

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

**CITY OF MENASHA
COMMON COUNCIL
Third Floor Council Chambers
140 Main Street, Menasha**

Monday April 5, 2010

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. NM Deputy Fire Chief DeLeeuw – Introduction of Asst. Chief/Fire Marshall Vern Green
 - 2. [PHN Sue Nett - Public Health Emergency Preparedness Report](#)
 - 3. PHN Sue Nett – Update on Census
 - 4. Clerk Galeazzi - the following minutes and communications have been received and placed on file:

Minutes to receive:

- a. [Administration Committee, 3/15/10](#)
- b. [Board of Public Works, 3/15/10](#)
- c. [Board of Health, 2/10/10](#)
- d. [Committee on Aging, 2/11/10](#)
- e. [Complete Count Census Committee, 2/24/10](#)
- f. [Library Board, 3/18/10](#)
- g. [NMFR Joint Finance & Personnel Committee, 3/23/10](#)
- h. [NMFR Joint Fire Commission, 3/24/10](#)
- i. [NM Sewerage Commission, 2/23/10](#)
- j. Parks & Recreation Board; [3/8/10, 3/29/10](#)
- k. [Plan Commission, 3/16/10](#)
- l. [Police Commission, 3/18/10](#)
- m. [Safety Committee, 2/4/10; City Hall](#)
- n. [Safety Committee, 1/27/10; Police Department](#)
- o. [Safety Committee, 2/23/10; Public Works & Parks](#)
- p. [Sustainability Board, 2/16/10](#)

F. REPORT OF DEPARTMENT HEADS/STAFF/CONSULTANTS, continued

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

Communications:

- q. [Clerk Galeazzi, 4/1/10; League of Wisconsin Municipalities Upcoming Events](#)
- r. [Comp Stoffel, 3/30/10; Declaration of official intent](#)
- s. [CVMIC to City Sanitarian Todd Drew, 3/15/10; 2009 Significant Improvement Award](#)
- t. [Davis & Kuelthau, 3/25/10; 2010 Public Officials Program](#)
- u. [Dept. of Army Corps of Engineers, 3/24/10; Lake Winnebago fill-up strategy](#)
- v. [Engineering Supv Montour, 3/24/10; Town of Menasha Utility District 2010 Water Main Reconstruction](#)
- w. [Engineering Supv Montour, 3/24/10; SSES Phase No. 1](#)
- x. [Menasha Historical Society Newsletter, 4/10](#)
- y. [NM Sewerage Commission, 3/23/10; NMSC Facilities Planning letter](#)
- z. [Winnebago County District Attorney's Office to Clerk Galeazzi, 3/10/10; Correspondence from District Attorney's Office](#)
- aa. [Representative Kaufert, 3/10/10; Receipt of resolution opposing the DOR implementing a county assessment system in Wisconsin](#)
- bb. [Resident letter, 3/24/10; Compliments to Finance Dept. staff](#)
- cc. [Town of Menasha Utility District minutes; 1/11/10, 1/25/10, 2/8/10, 2/22/10, 3/8/10](#)
- dd. [Wis. DOT, 3/29/10; US 10/WIS 441 Tri-County Freeway \(County CB to Oneida St.\)](#)
- ee. [WPPI Regional Meetings schedule 2010](#)

G. CONSENT AGENDA

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

Minutes to approve:

1. [Common Council, 3/15/10](#)

Administration Committee, 3/15/10 – Recommends Approval of:

2. [Acknowledgement, Release and Hold Harmless Agreement for use of Oshkosh School District Property by Menasha Police Department, May 3-7, 2010, and authorized signature.](#)

Board of Public Works, 3/15/10 – Recommends Approval of:

- 3. [Street Use Application – Memorial Day Parade; Monday, May 31, 2010; 8:00 AM – 10:30 AM \(Neenah VFW Post 10893\)](#)
- 4. [Change Order – Vinton Construction Company; Midway Business Park; Contract Unit No. 2009-01; ADD: 6,099.96 \(Change Order No.1 and Final\)](#)
- 5. [Payment – Vinton Construction Company; Midway Business Park; Contract Unit No. 2009-01; \\$16,102.73 \(Payment No. 5 and Final\)](#)

H. ITEMS REMOVED FROM CONSENT AGENDA

I. ACTION ITEMS

- 1. [Accounts payable and payroll for the term of 3/18/10 to 4/1/10 in the amount of \\$951,020.06](#)
- 2. [Change of Agent to Andrew M. Patterson, Quality State Oil \(d/b/a Q-Mart\), 1515 Appleton Road, Menasha](#)

J. ORDINANCES AND RESOLUTIONS

1. [O-4-10 – Ordinance relating to Selling of Merchandise in Parks and Public Grounds \(Recommended by the Parks & Recreation Board, introduced by Ald. Roush\)](#)

K. APPOINTMENTS

1. Mayor's appointments to the Sustainability Board:
[1. Kathy Thunes, 2392 Trumpeter Swan Dr., Menasha](#)

L. HELD OVER BUSINESS

M. CLAIMS AGAINST THE CITY

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

O. ADJOURNMENT

MEETING NOTICE

**Tuesday, April 6, 2010 – Spring Election
Tuesday, April 20, 2010 – Sine Die**

**TUESDAY, April 20, 2010 - Council Chambers
Common Council – 6:00 p.m.
Administration Committee – 7:00 p.m.
Board of Public Works – 7:30 p.m.**



**Public Health Emergency Preparedness Report
Menasha Health Department
H1N1 Response**

Since 2001, the Menasha Health Department has received Public Health Emergency Preparedness grant funding to prepare for public health emergencies. In 2009, the health department also received Public Health Emergency Response funding to respond to the Novel Influenza A H1N1 (swine flu) pandemic.

2009 was a year in which public health emergency preparedness initiatives were tested through real-life response. Local response activities were in the following categories: disease surveillance and containment; public information; and vaccine management and distribution.

Disease Surveillance and Containment

Primary activities included:

- 1) Participating in weekly webcasts hosted by the Wisconsin Department of Health Services to receive current situation reports and recommendations for response.
- 2) Monitoring and reporting the incidence of H1N1 infections in the city.
- 3) Conveying laboratory testing guidelines to clinicians.
- 4) Offering guidance and appropriate infection control measures and personal protective equipment such as gloves and masks.
- 5) Insuring isolation and quarantine orders as needed to limit spread by infected individuals.
- 6) Monitoring Menasha Schools' absences on a daily basis.
- 7) Providing consultation on closures to schools, and others as requested.
- 8) Maintaining a back up supply of antiviral medications for use by physicians and pharmacists in the event of short supply.
- 9) Entering data on cases of H1N1 infections into the Wisconsin Electronic Disease Surveillance System.

Public Information

Public health has a responsibility to promptly and accurately share information with the public so that adequate measures can be taken to protect their health. Various messages were delivered through email, memos to families of pre-school and school age children, newsletters, city website, and the media (newspaper, radio, television). Message content included: nature of the H1N1 virus and outbreak; infection control messages (handwashing, cover coughs and sneezes, stay home when ill, and get vaccinated); symptoms of H1N1

infection, when to seek medical care, and isolation of sick individuals at home; vaccination clinics being offered and eligible target groups to be vaccinated.

Vaccine Management and Distribution

Vaccine was distributed according to guidelines established by federal and state health officials to meet defined target populations considered to be at highest risk for contracting H1N1 infection. Multiple clinics were held at the Menasha Health Department, Menasha Schools, Menasha Senior Center, and various Menasha industries. As of 3-17-2010, 4005 doses of H1N1 vaccine were given by Menasha Health Department nurses and volunteer licensed medical providers. A total of 58 volunteers (includes the licensed medical providers) assisted with the clinic duties providing 418 volunteer hours. All H1N1 vaccine doses were entered into the Wisconsin Immunization Registry.

CITY OF MENASHA
ADMINISTRATION COMMITTEE
Third Floor Council Chambers
140 Main Street, Menasha
March 15, 2010
MINUTES

DRAFT

A. CALL TO ORDER

Meeting called to order by Chairman Wisneski at 6:39 p.m.

B. ROLL CALL/EXCUSED ABSENCES

PRESENT: Alderman Pack, Hendricks, Zelinski, Englebert, Benner, Roush, Taylor, Wisneski.
ALSO PRESENT: Mayor Merkes, CA/HRD Captain, PC Stanke, DPW Radtke, CDD Keil,
C/T Stoffel, Clerk Galeazzi and the Press

C. MINUTES TO APPROVE

1. Administration Committee, 3/1/10

Moved by Alderman Pack, seconded by Alderman Englebert to approve minutes.
Motion carried on voice vote

D. ACTION ITEMS

1. Appeal of Denial of Operator's License - Nicholas Duda.

Nicholas Duda was present and stated his case. He is currently employed at Wiseguys Pizzeria. His temporary operator's license expires in June, 2010. He feels his convictions are not alcohol or drug related and he should not have been denied his operator's license.

CA/HRD Captain explained Mr. Duda failed to provide complete information on the Operator's License application and the background check showed multiple convictions that would constitute a habitual offender. Being a habitual offender is grounds for denial.

Moved by Alderman Hendricks, seconded by Alderman Benner to uphold the denial of the operator's license.

Motion carried on roll call 8-0.

2. Acknowledgement, Release and Hold Harmless Agreement for use of Oshkosh School District Property by Menasha Police Department, May 3-7, 2010, and authorized signature.

PC Stanke explained this contract with the Oshkosh School District will allow the Menasha Police Department the use of Lincoln Elementary School for training purposes.

Moved by Alderman Englebert, seconded by Alderman Pack to recommend approval
To Common Council

Motion carried on voice vote.

E. ADJOURNMENT

Moved by Alderman Pack, seconded by Alderman Hendricks to adjourn at 6:51 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
March 15, 2010
MINUTES

DRAFT

A. CALL TO ORDER

Meeting called to order by Chairman Taylor at 6:52 p.m.

B. ROLL CALL/EXCUSED ABSENCES

PRESENT: Alderman Pack, Hendricks, Zelinski, Englebert, Benner, Roush, Taylor, Wisneski
ALSO PRESENT: Mayor Merkes, CA/HRD Captain, PC Stanke, DPW Radtke, CDD Keil,
C/T Stoffel, Engineer Suprv Montour, Clerk Galeazzi and the Press.

C. MINUTES TO APPROVE

1. March 1, 2010

Moved by Alderman Pack, seconded by Alderman Englebert to approve minutes.
Motion carried on voice vote

D. ACTION ITEMS

1. Street Use Application – Memorial Day Parade; Monday, May 31, 2010; 8:00 AM – 10:30 AM (Neenah VFW Post 10893)

CA/HRD Captain verified that the street use application has been reviewed and approved by staff.

Moved by Alderman Roush, seconded by Alderman Wisneski to recommend approval to Common Council.

Motion carried on voice vote.

2. Change Order – Vinton Construction Company; Midway Business Park; Contract Unit No. 2009-01; ADD: \$6,099.96 (Change Order No.1 and Final)

DPW Radtke explained the change order is for additional excavating in an area of poor subgrade soil, additional driveway removal and replacement to ensure proper drainage to the street, and the need to perform additional traffic control on Midway Road for safety purposes during one phase of the paving operations. The total cost of the project was below the budgeted amount.

Moved by Alderman Zelinski, seconded by Alderman Wisneski to recommend approval to Common Council.

Motion carried on voice vote.

3. Payment – Vinton Construction Company; Midway Business Park; Contract Unit No. 2009-01; \$16,102.73 (Payment No. 5 and Final)

DPW Radtke explained this is the final payment for the construction of concrete street and sidewalk in the Midway Business Park. The project came in under budget.

Moved by Alderman Zelinski, seconded by Alderman Hendricks to recommend approval to Common Council.

Motion carried on voice vote.

4. Establish Excavation Permit Fee Per O-3-10

DPW Radtke explained a recent ordinance change gave the Board of Public Works the authority to set fees for excavation permits. The Common Council had previously set the fee at \$25. Staff is recommending the Board of Public Works establish the excavation permit fee at \$25.

Moved by Alderman Hendricks, seconded by Alderman Wisneski to set the excavation permit fee at \$25.

Motion carried on voice vote.

5. Traffic Study – Conversion of the 600 Block of Broad Street from One-Way Traffic to Two-Way Traffic

Engineer Supervisor Montour reported on the traffic study on Broad Street from Appleton Street to De Pere Street converting it from a one-way to a two-way. It is the recommendation of the engineering staff to keep this section of Broad Street as one-way traffic based on the the responses received from residents in that area. The Police Dept. and a majority of the residents that responded to the survey oppose changing the section of Broad Street from Racine Street to De Pere Street to two-way traffic.

Discussion ensued on installing stop signs at the intersection of Appleton Street and De Pere Street; the cost of installing traffic islands; how businesses in that area will be affected; safety issues; changing one block and not the other is a concern.

Moved by Alderman Roush, seconded by Alderman Pack to postpone the conversion of the 600 block of Broad Street from a one-way traffic to two-way until final disposition of item #6 (Conversion of Broad Street from one-way to two-way traffic)

Motion carried on voice vote.

6. Traffic Study to Consider the Conversion of Broad Street from One Way to Two Way Traffic (Ald. Zelinski) (No Action Taken at March 1, 2010 Meeting)

Engineer Supervisor Montour explained staff recommends that if any changes are going to be made it would be best to convert both blocks of Broad Street, from Racine Street to De Pere Street to two-way traffic. If this is done, then traffic islands should be installed at the intersection of Racine Street and Broad Street to allow only right turns onto Racine Street. The islands should be constructed to allow for semi-tractor size trucks to negotiate the turn without crossing the center line or overrunning the curb and sidewalk. Most of the residents that responded to the survey want to keep that corridor as one-way traffic.

Discussion ensued on safety issues for pedestrians; truck traffic in that area; increased traffic on Racine Street; should look at area of Broad Street, (Racine to De Pere) as a whole, not in pieces.

Moved by Alderman Zelinski, seconded by Alderman Pack to table conversion of Broad Street from one-way to two-way traffic until staff hears from downtown businesses about the installation of traffic islands and the costs.

Motion carried on voice vote.

E. ADJOURNMENT

Moved by Alderman Roush, seconded by Alderman Pack to adjourn at 7:52 p.m.

Motion carried on voice vote

Respectfully submitted by
Deborah A. Galeazzi, WCMC, City Clerk

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

**CITY OF MENASHA
BOARD OF HEALTH
Menasha Health Department
316 Racine Street, Menasha**

2-10-2010

Minutes

- A. Meeting called to order at 8:10 AM by Chairman C. Rusin.
- B. Present: Lori Asmus, Candyce Rusin, Dorothy Jankowski, Dr. Teresa Shoberg, Susan Nett
Others Present: City Sanitarian/Sealer of Weights and Measures Todd Drew
- C. MINUTES TO APPROVE
 - 1. Motion to approve minutes from January 13, 2010 meeting made by D. Jankowski and seconded by L. Asmus.
- D. REPORT OF DEPT HEADS/STAFF/CONSULTANTS
 - 1. January 2010 Communicable Disease Report distributed and reviewed by board members.
 - 2. H1N1 Influenza Update—S. Nett gave a brief report on the H1N1 current situation. The health department has given 3640 doses of H1N1 vaccine to date and now are targeting local industries, the food pantry, warming shelter, and noon soup kitchen. Letters will be going out to remind those needing second doses. Statewide there are sporadic cases of H1N1 influenza. Difficult to predict if there will be a third wave of illness.
 - 3. I³ Stimulus Funding – 2010. The health department was notified it will be receiving \$7294 stimulus money for immunization purposes. A part time nurse has been hired to work in this program and to do some other grant related efforts.
 - 4. Spring Semester Student Nurse Schedule—the health department will be working this semester with 8 undergrad nursing students from UW-O, an ACCEL nursing student from UW-O (\$500 stipend paid to the health department), and a nursing student who needs to fulfill a community transition course requirement.
 - 5. State Agent Evaluation Report – 2009. S. Nett explained the evaluation process the department underwent with the state last fall. The report lists areas that are being done very well and areas that need improvement. T. Drew has already started on the improvement process.
 - 6. Mass Clinic Exercise – 2010. The health department is required to either participate or do a mass clinic exercise this year as part of the preparedness funding. The state will allow an H1N1 mass clinic to meet the requirement. The

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Board of Health Members: Dorothy Jankowski, Lori Asmus, Susan Nett, Candyce Rusin, Theresa Shoberg

health department held a mass clinic on January 27th and will be using this to meet the requirement for 2010.

E. ACTION ITEMS

1. Policy Approval – Taking Actions Against Distressed Foods by Disposal/Denaturing. T. Drew explained the need to have a written policy for taking action when there is food that needs to be disposed of because of spoilage or contamination. This was one of the improvement areas cited in the state agent evaluation. T. Drew gave specific examples of when this policy would be needed. Motion to approve made by T. Shoberg and seconded by D. Jankowski. Motion carried.
2. Policy Revision Approval – Enforcement Policy and Procedures for Re-Inspections of Establishments with Chronic Critical Violations. T. Drew explained the request for revising the policy on re-inspections to be consistent with the state DH&FS, and DATCP. The change being requested is to assess a re-inspection fee for all food establishments with chronic repeat violations (3 consecutive inspections with the same uncontrolled risk factor violation. This means a re-inspection fee shall be assessed immediately following the third inspection citing the repeat violation). Currently, a re-inspection fee is only assessed if there is an uncontrolled risk factor which requires more than one re-inspection. Motion to approve made by L. Asmus and seconded by D. Jankowski. Motion carried.

F. HELD OVER BUSINESS

1. None

G. ADJOURNMENT

1. Motion to adjourn at 9:15 AM made by D. Jankowski and seconded by L. Asmus. Motion carried. Next meeting March 10, 2010 at 8 AM.

Submitted by Susan Nett

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

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

**February 11, 2010
7:45 AM**

MINUTES

A. CALL TO ORDER

Meeting called to order 7:50am

B. ROLL CALL/EXCUSED ABSENCES

Present: Sue Nett, Sue Steffen, Joyce Klundt, Bob Jankowski, Mary Lueke, Roy Rogers, Sylvia Bull. Absent: Jean Wollerman. Excused: Lee Murphy

C. MINUTES TO APPROVE

1. Motion made by R. Rogers, seconded by B. Jankowski to accept the January 14, 2010, minutes. Carried.

D. REPORT OF DEPT HEADS/STAFF/CONSULTANTS

1. Financial Report – none to report
2. Senior Center Supervisor – (A) A renter has asked if they can use our Wifi. S. Nett suggested contacting Jeff Lacey to get his opinion first. (B) The Valentines Party is scheduled for Monday, March 15. We anticipate a large group. (C) The Memory Heart Tree has been successful. It will be continued next year, with two separate lists – one for In Honor of... and one for In Memory of ... (D) The May Banquet is scheduled for May 11 at Germania. The meal will cost 11.95. The plan is to charge \$13 but S. Bull asked the committee if \$14 would be unreasonable. Though \$14 isn't necessarily unreasonable, the committee felt we should stay with \$13. In addition, in order to possibly bring in more funds, S.Bull suggested expanding the raffle to include the month of April and have it open to anyone with winners drawn on May 11. Committee members agreed.

E. DISCUSSION

1. Memorial Account – Members indicated that they would like to discuss this subject when all are present. Motion to hold this discussion over until next month made by B. Jankowski, seconded by S. Steffen. Carried
2. 2010 rentals – Thus far three organizations are requesting 2010 rentals. Alexis Olson, Creative Memories, Sonnet Uhlenbrauck, Close to My Heart, Gurmit Kaleka, Sikh Temple. All have rented previously. MSC staff recommends their approval. Motion made by R. Rogers, seconded by B. Jankowski to approve Alexis Olson, Creative Memories, Sonnet Uhlenbrauck, Close to My Heart, Gurmit Kaleka, Sikh Temple, rentals. Carried

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F. HELD OVER BUSINESS

1. 2010 programming – programming is on-going. New activities will be added as seniors indicate interest. S. Bull shared plans and ideas.

G. ADJOURNMENT

Motion to adjourn made by B. Jankowski, seconded by M. Lueke. Carried



**City of Menasha Complete Count Census Committee Meeting
Menasha Health Department
February 24, 2010**

- A. Meeting called to order by Chairman M. Crawmer at 7:05 AM.
- B. Present: Keng Xiong, Mary Crawmer, Elena Leon, Ken Kubiak, Gina Grogan,
Susan Nett
Absent: Nancy Barker, Jan Davey, Mary Bach
Others Present: Dale McNamee
- C. Minutes
1. Motion to approve minutes from February 3, 2010 meeting made by K. Kubiak and seconded by S. Nett. Motion carried.
- D. Discussion Items
1. Poster distribution update—Posters still need to be distributed to the Goodwill Campus, Workforce Development center and the Fox Cities Community Health Center by S. Nett. M. Crawmer also still needs to distribute posters to the local churches that were on her list. It was decided that these remaining posters would be distributed prior to 3-3-10.
 2. Supplies update---S. Nett informed the committee that some supplies were received about 2 weeks ago and have since been distributed to the schools and to one of the local churches for its big chili fest. M. Crawmer expressed the frustration of the group with lack of or insufficient supplies. D. McNamee did bring additional supplies to the meeting today which will be distributed at St. Joe's Food Pantry, Menasha Schools at parent teacher conferences which start next week, and at the Menasha Library. D. McNamee will also obtain some informational brochures to have available especially for parents at parent teacher conferences.
 3. Communications/Media---D. McNamee suggested committee members may want to have a help center set up at one of the schools to assist families in filling out the census form. M. Crawmer and K. Xiong felt this was a good idea and will do so on March 30th from 1:30 to 7:30 at Gegan School. M. Crawmer will get a note out to parents to let them know of this service.
 4. Next Meeting Date---March 24, 2010 at 7 AM.
- E. Motion to adjourn at 7:50 AM made by S. Nett and seconded by G. Grogan. Motion carried.

Submitted by Susan Nett

D R A F T
MINUTES OF REGULAR MEETING
ELISHA D. SMITH PUBLIC LIBRARY TRUSTEES
March 18, 2010

Call to order at 4:05 p.m. by President Enos

Present: Eisen, Enos, Nebel, Werley, Wicihowski, Peter Pfundtner

Absent: Derouin, Wisneski

Also present: Director Saecker, K. Seefeldt (Administrative Assistant)

Authorization of Bills

Eisen requested information on the invoice from Interstate Battery of Green Bay.

1. **Motion** to authorize payment of the March bills from the 2010 budget by Werley, seconded by Wicihowski and carried unanimously.

Consent Business

2. Approve minutes from the Library Board meeting of December 17, 2009.

Motion

Motion to approve the minutes from the December 17, 2009 meeting as amended by Werley, seconded by Eisen and carried unanimously.

3. Approve minutes from the Library Board meeting of February 18, 2010

Motion

Motion to approve the minutes of the Library Board meeting of February 18, 2010 as presented by Eisen, seconded by Nebel and carried unanimously.

Director's Report/Information Items

4. Statistics. February statistics changed very little from 2009. Overall, lending was down .2%. Eisen noted that approximately one-third of our checkouts are being done on the self-check machines. Discussion pertaining to our WLS annual revenue share ensued.
5. Read Off Your Fines. This program gives families an opportunity to eliminate fines by allowing children to read in exchange for paying for their fines. Six children read and paid off \$93.60. Nebel expressed concern for adults who are unable to pay their fines. The library contracts with Unique Management Collection agency to manage fine collections, but staff may work with patrons to make payment arrangements or to forgive fines when extenuating circumstances exist. The library also offers our Food for Fines program which allows all patrons to donate non-perishable food items to pay off fines.
6. Winter Reading Program. 288 children participated in this year's *Chill Out and Read* winter reading program in the Children's Department. The number of participants increased from last year. We will report on the results of the Teen and Adult winter reading programs at a later time. The librarian responsible for producing those reports is currently on a medical leave.
7. Spring Book Sale. The Friends took in \$2211.25 at their February book sale. These funds have been designed for adult and teen programming. Director Saecker thanked all the volunteers who

worked at the sale, as well as staff members Kathy Hannah, Marina Nelessen and Dave Powell who were responsible for organizing and setting up the event.

8. Winnefox Services. Director Saecker distributed information on the services that all libraries in the Winnefox Library System receive, as well as a detailed summary on what our library received in services in 2009. Many of these services result in a cost savings for us.

Discussion/Action Items

9. Annual Report. Director Saecker reviewed the Public Library Annual Report with the Board. Eisen noted that his e-mail address had recently changed. Overall, the report shows a healthy increase in circulation and usage in 2009. It also shows increases in our door count, usage of public Internet stations, and a significant increase in use of our online databases. Program attendance and children's circulation showed some decrease. Eisen requested clarification of the Endowment's retained earnings.

Motion

Motion to approve the 2009 Public Library Annual Report as presented by Werley, seconded by Wicichowski, and carried unanimously.

10. Library System Effectiveness. Each year, the Library Board is asked to determine if Winnefox Library System did provide effective leadership and whether it adequately met the needs of our library. Director Saecker noted areas of improvement. Board members discussed concerns regarding the effectiveness of the dual position of Director of Oshkosh Public Library and Director of Winnefox Library System. Some felt that to be best served by our library system, those positions should be separated. Discussion ensued.

Motion

Motion to approve that WLS did provide effective leadership and adequately met the needs of the library by Eisen. The motion failed for lack of a second.

Members noted the importance of acknowledging the positive changes that have occurred in the library system in the past year, but also felt it was imperative to voice their concern about the dual director position. Director Saecker will include this information in the report.

Motion

Motion to approve that WLS did not provide effective leadership and adequately meet the needs of the library by Wicichowski and seconded by Werley. Enos, Nebel, Werley, Wicichowski and Pfundtner voted in favor of the motion and Eisen voted against. Motion passed.

11. Endowment CD Investments. At the request of Board members, Director Saecker obtained current CD investment rates from Community First Credit Union and found that they are higher than what we receive from First National Bank. Our next CD comes due on May 6, 2010 and its value is approximately \$10,000. It was recommended that the Investment Committee discuss investment options and make their recommendation to the full Board.
12. Food For Fines – National Library Week. We traditionally offer a *Food For Fines* program in the fall. Staff responsible for planning events for National Library Week requested permission to have a special *Food For Fines* program the week of April 11-17th.

Motion

Motion to approve a spring *Food For Fines* program during National Library Week by Nebel, seconded by Werley and carried unanimously.

13. Trustee Essentials #15. Sue Werley volunteered to lead us through Trustee Essential #15 on public records law. Board members and staff were given a quiz to test their knowledge on this subject. Discussion ensued.

Kathy Wicichowski will review Essential #16 at the April meeting and Gary Wisneski will review Essential #17 at the May meeting.

Announcements

Three Board members attended a recent workshop on fundraising. Wicichowski briefly summarized the following key points from the presentation: 1) successful fundraising is the result of building and cultivating good relationships within the community, 2) one must use artful techniques when seeking donations, 3) fundraising should be done by library staff and 4) in addition to saying “thank you” it is important to find additional ways to express gratitude to the donor. Trustees play a supportive role in the fundraising process. It is their responsibility to actively advocate for the library in the community and to cultivate good relationships with library staff. Board members felt this topic merited further discussion. It was recommended that this be referred to the Finance Committee.

Adjournment

Motion to adjourn the meeting at 5:32 p.m. by Werley, seconded by Wicichowski and carried unanimously.

Future meeting dates

The next regular board meeting will be held in the Gegan Room on Thursday, April 15, 2010 at 4:00 p.m.

Respectfully submitted,

Paul Eisen, Secretary

Kris Seefeldt, Recording Secretary

Neenah-Menasha Fire Rescue
Joint Finance & Personnel Committee Meeting Minutes
Tuesday, March 23, 2010 – 5:30 p.m.
2nd Floor Conference Room – City of Neenah

Present: Ald. Lange, Ahles, Benner and Stevenson

Excused: Ald. Hendricks and Wisneski

Also Present: Chief Auxier, Director Easker and Administrative Assistant Theisen

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

Approval of Minutes: The Committee reviewed the meeting minutes of February 23, 2010. **MSC Lange/Ahles to approve the meeting minutes of February 23, 2010, all voting aye.**

2009 Year End Budget Report: The Committee reviewed the 2009 year end budget report. The remaining budget dollars for 2009 were \$162,156. Some of this is attributed to the Assistant Chief position being vacant for the last three months of 2009. Chief Auxier also noted that Mayor Scherck had asked all departments to try to reduce any expenditures to try to save money for the 2010 budget. Chief Vander Wyst and DC DeLeeuw reduced the budget by \$38,000 last summer. Director Easker said the auditors are currently conducting their review and once the final audit is completed any excess funds will then be reimbursed to both municipalities. Ald. Stevenson asked if this Committee makes a recommendation to reimburse the monies. Director Easker said it has not been done that way in the past. He also noted that the City of Neenah does not budget for any funds coming back to the City. Ald. Ahles asked how the natural gas and electricity rates amounts ended up having such a large unused amount. Director Easker said when the budget was set \$10,000 should have been taken out of electricity and it was taken out of natural gas instead. It was also based upon the costs of gas and electricity at that time. It was corrected in the 2010 budget process. **MSC Lange/Ahles to accept the 2009 year end budget report on file, all voting aye.**

February 2010 Budget Report: The Committee reviewed the February 2010 monthly budget report. Ald. Stevenson asked about the auto/physical damage insurance. Director Easker said the budget was based upon numbers that were given at the time the budget was set. Ald. Benner asked why the maintenance budget was increased. Chief Auxier said it was increased this year due to the repair work for Quint 32. **MSC Ahles/Lange to accept the February 2010 monthly budget report and place on file, all voting aye.**

February Monthly Activity Report: The Committee reviewed the February 2010 monthly activity report. Discussion was held on whether we charge back any services for ice rescue calls. Chief Auxier said at this time it is not charged back as it is just personnel that are used and we pay these expenses no matter what since they are on duty. He also noted he will discuss this with other municipalities that have ice/water rescue calls and

see how they handle this. **MSC Ahles/Benner to accept the February 2010 monthly activity report and place on file, all voting aye.**

Review of Benefit Offer for Assistant Chief: Chief Auxier discussed the hiring for a replacement of Assistant Chief Prevention/Fire Marshal. We have a tentative offer made to Vernon Green. His hiring will be approved by the Fire Commission at their meeting tomorrow. Chief Auxier also explained that new employees do receive two weeks of vacation, however, they are not able to use it until after one year of service. This candidate did request the ability to have one week of vacation in 2010 and then would have his normal two weeks of vacation in 2011. His accepted salary offer is below midpoint, which is a standard for all new employees. **MSC Benner/Lange to offer one week of vacation in 2010 for Vernon Green to use and then follow the non-representative benefit plan for vacation benefits from 2011 and forward, all voting aye.**

The Committee thanked Alderman Lange for his service on the Committee.

MSC Ahles/Benner to adjourn at 6:05 p.m., all voting aye.

Respectfully Submitted,

Al Auxier
Chief

AA/tt

Neenah-Menasha Fire Rescue
Joint Fire Commission Meeting Minutes
Wednesday, March 24, 2010 – 12:00 p.m.
3rd Floor Conference Room – City of Neenah

Present: Commissioners Mattes, Keating, Nevitt, Liebhauser and Dionne.

Excused: Wales-Magners

Also Present: Chief Auxier and Administrative Assistant Theisen.

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

Minutes: The Committee reviewed the meeting minutes from January 27, 2010. **MSC Keating/Nevitt to approve the meeting minutes from January 27, 2010, all voting aye.**

February Activity Report: The Committee reviewed the February 2010 activity report. This is informational only and no action is required.

February Budget Report: The Committee reviewed the February 2010 budget report. This is informational only and no action is required.

Introduction of New Assistant Chief: Chief Auxier reviewed the hiring process for the open Assistant Chief Prevention/Fire Marshal. Chief Auxier recommended the hiring of Vernon Green. He reviewed his qualifications and experience. Vernon Green was introduced to the Fire Commission. **MSC Nevitt/Keating to approve the hiring of Vernon Green as the Assistant Chief Prevention/Fire Marshal, all voting aye.**

Eligibility List Update: Chief Auxier said he received approval by both Mayors to proceed with establishing the eligibility list. NMFR is looking at utilizing Fox Valley Technical College for portions of the testing. This will provide a standardized format for testing and will save the Department money. He also noted he will obtain this information and bring it to the next meeting.

MSC Nevitt/Liebhauser to adjourn at 12:30 p.m., all voting aye.

Respectfully Submitted,

Al Auxier
Chief

AA/tt

NEENAH-MENASHA SEWERAGE COMMISSION

Regular Meeting

Tuesday February 23, 2010

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

Present: Commissioners Gordon Falck, William Helein, Raymond Zielinski, Dale Youngquist, Tim Hamblin, Kathy Bauer, William Zelinski; Manager Randall Much, Attorney John Thiel, Accountant Roger Voigt.

Also Present: Paul Much, Rob Franck (MCO); Mike Sams (Waverly); Chad Olsen, Tom Kispert, Sam Pociask (McMahon).

Minutes of the meeting from January 26, 2010. President William Zelinski indicated there was an incorrect date on the minutes of the Regular Meeting in the heading that should read January 26, 2010. Motion made by Commissioner Raymond Zielinski, seconded by Commissioner Tim Hamblin to approve the minutes of the Regular Meeting of January 26, 2010 as corrected and the minutes for the Closed Session of January 26, 2010. Motion carried unanimously.

Correspondence

The following correspondence was discussed:

1. January 11, 2010 Town of Menasha Resolution 100111-1:UD.
RE: Dale Youngquist reappointed as Commissioner to the NMSC.

Budget, Finance, Personnel

Accountant Voigt presented the financial statements for the month of January 2010. Also presented was a worksheet showing calculations for year-end operations & maintenance balances for the users. After discussion, motion made by Commissioner Dale Youngquist, seconded by Commissioner Raymond Zielinski to accept the financial statements for the month of January and place it on file. Motion carried unanimously.

Accountant Voigt presented MCO Invoices #14272, #14306, and #14304 in the amounts of \$117,215.65, \$478.25 and \$35.87. After discussion, motion by Commissioner Dale Youngquist, seconded by Commissioner Raymond Zielinski to approve for payment MCO Invoices #14272, #14306, and #14304 and to pay the invoices after March 1, 2010. Motion carried unanimously.

Accountant Voigt presented the Accountants Report for the month of January. A CD matured in January and was reinvested for 2-years with the option to be able to transfer the funds at 6-month intervals to a higher rate CD. MCO generated \$2,327 in income to the Commission in January. After discussion; motion by Commissioner Dale Youngquist, seconded by

Commissioner Raymond Zielinski to accept the Accountants Report for the month of January 2010. Motion carried unanimously.

Accountant Voigt presented for payment McMAHON invoices #49622, #49623 and #49559 in the amounts of \$978.00, \$4,320.24 and \$4,875.00. After discussion, motion by Commissioner Raymond Zielinski, seconded by Commissioner Dale Youngquist to approve for payment invoices #49622, #49623 and #49559. Motion carried unanimously.

Operations, Engineering, Planning

Manager Much presented and discussed the operating report for the month of January 2010. The plant is running well. Manager Much reported the NMSC is hosting a WWOA regional meeting tomorrow; there will be plant tours in the afternoon. President William Zelinski questioned the increase in the Town of Menasha suspended solids loads in January; he indicated he noticed a similar increase last year and questioned if anyone had an explanation for the increase. Commissioner Dale Youngquist indicated he would check with staff in the Town. Manager Much reported on quotes received to rebuild and repaint the screw pumps. The costs were \$520,000 to rebuild and \$120,000 to repaint. After discussion, motion by Commissioner Raymond Zielinski, seconded by Commissioner Dale Youngquist to accept the operating report for the month of January 2010. Motion carried unanimously.

Manager Much introduced Sam Pociask from McMahan who was in attendance to make a presentation on GIS to the Commission. Sam presented a slideshow on what GIS is and what it can do and further discussed with the Commission how GIS could be used as an electronic format for an Operations Manual.

Manager Much introduced Tom Kispert from McMahan who discussed with the Commission the need to look at putting together a Facilities Plan. Manager Much reported that we started with discreet projects and the more we get into these projects they are becoming more and more intertwined; Manager Much further discussed issues that are being encountered. Tom Kispert further discussed these issues and reviewed with the Commission the process needed to meet requirements of the DNR. After discussion on the issues, it was questioned what is the next step? McMahan would need to bring in a proposal. Commissioner Dale Youngquist questioned if the communities should be notified that we are looking at the possibility of making some large dollar expenditures. After discussion, motion made by Commissioner Dale Youngquist, seconded by Commissioner Kathy Bauer to proceed with the planning process and for McMahan to bring back a scope of services and fee for preparing a Facilities Plan at the next meeting. Motion carried unanimously.

Manager Much reported to the Commission on the 230kW Biogas engine. On Friday final tune-up adjustments will be made to the engine.

McMahan Projects. Chad Olsen reviewed with the Commission the memos and report regarding the wastewater treatment facility capacity and performance evaluation and SCADA Controls.

Old Business

Interceptor ownership. Manager Much reported that he has no new information to report at this time.

Biosolids Management. There was a meeting with Landfill members and Oshkosh staff. Part of this meeting involved touring the current storage buildings used by the NMSC and Oshkosh WWTP. Further discussions have also been held with a potential hauler located west of Neenah.

Town of Neenah S.D. #2. Commissioner Gordon Falck reported the Sanitary District will be proceeding in pursuing the circumstance of claim against the Commission.

Other Business to Legally Come Before the Commission

Election of Officers. Motion made by Commissioner Raymond Zielinski, seconded by Commissioner William Helein to re-elect the present slate of officers. Motion carried unanimously. The officers for the coming year are: President: William Zelinski; Vice-President: Raymond Zielinski; Secretary-Treasurer: Kathy Bauer.

Motion made by Commissioner Raymond Zielinski, seconded by Commissioner Tim Hamblin to convene into closed session pursuant to Wis. Stats. 19.85(1)(g) to confer and review written and or oral legal advice by legal counsel to the Commission as to litigation strategy and status of matters concerning the lawsuit(s) commonly referred to as the Fox River litigation. Motion carried unanimously by Commissioners Raymond Zielinski, Dale Youngquist, William Helein, Kathy Bauer, Gordon Falck, William Zelinski, Tim Hamblin. Meeting entered into closed session at 9:27 am.

Motion made by Commissioner Dale Youngquist, seconded by Commissioner William Helein to adjourn the closed session and return in regular open session. Motion carried unanimously by Commissioners William Helein, Raymond Zielinski, Tim Hamblin, William Zelinski, Gordon Falck, Dale Youngquist, Kathy Bauer. The Commission returned to Regular open session at 10:19 am.

Motion made by Commissioner Dale Youngquist, seconded by Commissioner Kathy Bauer to authorized legal counsel to pursue settlement discussions with the Federal Government with the condition that settlement payments are anticipated to be paid by insurance carriers and any actual settlement be subject to presentation to the Commission for consideration and a vote to accept or reject a final settlement. Motion carried unanimously by Commissioners William Helein, Raymond Zielinski, Kathy Bauer, Gordon Falck, Tim Hamblin, Dale Youngquist, William Zelinski.

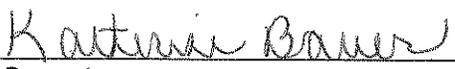
Vouchers

Motion made by Commissioner Dale Youngquist, seconded by Commissioner Raymond Zielinski to approve operating and payroll fund vouchers #131460 through #131501 in the amount of \$351,141.57 for the month of January. Motion carried unanimously.

Motion made by Commissioner Tim Hamblin, seconded by Commissioner William Helein to adjourn the meeting. Motion carried unanimously. Meeting adjourned at 10:23 a.m.



President



Secretary

THE NEXT REGULAR MEETING IS ON TUESDAY March 23rd, 2010.

CITY OF MENASHA
PARKS AND RECREATION BOARD
Memorial Building – 640 Keyes Street, Menasha
March 8, 2010
DRAFT MINUTES

A. CALL TO ORDER

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

B. ROLL CALL/EXCUSED ABSENCES

MEMBERS PRESENT: Chr. Dick Sturm, Ald. Joanne Roush, Ron Suttner, Lisa Hopwood, George Korth, Tom Konetzke, and Nancy Barker

MEMBERS EXCUSED: None

OTHERS PRESENT: PRD Tungate, PS Maas, Tom Robinson, Cliff Fischer and Jon Straus from Post 2126 VFW Group

C. MINUTES TO APPROVE

1. **Minutes of the February 8, 2010 Park Board Meeting**

Moved by G. Korth, seconded by R. Suttner to approve the minutes of the February 8, 2010 Park Board meeting. Motion carried 7-0.

2. **Revised Minutes of the January 11, 2010 Park Board Meeting**

Moved by T. Konetzke, seconded by G. Korth to amend the word "eh" to "the" in paragraph E.1 in the January 11, 2010 meeting minutes. Motion carried 7-0.

D. PUBLIC COMMENT ON ANY MATTER LISTED ON THE AGENDA

Five (5) minute limit for each person.

1. None

E. REPORT OF DEPARTMENT HEADS/STAFF/CONSULTANTS

1. **Youth Liaison to Park Board – Introduction of Kirstyn Kennedy**

Youth Liaison was absent, no report given.

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

PS Maas reported ice making has ended, tree trimming has been a priority. Three vandalism incidents at Hart Park; approximate cost of repairs was \$420.00 including labor and materials.

3. **Original Copy of Army Reserve Building Lease**

N. Barker will try and visit the new Army Reserve building in Neenah and inquire about the status of the Menasha's Reserve Building. Staff is seeking to locate the original lease and should have it for next month's meeting.

4. **Regional Park Update – PRD Tungate**

Staff is close to sending an offer to purchase to the landowners of a possible regional park. The process has been slowed somewhat because of the need to address questions by two other municipalities. Board members asked about grant deadlines and suggested greater urgency be placed on this matter.

5. **Gilbert Site Update – PRD Tungate**

Staff, the developer and the engineering firm of Vierbicher and Associates have been working diligently to finalize current plans for the Gilbert site. The goal is to wrap this up as quickly as possible and conclude with a public panel presentation describing not only specific site development plans, but how the site fits into larger regional river corridor planning.

F. DISCUSSION ITEMS

1. **Ordinance 12-1-12 Selling of Merchandise in Parks and Public Grounds**

Draft Ordinance 12-1-12 Selling of Merchandise in Parks and Public Grounds was reviewed by the Common Council. There appeared to be support for the concept. PRD Tungate added that

following passage of this ordinance there would likely need to be an amendment to the current sign ordinance to allow for sponsorship signage.

2. **Memorial Building – Maintenance and Interior Design Objectives**

PRD Tungate described that a recent staff meeting was held at the Memorial Building with Ron Suttner and Nancy Barker. Building maintenance and adding military and historical interior displays were discussed. Electrical improvements seemed to be the top priority. Quotes for electrical upgrades will be reviewed with the Board next month. New mirrors and toilets were discussed. If these and other items are needed and requested by staff, they will be encouraged to contact Ron Suttner to see if donated items can be obtained. PRD Tungate will also be meeting separately with a group of veterans and Menasha Historical Society leaders to determine their interest level.

G. ACTION ITEMS

1. **Resolution Relating to Establishment of Aggregated Sponsorship Fund**

Resolution Relating to Establishment of Aggregated Sponsorship Fund was postponed until after Ordinance 12-1-12 is passed.

2. **Request to Remove Two Trees (Cemetery and Jefferson Park)**

Moved by G. Korth, seconded by L. Hopwood to recommend removal of one tree in Resthaven Cemetery and one in Jefferson Park. Photos were enclosed. Motion carried 7-0

H. PUBLIC COMMENT ON ANY MATTER LISTED ON THE AGENDA

Five (5) minute time limit for each person.

1. Next meeting, request by G. Korth to discuss Marina Parking.
2. Next meeting, request by N. Barker for update on Abby Street property.

I. ADJOURNMENT

Moved by R. Suttner, seconded by G. Korth to adjourn at 8:11 PM. Motion carried 7-0.

**CITY OF MENASHA
PARKS AND RECREATION BOARD
First Floor Conference Room, City Hall – 140 Main Street
March 29, 2010
DRAFT MINUTES**

A. CALL TO ORDER

Meeting called to order by Chr. D. Sturm at 3:45 PM.

B. ROLL CALL/EXCUSED ABSENCES

MEMBERS PRESENT: Chr. Dick Sturm, Tom Konetzke, George Korth and Ald. Joanne Roush

MEMBERS EXCUSED: Ron Suttner, Lisa Hopwood and Nancy Barker

OTHERS PRESENT: PRD Tungate and James Brown and Brian Fritz representing MHS Girls Fastpitch Club, Sara Popp, Riley Wittman and Dominic Hillesheim

C. MINTUES TO APPROVE

1. None

D. PUBLIC COMMENT ON ANY MATTER LISTED ON THE AGENDA

Five (5) minute limit for each person.

1. None

E. REPORT OF DEPARTMENT HEADS/STAFF/CONSULTANTS

1. None

F. DISCUSSION ITEMS

1. None

G. ACTION ITEMS

1. **Request by Menasha's Girls Fastpitch Booster Club to Install a Batting Cage at the West Diamond in Jefferson Park**

Representatives Brian Fritz and James Brown from the Girls Fastpitch Club presented a proposal to install a batting cage near the first baseline at the Jefferson Park west softball diamond. The 55'x12'x11' net structure would be purchased and installed by the club. The Board reviewed photos of the site. It was mentioned that the cage would be a donation to the city. T. Konetzke asked if a third base area location was considered. He felt that perhaps the sun may affect the vision of cage users. The cage will be available for public use. Local middle school youth also asked questions about kids climbing on the net and was a spare net to be purchased. Moved by G. Korth, seconded by Ald. J. Roush to approve the installation of the cage on either the first or third base side of the West Diamond, whichever was the final preference of staff and the Fastpitch Club. Motion carried 4-0.

H. PUBLIC COMMENT ON ANY MATTER LISTED ON THE AGENDA

Five (5) minute time limit for each person.

1. None

I. ADJOURNMENT

Moved by T. Konetzke, seconded by Ald. J. Roush to adjourn at 4:18 PM. Motion carried 4-0.

CITY OF MENASHA
Plan Commission
Council Chambers, City Hall – 140 Main Street
March 16, 2010
DRAFT MINUTES

A. CALL TO ORDER

The meeting was called to order at 3:37 p.m. by Mayor Donald Merkes.

B. ROLL CALL/EXCUSED ABSENCES

PLAN COMMISSION MEMBERS PRESENT: Mayor Merkes, Ald. Benner, DPW Radtke and Commissioner Sturm

PLAN COMMISSION MEMBERS EXCUSED: Commissioners Schmidt, Cruickshank and Homan

OTHERS PRESENT: CDD Keil, Pete Hensler and Mike King of *The Post Crescent*

C. MINUTES TO APPROVE

1. **Minutes of the March 2, 2010 Plan Commission Meeting**

Moved by DPW Radtke, seconded by Comm. Sturm to approve the March 2, 2010 Plan Commission meeting minutes.

The motion carried.

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

1. No one spoke.

E. DISCUSSION

1. **Natures Way Easement**

CDD Keil reported that the Building Inspector and Sanitarian inspected the structure at 2008 Natures Way (the owner of which is requesting the easement release). The presence of mold was documented and remedial efforts would need to be taken if the structure is not razed. The owner has made little additional progress in obtaining signatures for the easement release. The owner will be contacted and if further progress has not been made the raze order is to be executed.

F. ACTION ITEMS

1. **Extraterritorial Plan Review – Lakeshore Manor, Lakeshore Road – Town of Menasha (revised Drainage Plan attached)** CDD Keil reported that the additional information related to relinquishment of the road reservation, etc. had not been received. This item will be held pending receipt of supporting documentation.

2. **Menasha Portage Proposal**

Commissioners discussed the portage design drawings that had been prepared by the Engineering Department. The consensus was to:

- Reduce the width of the portage landing at water's edge from 16 feet to eight feet
- Replace the vegetated geoblock infill on the easternmost portage with stone infill
- Replace the westernmost side slope on the portage located west of the railroad track with a retaining wall

This item is to be held pending receipt of revised drawings from the Engineering Department.

G. ADJOURNMENT

Moved by _DPW Radtke, seconded by Ald. Benner to adjourn at 4:20 p.m.

The motion carried.

Minutes respectfully submitted by Greg Keil, Community Development Director



MENASHA POLICE COMMISSION MEETING MINUTES
DRAFT

DATE: March 18, 2010

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

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

Absent: Chief Stanke

1. Meeting Minutes.
 - Duuck moved to accept the January 21, 2010. minutes,
 - Reuss seconded the motion.
 - The motion was unanimously supported.
2. Police Report – Lt. Mike Brunn
 - Training Certificates:**
 - Mike Brunn, Tim Styka, Policy Development training
 - Chris Groeschel, Ginger Tralongo Advanced CIT
 - Larry Bonneville, Missing and Unidentified Persons
 - Angie Hanchek, Conducting LE Background Investigations
 - Matt Albrecht, Employment Law
 - Ginger Tralongo, Sara Swenson, Women in Policing Conference
 - Angie Hanchek, Amy Cook, Juvenile Law Seminar
 - Ann Gollner, Wisconsin Scholl Resource Officers' Conference
 - Jeff Jorgenson, Nick Thorn, Emotional Survival for Law Enforcement
 - All Sworn Personnel, Legal Update
3. Correspondence None
4. Old Business: None
5. New Business: Discussed Nixie community information system. Function; communicate from MPD to citizen/ system clients via text message or email. Types of messages; emergency alerts, advisories, traffic information.
6. Next Meeting: 5:00pm May 20, 2010.
7. Adjourn, motion by Duuck, seconded by Wussow at 5:43pm.

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

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

Respectfully submitted,

Marshall Spencer
Commissioner, Secretary



**City Hall Safety Committee
Minutes
February 4, 2010**

Meeting called to order at 1:20 PM

Present: Todd Drew, Sue Nett, Sylvia Bull, Kate Clausing, Adam Alix, Kristi Heim, Tom Stoffel, Tasha Saecker.

Absent: Pamela Captain

A. Approval of Minutes from January 7, 2010 meeting motion: K. Clausing second: T. Stoffel

B. Old Business

1. **EOEP – Update/ Review** – Maps in progress
2. **Memorial Building Update** – Refer to attached. Walk through conducted of areas cited in the initial inspection from May 2009.
4. **Senior Center Entrance** – S. Nett provided options for entrance signage which is to be posted on a hanger above the door. Sign dimensions 42" x 9". Motion made by K. Heim second S. Nett to approve sign with Menasha logo and Entrance. See attached

C. New Business

1. **Monthly Safety Topic** – "Its what you can't see that can hurt us" was distributed and discussed.
2. **Injury Review** – Patron had an insulin reaction (suspected) at the library involved EMS call and transport. Nurse volunteer was kicked and spit on during the H1N1 clinic held on January 27, 2010 at Butte des Morts Elementary. Incident report completed.
3. **New Safety Issues, Concerns** – No additional concerns raised.

D. Training

1. **Difficult Customer/ Diversity training-** CIVMIC to provide Training to be conducted on April 8 & April 21. Two sessions each day 8:30am and 10:30am.

E. Meeting adjourned at 2:40 PM – Motion to adjourn: T. Saecker second S. Bull.

****Next meeting March 4, 2010 @ 1:15 PM at the Library – Gegan Room.**



**Police Department Safety Committee
January 27, 2010
Minutes**

Meeting called to order at 2:35PM.

Present: Mike Brunn, Bev Sawyer, Todd Drew, Chuck Sahr,

Absent: Sue Nett, Dave Jagla, Mark Mauthe, Aaron Zemlock

A. Motion to approve minutes from November 19, 2009 meeting made by B. Sawyer and seconded by M. Brunn - Motion carried.

B. Old Business

1. **EOEP update** – No progress made to date.
2. **Respiratory Protection** – Medicals completed fit testing pending.
3. **Safety Manual (Revised)** – Overall revised City Safety Policy to be provided to Menasha Police Department to supplement PD specific Safety Policies. Previously discussed sections will be provided – remaining sections will be provided following review and necessary changes.

C. New Business

1. **Monthly safety topic** -was sent electronically to C. Sahr.
2. **Injury Review** - No Injuries were reported.

D. Training

1. **Future Trainings** – No suggestions provided

E. Meeting adjourned at 2:55 PM. Motion to adjourn made by C. Sahr second B. Sawyer.



**Public Works/Parks Safety Committee Meeting
Minutes
February 23, 2010**

Meeting called to order at 9:00 AM.

Present: Todd Drew, Sue Nett, Jeff Nieland, Tim Jacobson, Bill Basler, Mark Radtke, Vince Maas, Adam Alix, Jim Julius

Absent: Ken Popelka, Brian Tungate, Pamela Captain, Corey Gordon

A. **Approval of Minutes** – Motion to approve minutes V. Maas second B. Basler

B. Old Business

1. **EOEP Maps** – Garage Maps completed. Provided to J. Nieland and T. Jacobson to mark locations.
2. **CVMIC Award Equipment Purchase**- Summary of purchases including ladder, ice cleats, seat belt straps, hard hats, reverse alarms. S. Nett discussed \$600.00 available from the sale of axles at DPW to be used for safety equipment. 25 additional straps and 13 additional hard hats. T. Drew to obtain quotes

C. New Business

1. **Monthly Safety Topic** – “Its what we can't see that can hurt us” regarding the importance of hand washing in preventing the spread of disease.
2. **Injury Review** – Two injuries were reported from the Parks Department:
 1. Small finger pinch while loading a log in the bucket. Proper 2 man lifting technique could have avoided this incident.
 2. Employee slipped on ice when they stepped out of the truck. Issue could have been avoided if the employee would have been wearing the ice cleats provided to all DPW / Parks employees.
3. **CDL vehicle tank endorsements** - all necessary Parks staff have tank endorsements for their CDL. All but 6 DPW employees have their tank endorsement. T. Drew to arrange study materials and arrange test.

D. Training

1. **Vehicle Safety Training** – April 27, 2010 set as primary day with April 28, 2010 set as an alternate. B. Rank and B. Stenz CVMIC will be meeting with T. Drew, J.Nieland and T. Jacobson following the safety meeting to finalize training.
2. **Respirator Fit Testing** – T. Drew informed committee members that respirator fit testing would begin in March and April for all employees with assigned negative pressure respirators.
3. **Status on Air Monitoring Computer Training** – No employees have taken the training as of yet. Training is available on the break room computer.
4. **Fall Protection / Work Zone Safety Trainings** – Information regarding these training opportunities was provided to committee members. Fall Protection will be provided in Kimberly on April 15. The Work Zone Training is only offered in Brookfield at the CVMIC office. T. Drew requested names so that they could be registered for either training.

E. Motion to adjourn made by V. Maas second S. Nett 9:35am. Next meeting March 23, 2010 @ 9:00am.

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

Tuesday, February 16, 2010

Minutes

A. CALL TO ORDER

Meeting called to order by Linda Stoll at 6:40PM.

B. ROLL CALL/EXCUSED ABSENCES

Present: Mike Dillon, Sadie Schroeder, Linda Stoll, Chris Bohne, Jill Enos, Becky Bauer

Also Present: CDD Keil

Excused: Trevor Frank , Roger Kanitz

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

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

None

D. MINUTES TO APPROVE

1. Sustainability Board minutes, 1/19/10

Motion made by Mike Dillon, seconded by Chris Bohne to approve the minutes of the 1/19/10

Sustainability Board meeting.

The motion carried.

E. COMMUNICATIONS

None

F. DISCUSSION ITEMS

1. Sustainability Board input on Comprehensive Plan Review

Commissioners discussed the preliminary responses to the Comprehensive Plan Sustainability Assessment Tool and priorities. The creation of study circles focused on each of the nine comprehensive plan elements was also discussed. There was consensus that the Natural Step for Communities ought to continue to be used as a guide and that Board should continue its efforts to engage the city's department heads in discussions concerning sustainable practices and encourage their implementation. Green procurement, and reduced energy consumption were considered as the areas where the greatest short-term impact could be realized.

Greg Keil is to make arrangements for a presentation to department heads on techniques for reducing fuel consumption by city vehicles. Mike Dillon and Sadie Schroeder offered to assist with providing speakers to address this topic.

Copies of the proposed green procurement policies are to be emailed to Board members.

Greg Keil and Linda Stoll are to search for energy assessment tool models for city buildings. Becky Bauer is to provide information on the energy assessment methodology from the Green and Healthy Schools program.

2. Citywide Energy Efficiency Planning (25X25 Plan)

Commissioners discussed the need to begin working toward the goal established by the Resolution R-21-08 endorsing the goal of the city generating 25 percent of its energy needs through renewable energy sources by the year 2025.

Motion by Becky Bauer, seconded by Linda Stoll to recommend that Mayor Merkes establish a goal of driving out waste in City facilities and operations. The Board further recommends that the Mayor establish a goal for reducing energy consumption in city facilities. The Board requests that the Mayor consider a target of achieving a 10 percent reduction in energy consumption by 2011, using 2009 as a baseline as the metric for the energy reduction goal.

The motion carried.

2. Sustainability Board Visioning Session – Outcomes and next steps

Commissioners shared their thoughts on the visioning session and its outcomes. There was consensus that the Board should try to focus its efforts on manageable tasks, while not losing sight of long term goals. Development of an annual work plan is to be placed on the agenda for the next meeting.

G. ACTION ITEMS

1. Support for Compost Demonstration Project at UW Fox Valley

Greg Keil stated that the Community Garden Partnership was seeking support of the Sustainability Board for the establishment of a composting/soil production demonstration project at the UW Fox Valley campus.

Motion by Sadie Schroeder, seconded by Linda Stoll for the Sustainability Board to endorse a letter of support for the project.

The motion carried.

2. Schedule planning session for 2010 Farmers Market

Greg Keil reported that Kristin Sewall will send a notice to Board members when the session has been scheduled.

3. Set next regular meeting date

Next meeting set for March 16, 2010 at 6:30 p.m.

H. REPORT OF COMMISSIONERS & STAFF

1. Valley Transit Update (Roger Kanitz)

No report.

2. Department TNS presentations/Sustainability training

Greg Keil stated that there was no training in the past month. A session on reducing fuel consumption is to be scheduled for the March department head meeting.

3. Report on meeting with Paul Burdon, 1/8/10(Linda Stoll and Roger Kanitz)

Notes from the meeting with Paul Burdon are to be distributed via email to Board members.

4. Sustainable Communities Public Policy Forum(Roger Kanitz)

No report.

I. ADJOURNMENT

Motion made by Mike Dillon, seconded by Chris Bohne to adjourn at 8:26p.m.

The motion carried.



MEMO

TO: Common Council

FROM: Debbie Galeazzi, City Clerk

SUBJECT: League of Wisconsin Municipalities Upcoming Events

DATE: April 1, 2010

Attached to this memo are registration forms for the New Municipal Officials Workshop and the Regional Dinner Meeting. If you are interested in attending either event, please let me know by April 26 so I can get you registered.

2010

REGIONAL DINNER MEETINGS

Mark your calendar for a Regional Dinner Meeting! Each Regional Dinner Meeting provides the opportunity to improve contact with neighboring officials and get the latest information on municipal topics. Don't miss this chance to network with your fellow local officials!

At each of the six regional meetings, Dan Thompson, Executive Director of the League, will present updates on proposed state legislation, and the Wisconsin Way project.

Eau Claire
April 29, 2010

Green Bay
May 6, 2010

Wisconsin Dells
May 13, 2010

Rothschild
May 20, 2010

Belmont
May 27, 2010

Brookfield
June 10, 2010

Cash bar at 5:30 p.m.
Dinner at 6:30 p.m.



REGIONAL DINNER MEETINGS

At Six Locations

- ◆ Eau Claire
- ◆ Green Bay
- ◆ Wisconsin Dells
- ◆ Rothschild
- ◆ Belmont
- ◆ Brookfield

2010 New Municipal Officials Workshops

The League of Wisconsin Municipalities, in cooperation with the Department of Professional Development and Applied Studies, Local Government Center, UW-Extension and the Department of Engineering Professional Development, UW-Madison, is sponsoring a one-day workshop for new city and village officials.

This Workshop provides a basic course on local government for officials who assumed office this spring. Other city and village officials who wish to brush up on their knowledge of local government or missed the previous annual workshops may also find the meetings beneficial.

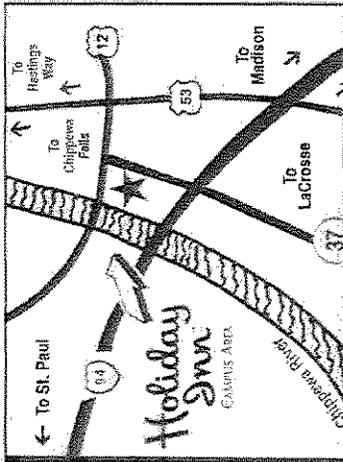
Workshop Locations

Eau Claire
Holiday Inn Campus
2703 Craig Rd.
April 30, 2010

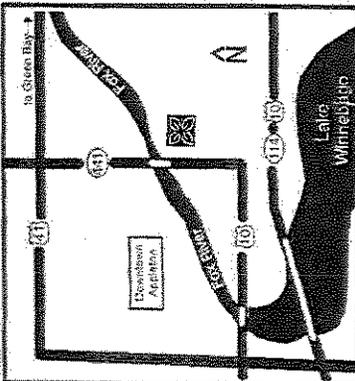
Kimberly
Liberty Hall/Hilton Garden
800 Eisenhower Dr.
May 7, 2008

Madison
Crown Plaza Hotel
4402 E. Washington Ave.
May 14, 2010

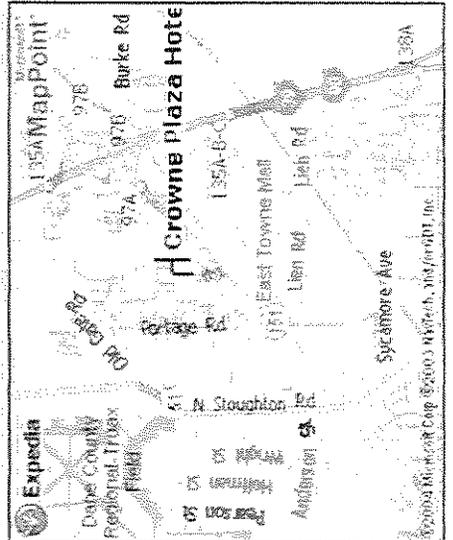
Holiday Inn - Campus, Eau Claire



Liberty Hall/Hilton Garden, Kimberly



Crown Plaza Hotel, Madison



NEW MUNICIPAL Officials Workshops

At Three Locations

- ◆ Eau Claire
Holiday Inn
Campus
- ◆ Kimberly
Liberty Hall/
Hilton Garden
- ◆ Madison
Crown Plaza
Hotel

DECLARATION OF OFFICIAL INTENT

This is a Declaration of Official Intent of the City of Menasha (the Issuer) to reimburse an expenditure with proceeds of a borrowing or borrowings authorized by the Issuer. This Declaration is made under and pursuant to Treas. Reg. Section 1.150-2. The undersigned has been designated as an official or employee authorized by the Issuer to make this Declaration of Official Intent pursuant to a Resolution adopted on February 20, 1995. This Declaration of Official Intent is a public record maintained in the files of the Issuer and is available for public inspection pursuant to Subchapter II of Chapter 19 of the Wisconsin Statutes.

The undersigned hereby declares that it is the reasonable expectation of the Issuer to use proceeds of a borrowing or borrowings to be incurred by the Issuer to reimburse expenditures for the property, project or program or from the fund(s) /account(s) described below:

Water Main projects, Sedimentation Basin, and Scraper work in the 2010 budget

The maximum principal amount of the borrowing or borrowings to be incurred to reimburse expenditures for the above-described purpose is reasonably expected on the date hereof, to be \$10,000.

The Issuer intends to reimburse itself from borrowed funds within eighteen (18) months, (three (3) years if the Issuer is a "small Issuer") after the later of (a) the date the expenditure is paid or (b) the date the facility is placed in service, but in no event more than three (3) years after the expenditure is paid.

No money from sources other than the anticipated borrowing or borrowings is, or is reasonably expected to be, reserved, allocated on a long-term basis, or otherwise set aside by the Issuer with respect to the expenditure, pursuant to the budgetary and financial circumstances of the Issuer as of the date of this Declaration.

Dated this sixteenth day of March, 2010

By: Thomas R. Stoffel
Thomas R. Stoffel

Title: Comptroller/Treasurer

Each of the expenditures described must be one of the following: a capital expenditure (i.e. any cost which is properly chargeable to a capital account or would be so chargeable with a proper election), a cost of issuance for a bond, an expenditure relating to certain extraordinary working capital items, a grant, a qualified student loan, a qualified mortgage loan, or a qualified veterans' mortgage loan.



Cities & Villages Mutual Insurance Company

March 15, 2010

City of Menasha Health Department
Attn: Mr. Todd Drew
316 Racine Street
Menasha, WI 54952

RE: 2009 Significant Improvement Award
"Vehicle/Small Engine Lockout/Tagout Program"

Dear Mr. Drew:

On behalf of CVMIC and the CVMIC Loss Control Staff, I want to congratulate the City of Menasha and its continued efforts towards improvement in the area of risk management. CVMIC applauds your endeavors and we will continue to assist you as much as we can.

Enclosed please find a check made payable to the City of Menasha in the amount of \$1,000.00. These funds will cover the recent safety equipment purchases you made.

Keep up the good work!

Yours very cordially,

CITIES AND VILLAGES MUTUAL INSURANCE CO.

A handwritten signature in cursive script, reading 'Stephanie Padiasek', is written over the company name.

Stephanie Padiasek
Assistant to the Executive Director

cc: Ben Rank – CVMIC Loss Control Dept.

Enclosure

Mikecorr_SignifProgramAwardLtr.doc

March 25, 2010

Ladies and Gentlemen:

For over 32 years, we have provided a spring program for our Green Bay, Oshkosh and Sheboygan area public sector clients. This year, the program will be held on Tuesday, April 27, 2010 at Liberty Hall Banquet and Conference Center in Kimberly.

This program is designed for the veterans as well as the newly-elected public sector board members, council members, mayors, county executives, administrators and human resource professionals. We will cover the following topics:

- **Work Performance And Conduct Standards Applied To Employees With Disabilities.**
- **The Open Meetings Law and Public Records Law As it Evolves In The Electronic Communications Age.**
- **Negotiations Update.**
- **Legislative and Judicial Update.**

The evening will begin at 5:30 p.m. with a cash bar followed by dinner at 6:00 p.m. The presentation will run from 7:00 p.m. until 8:30 p.m. including a question and answer session. Additional topic descriptions and program details can be found on the enclosed flyer. Should you require additional flyers or information, please contact Jeanne Venturini at (920) 232-4848 or jventurini@dkattorneys.com. We look forward to seeing you on April 27th!

Green Bay

Robert W. Burns
Timothy A. Cisler
Mary S. Gerbig
James M. Kalny
Frank W. Kowalkowski
Geoffrey A. Lacy
Ann L. Patteson

Thomas V. Rohan
Thomas L. Schober
Adrian T. Ulatowski
William S. Woodward
Bridget M. Amraen,
Paralegal
Katrina L. Lancelle,
Paralegal

Oshkosh

James R. Macy
Tony J. Renning
Chad P. Wade
Edward J. Williams
Mark F. Yokom
William G. Bracken,
Labor Relations
Coordinator

Sheboygan

Paul C. Hemmer
Cathy Priebe Hertzberg
Geoffrey S. Trotier

An Official Update 2010 Public Officials Program

Davis & Kuelthau, s.c. is pleased to invite you to its annual program for veteran and newly-elected public officials. This program will provide valuable information on topics impacting school districts and municipalities today. We hope you will join us to learn more about these topics that are on every public official's agenda!

When and Where

Tuesday, April 27, 2010
5:30 p.m. – 8:30 p.m.
Liberty Hall Banquet and Conference Center
(Located just minutes off Hwy 41 at Hwy 441 and CE)
800 Eisenhower Drive
Kimberly, WI

Agenda

5:00 p.m.	Registration
5:30 p.m.	Reception
6:00 p.m.	Dinner
7:00 p.m.	Program

(See reverse side for topic descriptions)

Who Should Attend

School board members, city council members, town and village board members, county board members, school administrators, mayors and county executives, municipal administrators, human resource professionals and others who have an interest in public sector issues will benefit from attending this program. The program will be particularly helpful to newly-elected public officials.

How to Register

There is a \$27 per person registration fee for the program and dinner. Please complete the registration form on the reverse side of this sheet and mail it with a check payable to Davis & Kuelthau, s.c., no later than Monday, April 19, 2010 to: Davis & Kuelthau, s.c., Attn: Jeanne Venturini, P.O. Box 1278, Oshkosh, WI 54903-1278. For additional information, please contact Jeanne Venturini at (920) 232-4848 or jventurini@dkattorneys.com.

About the Firm

Davis & Kuelthau, s.c. has offices in Milwaukee, Madison, Oshkosh, Green Bay, Sheboygan and Brookfield. We are proud to represent many municipalities and school districts throughout the state of Wisconsin. Our firm emphasizes personalized, high-quality client service in all of our practice areas: business and corporate law, labor and employment law, commercial and civil litigation, environmental law, municipal special counsel, employee benefits, school law, intellectual property, real estate, commercial finance, insurance coverage, construction, and trusts, estate planning and probate.

Program Topics

Work Performance And Conduct Standards Applied To Employees With Disabilities.

Frequently, questions are presented as to whether or not employees with disabilities are subject to the same standards of performance and conduct as employees without disabilities. The presentation will address this question through consideration of the guidelines of the U.S. Equal Employment Opportunity Commission, as well as decisions of the Wisconsin appellate courts imposing an obligation of "clemency and forbearance."

The Open Meetings Law And Public Records Law As It Evolves In The Electronic Communications Age.

The use of electronic social media and e-mail raises many questions in regard to how government and its officials do business. Can participating in a chat room run afoul of the open meetings law? Is a chat room maintained by an elected official a public record? Are the comments of an elected official on a Facebook page public records? Is every e-mail to a constituent a public record? Does it make any difference if the e-mail is sent on a publicly owned computer? If any of the foregoing creates public records, what is the responsibility of the governing body and/or elected official to preserve these records? This presentation will review the public records and open meetings law with a particular emphasis on some of the issues raised by the realities of the electronic age.

Negotiations Update.

Settlements continue a downward trend due to the struggling economy. Many employers are actually achieving no wage increase – an unthinkable result less than one year ago. Insurance concessions are also at the top of an employer's bargaining priorities. An overview of what is happening in negotiations will be presented along with practical tips for those still in the process of negotiating their contract.

Legislative And Judicial Update.

In addition to the other specific topics covered in the program, an overview of several new laws or regulations at both the state and federal levels that can have an impact on local governmental bodies will be provided. Also, selected appellate court decisions from Wisconsin and federal courts which are of interest to the public sector will be highlighted.

REGISTRATION FORM

ORGANIZATION NAME AND ADDRESS: _____

ATTENDEE NAMES, TITLES, AND E-MAIL ADDRESSES: _____

Please return completed registration form by April 19th along with a check payable to Davis & Kuelthau in the amount of \$27 per person to: Davis & Kuelthau, s.c., Attn: Jeanne Venturini, P.O. Box 1278, Oshkosh, WI 54903-1278. - Common Council 4-5-10 Page 40



DEPARTMENT OF THE ARMY

DETROIT DISTRICT, CORPS OF ENGINEERS

BOX 1027

DETROIT, MICHIGAN 48231-1027

March 24, 2010

Engineering & Technical Services Division
H&H Watershed Hydrology Branch

To Our Lake Winnebago Partners,

The purpose of this letter is to inform you of our upcoming interagency conference call regarding the Lake Winnebago fill-up strategy. During the conference call, the timing and extent of the 2010 fill-up on Lake Winnebago will be discussed. The agenda for the conference call is as follows:

- Introduction and Conference Call Guidelines
- Recap of Drawdown
- Basin Conditions
 - Lake Winnebago water levels
 - Snow pack
 - Ice cover
 - River flows
- Expected spring conditions
- Fill-up Strategy
- Wrap-up session

This conference call is open to the public. To join the conference call please dial (877) 807-5706 and enter 575060 when prompted for the pass code. After dialing in, please press *6 to mute your phone. You may press *6 again during the call when you wish to speak. The conference call is scheduled for April 13, 2010 at 1:00 PM (C.D.T.).

If you have any questions please feel free to call Mr. John Allis at (313) 226-2137.

Sincerely,

A handwritten signature in cursive script that reads "Michael K. O'Bryan".

Michael K. O'Bryan, P.E.
Chief, Engineering & Technical
Services Division



Memorandum

Date: March 24, 2010

To: Menasha Common Council

From: Tim Montour, Engineering Supervisor 

RE: Town of Menasha Utility District 2010 Water Main Reconstruction

The Town of Menasha Utility District 2010 Water Main Reconstruction project involves facilities on Manitowoc Road from southwest of Meadowview Drive to Melissa Street, Trader Road from Manitowoc Road to the east end and Plank Road (S.T.H. "114") from Melissa Street to approximately 1100 feet to the northeast.

The Pre-Construction Meeting was held on March 17, 2010 at the Town of Menasha Utility District office. Don Hietpas and Sons, Inc. of Little Chute is the General Contractor for the project. See attached contact phone numbers for Hietpas. McMahon Associates (920-751-4200) are the Project Engineers for the Town Utility District. Traffic Control for the project will be provided by Warning Lites of Appleton (920-725-0757).

Work is to begin on Manitowoc Road followed by Trader Road and finishing on Plank Road. Manitowoc Road will be "Closed to Thru Traffic" with the detour utilizing Oneida Street and Plank Road similar to the work zone set up last fall during the water main construction. Warning Lites will set up the detour. Manitowoc Road will be open to "Local Traffic Only" for the duration of the water main reconstruction. They anticipate closing the street only in the block where they are actively working and allowing school bus traffic through the work zone as needed. Trader Road will be open to "Local Traffic Only" with anticipated short delays during work hours. The proposed water main on Plank Road is to be laid north of the north edge of the pavement. Warning Lites will set up all applicable work zones on Trader Road and Plank Road.

Hietpas and Sons have a copy of the City of Menasha Safety Manual (regarding excavation, etc.) and a Contact List (see attached) for work within the public right of way. The Town Utility District will notify all affected property owners of project timing, etc. Any project related questions should be directed to Jeff Roth – Town of Menasha Utility District (920-720-7100).

The anticipated start date is April 12, 2010 with anticipated completion by May 31, 2010.

EMERGENCY PHONE NUMBERS

OFFICE	788-2568
SHOP	788-9012
STU HIETPAS	450-0700
STEVE HIETPAS	450-0705
SCOTT HIETPAS	450-0708
JAY HIETPAS	858-0726
BRAD HIETPAS	450-0704
PATRICK HIETPAS	450-8242
CHARLIE HIETPAS	450-0709
SAM HIETPAS	450-0702

E-MAIL

STU @ D.H.S. CONST.COM
SCOTT @ D.H.S. CONST. COM
STEVE @ D.H.S. CONST. COM

TRAFFIC CONTROL WARNING LITES OF APPLETON

OFFICE	725-0757
LANCE MAHL	378-0048
ERNI SHOP FOREMAN	378-0049



December 5, 2007

Contact List for Work Within Public Road or Street Right of Way in City of Menasha

City of Menasha - Department of Public Works/Engineering	(920) 967-3610
City of Menasha - Public Works Facility (Municipal Garage)	(920) 967-3620
City of Menasha Police Department (Non-emergency)	(920) 967-3500
Neenah-Menasha Fire Rescue (Non-emergency)	(920) 886-6200
Menasha Utilities	(920) 967-3400
Gold Cross Ambulance Service	(920) 727-3020
U.S. Post Office	(800) 275-8777
Lamers Bus Lines, Inc.	(920) 832-8800
Valley Transit	(920) 832-5800

Owner	Owner 2	Owner address	Rental Address	City	State	Zip	Zoning	Land use	Year built	Parcel No.
Michael F. Edwards		905 Elmwood Drive		Menasha	WI	54952	R1		1978	760119900
David L. & Sarah L. Gerarden		P.O. Box 171	RE: 927-929 Meadowview Drive	Neenah	WI	54957	R3		1969	760118000
New Discovery Investments, LLC		5500 W. Capitol Drive	RE: 910-926 Meadowview Drive	Appleton	WI	54913	R3		1974	760117000
USS Enterprize LLC		W7618 Misty Spring Court	RE: 921 Meadowview Drive	Greenville	WI	54942	R3		1970	760112000
Richard V. & Julie M. Hahn		1020 Stardust Drive		Menasha	WI	54952	R1		1975	760115600
Kathleen A. Syring QPR Trust		955 Woodland Drive		Menasha	WI	54952	R1		1975	760114900

ORDINANCE O - 7 - 04

AN ORDINANCE RELATING TO THE SEWER USER SURCHARGES

Introduced by Alderman Michalkiewicz.

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

SECTION 1: Sec. 9 - 3 - 11 (i) is created to read as follows:

- (i) The City may impose a surcharge to the sewer bill to any sewer service user who violates any provision of this ordinance relating to:
 - a. Allowing authorized City representatives to enter on private property for the purpose of inspections to insure compliance with the terms of sec. 9 - 3.
 - b. Failing to remove, replace, or repair any improper connections to the sanitary sewer system.
 - c. Compliance with the scheduling of any testing procedure designed to implement the intent of sec. 9 - 3.

SECTION 2: Sec. 9 - 3 - 11 (j) is created to read as follows:

- (j) The surcharge imposed pursuant to sec. 9 - 3 - 11 (i) shall be:
 - a. For residential properties of two or less dwelling units - \$50/month.
 - b. For commercial properties less than 2000 square feet - \$300/month.
 - c. For residential properties three or four dwelling - \$300/month.
 - d. For residential properties greater than four dwelling units - \$1000/month.
 - e. For commercial properties 2000 square feet or greater - \$1000/month.
 - f. For industrial sewer use properties -- as determined by the Board of Public Works upon the recommendation of the Director of Public Works.
 - g. The Director of Public Works is empowered to determine the sewer user category.

SECTION 3: Sec. 9 - 3 - 11 (k) is created to read as follows:

- (k)
 - a. The Director of Public Works shall notify the Finance Department to levy the surcharge when necessary.
 - b. The Director of Public Works or his/her designee shall notify the property owner and resident that such surcharge will be levied. At least one such notice shall be by registered mail, return receipt requested. A signed receipt and/or notice that delivery has been refused shall constitute notice sufficient to impose the surcharge.
 - c. Prior to imposing a surcharge for failure to remove, replace, or repair any improper connection, the Director of Public Works shall give the owner and /or resident at least 60 days for such removal, replacement or repair. Additional time may be granted at the discretion of the Director of Public Works.

SECTION 4: Sec. 9 - 3 - 11 (l) is created to read as follows:

- (l) The provisions of sec. 9 - 3 - 11 (j) - (k) are in addition to any other enforcement provisions provided for in sec. 9 - 3.

SECTION 5: This ordinance shall become effective upon its passage and publication as provided by law.

Passed and approved this 7th day of June 2004.


Joseph F. Laux, Mayor

ATTEST:


Deborah A. Galeazzi, Deputy City Clerk

ATTORNEY'S NOTE: This ordinance is one step in the process of correcting any infiltration/inflow problems with the City's sanitary sewer system. It allows the City to impose a surcharge to the sewer bill for those residents and property owners who fail to comply with the inspection program or refuse to correct improper connections. If enacted, it should speed up and simplify the process of correcting these problems.



MENASHA CITY SQUARE 1888

NEWSLETTER APRIL, 2010

LOOKING BACK

A special thanks to Dick Loehning and his camera. A good number of our members (and guests) were present to enjoy viewing downtown Menasha sites. The photos were taken and slides prepared by Dick. He compared present scenes with those taken at the same spots in the 1950's. Menasha surely has changed. We also enjoyed yummy bars presented on an attractively decorated St. Pat's table.

LOOKING AHEAD TO APRIL

Spring is in the air and soon beaches will attract us. Two well-known beaches will be calling local swimmers, picnickers and outdoors lovers. Our meeting in April will feature Waverly Beach and Brighton Beach. What are your memories of these two spots? We are depending on members relating their remembrances to provide our "home-grown" program. Bring along pictures, postcards, or memorabilia. Do you think the hospitality committee will serve us "sand"wiches? Come and find out. The meeting is on Thursday, April 8 at 7 PM at the Memorial Building. See you there.

LOOKING AHEAD TO MAY

Nancy Barker, our President, has been a County Board member for 20 years. She is looking forward to helping us know our County buildings in Oshkosh. Here's your chance to see and learn about where your county taxes are used. This will be a morning meeting on the site. Of course, we'll gather at an eating spot following our tour. Save the date, Thursday, May 13. More details will follow in the May newsletter.

VOLUNTEERS

As usual we are looking for helpers or record keepers, especially, those who are computer literate. Please volunteer a small portion of your time to our organization. We'll put you to work. Most of the work is performed on Monday morning when our Center is scheduled to be open.

Continued on reverse side

ANNUAL MEETING

April is annual meeting month. The meeting will be very short. There will be reports from the President and the Treasurer.

Katie LaMore found this poem about Volunteers. Hope you like it and agree
"Give us a hand."

VOLUNTEERS MAKE THE DIFFERENCE

*Its not for money, it's not for fame;
It's not for any personal gain;
It's just for love of fellow man;
It's just to give a helping hand;
It's just to give a little of oneself;
That's something you can't buy with wealth.
It's not for medals worn with pride;
It's for that feeling deep inside.
It's that reward down in your heart;
It's that feeling that you have been a part
Of helping people far and near.
That's what makes a VOLUNTEER.*

SOUVENIR EDITION MENASHA PRESS 1898

The first of the beaches, BRIGHTON, lies wholly within the limits of the city of Menasha, and here in the near future will be erected mammoth summer hotel for the accommodation of the many visitors from all parts of the South who seek the cooling breezes and shady nooks that have made Wisconsin famous as a state for summer residence.

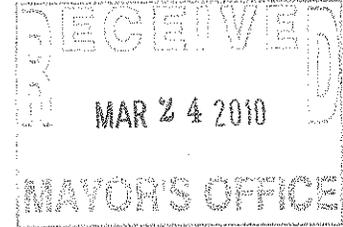
Next to Brighton is WAVERLY, a sightly and inviting resort, provided with all the facilities for enjoyment and recreation that the summer visitor seeks. Beyond Waverly are several private beaches, where many beautiful cottages have been erected by Menasha, Neenah, and Appleton people. The Fox River Valley Electric railway runs past Brighton and Waverly, so that visitors can go to Appleton or Menasha at any time of day, the ride consuming not more than ten or twenty minutes of time at most.



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

March 23, 2010

Mayor George Scherck, City of Neenah
Mayor Donald Merkes, City of Menasha
Mr. Jeff Sturgell, Town of Menasha Administrator
Mr. William Helein, Waverly Sanitary District President
Mr. Donald Verbrick, Town of Neenah S.D. #2 President
Mr. Troy Huebner, Sonoco/U.S. Mills



RE: NMSC Facilities Planning

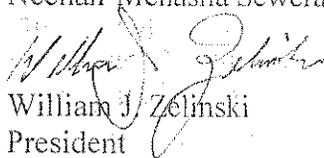
Dear Contracting User:

This letter is intended to notify you that the Neenah-Menasha Sewerage Commission has entered into a facilities planning agreement with McMAHON to evaluate options to meet the wastewater treatment needs for the next 20 years. This planning step is necessitated for the following three reasons:

1. The age, deteriorated condition, and obsolescence of some of the wastewater treatment plant equipment and instrumentation & controls systems. The facilities plan will ensure that any expenditure is integrated to meet the long term needs of the facility.
2. The need to locate and construct a new sludge storage facility necessitated by the notice of termination from our current sludge handling contractor. Building sizing and costs will be weighed against the costs of various dewatering options to develop the most cost effective sludge handling program.
3. The need to evaluate the impact of lower phosphorous limits which will originate from the Lower Fox River TMDL (Total Maximum Daily Load).

We anticipate the facilities planning process will be completed by the end of 2010. We will be working with your staffs to obtain the necessary data for the study and will keep you informed as the study progresses. If you have any particular questions, please contact our General Manager, Randall Much,

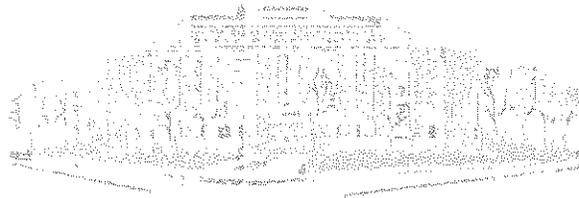
Sincerely,
Neenah-Menasha Sewerage Commission


William J. Zelinski
President

Deputy District Attorney
TRACY A. PAIDER

Assistants

M. CATHLEEN HUBER
MICHAEL J. BALSUS
JOHN A. JORGENSEN
STEPHANIE A. STAUBER
ERIC D. SPARR
ELIZABETH M. SWANK
ADAM J. LEVIN
SCOTT A. CEMAN



Winnebago County

Office of District Attorney

CHRISTIAN A. GOSSETT
DISTRICT ATTORNEY

P. O. BOX 2808
Oshkosh, WI 54903-2808
Oshkosh (920) 236-4977
Fox Cities (920) 727-2880
FAX (920) 236-4952
winnebagoda@mail.da.state.wi.us

Investigator
JIM GOGGINS

Domestic Abuse Investigator
JAMES CURTIS

Sensitive Crime Investigator
JEFF VENNE

Victim/Witness Coordinator
TERRI S. VAN DELLEN

March 10, 2010

City of Menasha Clerk's Office
Attn: Ms. Debbie Galeazzi – City Clerk
140 Main Street
Menasha, Wisconsin 54952-3151

Re: Complaint from City of Menasha concerning James Taylor

Dear Ms. Galeazzi,

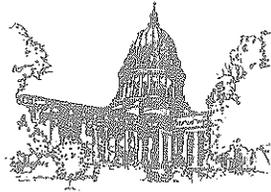
On February 25, 2010, the Winnebago County District Attorney's Office received a complaint from the City of Menasha Clerk's Office concerning an individual by the name of James Taylor. The complainant was Mr. Richard Brucks, and he asserted that Mr. Taylor violated Wisconsin State Statute Section 6.10 because he did not meet residency requirements when he voted in the February 16, 2010 primary. The purpose of this letter is to inform you that the Winnebago County District Attorney's Office will not be taking any action concerning this complaint.

Our Office conducted an extensive investigation into the matter including going to Mr. Taylor's current listed address, 724 Milwaukee Street, and his listed former address of 340 Broad Street. Additionally, our Office spoke with a number of neighbors at both locations, spoke with Mr. Taylor himself, and researched Mr. Taylor's records. At the conclusion of the investigation, it is this attorney's opinion that we cannot prove beyond a reasonable doubt that Mr. Taylor violated Section 6.10. Mr. Taylor pays taxes for the 724 Milwaukee Street residence, he gets mail at said residence, he pays heat and light bills at said address, he had his driver's license changed to reflect said address, and one of his vehicles is registered at said address. Given all of this information, it is clear that we cannot meet any criminal burden of proof in this case. Therefore, we are declining to take any action on this complaint. Thank you.

Sincerely,

A handwritten signature in cursive script that reads "Tracy A. Paider".

Tracy A. Paider
Deputy District Attorney
Winnebago County



DEAN R. KAUFERT

WISCONSIN STATE REPRESENTATIVE

March 10, 2010

Deborah Galeazzi
City Clerk
City of Menasha
140 Main Street
Menasha, WI 54952-3151

Dear Deborah,

Thank you for sharing the City Common Council's resolution opposing the Department of Revenue's (DOR) proposal to implement a county assessment system in Wisconsin.

I agree with you regarding this proposal and share many of the same concerns you addressed. From what I understand, this proposal does not yet have an author in either the Assembly or Senate and has not been introduced as legislation.

Please continue to keep in contact regarding this and other issues that affect the City of Menasha.

Sincerely,

A handwritten signature in cursive script that reads "Dean".

Dean Kaufert
State Representative
55th Assembly District

TO: CC

from: Comp Stoffel

Re: Finance Dept. Staff 3-24-10

Hello,

Enclosed is my second & third property tax payment for property with the ID# 3-269, located at 317 COPPER ST., MONASKA WI.

These payments are due on March 31 and July 31 respectively. The check is in the amount of \$1533.96.

Also, enclosed is two dollars for a copy of the original tax bill. Thanks!

I have also enclosed a self addressed envelope for a receipt & the copy of the original bill. Thanks again.

* { I must compliment your office for how friendly and nice they were in helping me out. Thanks!

Sincerely
William Neely

Wm. Neely
9377 W. Scenic Lake
LANSINGBURG MI 48848

**Town of Menasha Utility District Commission Regular Meeting
Municipal Complex - Assembly Room - Monday, January 11, 2010**

Minutes

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

President Arden Tews called the meeting to order at 5:00 p.m., followed by the Pledge of Allegiance. Secretary Karen Backman took roll call and Commission members present were President Arden Tews, Commissioners Dennis Gerhart, Barbara Hanson, Gregory Ziegler and Dale Youngquist. Administrator Jeff Sturgell and other department head staff were also present. Amy Vaclavik of McMahon was present. Others: 3 signed in as attended.

2. Awards/Presentations

3. Minutes to Approve

a) Regular Utility Commission Meeting - December 14, 2009

MOTION: Ziegler/Gerhart to approve the minutes as submitted. Motion carried.

4. Minutes and Correspondence to Receive

Minutes

a) Grand Chute Menasha West Sewerage Commission Meeting - October 14, 2009 and November 4, 2009

b) Neenah-Menasha Sewerage Commission Meeting - October 27, 2009

Correspondence

a) Water Pumpage Report - December 2009

MOTION: Hanson/Youngquist 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.

There were no comments.

6. Discussion Items

7. Unfinished Business

8. New Business-Resolutions/Ordinances/Policies

a) 100111-1:UD Appointment to the Neenah-Menasha Sewerage Commission - Commissioner #4 Dale Youngquist

MOTION: Hanson/Gerhart to approve the appointment of Dale Youngquist. Motion carried. Comm. Youngquist abstained.

b) 100111-2:UD Expenditures

MOTION: Youngquist/Ziegler to approve the expenditures in the amount of \$442,616.89 without exception. Motion carried. Commission members asked various questions about the bills' list. Comm. Youngquist requested holding and processing checks later than usual allowing the town to hold onto their money longer, particularly with major companies who do regular business with the town. Finance Dir. Myra Piergrossi explained their department pays bills in a timely manner to ensure the Town does not incur finance charges. Discussion ensued about the varying due dates of different companies' invoices and the withholding of payments which would mean bills may become overdue. Comm. Youngquist also requested reducing the number of special processed checks.

c) 091214-1:ORD Amend Town of Menasha Municipal Code Chapter 28 Sewer and Water Public Utilities Commission, Adding Section 28.54 - Well Head Protection Ordinance *Second Reading and Adoption*

MOTION: Youngquist/Ziegler to accept the second reading and adoption of the ordinance. Motion carried.

d) 100111-3:UD Adopt Well Head Protection Plan

MOTION: Ziegler/Hanson to approve the Well Head Protection Plan for well #7 and well #8.

Amy Vaclavik of McMahon was present to briefly explain some changes made to the Well Head Protection Plan which she stated will incorporate all of the wells in the town. Comm. Ziegler asked to amend his motion.

MOTION: Ziegler/Hanson to approve the Well Head Protection Plan for all of the wells in the Town. Motion carried.

9. Reports

- a) Water Superintendent Roth - *Capital Projects Update*: Equipment will be shipped in the next two weeks for well #7; during the month of December, there were no water breaks; well #5 had been down 3-1/2 days but is now up and running.

10. Motions by Commissioners

11. Adjourn

At 5:31 p.m., MOTION: Gerhart/Hanson to adjourn. Motion carried.

Respectfully submitted,

Karen Backman, Secretary

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

**Town of Menasha Utility District Commission Regular Meeting
Municipal Complex - Assembly Room - Monday, January 25, 2010**

Minutes

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

President Arden Tews called the meeting to order at 5:00 p.m., followed by the Pledge of Allegiance. Secretary Backman took roll call and Commission members present were President Arden Tews, Commissioners Dennis Gerhart, Barbara Hanson, Gregory Ziegler and Dale Youngquist. Department head staff were present, although Administrator Jeff Sturgell and Comm. Dev. Dir. George Dearborn were excused this evening. Others: 1 signed in as attended

2. Awards/Presentations

3. Minutes to Approve

a) Regular Utility Commission Meeting - January 11, 2010
MOTION: Hanson/Ziegler to approve the minutes as submitted. Motion carried.

4. Minutes and Correspondence to Receive

Minutes

a) Neenah-Menasha Sewerage Commission - November 24, 2009

Correspondence - none

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

There were no comments.

6. Discussion Items

7. Unfinished Business

8. New Business-Resolutions/Ordinances/Policies

a) 100125-1;UD Expenditures

MOTION: Youngquist/Ziegler to approve. Motion carried.

9. Reports

a) Water Superintendent Roth - *Capital Projects Update*: Performing electrical work at Plant 2 on wells #5 and #7; pump equipment has not yet arrived; Well #7 work is still in progress - President Tews asked about a target date for completion and Supt. Roth stated it may be one more month; finalizing water main projects for next year for Manitowoc Road, Trader Road, and Shady Lane with bids to be advertised on 2/11, bid on 2/25, and awarded on 3/8.

b) Wastewater Superintendent Laabs - *Manitowoc Road Lateral Repair Study*: Televised 50 laterals and found 45 may require slip-lining - should costs be reasonable may perform the work in 2011. If it is decided to slip-line, the project may be placed together with the sewer line project between Valley Road and Hwy. 441, to obtain better pricing. Residents will be notified of work being done.

10. Motions by Commissioners

11. Adjourn

At 5:10 p.m., MOTION: Ziegler/Hanson to adjourn. Motion carried.

Respectfully submitted,

Karen Backman, Secretary

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

**Town of Menasha Utility District Commission Regular Meeting
Municipal Complex - Assembly Room - Monday, February 8, 2010**

Minutes

1. **Call to Order, Pledge of Allegiance and Roll Call**
President Arden Tews called the meeting to order at 5:00 p.m., followed by the Pledge of Allegiance. Secretary Backman took roll call and Commission members present were President Arden Tews, Commissioners Dennis Gerhart, Barbara Hanson, Gregory Ziegler and Dale Youngquist. Administrator Jeff Sturgell and other departmental staff were also present.
2. **Awards/Presentations**
3. **Minutes to Approve**
 - a) Regular Utility Commission Meeting - January 25, 2010
MOTION: Youngquist/Hanson to approve the minutes as submitted. Motion carried.
4. **Minutes and Correspondence to Receive**
 - Minutes
 - a) Grand Chute Menasha West Sewerage Commission - November 30 and December 2, 2009
 - Correspondence
 - a) Water Main Breaks - January 2010
 - b) Water Pumpage Report - January 2010MOTION: 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.**
There were no comments.
6. **Discussion Items**
7. **Unfinished Business**
8. **New Business-Resolutions/Ordinances/Policies**
 - a) 100208-1:UD Expenditures
MOTION: Youngquist/Ziegler to approve the expenditures in the amount of \$315,307.69 without exception. Commissioner Gerhart commented that McMahon's bills contain no breakdown on the bill's list, although Water Supt. Jeff Roth stated he has detailed information contained in his files. President Arden Tews explained how the Administrator will be creating a schedule of these costs by project for the Commission. Motion carried.
9. **Reports**
 - a) Water Superintendent Roth - *Capital Projects Update*: Installed the pump at Well #7 and will be test-pumping and gathering samples; some electrical items yet to hook up in the pump house. Reported clean water from this well.
10. **Motions by Commissioners**
11. **Adjourn**
At 5:13 p.m., MOTION: Hanson/Ziegler to adjourn. Motion carried.

Respectfully submitted,

Karen Backman, Secretary

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

Town of Menasha Utility District Commission Regular Meeting
Municipal Complex - Assembly Room - Monday, February 22, 2010

Minutes

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

President Arden Tews called the meeting to order at 5:00 p.m., followed by the Pledge of Allegiance. Secretary Karen Backman took roll call and Commission members present were President Arden Tews, Commissioners Dennis Gerhart, Barbara Hanson, Gregory Ziegler and Dale Youngquist. Administrator Jeff Sturgell and other departmental staff were also present. Town Engineer Brad Werner was present.

2. Awards/Presentations

3. Minutes to Approve

a) Regular Utility Commission Meeting - February 8, 2010

MOTION: Hanson/Ziegler to approve the minutes as submitted. Motion carried.

4. Minutes and Correspondence to Receive - none

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

There were no public comments.

6. Discussion Items

7. Unfinished Business

8. New Business-Resolutions/Ordinances/Policies

a) 100222-1:UD Expenditures

MOTION: Youngquist/Ziegler to approve the expenditures in the amount of \$162,868.05 without exception. Motion carried.

9. Reports

a) Water Superintendent Roth - *Capital Projects Update*: Water relay project bids due this Thursday at 10:00 a.m.; stated the Manitowoc Road water relay project and the Shady Lane water main reconstruction project will be two separate contracts; At Well #8 on American Drive new pump equipment has been installed.

President Tews announced the passing of a former Commissioner of the Town's Sanitary District for 25 years, Harold Clifford at age 91; credited Mr. Clifford with the formation of the Town's Sanitary District No. 4, and being a leader in the establishment and formation of the Grand Chute-Menasha West Regional Wastewater Treatment Plant.

Commissioner Gerhart commended Wastewater Supt. Steve Laabs with effective utilization of resources and cost-savings when, in the 2009 budget, 200 overtime hours were budgeted and only 35 overtime hours were used.

10. Motions by Commissioners

11. Adjourn

At 5:06 p.m., **MOTION:** Ziegler/Hanson to adjourn. Motion carried.

Respectfully submitted,

Karen Backman, Secretary

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

**Town of Menasha Utility District Commission Regular Meeting
Municipal Complex - Assembly Room - Monday, March 8, 2010**

Minutes

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

President Arden Tews called the meeting to order at 5:00 p.m. The Pledge of Allegiance was recited. Secretary Karen Backman took roll call; present were President Arden Tews, Commissioners Dennis Gerhart, Barbara Hanson, Gregory Ziegler and Dale Youngquist. Administrator Jeff Sturgell and other departmental staff were also present. Town Engineer Brad Werner was present.
Others: 2 attendees signed in

2. Awards/Presentations

3. Minutes to Approve

a) Regular Utility Commission Meeting - February 22, 2010

MOTION: Ziegler/Hanson to approve the minutes as submitted. Motion carried.

4. Minutes and Correspondence to Receive

Minutes

a) Neenah-Menasha Sewerage Commission - December 22, 2009 and January 26, 2010

b) Grand Chute Menasha West Sewerage Commission - January 6, 2010

Correspondence - none

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

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

There were no comments.

6. Discussion Items

7. Unfinished Business

8. New Business-Resolutions/Ordinances/Policies

a) 100308-1:UD Bid Award - 2010 Water Main Reconstruction/Stormwater Improvements - Manitowoc & Traders Road

MOTION: Youngquist/Ziegler to award the bid to the lowest, most responsible bidder, Donald Hietpas & Sons for the bid of \$221,520.50. Motion carried.

b) 100308-2:UD Bid Award - 2010 Water Main Reconstruction - East Shady Lane

MOTION: Ziegler/Youngquist to award the bid to the lowest, most responsible bidder, Donald Hietpas & Sons, for the bid of \$512,472.75.

Board members discussed a shortage of funds when the amount of \$581,460 in the 2009 budget for the project was moved to the 2010 budget and mistakenly reduced to \$407,725. After the discussion, President Tews asked that the accurate amount be reflected in the project's budget.
Motion carried.

c) 100308-3:UD Expenditures

MOTION: Gerhart/Youngquist to approve the expenditures in the amount of \$413,016.47 without exception. Motion carried.

9. Reports

a) Water Superintendent Roth - Capital Projects Update: Electrical work on well #8 will be completed this week, with start up by next week; a cost sheet will be prepared for the well #5 pump which had failed last year.

10. Motions by Commissioners

11. Adjourn

At 5:27 p.m., **MOTION:** Gerhart/Hanson to adjourn. Motion carried.

Respectfully submitted,

Karen Backman, Secretary

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



Division of Transportation
System Development
Northeast Regional Office
944 Vanderperren Way
Green Bay, WI 54304

Jim Doyle, Governor
Frank J. Busalacchi, Secretary
Internet web site: www.dot.wisconsin.gov

Telephone: (920)492-5643
Facsimile (FAX): (920)492-5640
E-mail: greenbay.dtd@dot.state.wi.us

March 29, 2010

Subject: US 10/WIS 441 Tri-County Freeway
(County CB to Oneida Street)
Winnebago County
Project I.D. 1517-07-00

This is to notify local officials and other interests that the Wisconsin Department of Transportation (WisDOT) Northeast Region has completed an Environmental Assessment (EA) for the US 10/WIS 441 Tri-County Freeway project in Winnebago County. The EA describes the proposed project, alternatives considered and environmental effects. See EA availability for more information.

Proposed improvements

The project extends from County CB west of US 41 to Oneida Street east of US 41. The purpose of the project is to improve local and regional mobility, reduce congestion and enhance safety. Proposed improvements include the following:

- Widen the Tri-County Freeway from four to six lanes between US 41 and Oneida Street and construct an outside auxiliary lane in each direction.
- Flatten the curves through the County P and County AP interchanges by shifting the freeway mainline to the north at the County P interchange and to the southeast at the County AP interchange.
- Construct a second parallel bridge over Little Lake Butte des Morts south of the existing bridge and re-deck the existing bridge. Both bridges will have three through lanes in each direction and an outside auxiliary lane.
- Reconstruct the US 41 interchange to provide free flow traffic movements in all directions.
- Reconstruct the interchanges at County P/Racine Street, County AP/Midway Road, WIS 47/Appleton Road and US 10/Oneida Street.
- Construct an auxiliary lane along northbound US 41 between County II/Winchester Road and the Tri-County Freeway.
- Roundabouts are proposed at seven locations:
 - County P interchange westbound off ramp/eastbound on ramp (1)
 - Racine Street intersection with County P interchange ramps (1)
 - County AP interchange westbound on and off ramps (1)
 - WIS 47 interchange eastbound and westbound on and off ramps (2)
 - Oneida Street interchange eastbound and westbound on and off ramps (2)

EA availability and public hearing opportunity

The EA documenting the project's effects has been prepared in accordance with the Wisconsin and National Environmental Policy Acts. Primary effects include displacement of homes and businesses, wetland impacts and traffic noise impacts. The EA is available for review at the Menasha Public Library, 440 First Street, Menasha; City of Menasha, 140 Main Street, Menasha; Town of Menasha, 2000 Municipal Drive, Neenah; and the WisDOT Northeast Region (see address below).

WisDOT is also providing an opportunity to request a public hearing on the location, design and environmental aspects of the project. Any hearing request should indicate the concerns and reasons why a hearing is requested. A hearing may be held if it is determined that there is substantial public interest to warrant a hearing. Written comments concerning the project's environmental effects or requests for a public hearing should be sent to WisDOT by April 30, 2010.

William Bertrand PE, Project Manager
Wisconsin Department of Transportation Northeast Region
944 Vanderperren Way
Green Bay, WI 54304
(920) 492-5708
william.bertrand@dot.wi.gov



1425 Corporate Center Drive
Sun Prairie, WI 53590
P: 608.834.4500 F: 608.837.0274
www.wppienergy.org

MEMORANDUM

TO: WPPI Energy Member Managers
FROM: Kelly Simonsen, Community Relations Coordinator
DATE: March 16, 2010
SUBJECT: 2010 Regional Meetings

MAR 16 2010

This spring, WPPI Energy will host six regional meetings across the region to discuss timely WPPI and electric industry issues with local elected leaders and community officials; utility governing bodies; and member employees. In 2008, nearly 160 individuals from 35 member communities attended the dinner presentations, which were held at five locations. As part of WPPI's Business Plan initiative to increase participation in our network of chief executives and other community leaders, we hope to host even more attendees at the 2010 regional meetings!

Enclosed are invitations, including an agenda, for you to distribute locally. There will not be a mailing directly to these representatives. Please use the single response form to RSVP for your community two weeks prior to the dinner meeting.

If you have any questions, please call me at 608.834.4519. We look forward to seeing your group in the upcoming months!

Who should attend?

Utility governing boards, elected officials, utility employees and community leaders

AGENDA

5:30 p.m. - Cocktails

6:00 p.m. - Dinner

6:45 p.m. - Program

7:45 p.m. - Adjourn

Join members in your area to learn more about:

- * **Smart Metering/Smart Grid Task Force:** What is it and what does it mean for WPPi Energy and its members for the future?
- * **Leading by Example:** What can members do to serve as models in the areas of conservation, energy efficiency and renewables to lead the way to a cleaner energy future?
- * **Transmission:** What's next and what will it cost?
- * **And more!**



The way energy should be

Wednesday, April 28

Kimberly

Liberty Hall
800 Eisenhower Drive
920.731.0164

Wednesday, May 5

Hartford

The Chandelier Ballroom
150 Jefferson Ave.
www.chandelierballroom.com
262.673.4946

Thursday, May 6

Mazomanie

The Old Feed Mill
114 Cramer Street
www.oldfeedmill.com
608.795.4909

Wednesday, May 26

Eau Claire

Sweetwaters Restaurant
1104 W. Clairemont Ave.
www.sweetwatersec.com
715.834.5777

Thursday, June 3

Dyersville, IA

Country Junction Restaurant
Jct. of Hwy 136 & 20
913 15th Avenue SE
www.countryjunctionrestaurant.com
563.875.7055

Tuesday, June 8

Norway, MI

Oak Crest Golf Course
N1475 U.S. Highway 8
www.oakcrestgolf.com
906.563.9046

REGIONAL MEETINGS
2010

CITY OF MENASHA
COMMON COUNCIL
Third Floor Council Chambers
140 Main Street, Menasha
Monday March 15, 2010
MINUTES

DRAFT

A. CALL TO ORDER

Meeting called to order by Mayor Merkes at 6:00 p.m.

B. PLEDGE OF ALLEGIANCE

C. ROLL CALL/EXCUSED ABSENCES

PRESENT: Alderman Pack, Hendricks, Zelinski, Englebert, Benner, Roush, Taylor, Wisneski

ALSO PRESENT: Mayor Merkes, CA/HRD Captain, PC Stanke, FC Auxier, DPW Radtke, CDD Keil, C/T Stoffel, 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)

Richard Brucks, 238 Butte Des Morts Drive. Concerned about candidates for Spring Election living at the address that is listed.

Steve Pack, 823 Emily Street. Aldermen need to be honest and have integrity.

F. REPORT OF DEPARTMENT HEADS/STAFF/CONSULTANTS

1. PWD Radtke – Consultant presentation of proposed Tayco St. improvement plans from 3rd St. to 9th St

DPW Radtke explained the City received some stimulus funds to reconstruct Tayco Street from 3rd Street to 9th Street. He introduced Doug Senso, project manager with R.A. Smith who explained the project design. Concrete pavement will be installed along with curb and gutter on Tayco Street from just north of the 3rd Street intersection to 4th Street. The remainder of Tayco Street to 9th Street will be pulverized and resurfaced with asphalt. The project will start about June 14 and should be completed around August 1. Local traffic only will be allowed access during the reconstruction period. When asked about notification to residents and businesses along Tayco Street, Mr. Senso explained that the contractor will be notifying the residents of the construction details and schedule. Refuse and recycling pickup will continue as normal. The City's portion of the reconstruction project will be approximately \$40,000.

A small gap from the 3rd Street intersection to the start of the new concrete that will not be covered by this project will be completed by City crews at a later date. The ownership of the railroad spur line in this area was not known at the time of project development and we needed to meet the established WisDOT deadline or risk loss of funding.

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

Minutes to receive:

- a. Administration Committee, 3/1/10
- b. Board of Public Works, 3/1/10
- c. Committee on Aging, 1/14/10
- d. Landmarks Commission, 3/10/10
- e. Plan Commission, 3/2/10
- f. Public Library Board, 2/18/10
- g. Utilities Commission, 2/24/10

Communications:

- h. Auxiliary Police, 3/9/10; Easter Egg Hunt
- i. Customers First! Newsletter, The Wire, March 2010
- j. DPW Radtke, 3/11/10; 2009 Annual Stormwater Report
- k. Menasha Public Library, 3/11/10; Winnefox Services received by Winnefox member Libraries in 2009
- l. Menasha Public Library, 3/11/10; Winnefox Services received by Menasha Public Library in 2009
- m. Senator Ellis & Rep. Kaufert, 2/23/10; Receipt of City resolution R-4-10 in support of AB 661
- n. Senator Ellis, 3/9/10; Receipt of City resolution R-5-10 opposing the Dept. of Revenue's proposed county assessment mandate
- o. Tim Montour (Engineering Supv.) to residents, 3/1/10; SSES Phase No. 1
- p. WI Dept. of Agriculture, Trade & Consumer Protection to Menasha Health Dept., 2/7/10; Annual review of self assessment
- q. Winnebago County Board of Canvass Minutes, 2/18/10

DRAFT

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

Alderman Wisneski: Comm. J (Annual Stormwater Report), exceed budget in some areas; DPW Radtke explained some costs are accounted for in other budgets.

Comm. Q (Winn Cty Board of Canvass), Congratulations to poll workers for excellent work on the Spring Primary Election; Comm. M (Support of AB 661 Repealing MOE) Hearing scheduled for March 23 in Madison.

Alderman Zelinski: Comm. O. (SSES Phase No. 1 evaluation) asked how many residences will have evaluation and and will there be any cost to the property owner. DPW Radtke answered about 17 and there is no direct cost to the property owner for the evaluation.

G. CONSENT AGENDA

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

Minutes to approve:

1. Common Council, 3/1/10

Administration Committee, 3/1/10 – Recommends Approval of:

2. Authorization to Participate in Wisconsin Tax Refund Intercept Program (TRIP)

Moved by Alderman Hendricks, seconded by Alderman Benner to approve items 1 & 2 of Consent Agenda.
Motion carried on roll call 8-0.

H. ITEMS REMOVED FROM CONSENT AGENDA

None

I. ACTION ITEMS

1. Accounts payable and payroll for the term of 3/4/10 to 3/11/10 in the amount of \$440,189.17

Moved by Alderman Wisneski, seconded by Alderman Benner to approve accounts payable and payroll
Discussion
Motion carried on roll call 8-0.

J. ORDINANCES AND RESOLUTIONS

None

K. APPOINTMENTS

1. Mayor's appointments to Board of Review Commission:
1. Patricia Rudolph, 1605 Northridge Court, as the alternate.

Moved by Alderman Pack, seconded by Alderman Wisneski to approve appointment.
Motion carried on voice vote.

L. HELD OVER BUSINESS

None

M. CLAIMS AGAINST THE CITY

None

N. PUBLIC COMMENTS ON ANY MATTER LISTED ON THE AGENDA

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

O. RECESS TO ADMINISTRATION COMMITTEE AND BOARD OF PUBLIC WORKS

Moved by Alderman Pack, seconded by Alderman Wisneski to recess at 6:38 p.m.
Motion carried on voice vote.

Reconvened at 8:00 p.m.

DRAFT

P. ADJOURNMENT

Motion to Adjourn into Closed Session pursuant to Wis. Stats. §19.85(1)(e): Deliberating or negotiating the purchasing of public properties, the investigating of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session (Lake Park Villas).

Moved by Alderman Roush, seconded by Alderman Englebert to adjourn to closed session at 8:00 p.m. pursuant to Wis. Stats. §19.85(1)(e): Deliberating or negotiating the purchasing of public properties, the investigating of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session (Lake Park Villas).

Motion carried on roll call 8-0.

Respectfully submitted by Deborah A. Galeazzi, WCMC, City Clerk

CITY OF MENASHA DISBURSEMENTS

Accounts Payable for 3/18/10-4/1/10 Checks # 24794-25027	\$ 777,570.21
Payroll Checks for 3/18/10-4/1/10	<u>173,449.85</u>
Total	\$ 951,020.06

Medical Expense Reimbursement Trust-Retirement Pay Out

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

**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: 3/18/2010

Vendor Name	Check Number	Check Date	Invoice Number	Account Number	Amount	Description
AIRGAS NORTH CENTRAL	24794	3/18/2010	105419120	731-1022-541.30-18	53.29	OXYGEN CYLINDERS
			Total for check: 24794		53.29	
AIRGAS NORTH CENTRAL	24795	3/18/2010	105451429	100-0102-581.30-18	26.47	STEAM PLANT
			Total for check: 24795		26.47	
APPLETON AWNING SHOP	24796	3/18/2010	20901	100-0704-552.24-04	720.00	REPAIR 2 UMBRELLAS
			Total for check: 24796		720.00	
ASSESSMENT TECHNOLOGIES LLC	24797	3/18/2010	2538	100-0402-513.21-04	90.00	PROGRAMMER SUPPORT
			Total for check: 24797		90.00	
BADGER HIGHWAYS CO INC	24798	3/18/2010	148771	100-1003-541.30-18	271.45	COLD MIX
				601-1020-543.30-18	175.68	COLD MIX
			148786	601-1020-543.30-18	77.47	COLD MIX
			Total for check: 24798		524.60	WINNEBAGO/NICOLET
BADGER STATE INDUSTRIES	24799	3/18/2010	179893	100-0403-513.21-04	200.00	MONITOR DISPOSAL
			Total for check: 24799		200.00	
BRAZEE ACE HARDWARE	24800	3/18/2010	008138	100-0703-553.30-18	6.28	TOOLS
			Total for check: 24800		6.28	
BUBRICK'S	24801	3/18/2010	309325	100-0801-521.30-10	145.96	PAPER
			Total for check: 24801		145.96	
BUILDERS SERVICE CENTER	24802	3/18/2010	B007653-IN	100-0703-553.24-03	630.50	DOORS
			Total for check: 24802		630.50	JEFFERSON PAVILION

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CASCADE ENGINEERING	24803	3/18/2010	35385	100-0801-521.24-03	300.00	
				100-0501-522.24-03	225.00	
				100-0601-551.24-03	150.00	
				100-1001-514.30-15	105.00	
				266-1027-543.30-18	5,080.00	
				Total for check: 24803	5,860.00	
CULLIGAN WATERCARE SERVICES	24804	3/18/2010	022810	100-1001-514.20-01	17.85	COOLER RENTAL
				731-1022-541.30-13	5.95	COOLER RENTAL
					23.80	
CUMMINS NPOWER LLC	24805	3/18/2010	802-95289	731-1022-541.38-03	65.63	TEMPERATURE SENSOR
					65.63	
DAVIS & STANTON	24806	3/18/2010	18968	100-0801-521.30-18	60.50	UNIFORM COMMEDATION BARS
					60.50	
DENISE BLAZE	24807	3/18/2010	BLAZE	827-0920-531.20-05	60.00	ENTERTAINMENT
					60.00	JUNE 10 PRESENTATION
DEPARTMENT OF WORKFORCE DEVELOPMENT	24808	3/18/2010	03162010	100-0102-581.15-09	3,244.00	3/10 - 3/13/10
					3,244.00	
GALLS	24809	3/18/2010	510432797	100-0801-521.29-05	165.00	HOOD AND TRUNK LIGHT
					165.00	
BRETT HALDERSON	24810	3/18/2010	03112010	100-0801-521.19-03	289.97	CLOTHING ALLOWANCE
					289.97	

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HUNTON & WILLIAMS LLP	24811	3/18/2010	G895493	100-0102-581.21-01	35,202.66	DEFENSE OF LITIGATION
		3/18/2010	G895494	100-0102-581.21-01	43,147.31	DEFENSE OF LITIGATION
			Total for check: 24811		<u>78,349.97</u>	
PATRICK JAMES	24812	3/18/2010	02222010	100-0403-513.33-01	38.50	TRAVEL/JAN 2010
			Total for check: 24812		<u>38.50</u>	
JOE'S POWER CENTER	24813	3/18/2010	90770	100-0703-553.30-18	75.89	CHAIN WINTER OIL/EQUIP
			Total for check: 24813		<u>75.89</u>	
JOHN'S REPAIR & TOWING LLC	24814	3/18/2010	30731	100-0703-553.29-05	85.00	PARK 4
			Total for check: 24814		<u>85.00</u>	
KRUEGER TRUE VALUE	24815	3/18/2010	923196	100-0102-581.29-05	92.98	AIRLESS PAINT SPRAYER RENTAL
			Total for check: 24815		<u>92.98</u>	
KUNDINGER FLUID POWER INC	24816	3/18/2010	50083486	731-1022-541.38-03	82.75	FLEXIBLE HOSE
			Total for check: 24816		<u>82.75</u>	
KWIK TRIP INC	24817	3/18/2010	030210	100-0801-521.29-05	108.00	FUEL
			Total for check: 24817		<u>108.00</u>	
MATTHEWS TIRE & SERVICE CENTER	24818	3/18/2010	32785	731-1022-541.38-02	200.10	TIRES
			Total for check: 24818		<u>200.10</u>	
MENASHA EMPLOYEES CREDIT UNION	24819	3/18/2010	20100318	100-0000-202.05-00	2,153.00	PAYROLL SUMMARY
			Total for check: 24819		<u>2,153.00</u>	

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MENASHA EMPLOYEES LOCAL 1035	24820	3/18/2010	20100318	100-0000-202.06-00	270.00	PAYROLL SUMMARY
	Total for check: 24820				270.00	
	24821	3/18/2010	03162010	100-0000-412.00-00	6,409.10	MARCH MOBILE HOME
Total for check: 24821				6,409.10		
MENASHA POLICE DEPARTMENT	24822	3/18/2010	03112010	100-0801-521.30-18	31.47	PETTY CASH REIMBURSEMENT
				100-0801-521.33-03	15.81	PETTY CASH REIMBURSEMENT
				100-0801-521.34-04	22.05	PETTY CASH REIMBURSEMENT
				100-0801-521.34-03	16.17	PETTY CASH REIMBURSEMENT
	Total for check: 24822				85.50	
TOWN OF MENASHA POLICE DEPARTMENT	24823	3/18/2010	03112010	100-0000-201.03-00	202.00	BOND
	Total for check: 24823				202.00	
POSTMASTER	24824	3/18/2010	03172010	100-0702-552.30-11	1,537.01	SUMMER ACTIVITY GUIDE
	Total for check: 24824				1,537.01	
MENASHA UTILITIES	24825	3/18/2010	003440	601-1021-543.25-01	16,196.74	SEWER CHARGE CALCULATION JANUARY 2010
		3/18/2010	003441	625-0401-513.25-01	757.23	STORMWATER CALCULATION JANUARY 2010
		3/18/2010	022810	100-1012-541.22-03	15,983.60	PUBLIC STREET LIGHTING
		3/18/2010	BILLING#3	100-1008-541.22-03	1,918.19	ELEC OR WATER OR STORM
				100-1008-541.22-05	37.86	ELEC OR WATER OR STORM
				601-1020-543.22-03	119.42	ELEC OR WATER OR STORM
				100-0704-552.22-03	228.99	ELEC OR WATER OR STORM
				100-0704-552.22-05	344.25	ELEC OR WATER OR STORM
				731-1022-541.22-03	1,649.66	ELEC OR WATER OR STORM
				731-1022-541.22-05	827.98	ELEC OR WATER OR STORM
				731-1022-541.22-06	767.50	ELEC OR WATER OR STORM
			266-1028-543.22-06	1,535.00	ELEC OR WATER OR STORM	
			100-0801-521.22-03	1,225.57	ELEC OR WATER OR STORM	

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MENASHA UTILITIES...	24825...	3/18/2010...	BILLING#3...	100-0801-521.22-05	259.71	ELEC OR WATER OR STORM
				100-0801-521.22-06	62.71	ELEC OR WATER OR STORM
				100-0000-123.00-00	188.06	ELEC OR WATER OR STORM
				100-0000-123.00-00	45.41	ELEC OR WATER OR STORM
				100-0601-551.22-03	3,007.59	ELEC OR WATER OR STORM
				100-0601-551.22-05	462.67	ELEC OR WATER OR STORM
				100-0601-551.22-06	103.75	ELEC OR WATER OR STORM
				100-1019-552.22-03	319.29	ELEC OR WATER OR STORM
				100-1019-552.22-05	3.47	ELEC OR WATER OR STORM
				100-0703-553.22-03	1,286.48	ELEC OR WATER OR STORM
				100-0305-562.22-06	7.50	ELEC OR WATER OR STORM
				100-0000-123.00-00	887.48	ELEC OR WATER OR STORM
				100-0000-123.00-00	8.66	ELEC OR WATER OR STORM
				100-0703-553.22-06	280.61	ELEC OR WATER OR STORM
Total for check: 24825					48,515.38	
MONOPRICE INC	24826	3/18/2010	2847134	100-0403-513.30-15	71.06	NETWORK CABLE
				Total for check: 24826		
MTAW	24827	3/18/2010	03152010	100-0401-513.32-01	80.00	MEMBERSHIP DUES
				Total for check: 24827		
NEENAH-MENASHA MUNICIPAL COURT	24828	3/18/2010	03112010	100-0000-201.03-00	134.00	BOND/REPORT #09-421
				100-0000-201.03-00	127.00	BOND/REPORT #10-28
				100-0000-201.03-00	134.00	BOND/REPORT #10-20
				100-0000-201.03-00	102.00	BOND/REPORT #10-87
Total for check: 24828					497.00	
NOVER ENGELSTEIN & ASSOCIATES INC	24829	3/18/2010	M2010	100-0403-513.24-04	600.00	ANNUAL MAINTENANCE
				Total for check: 24829		
						SANITARIAN SOFTWARE

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ONE COMMUNICATIONS CORP	24830	3/18/2010	030110	100-0402-513.22-01	5.52	MONTHLY SERVICE ASSESSOR
				100-0201-512.22-01	8.73	MONTHLY SERVICE ATTORNEY
				100-0000-123.00-00	13.33	MONTHLY SERVICE BUILD INSPECT
				100-0203-512.22-01	17.67	MONTHLY SERVICE CLERK
				100-0304-562.22-01	23.23	MONTHLY SERVICE COM DEV
				100-1001-514.22-01	81.21	MONTHLY SERVICE CITY HALL
				100-0401-513.22-01	45.63	MONTHLY SERVICE FINANCE
				731-1022-541.22-01	55.25	MONTHLY SERVICE GARAGE
				100-0903-531.22-01	63.57	MONTHLY SERVICE HEALTH
				100-0403-513.22-01	25.74	MONTHLY SERVICE IT
				100-0601-551.22-01	209.83	MONTHLY SERVICE LIBRARY
				100-0101-511.22-01	12.93	MONTHLY SERVICE MAYOR
				100-0702-552.22-01	18.90	MONTHLY SERVICE REC
				100-0703-553.22-01	125.84	MONTHLY SERVICE PARKS
				100-0202-512.22-01	19.47	MONTHLY SERVICE PERSONNEL
				100-0801-521.22-01	378.24	MONTHLY SERVICE POLICE
				100-1002-541.22-01	56.94	MONTHLY SERVICE ENGINEERING
				100-0920-531.22-01	40.82	MONTHLY SERVICE SENIOR
				100-1008-541.22-01	5.52	MONTHLY SERVICE SIGN
				100-0502-522.22-01	66.27	MONTHLY SERVICE EOC
			207-0000-123.00-00	23.94	MONTHLY SERVICE MARINA	
			100-0704-552.22-01	58.17	MONTHLY SERVICE POOL	
			100-0000-123.00-00	436.68	MONTHLY SERVICE UTILITIES	
					1,793.43	
						Total for check: 24830
ONLINE LABELS.COM	24831	3/18/2010	2627922	100-0304-562.30-18	39.90	LABELS/SHEET
					39.90	
						Total for check: 24831
OUTAGAMIE COUNTY CLERK OF COURTS	24832	3/18/2010	03112010	100-0000-201.03-00	200.00	BOND/REPORT #10-0737
					200.00	
						Total for check: 24832
PACKER CITY INTERNATIONAL	24833	3/18/2010	3200490066	731-1022-541.38-03	32.74	AIR FILT

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PACKER CITY INTERNATIONAL...	24833...	3/18/2010	3200540057	731-1022-541.38-03	68.78	BREATHER
					101.52	LUBEFILT
			Total for check: 24833			
PLAK SMACKER	24834	3/18/2010	868366	100-0909-531.30-18	283.94	SUPPLIES
					283.94	
			Total for check: 24834			
RADIOSHACK CORPORATION	24835	3/18/2010	273161	100-0703-553.30-18	19.99	USB HEADSET
					19.99	
			Total for check: 24835			
SANOFI PASTEUR INC	24836	3/18/2010	97267796	100-0903-531.30-18	151.27	TUBERSOL ANTIGEN
					151.27	
			Total for check: 24836			
HENRY SCHEIN INC	24837	3/18/2010	1868863-01	100-0909-531.30-18	665.58	MEDICAL SUPPLIES
					665.58	
			Total for check: 24837			
SCHILLER'S TREE SERVICE INC	24838	3/18/2010	16778	100-0706-561.20-06	4,475.00	TREE/TRUNK REMOVAL
					4,475.00	
			Total for check: 24838			
STREICHERS PROFESSIONAL POLICE EQPT	24839	3/18/2010	1672080	100-0801-521.19-03	122.00	JACKET
		3/18/2010	1691200	100-0801-521.30-15	38.00	HOLSTER
		3/18/2010	1700250	100-0801-521.30-15	462.99	BREACHING TOOL/LIGHT
		3/18/2010	1719411	100-0801-521.30-18	162.91	BATTERY/BULB
		3/18/2010	CM217590	100-0801-521.30-15	(285.90)	GUN EXCHANGE CREDIT
			Total for check: 24839		500.00	
THEDACARE	24840	3/18/2010	9200186668	100-0801-521.21-05	448.00	VENIPUNCTURE
					448.00	
			Total for check: 24840			

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UNIFIRST CORPORATION	24841	3/18/2010	097 0061391	731-1022-541.20-01	93.68	MAT/MOP/CLOTHING SERVICE
	Total for check: 24841				93.68	
UNIFORM SHOPPE	24842	3/18/2010	186832	100-0801-521.19-03	13.66	RADIO CARRIER
	Total for check: 24842				13.66	
UWSP	24843	3/18/2010	03162010	100-0904-531.33-02	95.00	REGISTRATION
				100-0904-531.32-01	40.00	REGISTRATION
	Total for check: 24843				135.00	
WAI	24844	3/18/2010	030110	100-0801-521.32-01	160.00	2010 MEMBERSHIP RENEWALS
	Total for check: 24844				160.00	
WAVERLY SANITARY DISTRICT	24845	3/18/2010	022510	100-0703-553.22-05	38.77	BARKER FARM PK PAVILION
	Total for check: 24845				38.77	
WAYNE ENGINEERING CORP	24846	3/18/2010	70844	731-1022-541.38-03	347.94	CONVERTER
	Total for check: 24846				347.94	
WE ENERGIES	24847	3/18/2010	030210	100-0701-533.22-03	8.78	NORTH ST
				100-0701-533.22-03	8.54	NORTH ST
	24847	3/18/2010	030310	100-0903-531.22-04	40.21	316 RACINE ST
Total for check: 24847				57.53		
WE ENERGIES	24848	3/18/2010	6643567584	100-0102-581.22-04	1,589.85	MENASHA UTILITIES
	Total for check: 24848				1,589.85	
WERNER ELECTRIC SUPPLY CO	24849	3/18/2010	S2948393.001	100-1001-514.30-13	134.30	LIGHT STOCK

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WERNER ELECTRIC SUPPLY CO...	24849...	3/18/2010...	S2948393.001...	731-1022-541.24-03	60.52	LIGHT STOCK
			Total for check: 24849		194.82	
WINNEBAGO COUNTY CLERK OF COURTS	24850	3/18/2010	031110	100-0000-201.03-00	150.00	BOND/REPORT #10-706
		3/18/2010	03112010	100-0000-201.03-00	150.00	BOND/REPORT #10-693
		3/18/2010	3112010	100-0000-201.03-00	470.00	BOND/REPORT #10-714
			Total for check: 24850		770.00	
WINNEBAGO COUNTY TREASURER	24851	3/18/2010	SHJ100504	100-0805-521.25-01	483.00	INMATE DAILY CHARGES
			Total for check: 24851		483.00	
WISCONSIN SUPPORT COLLECTIONS	24852	3/18/2010	20100318	100-0000-202.03-00	440.23	PAYROLL SUMMARY
			Total for check: 24852		440.23	
ZARNOTH BRUSH WORKS INC	24853	3/18/2010	0126683-IN	625-1005-541.30-15	789.00	BROOM REFILL
			Total for check: 24853		789.00	
5 ALARM FIRE & SAFETY EQUIPMENT	24854	3/18/2010	102876-00	601-1020-543.30-18	1,068.18	STAR SENSORS
			Total for check: 24854		1,068.18	
					166,479.53	

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ACCENT BUSINESS SOLUTIONS INC	24855	3/23/2010	1779	100-0601-551.24-04	357.65	REPAIR/MAINTENANCE-SP EQ
			Total for check: 24855		<u>357.65</u>	
AMAZON	24857	3/23/2010	179242251505	100-0601-551.30-14	(1.00)	CREDIT
		3/23/2010	179245473928	100-0601-551.30-14	25.98	LIBRARY MATERIALS
		3/23/2010	179246544615	100-0601-551.30-14	(1.00)	CREDIT
		3/23/2010	179247458513	100-0601-551.30-14	82.94	LIBRARY MATERIALS
		3/23/2010	179249181708	100-0601-551.30-14	45.98	LIBRARY MATERIALS
		3/23/2010	179249565661	100-0601-551.30-14	14.99	LIBRARY MATERIALS
		3/23/2010	288460518858	100-0601-551.30-14	21.99	LIBRARY MATERIALS
		3/23/2010	288460675887	100-0601-551.30-14	(1.02)	CREDIT
		3/23/2010	288460722064	100-0601-551.30-14	440.62	LIBRARY MATERIALS
		3/23/2010	288461369448	100-0601-551.30-14	18.96	LIBRARY MATERIALS
		3/23/2010	288462633097	100-0601-551.30-14	241.86	LIBRARY MATERIALS
		3/23/2010	288463069503	100-0601-551.30-14	155.91	LIBRARY MATERIALS
		3/23/2010	288464638151	100-0601-551.30-14	12.96	LIBRARY MATERIALS
		3/23/2010	288464979242	100-0601-551.30-14	22.99	LIBRARY MATERIALS
		3/23/2010	288465893045	100-0601-551.30-14	35.98	LIBRARY MATERIALS
		3/23/2010	288466583236	100-0601-551.30-14	22.49	LIBRARY MATERIALS
		3/23/2010	288467195750	100-0601-551.30-14	119.93	LIBRARY MATERIALS
			Total for check: 24857		<u>1,260.56</u>	
AMERICAN-WISCONSIN FIRE PROTECTION	24858	3/23/2010	16860	100-0601-551.24-03	107.25	BLDG REPAIRS/MAINTENANCE
			Total for check: 24858		<u>107.25</u>	
AUTOMATIC ENTRANCES OF WI INC	24859	3/23/2010	1889829	100-0601-551.24-03	217.00	BLDG REPAIRS/MAINTENANCE
			Total for check: 24859		<u>217.00</u>	
BADGER STATE INDUSTRIES	24860	3/23/2010	179894	100-0601-551.21-06	20.00	PROF SERVICES - MGMT
			Total for check: 24860		<u>20.00</u>	

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BAKER & TAYLOR INC	24863	3/23/2010	0334292CM	100-0601-551.30-14	(7.20) CREDIT	
		3/23/2010	2024248395	100-0601-551.30-14	388.56	LIBRARY MATERIALS
		3/23/2010	2024256546	100-0601-551.30-14	34.22	LIBRARY MATERIALS
		3/23/2010	2024257734	100-0601-551.30-14	567.98	LIBRARY MATERIALS
		3/23/2010	2024261287	100-0601-551.30-14	414.80	LIBRARY MATERIALS
		3/23/2010	2024266755	100-0601-551.30-14	489.30	LIBRARY MATERIALS
		3/23/2010	2024271335	100-0601-551.30-14	535.69	LIBRARY MATERIALS
		3/23/2010	2024278271	100-0601-551.30-14	45.94	LIBRARY MATERIALS
		3/23/2010	2024285797	100-0601-551.30-14	223.88	LIBRARY MATERIALS
		3/23/2010	2024288171	100-0601-551.30-14	452.40	LIBRARY MATERIALS
		3/23/2010	2024293110	100-0601-551.30-14	275.03	LIBRARY MATERIALS
		3/23/2010	2024294957	100-0601-551.30-14	5.65	LIBRARY MATERIALS
		3/23/2010	2024297246	100-0601-551.30-14	309.97	LIBRARY MATERIALS
		3/23/2010	2024308279	100-0601-551.30-14	204.57	LIBRARY MATERIALS
		3/23/2010	2024311150	100-0601-551.30-14	787.85	LIBRARY MATERIALS
		3/23/2010	2024314578	100-0601-551.30-14	292.27	LIBRARY MATERIALS
		3/23/2010	2024320274	100-0601-551.30-14	288.23	LIBRARY MATERIALS
		3/23/2010	2024323101	100-0601-551.30-14	58.74	LIBRARY MATERIALS
		3/23/2010	2024324771	100-0601-551.30-14	245.87	LIBRARY MATERIALS
		3/23/2010	2024329341	100-0601-551.30-14	761.36	LIBRARY MATERIALS
		3/23/2010	2024337991	100-0601-551.30-14	75.74	LIBRARY MATERIALS
		3/23/2010	2024338818	100-0601-551.30-14	334.44	LIBRARY MATERIALS
		3/23/2010	2024342407	100-0601-551.30-14	544.07	LIBRARY MATERIALS
		3/23/2010	2024342709	100-0601-551.30-14	9.51	LIBRARY MATERIALS
		3/23/2010	2024347690	100-0601-551.30-14	442.67	LIBRARY MATERIALS
		3/23/2010	2024351977	100-0601-551.30-14	941.28	LIBRARY MATERIALS
	3/23/2010	5010638262	100-0601-551.30-14	152.16	LIBRARY MATERIALS	
	3/23/2010	112447170	100-0601-551.30-14	10.76	LIBRARY MATERIALS	
	3/23/2010	112805130	100-0601-551.30-14	339.54	LIBRARY MATERIALS	
	3/23/2010	112985440	100-0601-551.30-14	17.99	LIBRARY MATERIALS	
	3/23/2010	113154340	100-0601-551.30-14	14.36	LIBRARY MATERIALS	
	3/23/2010	113452040	100-0601-551.30-14	61.18	LIBRARY MATERIALS	
	3/23/2010	114065950	100-0601-551.30-14	21.56	LIBRARY MATERIALS	
	3/23/2010	114065951	100-0601-551.30-14	197.12	LIBRARY MATERIALS	
	3/23/2010	114207150	100-0601-551.30-14	157.89	LIBRARY MATERIALS	

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BAKER & TAYLOR INC...	24863...	3/23/2010	114207151	100-0601-551.30-14	43.18	LIBRARY MATERIALS
		3/23/2010	114207160	100-0601-551.30-14	38.80	LIBRARY MATERIALS
		3/23/2010	114630450	100-0601-551.30-14	14.39	LIBRARY MATERIALS
		3/23/2010	114630451	100-0601-551.30-14	20.15	LIBRARY MATERIALS
			Total for check: 24863			9,811.90
BATTERIES PLUS-502	24864	3/23/2010	108410	100-0601-551.24-03	39.98	BLDG REPAIRS/MAINTENANCE
			Total for check: 24864			39.98
BBC AUDIOBOOKS AMERICA	24865	3/23/2010	382971	100-0601-551.30-14	472.55	LIBRARY MATERIALS
		3/23/2010	385152	100-0601-551.30-14	291.83	LIBRARY MATERIALS
			Total for check: 24865			764.38
BLOCK IRON & SUPPLY CO	24866	3/23/2010	177213	100-0601-551.24-03	270.00	BLDG REPAIRS/MAINTENANCE
			Total for check: 24866			270.00
THOMAS BOUREGY & CO INC	24867	3/23/2010	59400A	100-0601-551.30-14	139.50	LIBRARY MATERIALS
			Total for check: 24867			139.50
BRILLIANCE AUDIO INC	24868	3/23/2010	IN0536103	100-0601-551.30-14	260.60	LIBRARY MATERIALS
			Total for check: 24868			260.60
BUILDERS SERVICE CENTER	24869	3/23/2010	B007616-IN	100-0601-551.24-03	272.50	BLDG REPAIRS/MAINTENANCE
			Total for check: 24869			272.50
CDW GOVERNMENT INC	24870	3/23/2010	RWX9111	100-0601-551.30-10	578.50	OFFICE SUPPLIES
			Total for check: 24870			578.50

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ELISHA D SMITH PUBLIC LIBRARY	24871	3/23/2010	03182010	100-0601-551.20-05	75.00	PROGRAM
	Total for check: 24871				75.00	
CHRIS EVENSON	24872	3/23/2010	03182010	100-0601-551.20-05	100.00	PROGRAM
	Total for check: 24872				100.00	
FOCOL	24873	3/23/2010	03182010	100-0601-551.32-01	25.00	MEMBERSHIP DUES
	Total for check: 24873				25.00	
GALE	24874	3/23/2010	16557105	100-0601-551.30-14	55.92	LIBRARY MATERIALS
		3/23/2010	16673692	100-0601-551.30-14	38.93	LIBRARY MATERIALS
		3/23/2010	16694032	100-0601-551.30-14	88.64	LIBRARY MATERIALS
	Total for check: 24874				183.49	
GANNETT WISCONSIN MEDIA	24875	3/23/2010	PG2007207	100-0601-551.30-14	366.41	LIBRARY MATERIALS
	Total for check: 24875				366.41	
GREY HOUSE PUBLISHING	24876	3/23/2010	764015	100-0601-551.30-14	148.60	LIBRARY MATERIALS
	Total for check: 24876				148.60	
BILLY GRISACK	24877	3/23/2010	03182010	100-0601-551.20-05	300.00	PROGRAM
	Total for check: 24877				300.00	
ANN HARDGINSKI	24878	3/23/2010	03182010	100-0601-551.34-01	37.00	MILEAGE REIMBURSEMENT
	Total for check: 24878				37.00	
HIGSMITH	24879	3/23/2010	1014868371	100-0601-551.30-18	1,387.14	DEPARTMENT SUPPLIES
	Total for check: 24879				1,387.14	

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INGRAM LIBRARY SERVICES	24880	3/23/2010	49274560	100-0601-551.30-14	17.61	LIBRARY MATERIALS
		3/23/2010	49274561	100-0601-551.30-14	15.97	LIBRARY MATERIALS
		3/23/2010	49274562	100-0601-551.30-14	17.61	LIBRARY MATERIALS
		3/23/2010	49274563	100-0601-551.30-14	32.50	LIBRARY MATERIALS
		3/23/2010	49472046	100-0601-551.30-14	17.42	LIBRARY MATERIALS
		3/23/2010	49472047	100-0601-551.30-14	64.57	LIBRARY MATERIALS
		3/23/2010	49472048	100-0601-551.30-14	16.05	LIBRARY MATERIALS
		3/23/2010	49623075	100-0601-551.30-14	34.49	LIBRARY MATERIALS
		3/23/2010	49623076	100-0601-551.30-14	65.82	LIBRARY MATERIALS
		3/23/2010	49623077	100-0601-551.30-14	86.22	LIBRARY MATERIALS
		3/23/2010	49756015	100-0601-551.30-14	87.38	LIBRARY MATERIALS
		3/23/2010	49756016	100-0601-551.30-14	62.71	LIBRARY MATERIALS
				Total for check: 24880		518.35
KITZ & PFEIL INC	24881	3/23/2010	0208090005	100-0601-551.30-13	10.77	HOUSEKEEPING SUPPLIES
			Total for check: 24881		10.77	
LAKESHORE LEARNING MATERIALS	24882	3/23/2010	4996210210	100-0601-551.30-14	612.19	LIBRARY MATERIALS
			Total for check: 24882		612.19	
	24883	3/23/2010	03182010	100-0601-551.20-05	290.00	PROGRAM
		Total for check: 24883		290.00		
MARSHALL CAVENDISH CORP	24884	3/23/2010	R837187	100-0601-551.30-14	161.73	LIBRARY MATERIALS
		3/23/2010	R838686	100-0601-551.30-14	107.82	LIBRARY MATERIALS
			Total for check: 24884		269.55	
MIDWEST TAPE	24885	3/23/2010	2109310	100-0601-551.30-14	131.91	LIBRARY MATERIALS
		3/23/2010	2115700	100-0601-551.30-14	211.87	LIBRARY MATERIALS

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MIDWEST TAPE...	24885...	3/23/2010	2122637	100-0601-551.30-14	144.93	LIBRARY MATERIALS
			Total for check: 24885		488.71	
JANET MOHR	24886	3/23/2010	259401	100-0601-551.30-14	11.95	LIBRARY MATERIALS
			Total for check: 24886		11.95	
NAMI FOX VALLEY	24887	3/23/2010	1693	100-0601-551.34-02	100.00	CLASS REGISTRATION FEE
			Total for check: 24887		100.00	
OFFICE DEPOT CREDIT PLAN	24888	3/23/2010	10012401408356	100-0601-551.30-10	47.94	OFFICE SUPPLIES
		3/23/2010	10020200106119	100-0601-551.30-10	27.98	OFFICE SUPPLIES
			Total for check: 24888		75.92	
RAINBOW BOOK COMPANY	24889	3/23/2010	0087456	100-0601-551.30-14	2,029.68	LIBRARY MATERIALS
			Total for check: 24889		2,029.68	
RANDOM HOUSE INC	24890	3/23/2010	1088191048	100-0601-551.30-14	150.00	LIBRARY MATERIALS
		3/23/2010	1088218752	100-0601-551.30-14	75.00	LIBRARY MATERIALS
		3/23/2010	1088234517	100-0601-551.30-14	88.00	LIBRARY MATERIALS
		3/23/2010	1088261313	100-0601-551.30-14	37.50	LIBRARY MATERIALS
		3/23/2010	1088279715	100-0601-551.30-14	19.50	LIBRARY MATERIALS
		3/23/2010	1088305614	100-0601-551.30-14	36.00	LIBRARY MATERIALS
		3/23/2010	1188234517	100-0601-551.30-14	75.00	LIBRARY MATERIALS
		3/23/2010	1188279715	100-0601-551.30-14	75.00	LIBRARY MATERIALS
		Total for check: 24890		593.50		
RECORDED BOOKS LLC	24891	3/23/2010	4779813	100-0601-551.30-14	244.00	LIBRARY MATERIALS
			Total for check: 24891		244.00	

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RHYME BUSINESS PRODUCTS	24892	3/23/2010	19518 1	100-0601-551.30-10	139.41	OFFICE SUPPLIES
	Total for check: 24892				139.41	
UNIQUE MANAGEMENT SERVICES INC	24893	3/23/2010	193203	100-0000-441.19-00	304.30	COLLECTION AGENCY FEE
	Total for check: 24893				304.30	
JULIE WING	24894	3/23/2010	03182010	100-0601-551.30-16	7.77	PROMOTIONAL SUPPLIES
	Total for check: 24894				7.77	
WINNEFOX LIBRARY SYSTEM	24895	3/23/2010	3651	100-0601-551.30-14	40.00	LIBRARY MATERIALS
	Total for check: 24895				40.00	
WISCONSIN LIBRARY ASSOCIATION	24896	3/23/2010	03182010	100-0601-551.33-02	60.00	REGISTRATION FEE
		3/23/2010	03192010	100-0601-551.33-03	38.00	MEAL EXPENSE
	Total for check: 24896				98.00	
3M	24897	3/23/2010	OF41873	100-0601-551.24-04	723.00	REPAIR/MAINTENANCE-SP EQ
	Total for check: 24897				723.00	
					23,279.56	

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ACCURATE SUSPENSION WAREHOUSE	24898	3/25/2010	1025102	731-1022-541.38-03	490.90	SPRING & ASSEMBLY
			Total for check: 24898		490.90	
AIRGAS NORTH CENTRAL	24899	3/25/2010	105451194	731-1022-541.21-06	53.76	ACETYLENE/ARGON/OXY CYL
			Total for check: 24899		53.76	
ASSOCIATED APPRAISAL CONSULTANTS	24900	3/25/2010	8764	100-0402-513.21-09	4,841.67	PROFESSIONAL SERVICES
				100-0402-513.30-11	9.68	POSTAGE
			8765	100-0402-513.21-04	59.76	INTERNET POSTING
			Total for check: 24900		4,911.11	
AT&T	24901	3/25/2010	920R09453003	601-1020-543.22-01	292.50	MONTHLY CHARGES
				100-1001-514.22-01	113.90	MONTHLY CHARGES
			Total for check: 24901		406.40	
BADGER HIGHWAYS CO INC	24902	3/25/2010	148837	100-1003-541.30-18	30.50	COLD MIX
			148851	100-1003-541.30-18	64.66	COLD MIX
			Total for check: 24902		95.16	
BRAZEE ACE HARDWARE	24903	3/25/2010	008257	100-0703-553.30-18	30.97	PAINT & ROLLER
			Total for check: 24903		30.97	
BRICK & SUPPLY COMPANY	24904	3/25/2010	152488	601-1020-543.30-18	490.94	QUIKRETE/MORTAR
			Total for check: 24904		490.94	NICOLET/WINNEBAGO
BUBRICK'S	24905	3/25/2010	311537	731-1022-541.30-10	84.01	OFFICE SUPPLIES
				100-0703-553.30-10	39.56	OFFICE SUPPLIES
			312019	731-1022-541.30-10	3.38	OFFICE SUPPLIES

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BUBBRICK'S...	24905...	3/25/2010...	312019...	100-0703-553.30-10	32.08	OFFICE SUPPLIES
			Total for check: 24905		159.03	
CARMEN CASTILLO	24906	3/25/2010	CASTILLO	100-1006-541.30-18	50.00	MAILBOX DAMAGE REIMBURSE
			Total for check: 24906		50.00	
CASCADE ENGINEERING	24907	3/25/2010	35450	100-1016-543.30-15	1,070.00	
			Total for check: 24907		1,070.00	
CHECKMATE CASH ADVANCE CENTER	24908	3/25/2010	20100325	100-0000-202.08-00	339.74	PAYROLL SUMMARY
			Total for check: 24908		339.74	
DEPARTMENT OF WORKFORCE DEVELOPMENT	24909	3/25/2010	092410	100-0102-581.15-09	2,337.00	UNEMPLOYMENT
			Total for check: 24909		2,337.00	
DIGICORPORATION	24910	3/25/2010	100961	100-0000-134.00-00	(74.75)	IMPRINT ENVELOPES HEALTH DEPT
				100-0903-531.29-01	150.75	IMPRINT ENVELOPES HEALTH DEPT
			Total for check: 24910		76.00	
DUMKE & ASSOCIATES &	24911	3/25/2010	316RACINE	100-0903-531.29-06	2,977.75	RACINE APRIL 2010
			Total for check: 24911		2,977.75	
CARDMEMBER SERVICE	24913	3/25/2010	0029	100-0801-521.33-03	10.07	DAIRY QUEEN
			0092	100-0910-531.30-18	414.07	THE RED CROSS STORE
			0248	100-0801-521.34-02	420.00	JOHN REID ASSOC CHICAGO
			0486	100-0000-201.03-00	14.48	AMAZON
			0579	100-0909-531.30-18	403.02	ULTRADENT
			0777	100-1001-514.24-03	30.15	THE SPA DEPOT
			0808	100-1001-514.24-03	29.05	THE SPA DEPOT
			1004	827-0920-531.30-18	51.92	ORIENTAL TRADING

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CARDMEMBER SERVICE...	24913...	3/25/2010	1179	100-0801-521.32-02	14.65	FRANKLIN SEMINAR
		3/25/2010	1412	100-0702-552.20-05	790.00	MILWAUKEE BREWERS
		3/25/2010	2261	100-0403-513.34-03	65.44	CANNERY GRILL SUN PRAIRIE
		3/25/2010	3820	100-1001-514.30-18	26.81	1000 BULBS CITY HALL FRONT LIGHTS
		3/25/2010	4084	100-0801-521.34-03	282.00	UNIVERSITY INN MADISON
		3/25/2010	4963	100-0403-513.34-04	12.95	EXPERTS EXCHANGE LLC ON LINE TECH RESOURCE
		3/25/2010	5025	824-0801-521.30-18	90.60	PET SUPPLIES PLUS
		3/25/2010	5670	100-0304-562.33-02	75.00	UNIV WI PYLE CTR REGISTRATION/A KESTER
		3/25/2010	5688	100-0304-562.33-02	75.00	UNIV WI PYLE CTR REGISTRATION/G KEIL
		3/25/2010	5750	100-0801-521.32-02	15.78	AMAZON
		3/25/2010	5759	100-0801-521.30-15	30.79	RADIO SHACK/BARCODE SCANN
		3/25/2010	6531	100-0403-513.30-15	39.99	RADIO SHACK/MAJIC JACK
		3/25/2010	7015	100-1002-541.34-03	67.49	COMFORT INN MADISON
		3/25/2010	7095	625-1010-541.34-03	22.50	COMFORT INN MADISON
		3/25/2010	7828	100-0403-513.30-15	29.99	BEST BUY MICROPHONE HEADSET
		3/25/2010	8835	100-0801-521.30-12	59.00	DRI UNLIMITED CONVERSION APP FOR VIDEO
		3/25/2010	9461	100-0601-551.30-14	27.66	PAYPAL TARAZODFILM
	3/25/2010	9654	100-0801-521.34-03	6.95	WALGREENS	
	3/25/2010	9673	100-0702-552.32-01	65.00	NRPA	
	3/25/2010	9691	100-0801-521.34-03	14.20	APPLEBEES WIS DELLS	
	3/25/2010			14.57	CULVERS BARABOO	
	3/25/2010			467.62	HOME DEPOT PD TILE	
			Total for check: 24913		3,666.75	
FASTENAL COMPANY	24914	3/25/2010	WINEE51591	100-1008-541.30-18	60.36	CAUTION TAPE
			Total for check: 24914		60.36	
FOX STAMP SIGN & SPECIALTY	24915	3/25/2010	182163	100-0702-552.30-10	48.00	POOL PUNCH
			Total for check: 24915		48.00	

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FOX VALLEY EMERGENCY MEDICINE	24916	3/25/2010	FV-EMERGENCY	100-0801-521.21-05	144.00	BLOODBORNE EXPOSURE TEST
			Total for check: 24916		144.00	
GALLS	24917	3/25/2010	510457301	100-0801-521.29-05	186.98	HOOD/TRUNK LIGHT SINGLE ALTERATION CHARGE
			Total for check: 24917		186.98	
GRAINGER INC	24918	3/25/2010	9193154110	100-0703-553.30-18	223.57	MEASURING WHEEL DRY ERASE BOARD
		3/25/2010	9196314273	100-0704-552.24-04	66.53	GASKET/FLOAT SWITCH
		3/25/2010	9196314281	100-0704-552.24-04	38.25	PRESSURE GAUGE
			Total for check: 24918		328.35	
ANGELA M HANCHEK	24919	3/25/2010	F031110	100-0801-521.34-03	79.81	MILEAGE/MEALS TRAINING
			Total for check: 24919		79.81	
INLAND POWER GROUP INC	24920	3/25/2010	1367333-00	731-1022-541.38-03	163.36	POTENTIOMETER
			Total for check: 24920		163.36	
INTERSTATE BATTERY OF GREEN BAY	24921	3/25/2010	90058645	731-1022-541.38-03	336.80	31-LHD
			Total for check: 24921		336.80	
ITE WISCONSIN	24922	3/25/2010	ITE	100-1002-541.34-02	65.00	ENGINEERING WORKSHOP
			Total for check: 24922		65.00	
GREG KEIL	24923	3/25/2010	032410	100-0304-562.33-03	14.00	MEALS 1/12/10-3/17/10
				100-0304-562.34-01	52.00	MILEAGE 1/12/10-3/17/10
			Total for check: 24923		66.00	
KUNDINGER FLUID POWER INC	24924	3/25/2010	50084553	731-1022-541.38-03	61.52	FLEXIBLE HOSE
		3/25/2010	50084557	731-1022-541.38-03	11.60	FLOW EZY FILL CAP

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KUNDINGER FLUID POWER INC...	24924...	3/25/2010	50084691	100-0704-552.24-02	26.40	STOCK
			Total for check: 24924		99.52	
LAWSON PRODUCTS INC	24925	3/25/2010	8981922	731-1022-541.30-18	154.78	STOCK
			Total for check: 24925		154.78	
LRI MEDICAL WASTE DISPOSAL	24926	3/25/2010	43898	100-0910-531.21-05	74.52	PICK UP CHARGE
			Total for check: 24926		74.52	
MATTHEWS TIRE & SERVICE CENTER	24927	3/25/2010	32872	731-1022-541.38-02	800.00	TIRE SERVICE
			Total for check: 24927		800.00	
MENARDS-APPLETON EAST	24928	3/25/2010	63615	100-0801-521.24-03	57.57	BLADES
			Total for check: 24928		57.57	
MENASHA EMPLOYEES CREDIT UNION	24929	3/25/2010	20100325	100-0000-202.05-00	19,095.00	PAYROLL SUMMARY
			Total for check: 24929		19,095.00	
MENASHA EMPLOYEES LOCAL 1035	24930	3/25/2010	20100325	100-0000-202.06-00	270.00	PAYROLL SUMMARY
			Total for check: 24930		270.00	
MENASHA EMPLOYEES LOCAL 1035B	24931	3/25/2010	20100325	100-0000-202.07-00	286.40	PAYROLL SUMMARY
			Total for check: 24931		286.40	
TOWN OF MENASHA FINANCE DEPARTMENT	24932	3/25/2010	5001	100-0801-521.29-05	210.00	REAR WINDOW BARRIERS
			Total for check: 24932		210.00	
MENASHA HEALTH DEPARTMENT	24933	3/25/2010	PETTYCASH	100-0905-531.30-11	3.32	PETTY CASH/POSTAGE
				100-0902-524.30-18	18.00	PETTY CASH/SUPPLIES

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MENASHA HEALTH DEPARTMENT...	24933...	3/25/2010...	PETTYCASH...	100-0903-531.30-18	5.99	PETTY CASH/SUPPLIES
				100-0909-531.30-18	15.63	PETTY CASH/SUPPLIES
				100-0000-201.17-00	6.00	PETTY CASH/RADON KIT RET
				100-0903-531.33-01	47.29	PETTY CASH/MILEAGE
				Total for check: 24933	96.23	
MENASHA UTILITIES	24934	3/25/2010	031810	100-0102-581.22-03	3,384.97	
				100-0102-581.22-05	163.02	
				Total for check: 24934	3,547.99	
MORPHOTRAK	24935	3/25/2010	100839	100-0403-513.24-04	382.02	FINGERPRINT SCANNER PD
MORTON SAFETY	24936	3/25/2010	467019	100-0901-515.30-15	242.05	SEAT BELT COVER/HARD HAT
				Total for check: 24936	242.05	
	24937	3/25/2010	304035	731-1022-541.38-03	4.68	OIL FILTER
	3/25/2010	304207	731-1022-541.30-18	12.50	SPLIT POLY LOOM	
			Total for check: 24937	17.18		
CITY OF NEEHAH	24938	3/25/2010	NM FIRE	100-0501-522.25-01	248,394.00	NM FIRE RESCUE APRIL 2010
				Total for check: 24938	248,394.00	
	24939	3/25/2010	00420426	100-0000-204.08-00	132,289.59	PREMIUMS
			100-0000-204.11-00	8,564.52	PREMIUMS	
			Total for check: 24939	140,854.11		
NETWORK HEALTH PLAN	24940	3/25/2010	251595	100-0801-521.21-05	54.00	PANEL DRUG SCREEN

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NETWORK HEALTH SYSTEM INC...	24940...	3/25/2010	251818	100-0801-521.21-05	131.00	PRE PLACEMENT PHYSICAL
			Total for check: 24940		185.00	
	24941	3/25/2010	678227	100-0920-531.30-10	37.88	OFFICE SUPPLIES
			Total for check: 24941		37.88	
PACKER CITY INTERNATIONAL	24942	3/25/2010	3200600068	731-1022-541.38-03	21.40	FLUID
		3/25/2010	3200600073	731-1022-541.38-03	20.96	SOCKET
		3/25/2010	3200610046	731-1022-541.38-03	130.19	BLADES/LAMPS/FILTERS
		3/25/2010	3200620046	731-1022-541.38-03	17.20	LAMP
			Total for check: 24942		189.75	
REDI-WELDING CO	24943	3/25/2010	13999	731-1022-541.30-18	35.15	LIFT BEAM TUBING
			Total for check: 24943		35.15	
SCHILLER'S TREE SERVICE INC	24944	3/25/2010	16779	100-0706-561.20-06	4,250.00	TREES
			Total for check: 24944		4,250.00	
DR TERESA SHOBERG	24945	3/25/2010	PHYSICIAN	100-0903-531.21-05	150.00	CITY PHYSICIAN APRIL 2010
			Total for check: 24945		150.00	
SUPERCIRCUITS INC	24946	3/25/2010	651192A	100-0801-521.80-05	4,501.72	TOWER BUILDS
			Total for check: 24946		4,501.72	
SUPERIOR CHEMICAL CORP	24947	3/25/2010	19287	731-1022-541.30-18	489.30	GEAR LUBE/SOLVENT
			Total for check: 24947		489.30	

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TRAVELERS	24948	3/25/2010	7415P537	733-0206-512.51-07	5,571.00	5,571.00 BOILER INSURANCE POLICY
			Total for check: 24948		5,571.00	
UNIFIRST CORPORATION	24949	3/25/2010	097,0061781	731-1022-541.20-01	93.68	93.68 MAT/MOP/CLOTHING SERVICE
			Total for check: 24949		93.68	
UNITED WAY FOX CITIES	24950	3/25/2010	20100325	100-0000-202.09-00	72.75	72.75 PAYROLL SUMMARY
			Total for check: 24950		72.75	
UNITEL INC	24951	3/25/2010	32820	100-0403-513.21-04	22.25	22.25 REMOTE IP CONNECTION
			Total for check: 24951		22.25	
VALLEY CAMERA	24952	3/25/2010	11566	100-0801-521.30-18	19.99	19.99 ORIGINAL DVD
		3/25/2010	11877	100-0801-521.30-18	19.99	19.99 CREATE ORIGINAL DVD
			Total for check: 24952		39.98	
VEOLIA ES SOLID WASTE MIDWEST	24953	3/25/2010	B4000256586	100-0000-123.00-00	84.92	84.92 RECYCLING BROAD ST LOT
			Total for check: 24953		84.92	
VISION INSURANCE PLAN OF AMERICA	24954	3/25/2010	82962	100-0000-204.10-00	1,119.50	1,119.50 PREMIUM APRIL 2010
			Total for check: 24954		1,119.50	
WALMART COMMUNITY	24955	3/25/2010	008453	100-0702-552.30-18	12.45	12.45 PROGRAM SUPPLIES
			Total for check: 24955		12.45	
WAYNE ENGINEERING CORP	24956	3/25/2010	70877	731-1022-541.38-03	2,054.46	2,054.46 STOCK
		3/25/2010	70909	731-1022-541.38-03	954.50	954.50 STOCK

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WAYNE ENGINEERING CORP...	24956...	3/25/2010	70916	731-1022-541.38-03	1,000.25	GRIP POVOT WELDMNT
				Total for check: 24956	4,009.21	
WE ENERGIES	24957	3/25/2010	031010	100-0703-553.22-03	8.41	2170 PLANK RD
				Total for check: 24957	8.41	
WERNER ELECTRIC SUPPLY CO	24958	3/25/2010	S2950663.001	100-0703-553.24-03	28.68	BULBS
				Total for check: 24958	28.68	
WINNEBAGO COUNTY TREASURER	24959	3/25/2010	032310	100-0000-201.03-00	1,525.00	DOG LICENSES
				Total for check: 24959	1,525.00	
WINS	24960	3/25/2010	SRN.23	100-0915-531.32-01	40.00	SUBSCRIPTION RENEWAL
				Total for check: 24960	40.00	
WISCONSIN DEPT OF JUSTICE	24961	3/25/2010	L7101T	100-0801-521.21-06	245.00	NAME SEARCHES
				Total for check: 24961	245.00	
WISCONSIN DEPT OF TRANSPORTATION	24962	3/25/2010	L05736	100-1003-541.82-02	14,749.30	RACINE ST/MANITOWOC ST
				Total for check: 24962	14,749.30	
WISCONSIN SUPPORT COLLECTIONS	24963	3/25/2010	20100325	100-0000-202.03-00	1,152.15	PAYROLL SUMMARY
				Total for check: 24963	1,152.15	
					471,828.62	

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ACCURATE SUSPENSION WAREHOUSE	24964	4/1/2010	1025469	731-1022-541.30-18	44.80	3/8 SERVICE STATION AIR SHOP SUPPLIES
	Total for check: 24964				44.80	
	24965	4/1/2010	4100001277	100-0403-513.24-04	2,622.50	SAFARI MAINTENANCE & SUPPORT
Total for check: 24965				2,622.50		
AIRGAS NORTH CENTRAL	24966	4/1/2010	105487688	731-1022-541.30-15	321.14	DRILL PRESS
	Total for check: 24966				321.14	
	24967	4/1/2010	30143412	100-0703-553.30-18	127.60	CLOTHING
APPLIED INDUSTRIAL TECHNOLOGIES				100-1002-541.30-18	39.87	CLOTHING
				100-1003-541.30-18	99.10	CLOTHING
				100-1006-541.30-18	99.10	CLOTHING
				100-1008-541.30-18	99.10	CLOTHING
				625-1010-541.30-18	99.10	CLOTHING
				100-1009-541.30-18	99.10	CLOTHING
				100-1016-543.30-18	99.10	CLOTHING
				625-1005-541.30-18	99.10	CLOTHING
				601-1020-543.30-18	99.10	CLOTHING
				266-1028-543.30-18	99.13	CLOTHING
	Total for check: 24967				1,059.40	
BADGER HIGHWAYS CO INC	24968	4/1/2010	148880	100-1003-541.30-18	132.37	COLD MIX
	Total for check: 24968				132.37	
	24969	4/1/2010	123036	100-0801-521.29-05	759.85	INSTALL LIGHTBAR/ DECK SWITCH
BAYCOM INC		4/1/2010	123517	100-0801-521.29-05	1,429.98	ANTENNA MOUNTING KIT
		4/1/2010	123569	100-0801-521.29-05	1,225.69	INSTALL EQUIPMENT
		4/1/2010	123618	100-0801-521.29-05	319.50	REMOVE/INSTALL RADIO
	Total for check: 24969				3,735.02	

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BDM	24970	4/1/2010	BDM	100-0910-531.30-10	27.99	SIGN LAMINATION H1N1
			Total for check: 24970		<u>27.99</u>	
BECK ELECTRIC INC	24971	4/1/2010	G13	100-1008-541.21-06	640.00	TRAFFIC LIGHT ONEIDA/MANITOWOC
				100-1008-541.30-18	36.56	TRAFFIC LIGHT ONEIDA/MANITOWOC
				100-1008-541.30-18	2.07	ACCIDENT REPAIR 9TH/APPLETON RD
				100-1008-541.21-06	357.76	ACCIDENT REPAIR 9TH/APPLETON RD
			Total for check: 24971		<u>1,036.39</u>	
BERGSTROM	24972	4/1/2010	F0CS143657	731-1022-541.38-03	547.99	VEHICLE REPAIR
			Total for check: 24972		<u>547.99</u>	
BERGSTROM	24973	4/1/2010	246377CVW	731-1022-541.38-03	13.29	RING
		4/1/2010	246449CVW	731-1022-541.38-03	19.49	BEZEL
			Total for check: 24973		<u>32.78</u>	
BOMSKI CONSTRUCTION &	24974	4/1/2010	031110	263-0306-562.70-01	853.00	CDBG REHAB PROGRAM
			Total for check: 24974		<u>853.00</u>	
BONNE VANGOMPEL	24975	4/1/2010	VANGOMPEL	100-0000-441.13-00	21.50	REFUSE CART DOWNGRADE REFUND
			Total for check: 24975		<u>21.50</u>	
BRAZEE ACE HARDWARE	24976	4/1/2010	008271	100-0703-553.30-13	2.49	DISH & SINK BRUSH
			Total for check: 24976		<u>2.49</u>	
BUBRICK'S	24977	4/1/2010	313739	100-0801-521.30-10	173.95	OFFICE SUPPLIES
			Total for check: 24977		<u>173.95</u>	

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CASPERS TRUCK EQUIPMENT INC	24978	4/1/2010	44323	731-1022-541.38-03	255.97	MID-INLET HOUSING SERIES
			Total for check: 24978		255.97	
COMMUNITY HOUSING COORDINATOR	24979	4/1/2010	131	100-0304-562.21-06	1,800.00	HOUSING PLAN MARCH 2010
			Total for check: 24979		1,800.00	
AMY COOK	24980	4/1/2010	031710	100-0801-521.34-03	65.82	MILEAGE/MEALS
			Total for check: 24980		65.82	
DEPARTMENT OF WORKFORCE DEVELOPMENT	24981	4/1/2010	UTILITY	100-0102-581.15-09	4,068.00	UNEMPLOYMENT
			Total for check: 24981		4,068.00	
DUMKE & ASSOCIATES &	24982	4/1/2010	92	100-0903-531.29-06	14.05	COMMON AREA MAINTENANCE 316 RACINE ST
			Total for check: 24982		14.05	
ENTERPRISE SYSTEMS GROUP	24983	4/1/2010	0022311-IN	100-0801-521.21-04	540.00	SUPPORT BLOCK FOR DVR & CAMERAS
			Total for check: 24983		540.00	
EVANS TITLE COMPANIES	24984	4/1/2010	925-650138279	100-0304-562.21-06	45.00	D JOHNSON 650 MILWAUKEE
			Total for check: 24984		45.00	
FOX VALLEY HUMANE ASSOCIATION	24985	4/1/2010	031510	100-0806-532.25-01	1,626.02	ANIMALS HANDLED FEB 2010
			Total for check: 24985		1,626.02	
STEPHANIE GRUSS	24986	4/1/2010	022410	100-0801-521.34-03	10.00	MEAL
			Total for check: 24986		10.00	

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GUNDERSON CLEANERS	24987	4/1/2010	812192	731-1022-541.21-06	12.50	VEST REPAIR
			Total for check: 24987			12.50
HEALTHY INFANT AND CHILD ALLIANCE	24988	4/1/2010	032510	100-0903-531.32-01	20.00	MEMBERSHIP RENEWAL
			Total for check: 24988			20.00
HORST DISTRIBUTING INC	24989	4/1/2010	958170-000	100-0703-553.30-18	545.35	ATHLETIC PAINT
			Total for check: 24989			545.35
INTERSTATE BATTERY OF GREEN BAY	24990	4/1/2010	90058938	731-1022-541.38-03	85.95	31-LHD
			Total for check: 24990			85.95
JEFF JORGENSON	24991	4/1/2010	123109	100-0801-521.32-01	133.00	ROTARY DUES
			Total for check: 24991			133.00
JX ENTERPRISES INC	24992	4/1/2010	G200670002	731-1022-541.38-03	73.99	BRAKE ADJUSTER
			G200690001	731-1022-541.38-03	52.07	DUSTSHIELD
			Total for check: 24992			126.06
LARK UNIFORM OUTFITTERS INC	24993	4/1/2010	51052	100-0801-521.19-03	25.95	SURVIVAL SOCK
			51055	100-0801-521.19-03	16.95	BELT
			51058	100-0801-521.19-03	25.00	BLACK CREW
Total for check: 24993			69.90			
MATTHEWS TIRE & SERVICE CENTER	24994	4/1/2010	32883	731-1022-541.38-02	800.00	TIRE SERVICE
			32885	731-1022-541.38-02	188.44	TIRE SERVICE
			Total for check: 24994			988.44

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MARK MAUTHE	24995	4/1/2010	031610	100-0801-521.34-03	15.08	MEALS/COURT
				Total for check: 24995	15.08	
MENASHA EMPLOYEES CREDIT UNION	24996	4/1/2010	20100401	100-0000-202.05-00	2,128.00	PAYROLL SUMMARY
				Total for check: 24996	2,128.00	
MENASHA EMPLOYEES LOCAL 1035	24997	4/1/2010	20100401	100-0000-202.06-00	270.00	PAYROLL SUMMARY
				Total for check: 24997	270.00	
TOWN OF MENASHA FINANCE DEPARTMENT	24998	4/1/2010	5014	100-1003-541.21-02	25,893.69	MANITOWOC ROAD
				625-1010-541.21-02	720.23	MANITOWOC ROAD
				Total for check: 24998	26,613.92	
MENASHA UTILITIES	24999	4/1/2010	02172010	100-1008-541.22-03	289.55	
				100-0000-123.00-00	13.16	
				100-0305-562.22-03	20.48	
				100-0305-562.22-06	15.00	
				100-1012-541.22-03	74.59	
				207-0707-552.22-03	286.53	
				207-0707-552.22-05	26.54	
				207-0707-552.22-06	31.87	
				100-0403-513.21-04	3,061.36	
				100-0703-553.22-03	409.31	
				100-0703-553.22-05	75.15	
				100-0703-553.22-06	200.61	
				100-1001-514.22-03	1,424.74	
100-1001-514.22-05	259.93					
100-1019-552.22-03	241.25					
100-0920-531.22-03	247.77					
100-0920-531.22-05	77.24					
100-0408-552.22-03	20.00					
100-1013-541.22-03	51.73					

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MENASHA UTILITIES...	24999...	4/1/2010...	02172010...	100-1013-541.22-06	246.86	
				100-1014-543.22-06	12.50	
				601-1020-543.22-03	27.66	
				Total for check: 24999	7,113.83	
NEENAH-MENASHA MUNICIPAL COURT	25000	4/1/2010	BOND	100-0000-201.03-00	467.00	BOND
				100-0000-201.03-00	197.00	BOND
				100-0000-201.03-00	756.00	BOND
				100-0000-201.03-00	139.00	BOND
				100-0000-201.03-00	202.00	BOND
				100-0000-201.03-00	328.00	BOND
				100-0000-201.03-00	202.00	BOND
Total for check: 25000	2,430.00					
NIELSON COMMUNICATIONS	25001	4/1/2010	FV10-25006	731-1022-541.30-18	40.00	ANTENNA
			FV10-25018	731-1022-541.24-04	81.25	RADIO REPAIR
			Total for check: 25001	121.25		
NORTH AMERICAN SALT CO	25002	4/1/2010	70494626	100-1006-541.30-18	22,373.52	BULK HIGHWAY COURSE
			Total for check: 25002	22,373.52		
PACKER CITY INTERNATIONAL	25003	4/1/2010	3200670043	731-1022-541.38-03	31.38	AIR FILTERS
			3200670044	731-1022-541.38-03	62.85	HYDRAULI
			Total for check: 25003	94.23		
PIGGLY WIGGLY MIDWEST LLC	25004	4/1/2010	9584	827-0920-531.30-18	51.92	BINGO PARTY SUPPLIES
			Total for check: 25004	51.92		

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PITNEY BOWES	25005	4/1/2010	4842044-MR10	100-1001-514.24-04	375.00	TERM RENTAL	
				Total for check: 25005	375.00		
ROAD EQUIPMENT	25006	4/1/2010	WA511726	731-1022-541.38-03	1,050.66	RELINED SHOE	
				WA511750	731-1022-541.38-03	(664.10)	RELINED SHOE CREDIT
				WA511842	731-1022-541.38-03	460.33	BRAKES/BEARINGS
				Total for check: 25006	846.89		
SAM'S CLUB	25007	4/1/2010	9992	100-0704-552.30-10	29.83	POOL SUPPLIES	
				Total for check: 25007	29.83		
SHAWANO CO CLERK OF COURTS	25008	4/1/2010	BOND	100-0000-201.03-00	380.00	BOND	
				Total for check: 25008	380.00		
SHOPKO STORES INC	25009	4/1/2010	50585	827-0920-531.30-18	44.48	TRANSOM RUG	
				50609	100-0702-552.30-10	8.97	PROGRAM SUPPLIES
					100-0000-201.03-00	1.32	PROGRAM SUPPLIES
				Total for check: 25009	54.77		
SPX SERVICE SOLUTIONS	25010	4/1/2010	SIN-96943138	100-0403-513.30-15	973.16	DIAGNOSTICS SOFTWARE PWF	
				Total for check: 25010	973.16		
STAPLES BUSINESS ADVANTAGE	25011	4/1/2010	3132646202	100-1001-514.30-10	6.83	OFFICE SUPPLIES	
				100-0702-552.30-18	17.80	OFFICE SUPPLIES	
				100-0304-562.30-10	7.36	OFFICE SUPPLIES	
				100-1002-541.30-10	0.23	OFFICE SUPPLIES	
				266-1027-543.30-18	40.98	COPY PAPER	
				3133239969	35.32	EXPANDING FILES	
Total for check: 25011	108.52						

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STREICHERS PROFESSIONAL POLICE EQPT	25012	4/1/2010	1683998	100-0801-521.30-15	21.99	MAG HOLDER
			Total for check: 25012		21.99	
	25013	4/1/2010	17111	100-0403-513.21-04	2,438.00	MAINTENANCE APRIL
			Total for check: 25013		2,438.00	
SUPERIOR CHEMICAL CORP	25014	4/1/2010	19935	100-0000-132.00-00	516.55	DRAIN OPENER/MOP
			Total for check: 25014		516.55	
	25015	4/1/2010	KB259691	100-1016-543.30-18	2,085.60	LIDS
			Total for check: 25015		2,085.60	
UNIFIRST CORPORATION	25016	4/1/2010	097 0062178	731-1022-541.20-01	166.13	MAT/MOP/CLOTHING SERVICE
			Total for check: 25016		166.13	
	25017	4/1/2010	28915	100-0304-562.21-10	250.00	SIGN BOARD
			Total for check: 25017		250.00	
UNITEL INC	25018	4/1/2010	32888	100-0403-513.21-04	267.00	VOICE MAIL TROUBLESHOOT
			Total for check: 25018		267.00	
	25019	4/1/2010	237364	100-0000-131.00-00	(8,148.52)	REVERSE INVOICE JAN
			237365	100-0000-131.00-00	(12,337.87)	REVERSE DIESEL FUEL JAN
			237366	100-0000-131.00-00	7,908.52	CORRECTED INVOICE JAN
			237368	100-0000-131.00-00	4,976.27	NEW JAN DIESEL
			237370	100-0000-131.00-00	8,750.65	NEW JAN DIESEL
			237968	100-0000-131.00-00	1.94	JANUARY
			259395	100-0000-131.00-00	3,912.43	FUEL

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US OIL CO INC...	25019...	4/1/2010	259435	100-0000-141.00-00	(316.60)	CONTRACT PREPAY
				Total for check: 25019	4,746.82	
US OIL CO INC	25020	4/1/2010	L38667	731-1022-541.21-06	60.00	SAMPLES
				Total for check: 25020	60.00	
VILAS COUNTY CLERK OF COURTS	25021	4/1/2010	VILAS	100-0000-201.03-00	200.00	BOND
				Total for check: 25021	200.00	
WAUSAU SIGNATURE AGENCY	25022	4/1/2010	45752	733-0206-512.51-08	571.00	HANOVER INSURANCE CO CRIME
				Total for check: 25022	571.00	
WE ENERGIES	25023	4/1/2010	031810	100-1012-541.22-03	2,125.94	STREET LIGHTS
				100-0000-123.00-00	1,279.99	
				100-0801-521.22-04	1,767.61	
				100-0920-531.22-04	305.06	
				100-0601-551.22-04	2,815.96	
				100-0703-553.22-04	867.60	
				100-0704-552.22-04	254.69	
				207-0707-552.22-04	46.24	
				731-1022-541.22-04	5,699.94	
				100-1001-514.22-04	1,660.85	
Total for check: 25023	16,823.88					
WERNER ELECTRIC SUPPLY CO	25024	4/1/2010	S2933688.002	100-0703-553.24-03	1,410.86	VANDAL RESIST LAMP
				S2950663.002	(28.86)	
Total for check: 25024	1,382.00					
WINNEBAGO COUNTY CLERK OF COURTS	25025	4/1/2010	BOND	100-0000-201.03-00	350.00	BOND
				100-0000-201.03-00	100.00	BOND

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WINNEBAGO COUNTY CLERK OF COURTS...	25025...	4/1/2010...	BOND...	100-0000-201.03-00	150.00	BOND
			Total for check: 25025		600.00	
WISCONSIN SUPPORT COLLECTIONS	25026	4/1/2010	20100401	100-0000-202.03-00	440.23	PAYROLL SUMMARY
			Total for check: 25026		440.23	
ZARNOTH BRUSH WORKS INC	25027	4/1/2010	0126845-IN	731-1022-541.38-03	416.00	BROOM REFILL
			Total for check: 25027		416.00	
					115,982.50	



MEMO

TO: Common Council
FROM: Debbie Galeazzi, City Clerk
SUBJECT: Change of Agent for Quality State Oil Co.
DATE: April 1, 2010

A change of agent from Emily Hein to Andrew M. Patterson has been requested by Quality State Oil Co., d/b/a Q-Mart, 1515 Appleton Road. Emily Hein is no longer an employee of Quality State Oil. PC Stanke has no objection to Andrew M. Patterson as the agent.

Thanks.

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

Submit to municipal clerk.

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

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

The undersigned duly authorized officer(s)/members/managers of Quality State Oil Co., Inc. (registered name of corporation/organization or limited liability company)

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

Qmart #220 (trade name)

located at 1515 Appleton Road, Menasha, WI 54952

appoints Andrew M. Patterson (name of appointed agent)

450 Sullivan Street/ Apt 3, Oshkosh, WI 54902 (home address of appointed agent)

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

[X] Yes [] No If so, indicate the corporate name(s)/limited liability company(ies) and municipality(ies). Qmart #215 3785 Jackson Street, Oshkosh, WI

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

How long immediately prior to making this application has the applicant agent resided continuously in Wisconsin? 28 Years

Place of residence last year same

For: Quality State Oil Co., Inc. (name of corporation/organization/limited liability company)

By: [Signature] President (signature of Officer/Member/Manager)

And: [Signature] (signature of Officer/Member/Manager)

ACCEPTANCE BY AGENT

I, Andrew M. Patterson (print/type agent's name), hereby accept this appointment as agent for the

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

[Signature] 3/12/10 (signature of agent) (date) Agent's age

450 Sullivan Street/ Apt 3, Oshkosh, WI 54902 (home address of agent) Date of birth

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

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

Approved on 03/15/2010 by [Signature] Title Chief of Police (date) (signature of proper local official) (town chair/village president, police chief)

AUXILIARY QUESTIONNAIRE ALCOHOL BEVERAGE LICENSE APPLICATION

Submit to municipal clerk.

Individual's Full Name (please print) (last name) (first name) (middle name) Patterson, Andrew M.			Social Security Number		
Home Address (street/route) 450 Sullivan Street/ Apt 3		Post Office Oshkosh	City Oshkosh	State WI	Zip Code 54902
Home Phone Number 920-312-0636		Age 7	Date of Birth	Place of Birth Milwaukee, WI	

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

- Applying for an alcohol beverage license as an individual.
- A member of a partnership which is making application for an alcohol beverage license.
- Agent/ Andrew M Patterson of Quality State Oil Co., Inc.
(Officer/Director/Member/Manager/Agent) (Name of Corporation, Limited Liability Company or Nonprofit Organization)

which is making application for an alcohol beverage license.

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

- How long have you continuously resided in Wisconsin prior to this date? 28 Years
- Have you ever been convicted of any offenses (other than traffic unrelated to alcohol beverages) for violation of any federal laws, any Wisconsin laws, any laws of any other states or ordinances of any county or municipality? Yes No
 If yes, give law or ordinance violated, trial court, trial date and penalty imposed, and/or date, description and status of charges pending. (If more room is needed, continue on reverse side of this form.)
- Are charges for any offenses presently pending against you (other than traffic unrelated to alcohol beverages) for violation of any federal laws, any Wisconsin laws, any laws of other states or ordinances of any county or municipality? Yes No
 If yes, describe status of charges pending.
- Do you hold, are you making application for or are you an officer, director or agent of a corporation/nonprofit organization or member/manager/agent of a limited liability company holding or applying for any other alcohol beverage license or permit? Yes No
 If yes, identify. Qmart #215, 3785 Jackson Street, Oshkosh, WI
(Name, Location and Type of License/Permit)
- Do you hold and/or are you an officer, director, stockholder, agent or employe of any person or corporation or member/manager/agent of a limited liability company holding or applying for a wholesale beer license, brewery/winery permit or wholesale liquor manufacturer or rectifier permit in the State of Wisconsin? Yes No
 If yes, identify.
(Name of Wholesale Licensee or Permittee) (Address By City and County)

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

Employer's Name	Employer's Address	Employed From	To
<u>Qmart #215</u>	<u>3785 Jackson Street</u>		<u>Still there</u>
Employer's Name	Employer's Address	Employed From	To

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

Subscribed and sworn to before me

this 12th day of March, 20 10
Deborah A. Galeaszi
(Clerk/Notary Public)

Andrew M Patterson
(Signature of Named Individual)

My commission expires 8/5/2012



Ordinance Relating to Selling of Merchandise in Parks and Public Grounds

Introduced by Alderman Roush

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

SECTION 1: Amend Title 12, CHAPTER 1, SEC.12-1-12 of the Code of Ordinances of the City of Menasha, Wisconsin as follows:

Title 12 – Parks and Navigable Waters

**CHAPTER 1
Park Regulations**

SEC. 12-1-12 SELLING OF MERCHANDISE IN PARKS AND PUBLIC GROUNDS.

- (a) **SALES AND SOLICITATION FOR SALES PROHIBITED WITHOUT PERMIT.** ~~No merchandise, food or other concessions may be sold individuals or non-profit organizations for profit in City parks. No person shall sell or offer for sale any service, food, refreshment, article, merchandise or thing, nor solicit for or pursue any trade, occupation, business or profession, within any park, without first obtaining a written permit from the Director of Parks and Recreation or designee.~~
- (b) **SALES PERMITTED.** ~~All organizations which desire to sell food, merchandise or concessions to carry on their non-profit programs in City parks must first display to the satisfaction of the Director of Parks and Recreation evidence that such organization has received a tax-exempt status from the Wisconsin Department of Revenue.~~
- (e) (b) **RULES AND REGULATIONS.** ~~Times and areas to be served, as well as the types of merchandise to be sold, shall be as determined by the Parks and Recreation Board and then by a permit only. The Parks and Recreation Board is directed to enact any and all reasonable rules and regulations to carry out the intent of this Section. Park facility sponsorships through signage or other means of recognition may be considered.~~
- (d) (c) **EXCEPTIONS.** ~~This Section shall not apply to the selling of fermented malt beverages in the parks in the City of Menasha where a license has been granted by the Common Council. Such license shall imply the selling of food and merchandise usually associated with the selling of non-alcoholic beverages, food by a non-profit organization having a tax-exempt status. This Section shall not apply when the Mayor permits the same by issuing a proclamation in regard to an events of a community-wide interest that does not involve the sale or serving of alcoholic beverages.~~
- (e) (d) **FEES.** Fees for the permits described above shall be recommended by the Parks and Recreation Board from time to time to the Common Council.

SECTION 2: This amending Ordinance shall take effect upon passage and publication as provided by law.

Passed and approved this day of , 2010.

Donald Merkes, Mayor

ATTEST:

Deborah A. Galeazzi, City Clerk

Kathy Thunes
Existing Address: 1724 S. Sundown Lane
Appleton, WI 54915

New Address: 2392 Trumpeter Swan Drive
Menasha, WI 54952

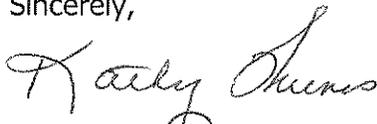
Don Merkes, Mayor
City of Menasha
140 Main Street
Menasha, WI 54952

Dear Mayor Merkes:

I am requesting an appointment to the Menasha Sustainability Board. Currently I work for East Central Wisconsin Regional Planning Commission. As part of my work experience, I have been active in ECOS-Fox Valley, and have attended multiple conferences and programs on sustainability and The Natural Step. My husband and I will be moving shortly to the City of Menasha and I would like to become involved at the City level in a topic that I feel passionate about. My work and personal experiences should be an asset to the Board.

Thank you in advance for your consideration in this manner. I look forward to discussing sustainability with you and the other board members.

Sincerely,



Kathy Thunes, P.E.