.75		
Injuries and Damages	3,426.10	3,785.42	22,342.04	26,467.94	(4,125.90)	45,425.07		
Employee Pensions and Benefits	30,414.86	33,080.37	227,679.87	269,009.03	(41,329.16)	445,352.38		
Miscellaneous General Expenses	384.67	1,345.87	31,463.34	9,869.00	21,474.25	17,533.69		
Vehicle Cleaning	43.42		487.36		487.36			
Power Operated Clearing	748.80		6,364.98		6,364.98			
Recs	50.00	50.00	350.00	350.00		600.00		
Maintenance of General Plant			60.00		60.00			
<b>Total Administrative and General Expenses</b>	<b>87,678.55</b>	<b>53,404.33</b>	<b>963,635.87</b>	<b>393,787.35</b>	<b>569,848.52</b>	<b>659,913.26</b>		
<b>Total Operation and Maintenance Expenses</b>	<b>555,488.15</b>	<b>692,561.23</b>	<b>4,505,558.06</b>	<b>5,871,162.45</b>	<b>(1,365,604.39)</b>	<b>10,669,143.95</b>		

Manasha Utilities  
 Steam Detail  
 For the Seven Months Ending July 31, 2009

	Actual	Current Month Budget	Variance	Actual	Year-to-Date Budget	Variance	Annual Budget
<b>Other Operating Expenses</b>							
GE Water Treatment Lease Expense	\$29,166.03	\$29,166.03		\$204,162.21	\$204,162.21		\$349,092.36
Taxes	10,478.41	9,853.57	614.84	61,064.37	69,044.99	(7,980.62)	118,362.78
<b>Total Other Operating Expenses</b>	<b>39,644.44</b>	<b>39,029.60</b>	<b>614.84</b>	<b>265,226.58</b>	<b>273,207.20</b>	<b>(7,980.62)</b>	<b>468,355.14</b>
<b>Total Operating Expenses</b>	<b>603,132.59</b>	<b>931,590.83</b>	<b>(326,458.24)</b>	<b>4,770,784.64</b>	<b>6,144,369.65</b>	<b>(1,373,585.01)</b>	<b>11,137,499.09</b>
<b>Net Operating Income (Loss)</b>	<b>(30,747.23)</b>	<b>136,238.09</b>	<b>(166,985.32)</b>	<b>523,392.80</b>	<b>1,904,133.17</b>	<b>(1,380,740.37)</b>	<b>2,435,645.76</b>
<b>Other Income</b>							
Interest and Dividend Income	3,148.80	9,243.00	(6,096.20)	44,689.65	59,911.00	(15,021.35)	88,091.00
Miscellaneous Nonoperating Income				156.75		156.75	
<b>Total Other Income</b>	<b>3,146.80</b>	<b>9,243.00</b>	<b>(6,096.20)</b>	<b>45,046.40</b>	<b>59,911.00</b>	<b>(14,864.60)</b>	<b>88,091.00</b>
<b>Income Before Interest Charges</b>	<b>(27,600.43)</b>	<b>145,481.09</b>	<b>(173,081.52)</b>	<b>568,439.20</b>	<b>1,964,044.17</b>	<b>(1,395,604.97)</b>	<b>2,523,736.76</b>
<b>Interest Charges</b>							
Interest on Long-Term Debt	100,515.67	100,658.32	(42.65)	704,369.69	704,608.24	(238.55)	1,428,242.36
Interest on Debt to Municipality	76,598.33	78,436.83	(1,838.50)	536,188.31	549,057.81	(12,869.50)	941,241.86
Other Interest Expense				7,010.06	13,000.00	(5,989.94)	13,000.00
<b>Total Interest Charges</b>	<b>177,214.00</b>	<b>179,095.15</b>	<b>(1,881.15)</b>	<b>1,247,568.06</b>	<b>1,266,666.05</b>	<b>(19,157.99)</b>	<b>2,387,484.32</b>
<b>Net Income (Loss)</b>	<b>(204,874.43)</b>	<b>(33,614.06)</b>	<b>(171,260.37)</b>	<b>(679,068.86)</b>	<b>697,378.12</b>	<b>(1,376,446.98)</b>	<b>141,252.44</b>

STEAM DISTRIBUTION FOR JULY 2009

	Monthly Total	Budget	YTD	YTD Budget
<b>Total Steam purchased</b>				
Sonoco	52,672	53,392	421,398	448,556
Mean	1,790	1,835	21,206	22,550
Whiting	0	1,910	20,438	25,004
<b>Steam Total</b>	<b>54,371</b>	<b>57,137</b>	<b>463,040</b>	<b>496,210</b>
<b>Total Generation kwh</b>				
MISO Market	0	0	0	14,336,000
Unit #3	0	0	165,743	14,914,000
Unit #4	0	0	0	0
<b>Real-Time - MISO</b>				
Average MISO Price	20.90	0	165,743	0.00
<b>Day-Ahead - MISO</b>				
Average MISO Price	21.44	0	0	29,250,000
<b>Total MISO Market</b>	<b>0</b>	<b>0</b>	<b>165,743</b>	<b>29,250,000</b>
<b>Behind the Meter</b>				
Unit #5	43,511	746,000	8,873,978	11,150,000
Average Price	263.56	63.96	74.35	64.04
<b>MW Total</b>	<b>53,837</b>	<b>5,926,000</b>	<b>8,839,722</b>	<b>40,409,000</b>





To Mayor Merkes and the Menasha City Council:

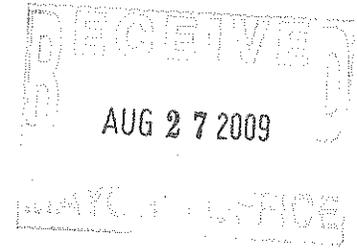
We have been billed a storm water charge for \$130/year, which I am told is in accordance with the ordinance in the City of Menasha, allowing ALL multi family homes to be billed at that rate based on the amount of impervious surface on that property. Our home was built as an upper/lower apartment, (has not been used for that purpose in the past 3-1/2 years), **uses no more impervious space, (is only a 2-car) garage/driveway, etc.** than if it was a single family. Therefore, it takes up **no more, and not even nearly as much, impervious surface** than my neighbor's who have a 2-story home or the owners of a 4,000-6,000 sq. ft. home with a 3-car garage. A side-by-side duplex or multi-family side-by-side dwelling would naturally use more impervious surface. This is a very unfair way of imposing fees.

I am asking this council/mayor to make a change to that ordinance whereby each multi-family property is charged accordingly not ALL lumped together as using the same amount of impervious surface. (Being that there is a change in how the Five Oaks residents will be charged in the future now is the time to look at the over-all assessments regarding the storm water charges)

Thank you.

Jean Chew  
241 Sunset Drive  
Menasha, WI  
722-7349  
jcjchew@sbcglobal.net

Richard W. Meyer  
1201 Grove Street  
Menasha, WI 54952



August 28, 2009

Mayor Don Merkes  
and Menasha Common Council.

Gentlemen,

I work most week nights and can't attend Council Meetings. I do catch them on television from time to time and I was very disturbed with the negative comments made by an irate citizen about Menasha City Employees at the August 16<sup>th</sup> Council Meeting.

Those comments were uncalled for. I'm fourth generation Menasha, lived here all my life and in three different areas of the City and have never had any complaints. I don't recall my ancestors having any either.

It's not easy being a Public Employee in a small town. It's like working in a fishbowl. A legitimate break can be construed as slacking off. I'm sure lunch can't always be on schedule.

When ever I call any Department with a question I'm treated very politely and patiently and get the information I need if they have it or who I can call if they don't.

We've got great people who often wear more then one hat working for Us. They should be treated with more respect.

Sincerely,

Richard W. Meyer

1201 Grove Street  
Menasha, WI 54952



3 September 2009

Richard Meyer  
1201 Grove St  
Menasha, Wisconsin 54952

Dear Mr. Meyer,

On behalf of the employees of the city of Menasha, and especially the department of public works, I would like to thank you for your letter of August 28<sup>th</sup>. I have shared your letter with the public works department staff and they too are very appreciative of your kind words.

We are fortunate to have such a talented and dedicated group of people working for the city in our public works department. With skills ranging from snow plowing, to concrete and asphalt, general construction and building maintenance, utility maintenance, sign installation, and sanitation our staff has a diverse skill set that suits the city's needs well. Information was given to the common council the evening of August 16<sup>th</sup> regarding outsourced recycling costs in the town of Menasha. This information showed that their cost was 8% higher than our cost using city staff, and the town doesn't have a drop off site which is included in our lower costs.

This being said, we continue to strive for efficiencies throughout every department to keep the services provided to you at a high level and at a reasonable cost. Through the budget process this year we are taking new approaches that will save overtime hours, search out energy efficiency projects (the first of which is already approved saving \$6000 annually on lighting costs), review rental fees for athletic facilities, and search out new sponsorship/fundraising opportunities (in light of the success of the K9 project last year).

Menasha is a great place to live and work, it will continue to be so with the efforts of our staff, and citizens like you.

Sincerely,

Donald Merkes

Cc: Common Council

**Town of Menasha Utility District Commission Regular Meeting  
Municipal Complex - Assembly Room - Monday, August 10, 2009**

**Minutes**

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

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

**2. Awards/Presentations**

**3. Minutes to Approve**

a) Regular Utility Commission Meeting - July 27, 2009

MOTION: Ziegler/Hanson 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 - June 3, 2009

b) Neenah-Menasha Sewerage commission - June 23, 2009

**Correspondence**

a) Water Main breaks Report - July, 2009

b) Water Pumpage Report - July, 2009

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

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

**6. Discussion Items**

**7. Unfinished Business**

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

a) 090622-1:UD Expenditures

MOTION: Gerhart/Youngquist to approve the expenditures as submitted with the exception of none. Motion carried.

**9. Reports**

a) *President Tews - Grand Chute Menasha West Sewerage Commission Stimulus Funds:* Pres. Tews explained the GCMW Sanitary District comprises 52%, the Town of Menasha 38%, and Town of Greenville 10%. He discussed attending a meeting at the plant on August 3 wherein Gov. Doyle announced stimulus funds of over \$40 million for the Grand Chute Menasha West Sewerage District to help address ammonia standards, accommodate population growth to 2030, and address weather flows and current deficiencies at the plant. He gave timelines for bidding, ground breaking, with completion in Nov. 2011. Pres. Tews also announced there will be a joint meeting of all the Commissions on Nov. 16 at GCMW to approve the clear water fund loans. However the Town's budget meetings fall on that date so the Town meetings will be rescheduled so the Commissioners are able to attend that special meeting; a date had not yet been determined. Commissioner Gerhart commended the effort of Town staff along with the consultants; he stated this (facility expansion/upgrade) will limit and reduce rates for the residents for many years. Res. Barb Knaack, Irish Road, asked about hiring new employees at the facility and questioned wages at Federal rates; gave her feelings on the intent of the stimulus monies.

- b) Water Superintendent Roth - Capital Projects Update: Reported Well #8 on American Dr. had a final test pump which produced over 1,200 gals. per minute, with exceptional water that is much softer than water from the east side wells. Supt. Roth stated the project on Valley Rd./Racine Rd. is about half complete.

**10. Motions by Commissioners**

**11. Adjourn**

At 5:21 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.*

**- PROPOSED MINUTES -****WAVERLY SANITARY DISTRICT**

July 14, 2009

District Office - N8722 County Rd. LP

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

Present: Commissioner Helein (WCH)	System Operator Krueger (RWK)
Commissioner Fulcer (LJF)	System Operator VanZeeeland (TGV)
Commissioner Sambs (MLS)	System Operator Dornfeld (DWD)
Engineer Martenson (SCM)	Office Mgr. Girdley (CMG)
Resident Jerry Lopas	Admin. Asst. Hallock (SAH)

Approval/acceptance of the 6/9/09 and 6/22/09 Meeting Minutes was accomplished through LJF's motion and MLS' second. Motion carried 3-0.

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

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

**COMMUNITIES/CUSTOMERS/SERVICE CONCERNS**

**Acct. #943 (N9157 Jordan St.) Fence Installation Inquiry – Located on existing Sewer Easement**  
RWK reported Carrie Voss recently contacted WSD to inquire whether she could construct a wood fence on WSD's sewer easement at N9157 Jordan St. The Commission/CMG acknowledged this request has been received/dealt with in the past and the Commission agreed if Voss agrees to remove the fence at property owner's expense if future sewer repair is required, the fence could be constructed. SCM suggested utilizing a recordable document for the agreement that would track with the property if/when ownership change occurs. CMG suggested contact be made with CJH to discuss/request a legal document that could be utilized for this situation and for future situations.

MLS motioned/LJF seconded Commission approval to allow the fence as discussed above and that CJH be contacted to create a legal document to accommodate the above situation and future similar situations. Motion carried 3-0.

**Rock II LLC (Waverly Beach Sports Bar) Road Reservation – Status/Amended easement receipt**  
SCM /WSD have not received contact/information regarding this project since WSD's 6/9/09 meeting. TOH Administrator Fluke stated at WSD's 4/14/09 meeting that Attorney Frascetto and the TOH are still working through the process.

**WAVERLY SANITARY DISTRICT**

July 14, 2009

Page 2

**COMMUNITIES/CUSTOMERS/SERVICE CONCERNS - CONTINUED****KC Service Inquiry – Building and Waiver of Assessment receipt status**

CMG reported 6/11/09 contact from Dan Pociask requesting K-C be notified after WSD's 2<sup>nd</sup> water connection with the COA occurs. KC will perform new fire flow testing after WSD's 2<sup>nd</sup> connection is complete because the 2<sup>nd</sup> connection will increase water pressure resulting in increased fire flows for KC. RWK will contact Pociask when WSD's 2<sup>nd</sup> water connection is complete.

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

TGV reported all five tests, two taken on 6/10/09 and three taken 6/23/09, were determined as safe by the State of Wisconsin. (Attachment #1, pp. 1-5)

**- Carl Bowers Construction – Reimbursement time-frame for ditch work maintenance fee**

SCM stated a first year and second year ditch work maintenance fee of \$500 per year (total \$1000) has not been paid for the 2007 Manitowoc Rd. water main construction. The TOH requires two year warranties on ditch restoration. Contact has been made with TOH Road Superintendent Kesler to check the ditch work. As of the 7/14/09 meeting date, there has not been a response from TOH/Kesler. The warranty escrow will be released/issued to Carl Bowers after the TOH confirms/approves the work.

**- Future Water Supply Connection (2<sup>nd</sup>) to Appleton – Future station's site acquisition status****– Harrison/Appleton land transfers status**

SCM reported Don Hietpas and Sons' has completed WSD's connection to the COA's 16" water main and installed water main to WSD's future metering station site. The safe water sample has been received and pressure testing has occurred. Don Parker Exc. has completed VHE II-5's 12" water main installation. The COA has provided the closing statements to the involved entities for signatures. When the signed closing statements are returned to the COA, the land deeds will be recorded. VHE II-5 has acknowledged the land for WSD's metering station will be deeded to Waverly Sanitary District. Application will be made for electric and telephone service. The DNR and COA requested an intrusion alarm be installed. A proposal has been received from a security company stating \$250 for equipment/installation and a \$300 per year monitoring fee including daily testing of the telephone lines. The telephone line will be an additional cost. The COA will install/pay for a radio tower (height unknown at this time) along the north/west side of the building that will provide a direct signal from the metering station to the COA's water plant. The existing tree line will provide coverage. Site plan and erosion control plan approvals will be submitted to the TOH this week. WSD has paid the \$350 Site Plan and \$300 Erosion Control fees. The project will be placed for bid when all required approvals/documents have been received.

**WAVERLY SANITARY DISTRICT**

July 14, 2009

Page 3

**OLD BUSINESS - CONTINUED**

- **WSD's Connection to Appleton's 16-inch Main – Connection status (Don Hietpas & Sons, Inc.)**  
SCM stated the project has been completed and pressure tested. The Commission agreed the Don Hietpas & Sons, Inc. invoice will be paid upon receipt.
  
- **VHE II-5 (Warehouse Specialists) – 12-inch water main installation status report (Easement to be received after installation but prior to project acceptance)**  
SCM stated 12" water main has been installed and tested. A leak was discovered, repaired, and pressure tested. The safe water sample, final cost/quantities, record drawings, system maps, and the easement remain outstanding. SCM informed Duane Fox that the outstanding items stated above are required. WSD will pay the \$15,000 over sizing expense after the land issue is resolved.

**GENERAL CONSTRUCTION STATUS (INDIVIDUAL PROJECTS)**

- **Woodland Hills Heights – Project status report**  
SCM stated Hagens plans to start this project during Fall 2009.
  
- **Birling Court Extension (Andrysczyk) – Project status report**  
SCM/WSD have not received contact/information regarding this project since WSD's 6/9/09 meeting.
  
- **Lake Park Condominiums – Project status report**  
SCM/WSD have not received contact/information regarding this project since WSD's 6/9/09 meeting. SCM anticipates this project will not proceed until the housing market improves and the Lake Park Road project is complete. SCM will contact Kaster to report that WSD's metering station will be located on property acquired from VHE II-5. SCM had previously approached Kaster to discuss a possible land purchase to accommodate WSD's metering station.
  
- **Outagamie LLC Future Development – Project status report (18 acres)**  
**Location: North of Woodland Terrace and south of Manitowoc Rd.**  
SCM stated Calumet Co. is in the process of creating an ordinance that will change the minimum lot sizes from 12,500 ft. to 7,500 ft. to accommodate the potential Van's Realty & Construction/Habitat for Humanity development.
  
- **1<sup>st</sup> Addition – Lake Park Heights – Project status report**  
SCM/WSD have not received contact/information regarding this project since WSD's 6/9/09 meeting.

**WAVERLY SANITARY DISTRICT**

July 14, 2009

Page 4

**GENERAL CONSTRUCTION STATUS (INDIVIDUAL PROJECTS) - CONTINUED**

- **Crestwood Subdivision – Location: Southside of Midway Road – Off Cottonwood Drive – Between Eternal Love Lutheran Church and Barker Farm Estates**

SCM/WSD have not received contact/information regarding this project since WSD's 6/9/09 meeting. This project will not proceed until the housing market improves.

**NEW BUSINESS**

- **Establish the August Meeting Date – Tuesday, August 11, 2009 (8:30 a.m.) District Office**  
Tuesday, August 11, 2009 at 8:30 a.m. was established as the August meeting date/time. The meeting will be held at the District's office.

**OFFICE REPORT** (Attachment #2, pp. 1-12)

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

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

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

RWK stated LS #2 and #3 control system upgrade will be discussed under Other Business.

**OTHER BUSINESS TO LEGALLY COME BEFORE THE COMMISSION****Lift Station #2 and #3 Control System Upgrade – General discussion**

RWK reviewed the control system upgrade planned for LS #2 and #3 and provided the scope (price quote outstanding) received from PJ Kortens that RWK will also utilize for soliciting a quote from Useenco. Both quotes should be received by WSD's 8/11/09 meeting date.

**Waverly Sanitary District's Marque/Base – General discussion**

CMG reviewed the two repair quotes received from Stubbs (Keller Structures) for WSD's current sign base repair, sign examples/costs received from Jones Sign, and also the zoning issues that came to light when CMG researched installing a reader board sign to replace WSD's current sign. All information was provided to the Commission/WSD personnel before the 7/14/09 meeting. Because the TOH has been granted "Agent" status for zoning issues, WSD will be working with Town Planner Mark Mommaerts on WSD's sign issue. The zoning issues will not be resolved until 2010. However, if WSD makes a request to Calumet County/pays the County \$350 for a variance zoning change, WSD's name could be installed directly on WSD's building at this time. Mommaerts informed CMG the TOH expressed interest in attaching the TOH Fire Station property located directly south of WSD's property to WSD's property if WSD applies for/pays \$350 for a zoning variance. When questioned whether the Town would be willing to share the \$350 cost, Mommaerts stated this issue would be addressed at the TOH's 7/28/09 meeting.

**WAVERLY SANITARY DISTRICT**

July 14, 2009

Page 5

**OTHER BUSINESS TO LEGALLY COME BEFORE THE COMMISSION - CONTINUED**

**Waverly Sanitary District's Marque/Base – General discussion – Continued**

After reviewing the zoning issues, sign repair quotes, and sign options, the Commission agreed to the \$7200 lit sign (Jones Sign example # 1) that can be installed directly onto the front of the building. WSD will submit a rezoning request to Calumet Co. whether or not TOH shares the \$350 rezoning costs.

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

Meeting adjourned at 9:15 a.m.

Submitted by Susan A. Hallock

CITY OF MENASHA  
COMMON COUNCIL  
Third Floor Council Chambers  
140 Main Street, Menasha  
Monday, August 17, 2009  
MINUTES

A. CALL TO ORDER

Meeting called to order by Mayor Merkes at 6:01 p.m.

B. PLEDGE OF ALLEGIANCE

C. ROLL CALL/EXCUSED ABSENCES

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

ALSO PRESENT: Mayor Merkes, Att. Rich Carlson, PC Stanke, DPW Radtke, CDD Keil, C/T Stoffel, PRD Tungate, PHD Nett, Clerk Galeazzi and the Press.

D. PUBLIC HEARING

None

E. PUBLIC COMMENTS ON ANY MATTER OF CONCERN TO THE CITY

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

Michael Austin, 141 River Street, Apt. B. Consider getting quotes for outsourcing single stream recycling

F. REPORT OF DEPARTMENT HEADS/STAFF/CONSULTANTS

1. PHN Nett - Presentation from State of Wisconsin to Health Dept. for Level 3 certification award

Dennis Hibrat from State of Wisconsin Division of Public Health recognized the Menasha Health Dept. for achieving the status of a Level 3 Health Dept. The State evaluates health departments every five years for their qualifications. Achieving the status of a Level 3 Health Dept. entitles the health department to receive additional funding from the State. PHD Nett, Mayor Merkes, and Ald. Hendricks accepted the 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

Ald. Zelinski: Minutes D (Parking Comm.), questioned temporary stop signs being installed. DPW Radtke explained it was for a 90-day trial period.

Ald. Pack: Minutes G (Police Comm.), does not support pursuing hiring an additional police officer. PC Stanke reported the City of Menasha did not receive the grant to hire the additional officer.

G. CONSENT AGENDA

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

Minutes to approve:

1. Common Council, 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

Ald. Zelinski requested Item 7 be removed from the Consent Agent

Moved by Ald. Hendricks, seconded by Ald. Pamerter to approve Items 1-6 & 8 of Consent Agenda.  
Motion carried on roll call 8-0.

H. ITEMS REMOVED FROM CONSENT AGENDA

Moved by Ald. Taylor, seconded by Ald. Hendricks to approve Item 7 of Consent Agenda (Consideration of Initiating Single Stream Recycling Operations).

Discussion: Ald. Zelinski suggested getting quotes from private vendors for collection of recyclables.

Moved by Ald. Zelinski to table this item. No second, motion dies.

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

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)

Moved by Ald. Taylor, seconded by Ald. Wisneski to adopt O-17-09

Motion carried on roll call 8-0.

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)

Moved by Ald. Pack, seconded by Ald. Hendricks to adopt O-18-09

Motion carried on roll call 8-0.

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

Moved by Ald. Wisneski, seconded by Ald. Pamerter to approve accounts payable and payroll.

Motion carried on roll call 8-0

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

Moved by Ald. Wisneski, seconded by Ald. Pack to approve Reserve "Class B" Liquor License

Discussion

Motion carried on roll call 8-0.

J. ACTION ITEMS, Cont'd.

3. Accept letter of resignation from Ald. Pamerter and plan to fill vacancy

Moved by Ald. Hendricks, seconded by Ald. Benner to accept letter of resignation and instruct the Clerk to advertise to fill the vacancy.

Discussion ensued on past practice of filling vacancy; questioned if it is required by State Statute to advertise.

Moved by Ald. Pack, seconded by Ald. Wisneski to amend to only advertise to fill vacancy if required by State Statute.

Motion on amendment carried on voice vote

Motion as amended carried on voice vote.

K. APPOINTMENTS

None

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. Benner to adjourn at 6:39 p.m.

Motion carried on voice vote.

Respectfully submitted by  
Deborah A. Galeazzi, WCMC  
City Clerk

DRAFT

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

**From:** Daniel Kiefer [<mailto:dan.kiefer@evangelworshipcenter.com>]

**Sent:** Monday, July 06, 2009 10:01 AM

**To:** Mark Radtke

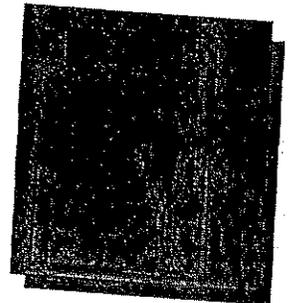
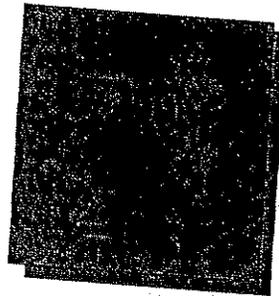
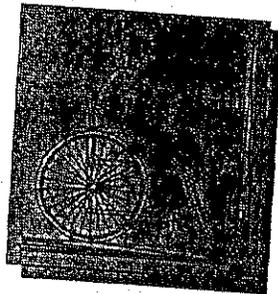
**Subject:** Handicap Parking Request

Mark,

If possible, it would be great to have the first parking stall after the Broad and Milwaukee Street intersection designated as "Handicap Parking." This parking stall would be directly in front of our handicap access door (NE corner) on the Milwaukee Street side of Evangel Worship Center. Thank you for your consideration in this matter.

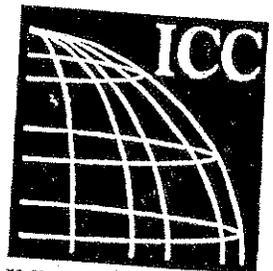
Daniel Kiefer, Lead Pastor  
Evangel Worship Center  
357 Broad Street  
Menasha, WI 54952

(cell) 205-4805  
[dan.kiefer@evangelworshipcenter.com](mailto:dan.kiefer@evangelworshipcenter.com)



*Accessible and Usable  
Buildings and Facilities*

ICC/ANSI A117.1-1998



INTERNATIONAL  
CODE COUNCIL™

## Chapter 5. General Site and Building Elements

### 501 General

**501.1 Scope.** General site and building elements required to be accessible by the scoping provisions adopted by the administrative authority shall comply with the applicable provisions of this chapter.

### 502 Parking Spaces

**502.1 General.** Accessible parking spaces shall comply with Section 502.

**502.2 Vehicle Spaces.** Car and van parking spaces shall be 96 inches (2440 mm) wide minimum and shall have an adjacent access aisle complying with Section 502.3.

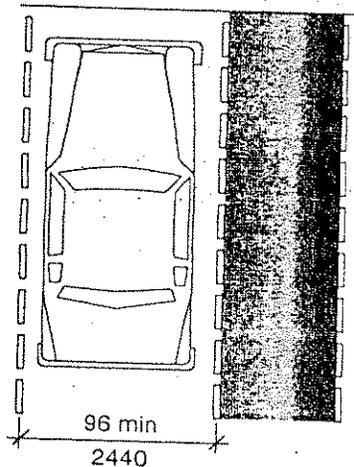


Fig. 502.2  
Vehicle Parking Space

**502.3 Access Aisle.** Access aisles serving parking spaces shall comply with Sections 502.3.1 through 502.3.3. Parking access aisles shall be part of the accessible route to the building or facility entrance and shall comply with Section 402. Two parking spaces shall be permitted to share a common access aisle. Parked vehicle overhangs shall not reduce the clear width of an accessible route.

**502.3.1 Width.** Access aisles serving car parking spaces shall be 60 inches (1525 mm) wide minimum. Access aisles serving van parking spaces shall be 96 inches (2440 mm) wide minimum.

**502.3.2 Length.** Access aisles shall extend the full length of the parking spaces they serve.

**502.3.3 Marking.** Access aisles shall be marked so as to discourage parking in them.

**502.4 Floor or Ground Surfaces.** Parking spaces and access aisles shall have surface slopes not steeper than 1:48. Access aisles shall be at the same level as the parking spaces they serve.

**502.5 Vertical Clearance.** Parking spaces for vans shall have a vertical clearance of 98 inches (2490 mm) minimum at the space and along the vehicular route thereto.

**502.6 Identification.** Where accessible parking spaces are required to be identified by signs, the signs shall include the International Symbol of Accessibility complying with Section 703.7. Such signs shall be 60 inches (1525 mm) minimum above the floor or ground surface of the parking space, measured to the bottom of the sign.

### 503 Passenger Loading Zones

**503.1 General.** Accessible passenger loading zones shall comply with Section 503.

**503.2 Vehicle Pull-up Space.** Passenger loading zones shall provide an access aisle complying with Section 503.3, adjacent and parallel to a vehicle pull-up space.

**503.3 Access Aisle.** Access aisles serving passenger loading zones shall comply with Section 302 and Sections 503.3.1 through 503.3.3. Access aisles shall be part of the accessible route to the building or facility entrance and shall comply with Section 402.

**503.3.1 Width.** Access aisles serving vehicle pull-up spaces shall be 60 inches (1525 mm) wide minimum.

**503.3.2 Length.** Access aisles shall be 20 feet (6100 mm) long minimum.

**503.3.3 Marking.** Access aisles shall be marked so as to discourage parking in them.

**503.4 Floor or Ground Surfaces.** Vehicle pull-up spaces in passenger loading zones and access aisles shall have surface slopes not steeper than

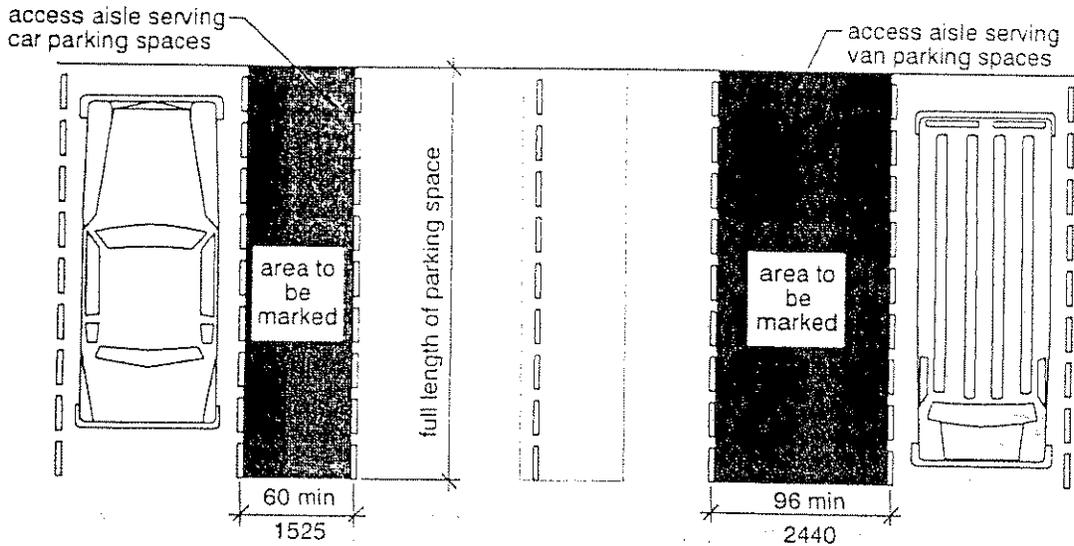


Fig. 502.3  
Parking Space Access Aisle

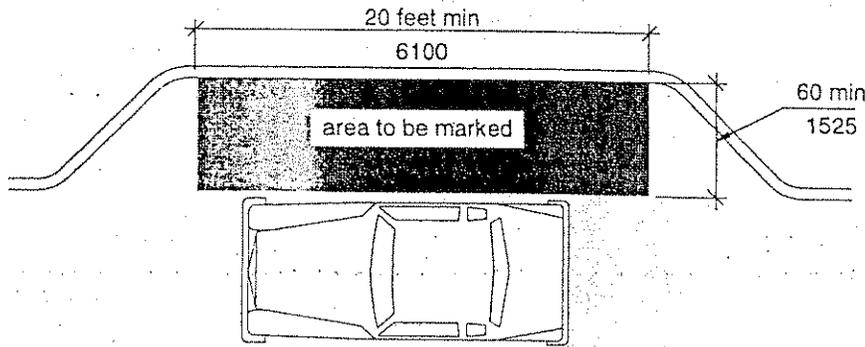


Fig. 503.3  
Passenger Loading Zone Access Aisle

1:48. Access aisles shall be at the same level as the vehicle pull-up space they serve.

**503.5 Vertical Clearance.** Vertical clearance of 114 inches (2895 mm) minimum shall be provided at passenger loading zones and along vehicle access routes to such areas from site entrances.

**504 Stairways**

**504.1 General.** Accessible stairs shall comply with Section 504.

**504.2 Treads and Risers.** All steps on a flight of stairs shall have uniform riser heights and uniform tread depth. Risers shall be 4 inches (100 mm) high minimum and 7 inches (180 mm) maximum. Treads shall be 11 inches (280 mm) deep minimum, measured from riser to riser.

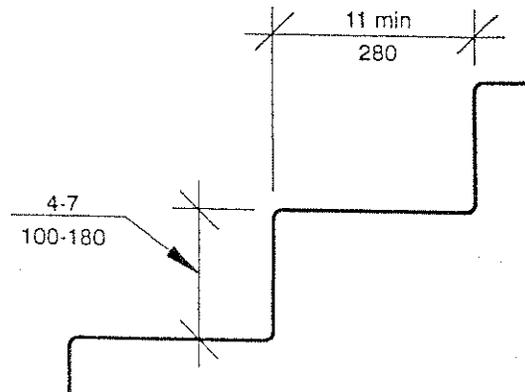


Fig. 504.2  
Treads and Risers for Accessible Stairways

**CITY OF MENASHA DISBURSEMENTS**

Accounts Payable for 8/20/09-9/3/09 Checks # 22378-22638	\$ 1,055,782.22
Payroll Checks for 8/20/09-9/3/09	<u>190,113.74</u>
Total	\$1,245,895.96

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: 8/20/2009**

Vendor Name	Check Number	Check Date	Invoice Number	Account Number	Amount	Description
A&A FIRE AND SECURITY INC	22378	8/20/2009	38733	100-1001-514.20-04	200.00	FIRE ALARM INSPECTION
			<b>Total for check: 22378</b>		<b>200.00</b>	
ACC PLANNED SERVICE INC	22379	8/20/2009	1672	100-0920-531.24-03	398.66	REPAIR BLOWER MOTOR
			1674	100-0501-522.24-03	35.00	LEAK REPAIR
				100-0801-521.24-03	35.00	LEAK REPAIR
			1675	100-1001-514.24-03	46.68	REPAIR FAN BELT
			<b>Total for check: 22379</b>		<b>515.34</b>	
ADVANTIDGE INC	22380	8/20/2009	217233	100-0801-521.30-10	106.90	50 CARD/50 RIBBON
			<b>Total for check: 22380</b>		<b>106.90</b>	
AEROLOC INCORPORATED	22381	8/20/2009	726	100-0703-553.20-04	600.00	ASBESTOS REMOVAL
			<b>Total for check: 22381</b>		<b>600.00</b>	JEFFERSON PARK
AIRGAS NORTH CENTRAL	22382	8/20/2009	105628567	100-0703-553.30-15	100.78	8 IN BLADE
			<b>Total for check: 22382</b>		<b>100.78</b>	
ALL-SPORT TROPHY	22383	8/20/2009	41594	100-0702-552.30-18	43.20	RIBBONS
			<b>Total for check: 22383</b>		<b>43.20</b>	
AMERICAN RED CROSS NEEHAH-MENASHA	22384	8/20/2009	2410	100-0704-552.34-02	52.00	WSI MATERIALS
			<b>Total for check: 22384</b>		<b>52.00</b>	
APPLETON HYDRAULIC COMPONENTS	22385	8/20/2009	18056	731-1022-541.38-03	443.40	SUPPLY DENNISON
			<b>Total for check: 22385</b>		<b>443.40</b>	
AT&T	22386	8/20/2009	920R09453008	601-1020-543.22-01	272.30	MONTHLY SERVICE
						AUG 4-SEPT 3, 2009

**AP Check Register**  
**Check Date: 8/20/2009**

Vendor Name	Check Number	Check Date	Invoice Number	Account Number	Amount	Description
AT&T...	22386...	8/20/2009...	920R09453008...	100-1001-514.22-01	99.90	MONTHLY SERVICE AUG.4-SEPT 3, 2009
			<b>Total for check: 22386</b>		<b>372.20</b>	
ALAN AVERY	22387	8/20/2009	080809	100-0702-552.20-03	994.00	GRUNSKI TIMING/SCORING
			<b>Total for check: 22387</b>		<b>994.00</b>	
BADGER HIGHWAYS CO INC	22388	8/20/2009	146204	100-0703-553.30-18	149.64	ASPHALT/MASON SAND
		8/20/2009	146239	100-0703-553.30-18	57.64	HOTMIX ASPHALT COURSE
		8/20/2009	146277	100-1003-541.30-18	89.97	HOTMIX ASPHALT
		8/20/2009	146326	100-0703-553.30-18	50.11	JEFFERSON PARK
			<b>Total for check: 22388</b>		<b>347.36</b>	
MATTHEW BENDER & CO INC	22389	8/20/2009	8902741	100-0801-521.32-02	193.10	CRIM INVESTIGATION HANDBK
			<b>Total for check: 22389</b>		<b>193.10</b>	
BRAZEE ACE HARDWARE	22390	8/20/2009	005962	100-0501-522.30-13	9.99	HOME DEFENSE SPRAY
			<b>Total for check: 22390</b>		<b>9.99</b>	
BUBRICK'S	22391	8/20/2009	246515	731-1022-541.30-10	98.82	RIBBON/SHEARS/TAPE
		8/20/2009	246831	100-0703-553.30-10	9.52	RIBBON/SHEARS/TAPE
				731-1022-541.30-10	21.03	OFFICE SUPPLIES
				100-0703-553.30-10	8.82	OFFICE SUPPLIES
			<b>Total for check: 22391</b>		<b>138.19</b>	
CAREW CONCRETE & SUPPLY CO INC	22392	8/20/2009	815473	100-0703-553.24-03	245.00	SMITH PAVILION
			<b>Total for check: 22392</b>		<b>245.00</b>	

**AP Check Register**  
**Check Date: 8/20/2009**

Vendor Name	Check Number	Check Date	Invoice Number	Account Number	Amount	Description
CAROLYN STRANCKE	22393	8/20/2009	STRANCKE	100-0704-552.34-02	261.00	WATER SAFETY INSTRUCTOR
	Total for check: 22393				<u>261.00</u>	
CHALCHOFF & JELINSKI LLC	22394	8/20/2009	409	100-0201-512.21-01	1,104.64	PROFESSIONAL SERVICES
	Total for check: 22394				<u>1,104.64</u>	
COMDATA	22395	8/20/2009	7161623	100-0702-552.30-18	32.30	REC SUPPLIES & LATE FEE
	Total for check: 22395				<u>32.30</u>	
DIANE SCHABACH	22396	8/20/2009	SCHABACH	207-0707-552.24-01	7.95	REIMBURSEMENT
				207-0707-552.24-01	24.99	REIMBURSEMENT
				207-0707-552.24-01	7.08	REIMBURSEMENT
				207-0707-552.24-01	30.09	REIMBURSEMENT
				207-0707-552.24-03	13.64	REIMBURSEMENT
				207-0707-552.30-18	9.50	REIMBURSEMENT
Total for check: 22396				<u>98.97</u>		
ENERGY CONTROL & DESIGN INC	22397	8/20/2009	0057739-IN	100-0704-552.24-04	642.86	BOILER REPAIR/POOL
	Total for check: 22397				<u>642.86</u>	
FASTENAL COMPANY	22398	8/20/2009	WINEE46172	100-1008-541.30-18	41.22	CAUTION TAPE/CABLE TIE
	Total for check: 22398				<u>41.22</u>	
FERGUSON ENTERPRISES INC #448	22399	8/20/2009	456503	100-0703-553.30-18	239.74	GASKET/MISC
		8/20/2009	CM094963	100-0703-553.30-18	(154.20)	NEO SEAL CLST GASKT
	Total for check: 22399				<u>85.54</u>	

**AP Check Register**  
**Check Date: 8/20/2009**

Vendor Name	Check Number	Check Date	Invoice Number	Account Number	Amount	Description
FERRELLGAS	22400	8/20/2009	1028699955	266-1027-543.21-06	85.64	LIQUEFIED PETROLEUM GAS
			Total for check: 22400		<u>85.64</u>	
FOX STAMP SIGN & SPECIALTY	22401	8/20/2009	173587	100-0703-553.30-10	26.70	STAMP/VINCE
		8/20/2009	173706	100-0703-553.30-10	4.30	INK PAD/VINCE
			Total for check: 22401		<u>62.00</u>	
GANNETT WISCONSIN MEDIA	22402	8/20/2009	4194998	100-0000-201.15-00	314.28	FARMERS MARKET AD
				100-0203-512.29-02	48.57	PUBLICATIONS
				100-0405-513.29-02	734.12	PUBLICATIONS
			Total for check: 22402		<u>1,611.47</u>	
GRAINGER INC	22403	8/20/2009	9043773135	266-1028-543.30-18	165.06	MOTOR BELT
			Total for check: 22403		<u>165.06</u>	
HANNAH BORDEAUX	22404	8/20/2009	BORDEAUX	100-0704-552.30-10	31.50	SUIT REIMBURSEMENT
			Total for check: 22404		<u>31.50</u>	
HAWKINS INC	22405	8/20/2009	3043822	100-0704-552.30-18	1,136.38	POOL CHEMICALS
			Total for check: 22405		<u>1,136.38</u>	
INDEPENDENT INSPECTIONS LTD	22406	8/20/2009	302859	100-0301-523.21-06	6,685.68	JULY PERMITS
			Total for check: 22406		<u>6,685.68</u>	
INTERSTATE BATTERY OF GREEN BAY	22407	8/20/2009	171644	731-1022-541.38-03	165.90	BATTERY
			Total for check: 22407		<u>165.90</u>	

**AP Check Register**  
**Check Date: 8/20/2009**

Vendor Name	Check Number	Check Date	Invoice Number	Account Number	Amount	Description
JOINT CONFERENCE REGISTRATION	22408	8/20/2009	JOINTCNF	100-0904-531.33-02	130.00	CONFERENCE REGISTRATION T DREW
			Total for check: 22408		<u>130.00</u>	
JX ENTERPRISES INC	22409	8/20/2009	D292100020	731-1022-541.38-03	169.58	POTENTIOMETER
			Total for check: 22409		<u>169.58</u>	
KONE INC	22410	8/20/2009	220190800	100-1001-514.20-04	230.49	MAINTENANCE 8/01-10/31/09
			Total for check: 22410		<u>230.49</u>	
KRUEGER LUMBER CO INC	22411	8/20/2009	909751	100-0701-533.30-18	4.10	NUTS BOLTS
			Total for check: 22411		<u>0</u>	(4.10) NUTS BOLTS
KRUEGER TRUE VALUE	22412	8/20/2009	906886	100-0704-552.30-13	0.16	FINANCE CHARGE
			Total for check: 22412		<u>4.26</u>	4.10 NUTS/BOLTS/SCREWS/ROPE
LAKE PARK VILLAS HOMEOWNERS ASSN	22413	8/20/2009	073109	100-0703-553.21-06	1,669.88	UTIL/LAWN/POND
			Total for check: 22413		<u>3,619.40</u>	
			Total for check: 22413		<u>3,619.40</u>	
			Total for check: 22413		<u>3,619.40</u>	
LAMERS BUS LINES INC	22414	8/20/2009	356348	100-0702-552.20-05	395.00	BUS TRIP MILLER PARK
			Total for check: 22414		<u>395.00</u>	

**AP Check Register**  
**Check Date: 8/20/2009**

Vendor Name	Check Number	Check Date	Invoice Number	Account Number	Amount	Description
LARK UNIFORM OUTFITTERS INC	22415	8/20/2009	35929	100-0801-521.19-03	146.95	UNIFORM
			Total for check: 22415		146.95	
	22416	8/20/2009	8312892	731-1022-541.30-18	174.31	STOCK
			Total for check: 22416		174.31	
LEVENHAGEN CORPORATION	22417	8/20/2009	68304	207-0707-552.38-01	2,860.94	LEAD FREE GAS
		8/20/2009	68679	207-0707-552.38-01	3,134.75	LEAD FREE GAS
		8/20/2009	68686	207-0707-552.38-01	2,117.17	LEAD FREE GAS
		8/20/2009	68732	207-0707-552.38-01	3,174.98	LEAD FREE GAS
		8/20/2009	68768	207-0707-552.38-01	2,892.73	LEAD FREE GAS
			Total for check: 22417		14,180.57	
MARK UBL	22418	8/20/2009	UBL	100-0000-201.10-00	100.00	DEPOSIT EXCAVATION PERMIT
			Total for check: 22418		100.00	
MARTENSON & EISELE INC	22419	8/20/2009	44855	625-1010-541.21-02	6,239.75	PROFESSIONAL SERVICES STORM WATER MGMT
		8/20/2009	44988A	100-1003-541.21-02	24,637.84	PROFESSIONAL SERVICES THIRD ST
			Total for check: 22419		30,877.59	
MATTHEWS TIRE & SERVICE CENTER	22420	8/20/2009	30260	731-1022-541.38-02	53.50	TIRES
		8/20/2009	30395	731-1022-541.38-02	463.12	TIRES
		8/20/2009	30436	731-1022-541.38-02	211.70	TIRES
		8/20/2009	30484	731-1022-541.38-02	101.98	TIRES
			Total for check: 22420		830.30	
MEMORIAL FLORISTS INC	22421	8/20/2009	2495596	100-0703-553.30-18	49.50	PETUNIAS
			Total for check: 22421		49.50	

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Vendor Name	Check Number	Check Date	Invoice Number	Account Number	Amount	Description
MENARDS-APPLETON EAST	22422	8/20/2009	95453	100-0918-531.30-18	23.97	BOARDS
					<u>23.97</u>	
				Total for check: 22422		
MENASHA EMPLOYEES CREDIT UNION	22423	8/20/2009	20090820	100-0000-202.05-00	2,148.00	PAYROLL SUMMARY
					<u>2,148.00</u>	
				Total for check: 22423		
MENASHA EMPLOYEES LOCAL 1035	22424	8/20/2009	20090820	100-0000-202.06-00	310.00	PAYROLL SUMMARY
					<u>310.00</u>	
				Total for check: 22424		
POSTMASTER	22425	8/20/2009	081809	100-0702-552.30-11	1,640.89	FALL PROGRAM BROCHURE
					<u>1,640.89</u>	
				Total for check: 22425		
MENASHA UTILITIES	22426	8/20/2009	072209	100-0703-553.22-03	11.88	KOSLO FLD
		8/20/2009	BILLING#3	100-1008-541.22-03	279.38	ELEC/WATER/STORM
				100-1008-541.22-05	37.86	ELEC/WATER/STORM
				100-1008-541.22-06	(24.36)	ELEC/WATER/STORM
				601-1020-543.22-03	20.29	ELEC/WATER/STORM
				100-0704-552.22-03	3,100.80	ELEC/WATER/STORM
				100-0704-552.22-05	3,648.72	ELEC/WATER/STORM
				731-1022-541.22-03	1,258.54	ELEC/WATER/STORM
				731-1022-541.22-05	419.08	ELEC/WATER/STORM
				266-1028-543.22-03	8.48	ELEC/WATER/STORM
				266-1028-543.22-06	1,995.50	ELEC/WATER/STORM
				100-0801-521.22-03	2,274.71	ELEC/WATER/STORM
				100-0801-521.22-05	242.81	ELEC/WATER/STORM
				100-0801-521.22-06	81.52	ELEC/WATER/STORM
				100-0000-123.00-00	1,647.21	ELEC/WATER/STORM
			100-0000-123.00-00	175.82	ELEC/WATER/STORM	
			100-0000-123.00-00	59.04	ELEC/WATER/STORM	
			100-0601-551.22-03	4,278.00	ELEC/WATER/STORM	
			100-0601-551.22-05	790.68	ELEC/WATER/STORM	
			100-0601-551.22-06	134.87	ELEC/WATER/STORM	

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Vendor Name	Check Number	Check Date	Invoice Number	Account Number	Amount	Description
MENASHA UTILITIES...	22426...	8/20/2009...	BILLING#3...	207-0707-552.22-05	45.96	ELEC/WATER/STORM
				100-1019-552.22-03	168.88	ELEC/WATER/STORM
				100-1019-552.22-05	3.47	ELEC/WATER/STORM
				100-0000-123.00-00	3.91	ELEC/WATER/STORM
				100-0703-553.22-03	2,112.11	ELEC/WATER/STORM
				100-0703-553.22-05	42.22	ELEC/WATER/STORM
				100-0703-553.22-06	213.69	ELEC/WATER/STORM
			731-1022-541.22-06	997.75	ELEC/WATER/STORM	
			<b>Total for check: 22426</b>	<b>24,028.82</b>		
MODERN DAIRY INC	22427	8/20/2009		100-0704-552.30-17	376.60	POOL CONCESSIONS
				100-0704-552.30-17	180.03	POOL CONCESSIONS
				100-0704-552.30-17	293.20	POOL CONCESSIONS
				<b>Total for check: 22427</b>	<b>849.83</b>	
MONOPRICE INC	22428	8/20/2009		100-0801-521.30-10	108.59	TONER/FINGER PRINTER
				100-1001-514.30-10	22.18	TONER
				100-0702-552.24-02	20.68	TONER
				<b>Total for check: 22428</b>	<b>151.45</b>	
MORTON PHARMACY	22429	8/20/2009		100-0704-552.30-10	15.18	VINYL GLOVES
				<b>Total for check: 22429</b>	<b>15.18</b>	
MORTON SAFETY	22430	8/20/2009		731-1022-541.30-18	75.06	RESPIRATOR MASK/FILTER
				<b>Total for check: 22430</b>	<b>75.06</b>	
N&M AUTO SUPPLY	22431	8/20/2009		731-1022-541.38-03	129.39	VALVE SENSOR
				731-1022-541.38-03	3.18	ELBOWS/W SEALS
				731-1022-541.38-03	168.64	HUB ASSY KIT
				<b>Total for check: 22431</b>	<b>301.21</b>	

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Vendor Name	Check Number	Check Date	Invoice Number	Account Number	Amount	Description
NEENAH FOUNDRY	22432	8/20/2009	65057	601-1020-543.30-18	229.00	FRAMES/LIDS
		8/20/2009	65079	601-1020-543.30-18	458.00	FRAMES/LIDS
				<b>Total for check: 22432</b>	<b>687.00</b>	
NEENAH-MENASHA MUNICIPAL COURT	22433	8/20/2009	BOND	100-0000-201.03-00	605.00	BOND
				100-0000-201.03-00	134.00	BOND
				<b>Total for check: 22433</b>	<b>739.00</b>	
OMNINI ASSOCIATES INC	22434	8/20/2009	54181	100-1003-541.21-02	108.00	PAVING CONTRACT
				<b>Total for check: 22434</b>	<b>108.00</b>	
ONE COMMUNICATIONS	22435	8/20/2009	080209	100-0402-513.22-01	5.59	MONTHLY CHARGES 8/2/09-9/1/09
				100-0201-512.22-01	5.59	MONTHLY CHARGES 8/2/09-9/1/09
				100-0000-123.00-00	12.11	MONTHLY CHARGES 8/2/09-9/1/09
				100-0203-512.22-01	17.26	MONTHLY CHARGES 8/2/09-9/1/09
				100-0304-562.22-01	24.94	MONTHLY CHARGES 8/2/09-9/1/09
				100-1001-514.22-01	83.12	MONTHLY CHARGES 8/2/09-9/1/09
				100-0401-513.22-01	47.87	MONTHLY CHARGES 8/2/09-9/1/09
				731-1022-541.22-01	56.23	MONTHLY CHARGES 8/2/09-9/1/09
				100-0903-531.22-01	92.27	MONTHLY CHARGES 8/2/09-9/1/09
				100-0403-513.22-01	26.36	MONTHLY CHARGES 8/2/09-9/1/09
				100-0601-551.22-01	208.93	MONTHLY CHARGES 8/2/09-9/1/09
				100-0101-511.22-01	17.40	MONTHLY CHARGES 8/2/09-9/1/09
				100-0702-552.22-01	21.39	MONTHLY CHARGES 8/2/09-9/1/09
				100-0703-553.22-01	120.46	MONTHLY CHARGES 8/2/09-9/1/09
				100-0202-512.22-01	22.55	MONTHLY CHARGES 8/2/09-9/1/09
				100-0801-521.22-01	373.36	MONTHLY CHARGES 8/2/09-9/1/09
			100-1002-541.22-01	64.83	MONTHLY CHARGES 8/2/09-9/1/09	
			100-0920-531.22-01	41.70	MONTHLY CHARGES 8/2/09-9/1/09	
			100-1008-541.22-01	5.59	MONTHLY CHARGES 8/2/09-9/1/09	
			100-0502-522.22-01	67.07	MONTHLY CHARGES 8/2/09-9/1/09	
			100-1019-552.22-01	53.72	MONTHLY CHARGES 8/2/09-9/1/09	
			207-0000-123.00-00	32.77	MONTHLY CHARGES 8/2/09-9/1/09	

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Vendor Name	Check Number	Check Date	Invoice Number	Account Number	Amount	Description
ONE COMMUNICATIONS...	22435...	8/20/2009...	080209...	100-0000-123.00-00	441.21	MONTHLY CHARGES 8/2/09-9/1/09
				100-0704-552.22-01	68.77	MONTHLY CHARGES 8/2/09-9/1/09
			<b>Total for check: 22435</b>		<b>1,911.09</b>	
PACKER CITY INTERNATIONAL	22436	8/20/2009	3292030021	731-1022-541.38-03	47.61	PARTS
			3292030031	731-1022-541.38-03	(58.50)	CORE
			3292030048	731-1022-541.38-03	39.62	AIR FILTER
<b>Total for check: 22436</b>		<b>28.73</b>				
PARTS ASSOCIATES INC	22437	8/20/2009	PA10865952	731-1022-541.30-18	324.01	STOCK
			<b>Total for check: 22437</b>		<b>324.01</b>	
PEPSI AMERICAS	22438	8/20/2009	37635303	100-0704-552.30-17	583.96	POOL SODA
			<b>Total for check: 22438</b>		<b>583.96</b>	
PREMIER ELECTION SOLUTIONS INC	22439	8/20/2009	EWA64605	100-0204-512.24-04	605.52	HARDWARE/SOFTWARE LIC
			<b>Total for check: 22439</b>		<b>605.52</b>	
RADIOSHACK CORPORATION	22440	8/20/2009	168685	100-0704-552.24-04	9.99	POWER CORD
			<b>Total for check: 22440</b>		<b>9.99</b>	
REINDERS INC	22441	8/20/2009	1261649-00	731-1022-541.38-03	1,007.28	LEVER/HUB/RING
			1261860-00	731-1022-541.38-03	326.14	CROSS/BEARING KIT
			1261860-01	731-1022-541.38-03	105.98	CROSS/BEARING KIT
<b>Total for check: 22441</b>		<b>1,439.40</b>				
ROAD EQUIPMENT	22442	8/20/2009	WA5029831	731-1022-541.38-03	14.62	PURGE VALVE
			<b>Total for check: 22442</b>		<b>14.62</b>	

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Vendor Name	Check Number	Check Date	Invoice Number	Account Number	Amount	Description
ROLAND MACHINERY EXCHANGE	22443	8/20/2009	21051845	731-1022-541.38-03	19.31	NUT
			Total for check: 22443		19.31	
ROLYAN BUOYS	22444	8/20/2009	3562803	100-0703-553.30-18	218.68	BUOY MARKER
			Total for check: 22444		218.68	
SAFEGUARD BUSINESS SYTEMS	22445	8/20/2009	025321888	100-0401-513.30-10	83.40	BANK DEPOSIT TICKETS
			Total for check: 22445		83.40	
SAGE SECURITY SOLUTIONS	22446	8/20/2009	215868	100-0703-553.30-18	59.00	WALL MNT KEYSAFE JEFFERSON PARK
			Total for check: 22446		59.00	
SARAH HOLTZ	22447	8/20/2009	HOLTZ	100-0000-201.10-00	100.00	DEPOSIT EXCAVATION PERMIT
			Total for check: 22447		100.00	
SCHAEFFER MFG CO	22448	8/20/2009	UL3132-INV1	731-1022-541.30-18	604.80	GEAR LUBE
			Total for check: 22448		604.80	
SECURITY FENCE & SUPPLY CO INC	22449	8/20/2009	2009-18278-IN	100-0703-553.30-18	7.20	PIPE PLUGS
			Total for check: 22449		7.20	
SERVICE MOTOR COMPANY	22450	8/20/2009	IV79868	731-1022-541.38-03	216.41	STOCK
			Total for check: 22450		216.41	
SHERWIN-WILLIAMS CO	22451	8/20/2009	0412-6	100-0703-553.30-18	28.69	PAINT
			Total for check: 22451		28.69	

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Vendor Name	Check Number	Check Date	Invoice Number	Account Number	Amount	Description
SHOPKO STORES INC	22452	8/20/2009	50279	100-0702-552.30-18	66.08	PROGRAM SUPPLIES
			Total for check: 22452		<u>66.08</u>	
SILTON SEIFERT CARLSON SC	22453	8/20/2009	106027	100-0201-512.21-01	3,160.39	PROFESSIONAL SERVICES
			Total for check: 22453		<u>3,160.39</u>	
SPORTS GRAPHICS	22454	8/20/2009	4309-24	100-0704-552.30-10	150.00	POOL STAFF SHIRTS
		8/20/2009	62209-5	100-0704-552.30-10	299.88	STAFF UNIFORMS
			Total for check: 22454		<u>449.88</u>	
TOM STOFFEL	22455	8/20/2009	STOFFEL	100-0401-513.33-01	44.55	MILEAGE
			Total for check: 22455		<u>44.55</u>	
UNIFIRST CORPORATION	22456	8/20/2009	097 0052085	731-1022-541.20-01	99.66	MAT/MOP/CLOTHING SERVICE
			Total for check: 22456		<u>99.66</u>	
UNITED PAPER CORPORATION	22457	8/20/2009	19209	100-1001-514.20-01	73.20	WATER COOLER CUPS
			Total for check: 22457		<u>73.20</u>	
VEOLIA ES SOLID WASTE MIDWEST	22458	8/20/2009	B40000236685	100-0000-123.00-00	81.00	BROAD ST RECYCLING
			Total for check: 22458		<u>81.00</u>	
VIERBICHER	22459	8/20/2009	6	489-0304-562.21-06	6,675.00	PROFESSIONAL SERVICES REDEVELOPMENT SITE
			Total for check: 22459		<u>6,675.00</u>	
VIRENDRA SHARMA	22460	8/20/2009	SHARMA	100-0000-201.10-00	100.00	DEPOSIT EXCAVATION PERMIT
			Total for check: 22460		<u>100.00</u>	

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Vendor Name	Check Number	Check Date	Invoice Number	Account Number	Amount	Description
WALMART COMMUNITY	22461	8/20/2009	080309	100-0702-552.30-18	61.64	61.64 REC SUPPLIES
			Total for check: 22461		<u>61.64</u>	
WATERBLAST LLC	22462	8/20/2009	11516	731-1022-541.21-06	113.38	113.38 PRESSURE WASHER
			Total for check: 22462		<u>113.38</u>	
WAVERLY SANITARY DISTRICT	22463	8/20/2009	072809	100-0703-553.22-05	55.47	55.47 2170 PLANK RD
			Total for check: 22463		<u>55.47</u>	
WC INDUSTRIAL SUPPLY COMPANY	22464	8/20/2009	0005526-IN	266-1028-543.30-18	10.70	10.70 PULLEY
		8/20/2009	0005527-IN	266-1028-543.30-18	17.84	17.84 PILLOW BLOCK
			Total for check: 22464		<u>28.54</u>	
WE ENERGIES	22465	8/20/2009		100-0903-531.22-04	8.99	8.99 316 RACINE
		8/20/2009	072909	100-0701-533.22-03	8.06	8.06 RESTHAVEN
				100-0701-533.22-03	8.30	8.30 RESTHAVEN
		8/20/2009	080509	100-0703-553.22-03	35.86	35.86 MENASHA CONSERVANCY
		Total for check: 22465		<u>61.21</u>		
WERNER ELECTRIC SUPPLY CO	22466	8/20/2009	S2799618.001	100-0000-132.00-00	548.88	548.88 STOCK
			Total for check: 22466		<u>548.88</u>	
WIL-KIL PEST CONTROL	22467	8/20/2009	1502575	100-0920-531.20-07	104.00	104.00 EXT INSECT
		8/20/2009	1507772	100-1019-552.21-06	25.00	25.00 RAT/MOUSE/SPIDER CONTROL
		8/20/2009	1512907	100-1019-552.21-06	100.00	100.00 COMMERCIAL CONTRACT
			Total for check: 22467		<u>229.00</u>	
WINNEBAGO COUNTY CLERK OF COURTS	22468	8/20/2009	BOND	100-0000-201.03-00	650.00	650.00 BOND

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Vendor Name	Check Number	Check Date	Invoice Number	Account Number	Amount	Description
WINNEBAGO COUNTY CLERK OF COURTS...	22468...	8/20/2009...	BOND...	100-0000-201.03-00	150.00	BOND
			<b>Total for check: 22468</b>		<b>800.00</b>	
WINNEBAGO COUNTY TREASURER	22469	8/20/2009	LF115030	100-1016-543.25-01	10,717.95	LANDFILL FACILITY
				100-1017-543.25-01	3,272.66	LANDFILL FACILITY
				266-1027-543.25-01	942.75	LANDFILL FACILITY
				100-0805-521.25-01	704.00	JAIL DIVISION
			<b>Total for check: 22469</b>		<b>15,637.36</b>	
WISCONSIN PARK & RECREATION ASSN	22470	8/20/2009	13197	100-0702-552.34-02	90.00	STONE HARBOR RESORT TRAINING/REGISTRATION
			<b>Total for check: 22470</b>		<b>90.00</b>	
WISCONSIN SUPPORT COLLECTIONS	22471	8/20/2009	20090820	100-0000-202.03-00	440.23	PAYROLL SUMMARY
				100-0000-202.04-00	138.40	PAYROLL SUMMARY
			<b>Total for check: 22471</b>		<b>578.63</b>	
WWMA	22472	8/20/2009	WWMA	100-0902-524.32-01	20.00	REGISTRATION T DREW
				100-0902-524.33-02	70.00	REGISTRATION T DREW
			<b>Total for check: 22472</b>		<b>90.00</b>	
ZARNOTH BRUSH WORKS INC	22473	8/20/2009	0123998-IN	625-1005-541.30-15	362.00	BROOM REFILL
			<b>Total for check: 22473</b>		<b>362.00</b>	
					<b>134,218.66</b>	

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<i>Vendor Name</i>	<i>Check Number</i>	<i>Check Date</i>	<i>Invoice Number</i>	<i>Account Number</i>	<i>Amount</i>	<i>Description</i>
REGISTRATION FEE TRUST TVRP	22474	8/24/2009	70ME	100-0000-454.00-00	500.00	PARKING TICKET PROCESS
Total for check: 22474					<u>500.00</u>	
					<u>500.00</u>	

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Vendor Name	Check Number	Check Date	Invoice Number	Account Number	Amount	Description
ACC PLANNED SERVICE INC	22475	8/26/2009	1673	100-0601-551.24-03	1,047.78	1,047.78 BLDG - REPAIR/MAINTENANCE
			Total for check: 22475			<u>1,047.78</u>
AMAZON	22477	8/26/2009	274190538301	100-0601-551.30-14	163.33	LIBRARY MATERIALS
		8/26/2009	274190737273	100-0601-551.30-14	13.50	LIBRARY MATERIALS
		8/26/2009	274192630913	100-0601-551.30-14	42.46	LIBRARY MATERIALS
		8/26/2009	274199273598	100-0601-551.30-14	33.98	LIBRARY MATERIALS
		8/26/2009	274199938880	100-0601-551.30-14	50.97	LIBRARY MATERIALS
		8/26/2009	740494428381	100-0601-551.30-14	42.98	LIBRARY MATERIALS
		8/26/2009	740929028750	100-0601-551.30-14	161.42	LIBRARY MATERIALS
		8/26/2009	816762245975	100-0601-551.30-14	32.99	LIBRARY MATERIALS
		8/26/2009	860047783929	100-0601-551.30-14	(6.00)	CREDIT
		8/26/2009	875444642284	100-0601-551.30-14	(1.50)	CREDIT
		8/26/2009	895199836651	100-0601-551.30-14	90.94	LIBRARY MATERIALS
		8/26/2009	921937022874	100-0601-551.30-14	72.95	LIBRARY MATERIALS
		8/26/2009	928014284630	100-0601-551.30-14	(2.00)	CREDIT
		8/26/2009	957281404659	100-0601-551.30-14	18.99	LIBRARY MATERIALS
		8/26/2009	957734103280	100-0601-551.30-14	53.97	LIBRARY MATERIALS
		8/26/2009	980870153206	100-0601-551.30-14	(32.99)	CREDIT
		8/26/2009	984734263956	100-0601-551.30-14	24.49	LIBRARY MATERIALS
	8/26/2009	990311764238	100-0601-551.30-14	(3.00)	CREDIT	
		Total for check: 22477			<u>757.48</u>	
AT&T	22478	8/26/2009	608T66150008	100-0601-551.30-14	42.46	LIBRARY MATERIALS
			Total for check: 22478			<u>42.46</u>
BAKER & TAYLOR INC	22480	8/26/2009	2023392096	100-0601-551.30-14	370.93	LIBRARY MATERIALS
		8/26/2009	2023396942	100-0601-551.30-14	444.64	LIBRARY MATERIALS
		8/26/2009	2023399489	100-0601-551.30-14	50.73	LIBRARY MATERIALS
		8/26/2009	2023410554	100-0601-551.30-14	235.67	LIBRARY MATERIALS
		8/26/2009	2023414692	100-0601-551.30-14	301.38	LIBRARY MATERIALS
		8/26/2009	2023418490	100-0601-551.30-14	164.29	LIBRARY MATERIALS
		8/26/2009	2023422196	100-0601-551.30-14	48.90	LIBRARY MATERIALS
			Total for check: 22480			<u>1,606.94</u>

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Vendor Name	Check Number	Check Date	Invoice Number	Account Number	Amount	Description
BAKER & TAYLOR INC...	22480...	8/26/2009	2023433049	100-0601-551.30-14	155.95	LIBRARY MATERIALS
		8/26/2009	2023437380	100-0601-551.30-14	166.39	LIBRARY MATERIALS
		8/26/2009	2023441682	100-0601-551.30-14	318.55	LIBRARY MATERIALS
		8/26/2009	2023457228	100-0601-551.30-14	149.22	LIBRARY MATERIALS
		8/26/2009	2023457276	100-0601-551.30-14	83.20	LIBRARY MATERIALS
		8/26/2009	2023457444	100-0601-551.30-14	401.13	LIBRARY MATERIALS
		8/26/2009	2023466824	100-0601-551.30-14	406.83	LIBRARY MATERIALS
		8/26/2009	2023473915	100-0601-551.30-14	68.49	LIBRARY MATERIALS
		8/26/2009	2023478815	100-0601-551.30-14	540.43	LIBRARY MATERIALS
		8/26/2009	2023484296	100-0601-551.30-14	307.71	LIBRARY MATERIALS
		8/26/2009	2023493313	100-0601-551.30-14	275.39	LIBRARY MATERIALS
		8/26/2009	2023493540	100-0601-551.30-14	159.01	LIBRARY MATERIALS
		8/26/2009	5010194451	100-0601-551.30-14	110.05	LIBRARY MATERIALS
		8/26/2009	5010224386	100-0601-551.30-14	51.32	LIBRARY MATERIALS
		8/26/2009	5010252780	100-0601-551.30-14	202.07	LIBRARY MATERIALS
		8/26/2009	H797133000	100-0601-551.30-14	21.59	LIBRARY MATERIALS
		8/26/2009	H80389460	100-0601-551.30-14	17.99	LIBRARY MATERIALS
	8/26/2009	H81781740	100-0601-551.30-14	49.62	LIBRARY MATERIALS	
	8/26/2009	H81781750	100-0601-551.30-14	19.40	LIBRARY MATERIALS	
			<b>Total for check: 22480</b>		<b>5,120.88</b>	
BBC AUDIOBOOKS AMERICA	22481	8/26/2009	365653	100-0601-551.30-14	212.68	LIBRARY MATERIALS
		8/26/2009	366346	100-0601-551.30-14	326.20	LIBRARY MATERIALS
			<b>Total for check: 22481</b>		<b>538.88</b>	
BRAZEE ACE HARDWARE	22482	8/26/2009	005937	100-0601-551.24-03	23.99	BLDG - REPAIR/MAINTENANCE
			<b>Total for check: 22482</b>		<b>23.99</b>	
CDW GOVERNMENT INC	22483	8/26/2009	PSN5411	100-0601-551.30-10	567.29	OFFICE SUPPLIES
			<b>Total for check: 22483</b>		<b>567.29</b>	
CENTER POINT LARGE PRINT	22484	8/26/2009	783428	100-0601-551.30-14	277.38	LIBRARY MATERIALS
			<b>Total for check: 22484</b>		<b>277.38</b>	

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Vendor Name	Check Number	Check Date	Invoice Number	Account Number	Amount	Description
CENTER POINT LARGE PRINT...	22484...	8/26/2009	786790	100-0601-551.30-14	142.59	LIBRARY MATERIALS
			Total for check: 22484		419.97	
DEMCO INC	22485	8/26/2009	3627865	100-0601-551.30-16	69.67	PROMOTIONAL SUPPLIES
			Total for check: 22485		69.67	
GALE	22486	8/26/2009	16306982	100-0601-551.30-14	25.56	LIBRARY MATERIALS
		8/26/2009	16383464	100-0601-551.30-14	354.68	LIBRARY MATERIALS
		8/26/2009	16391002	100-0601-551.30-14	91.87	LIBRARY MATERIALS
		8/26/2009	16393681	100-0601-551.30-14	38.93	LIBRARY MATERIALS
		8/26/2009	16399624	100-0601-551.30-14	27.96	LIBRARY MATERIALS
		8/26/2009	16408579	100-0601-551.30-14	27.96	LIBRARY MATERIALS
		8/26/2009	16410969	100-0601-551.30-14	25.56	LIBRARY MATERIALS
			Total for check: 22486		592.52	
KATHY HANNAH	22487	8/26/2009	08202009	100-0601-551.34-02	229.10	CLASS REGISTRATION FEE
			Total for check: 22487		229.10	
INGRAM LIBRARY SERVICES	22488	8/26/2009	44336563	100-0601-551.30-14	85.05	LIBRARY MATERIALS
		8/26/2009	44336564	100-0601-551.30-14	15.82	LIBRARY MATERIALS
		8/26/2009	44533736	100-0601-551.30-14	77.54	LIBRARY MATERIALS
		8/26/2009	44533737	100-0601-551.30-14	16.57	LIBRARY MATERIALS
		8/26/2009	44828502	100-0601-551.30-14	32.47	LIBRARY MATERIALS
		8/26/2009	44828503	100-0601-551.30-14	48.84	LIBRARY MATERIALS
		8/26/2009	44828504	100-0601-551.30-14	17.47	LIBRARY MATERIALS
		8/26/2009	44828505	100-0601-551.30-14	16.48	LIBRARY MATERIALS
		8/26/2009	44860267	100-0601-551.30-14	33.60	LIBRARY MATERIALS
		8/26/2009	44860268	100-0601-551.30-14	17.45	LIBRARY MATERIALS
	8/26/2009	44860269	100-0601-551.30-14	32.38	LIBRARY MATERIALS	
	8/26/2009	44860270	100-0601-551.30-14	66.11	LIBRARY MATERIALS	
	8/26/2009	44860271	100-0601-551.30-14	32.39	LIBRARY MATERIALS	

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Vendor Name	Check Number	Check Date	Invoice Number	Account Number	Amount	Description		
INGRAM LIBRARY SERVICES...	22488...	8/26/2009	44860272	100-0601-551.30-14	37.63	LIBRARY MATERIALS		
				<b>Total for check: 22488</b>				
				<b>529.80</b>				
KITZ & PFEIL INC	22489	8/26/2009	0708140122	100-0601-551.24-03	22.02	BLDG - REPAIR/MAINTENANCE		
				0713140154	9.89	HOUSEKEEPING SUPPLIES		
				FIN CHRG	(0.39)	CREDIT/FINANCE CHARGES		
				<b>Total for check: 22489</b>				
<b>31.52</b>								
MANDERFIELD BAKERY	22490	8/26/2009	314856	100-0601-551.30-16	23.85	PROMOTIONAL SUPPLIES		
				314893	14.40	STAFF TRAINING/MEAL		
				317945	3.00	PROMOTIONAL SUPPLIES		
				318074	7.80	MEAL EXPENSE		
<b>Total for check: 22490</b>								
<b>49.05</b>								
MATAS MUSIC STUDIO	22491	8/26/2009	48715	100-0601-551.24-04	90.00	EQUIPMENT MAINTENANCE		
				<b>Total for check: 22491</b>				
<b>90.00</b>								
MIDWEST TAPE	22492	8/26/2009	1935427	100-0601-551.30-14	195.90	LIBRARY MATERIALS		
				1935428	85.94	LIBRARY MATERIALS		
				1940222	152.92	LIBRARY MATERIALS		
				1940223	115.93	LIBRARY MATERIALS		
				1945148	167.91	LIBRARY MATERIALS		
				1945149	116.92	LIBRARY MATERIALS		
				1951468	29.98	LIBRARY MATERIALS		
				1951469	92.95	LIBRARY MATERIALS		
				1951470	11.99	LIBRARY MATERIALS		
<b>Total for check: 22492</b>								
<b>970.44</b>								
ORIENTAL TRADING CO INC	22493	8/26/2009	633104241-01	100-0601-551.30-16	84.87	PROMOTIONAL SUPPLIES		
				<b>Total for check: 22493</b>				
<b>84.87</b>								

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Vendor Name	Check Number	Check Date	Invoice Number	Account Number	Amount	Description
OSHKOSH PUBLIC LIBRARY	22494	8/26/2009	08202009	100-0000-441.19-00	23.00	REFUND TO OTHER LIBRARY
			<b>Total for check: 22494</b>		<b>23.00</b>	
RANDOM HOUSE INC	22495	8/26/2009	1086858046	100-0601-551.30-14	75.00	LIBRARY MATERIALS
		8/26/2009	1086978839	100-0601-551.30-14	180.00	LIBRARY MATERIALS
			<b>Total for check: 22495</b>		<b>255.00</b>	
RECORDED BOOKS LLC	22496	8/26/2009	4575653	100-0601-551.30-14	12.90	LIBRARY MATERIALS
			<b>Total for check: 22496</b>		<b>12.90</b>	
REINDERS INC	22497	8/26/2009	858794-00	100-0601-551.24-03	3.47	BLDG - REPAIR/MAINTENANCE
			<b>Total for check: 22497</b>		<b>3.47</b>	
RHYME BUSINESS PRODUCTS	22498	8/26/2009	04664A 1	100-0601-551.30-10	10.99	OFFICE SUPPLIES
			<b>Total for check: 22498</b>		<b>10.99</b>	
BILL ROEDL	22499	8/26/2009	08252009	100-0601-551.30-14	15.00	LIBRARY MATERIALS
			<b>Total for check: 22499</b>		<b>15.00</b>	
KRISTIN SEEFELDT	22500	8/26/2009	08202009	100-0601-551.30-18	57.99	DEPARTMENT SUPPLIES
			<b>Total for check: 22500</b>		<b>57.99</b>	
UNIQUE MANAGEMENT SERVICES INC	22501	8/26/2009	186041	100-0000-441.19-00	214.80	COLLECTION AGENCY FEE
			<b>Total for check: 22501</b>		<b>214.80</b>	
WINNEFOX LIBRARY SYSTEM	22502	8/26/2009	3456	100-0601-551.30-11	1,647.67	POSTAGE SUPPLIES
				100-0601-551.30-14	35.00	LIBRARY MATERIALS

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<i>Vendor Name</i>	<i>Check Number</i>	<i>Check Date</i>	<i>Invoice Number</i>	<i>Account Number</i>	<i>Amount</i>	<i>Description</i>
WINNEFOX LIBRARY SYSTEM...	22502...	8/26/2009	3485	100-0601-551.30-14	41.25	LIBRARY MATERIALS
			<b>Total for check: 22502</b>		<b>1,723.92</b>	
WRIGHT INDUSTRIAL INC	22503	8/26/2009	0591648-IN	100-0601-551.30-13	158.40	HOUSEKEEPING SUPPLIES
			<b>Total for check: 22503</b>		<b>158.40</b>	
					<b>13,641.17</b>	

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ACCURATE SUSPENSION WAREHOUSE	22504	8/27/2009	9002956	731-1022-541.38-03	6.50	STOCK
		8/27/2009	9009075	731-1022-541.38-03	(495.32)	SPRING RETURN
		8/27/2009	9010755	731-1022-541.30-18	124.32	SHOP SUPPLIES
		8/27/2009	9010824	731-1022-541.30-18	62.16	STOCK
		8/27/2009	9010825	731-1022-541.38-03	1.80	STOCK
		8/27/2009	9013193	731-1022-541.30-18	219.00	BRAKLEEN
			<b>Total for check: 22504</b>		<b>104.94</b>	186.48 NON CLORINATED BRAKLEEN
AFFINITY OCCUPATIONAL HEALTH	22505	8/27/2009	242739	100-0202-512.21-05	45.00	AUDIOMETRIC SCREENING
		8/27/2009	243284	100-0202-512.21-05	76.00	LAB FEE
			<b>Total for check: 22505</b>		<b>121.00</b>	
AIRGAS NORTH CENTRAL	22506	8/27/2009	105665077	100-0703-553.30-15	35.34	ACETYLENE/ARGON/OXYGEN CYLINDERS
		8/27/2009	105665078	731-1022-541.21-06	59.52	ACETYLENE/ARGON/OXY CYL
			<b>Total for check: 22506</b>		<b>94.86</b>	
MARGARET ALLEN	22507	8/27/2009	081909	822-0413-554.30-16	250.00	HATTIE F MINOR SCHLORSHIP
			<b>Total for check: 22507</b>		<b>250.00</b>	
AMERICAN RED CROSS NEENAH-MENASHA	22508	8/27/2009	2506	100-0704-552.34-02	65.00	WSI MATERIALS
			<b>Total for check: 22508</b>		<b>65.00</b>	
APPLETON HYDRAULIC COMPONENTS	22509	8/27/2009	18096	731-1022-541.29-04	306.00	RESEAL/ASSEMBLE PUMP
			<b>Total for check: 22509</b>		<b>306.00</b>	
CITY OF APPLETON	22510	8/27/2009	185828	100-0704-552.34-02	97.16	CPR TRAINING
			<b>Total for check: 22510</b>		<b>97.16</b>	
ASSOCIATED APPRAISAL CONSULTANTS	22511	8/27/2009	7906	100-0402-513.21-09	4,775.00	PROFESSIONAL SERVICES JULY 2009

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Vendor Name	Check Number	Check Date	Invoice Number	Account Number	Amount	Description
ASSOCIATED APPRAISAL CONSULTANTS...	22511...	8/27/2009...	7906...	100-0402-513.30-11	7.86	PROFESSIONAL SERVICES JULY 2009
		8/27/2009	7964	100-0402-513.21-04	59.34	PROFESSIONAL SERVICES INTERNET POST PARCELS
			<b>Total for check: 22511</b>		<b>4,842.20</b>	
BAHCALL RUBBER CO INC	22512	8/27/2009	478886-001	207-0707-552.24-02	30.00	SUCTION HOSE
			<b>Total for check: 22512</b>		<b>30.00</b>	
BALDWIN COOKE	22513	8/27/2009	2039243	100-0202-512.30-10	12.28	MONTHLY PLANNERS
				100-0203-512.30-10	12.28	MONTHLY PLANNERS
				100-1002-541.30-10	28.52	MONTHLY PLANNERS
				100-0703-553.30-10	16.34	MONTHLY PLANNERS
				100-1001-514.30-10	12.28	MONTHLY PLANNERS
				100-0703-553.30-10	16.34	MONTHLY PLANNERS
				731-1022-541.30-10	36.61	MONTHLY PLANNERS
			<b>Total for check: 22513</b>		<b>134.65</b>	
BATTERIES PLUS-502	22514	8/27/2009	235732	100-0703-553.24-03	33.98	MEM BLDG LIGHTS
			<b>Total for check: 22514</b>		<b>33.98</b>	
BECK ELECTRIC INC	22515	8/27/2009	F141	100-0703-553.24-03	160.00	HART PARK/CLOVIS LIGHT/CLOCK REPAIR
		8/27/2009	F145	100-0704-552.24-04	382.81	JEFFERSON PARK POOL
		8/27/2009	F148	100-1008-541.21-06	485.12	CONFLICT MONITOR REPAIR NINTH/RACINE
		8/27/2009	F174	100-1008-541.30-18	7.98	CONFLICT MONITOR REPAIR NINTH/RACINE
		8/27/2009	F177	100-0920-531.24-03	96.57	WIRING BATHROOMS SENIOR CENTER
		8/27/2009	F31	100-0703-553.24-03	125.01	PAVILION LIGHTS
		8/27/2009		100-1008-541.21-06	432.00	TRAFFIC LIGHT NINTH/RACINE
			<b>Total for check: 22515</b>		<b>1,689.49</b>	
BOARDMAN LAW FIRM	22516	8/27/2009	188966	100-0201-512.21-01	29.15	PROFESSIONAL SERVICES
			<b>Total for check: 22516</b>		<b>29.15</b>	

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Vendor Name	Check Number	Check Date	Invoice Number	Account Number	Amount	Description
JEFFREY BRANDT	22517	8/27/2009	JULY	100-0201-512.21-01	2,703.51	PROFESSIONAL SERVICES
			Total for check: 22517			<u>2,703.51</u>
BRAZEE ACE HARDWARE	22518	8/27/2009	005969	100-0701-533.30-18	1.99	SHIM WOOD
			005996	207-0707-552.30-13	2.79	BLEACH/SPRAY BOTTLE
			006017	100-0703-553.30-18	45.48	PRIMR/SEALR
			006026	100-0703-553.30-18	26.97	RUBBER UNDERCOAT/HANDSAW
			006027	100-0703-553.30-18	20.49	BLADE SAWZAL
			006036	100-0703-553.30-18	10.57	KEY/TOILET PLUNGER
			5998	100-1001-514.30-18	3.37	KEY/SWITCH
Total for check: 22518			<u>111.66</u>			
CAREW CONCRETE & SUPPLY CO INC	22519	8/27/2009	817345	100-1011-541.30-18	42.00	
			Total for check: 22519			<u>42.00</u>
CDW GOVERNMENT INC	22520	8/27/2009	PTK8664	100-0801-521.30-12	127.85	MEMORY CARDS/PSD
			PVH5636	100-0403-513.30-15	125.59	PROJECTOR CART
			Total for check: 22520			<u>253.44</u>
DAN SCHROEDER	22521	8/27/2009	SCHROEDER	100-0702-552.20-05	175.00	YOUTH ARCHERY PROGRAM
			Total for check: 22521			<u>175.00</u>
DAVID ADAMS	22522	8/27/2009	ADAMS	601-1020-543.21-02	675.00	REIMBURSE SUMP PUMP/PIT
			Total for check: 22522			<u>675.00</u>
DUMKE & ASSOCIATES &	22523	8/27/2009	082709	100-0903-531.29-06	2,977.75	316 RACINE-ST RENTAL
			Total for check: 22523			<u>2,977.75</u>
CARDMEMBER SERVICE	22525	8/27/2009	0035	100-0801-521.34-03	8.10	FAZOLI'S ONALASKA
			0061	100-0801-521.34-03	7.83	JIMMY JOHNS ONALASKA

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CARDMEMBER SERVICE...	22525...	8/27/2009	0068	100-0702-552.30-18	54.00	NEENAH BIKE BIKE REPAIR
		8/27/2009	0098	100-0703-553.30-18	45.83	LINCOLN SPLY
		8/27/2009	0117	100-0801-521.34-03	13.18	BWW/ONALASKA
		8/27/2009	0143	100-0801-521.34-03	8.94	JIMMY JOHN'S ONALASKA
		8/27/2009	0179	100-0801-521.34-03	9.68	BURRACHOS ONALASKA
		8/27/2009	0435	100-0801-521.34-03	716.40	RADISSON FT MCDONWELL AZ
		8/27/2009	0437	100-0801-521.34-03	27.92	OUTBACK ONALASKA
		8/27/2009	0509	100-0801-521.34-03	64.95	LA CROSE SETTLE INN
		8/27/2009	0531	100-0801-521.34-03	78.00	CHULA VISTA RESORTR
		8/27/2009	1320	100-0801-521.29-05	31.25	KWIK TRIP ONALASKA
		8/27/2009	1363	100-0801-521.34-03	26.15	GRIZZLYS GRILL N LACROSSE
		8/27/2009	1815	100-0801-521.34-03	8.01	CULVER'S ONALASKA
		8/27/2009	2303	100-0702-552.30-18	15.72	PIGGLY WIGGLY REC SUPPLIES
		8/27/2009	2422	100-0801-521.30-15	182.96	GALLS
		8/27/2009	2672	100-0801-521.34-03	14.79	CARLOS OKELLY ONALASKA
		8/27/2009	3147	100-0703-553.30-18	174.30	LIEBOVICH BROS SHORE WALL
		8/27/2009	3253	100-0601-551.30-14	114.63	SPORTSMAN CONNECTION
		8/27/2009	3413	100-0703-553.30-18	51.98	BRAZEE HARDWARE
		8/27/2009	3539	100-0601-551.30-13	137.84	TARGET COFFEE URN
		8/27/2009	4274	100-0702-552.30-18	55.71	MENASHA EXPRESS REC SUPPLIES
		8/27/2009	4831	100-0801-521.34-03	8.64	TOJO II TOMAH
		8/27/2009	5350	100-0403-513.34-04	12.95	EXPERTS EXCHANGE LLC ON LINE TECH RESOURCE
		8/27/2009	7715	100-0702-552.34-03	129.08	PERKINS STAFF MEETING
		8/27/2009	8011	100-0801-521.34-03	20.67	OLIVE GARDEN LACROSSE
		8/27/2009	8975	100-0801-521.24-03	151.65	GRAINGER INDUSTRIAL FAN
	8/27/2009	9737	100-0801-521.34-03	12.27	PERKIN'S ONALASKA	
	8/27/2009	9852	100-0801-521.30-10	(88.99)	OFFICEMAX CREDIT FOR TONER	
	8/27/2009	9931	100-0403-513.30-15	38.96	OFFICEMAX IT SUPPLIES	
			<b>Total for check: 22525</b>		<b>2,133.40</b>	
FIRST SUPPLY LLC	22526	8/27/2009	7965448-00	100-0703-553.30-18	29.59	
			<b>Total for check: 22526</b>		<b>29.59</b>	

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Vendor Name	Check Number	Check Date	Invoice Number	Account Number	Amount	Description
GOLD CROSS AMBULANCE SERVICE INC	22527	8/27/2009	26846-IN	100-0000-132.00-00	343.96	PEDI CARTRIDGE
			<b>Total for check: 22527</b>		<b>343.96</b>	
GREEN BOYZ	22528	8/27/2009	080509	100-0801-521.20-04	60.00	FERTILIZER
			<b>Total for check: 22528</b>		<b>60.00</b>	
HAWKINS INC	22529	8/27/2009	3044526	100-0704-552.30-18	1,353.00	CALCIUM HYPOCHLORITE
			<b>Total for check: 22529</b>		<b>1,353.00</b>	
HORN PRECAST	22530	8/27/2009	2926	625-1010-541.30-18	51.00	BASIN TOP
			<b>Total for check: 22530</b>		<b>51.00</b>	
INTERSTATE BATTERY OF GREEN BAY	22531	8/27/2009	90054186	731-1022-541.38-03	248.85	RADAR TRAILER
			<b>Total for check: 22531</b>		<b>248.85</b>	
JULIE WAITE	22532	8/27/2009	WAITE	601-1020-543.21-02	449.00	REIMBURSE SUMP PUMP/PIT
			<b>Total for check: 22532</b>		<b>449.00</b>	
KAEMPFER & ASSOCIATES INC	22533	8/27/2009	14889	601-1020-543.21-02	759.05	IND DISC REG PROG
		8/27/2009	14890	601-0000-196.00-00	478.75	WW COLL SYS REHAB IMP
		8/27/2009	14891	601-1020-543.21-02	904.92	WET WEATHER BYP/OVERFLOW
		8/27/2009	14892	601-1020-543.21-02	428.31	SSES LIFT STATION IMPROV
		8/27/2009	14893	601-1020-543.21-02	256.99	SSES PROJECT MGMT
		8/27/2009	14894	601-1020-543.21-02	1,082.19	SSES MANHOLE INSPECTION
	8/27/2009	14895	601-1020-543.21-02	1,568.05	SSES REPORT PREPARATION	
			<b>Total for check: 22533</b>		<b>5,478.26</b>	

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Vendor Name	Check Number	Check Date	Invoice Number	Account Number	Amount	Description
KJ WASTE SYSTEMS INC	22534	8/27/2009	080109	266-1027-543.21-06	1,231.00	CONTAINER RENTAL
				Total for check: 22534	1,231.00	
LORETTA KJEMHUS	22535	8/27/2009	082709	100-0909-531.30-18	41.79	REIMBURSE DENTAL SUPPLIES
				Total for check: 22535	41.79	
KUNDINGER FLUID POWER INC	22536	8/27/2009	50063460	731-1022-541.38-03	190.55	HOSE ASSY
				Total for check: 22536	190.55	
MENASHA EMPLOYEES CREDIT UNION	22537	8/27/2009	20090827	100-0000-202.05-00	18,657.00	PAYROLL SUMMARY
				Total for check: 22537	18,657.00	
MENASHA EMPLOYEES LOCAL 1035	22538	8/27/2009	20090827	100-0000-202.06-00	310.00	PAYROLL SUMMARY
				Total for check: 22538	310.00	
MENASHA EMPLOYEES LOCAL 1035B	22539	8/27/2009	20090827	100-0000-202.07-00	260.13	PAYROLL SUMMARY
				Total for check: 22539	260.13	
TOWN OF MENASHA FINANCE DEPARTMENT	22540	8/27/2009	082609	625-0000-196.00-00	291,373.15	REIMBURSE LAND PURCHASE TAYCO ST STORMWATER P
				Total for check: 22540	291,373.15	
MENASHA JOINT SCHOOL DISTRICT	22541	8/27/2009	AUGMOBILHOME	100-0000-412.00-00	5,915.74	MOBILE HOME AUG 2009
				Total for check: 22541	5,915.74	
MENASHA LIBRARY STAFF ASSOCIATION	22542	8/27/2009	20090827	100-0000-202.08-00	120.00	PAYROLL SUMMARY
				Total for check: 22542	120.00	
MENASHA PARK & RECREATION	22543	8/27/2009	082109	100-0702-552.30-18	13.21	REPLENISH PETTY CASH
					25.00	REPLENISH PETTY CASH

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Vendor Name	Check Number	Check Date	Invoice Number	Account Number	Amount	Description
MENASHA PARK & RECREATION...	22543...	8/27/2009...	082109...	100-0702-552.30-18	136.60	REPLENISH PETTY CASH
				100-0702-552.30-18	54.46	REPLENISH PETTY CASH
			<b>Total for check: 22543</b>		<b>229.27</b>	
DAVID MOORE	22544	8/27/2009	80309DM	100-0702-552.20-03	200.00	RACE COURSE SERVICES
			<b>Total for check: 22544</b>		<b>200.00</b>	
MORTON SAFETY	22545	8/27/2009	378831	731-1022-541.21-05	128.02	MEDICAL SUPPLIES
		8/27/2009	378832	100-0703-553.30-13	31.24	SUPPLIES
		8/27/2009	410988	100-0000-123.00-00	116.46	MEDICAL MASKS
			<b>Total for check: 22545</b>		<b>275.72</b>	
CITY OF NEENAH	22546	8/27/2009	FIRE RESCUE	100-0501-522.25-01	241,716.00	FIRE RESCUE SERVICES SEPT 2009
			<b>Total for check: 22546</b>		<b>241,716.00</b>	
NETWORK HEALTH PLAN	22547	8/27/2009	403524	100-0000-204.08-00	123,095.97	HEALTH PREMIUMS SEPT 2009
				100-0000-204.11-00	8,975.63	HEALTH PREMIUMS SEPT 2009
			<b>Total for check: 22547</b>		<b>132,071.60</b>	
NEUMAN POOLS INC	22548	8/27/2009	36322-IN	100-0704-552.24-04	68.45	COVER/WHEEL/SHAFT
			<b>Total for check: 22548</b>		<b>68.45</b>	
NOFFKE LUMBER INC	22549	8/27/2009	090820520382	100-1004-541.30-18	1.73	2X4 WESTERN/SIDEWLKS
			<b>Total for check: 22549</b>		<b>1.73</b>	
NORTHEAST ASPHALT INC	22550	8/27/2009	969751	100-1004-541.30-18	1,384.00	ASPHALT
			<b>Total for check: 22550</b>		<b>1,384.00</b>	
OFFICE DEPOT	22551	8/27/2009	110419	100-0702-552.30-10	2.10	OFFICE SUPPLIES

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Vendor Name	Check Number	Check Date	Invoice Number	Account Number	Amount	Description
OFFICE DEPOT...	22551...	8/27/2009...	110419...	100-0304-562.30-10	2.10	OFFICE SUPPLIES
				100-1002-541.30-10	7.81	OFFICE SUPPLIES
				100-1001-514.30-10	4.32	OFFICE SUPPLIES
				100-0920-531.30-11	51.57	PAPER
			<b>Total for check: 22551</b>		<b>67.90</b>	
PACKER CITY INTERNATIONAL	22552	8/27/2009	3292120060	731-1022-541.38-03	30.06	HYDRAULI
				731-1022-541.38-03	23.26	AIR FILT/FUELFILT
				731-1022-541.38-03	120.02	AIR FILT/FUELFILT
				731-1022-541.38-03	109.83	FILTERS/ELEMENT/BRACKET
			<b>Total for check: 22552</b>		<b>283.17</b>	
PHILIP LATREILLE	22553	8/27/2009	LATREILLE	601-1020-543.21-02	675.00	REIMBURSE SUMP PUMP/PIT
				<b>Total for check: 22553</b>	<b>675.00</b>	
PIGGLY WIGGLY MIDWEST LLC	22554	8/27/2009	95848825	827-0920-531.30-18	37.21	SUPPLIES FARMERS MARKET
				<b>Total for check: 22554</b>	<b>37.21</b>	
PITNEY BOWES	22555	8/27/2009	336878	100-1001-514.30-10	183.57	RED INK
				<b>Total for check: 22555</b>	<b>183.57</b>	
REANNETTE LOZANO	22556	8/27/2009	LOZANO	827-0920-531.20-05	100.00	ENTERTAINMENT
				<b>Total for check: 22556</b>	<b>100.00</b>	
SAM'S CLUB	22557	8/27/2009		100-0704-552.32-01	175.00	YEARLY DUES
				100-0403-513.32-01	35.00	YEARLY DUES
				100-0704-552.30-17	1,284.05	POOL CONCESSION SUPPLIES
				<b>Total for check: 22557</b>	<b>1,494.05</b>	

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Vendor Name	Check Number	Check Date	Invoice Number	Account Number	Amount	Description
J A SEXAUER	22558	8/27/2009	206700312	100-0000-132.00-00	262.94	BALLAST
			Total for check: 22558		<u>262.94</u>	
DR TERESA SHOBERG	22559	8/27/2009	SEPT2009	100-0903-531.21-05	150.00	CITY PHYSICIAN
			Total for check: 22559		<u>150.00</u>	SEPT 2009
SHOPO STORES INC	22560	8/27/2009	50265	100-0918-531.30-18	51.88	SUPPLIES
			Total for check: 22560		<u>51.88</u>	
SPORTS GRAPHICS	22561	8/27/2009	80409-9	100-0702-552.30-18	1,870.50	GRUNSKI SHIRTS
			Total for check: 22561		<u>1,870.50</u>	
SUNGARD PUBLIC SECTOR INC	22562	8/27/2009	6147	100-0403-513.24-04	2,438.00	MAINTENANCE
			Total for check: 22562		<u>2,438.00</u>	SEPT 1-30,2009
SWIDERSKI EQUIPMENT INC	22563	8/27/2009	021266	731-1022-541.38-03	219.33	PIN/BRACKET
			Total for check: 22563		<u>219.33</u>	
TOM PALMER	22564	8/27/2009	PALMER	827-0000-441.27-00	75.00	PARTY ENTERTAINMENT
			Total for check: 22564		<u>75.00</u>	
TRAFFIC & PARKING CONTROL CO	22565	8/27/2009	323024	100-1008-541.20-04	2,140.00	CABINET FILTER
			Total for check: 22565		<u>2,140.00</u>	
UNIFIRST CORPORATION	22566	8/27/2009	0970052373	731-1022-541.20-01	99.66	MAT/CLOTHING SERVICE
			Total for check: 22566		<u>99.66</u>	

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Vendor Name	Check Number	Check Date	Invoice Number	Account Number	Amount	Description
UNITED WAY FOX CITIES	22567	8/27/2009	20090827	100-0000-202.09-00	76.00	PAYROLL SUMMARY
	<b>Total for check: 22567</b>				<b>76.00</b>	
UR WASHINSTUFF INC	22568	8/27/2009	10019	100-0801-521.29-05	102.78	18 CAR WASHES MARCH 2009
		8/27/2009	10020	100-0801-521.29-05	68.52	12 CAR WASHES APRIL 2009
		8/27/2009	10021	100-0801-521.29-05	114.20	20 CAR WASHES MAY 2009
		8/27/2009	10022	100-0801-521.29-05	108.49	19 CAR WASHES JUNE 2009
<b>Total for check: 22568</b>				<b>393.99</b>		
US PETROLEUM EQUIPMENT	22569	8/27/2009	174081	731-1022-541.24-04	78.75	SERVICE
		8/27/2009	L37206	731-1022-541.21-06	12.00	SAMPLE
	<b>Total for check: 22569</b>				<b>90.75</b>	
VALLEY CHEMICAL LLC	22570	8/27/2009	0024745-IN	100-0704-552.30-18	38.35	POOL CHEMICALS
	<b>Total for check: 22570</b>				<b>38.35</b>	
VISION NSURANCE PLAN OF AMERICA	22571	8/27/2009	75480	100-0000-204.10-00	1,105.80	SEPT 2009
	<b>Total for check: 22571</b>				<b>1,105.80</b>	
WAYNE ENGINEERING CORP	22572	8/27/2009	68318	731-1022-541.38-03	162.98	SOLENOID VALVE CARTRIDGE
	<b>Total for check: 22572</b>				<b>162.98</b>	
WC INDUSTRIAL SUPPLY COMPANY	22573	8/27/2009	0005534-IN	731-1022-541.38-03	29.30	V BELTS
		8/27/2009	5562-IN	731-1022-541.38-03	53.74	BELT
	<b>Total for check: 22573</b>				<b>83.04</b>	
WE ENERGIES	22574	8/27/2009	080609	100-0703-553.22-03	8.12	2170 PLANK RD
		8/27/2009	082109	100-0000-123.00-00	34.82	GAS SERVICE
				100-1001-514.22-04	39.35	GAS SERVICE
				100-0801-521.22-04	48.09	GAS SERVICE

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Vendor Name	Check Number	Check Date	Invoice Number	Account Number	Amount	Description
WE ENERGIES...	22574...	8/27/2009...	082109...	100-0920-531.22-04	8.68	GAS SERVICE
				100-0601-551.22-04	34.58	GAS SERVICE
				100-0703-553.22-04	54.25	GAS SERVICE
				100-0704-552.22-04	4,293.89	GAS SERVICE
				207-0707-552.22-04	29.46	GAS SERVICE
			731-1022-541.22-04	85.14	GAS SERVICE	
			<b>Total for check: 22574</b>		<b>4,636.38</b>	
WERNER ELECTRIC SUPPLY CO	22575	8/27/2009	S2799655.001	207-0707-552.24-03	22.86	SENSOR
			<b>Total for check: 22575</b>		<b>22.86</b>	
WISCONSIN DEPT OF JUSTICE	22576	8/27/2009	L7101T	100-0801-521.21-06	515.00	RECORD NAMES SEARCH
			<b>Total for check: 22576</b>		<b>515.00</b>	
WISCONSIN SUPPORT COLLECTIONS	22577	8/27/2009	20090827	100-0000-202.03-00	1,152.15	PAYROLL SUMMARY
				100-0000-202.04-00	138.40	PAYROLL SUMMARY
			<b>Total for check: 22577</b>		<b>1,290.55</b>	
ZEP MANUFACTURING CO	22578	8/27/2009	30393362	731-1022-541.30-18	216.28	CLEANING SUPPLIES
			<b>Total for check: 22578</b>		<b>216.28</b>	
					<b>737,710.17</b>	

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Vendor Name	Check Number	Check Date	Invoice Number	Account Number	Amount	Description
ADAM HENDRIES	22579	9/3/2009	HENDRIES	601-1020-543.21-02	645.00	REIMBURSE SUMP PUMP/PIT
			<b>Total for check: 22579</b>		<b>645.00</b>	
ALLIED GLOVE & SAFETY PRODUCTS	22580	9/3/2009	1795130	731-1022-541.30-18	177.62	LEATHER GLOVES
			<b>Total for check: 22580</b>		<b>177.62</b>	
AMERICAN RED CROSS NEENAH-MENASHA	22581	9/3/2009	2542	100-0000-201.03-00	25.00	CPR/AED TRAINING
				100-0702-552.34-02	5.00	CPR/AED TRAINING
				100-0000-123.00-00	10.00	CPR/AED TRAINING
				100-0000-123.00-00	15.00	CPR/AED TRAINING
				100-0903-531.34-02	10.00	CPR/AED TRAINING
			<b>Total for check: 22581</b>		<b>65.00</b>	
ASCAP	22582	9/3/2009	090109	100-0702-552.32-01	312.79	LICENSE FEE
			<b>Total for check: 22582</b>		<b>312.79</b>	
BADGER HIGHWAYS CO INC	22583	9/3/2009	146534	100-1003-541.30-18	3,642.80	HOTMIX ASPHALT BASE TANA CT
			146601	100-1004-541.30-18	3,653.97	HOTMIX ASPHALT SURFACE
			146602	100-0703-553.30-18	48.66	SCREENINGS 9TH ST BOAT LAUNCH
			<b>Total for check: 22583</b>		<b>7,345.43</b>	
BECK ELECTRIC INC	22584	9/3/2009	F185	100-0703-553.30-18	255.04	CIRCUIT PANEL FOR EVENTS
			<b>Total for check: 22584</b>		<b>255.04</b>	
BRAZEE ACE HARDWARE	22585	9/3/2009	006049	100-0703-553.30-18	25.99	LTX STN
			6064	100-0702-552.30-18	8.99	BUNGEE CORD/BANNER
			6097	100-0703-553.30-18	3.39	BIKE RACK REPAIR
			6120	100-0703-553.30-15	7.99	CAULK GUN

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Vendor Name	Check Number	Check Date	Invoice Number	Account Number	Amount	Description
BRAZEE ACE HARDWARE...	22585...	9/3/2009	6142	100-1001-514.30-13	4.99	OVEN CLEANER
				<b>Total for check: 22585</b>	<b>51.35</b>	
BUBRICK'S	22586	9/3/2009	250231	100-0801-521.30-10	348.27	CHAIR
			<b>Total for check: 22586</b>	<b>348.27</b>		
CAREW CONCRETE & SUPPLY CO INC	22587	9/3/2009	816325	100-1004-541.30-18	1,920.00	600 RACINE ST
			816695	100-1004-541.30-18	514.00	705 APPLETON ST
			817257	100-1011-541.30-18	91.70	705 APPLETON ST
				100-1004-541.30-18	437.70	705 APPLETON ST
				100-1004-541.30-18	598.00	5TH/LONDON
<b>Total for check: 22587</b>	<b>3,561.40</b>					
COMMUNITY HOUSING COORDINATOR	22588	9/3/2009	123	263-0306-562.21-06	500.00	CDBG RLF PROGRAM
			124	100-0304-562.21-06	1,800.00	HOUSING PLAN
			<b>Total for check: 22588</b>	<b>2,300.00</b>		
COUNTY MATERIALS CORPORATION	22589	9/3/2009	1561345-00	485-1003-541.82-02	118.37	WALL CAP
			1562649-00	485-1003-541.82-02	113.10	
			<b>Total for check: 22589</b>	<b>231.47</b>		
CULLIGAN WATERCARE SERVICES	22590	9/3/2009		100-0704-552.30-10	112.10	WATER
				100-1001-514.20-01	17.85	COOLER RENTAL
				731-1022-541.30-13	5.95	COOLER RENTAL
				100-0704-552.30-10	86.00	WATER
<b>Total for check: 22590</b>	<b>273.90</b>					

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DAVIS & KUELTHAU SC	22591	9/3/2009	310001	100-0202-512.21-01	6,212.00	PROFESSIONAL SERVICES UNION NEGOTIATIONS
				<b>Total for check: 22591</b>	<b>6,212.00</b>	
FAMILY THERAPY & ANXIETY CENTER	22592	9/3/2009	082109	100-0801-521.21-05	533.75	SERVICES PROVIDED POLICE
				<b>Total for check: 22592</b>	<b>533.75</b>	
FERGUSON ENTERPRISES INC #448	22593	9/3/2009	472910	100-0703-553.30-18	275.76	MISC PLUMBING PARTS
				<b>Total for check: 22593</b>	<b>275.76</b>	
FOX CITIES PERFORMING ART CENTER	22594	9/3/2009	879320	100-0000-201.11-00	150.00	CATS RESERVATIONS
				<b>Total for check: 22594</b>	<b>150.00</b>	
FOX STAMP SIGN & SPECIALTY	22595	9/3/2009	173261	100-0702-552.30-18	20.00	VINYL LETTERING
				<b>Total for check: 22595</b>	<b>20.00</b>	
DEBBIE GALEAZZI	22596	9/3/2009	082409	100-0203-512.34-03	206.00	ROOM CHARGE/CONFERENCE
				<b>Total for check: 22596</b>	<b>206.00</b>	
GUNDERSON UNIFORM & LINEN RENTAL	22597	9/3/2009	1318011	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
<b>Total for check: 22597</b>	<b>22.71</b>					
DONALD HIETPAS & SONS INC	22598	9/3/2009	082009	601-1020-543.82-02	7,553.14	SANITARY MANHOLE THIRD/APPLETON
				<b>Total for check: 22598</b>	<b>7,553.14</b>	
HORST DISTRIBUTING INC	22599	9/3/2009	641520	731-1022-541.38-03	10.73	GASKET/MUFFLER
				<b>Total for check: 22599</b>	<b>10.73</b>	

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Vendor Name	Check Number	Check Date	Invoice Number	Account Number	Amount	Description
HR DIRECT	22600	9/3/2009	0385917	100-0202-512.30-10	79.08	2 ABSENTEE CALENDARS
			<b>Total for check: 22600</b>		<b>79.08</b>	
LAKE PARK VILLAS HOMEOWNERS ASSN	22601	9/3/2009	083109	100-0703-553.21-06	1,738.14	UTILITIES/POND/ETC
				100-0703-553.22-03	236.74	UTILITIES/POND/ETC
				625-1010-541.21-06	160.41	UTILITIES/POND/ETC
				625-1010-541.22-03	963.01	UTILITIES/POND/ETC
				100-1012-541.22-03	29.13	UTILITIES/POND/ETC
			<b>Total for check: 22601</b>		<b>3,127.43</b>	
LAMERS BUS LINES INC	22602	9/3/2009	355187	100-0702-552.20-05	65.30	BUS TRIP
			<b>Total for check: 22602</b>		<b>65.30</b>	
LARK UNIFORM OUTFITTERS INC	22603	9/3/2009	20393	100-0801-521.19-03	54.62	CLOTHING
		9/3/2009	36900	100-0801-521.19-03	126.94	SHOES/STOCKS
			<b>Total for check: 22603</b>		<b>181.56</b>	
LAUREN DIEDRICH	22604	9/3/2009	DIEDRICH	100-0000-201.10-00	100.00	EXCAVATION DEPOSIT
			<b>Total for check: 22604</b>		<b>100.00</b>	
LEE RICHARDSON	22605	9/3/2009	RICHARDSON	601-1020-543.21-02	160.00	REIMBURSE SUMP PUMP/PIT
			<b>Total for check: 22605</b>		<b>160.00</b>	
LEVENHAGEN CORPORATION	22606	9/3/2009	68221	207-0707-552.38-01	2,711.96	LEAD FREE GAS
		9/3/2009	68253	207-0707-552.38-01	618.34	LEAD FREE GAS
		9/3/2009	68343	207-0707-552.38-01	4,080.81	LEAD FREE GAS
			<b>Total for check: 22606</b>		<b>7,411.11</b>	

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MARSHALL & ILSLEY TRUST COMPANY NA	22607	9/3/2009	5127413	100-0202-512.21-06	260.00	MONTHLY BENEFIT FEE
			<b>Total for check: 22607</b>		<b>260.00</b>	
MENARDS-APPLETON EAST	22608	9/3/2009	1886	207-0707-552.24-03	70.04	MINERAL SPIRITS/QUAD CLAY
			<b>Total for check: 22608</b>		<b>70.04</b>	
MENASHA EMPLOYEES CREDIT UNION	22609	9/3/2009	20090903	100-0000-202.05-00	2,148.00	PAYROLL SUMMARY
			<b>Total for check: 22609</b>		<b>2,148.00</b>	
MENASHA EMPLOYEES LOCAL 1035	22610	9/3/2009	20090903	100-0000-202.06-00	310.00	PAYROLL SUMMARY
			<b>Total for check: 22610</b>		<b>310.00</b>	
TOWN OF MENASHA POLICE DEPARTMENT	22611	9/3/2009	BOND	100-0000-201.03-00	176.80	BOND
				100-0000-201.03-00	199.00	BOND
			<b>Total for check: 22611</b>		<b>315.80</b>	
POSTMASTER	22612	9/3/2009	082609	100-0920-531.30-11	38.00	OCTOBER NEWLETTER
			<b>Total for check: 22612</b>		<b>38.00</b>	
MENASHA SENIOR CENTER	22613	9/3/2009	PETTY CASH	827-0920-531.30-18	76.76	PETTY CASH
			<b>Total for check: 22613</b>		<b>76.76</b>	
MENASHA UTILITIES	22614	9/3/2009	BILLING#1	100-1008-541.22-03	265.66	ELEC/STORMWATER/OUTSIDE
				100-0000-123.00-00	13.06	ELEC/STORMWATER/OUTSIDE
				100-0403-513.21-04	1,827.50	ELEC/STORMWATER/OUTSIDE
				207-0707-552.22-03	280.94	ELEC/STORMWATER/OUTSIDE
				207-0707-552.22-05	35.28	ELEC/STORMWATER/OUTSIDE
				207-0707-552.22-06	22.75	ELEC/STORMWATER/OUTSIDE
			100-0703-553.22-03	1,300.33	ELEC/STORMWATER/OUTSIDE	
			100-0703-553.22-05	1,595.73	ELEC/STORMWATER/OUTSIDE	

**AP Check Register**  
**Check Date: 9/3/2009**

Vendor Name	Check Number	Check Date	Invoice Number	Account Number	Amount	Description		
MENASHA UTILITIES...	22614...	9/3/2009...	BILLING#1...	100-0703-553.22-06	209.61	ELEC/STORM/WATER/OUTSIDE		
				100-1001-514.22-03	2,592.68	ELEC/STORM/WATER/OUTSIDE		
				100-1001-514.22-05	252.66	ELEC/STORM/WATER/OUTSIDE		
				100-1001-514.22-06	33.31	ELEC/STORM/WATER/OUTSIDE		
				100-1019-552.22-03	125.88	ELEC/STORM/WATER/OUTSIDE		
				100-1019-552.22-05	38.14	ELEC/STORM/WATER/OUTSIDE		
				100-0920-531.22-03	340.61	ELEC/STORM/WATER/OUTSIDE		
				100-0920-531.22-05	77.24	ELEC/STORM/WATER/OUTSIDE		
				100-0408-552.22-03	255.51	ELEC/STORM/WATER/OUTSIDE		
				100-1013-541.22-06	255.11	ELEC/STORM/WATER/OUTSIDE		
				601-1020-543.22-03	22.63	ELEC/STORM/WATER/OUTSIDE		
				601-1020-543.22-06	11.37	ELEC/STORM/WATER/OUTSIDE		
				9/3/2009	BILLING#1EXTRA	66.97	ELECTRIC/STORM	
						51.18	ELECTRIC/STORM	
		43.87	ELECTRIC/STORM					
		16.25	ELECTRIC/STORM					
		25.17	ELECTRIC/STORM					
		10.54	ELECTRIC/STORM					
		<b>9,769.98</b>						
MIDWEST LAMP RECYCLING INC	22615	9/3/2009	13248	100-1001-514.20-01	39.76	BALLASTS/BATTERIES/MISC		
				100-0801-521.24-03	30.19	BALLASTS/BATTERIES/MISC		
				100-0920-531.24-03	3.36	BALLASTS/BATTERIES/MISC		
				731-1022-541.24-03	5.18	BALLASTS/BATTERIES/MISC		
				100-0601-551.24-03	75.29	BALLASTS/BATTERIES/MISC		
				<b>153.78</b>				
MODERN DAIRY INC	22616	9/3/2009	178409	100-0704-552.20-17	265.01	POOL CONCESSIONS		
					<b>265.01</b>			
N&M AUTO SUPPLY	22617	9/3/2009	277310	731-1022-541.38-03	31.62	CONTROL SOLENOID		
				9/3/2009	277706	731-1022-541.30-18	8.50	EPOXY SYRINGE
				9/3/2009	277982	731-1022-541.38-03	8.84	OIL FILTER/SPARK PLUG STOCK

**AP Check Register**  
**Check Date: 9/3/2009**

Vendor Name	Check Number	Check Date	Invoice Number	Account Number	Amount	Description
N&M AUTO SUPPLY...	22617...	9/3/2009	278161	731-1022-541.38-03	148.75	BRAKE PADS/ROTOR
		9/3/2009	278339	731-1022-541.38-03	19.50	HALOGEN SEALED BEAM
		9/3/2009	278344	731-1022-541.38-03	3.98	OIL FILTER
		9/3/2009	278867	731-1022-541.30-18	41.40	SUPER ABSORBENT
		9/3/2009	279907	731-1022-541.30-18	14.61	WASH BRUSH HEAD
			<b>Total for check: 22617</b>		<b>277.20</b>	
NEENAH-MENASHA MUNICIPAL COURT	22618	9/3/2009	BOND	100-0000-201.03-00	275.80	BOND
				100-0000-201.03-00	134.00	BOND
				100-0000-201.03-00	197.00	BOND
				100-0000-201.03-00	429.00	BOND
			<b>Total for check: 22618</b>		<b>1,035.80</b>	
NEENAH-MENASHA SEWERAGE COMMISSION	22619	9/3/2009	2009-157	601-1021-543.25-01	79,025.36	WW TREATMENT CHARGES SEPT 2009
		9/3/2009	2009-163	601-1021-543.25-01	16,782.00	BOND ISSUE CHARGES
			<b>Total for check: 22619</b>		<b>95,807.36</b>	
NOFFKE LUMBER INC	22620	9/3/2009	090820520724	100-1004-541.30-18	2.75	LUMBER FOR APRON
			<b>Total for check: 22620</b>		<b>2.75</b>	
OFFICEMAX INC	22621	9/3/2009	333102	100-0401-513.30-10	50.60	OFFICE SUPPLIES
		9/3/2009	431434	100-0401-513.30-10	51.12	OFFICE SUPPLIES
		9/3/2009	432128	100-0401-513.30-10	(34.95)	OFFICE SUPPLIES
			<b>Total for check: 22621</b>		<b>66.77</b>	
PACKER CITY INTERNATIONAL	22622	9/3/2009	3292230032	731-1022-541.38-03	22.62	LUBEFILT
			<b>Total for check: 22622</b>		<b>22.62</b>	

**AP Check Register**  
**Check Date: 9/3/2009**

Vendor Name	Check Number	Check Date	Invoice Number	Account Number	Amount	Description
PIGGLY WIGGLY MIDWEST LLC	22623	9/3/2009	5313212	100-0702-552.30-18	42.14	SNACKS
			Total for check: 22623		42.14	
REESE RECREATION PRODUCTS INC	22624	9/3/2009	9857	100-0703-553.24-03	220.00	MDF CONTROL VALVE
			Total for check: 22624		220.00	
SAFEGUARD BUSINESS SYTEMS	22625	9/3/2009	025365314	100-0401-513.29-01	369.19	A/P CHECK STOCK
			Total for check: 22625		369.19	
STEPP EQUIPMENT COMPANY	22626	9/3/2009	284359	731-1022-541.38-03	181.61	RUBBER PAD
			Total for check: 22626		181.61	
TRAFFIC & PARKING CONTROL CO	22627	9/3/2009	323563	100-1003-541.82-02	3,058.50	
				100-1008-541.30-18	1,019.50	
			Total for check: 22627		4,078.00	
UNIFIRST CORPORATION	22628	9/3/2009	097 0052655	731-1022-541.20-01	97.91	MAT/MOP/CLOTHING SERVICE
			Total for check: 22628		97.91	
UNITED PAPER CORPORATION	22629	9/3/2009	19535	100-0000-132.00-00	2,082.70	KLEENEX/BATH TISSUE
				100-0000-132.00-00	655.90	PAPER TOWELS
			Total for check: 22629		2,738.60	
US PETROLEUM EQUIPMENT	22630	9/3/2009	174024	207-0707-552.20-04	382.60	TESTING OF 2 LINES
			Total for check: 22630		382.60	
VALLEY POPCORN CO INC	22631	9/3/2009	91355	100-0704-552.30-17	329.90	POOL CONCESSIONS
				100-0704-552.30-17	95.80	POOL CONCESSIONS

**AP Check Register**  
**Check Date: 9/3/2009**

Vendor Name	Check Number	Check Date	Invoice Number	Account Number	Amount	Description
VALLEY POPCORN CO INC...	22631...	9/3/2009	92726	100-0704-552.30-17	42.70	POOL CONCESSIONS
			<b>Total for check: 22631</b>		<b>468.40</b>	
WC INDUSTRIAL SUPPLY COMPANY	22632	9/3/2009	5647-IN	731-1022-541.38-03	7.80	BELT
		9/3/2009	5681-IN	731-1022-541.38-03	52.50	OIL SEALS/BEARINGS
			<b>Total for check: 22632</b>		<b>60.30</b>	
WE ENERGIES	22633	9/3/2009	092009	100-1012-541.22-03	2,058.87	STREET LIGHTS
			<b>Total for check: 22633</b>		<b>2,058.87</b>	
WERNER ELECTRIC SUPPLY CO	22634	9/3/2009	S2802489.001	100-0000-132.00-00	194.28	BULB
			<b>Total for check: 22634</b>		<b>194.28</b>	
WISCONSIN DEPT OF REGULATION &	22635	9/3/2009	083109	100-0801-521.21-06	25.00	SPECIAL USE PERMIT
			<b>Total for check: 22635</b>		<b>25.00</b>	
WISCONSIN DEPT OF TRANSPORTATION	22636	9/3/2009	L01874	100-1002-541.21-02	2,825.72	3RD/TAYCO/RACINE STS
		9/3/2009	L01875	100-1002-541.21-02	3,016.16	3RD/RACINE/MANITOWOC STS
			<b>Total for check: 22636</b>		<b>5,841.88</b>	
WISCONSIN DEPT OF TRANSPORTATION	22637	9/3/2009	083109	100-0801-521.34-02	75.00	GOVERNOR'S CONFERENCE M ALBRECHT
			<b>Total for check: 22637</b>		<b>75.00</b>	
WISCONSIN SUPPORT COLLECTIONS	22638	9/3/2009	20090903	100-0000-202.03-00	440.23	PAYROLL SUMMARY
				100-0000-202.04-00	138.40	PAYROLL SUMMARY
			<b>Total for check: 22638</b>		<b>578.63</b>	
					<b>169,708.12</b>	



321 Milwaukee Street • P.O. Box 340 • Menasha, WI 54952-0340 • [www.menashautilities.com](http://www.menashautilities.com)

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**MEMORANDUM**

TO: City of Menasha Common Council

FROM: Melanie Krause, Manager of Business Operations *MK*  
Dick Sturm, Manager of Engineering & Operations *RS*

DATE: September 3, 2009

SUBJECT: Release and Settlement Agreement - Alcan

At the Regular Meeting of the Water and Light Commission held on August 26, the Commission unanimously approved a motion requesting the Common Council approve the Release and Settlement Agreement with Alcan with the definition of reasonable notice to be defined as not less than 15 days.

## RELEASE AND SETTLEMENT AGREEMENT

This AGREEMENT is by and among the City of Menasha and the Menasha Utilities Commission (collectively "Menasha") and Pechiney Plastic Packaging, Inc. ("Pechiney") (collectively, the "Parties").

### RECITALS

A. Pechiney has questioned the level of rates it has been charged under its Steam Supply Agreement with Menasha, dated June 21, 2006 ("Steam Supply Agreement").

C. On May 27, 2009, the Menasha Utilities Commission adopted a resolution recommending to the City of Menasha Common Council that the Menasha Steam Utility cease operating the Menasha steam supply facility ("Steam Supply Facility"). The Common Council has not yet acted on the Commission's recommendation.

D. The Parties desire, through a settlement and compromise, to avoid possible litigation related to the Steam Supply Agreement and/or any future decision by the Menasha Common Council directing the Menasha Steam Utility to cease operating the Steam Supply Facility.

### AGREEMENT

THE PARTIES AGREE as follows:

1. Pechiney acknowledges and agrees that the Menasha Steam Utility may cease providing steam to Pechiney upon giving reasonable advance written notice to Pechiney without any penalty or liability to Menasha. The effective termination date of the Steam Supply Agreement shall be the date on which the Menasha Steam Utility ceases to provide steam pursuant to such notice.

2. Once Menasha has ceased providing steam to Pechiney, Menasha shall work with Pechiney to establish a physical separation between Pechiney's facility and the Steam Supply Facility. Such physical separation shall be at the vault located on Menasha property. Pechiney shall own and be responsible for the operation and maintenance of all steam-related equipment that is located on Pechiney's property. Menasha shall not remove any equipment located on Pechiney's property.

3. Menasha shall provide Pechiney a credit in the amount of \$100,000 ("Settlement Amount") to be applied to any and all current and future charges for steam service provided to Pechiney by the Menasha Steam Utility. If and when all charges for steam service are paid in full by such crediting, Menasha shall then pay any remaining Settlement Amount ("Remainder Payment") directly to Pechiney. Menasha shall make any Remainder Payment to Pechiney within twenty (20) days after the final steam bill has been credited.

4. Pechiney releases Menasha from any claim, demand, obligation or liability arising out of or relating to the Steam Supply Agreement, the cessation of steam service to Pechiney, or any matters relating in any way to the Steam Supply Facility. It is the intent of the Parties that all of Pechiney's claims against Menasha, known or unknown, relating in any way to the Steam Supply

Agreement or the Steam Supply Facility are settled and released. This release extends to the City of Menasha, its departments, its presently elected or formerly elected or appointed officials, including without limitation the members of the Common Council, the members of the Menasha Utilities Commission, the Mayor, the former Mayor, and all employees, former employees or agents of the City or its departments.

5. Menasha releases Pechiney from any claim, demand, obligation or liability arising out of or relating to the Steam Supply Agreement or relating in any way to the Steam Supply Facility. It is the intent of the Parties that all of Menasha's claims against Pechiney, known or unknown, relating in any way to the Steam Supply Agreement, the Steam Supply Facility, or the cessation of steam purchases by Pechiney are settled and released. This release extends to Pechiney, its officers, directors, agents and all employees, including former employees.

6. Nothing herein shall be deemed an admission of any liability or wrongdoing on the part of Menasha with respect to any possible claims of Pechiney, known or unknown, relating to the Steam Supply Agreement, the Steam Supply Facility, or the cessation of steam supply service to Pechiney. The Parties expressly understand and agree that this is a settlement and compromise intended in part to avoid the cost and expense of any litigation or court action.

7. This Agreement contains the entire agreement between the Parties with respect to the subject matter of this Agreement. The recitals stated above are incorporated into and form part of this Agreement.

8. This Agreement shall be governed by and construed in accordance with the laws of the State of Wisconsin.

9. The execution of this Agreement by Menasha is subject to the prior approval of the Menasha Utilities Commission and the Menasha Common Council.

10. The effective date of this Agreement is the date of execution by the last party to sign (the "Effective Date").

IN WITNESS WHEREOF, the Parties have executed this Agreement as of the Effective Date.

 Pechiney Plastic Packaging, Inc.

By: Marti D. ... Date: 8/10/09  
Its Authorized Representative

City of Menasha

By: \_\_\_\_\_ Date: \_\_\_\_\_  
Its Authorized Representative

Menasha Utilities Commission

By: \_\_\_\_\_ Date: \_\_\_\_\_  
Its Authorized Representative

**Addendum to  
Release and Settlement Agreement**

This Addendum shall be integrated into and form part of the foregoing Release and Settlement Agreement by and among the City of Menasha, the Menasha Utilities Commission and Pechiney Plastic Packaging, Inc. (collectively, the "Parties").

The Parties agree that for the purposes of Section 1 of the Release and Settlement Agreement, the phase "reasonable advance written notice" shall mean a notice period of not less than 15 days.

Pechiney Plastic Packaging, Inc.

By: \_\_\_\_\_ Date: \_\_\_\_\_  
Its Authorized Representative

City of Menasha

By: \_\_\_\_\_ Date: \_\_\_\_\_  
Its Authorized Representative

Menasha Utilities Commission

By: \_\_\_\_\_ Date: \_\_\_\_\_  
Its Authorized Representative

**RESOLUTION OF THE CITY OF MENASHA COMMON  
COUNCIL REGARDING CESSATION OF STEAM UTILITY OPERATIONS**

WHEREAS, the Common Council of the City of Menasha ("Common Council") has the authority to exercise general control and supervision of the Menasha Utilities Commission ("Commission") with respect to the charge and management of the City of Menasha's municipal steam utility (the "Steam Utility") in accordance with Section 9-5-1 of the City of Menasha municipal ordinances and Wis. Stat. § 66.0805; and

WHEREAS, by Resolution dated May 27, 2009 ("Commission Resolution"), (attached to this Common Council Resolution as Attachment A), the Commission has made certain recommendations to the Common Council with respect to the Steam Utility, including a recommendation that the Common Council authorize and direct the Steam Utility to cease its operation of the steam plant facility at this time; and

WHEREAS, by letter dated July 1, 2009, Sonoco-U.S. Mills, Inc. ("Sonoco"), sought to exercise its right to self generate steam pursuant to Section 4(B) of the Steam Supply Agreement between Sonoco and Menasha Utilities, executed as of October 22, 2004, as amended ("Sonoco Agreement"); and

WHEREAS, in its July 1st letter, Sonoco estimates that its current cost of producing steam through its existing boilers is \$8.14 per 1,000 pounds of steam, which is less than the current steam sales charge of \$9.92 per 1,000 pounds of steam; and

WHEREAS, in a subsequent letter dated July 29, 2009, Sonoco withdrew its self-generation request but expressly reserved its right to re-issue the request at a later date; and

WHEREAS, pursuant to Section 4(B) of the Sonoco Agreement, Menasha Utilities may either provide steam under the Sonoco Agreement for the same price as the cost for Sonoco to self generate steam or terminate the Sonoco Agreement with a 30-day notice to Sonoco; and

WHEREAS, pursuant to a Release and Settlement Agreement dated as of June 29, 2009, between the City, Menasha Utilities, and George A. Whiting Paper Company ("Whiting"), the parties agreed to terminate the steam supply agreement between Whiting and Menasha Utilities with the result that Whiting is no longer a customer of the Steam Utility, effective June 30, 2009; and

WHEREAS, the Pechiney Plastic Packaging, Inc., ("Pechiney") is willing to enter into a Release and Settlement Agreement with the City and the Commission that resolves all present and future claims that may arise under the steam supply agreement between Pechiney and Menasha Utilities or from the decision to cease steam utility operations; and

WHEREAS, the Commission's recommendations have been necessitated by certain unforeseeable events beyond the reasonable control of the City, the Commission, and the Steam

Utility, which events are enumerated in the Commission Resolution and in this Resolution and hereby acknowledged and affirmed by the Common Council; and

WHEREAS, the City of Menasha has a number of outstanding steam utility related financial obligations, including approximately \$2.7 million in note anticipation notes and approximately \$14 million in general obligation bonds, as well as over \$24 million in principal and interest on revenue bond anticipation notes ("Revenue BANS"), which Revenue BANS were due to be paid in full on September 1, 2009; and

WHEREAS, the Common Council has reviewed the report prepared by the financial firm of Stern Brothers & Co. ("Stern Brothers"), which report is referenced in the Commission's May 27th Resolution as the "Menasha Steam Utility Strategy Analysis and Recommendation," and which concludes (i) that under the existing steam supply contracts, the Steam Utility will be unable to cover operating expenses in 2009 and beyond; and (ii) that the Steam Utility will not generate sufficient revenues to provide payment for any of the outstanding obligations issued by the City of Menasha to finance the Steam Utility; and

WHEREAS, the Common Council understands that representatives of the Steam Utility, Menasha Utilities, and the City of Menasha over the past several weeks and months have undertaken serious and substantive efforts to determine whether or not new steam supply contracts with existing and potential new customers could be developed that would enable the Steam Utility to continue operating and that such efforts have been unsuccessful; and

WHEREAS, a public hearing on the recommended closure of the Steam Utility was held on Tuesday, May 12, 2009; and

WHEREAS, after exhaustive consideration of all other options, and because continued operation of the steam plant facility is not financially feasible at this time, especially now in light of Sonoco's recent request to self supply steam, the Common Council agrees with the Commission's recommendation that the Steam Utility cease operating the steam plant facility and finds that such actions are in the best interests of the City and its taxpayers; and

WHEREAS, the Common Council understands that City and utility staff, together with Stern Brothers and a team of expert consultants and legal advisors have been actively working to develop a work-out strategy with respect to the outstanding steam utility related financial obligations ("the Work-out Process") and will continue to do so in an effort to minimize the impact of the Steam Utility ceasing to operate the steam plant facility on the City, its taxpayers, its steam customers, and bondholders.

NOW, THEREFORE, BE IT RESOLVED BY THE COMMON COUNCIL OF THE CITY OF MENASHA:

1. That the Steam Utility be hereby authorized and directed to cease its operation of the steam plant facility, effective October 9, 2009.

2. That the Commission President, utility managers, staff and employees of Menasha Utilities, and, as may be appropriate, their designees, be hereby authorized and directed (i) to issue a notice to Sonoco and Pechiney that the Steam Utility will no longer operate the steam plant facility, such notice to be issued no later than September 9, 2009; (ii) to take all steps necessary to terminate any and all Steam Utility agreements with customers, vendors, or others, the termination of which is necessary due to the cessation of steam plant operations by the Steam Utility; (iii) to timely inform all other necessary parties of the Steam Utility ceasing to operate the steam plant facility; and (iv) to undertake all steps necessary to ensure that such directives be undertaken in accordance with prudent utility and business practices, and in a manner designed to preserve as much value of the steam plant facility as may be practicable.

3. That, in order to preserve the value of the steam plant facility for possible sale, the Commission President, staff, and employees of Menasha Utilities, and, as may be appropriate, their designees, be hereby authorized and directed to further evaluate alternatives for the facility to continue operating in a combined heat/power configuration (in accordance with appropriately obtained permits) and to maintain the operational readiness of the facility so it can be reactivated in the future.

4. That the City of Menasha, the Commission, and, as may be appropriate, their designees, be hereby authorized and directed to take all steps necessary to develop and implement the Work-out Process for the purpose of minimizing the impact of the Steam Utility ceasing to operate the steam plant facility on the City, its taxpayers, its steam customers, and bondholders.

5. That the Mayor is hereby authorized and directed to execute on behalf of the City of Menasha the Settlement and Release Agreement among the City of Menasha, the Commission, and Pechiney as attached to this Common Council Resolution as Attachment B.

Approved on September 8, 2009.

CITY OF MENASHA COMMON COUNCIL

By

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Mayor

Acknowledged

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Clerk

**RESOLUTION OF THE MENASHA UTILITIES COMMISSION  
REGARDING CESSATION OF STEAM UTILITY OPERATIONS**

WHEREAS, the Menasha Utilities Commission ("Commission") has entire charge and management of the City of Menasha's municipal steam utility (the "Steam Utility"), subject to the general control and supervision of the City of Menasha ("City") pursuant to Section 9-5-1 of the City of Menasha municipal ordinances and Wis. Stat. § 66.0805; and

WHEREAS, unforeseeable events beyond the reasonable control of the City, the Commission, and the Steam Utility have made it impossible for the Steam Utility to generate sufficient revenues to recover its current and projected operation and maintenance costs, to meet debt coverage requirements, and to perform its obligations, including (i) unforeseeable increases in the cost of converting plant operations to better facilitate the burning of Powder River Basin coal; (ii) unforeseeable increases in the cost of fuel supply and transport; (iii) unforeseeable decreases in customer demand for steam supply; (iv) unprecedented decreases in spot market prices for electricity; and (v) pending actions by the Wisconsin Department of Natural Resources, the federal Environmental Protection Agency and the Sierra Club to require the installation of pollution control equipment, and in the case of the latter, to no longer burn coal at all, actions which pose additional financial and litigation risks at present and in the foreseeable future at an as yet unknown additional cost that cannot be borne by the Steam Utility or the City; and

WHEREAS, the financial firm of Stern Brothers & Co. ("Stern Brothers") has analyzed the current and prospective financial performance of the Steam Utility with a view toward determining whether and under what conditions the City would be able to structure a refinancing of its existing steam utility related financial obligations, which include \$24 million in principal and interest on revenue bond anticipation notes, which are due to be paid in full on September 1, 2009 ("Revenue BANS"); and

WHEREAS, the result of this analysis is contained in a report designated "Menasha Steam Utility Strategy Analysis and Recommendation," which the Commission has reviewed; and

WHEREAS, Stern Brothers concludes that, under the existing steam supply contracts, the Steam Utility will be unable to cover operating expenses in 2009 and beyond and will not generate sufficient revenues to provide payment for any of the revenue or general obligation notes issued to finance the Steam Utility and therefore cannot access the financial markets to refinance the Revenue BANS, and

WHEREAS, as a result of this conclusion, Stern Brothers recommends that the Steam Utility cease operating the steam plant facilities, which recommendation the Commission hereby adopts on the grounds that it is in the best interests of the City and its taxpayers; and

WHEREAS, City and utility staff, together with Stern Brothers and a team of expert consultants and legal advisors have been actively working to develop a work-out strategy and will continue to do so in an effort to minimize the impact of the Steam Utility ceasing to operate the steam plant facility on the City, its taxpayers, its steam customers, and bondholders.

NOW, THEREFORE, BE IT RESOLVED BY THE MENASHA UTILITIES COMMISSION:

1. That the Commission recommends to the Common Council of the City of Menasha that the Common Council authorize and direct the Steam Utility to cease its operation of the steam plant facility, effective July 3, 2009.

2. That the Commission recommends to the Common Council of the City of Menasha that the Common Council authorize and direct the Commission President, the Interim General Manager, staff and employees of Menasha Utilities, and, as may be appropriate, their designees (i) to issue a notice to all existing Steam Utility customers that the Steam Utility will no longer operate the steam plant facility, such notice to be issued no later than June 3, 2009, or such date as may be designated by the Common Council; (ii) to take all steps necessary to terminate any and all Steam Utility agreements with customers, vendors, or others, the termination of which is necessary due to the cessation of steam plant operations by the Steam Utility; (iii) to timely inform all other necessary parties of the Steam Utility ceasing to operate the steam plant facility; and (iv) to undertake all steps necessary to ensure that such directives be undertaken in accordance with prudent utility and business practices, and in a manner designed to preserve as much value of the steam plant facility as may be practicable.

3. That the Commission recommends to the Common Council of the City of Menasha that, in order to preserve the value of the steam plant facility for possible sale, the Common Council authorize and direct the Commission President, the Interim General Manager, staff and employees of Menasha Utilities, and, as may be appropriate, their designees, to further evaluate alternatives for the facility to continue operating in a combined heat/power configuration and to maintain the operational readiness of the facility so it can be reactivated in the future.

4. That the Commission recommends to the Common Council of the City of Menasha that the Common Council authorize and direct the Commission President, the Interim General Manager, staff and employees of Menasha Utilities, and, as may be appropriate, their designees, to take all steps necessary to develop and implement a work-out plan for the purpose of minimizing the impact of the Steam Utility ceasing to operate the steam plant facility on the City, its taxpayers, its steam customers, and bondholders, such plan to be subject to approval by the Common Council.

Approved on May 27, 2009.

MENASHA UTILITIES COMMISSION

By

Mad L Allwood  
President  
Robert H. Fabelich  
Vice President

## RELEASE AND SETTLEMENT AGREEMENT

This AGREEMENT is by and among the City of Menasha and the Menasha Utilities Commission (collectively "Menasha") and Pechiney Plastic Packaging, Inc. ("Pechiney") (collectively, the "Parties").

### RECITALS

A. Pechiney has questioned the level of rates it has been charged under its Steam Supply Agreement with Menasha, dated June 21, 2006 ("Steam Supply Agreement").

C. On May 27, 2009, the Menasha Utilities Commission adopted a resolution recommending to the City of Menasha Common Council that the Menasha Steam Utility cease operating the Menasha steam supply facility ("Steam Supply Facility"). The Common Council has not yet acted on the Commission's recommendation.

D. The Parties desire, through a settlement and compromise, to avoid possible litigation related to the Steam Supply Agreement and/or any future decision by the Menasha Common Council directing the Menasha Steam Utility to cease operating the Steam Supply Facility.

### AGREEMENT

THE PARTIES AGREE as follows:

1. Pechiney acknowledges and agrees that the Menasha Steam Utility may cease providing steam to Pechiney upon giving reasonable advance written notice to Pechiney without any penalty or liability to Menasha. The effective termination date of the Steam Supply Agreement shall be the date on which the Menasha Steam Utility ceases to provide steam pursuant to such notice.

2. Once Menasha has ceased providing steam to Pechiney, Menasha shall work with Pechiney to establish a physical separation between Pechiney's facility and the Steam Supply Facility. Such physical separation shall be at the vault located on Menasha property. Pechiney shall own and be responsible for the operation and maintenance of all steam-related equipment that is located on Pechiney's property. Menasha shall not remove any equipment located on Pechiney's property.

3. Menasha shall provide Pechiney a credit in the amount of \$100,000 ("Settlement Amount") to be applied to any and all current and future charges for steam service provided to Pechiney by the Menasha Steam Utility. If and when all charges for steam service are paid in full by such crediting, Menasha shall then pay any remaining Settlement Amount ("Remainder Payment") directly to Pechiney. Menasha shall make any Remainder Payment to Pechiney within twenty (20) days after the final steam bill has been credited.

4. Pechiney releases Menasha from any claim, demand, obligation or liability arising out of or relating to the Steam Supply Agreement, the cessation of steam service to Pechiney, or any matters relating in any way to the Steam Supply Facility. It is the intent of the Parties that all of Pechiney's claims against Menasha, known or unknown, relating in any way to the Steam Supply

Agreement or the Steam Supply Facility are settled and released. This release extends to the City of Menasha, its departments, its presently elected or formerly elected or appointed officials, including without limitation the members of the Common Council, the members of the Menasha Utilities Commission, the Mayor, the former Mayor, and all employees, former employees or agents of the City or its departments.

5. Menasha releases Pechiney from any claim, demand, obligation or liability arising out of or relating to the Steam Supply Agreement or relating in any way to the Steam Supply Facility. It is the intent of the Parties that all of Menasha's claims against Pechiney, known or unknown, relating in any way to the Steam Supply Agreement, the Steam Supply Facility, or the cessation of steam purchases by Pechiney are settled and released. This release extends to Pechiney, its officers, directors, agents and all employees, including former employees.

6. Nothing herein shall be deemed an admission of any liability or wrongdoing on the part of Menasha with respect to any possible claims of Pechiney, known or unknown, relating to the Steam Supply Agreement, the Steam Supply Facility, or the cessation of steam supply service to Pechiney. The Parties expressly understand and agree that this is a settlement and compromise intended in part to avoid the cost and expense of any litigation or court action.

7. This Agreement contains the entire agreement between the Parties with respect to the subject matter of this Agreement. The recitals stated above are incorporated into and form part of this Agreement.

8. This Agreement shall be governed by and construed in accordance with the laws of the State of Wisconsin.

9. The execution of this Agreement by Menasha is subject to the prior approval of the Menasha Utilities Commission and the Menasha Common Council.

10. The effective date of this Agreement is the date of execution by the last party to sign (the "Effective Date").

IN WITNESS WHEREOF, the Parties have executed this Agreement as of the Effective Date.

*As* Pechiney Plastic Packaging, Inc.  
By: Mart Day Date: 8/10/09  
Its Authorized Representative

City of Menasha

By: \_\_\_\_\_ Date: \_\_\_\_\_  
Its Authorized Representative

Menasha Utilities Commission

By: \_\_\_\_\_ Date: \_\_\_\_\_  
Its Authorized Representative

**Addendum to  
Release and Settlement Agreement**

This Addendum shall be integrated into and form part of the foregoing Release and Settlement Agreement by and among the City of Menasha, the Menasha Utilities Commission and Pechiney Plastic Packaging, Inc. (collectively, the "Parties").

The Parties agree that for the purposes of Section 1 of the Release and Settlement Agreement, the phrase "reasonable advance written notice" shall mean a notice period of not less than 15 days.

Pechiney Plastic Packaging, Inc.

By: \_\_\_\_\_ Date: \_\_\_\_\_  
Its Authorized Representative

City of Menasha

By: \_\_\_\_\_ Date: \_\_\_\_\_  
Its Authorized Representative

Menasha Utilities Commission

By: \_\_\_\_\_ Date: \_\_\_\_\_  
Its Authorized Representative



MEMO

TO: Common Council  
Mayor Merkes

FROM: Police Chief Stanke *RS*

SUBJECT: CVMIC Renewal

DATE: August 27, 2009

A resolution for the renewal of our liability insurance is attached. We are currently on a three-year renewal from CVMIC through 2010. This will continue our commitment for 2011-2012.

After consulting with Mayor Merkes and Comptroller Stoffel it is our recommendation that we continue with an SIR of \$25,000. The cost for option1 with a Self-Insured Retention of \$25,000 is \$47,672 for 2010, \$48,782 for 2011 and \$50,001 for 2012. We have exceeded the SIR limit on 7 separate occasions.

The City has been able to save a considerable sum estimated at \$3,790,219 since joining CVMIC in 1988. In addition CVMIC provides risk management services at a minimal cost to the City.

In addition CVMIC will be returning a dividend to the City of \$20,847 in March of 2010..

**RESOLUTION R-22-09**

**RESOLUTION APPROVING THE CITY OF MENASHA'S LIABILITY INSURANCE RENEWAL THROUGH CITIES AND VILLAGES MUTUAL INSURANCE COMPANY (CVMIC)**

Introduced by Mayor Merkes

**WHEREAS**, the City of Menasha has been a charter member of Cities and Villages Mutual Insurance Company (CVMIC) since 1988 and

**WHEREAS**, the renewal for 2011-2012 has been received from CVMIC;

**NOW THEREFOR, BE IT RESOLVED**, that the City of Menasha Common Council with the Mayor concurring elect to continue to participate in CVMIC; and

**BE IT FURTHER RESOLVED** that the City of Menasha accepts the proposal dated July 16, 2009 from Cities and Villages Mutual Insurance Company (CVMIC) and agrees to continue its membership in CVMIC for policy years 2011 and 2012 based on the premiums guaranteed by CVMIC for said policy years with the SIR at \$25,000.00.

Passed and approved this 8<sup>th</sup> day of September, 2009.

\_\_\_\_\_  
Donald J. Merkes, Mayor

\_\_\_\_\_  
Deborah A. Galeazzi, City Clerk



July 16, 2009

Mr. Robert Stanke  
City of Menasha  
430 First Street  
Menasha, WI 54952

RE: Two-Year Liability Renewal Package

Dear Robert:

Cities and Villages Mutual Insurance Company (CVMIC) is pleased to provide your community with its two-year liability renewal package. CVMIC continues to provide your community with the best possible public entity, general liability and auto liability protection available in Wisconsin. This re-pricing continues CVMIC's approach of providing a long-term solution to your liability insurance needs.

Bickmore Risk Services has completed an actuarial review of CVMIC losses from 1988 to present. Their analysis has indicated that we continue to have very stable losses. The Board of Directors requested that Bickmore Risk Services calculate each member's 2011-2012 premiums for both the current and next higher self-insured retention (SIR). Premium calculations were developed utilizing current loss data and the underwriting information members provided last fall for the reinsurance renewal.

The proposed pricing limits the experience modification to premium increases no greater than 15% and reductions no greater than 10% for 2011 and increases for 2012 will be 2.5%.

Your premium options for the 2011 and 2012 policy years are set forth in Attachment One. These premiums are guaranteed for the two-year period assuming that we achieve an adequate level of commitment for the renewal. In order to lock in these rates, we are asking that each member make their renewal commitment by September 1, 2009. Our general counsel, Mark Kircher of Quarles & Brady, has provided instructions for making this two-year commitment to CVMIC (Attachment Two).

CVMIC has grown to 45 member cities and villages. In addition to broad liability protection with \$5 million in limits, we also provide loss control services, risk management assistance and access to other insurance products through optional group purchases. These programs provide access to needed insurance coverage at substantial savings. This is in addition to the quantifiable benefits and direct cost savings your community has realized through participation in the CVMIC liability program. A comparison of the 21 years that City of Menasha has been with CVMIC with the final year with your previous carrier indicates that you have enjoyed total savings of \$3,790,219 since your community joined CVMIC. (Attachment Four).

The Board of Directors continues to be committed to assisting members with their risk management and loss control programs. CVMIC's loss control representatives continue to work directly with members to provide loss control assistance. In addition, we have provided a wide range of free educational programs for your employees. These seminars have proven to be very popular and are highly rated by those attending. We believe these services have had a direct impact on losses and have helped keep premiums low. We will continue to expand our training efforts and encourage member participation. A copy of the preliminary training schedule for the fall/winter of 2009/2010 is attached (Attachment Three).

#### Liability Program Dividends

On April 1, 2007 CVMIC retired the WMIC bond. This was accomplished with CVMIC all paying principal and interest payments on behalf of members. The retirement of the WMIC debt opened the door to return excess funds from the liability program to members in the form of dividends. The first dividend was declared in 2008 and paid in early 2009. At their May 21<sup>st</sup> meeting, the Board declared a liability dividend in the amount of \$958,013.00 for the policy period ending 12/31/08. This dividend will be paid on or around March 1, 2010. Specific information regarding this dividend will be provided in a separate letter. The goal of the Board is to provide stable dividends while maintaining surplus at target levels.

#### Other Insurance Purchase Options

In addition to the liability insurance program, CVMIC offers a first-dollar workers' compensation program, Auto Physical Damage program and several top quality insurance products on a group-purchase basis. Group purchase options include Special Events Liability Program, Employment Practice Liability, Excess Workers' Compensation, umbrella/excess liability and Boiler & Machinery insurance. These programs have been offered in response to member requests to provide cost-effective options to meet the insurance needs of their community. Renewal information for these programs will be provided at the summer meeting.

## Ratings and Awards

We are extremely pleased to inform the membership that CVMIC has maintained its 'A' rating from AM Best. A.M. Best is the foremost source for insurer ratings in the world. Best's initial rating of CVMIC covered the five-year period ending December 31, 1992. Their rating is based on a thorough review of the company's financial strength. On the basis of that review, A. M. Best awarded CVMIC an A (V) rating. A is for excellent which is assigned to companies which have achieved excellent overall performance when compared to the standards established by A. M. Best Company. Companies with an A rating have a strong ability to meet their policyholder and other contractual obligations over a long period of time. The financial size category (V) represents policyholder's surplus between \$10 million and \$25 million. The A. M. Best rating is reviewed annually. We are proud to report that CVMIC maintained an A- or better rating each year since 1992 and we are among a small group of insurers whose rating was raised.

In 1997, we refinanced the WMIC bond and had our financial ratings reviewed by Moody's. At that time, Moody's gave CVMIC a rating of Aa2. We were very pleased with the rating and felt it reflected Moody's belief of CVMIC's strong financial position. The recognition of CVMIC's success was further enhanced when we received the Association Governmental of Risk Pools (AGRIP) Pooling Advisory Standard Recognition Award. This award demonstrates CVMIC's compliance with recommended operational practices and documentation set forth in Pooling Advisory Standards. The criteria for this recognition is reviewed every three years. CVMIC has retained this recognition for many years.

We feel the A. M. Best rating, the Moody's rating and the recognition award from AGRIP provides the membership with the assurance and piece of mind that the company is operating in a professional and financially sound manner. One of the goals when CVMIC was founded was to achieve a Best Rating of B+. The fact that we exceeded this goal by three rating categories is significant and reflects the continuing emphasis on achieving excellence by improving the way the company operates, increasing CVMIC's financial strength, expanding the level of services provided to members and strengthening the commitment of members to CVMIC. We are extremely pleased and proud of these ratings and the AGRIP recognition and continue to hard to accomplish those things required to maintain and improve upon them.

The Board implemented the two-year pricing cycle to ensure members will always know their liability insurance cost before beginning the budget process.

To confirm your community's commitment to CVMIC for the 2011-2012 policy years as outlined in Attachment One, it will be necessary to complete and sign

the acceptance form at the bottom of Attachment One and return one signed copy in the postage paid envelope provided.

We look forward to continuing working with you. If you have any questions regarding re-pricing, please contact either Ken Horner or myself.

Yours very cordially,

**CITIES AND VILLAGES MUTUAL INSURANCE CO.**



Michael L. DeMoss  
Executive Director



Ken Horner  
Director of Operations

MLD:scp  
Enc.

membrcorr/repricing 2011-2012reprice.ltr.doc

City of Menasha  
**ANNUAL PREMIUMS**  
 Policy Years 2010, 2011, 2012

ATTACHMENT 1

- **Coverage includes:**
  - General Liability
  - Auto Liability
  - Excess Liability
  - Public Officials Liability
  - Law Enforcement Liability
  
- **Self-Insured Retention ("SIR")** is available at several levels.
  
- **Limits of Liability:**
  - \$5,000,000 per occurrence excess of SIR.
  
- **Defense Costs are included in the SIR.**

**ANNUAL PREMIUMS:**

**(SIR) Occurrence/Aggregate**

	<u>Current SIR</u>	<u>Optional SIR</u>
	\$25,000	\$37,500
<u>Policy Year</u>	<u>Option 1</u>	<u>Option 2</u>
2010	\$47,672	\$40,687
2011	\$48,782	\$41,634
2012	\$50,001	\$42,675

**NOTE:** The premiums stated herein are based on an expected number of renewals and are subject to review, depending on the actual number of renewals. With that qualification, they are guaranteed for the three-year policy period 2010, 2011 and 2012.

**ACCEPTANCE**

The City of Menasha agrees to continue as a member of CVMIC for the policy years 2010, 2011 and 2012 as outlined in Option 1 \_\_\_\_\_ (\$25,000) [or] as outlined in Option 2 \_\_\_\_\_ (\$37,500) (*please indicate*) at the corresponding guaranteed premiums set forth above.

ACCEPTED AND AGREED TO this \_\_\_\_\_ day of \_\_\_\_\_, 2009.  
 City of Menasha

By \_\_\_\_\_  
Name

Its \_\_\_\_\_  
Title