

It is expected that a Quorum of the Personnel Committee, Board of Public Works, Plan Commission, Redevelopment Authority 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
Third Floor Council Chambers
140 Main Street, Menasha**

Monday June 7, 2010

**COMMON COUNCIL
6:00 PM**

AGENDA

- A. CALL TO ORDER
- B. PLEDGE OF ALLEGIANCE
- C. ROLL CALL/EXCUSED ABSENCES
- D. PUBLIC HEARING
 - 1. [Proposed rezoning of properties on Carpenter Street and Province Terrace Corridor](#)
- 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. Kris Oates – Report on Lake Park Villas residential marketing
 - 2. Kim Pischke - Report on Lake Park Villas Square commercial marketing
 - 3. Clerk Galeazzi - the following minutes and communications have been received and placed on file:

Minutes to receive:

- a. [Administration Committee, 5/17/10](#)
- b. [Board of Public Works, 5/17/10](#)
- c. [Board of Health, 4/14/10](#)
- d. [Committee on Aging, 4/28/10](#)
- e. [Complete Count Census Committee, 4/21/10](#)
- f. [Personnel Committee, 5/17/10](#)
- g. [NMFR Joint Finance & Personnel Committee, 5/25/10](#)
- h. NM Sewerage Commission; [3/23/10](#), [4/27/10](#), [5/25/10](#)
- i. [Plan Commission, 6/1/10](#)
- j. [Public Library Finance Committee, 4/26/10](#)
- k. [Public Library Investment Committee, 4/22/10](#)
- l. [Safety Committee, 4/1/10; City Hall](#)
- m. Safety Committee, [3/23/10](#), [5/4/10](#); Public Works/Parks
- n. [Safety Committee, 3/25/10; Police Department](#)
- o. [Water & Light Commission, 5/26/10](#)

Communications:

- p. [Waverly Sanitary District minutes, 4/13/10](#)

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, 5/17/10](#)

Administration Committee, 5/17/10; recommends approval of:

2. [Accept quote of The Post Crescent as the official City newspaper, May 2010-May 2011.](#)
3. [Amendment to Listing Contract with Core Development for Lake Park Square commercial lots.](#)

Board of Public Works, 5/17/10; recommends approval of:

4. [Street Use Application – 2nd Annual Sun Runner; Saturday, June 19, 2010; 7:00 AM – 11:00 PM \(Menasha Action Council\)](#)
5. [Street Use Application – Race the Lake; Sunday, August 22, 2010; 7:00 AM – 9:00 AM \(Midwest Sports Events\)](#)
6. [Action Regarding Winnebago County Recycling Surplus Revenue Ballot for 2008 Funds](#)
7. [Action Regarding Winnebago County Recycling Surplus Revenue Ballot for 2009 Funds](#)

NM Fire Rescue Joint Finance & Personnel Committee, 5/23/10; recommends approval:

8. To fill the vacant firefighting position

Plan commission, 6/1/10; recommends approval of:

9. The rezoning of Lots 1,2,3,4,5,6,7,8,9,16, 17 &18 of the Province Terrace Plat from R-1 Single Family Residence District to C-3 Business & Office District, and to further recommend approval of Lot 10 of the Province Terrace Plat from R-2 Two Family Residence District to C-3 Business & Office District.
10. The rezoning of Lots 1, 2, &3 of CSM 1670 from the R-2 Two Family Residence District to the R2A Zero Lot Line Residence District.
11. [The Certified Survey Map splitting Lot 3 of Certified Survey Map 1670](#)

H. ITEMS REMOVED FROM CONSENT AGENDA

I. ACTION ITEMS

1. [Accounts payable and payroll for the term of 5/20/10 to 5/27/10 in the amount of \\$1,169,115.83](#)
2. [Licenses: Renewal liquor and malt beverage applications on file with City Clerk for the licensing year July 1, 2010-June 30, 2011](#)
3. [Request for Outdoor Alcoholic Beverage Permits on file with the City Clerk for the licensing year July 1, 2010-June 30, 2011](#)
4. [Memorandum of Understanding with City of Neenah Health Department for Sanitarian Duties](#)

J. ORDINANCES AND RESOLUTIONS

1. [O-9-10 – An ordinance amending title 13 by making certain changes in the district \(Province Terrace\)](#)
2. [O-10-10 – An ordinance amending title 13 by making certain changes in the district \(Carpenter Street\)](#)

K. APPOINTMENTS

1. Mayor's Appointment to the Board of Appeals:
 - a. [Brian Williams for the term of June 7, 2010 to February 1, 2013](#)
2. Mayor's Appointment to the Board of Review:
 - a. [Roy Kordus for the term of July 1, 2010 to July 1, 2015](#)

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

**Monday, June 21, 2010 - Council Chambers
Council Orientation Workshop – 5:00 p.m.
Common Council – 6:00 p.m.
Administration Committee – 7:00 p.m.
Board of Public Works – 7:30 p.m.**



CITY OF MENASHA
Public Hearing

NOTICE IS HEREBY GIVEN that the City of Menasha Plan Commission and Common Council will hold public hearings regarding the proposed rezoning of properties on Carpenter Street and the Province Terrace corridor. The City of Menasha Community Development Department is proposing to:

Rezone the following properties from R-2 Two Family District to R-2A Multi-Family, Zero Lot Line Residence District:

Lots 1, 2 and 3 of Certified Survey Map 1670, City of Menasha, Calumet County.

- Parcel 7-37-00 (1200-1204 Carpenter Street)
- Parcel 7-38-00 (1210-1214 Carpenter Street)
- Parcel 7-39-00 (1220-1224 Carpenter Street)

Rezone the following property from R-2 Two Family Residence District to C-3 Business and Office District:

Lot 10 Province Terrace Plat, City of Menasha, Calumet County.

- Parcel 7-1-10 (1173 Province Terrace)

Rezone the following properties from R-1 Single Family Residence District to C-3 Business and Office District:

Lots 1, 2, 3, 4, 5, 6, 7, 8, 9, 16, 17 and 18 Province Terrace Plat, City of Menasha, Calumet County.

- Parcel 7-1-01 (1253 Oneida Street/1252 Province Terrace)
- Parcel 7-1-02 (1269 Oneida Street/1268 Province Terrace)
- Parcel 7-1-03 (1285 Province Terrace)
- Parcel 7-1-04 (1269 Province Terrace)
- Parcel 7-1-05 (1253 Province Terrace)
- Parcel 7-1-06 (1237 Province Terrace)
- Parcel 7-1-07 (1221 Province Terrace)
- Parcel 7-1-08 (1205 Province Terrace)
- Parcel 7-1-09 (1189 Province Terrace)
- Parcel 7-1-16 (1196 Province Terrace)
- Parcel 7-1-17 (1212 Province Terrace)
- Parcel 7-1-18 (1228 Province Terrace)

Public hearings will be held as follows:

Plan Commission

Date of Hearings: Tuesday, June 1, 2010

Time of Hearings: 3:30 p.m. or shortly thereafter

Place of Hearings: City Hall Council Chambers, 140 Main Street, Menasha

Common Council

Date of Hearings: Monday, June 7, 2010

Time of Hearings: 6:00 p.m. or shortly thereafter

Place of Hearings: City Hall Council Chambers, 140 Main Street, Menasha

Deborah A. Galeazzi
City Clerk

Publish: Monday May 24 and Sunday May 30

CITY OF MENASHA
ADMINISTRATION COMMITTEE
Third Floor Council Chambers
140 Main Street, Menasha
May 17, 2010

DRAFT

A. CALL TO ORDER

Meeting called to order by Chairman Wisneski at 7:11 p.m.

B. ROLL CALL/EXCUSED ABSENCES

PRESENT: Aldermen Wisneski, Langdon, Hendricks, Zelinski, Englebert, Benner, Roush, Taylor

ALSO PRESENT: Mayor Merkes, CA/HRD Captain, Lt. Brunn, DPW Radtke, CDD Keil, C/T Stoffel, Clerk Galeazzi and the Press

C. MINUTES TO APPROVE

1. Administration Committee, 5/3/10

Moved by Alderman Hendricks, seconded by Alderman Benner to approve minutes.

Motion carried on unanimous voice vote.

D. ACTION ITEMS

1. Accept quote of The Post Crescent as the official City newspaper, May 2010-May 2011.

A memo from the Clerk stated the Post Crescent is the only quote received and the is the same as last year's.

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

Motion carried on unanimous voice vote.

2. Amendment to Listing Contract with Core Development for Lake Park Square commercial lots.

CDD Keil explained the amendment is for a six month extension to the Listing Contract approved in October 2009. This will extend the contract to October, 2010.

It was requested that a representative of Core Development attend the next Council meeting to give an update.

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

E. ADJOURNMENT

Moved by Alderman Zelinski, seconded by Alderman Hendricks, to adjourn at 7:15 p.m.

Motion carried on unanimous 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
May 17, 2010
MINUTES

A. CALL TO ORDER

Meeting called to order by Chairman Taylor at 7:16 p.m.
Chairman Taylor recognized Public Works Week, invited residents to visit the Public Works Facility.

B. ROLL CALL/EXCUSED ABSENCES

PRESENT: Aldermen Wisneski, Langdon, Hendricks, Zelinski, Englebert, Benner, Roush, Taylor
ALSO PRESENT: Mayor Merkes, CA/HRD Captain, Lt. Brunn, DPW Radtke, CDD Keil, C/T Stoffel, Clerk Galeazzi and the Press

C. MINUTES TO APPROVE

1. May 3, 2010

Moved by Alderman Wisneski, seconded by Alderman Hendricks to approve minutes.
Motion carried on unanimous voice vote

D. ACTION ITEMS

1. Street Use Application – 2nd Annual Sun Runner; Saturday, June 19, 2010;
7:00 AM – 11:00 PM (Menasha Action Council)

CA/HRD Captain explained she is waiting on the insurance endorsement. It has been requested.

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

Motion carried on unanimous voice vote

2. Street Use Application – Race the Lake; Sunday, August 22, 2010;
7:00 AM – 9:00 AM (Midwest Sports Events)

CA/HRD Captain explained what type endorsement is required on all insurance policies. She is waiting for the insurance endorsement for this event and Sun Runner event.

Discussion ensued on the large number of walk/run events going through the City.

DPW Radtke explained staff is working on a Special Events Permit which would require organizations to pay for actual costs for the City services.

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

Motion carried on unanimous voice vote.

3. Action Regarding Winnebago County Recycling Surplus Revenue Ballot for 2008 Funds

DPW Radtke explained the City's portion of the 2008 surplus revenue would be approximately \$41, 502. The City can either vote for Winnebago County to hold the recycling revenue surplus in a fund for future recycling tipping fee stabilization or have the surplus amount based on the City's actual tonnage processed and sold in 2008 returned to the City. DPW Radtke stated staff has no particular recommendation. However, the ultimate decision is controlled by the prevailing ballot representing 70% of the total population of the participating municipalities.

Mayor Merkes explained if the Council elected to have the amount returned to the City, it would go into the Recycling Fund.

When asked the current balance in the City's recycling fund, C/T Stoffel replied it almost zero due to the purchase of the recycling carts.

Moved by Alderman Wisneski, seconded by Alderman Hendricks to recommend to Common Council to vote to refund the recycling revenue surplus for 2008 to the City. Motion carried on unanimous voice vote.

4. Action Regarding Winnebago County Recycling Surplus Revenue Ballot for 2009 Funds

DPW Radtke explained the City's portion of the 2009 recycling surplus revenue is approximately \$10,707. The ultimate decision is controlled by the prevailing ballot representing 70% of the total population of the participating municipalities.

Moved by Alderman Wisneski, seconded by Alderman Langdon to recommend to Common Council to vote for Winnebago County to retain the recycling revenue surplus in a fund for future recycling tipping fee stabilization.

Motion carried on roll call 6-2. Alderman Roush, Zelinski – no.

E. ADJOURNMENT

Moved by Alderman Wisneski, seconded by Alderman Zelinski to adjourn at 7:33 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
04-14-2010
MINUTES**

- A. Meeting called to order by Chairman C. Rusin at 8:03 AM.
- B. Present: Candyce Rusin, Dorothy Jankowski, Dr. Teresa Shoberg, Susan Nett
Excused: Lori Asmus
- C. MINUTES TO APPROVE
 - 1. Motion to approve March 10, 2010 minutes made by D. Jankowski and seconded by T. Shoberg. Motion carried.
- D. REPORT OF DEPT HEADS/STAFF/CONSULTANTS
 - 1. March 10 Communicable Disease Report distributed and discussed. Chlamydia trachomatis infections continue to be the highest number of reportable communicable diseases in Menasha, as well as statewide.
 - 2. PH Emergency Response Report (PHER funding) distributed and discussed.
 - 3. County Health Rankings – 2010 Wisconsin distributed.
 - 4. H1N1 Vaccine Update. To date 4020 doses of vaccine have been given by the Menasha Health Department. Vaccine is still being administered by request.
 - 5. 60+ Grant Funding – 2011. There will not be an application process for 2011 funding. The grant funding for 2011 will be the same as for 2010.
 - 6. Infection Control Toolkit – Faith Based Communities – Update given. This has become a research project and will be listed on the University of Minnesota's CIDRAP website. It is hoped there will be national publication in a public health journal or parish nurse journal.
 - 7. School Based Clinics – Update. Stimulus funding is being used to provide school based immunization clinics this month for required school vaccines. This funding will also be used to fund a seasonal flu shot school based clinic.
 - 8. DATCP and DHS Annual Review Letter distributed. S. Nett also mentioned the health department will be applying for funding to meet FDA standard competencies.
- E. ACTION ITEMS
 - 1. Election of Officers: Motion to have C. Rusin continue as Chairman made by T. Shoberg and seconded by D. Jankowski. Motion carried.
 - 2. Motion to have L. Asmus continue as Vice Chairman made by D. Jankowski and seconded by T. Shoberg. Motion carried.
 - 3. S. Nett will remain as secretary.

"Menasha is committed to its diverse population. Our Non-English speaking population and those with disabilities are invited to contact the Menasha Health Department at 967-3520 at least 24-hours in advance of the meeting for the City to arrange special accommodations."

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

F. HELD OVER BUSINESS

1. None

G. Motion to adjourn at 8:50 AM made by D. Jankowski and seconded by T. Shoberg.
Motion carried. Next meeting May 12, 2010.

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
Special Meeting
April 28, 2010
MINUTES

- A. Meeting called to order at 1:35 PM by Vice-Chairman S. Steffens.
- B. Present: Jean Wollerman, Bob Jankowski, Lee Murphy, Mary Lueke, Sue Steffens, Sue Nett. Sylvia Bull arrived at 1:45 PM.
Excused: Joyce Klundt, Roy Rogers
- C. MINUTES TO APPROVE
1. Motion to approve minutes from March 11, 2010 meeting made by B. Jankowski, and seconded by L. Murphy. Motion carried.
- D. ACTION ITEM/DISCUSSION
1. Senior Center Supervisor Position—S. Nett explained the purpose of this meeting was to provide information on options for replacing the senior center supervisor and obtain a recommendation from the committee to forward onto the common council. The first option would be to replace the current supervisor. S. Nett met with the Mayor and City Attorney/Personnel Director to update and revise the current job description to include a minimum bachelors degree requirement in a related field and update job duties to include grant writing and marketing. The timeline was set so that the replacement would be hired and work with the current supervisor for one week before the retirement date. A second option would be to form a collaborative effort with the N-M YMCA. Under this option, the YMCA would provide the staffing of the center and pay for program supplies with income generated from program registrations, fees, etc. The City would pay for the expenses associated with the building. The YMCA is currently working on a proposal so the exact costs are not known at this time. The county has been contacted regarding the grant funding and there is not an issue with the funding i.e. the county would be supportive of a collaborative effort and the grant funding would remain. L. Murphy questioned if the Committee on Aging would remain. S. Nett explained yes that committee would remain and so would the planning committee. B. Jankowski questioned how the program fees would be structured. J. Wollerman discussed the possibility of three different program levels: donation, senior program pass, and YMCA or Insurance-Based memberships. J. Wollerman explained how this collaborative effort could enhance opportunities available for senior citizens and the Y's capability to do marketing of the center. L. Murphy questioned if the accreditation that the center just achieved would be affected by this collaboration. S. Nett didn't believe this would have any effect on accreditation. Committee members felt this could be a positive move for the center and be a pilot for other centers around the state. Motion to recommend to the common council to further pursue collaboration efforts between the Senior Center and the N-M YMCA made by B. Jankowski and seconded by L. Murphy. No further discussion. Motion carried.
- E. Motion to adjourn at 2:27 PM made by L. Murphy and seconded by B. Jankowski. Motion carried. Submitted by S. Nett.

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**City of Menasha Complete Count Census Committee Meeting
Menasha Health Department
April 21, 2010
Minutes**

- A. Meeting called to order at 7:05 AM by Chairman M. Crawmer.
- B. Present: Mary Crawmer, Ken Kubiak, Keng Xiong, Gina Grogan, Nancy Barker, Elena Leon, Susan Nett.
Also Present: Dale McNamee
- C. Minutes
1. Motion to approve minutes from March 24, 2010 meeting made by K. Kubiak and seconded by N. Barker. Motion carried.
- D. Discussion Items
1. Review of supply distribution—recently received supplies (boxes of hats, bag clips, magnetic photo frames, t-shirts, water bottles and pencils were distributed at the library, schools, and Goodwill building. Street signs were placed by the library, city hall, Jefferson, Smith, Pleasants and Hart parks. There was continued discussion by committee members regarding the late distribution of supplies. A suggestion for future census campaigns is to have a process where the local census committee can directly order their supplies based on scheduled events and promotions in their jurisdictions. D. McNamee said that was a suggestion many were making but he wasn't sure the federal census planners were in agreement.
 2. Review of Help Sessions—the help session at Gegan School resulted in two individuals requesting assistance. S. Nett spoke with Richard Meyers from the VFW. He reported their help sessions on April 1st and 3rd were poorly attended with only 2 or 3 stopping in for assistance. He felt part of the problem was that the VFW didn't plan this too far in advance and so the publicity was not there.
 3. Committee review of census process in City of Menasha
 - a. What went well? Once the supplies were received, distribution occurred quickly. The signage that was made by the city public works department and hung by Calder Stadium was a good reminder to the public. Having information available at the schools during parent-teacher conferences was a big help. Bilingual committee members assisted in reaching the non-English speaking populations in the city.
 - b. What didn't go so well? The inability to get supplies for planned events when needed was a big detriment in getting the word out in the community. More local PSAs would have been helpful. Accessibility to

signage (other than posters) needed in the beginning of the campaign not at the end. If the federal government is spending money on supplies, why not allocate that money to the local campaigns and let them spend it on what they know will work in their community.

4. Next meeting? Committee members did not think there needed to be another meeting. D. McNamee indicated a thank you follow-up event will be held for committee members at a later date.
-
- E. Motion to adjourn at 8:10 AM made by S. Nett and seconded by K. Kubiak.
Motion carried.

Submitted by Susan Nett

CITY OF MENASHA
PERSONNEL COMMITTEE
Third Floor Council Chambers
140 Main Street, Menasha
May 17, 2010
MINUTES

DRAFT

A. CALL TO ORDER

Meeting called to order by Chairman Englebert at 7:35 p.m.

B. ROLL CALL/EXCUSED ABSENCES

PRESENT: Aldermen Wisneski, Langdon, Hendricks, Zelinski, Englebert, Benner, Roush, Mayor Merkes.

EXCUSED: Alderman Taylor

ALSO PRESENT: CA/HRD Captain, Lt. Brunn, C/T Stoffel, Clerk Galeazzi, and the Press.

C. MINUTES TO APPROVE

1. Personnel Committee, 5/3/10

Moved by Alderman Zelinski, seconded by Alderman Benner to approve minutes.

Motion carried on unanimous voice vote.

D. ACTION ITEMS

1. Report of Personnel Committee regarding questions referred to Committee from citizen James Taylor.

Before report is read, Mayor Merkes asks whether any member desires to go into closed session. No request for closed session.

Chairman Englebert read the Committee's report from the May 3, 2010 Personnel Committee meeting. General discussion occurred.

Chairman Englebert noted new allegations/comments by James Taylor at the Common Council meeting and recommended James Taylor be informed that any future allegations/complaints should be put in writing. Additionally, it was noted that public comment portion of the common council meeting is not the appropriate forum to address complaints about personnel. By consensus, the Committee agreed with this approach. CA/HRD Captain said that Mr. Taylor made a verbal complaint to the City Clerk after the April 6 election about the election. CA/HRD Captain asked Mr. Taylor to put any complaint in writing, but never received anything from him.

Discussion ensued on creating a policy on how to respond to allocations/complaints against City staff from residents. CA/HRD Captain explained this could be put on future Personnel Committee agenda for discussion.

Moved by Mayor Merkes, seconded by Alderman Wisneski to accept the Report of the Personnel Committee regarding questions from citizen James Taylor.
Motion carried on unanimous voice vote.

2. Possible Motion to Adjourn into Closed Session pursuant to Wis. Stats. §19.85(1)(c):
Considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body had jurisdiction or exercises responsibility. (Questions referred to the Committee from Citizen, James Taylor)

Not necessary.

3. Adjourn into Open Session to act on item discussed in Closed Session if necessary.

Not necessary.

E. ADJOURNMENT

Moved by Alderman Hendricks, seconded by Alderman Benner to adjourn at 7:50 p.m.
Motion carried on unanimous voice vote.

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

Neenah-Menasha Fire Rescue
Joint Finance & Personnel Committee Meeting Minutes
May 25, 2010 – 5:30 p.m.
City of Neenah – Hauser Room

Present: Ald. Wisneski, Stevenson, Zelinski, Ahles and Ramos

Excused: Ald. Hendricks

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 from April 27, 2010. Ald. Zelinski said he noticed people burning at Noon on the weekends and asked if the number of complaints have increased. Chief Auxier stated that we have not received any complaints but we do investigate all complaints that we receive. **MSC Ahles/Wisneski to approve the meeting minutes, all voting aye.**

April 2010 Budget Report: The Committee reviewed the April 2010 budget report. Ald. Stevenson asked why 91% of the professional services accounts were used. Chief Auxier stated this was for the medical exams that were done the first three months of the year. He also noted that we are looking at other ways to save money on these yearly exams and will update the Committee once he gets more information. Ald. Wisneski asked about the other facility outlay account. She questioned what this is for. Director Easker said this is for the phone system payment that was split up over a seven-year period. He noted that this is the final payment for this system. **MSC Wisneski/Zelinski to accept the April 2010 budget report and place on file, all voting aye.**

April 2010 Activity Report: The Committee reviewed the monthly activity report for April 2010. Ald. Wisneski asked how the enforcement of the new Carbon Monoxide law is handled. Chief Auxier stated that we are responsible for enforcing this and currently follow up on this when routine inspections are performed. **MSC Zelinski/Wisneski to accept the April 2010 activity report and place on file, all voting aye.**

Vacant Firefighter Position: Chief Auxier noted that Captain Shelley will retire on June 27, 2010 and he is looking to maintain current staffing levels and avoid overtime. He would like to have someone hired by July 5, 2010. The Fire Commission did give permission to move forward with establishing the eligibility list at their meeting last month. Ald. Zelinski asked what the ramifications are if we don't fill the position and if it would be cheaper to leave the position vacant and pay the overtime. Chief Auxier stated that we did save money this budget year by his pay reduction once he took over as Chief (compared to the previous Chief's pay) and then not filling the Assistant Chief position until March. Ald. Zelinski noted that there are two less paper mills that are not in operation and asked why we need to maintain staffing if we have fewer inspections to perform. Chief Auxier stated there has been growth in both Cities with other buildings

and that our inspections numbers have remained consistent over the last few years. We currently perform over 1,600 inspections every six months. Ald. Ramos asked if the \$38,000 of overtime that would be incurred without filling this position right away was for the entire year. Chief Auxier stated that this was from July through the end of November. There are days in December right now (except Christmas week) where there is no potential for overtime. Chief Auxier said he wanted to maintain current staffing levels to not only reduce overtime but for safety during fire and other emergency calls. Ald. Zelinski asked if there was bumping of staff members or not with this retirement. Chief Auxier stated that there would be people that move up into a Captain and Driver's position and these positions are budgeted. He also noted that Mayor Scherck approved filling the vacant position and Mayor Merkes stated he had no objections and would support what the Committee decided. Committee members stated that they are authorized to approve filling this budgeted position and gave Chief Auxier approval to do so. **MSC Ramos/Ahles to fill the vacant firefighting position, all voting aye.**

Thermal Imaging Camera: Chief Auxier stated this purchase is a budgeted capital improvement plan item for our department. It was requested to move this yearly purchase to the Capital Outlay budget versus the Capital Improvement Budget since this is an annual purchase. These cameras are replaced every five years and we do a budget cycle so that there is only one replaced every year. Ald. Zelinski asked what goes out on the units. Chief Auxier noted that the batteries and electronics do wear out on it. Ald. Stevenson asked if this was the only vendor that we received a quote from. Chief Auxier stated that this brand is the one that we are using and is the most consistent model and is the best price. The Committee directed Chief Auxier to go back and see if there are any other vendors that provide this unit and what the costs will be and bring it back to the June meeting for review.

Petroleum Tank Permits: Chief Auxier stated he put this on the agenda to review and his intent is to try to provide consistency within the Department. Discussion was held on what Committee would review NMFR's codes and procedures and make recommendations to the Council to change codes. The Committee stated they have the authority to review these and make recommendations to the Councils to review.

Chief Auxier reviewed the current tank permits for tank installations and closures. He also reviewed the language of the permits and the permits fees that we currently charge and compared them to surrounding communities. He noted that the State of Wisconsin does charge fees for tanks, however, these fees do not cover any of our Department's costs for the actual work that we do for these tanks. We are allowed to charge fees to cover our costs for the work that we have to perform. He is looking to adjust our fees to reflect what our actual costs are for the work that we do. We are also looking to have our fees be consistent within both Cities. **MSC Ahles/Ramos to direct the City Attorneys to update the municipal ordinance and fee structure so they are both common and consistent within the two Cities and the City Clerks update the fee structures to reflect the recommended fee changes for above and below ground storage tanks including installation and closure of tanks and bring back to the Joint Finance & Personnel Committee for final review and approval, all voting aye.**

MSC Wisneski/Ramos to adjourn at 6:35 p.m., all voting aye.

Respectfully Submitted,

Al Auxier
Chief

AA/tt

NEENAH-MENASHA SEWERAGE COMMISSION

Regular Meeting

Tuesday March 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 (MCO); Mike Sams (Waverly); Chad Olsen, Tom Kispert (McMahon).

Motion made by Commissioner Raymond Zielinski, seconded by Commissioner Tim Hamblin to approve the minutes of the Regular Meeting of February 23, 2010 and the minutes for the Closed Session of February 23, 2010. Motion carried unanimously.

Correspondence

There was no correspondence to be discussed.

Budget, Finance, Personnel

Accountant Voigt presented the financial statements for the month of February 2010. Operating Fund income is under budget; operating expenses are also under budget. The 2009 audit should be completed and ready for the April meeting. Commissioner Dale Youngquist questioned the amortization of contributions. After discussion, motion made by Commissioner Dale Youngquist, seconded by Commissioner Raymond Zielinski to accept the financial statements for the month of February and place it on file. Motion carried unanimously.

Accountant Voigt presented MCO Invoices #14349, #14378, and #14376 in the amounts of \$119,150.00, \$576.25 and \$21.18. After discussion, motion by Commissioner Dale Youngquist, seconded by Commissioner Raymond Zielinski to approve for payment MCO Invoices #14349, #14378, and #14376 and to pay the invoices after April 1, 2010. Motion carried unanimously.

Accountant Voigt presented the Accountants Report for the month of February. MCO generated \$2,711 in income to the Commission in February. After discussion; motion by Commissioner Raymond Zielinski, seconded by Commissioner Dale Youngquist to accept the Accountants Report for the month of February 2010. Motion carried unanimously.

Accountant Voigt presented for payment McMAHON invoices #50886 and #50887 in the amounts of \$550.50 and \$5,708.75. After discussion, motion by Commissioner Raymond Zielinski, seconded by Commissioner Gordon Falck to approve for payment invoices #50886 and #50887. Motion carried unanimously.

Operations, Engineering, Planning

Manager Much presented and discussed the operating report for the month of February 2010. The facility is operating well. Staff has begun a phosphorous removal study; current effluent limits are at 1.0 mg/l while proposed limits will change to 0.2 mg/l. In the first two weeks of the trial, we have been able to achieve results slightly below the proposed phosphorous limit. In past years, the effluent phosphorous during the late summer months is higher than current levels. It is not known if the proposed limit can be met during this higher phosphorous discharge period. Commissioner Dale Youngquist reported to the Commission he looked into the issue of higher suspended solids in the Town of Menasha that was discussed in the February meeting. Town staff had no explanation for the increase; they will begin sampling to try to locate the reason for the increase. After discussion, motion by Commissioner Raymond Zielinski, seconded by Commissioner Tim Hamblin to accept the operating report for the month of February 2010. Motion carried unanimously.

Manager Much presented and discussed the Agreement for Professional Services from McMahon to perform a GIS Assessment/Pilot Study for a fee of \$3,500. This service would be a pilot study on the implementation of a GIS system for one piece of equipment or unit process at the NMSC. This pilot study would also be used to develop the model which would be used by the Commission and would also aid in the pricing and the developing of future layout plans. After discussion, motion made by Commissioner Tim Hamblin, seconded by Commissioner Kathy Bauer to approve the Agreement for Professional Services with McMahon to provide a GIS Assessment/Pilot Study at a fee not to exceed \$3,500. Motion carried unanimously.

Tom Kispert from McMahon discussed with the Commission the Proposal Agreement for Professional Services for Wastewater Treatment Facilities Facility Planning. At the February meeting a preliminary outline for facility planning was presented to the Commission. McMahon has now formalized the preliminary outline and has presented it into a Proposal Agreement. Commissioner Tim Hamblin questioned the method to be used to present this to the contract users and to the public. It was also suggested a letter should be sent out today to the contract users explaining why the process is occurring and the timetable for the process. The letter to be sent out should be signed by the Commission President. The contract users will be needed to help provide information to complete the planning; letters will be sent out and required public hearings will be held. The schedule needed to complete the process consists of: completing the facility plan and submitting to the DNR for approval; completing the design phase and submitting to the DNR for approval; and then the construction phase. The goal is to wrap up the planning phase by September; the DNR requires 90-days to review. This would put the facility planning to be completed by the end of this year. After discussion, motion made by Commissioner Dale Youngquist, seconded by Commissioner Raymond Zielinski to approve and authorize the Commission President to execute the Proposal Agreement for Professional Engineering Services for Wastewater Treatment Facilities Facility Planning with McMahon at a time and expense fee not to exceed \$98,000. Motion carried unanimously.

Manager Much reported to the Commission on the 230kW Biogas engine. The engine is running smooth; there is a problem with one heat exchanger. There will be a HVAC person coming to solve the problem.

McMahon Projects. Chad Olsen reported there is no new information to report on the plant evaluation and control system design; these items can be removed from the agenda now with the approval of the Facilities Planning Agreement.

Old Business

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

Biosolids Management. Chad Olsen reported an individual is raising issues about the possibility of a storage building being built on landfill property. We are looking to be pro-active in this situation and sending a letter to this individual. After discussion, motion made by Commissioner Dale Youngquist, seconded by Commissioner Raymond Zielinski to approve sending a joint letter with the City of Oshkosh WWTP addressing the concerns of this individual. Motion carried unanimously. Chad also reported meeting with a hauler west of Neenah and we will be meeting with them again later this week. The Winnebago County solid waste board has expressed interest in what type of financial gain they could be seeing if the storage buildings would be located on the landfill site.

Town of Neenah S.D. #2. There is no new information to report.

Other Business to Legally Come Before the Commission

Commissioner Tim Hamblin questioned if anyone was aware of Senate Bill 442. Chad Olsen and Attorney John Thiel would look further into this Senate Bill.

Motion made by Commissioner Gordon Falck, seconded by Commissioner Raymond Zielinski 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 and pursuant to Wis. Stats 19.85(1)(e) to deliberate concerning negotiation strategy for the purchase of services, real estate or facilities for sludge disposal which may involve the purchasing of public property and competition exists among potential vendors and bargaining reasons require a closed session to best serve the public interest. Motion carried unanimously by Commissioners Raymond Zielinski, Dale Youngquist, William Helein, Kathy Bauer, Gordon Falck, William Zielinski, Tim Hamblin. Meeting entered into closed session at 9:27 am.

After discussions, motion made by Commissioner Dale Youngquist, seconded by Commissioner Kathy Bauer to adjourn the closed session and return in regular open session. Motion carried unanimously by Commissioners William Helein, Raymond Zielinski, Tim Hamblin, William Zielinski, Gordon Falck, Dale Youngquist, Kathy Bauer. The Commission returned to Regular open session at 10:06 am.

Motion made by Commissioner Dale Youngquist, seconded by Commissioner Kathy Bauer to authorize Davis & Kuelthau to release \$450,710.62 from its trust account and return that amount

to the Commission and authorize Davis & Kuelthau to move \$159,359.50 out of its trust account and apply the same to outstanding legal bills. Motion carried unanimously.

Motion made by Commissioner Dale Youngquist, seconded by Commissioner Kathy Bauer to authorize Davis & Kuelthau to take all necessary actions to collect from the insurance carriers as to its outstanding billings and authorize the Commission's legal counsel to assist Davis & Kuelthau as needed. Motion carried unanimously.

Vouchers

Commissioner Gordon Falck questioned who a couple of vendors were that were paid in February. After discussion, motion made by Commissioner Gordon Falck, seconded by Commissioner Dale Youngquist to approve operating and payroll fund vouchers #131502 through #131554 in the amount of \$286,417.95 for the month of February. Motion carried unanimously.

Motion made by Commissioner Dale Youngquist, seconded by Commissioner Gordon Falck to adjourn the meeting. Motion carried unanimously. Meeting adjourned at 10:11 a.m.



President



Secretary

THE NEXT REGULAR MEETING IS SCHEDULED FOR TUESDAY April 27th, 2010.

NEENAH-MENASHA SEWERAGE COMMISSION

Regular Meeting

Tuesday April 27, 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, Kathy Bauer, William Zelinski; Manager Randall Much, Accountant Roger Voigt.

Excused: Commissioner Tim Hamblin.

Also Present: Rob Franck (MCO); Mike Sambs (Waverly); Tom Kispert (McMahon), David Maccoux (Schenck sc).

Motion made by Commissioner Raymond Zielinski, seconded by Commissioner Dale Youngquist to approve the minutes of the Regular Meeting of March 23, 2010 and the minutes for the Closed Session of March 23, 2010. Motion carried unanimously.

Correspondence

The following correspondence was discussed:

1. March 23, 2010 letter from William Zelinski, NMSC President, to Sewerage Commission Contract Users.
RE: Notify contract users of NMSC beginning Facility Planning process.
2. March 24, 2010 letter from Attorney Tara Mathison, Davis & Kuelthau, to Roger Voigt, NMSC.
RE: Check issued from Davis & Kuelthau Trust Account to the NMSC.
3. March 26, 2010 letter from Dan Olson, DNR, to William Zelinski, NMSC President.
RE: DNR received Clean Water Fund Intent to Apply and Priority Evaluation Form.
4. April 20, 2010 memo from Carol Wirth, WFPF, to Roger Voigt, NMSC.
RE: Moody's recalibrated muni bond issues, NMSC upgraded from A3 to A1.

No additional action was taken on correspondence.

Budget, Finance, Personnel

Accountant Voigt presented the financial statements for the month of March 2010. After discussion, motion made by Commissioner Dale Youngquist, seconded by Commissioner Raymond Zielinski to accept the financial statements for the month of March and place it on file. Motion carried unanimously.

Accountant Voigt introduced David Maccoux from Schenck sc to present the 2009 Financial Audit of the NMSC. David Maccoux reviewed the Annual Financial Report and report of Other Comments and Observations with the Commission. After discussion, motion made by Commissioner Raymond Zielinski, seconded by Commissioner Kathy Bauer to approve and accept the 2009 audit report from Schenck sc. Voting aye: Commissioners William Helein, Raymond Zielinski, Kathy Bauer, Gordon Falck. Commissioner Dale Youngquist abstained. Motion carried.

Accountant Voigt presented MCO Invoices #14420, #14458, and #14461 in the amounts of \$119,150.00, \$90.13 and \$573.04. After discussion, motion made by Commissioner Dale Youngquist, seconded by Commissioner Raymond Zielinski to approve for payment MCO Invoices #14420, #14458, and #14461 and to pay the invoices after May 1, 2010. Motion carried unanimously.

Accountant Voigt presented the Accountants Report for the month of March. A portion of the CDARS investment will be maturing later this week. The funds will be reinvested based on projected needs of the Replacement and Depreciation Funds. MCO generated \$2,744 in income to the Commission in March. After discussion; motion by Commissioner Dale Youngquist, seconded by Commissioner William Helein to accept the Accountants Report for the month of March 2010. Motion carried unanimously.

Accountant Voigt presented for payment McMAHON invoices #40329 and #40150 in the amounts of \$2,012.50 and \$1,158.00. After discussion, motion made by Commissioner Dale Youngquist, seconded by Commissioner Raymond Zielinski to approve for payment invoices #40329 and #40150. Motion carried unanimously.

Operations, Engineering, Planning

Manager Much presented and discussed the operating report for the month of March 2010. The plant is operating well. The engine generator is running. A new column has been added to the operating report to report kilowatt hours and income received from burning the methane gas. After discussion, motion made by Commissioner Raymond Zielinski, seconded by Commissioner Dale Youngquist to accept the operating report for the month of March 2010. Motion carried unanimously.

Tom Kispert from McMahon presented a verbal report to the Commission on the status of the Facility Plan process. A kick-off meeting was held with staff, background information has been obtained, customers have been contacted regarding I/I progress – information from Neenah and Sanitary District #2 can be obtained in-house at McMahon's; contacts have been made to Menasha and Waverly. Pilot studies will be scheduled in June for sludge dewatering. Another centrifuge unit will be brought in at no cost to the Commission and then a cake drying unit for use after the belt press or centrifuge unit will be tested. This additional unit will have a cost associated with the pilot test of this unit; if this unit is eventually purchased, the pilot test cost will be deducted from the purchase price. They are in the process of reviewing proposals for the repair or replacement of the screw pumps. Current estimated costs put the replacement of the screws at \$1.2 million verses \$650,000 to rebuild.

Old Business

Senate Bill 442. At the March meeting, Commissioner Tim Hamblin questioned if anyone was aware of this bill. A copy of the analysis by the legislative reference bureau was provided to the Commissioners for their information about this bill.

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

Biosolids Management. Manager Much reported on a meeting with the Town of Greenville. There are currently no issues with a building if it is farmer owned; it is expected some type of mutual agreement can be worked out. We have also been contacted by another hauler that has a farmer in the Town of Winchester who may be interested and is willing to sell the land for a building as well as provide land for land application. This will be checked out further. Veolia is still interested; they were given a timeframe to bring in a proposal for our review.

Commissioner Raymond Zielinski was excused from the meeting to attend to personal matters.

Town of Neenah S.D. #2 claim. Manager Much reported that the lawsuit has been filed and NMSC Attorney John Thiel has accepted and received the papers. Attorney John Thiel will be in contact with staff to prepare a response.

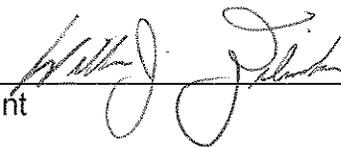
Other Business to Legally Come Before the Commission

There is no information to be discussed in closed session.

Vouchers

After discussion, motion made by Commissioner Dale Youngquist, seconded by Commissioner Kathy Bauer to approve operating and payroll fund vouchers #131555 through #131610 in the amount of \$714,134.00 for the month of March. Motion carried unanimously.

Motion made by Commissioner Dale Youngquist, seconded by Commissioner William Helein to adjourn the meeting. Motion carried unanimously. Meeting adjourned at 9:00 a.m.



President



Secretary

THE NEXT REGULAR MEETING IS SCHEDULED FOR TUESDAY May 25th, 2010.

NEENAH-MENASHA SEWERAGE COMMISSION

Regular Meeting

Tuesday May 25, 2010

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

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

Also Present: Rob Franck, Paul Much (MCO); Mike Sams (Waverly); Tom Kispert, Chad Olsen (McMahon), Jeff Waldvogel & son (Waldvogel Trucking).

Motion made by Commissioner Raymond Zielinski, seconded by Commissioner Kathy Bauer to approve the minutes of the Regular Meeting of April 27, 2010. Motion carried unanimously.

Correspondence

There was no correspondence to be discussed.

Budget, Finance, Personnel

Accountant Voigt presented the financial statements for the month of April 2010. Commissioner Dale Youngquist questioned the dollar amount reported for Unamortized Refinancing Loss. Accountant Voigt he will check into the account balance. Accountant Voigt reported the semi-annual bond interest payment will be made on June 1st. The payment is about \$75,000. Commissioner Dale Youngquist pointed out and questioned the NMSC generally running a low or negative operating cash balance and suggested the NMSC should look at creating an operations fund reserve to be funded over a three to five year period. The subject will be discussed further during the budget preparation process. After discussion, motion made by Commissioner Dale Youngquist, seconded by Commissioner Raymond Zielinski to accept the financial statements for the month of April and place it on file. Motion carried unanimously.

Accountant Voigt presented MCO Invoices #14493, #14530, and #14527 in the amounts of \$119,149.99, \$499.73 and \$750.12. After discussion, motion made by Commissioner Dale Youngquist, seconded by Commissioner Gordon Falck to approve for payment MCO Invoices #14493, #14530, and #14527 and to pay the invoices after June 1, 2010. Motion carried unanimously.

Accountant Voigt presented the Accountants Report for the month of April. A CD matured on Friday at Prospera Credit Union. These funds are for the Bond Reserve. The money from this CD will be transferred to First National Bank – Fox Valley and invested in the CDARS account. The money will be deposited for a three year period at 2.02%. MCO generated \$2,968 in income to the Commission in April. After discussion; motion by Commissioner Dale Youngquist, seconded by Commissioner William Helein to accept the Accountants Report for the month of April 2010. Motion carried unanimously.

Accountant Voigt presented for payment McMAHON invoices #40674 and #40504 in the amounts of \$622.00 and \$4,728.93. After discussion, motion made by Commissioner Dale Youngquist, seconded by Commissioner Raymond Zielinski to approve for payment invoices #40674 and #40504. Motion carried unanimously.

Operations, Engineering, Planning

Manager Much presented and discussed the operating report for the month of April 2010. The plant is operating well. The engine generator continues to run. Rob Franck reported the engine is running at 95% capacity during the day and is running at 60% capacity in the evenings to insure sufficient methane gas levels to keep the sludge digester boilers operating. With warmer evenings approaching, the methane gas levels will be watched closer to see if we can run at a higher capacity in the evenings. Additional discussion ensued on the electric charges and the offset from burning the methane gas as well as the power cost adjustment amount on the electric bill. After discussion, motion made by Commissioner Raymond Zielinski, seconded by Commissioner Tim Hamblin to accept the operating report for the month of April 2010. Motion carried unanimously.

Facility Plan Process - Tom Kispert from McMahon discussed with the Commission graphs created showing three years of values on plant influent loadings. Flow data indicate the current plant sizing seems to look okay for future planning. BOD data shows the current plant capacity also looks to be okay. Suspended Solids data has maximum loadings that are of concern, but the plant is handling the capacity – the primary clarifiers are removing most of the solids. Tom Kispert also discussed the review of the screw pumps and costs to refurbish, rebuild or replace the units. The projected cost to refurbish the screw pumps is \$694,229 – the cost to rebuild the motors is significantly cheaper than buying new. The projected cost to do a complete rebuild, except for the gear box, is \$1,084,000. Tom pointed out to the Commissioners that only one screw was checked for wear. Some wear was noted but it is still within recommended tolerances. The assumption is that the results would be similar with the remaining screws. To replace the current screws with new units are projected to cost \$1,525,000. The cost to replace the current screws with another pump station system is projected to be \$1,905,000. The dollar numbers were provided by Crane Engineering Sales. Late Monday new quote options were received by Tom. These quotes had minor adjustments in them that could reduce the projected project cost to refurbish the screw pumps by \$1,900 to \$3,900. The costs are based on refurbishing one screw pump at a time. Commissioners Dale Youngquist and Kathy Bauer indicated they would like to see the different plant processes that are being discussed to help provide them with more meaning of what is being discussed and how this ties together. Setting up a time for a plant tour to see these items is suggested. The best days for holding a tour in the evenings would be on either a Monday or Thursday. The Commissioners will be notified when a date for a tour is set. After discussion, motion made by Commissioner Dale Youngquist, seconded by Commissioner Kathy Bauer to approve in proceeding with the screw pump refurbishing at a cost not to exceed \$695,000. Motion carried unanimously.

Old Business

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

Biosolids Management. Chad Olsen distributed and discussed a report on the Biosolids Handling & Storage Options Update. Chad discussed the background information and the options looked at to date. The requirements for a storage building were discussed; farmers are now looking at granting access for land application during the fall season. This will result in a building being sized to handle one year of storage compared to the DNR required 180-day storage. The building needs to be sized at 65,000 square feet. Current building cost estimates are at \$55 - \$60 per square foot. The location for the building sites were also discussed including estimated costs for hauling and building costs. All cost figures are based on the Commission sludge dewatering to improve from the current 15%-16% solids to 25% solids. Chad will be requesting to put a plan together to obtain pricing from construction firms for building costs.

Town of Neenah S.D. #2 claim. Accountant Voigt reported the Commission has until June 10 to issue a response. This is being handled by the NMSC Attorney John Thiel.

New Business

President William Zelinski received a request to move the date of the June Commission meeting. The Commission discussed moving the meeting date to either June 15th or June 29th. After discussion, it was decided June 29th would be the better date. Motion made by Commissioner Raymond Zielinski, seconded by Commissioner Kathy Bauer to move the date of the Regular Meeting to June 29th, 2010 at 8:00 am. Motion carried unanimously.

Other Business to Legally Come Before the Commission

There is no information to be discussed in closed session.

Vouchers

After discussion, motion made by Commissioner Dale Youngquist, seconded by Commissioner Raymond Zielinski to approve operating and payroll fund vouchers #131611 through #131661 in the amount of \$282,255.04 for the month of April. Motion carried unanimously.

Motion made by Commissioner Raymond Zielinski, seconded by Commissioner William Helein to adjourn the meeting. Motion carried unanimously. Meeting adjourned at 9:45 a.m.

President

Secretary

THE NEXT REGULAR MEETING DATE HAS BEEN CHANGED

THE NEXT REGULAR MEETING IS SCHEDULED FOR TUESDAY JUNE 29TH, 2010.

**CITY OF MENASHA
Plan Commission
Council Chambers, City Hall – 140 Main Street
June 1, 2010
DRAFT MINUTES**

A. CALL TO ORDER

The meeting was called to order at 4:35p.m. by Mayor Donald Merkes.

3:30 PM – Informal Public Hearing – Rezoning of Province Terrace Corridor Properties – R-1 and R-2 to C-3
No one spoke in favor of or against this item. Mayor Merkes called the public hearing to a close.

3:35 PM – Informal Public Hearing – Rezoning of Carpenter Street Properties – R-2 to R-2A
No one spoke in favor of or against this item. Mayor Merkes called the public hearing to a close.

B. ROLL CALL/EXCUSED ABSENCES

PLAN COMMISSION MEMBERS PRESENT: Mayor Merkes and Commissioners Schmidt, Cruickshank, Homan and Sturm

PLAN COMMISSION MEMBERS EXCUSED: DPW Radtke and Ald. Benner

OTHERS PRESENT: CDD Keil, Ryan Plisch

C. MINUTES TO APPROVE

1. **Minutes of the April 6, 2010 Plan Commission Meeting**
Moved by Comm. Sturm, seconded by Comm. Homan to approve the April 6, 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. **Easement Release – Natures Way**
CDD Keil reported that the owner of 2008 Natures Way had submitted the easement releases and a proposal for rehabilitation and completion of construction. There will need to be follow-up with the Building Inspector and Health Department concerning the methods to be used for the rehabilitation.

F. ACTION ITEMS

1. **Rezoning of Province Terrace Corridor Properties – R-1 and R-2 to C-3**
Commissioners discussed the location and current status of the properties and the relationship to the Comprehensive Plan.

Moved by Comm. Sturm, seconded by Comm. Homan to recommend approval of the rezoning of Lots 1,2,3,4,5,6,7,8,9,16, 17 &18 of the Province Terrace Plat from R-1 Single Family Residence District to C-3 Business & Office District, and to further recommend approval of Lot 10 of the Province Terrace Plat from R-2 Two Family Residence District to C-3 Business & Office District.

The motion carried with the finding that the rezoning was consistent with the Future Land Use Map of the City of Menasha Year 2030 Comprehensive Plan.

2. **Rezoning of Carpenter Street Properties R-2 to R-2A**

CDD Keil explained that this rezoning was precipitated by a request from the owner of Lot 3 of CSM 1670, who is desirous of creating two, single family attached dwellings on separate lots out of the parcel that is currently occupied as a side by side duplex. The Community Development Department added the two adjoining duplex parcels to the rezoning proposal to achieve consistency in zoning for that segment of Carpenter Street.

Commissioners discussed the location of other such properties in the city, whether there had been any problems associated with this type of parcel split, and whether splitting the lot would create problems based on the existing driveway configuration.

Moved by Comm. Homan, seconded by Comm. Cruickshank to recommend approval of the rezoning of Lots 1, 2, &3 of CSM 1670 from the R-2 Two Family Residence District to the R2A Zero Lot Line Residence District.

The motion carried.

3. **Certified Survey Map – 1220-1224 Carpenter Street**

CDD Keil stated that the proposed CSM would effectuate the request to split Lot 3 of CSM1670 to achieve the purpose described in Item 2, above.

Moved by Comm. Sturm, seconded by Comm. Cruickshank to recommend approval of the CSM splitting Lot 3 of CSM 1670.

The motion carried.

G. ADJOURNMENT

Moved by Comm. Cruickshank, seconded by Comm. Homan to adjourn at 3:57 p.m.

The motion carried.

Minutes respectfully submitted by Greg Keil, Community Development Director

Elisha D. Smith Public Library

Finance Committee

Monday, April 26th 2010 at 9:00 am

Minutes

Present: John Nebel, Rick Carlson, Paul Eisen, Kathy Wichihowski, and Director Saecker.

The meeting was called to order at 9:04 am.

Trustee Nebel thanked the staff for the room booking and set up. He shared a cartoon which helped make his point that libraries are no longer just about books like they once were. He said that the same is true of public and private funds; more private funds are necessary now than once were.

Trustee Nebel also spoke about Trustee Essentials and that the third leg of the library stool is private funding. He spoke for the need for transparency and ease of understanding in the budget so that everyone has a better understanding of where the money is being spent. He also emphasized the need for the library to tell its story as a vital part of the fundraising effort.

Trustee Nebel spoke about the history of fundraising at the library and how it was often for a special event. He mentioned the fund raising that was done for the art in the Children's Room as one specific example of the library fundraising. Director Saecker spoke about the grants the library receives and the relationships the library has with organizations and companies in the community. Trustee Eisen requested that Director Saecker inventory the current donors so that there is better understanding of what is currently being done for fundraising.

Trustee Nebel proposed that the library build a plan for fundraising. Trustee Wichihowski suggested that there needs to be staff involvement in the process. Trustee Eisen reiterated the need for an inventory, saying that it needed to be completed before a plan could be drafted. He also suggested that the donor list for the building project be used as well. Trustee Nebel mentioned that we need a plan for how income is coming into the library. He went on to refer to Trustee Carlson's opinion that the director do the fundraising rather than the Board. Discussion of the fundraising plan continued.

Trustee Eisen moved that the discussion be tabled until after the inventory is completed. Motion failed for lack of a second.

Trustee Carlson agreed that the Board needs to understand the history of fundraising at the library and have the inventory in order to formulate a plan.

Trustee Nebel spoke of his previous experience and success with fundraising large amounts of money. He said that a good fundraising plan involves deep and comprehensive planning. It is about building relationships and having resources on hand to tap when needed. He again emphasized the need for a story to tell.

Trustee Nebel went on to speak to the importance of having a Marketing Plan in place before a Fundraising Plan is drafted. He asked what staff might be involved. Director Saecker answered that it would be up to her discretion to decide that and that she would also be involved in drafting any plans.

Trustee Wichowski reiterated the need for the group to meet to discuss this further with the historical perspective in hand.

Trustee Nebel had spoken via phone to Marcy Heim about whether it was advisable to hire a staff member specifically for fund raising. He agreed with her that it would be financially difficult and not ideal.

Trustee Carlson spoke to the need to bring in someone to help us package our library for fundraising.

Trustee Nebel presented the steps in preparing a Marketing Plan.

Trustee Eisen called for the group to move on to the rest of the agenda.

Trustee Carlson returned to the subject of someone helping the library package themselves. He suggested Mike Vanthull who will be helping the School District with their grant funds. Trustee Carlson will contact Mr. Vanthull to see if he will be willing to aid us. He will be invited to speak before the entire Board. Trustee Nebel suggested it might be appropriate for Mr. Vanthull to speak with him separately, but it was decided by consensus that he speak with the entire board first.

Director Saecker mentioned her concerns about the Finance Committee taking on the marketing issue in addition to their normal duties. She asked for a Marketing Committee to be formed to handle the creation of a Marketing Plan. There was consensus that this be done.

Trustee Eisen presented a letter to the committee speaking to his concerns about the right of the County to appoint an additional board member. Director Saecker explained that this information was shared with the County Exec every year via Winnefox. Trustee Eisen suggested it could be a way to tie our library board more closely with the Winnefox Board. He said it would also be politically savvy to have more members from the Town of Menasha to help with perceived funding issues there. Discussion of whether it would be advantageous for the library board to have an additional member ensued. There was consensus that it be placed on the full board agenda for discussion.

Trustee Eisen voiced his concerns that the Endowment was not reflected in the budget draft from 2010. Director Saecker assured him that the suggested changes that the full Board had decided upon would be part of the 2011 budget draft. Trustee Eisen suggested that the Endowment be fully represented as more than a footnote. Director Saecker agreed to see what she could incorporate into the budget for the Board.

Trustee Carlson left the meeting at 10:25.

Director Saecker spoke of the tough year libraries are having across the country. She also reported that the 2011 MOE number will be an increase over the figure from 2010. This may cause concern on the part of the City Council who will probably be looking for the number to go down.

Motion by Nebel, seconded by Eisen to adjourn at 10:35.

Respectfully submitted,

Tasha Saecker

Elisha D. Smith Public Library
Investment Committee Meeting
Thursday, April 22nd at 2:00 pm

Minutes

The meeting was called to order at 2:19 pm.

Present: Jill Enos, Paul Eisen, John Nebel and Director Saecker.

Director Saecker presented the First Quarter Endowment Report for 2010.

Trustee Eisen made suggestions for clarifications and adjustments in the report. He suggested pulling the two Memorial Fund accounts (checking and Community Foundation) into a single overall Memorial Fund total for better clarity. Trustee Enos recommended consolidating all of the Material Fund accounts into the General Fund.

Any further discussion of specific changes was tabled to review for future fundraising needs.

Motion by Nebel/seconded by Enos to recommend to the board that Director Saecker ask for expert help in making changes to the Endowment Report and to QuickBooks for more clarity and transparency.

Trustee Eisen mentioned that a monthly list of instruments would be helpful. It is something they receive at Winnebago County.

Moving the library's CD investments to another financial institution was discussed. Director Saecker reported that there was not much difference between the two options in terms of APR. It amounted to \$28.45 per year in difference.

Trustee Nebel recommended waiting to make any changes. Discussion about the need for more easily understandable and transparent accounting ensued.

Motion by Enos/seconded by Nebel to recommend to the board that the library leave the CDs with First National Bank.

The meeting adjourned at 2:51 pm. Motion by Nebel/seconded by Enos.

Respectfully submitted,

Tasha Saecker



City Hall Safety Committee Meeting
April 1, 2010

Minutes

Meeting called to order at 1:21 PM.

Present: Adam Alix, Tom Stoffel, Sylvia Bull, Kristi Heim, Kate Clausing, Pam Captain, Sue Nett

Excused: Todd Drew, Tasha Saecker

- A. Motion to approve minutes from March 4, 2010 meeting made by K. Clausing and seconded by S. Bull. Motion carried.
- B. Old Business
 1. EOEP update. The maps for the Memorial Building and the Health Department are just about completed. Next step will be to practice building evacuations.
 2. Signage for the Senior Center entrance is ready for hanging. A. Alix will try and place the signage next week.
- C. New Business
 1. The monthly safety topic on ergonomics was distributed. This is a reminder to use appropriate posture at the computer, think before lifting or moving a heavy item, and have adequate lighting in the workspace.
 2. No injuries this month to review.
 3. CVMIC sent out a template safety manual. T. Drew had asked committee members to review it prior to the meeting and bring suggestions for change. After discussion, it was decided that T. Drew and S. Nett would review the CVMIC document and compare it to the current city safety manual and make appropriate changes to the city manual.
 4. Other issues of concern: S. Bull questioned about having the public waiting in the building until the employees arrived. She found a few seniors had been allowed to enter the senior center prior to 8 AM by another department employee who happened to be at the center early working on a project. The general consensus of the committee was this was not a safe practice and the public can be told when the building opens and will have to wait until then. This prompted the question of the back door at city hall being unlocked prior to 8 AM and sometimes having the public enter and be in the building before the business day begins. The consensus of the committee was to keep the back door at City Hall

locked until 8 AM. Employees are to use the code to enter the building and if they need the code number to contact their supervisor. P. Captain will send out a memo to city hall employees regarding this. K. Clausen questioned why the library staff door was unlocked, citing she and K. Heim witnessed a suspicious looking male entering through that door. Committee members recommended this door be locked at all times. Staff have keys to enter. A. Alix will check and see what the cost is for a key pad and discuss it with T. Saecker. S. Nett will contact T. Saecker regarding the locking of the back door as a recommendation from the safety committee.

D. Training

1. Difficult Customer/Diversity training is scheduled for April 8 and 21. Not all departments have signed up yet. T. Drew to notify P. Captain who hasn't signed for a session and she will send out a memo.
2. Fire Extinguisher training is an annual requirement. M. Sipin of the N-M Fire Rescue can schedule the training for this month. Those required to take the training: all DPW and Parks employees, all Custodial staff, 2 from each of the health department, senior center, and library buildings, and 2 from each floor at city hall.
3. Reminder given for CPR/AED training for the emergency response team members from city hall, senior center, and library on May 5th 8:30 to 11 at the senior center. Health department instructors will teach the class. Those not able to attend will have the option of attending a class during the summer.
4. The annual Haz Comm refresher training is due. T. Drew will send out the instructions for the online review and the timeframe for completion.
5. CVMIC staff will be doing the bloodborne pathogen training and harassment training for summer employees in May. Date has been scheduled per K. Heim.

E. Motion to adjourn at 2:13 PM by P. Captain and seconded by K. Heim. Motion carried.



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

Meeting called to order at 9:05 AM.

Present: Todd Drew, Sue Nett, Jeff Nieland, Tim Jacobson, Bill Basler, Mark Radtke, Vince Maas, Adam Alix, Jim Julius, Brian Tungate, Ken Popelka, Corey Gordon

Absent: Pamela Captain

A. **Approval of Minutes** – Motion to approve minutes J. Julius second V. Maas

B. Old Business

1. **EOEP Maps** – Garage Maps completed.
2. **Additional Safety Equipment** – additional fluorescent seat belt straps and hard hats were purchased from proceeds of the sale of axles off a trailer used for tire storage.

C. New Business

1. **Monthly Safety Topic** – “Don’t let your hopes of good health be paper thin” regarding respiratory protection was distributed and discussed.
2. **Injury Review** – Two injuries were reported from the Parks Department:
 1. Arm strain due to repetitive heavy lifting of branches and wood chunks. Possibly avoided by incorporating proper lifting techniques, engineering controls and two man lifting.
 2. Employee hit by a wheel barrow which slid off a truck which was tipped to remove soil. Issue could have been avoided by sampling removing the wheel barrow prior to tipping the bed.
3. **CDL vehicle tank endorsements** - T. Drew requested study guides for those who need to write the CDL Tank Endorsement Test. Test would be administered at a DMV office – either Oshkosh or Appleton.

D. Training

1. **Vehicle Safety Training** – April 27, 2010 set as primary day with April 28, 2010 set as an alternate. Training will consist of 3 stations including backing large vehicle using buddy system with hand signals, backing trailers and vehicle inspection prior to use.
2. **Respirator Fit Testing** – Fit tests to be conducted on Monday or Tuesday mornings until completed.
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. **Difficult Customer / Diversity Training** – sign up completed to be returned to T. Drew.
5. **Additional Items** –
 - First Aid kits need to be audited and replenished. T. Drew to contact Morton Safety.
 - Wood Shop / Sign shop requires a First Aid kit
 - Chain saw crew and bucket truck requires a serious injury specific kit including items for field dressings etc.
 - April - Tornado Awareness Month – drills will be scheduled.

- Trip hazard cited in the Street Maintenance Shop due to small air hose reels which result in hoses being coiled and posing a trip hazard. T. Drew to look into larger diameter hose reels.

E. Motion to adjourn made by M. Radtke second B. Basler 9:50am. Next meeting April 27, 2010 @ 9:00am.



PUBLIC WORKS / PARKS DEPARTMENT SAFETY COMMITTEE
May 4, 2010
MINUTES

Meeting called to order at 9:10 AM

Present: J. Julius, Tim Jacobson, Jeff Nieland, A. Alix, C. Gordon, Bill Basler, Brian Tungate, Todd Drew, Sue Nett, Vince Maas.

Absent: M. Radtke, K. Popelka, P. Captain

A. Approval of Minutes – Motion to approve minutes C. Gordon seconded J. Julius with the following change that Parks Shop be changed to Maintenance Shop related to the hose reel safety risk concern.

B. Old Business

1. **EOEP Maps** – Garage maps are completed and posted. Health Department map is completed. Memorial Building has to have directions to basement storm shelter completed. B. Tungate to provide existing map for Jefferson Park Pool Bath House.
2. **Review Vehicle Safety Training April 27, 2010** – Consensus was that the training was very good. T. Jacobson would like to conduct the training with all new hires and for all employees every 1-2 years. Additional suggestions were to also use small truck / trailer backing station and also to add a piece of large equipment to the trailer backing with the tandem.
3. **DMV Tank Endorsement Tests** – Billy Basler has completed and passed the exam. J. Nieland to provide T. Drew copy of new CDL.
4. **First Aid Kit Maintenance, Sign Shop First Aid Kit** – Morton Safety has done updates and re-stock on all DPW / Parks first aid kits. T. Drew will obtain quotes for a large / serious injury kit for the sign/wood shop area.
5. **Difficult customer / Diversity Training Review** – consensus was that the training was very good as was the instructor.

C. New Business

1. **Monthly Safety Topic** – “Be Visible...while being all you can be” which discusses the use of high visibility vests was distributed and discussed.
2. **Injury Review** – No injuries reported for DPW or Parks
3. **Safety Manual Revision** – Motion to approve revised Safety Plan as written made by V. Maas seconded by B. Basler. Vote 9 in favor 0

opposed. Revised Manual will be sent to Common Council following City Hall and Police Safety Committee approval.

4. **Other items** – No new items

D. Training

6. **Lift Truck Training** – T. Drew to arrange training within the month of May. Dan Bins from FRED has operations manual for the bucket truck. D. Bins will conduct safety training on the bucket truck and scissors lift.
7. **Respirator Fit Testing** – 6-8 DPW / Parks employees still require fit testing – T. Drew to complete during the month of May.
8. **Status of Confined Space Air Monitoring Training (computer based)** – No employees have taken the training to date.
9. **Annual Haz Comm Refresher** – T. Drew will provide refresher on computer format at the Public Works Facility Building. T. Drew is in process of auditing the MSDS Sheet books. T. Jacobson also suggested review of products for possible non-organic chemical based alternatives.
10. **Other Training Needs** – Chain saw training with FISTA and Stihl will cost approximately \$700 / half day and 1200./ full day. T. Drew will attempt to recruit other Cities if possible to share cost.

- E. **Adjourn:** Motion B. Tungate second V. Maas @ 9:50AM



**Police Department Safety Committee
March 25, 2010
Minutes**

Meeting called to order at 2:35PM.

Present: Mike Brunn, Aaron Zemlock, Todd Drew, Chuck Sahr, Mark Mauthe

Absent: Sue Nett, Dave Jagla, Beverly Sawyer

A. Motion to approve minutes from January 27, 2010 meeting made by A. Zemlock and seconded by M. Brunn - Motion carried.

B. Old Business

1. Respiratory Fit Testing (CRT) – To be scheduled with a CRT meeting
2. Revised Safety Manual – T. Drew informed committee that draft may change due to receipt of CVMIC model policy.

C. New Business

1. Monthly Safety Topic – e-mailed to C. Sahr – topic was posted
2. Injury Review – no injuries to report
3. CVMIC Reports / MOD Ratings – discussed. C. Sahr raised question regarding risk assessment process – T. Drew to research and respond.

D. Training

1. Yearly updates – discussion of annual refresher training including HAZ Comm. T. Drew raised the issue of audit and updates to MSDS Book, which must include outside cleaning crew. Question also raised about Hispanic speaking workers. T. Drew to research, however the responsibility of providing Hispanic MSDS sheets will fall on the contractor. English versions will also be required.
2. Difficult Customer / Diversity Training – T. Drew to consult with P. Captain regarding the intent to have all PD attend vs. select PD employees. T. Drew to inform M. Brunn.
3. Additional Training to discuss – No issues were raised.

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

REGULAR MEETING OF THE WATER AND LIGHT COMMISSION
May 26, 2010

Draft

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

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

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

- A. Minutes of the Regular Meeting of April 28, 2010.
- B. Approve and warrant payments summarized by checks dated May 6 - 26, 2010, which includes Net Payroll Voucher Checks, and Operation and Maintenance Voucher Checks for a total of \$501,345.22, and Operation and Maintenance Vouchers and Rebates to be paid prior to the next Regular Meeting. Motion approved unanimously on roll call.
- C. Correspondence, as listed.
 - Copy of minutes from December 11, 2009, WPPI Energy Board of Directors meeting
 - Copy of January – February, March – April, and May-June 2010 PSC Water Currents Newsletter
 - Copy of letter dated April 19, 2010 to Co-General Manager Krause from Robert Garvin, ATC Vice President, General Counsel and Corporate Secretary, re: Notice of Proposed Transfer of Member Units
 - Copy of proposed minutes from April 22, 2010, WPPI Energy Executive Committee meeting
 - Copy of memorandum dated April 29 to Kristin Hubertus, from David Benforado, MEUW Executive Director, re: MEUW Management Certification Program Completion
 - Copy of April 29 PSC Notice of Telephonic Hearing to be held on June 2
 - Copy of memorandum dated April 30 to WPPI Energy Directors, Alternates, Representatives and Managers, from Roy Thilly, re: Developments
 - Copy of notice dated April 30 to Co-General Manager Dick Sturm, from Karen Morgan, Dept. of Workforce Development, re: Chris Morrison – Completion of Apprenticeship
 - Copy of letter dated May 12 to Co-General Manager Sturm from Larry Landsness, WI DNR, re: Sedimentation Basin Scraper Engineering Report Review, Project No. W-2010-0220
 - Copy of letter dated May 12 to Co-General Manager Sturm from Larry Landsness, WI DNR, re: Sedimentation Basin Scraper Engineering Report Review, Project No. W-2010-0233
 - Copy of note dated May 12 to Menasha Utilities from Menasha High School Post Prom Committee, re: Thank You
 - Copy of letter dated May 13 to Menasha Utilities from Christopher Schell, Anchor Bank, re: FDIC Insurance Increased Coverage
 - Copy of memorandum dated May 17 to WPPI Energy Member Managers, Directors and

Alternates, from Tim Ament, re: Member Power Bills

Comm. President Allwardt congratulated Kristin Hubertus on the completion of the MEUW Management Certification Program, and Chris Morrison on the completion of his apprenticeship.

Comm. Allwardt questioned whether the sedimentation basin scraper project was included in the budget. Water Plant Supervisor Jerry Sturm commented there was money included for working on the scrapers and they would like to start the project this fall.

Co-General Manager/Engineering and Operations Dick Sturm added these projects are contingent upon accessing funds through the Safe Drinking Water Fund Loan program. There is also an internal meeting next week to address the DNR perceived commitment by the Utilities for a deep water intake. Certification has not been received on Phase 1 and the DNR is looking for a completion date on Phase 2. Co-General Manager/Business Operations Krause added the last project report stated we would evaluate Phase 2 and 3 after Phase 1 was completed, it did not say we were committing to Phase 2 and 3.

Item IV. April Financial and Operations Report – there were no additional questions to the report presented and the Commission indicated the summary memorandum is very beneficial.

After discussion, the Commission accepted the April Financial and Operations Report as presented.

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

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

Item VII. Unfinished Business, Taxroll/Landlord Ad Hoc Committee – Manager of Customer and Utility Services Rodriguez reported letters were sent to committee applicants. An informational packet was being sent to members of the committee in addition to requesting available meeting dates for June.

Update on Menasha Utilities Email System – Technical Services Engineer Teale reviewed the information discussed at previous meetings which included a summary of costs and pay-back for the options. We are currently purchasing additional tapes for back-up purposes and will review the options during the budget process.

After discussion of the options, Mayor Merkes commented the strategic plan for IT included an item to develop cooperative IT services, and this is an item that should be done before budget time this year so an informed decision can be made on which method is the most cost effective for the ratepayers and the City; as a Commission we have a responsibility to do that.

Comm. Merkes made the motion to direct the MU IT staff and the City IT staff, and others as appropriate, to provide a report to both the Commission and the City on the feasibility of a joint

IT Department by August 15. That way information would be available in time for budget to determine what the best method is to move forward on both IT and server issues.

Comm. Guidote seconded the motion.

Mr. Dick Sturm commented on the email archiver stating it has been on the agenda for quite some time. A lot of time and energy has been put into this issue attempting to put it into dollars and cents issue and a dollars and cents decision. Each time this issue is discussed and we try to make the best decision moving forward for the Utility on the issues that were raised, there have been a lot of politics attached. Today this is an attempt to hang a larger issue on a very small piece of office equipment that has been subject to political pressures on how we were handling email and how we were meeting open records requirements. With this motion on the floor, the Commission is requested to make the decision on the archiver and again at another time, when it is on the agenda, discuss the issue of combining departments. This has been a trying issue for all involved and to come up with a combined departmental proposal by August 15, in addition to everything else on the schedule that needs to be settled before the end of summer, is an impossible task to do a thorough job.

Comm. Allwardt echoed some of Mr. Sturm's comments, understanding a lot of it is political. He is concerned about the timing as well, and questioned whether it could be done by August 15.

Project Engineer Grenell agreed the issue should be fairly and honestly evaluated for all parties, and stated the definition of what is included as part of the IT Department needs to be defined.

Mayor Merkes added the best solution needs to be found for everyone, and the best solution may be exactly what we are currently doing which is why the evaluation needs to be done. Spending even a small amount of money isn't practical if next year the decision is made to go a different direction and equipment is not needed. We have a responsibility to make sure we are not buying equipment that will be obsolete in six months because of a change in direction.

Comm. Allwardt said the topic of combining two departments is not on the agenda, and as such is not for discussion.

Comm. Guidote withdrew his second to the motion, and requested the issue be added to the next agenda.

The motion by Comm. Guidote, seconded by Comm. Merkes, was unanimously approved to proceed with the purchase of tape back-ups as an interim solution pending something more permanent such as a study between the Utilities and City is completed.

Update on Telecommunications – Mr. Teale gave an update on a meeting held with members of the FoxNet group to discuss future visions. A follow-up meeting will be held within a month.

Update on Winz Park – Mr. Jerry Sturm reported we are moving forward with having an engineering firm review the documentation for repairs to ensure they will be permanent repairs rather than temporary.

Mayor Merkes requested Mr. Jerry Sturm discuss the future uses of the park and potential coordination of repairs with the Park Superintendent.

In response to Comm. Fahrback's questions about the timing of repairs, Mr. Jerry Sturm stated there is not urgency due to it being more of an esthetics problem and not a structural one. Mr. Dick Sturm added time and repairs will be contingent upon funds becoming available and the priority of all Water Plant projects.

Update on Water Rate Case – Mrs. Krause reviewed the simplified version of the cost of service study included with the packet, and this information will be presented by the PSC at the telephonic June 2 public hearing. There are no formal rate interveners in this rate case, and it is expected the rate order will be prepared after the hearing determining the effective date.

Item VIII. New Business, MEUW 2010 Annual Conference – Mr. Dick Sturm reviewed the schedule for the June 9 – 11 conference; registration deadline is June 2.

Item IX. Project Reports, UV Certification – Mr. Jerry Sturm reported staff is working with vendors to make programming changes, and the unit is performing very well.

WPPI Energy Transaction and Referendum – Mrs. Krause stated there are less than 20 easements left to finalize, and the railroad crossing.

Item X. Staff Reports, Co-General Manager/Engineering and Operations – Mr. Dick Sturm noted Menasha Utilities has received the RP₃ recognition award. He also offered congratulations to Kristin Hubertus on the completion of the MEUW Management Certification Program, and Chris Morrison on the completion of his apprenticeship.

Electric and Water Distribution/Safety Report – Electric and Water Distribution Supervisor Pichler added bids will be included on next month's agenda for a bucket truck. He also gave an update on an eye injury that was not an OSHA reportable injury.

Water Plant – Mr. Jerry Sturm stated the Lake Winnebago water temperature is currently warmer than the five year average, and turbidity is still low.

Project Engineer, Telecommunications & Substations, and Co-General Manager/Business Operations – there were no additional questions to the reports presented.

Customer and Utility Services – Mr. Rodriguez reported he is obtaining quotes on updating the fire alarm system which is not a budgeted item for this year. He will also have quotes for upgrading the chiller at the next meeting.

Energy Services Representative/Key Accounts – there were no additional questions to the report presented.

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

Item XII. The motion by Comm. Watson, seconded by Comm. Fahrbach, was unanimously approved on roll call at 8:40 a.m. to convene into Closed Session pursuant to Section 19.85 (1) (g) of the Wisconsin Statutes for the purpose of conferring with legal counsel for the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved. RE: Litigation

B. And pursuant to Section 19.85 (1) (c) of the Wisconsin Statutes for the purpose of considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility. RE: Personnel Issues

By: MARK L. ALLWARDT
President

CARLA R. WATSON
Secretary

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

- PROPOSED MINUTES -

WAVERLY SANITARY DISTRICT

April 13, 2010

District Office - N8722 County Rd. LP

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

Present: Commissioner Helein (WCH)	System Operator Krueger (RWK)
Commissioner Fulcer (LJF)	System Operator VanZeeland (TGV)
Commissioner Sams (MLS)	System Operator Dornfeld (DWD)
Engineer Siewert (MSS)	Office Mgr. Girdley (CMG)
TOH Chair Joe Sprangers	Admin. Asst. Hallock (SAH)

Approval/acceptance of the 3/09/10 Meeting Minutes was accomplished with LJF's motion and MLS' second. Motion carried 3-0.

Receipt Acknowledgement/Approval of the March 2010 Financial and Budget Comparison Reports was accomplished with MLS' motion and LJF's second. Motion carried 3-0.

Receipt Acknowledgement/Approval of the 2009 Public Service Commission Report was accomplished with LJF's motion and MLS' second. Motion carried 3-0.

Receipt Acknowledgement/Approval of the 2009 Financial Audit was accomplished with MLS's motion and LJF's second. Motion carried 3-0.

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

COMMUNITIES/CUSTOMERS/SERVICE CONCERNS

Rock II, LLC (Waverly Beach Sports Bar) Road Reservation – Recorded Utility Easement receipt status

CMG reported the Recorded Utility Easement was received on 4/8/10 thus completing this project.

Fire Lanes #12 & #13 Sanitary Sewer Service Availability – General discussion regarding Sherwood's 3/26/10 information request and Harrison's 4/9/10 correspondence to ECWRPC
 CMG stated WSD received an information request from the Village of Sherwood dated 3/26/10 to which the District has not responded. The District's cost would be approximately \$2000 for M&E to compile the information requested by Sherwood. CMG reviewed the memo received from ECWRPC 3/10/10 that states Sherwood has contracted with McMahon Assoc. to prepare an updated version "On-site System Condition Assessment for Fire Lane 12 & Fire Lane 13 Study Area." CMG also reviewed the 4/9/10 correspondence received from the TOH in response to ECWRPC's memo stating TOH's opposition to Sherwood authorizing another study of this area and the rationale for the Town's opposition. TOH Chair Joe Sprangers, on the Town's behalf, requested WSD become involved in the above situation to avoid

WAVERLY SANITARY DISTRICT

April 13, 2010

Page 2

COMMUNITIES/CUSTOMERS/SERVICE CONCERNS - CONTINUED

Fire Lanes #12 & #13 Sanitary Sewer Service Availability – General discussion regarding Sherwood's 3/26/10 information request and Harrison's 4/9/10 correspondence to ECWRPC – Cont. the possibility that ECWRPC would award this area to Sherwood. In response to Sherwood/TOH/ECWRPC's recent contact, Sprangers suggested WSD notify ECWRPC stating WSD's desire to be involved if another study is conducted as well as the District's interest in serving the Fire Lane 12 & 13 area. The Town (Sprangers) would be willing to hold a meeting(s) with Fire Lane 12 & 13 residents to address residents' concerns and to discuss current septic system/holding tank requirements/regulations. The Commission instructed CMG to draft a letter to ECWRPC for Commission review/signatures citing Sherwood's contact and WSD's interest in becoming involved with the proposed study due to the District's ability to serve the Fire Lane 12 & 13 area. The Commission also agreed the District will not provide the information requested by Sherwood at this time.

Sanitary Lateral Backup – Location: Jim Lyons – W6354 Ravine Court//Menasha, WI
RWK stated on 4/12/10 WSD resident Lyons reported a sewer backup at the above address. WSD checked the sewer mains and determined all were open. The sewer backup occurred because the sewer lateral was plugged which is Lyons' responsibility to repair. Lyons contacted RWK 4/13/10 to report the plugged lateral has been repaired.

City of Appleton's Revenue Requirement PSC Application Notification – CMG to report
CMG reported the COA took action at its 3/23/10 Utilities Committee meeting to submit a Revenue Requirement request that will allow the PSC to determine the rate increase – a 6 month or greater process. Based on the preliminary information received from the COA, there was a 23% variance with WSD and an 11% variance with Grand Chute. WSD's last increase from COA (effective 1/1/09) resulted in a \$.18 per 1000 gallons increase for WSD. COA will inform WSD as the COA's Revenue Requirement application progresses.

NMSC Facilities Planning Agreement – Wastewater treatment 20-year projection requirements
WCH stated NMSC recently issued an informational letter to entities served by NMSC stating NMSC entered into a facilities planning agreement with McMahon to evaluate options to meet wastewater treatment needs for the next 20 years and cited the reasons the study is required.

Service Availability – PJ's of De Pere LLC property: 18.9 acres (COM) – Update discussion
Location: North side of Hwy. 10/114 – East of Kwik Trip (Mike Merrill)
CMG reported SCM provided the service connection requirements/service locations to Mike Merrill. Merrill has not contacted WSD/SCM since the connection procedure/service locations were provided. Merrill is considering building a billiards nightclub on the above property.

WAVERLY SANITARY DISTRICT

April 13, 2010

Page 3

COMMUNITIES/CUSTOMERS/SERVICE CONCERNS - CONTINUED**Water/Sanitary Service Availability – South Coop Road Inquiry – RWK to report**

RWK stated Ken Mader, 8838 S. Coop Rd. recently contacted WSD to question water/sanitary service availability to South Coop Road due to concerns whether private septic systems will pass inspection, a new requirement based on recent County Ordinance creation. SCM reviewed the elevations and determined it would be possible for WSD to serve this area. Mader was notified that WSD can serve this area. If septic systems pass inspection, the area may not connect.

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

RWK reported all five tests, two taken 3/3/10 and three taken 3/16/10, were determined as safe by the State of Wisconsin. (Attachment #1, pp. 1-5)

- Water Metering Station (2nd) – Minor restoration/grading schedule

– Performance Insulation \$1,850 quote – Discussion/approval and proposal signature

CMG reported the restoration work will be completed the end of April/beginning of May 2010, weather permitting.

CMG stated the two quotes received from M&E for pipe insulation at Metering Station #2 were provided to the Commission for review before the 4/13/10 meeting. Mary Jo Miller from M&E recommended WSD accept Performance Insulation's \$1850 quote, the lower of the two quotes received. LJF/MLS both agreed the pipe should be insulated at the current time to eliminate sweating. WCH stated his opposition to the \$1850 quote acceptance. The \$3150 quote received for wall insulation will be addressed again, at a later date, after heating costs are known.

MLS motioned/LJF seconded acceptance of the \$1850 quote for pipe insulation stating WSD should insulate the pipe at this time and consider insulating the walls at a later date. Motion carried 2-1. Performance Insulation's proposal was signed by WCH at the 4/13/10 meeting.

- Meter Station Land Purchase

**** Receipt status of Letter Report required satisfaction from VHE:**

– Proof of 2009 property tax payment

CMG stated written documentation of the 2009 property tax payment remains outstanding.

- Water Metering Station (1st) – Future above-ground building structure update discussion:

CMG stated the bid requirements stated below reflect the information stated in the Bid Publication:

* Bid Advertisement – Publication dates 4/14/10 and 4/21/10

* Pre-Qualification Submittal Deadline – 4/30/10 @ WSD no later than 3:30 p.m.

* Bid Opening – Thursday – 5/06/10 @ M&E @ 10:00 a.m.

* Project Bid Award Date – Tuesday, May 11, 2010 – WSD's May 2010 meeting date

MLS suggested the metering station #1 pipe insulation costs be included in the bid.

WAVERLY SANITARY DISTRICT

April 13, 2010

Page 4

OLD BUSINESS - CONTINUED

- **Water Metering Station (1st)** – Future above-ground building structure discussion: Continued
- * **City of Menasha's Landscaping Plan Request** – CMG to report
 Mary Jo Miller from M&E informed CMG that the COM has requested WSD's landscaping plan that will provide screening for the residential properties located near the future metering station. CMG will contact Amy Kester, the COM's contact person for the landscaping issue, to question COM's landscaping requirements. The metering station landscape plan and actual landscaping will be addressed as a separate issue, handled in-house, and not included in the Meter Station #1 modification project.
- **Road Access Development Agreement** – Fully executed document receipt status
 CMG stated the document has not been received from the TOH as of the 4/13/10 meeting date. Sprangers stated he will investigate why WSD has not received the fully executed document from the TOH.

GENERAL CONSTRUCTION STATUS (INDIVIDUAL PROJECTS)

- **Woodland Hills Heights** – Receipt status of req'd project acceptance items/Project acceptance action
 MSS/CMG stated the required project acceptance items remain outstanding. Hagens is aware of the items required for project acceptance. The executed Waiver of Assessment was received on 2/9/09.
- **Birling Court Extension (Andrysczyk)** – Project status report
 MSS/WSD have not received contact/information regarding this project since WSD's 3/9/10 meeting. The executed Waiver of Assessment was received from SCM on 12/13/07.
- **Lake Park Condominiums** – Project status report
 MSS/WSD have not received contact/information regarding this project since WSD's 3/9/10 meeting. The executed Waiver of Assessment was received from SCM on 9/12/06.
- **Outagamie LLC Future Development** – Project status report (18 acres)
Location: North of Woodland Terrace and south of Manitowoc Rd.
 MSS/WSD have not received contact/information regarding this project since WSD's 3/9/10 meeting. The signed Waiver of Assessment was received 1/24/06.

NEW BUSINESS

- **Establish the May Meeting Date** – Tuesday, May 11, 2010 (8:30 a.m.) District Office
 Tuesday, May 11, 2010 at 8:30 a.m. was established as the May meeting date/time. The meeting will be held at the District's office.

WAVERLY SANITARY DISTRICT

April 13, 2010

Page 5

Office Report (Attachment #2, pp. 1-8)

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

- **Annexation/Assessment Payment Status Report: Wendy Bennett – W7096 Plank Rd
Menasha, WI 54952**

CMG reported WSD has not received contact/payment from Wendy Bennett since WSD's 3/9/10 meeting. The assessment will have to be paid in full when Bennett requests connection.

Field Report (Attachment #3A, pp. 1-5 & Attachment #3B, pp. 1-2)

RWK stated a recent power failure revealed that WSD's current emergency generator is not large enough to support LS #2 & #3 since PJ Kortens upgraded the Lift Stations. The generator required a manual start up after the power failure. RWK will look for a larger used generator and will provide additional information at WSD's 5/11/10 meeting. The current generator will be utilized as a backup for LS #5 which utilizes smaller pumps. During the recent power failure, all the Lift Stations' dialers called WSD's emergency number at the same time. PJ Kortens will install delays for the dialers that will time the calls so they are received one at a time. This will allow RWK to determine how many of the Lift Stations are affected.

OTHER BUSINESS TO LEGALLY COME BEFORE THE COMMISSION

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

Meeting adjourned at 9:10 a.m.

Submitted by Susan A. Hallock

CITY OF MENASHA
COMMON COUNCIL
Third Floor Council Chambers
140 Main Street, Menasha
Monday May 17, 2010
MINUTES

DRAFT

A. CALL TO ORDER

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

B. PLEDGE OF ALLEGIANCE

A moment of silence was observed for long time resident, business man, and committee member William "Bill" Mayer who passed away on May 10.

C. ROLL CALL/EXCUSED ABSENCES

PRESENT: Aldermen Wisneski, Langdon, Hendricks, Zelinski, Englebert, Benner, Roush, Taylor
ALSO PRESENT: Mayor Merkes, CA/HRD Captain, FC Auxier, Lt. Brunn, DPW Radtke, CDD Keil, C/T Stoffel, PRD Tungate, Clerk Galeazzi, and the Press.
DEPT. HEAD EXCUSED: PHD Nett

D. PUBLIC HEARING

None

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

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

James Taylor, 724 Milwaukee Street. Issue with City Clerk concerning letter from Winnebago County District Attorney regarding investigation of James Taylor.

F. REPORT OF DEPARTMENT HEADS/STAFF/CONSULTANTS

1. CDD Keil – Brownfield Presentation by Lynn Scherbert, Ayres Associates

Lynn Scherbert and Elizabeth Runge from Ayres Associates presented information on Brownfield Redevelopment and how to obtain funding for Brownfield Redevelopment projects

2. CDD Keil – Update on Lake Park Villas by Kris Oates, Core Development

CDD Keil explained Kris Oates had a conflict and was unable to attend the meeting. She has asked to reschedule to June 7.

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

Minutes to receive:

- a. Administration Committee, 5/3/10
- b. Board of Public Works, 5/3/10
- c. Committee on Aging, 4/8/10
- d. Personnel Committee, 5/3/10

Communications:

- e. Customers First! Newsletter, May 2010; *the Wire*
- f. Engineering Supv. Tim Montour, 5/7/10; Slip-lining sanitary sewer laterals
- g. Menasha Health Dept., 5/10; thank you from clinical student
- h. Proclamation, 5/9-5/16/10; National Police Week
- i. Proclamation, 5/16-5/22/10; National Public Works Week
- j. Public Service Commission of Wisconsin, 4/30/10; Notice of telephonic hearing for Menasha Utility water rate increase
- k. Public Works Facility, 4/10; April 2010 disposal violations
- l. CDD Keil, 5/13/10; Zoning code enforcement
- m. CDD Keil & PRD Tungate, 5/13/10; Waterfront Redevelopment Forum

Alderman Roush: Comm. L (memo on zoning code enforcement)-concerned about extra work load for CEO. CDD Keil gave a brief explanation on the new job responsibilities for CEO; Comm K (PWF disposal violations) asked what is being done to prevent illegal drop-offs. DPW Radtke explained the materials for a fence at the Public Works Facility have been purchased and will be installed by the Public Works crews

Alderman Zelinski: Comm L (memo on zoning code enforcement)-questioned how far back on site plan reviews CEO will go. CDD Keil explained the CEO would start with most recent site plan reviews; Comm. F (Slip-lining sanitary sewer laterals)-questioned why only one option. DPW Radtke explained past practice has not worked properly resulting in excessive clear water infiltration.

DRAFT

G. CONSENT AGENDA

(Prior to voting on the Consent Agenda, items on the Consent Agenda may be removed at the request of any Alderman and place immediately following action 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, 5/3/10

Board of Public Works, 5/3/10; recommends approval of:

2. Street Use Application – 23rd Annual Marina Steak Fry; Saturday, June 19, 2010; 4:00 – 10:00 PM
(City of Menasha Marina)

3. Street Use Application – 13th Annual Labor Day Corn Roast; Saturday, September 4, 2010; 4:00 – 10:00 PM
(City of Menasha Marina)

Moved by Alderman Hendricks, seconded by Alderman Englebert to approve items 1-3 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 5/6/10 to 5/13/10 in the amount of \$349,826.60

Moved by Alderman Wisneski, seconded by Alderman Hendricks to approve accounts payable and payroll.

Discussion/Questions/Answers on expenditures.

Motion carried on roll call 8-0.

J. ORDINANCES AND RESOLUTIONS

1. R-12-10 Resolution Approving and Authorizing an Application to the Board of Commissioners of Public Lands State of Wisconsin, for a Loan of Two Million Six Hundred Seventy-Five Thousand (\$2,675,000) and Levying Upon all the Taxable Property in the City, a Direct Annual Tax Sufficient in Amount to Pay the Loan

Moved by Alderman Hendricks, seconded by Alderman Englebert to adopt R-12-10.

Discussion: C/T Stoffel explained this Resolution is to approve a loan from State Trust Fund to refinance a Note Anticipation Notes (NAN) for Steam Utility that comes due in Sept. 2011. Payments on this loan are scheduled to being in 2012

Motion carried on roll call 8-0.

2. R-13-10 – Resolution supporting Active Community Transportation Act 2010 (Rails to Trails Campaign)
(Recommended by the Administration Committee, introduced by Ald. Benner)

Moved by Alderman Benner, seconded by Alderman Roush to adopt R-13-10.

Motion carried on unanimous voice vote

K. APPOINTMENTS

1. Mayor's re-appointment of Roger Kanitz, 516 Riverway, to the Fox Cities Transit Commission
(Menasha Representative) for the term of May 1, 2010 to April 30, 2011

Moved by Alderman Wisneski, seconded by Alderman Hendricks to approve re-appointment of Roger Kanitz

Motion carried on unanimous voice vote

L. HELD OVER BUSINESS

1. Petition of Barbara Bisby for special exemption of Section 7-1-6(e) of City Code to license and house one more cat than allowed

Moved by Alderman Wisneski, seconded by Alderman Taylor to approve Petition of Barbara Bisby.

Motion carried on roll call 8-0.

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. ADJOURNMENT

Moved by Alderman Hendricks, seconded by Alderman Benner to adjourn at 7:10 p.m.

Motion carried on unanimous voice vote.

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



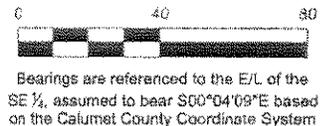
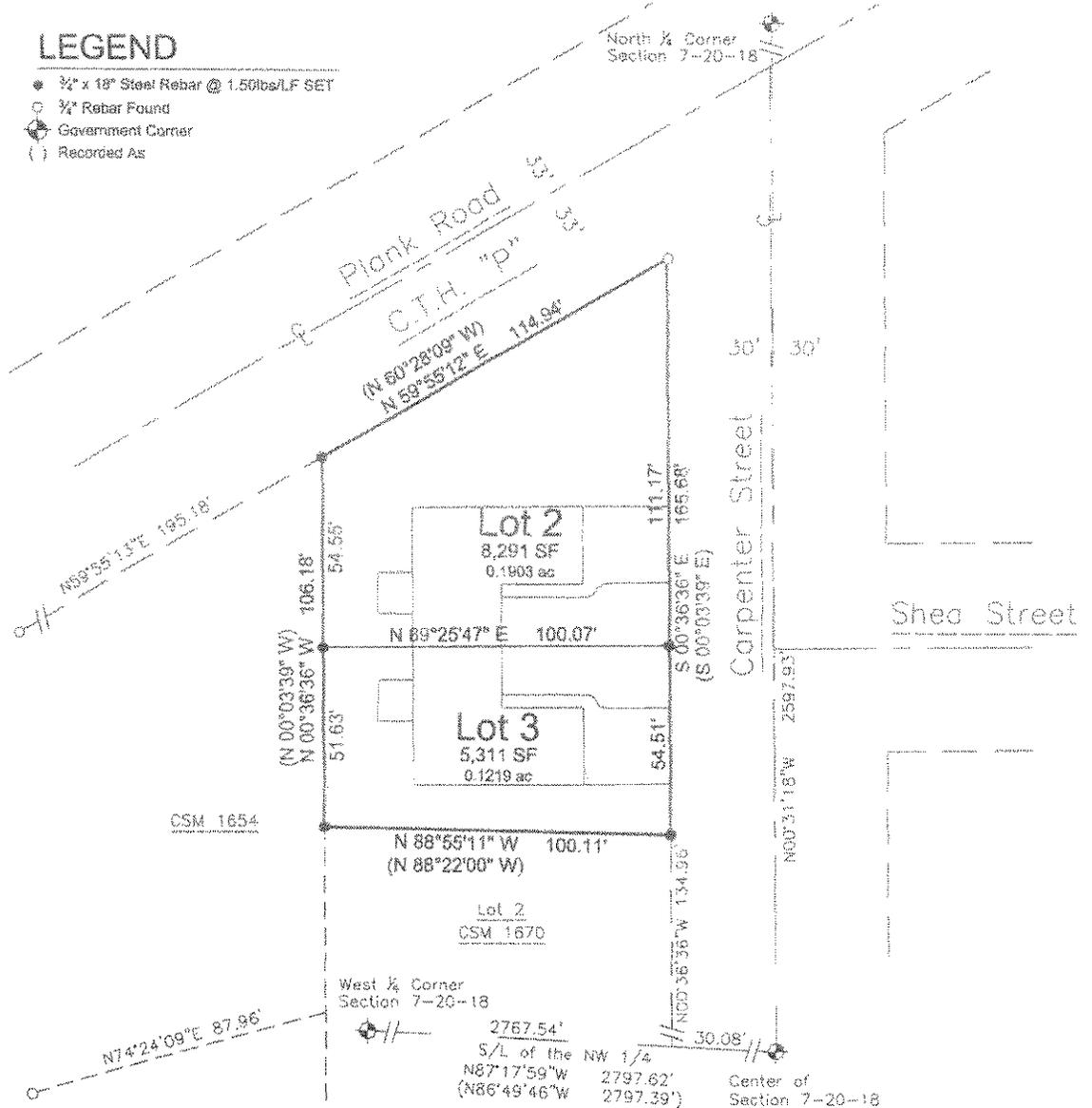
Stock No. 26273

Certified Survey Map No. _____

All of Lot 3 CSM 1670 being part of the Southeast 1/4 of the Northwest 1/4 of Section 7,
Township 20 North, Range 18 East, City of Menasha, Calumet County, Wisconsin.

LEGEND

- 1/2" x 18" Steel Rebar @ 1.50lbs/LF SET
- 1/2" Rebar Found
- ⊕ Government Corner
- () Recorded As



Bearings are referenced to the E/L of the SE 1/4, assumed to bear S00°04'09"E based on the Calumet County Coordinate System



James R. Schloff 23 APR 2010
James R. Schloff Registered Land Surveyor No. S-2692 Date

Daval Engineering, Inc.
Civil Engineers and Land Surveyors
1811 Racine Street
Menasha, Wisconsin
Ph. 920-891-1886, Fax 920-830-9888

Survey for:
Rule Investments 3, LLC File: 3935CSM.dwg
4211 North Lightning Dr Date: 04/23/2010
Appleton, WI 54913 Drafted By: jim
Sheet: 1 of 3

CITY OF MENASHA DISBURSEMENTS

Accounts Payable for 5/20/10-5/27/10 Checks # 25525-25710	\$ 840,230.42
Payroll Checks for 5/20/10-6/3/10	<u>328,885.41</u>
Total	\$1,169,115.83

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: 5/20/2010

Vendor Name	Check Number	Check Date	Invoice Number	Account Number	Amount	Description
ACCURATE SUSPENSION WAREHOUSE	25525	5/20/2010	1028650	731-1022-541.30-18	186.48	186.48 NON CLORINATED BRAKLEEN
	Total for check: 25525				186.48	
AMERICAN RED CROSS NEENAH-MENASHA	25526	5/20/2010	N-2842	731-1022-541.21-05	125.00	CPR/AED COURSES
				100-0703-553.21-05	60.00	CPR/AED COURSES
Total for check: 25526				185.00		
AT&T	25527	5/20/2010	920R09453005	601-1020-543.22-01	292.50	MONTHLY SERVICE MAY 4 THRU JUNE 3
				100-1001-514.22-01	113.90	MONTHLY SERVICE MAY 4 THRU JUNE 3
Total for check: 25527				406.40		
BADGER HIGHWAYS CO INC	25528	5/20/2010	149385	625-1010-541.30-18	61.32	MASON SAND COLD MIX
				625-1010-541.30-18	34.51	MASON SAND
Total for check: 25528				95.83		
BERGSTROM	25529	5/20/2010	100584	100-0801-521.80-03	24,027.50	NEW VEHICLE
	Total for check: 25529				24,027.50	
BEVERLY WILFLING	25530	5/20/2010	WILFLING	100-0000-201.11-00	415.00	REFUND CANCELLED TRIP
	Total for check: 25530				415.00	
BLUE ROCK GROUP LLC	25531	5/20/2010	042910	100-0801-521.34-02	200.00	PHYSIOLOGY OF DRUGS
	Total for check: 25531				200.00	
BRUCE MUNICIPAL EQUIPMENT INC	25532	5/20/2010	4100020	741-0000-193.00-00	79,830.00	FRONT LOADER
	Total for check: 25532				79,830.00	
CDW GOVERNMENT INC	25533	5/20/2010	SLF5287	100-0403-513.30-15	159.27	MONITOR

AP Check Register
Check Date: 5/20/2010

<i>Vendor Name</i>	<i>Check Number</i>	<i>Check Date</i>	<i>Invoice Number</i>	<i>Account Number</i>	<i>Amount</i>	<i>Description</i>
CDW GOVERNMENT INC...	25533...	5/20/2010	SMJ4982	100-0403-513.30-15	159.27	REPLACEMENT DISPLAY
			Total for check: 25533		318.54	
CRI RECYCLING SERVICE INC	25534	5/20/2010	24453	266-1027-543.21-06	140.00	DRUM OF GRANULAR
			Total for check: 25534		140.00	
CULLIGAN WATERCARE SERVICES	25535	5/20/2010	043010	100-1001-514.20-01	17.85	COOLER RENTAL
				731-1022-541.30-13	5.95	COOLER RENTAL
			Total for check: 25535		23.80	
DARLENE KRAUS	25536	5/20/2010	KRAUS	100-0000-201.11-00	415.00	REFUND CANCELLED TRIP
			Total for check: 25536		415.00	
DAVIS & KUELTHAU	25537	5/20/2010	320595	100-0201-512.21-01	4,268.96	PROFESSIONAL SERVICES POLICE NEGOTIATIONS
			Total for check: 25537		4,268.96	
DEPARTMENT OF WORKFORCE DEVELOPMENT	25538	5/20/2010	051810	100-0102-581.15-09	690.00	UNEMPLOYMENT INSURANCE
			Total for check: 25538		690.00	
DEWITT ROSS & STEVENS SC	25539	5/20/2010	892341	100-0102-581.21-01	1,338.50	PROFESSIONAL SERVICES SIERRA CLUB LITIGATION
			Total for check: 25539		1,338.50	
FERGUSON ENTERPRISES INC #448	25540	5/20/2010	0545542	100-0703-553.30-18	6.03	STOCK
				100-0704-552.30-18	189.68	STOCK
			Total for check: 25540		195.71	
FOX CITIES PERFORMING ART CENTER	25541	5/20/2010	30676	100-0000-201.11-00	520.00	WONDER BREAD YEARS
			Total for check: 25541		520.00	

AP Check Register
Check Date: 5/20/2010

Vendor Name	Check Number	Check Date	Invoice Number	Account Number	Amount	Description
GUNDERSON UNIFORM & LINEN RENTAL	25542	5/20/2010	1356115	100-0801-521.30-13	33.21	TOWEL/MAT SERVICE
	Total for check: 25542				33.21	
GUNSLINGERS LLC	25543	5/20/2010	78	100-0801-521.30-15	(1,810.00)	TRADE IN
	83	5/20/2010		100-0801-521.30-15	2,265.00	
	Total for check: 25543				455.00	
HORST DISTRIBUTING INC	25544	5/20/2010	2004-000	100-1002-541.30-18	509.25	PAINT
	Total for check: 25544				509.25	
INFRATECH	25545	5/20/2010	PR10121	601-1020-543.82-02	17,850.00	INTERCEPTOR FLOW LINE RESTORATION
	Total for check: 25545				17,850.00	
JX ENTERPRISES INC	25546	5/20/2010	A201180025	731-1022-541.38-03	(52.07)	CREDIT
		5/20/2010	G200750017	731-1022-541.38-03	22.79	DUSTSHIELD
		5/20/2010	G201120002	731-1022-541.38-03	163.43	BATTERY SWITCH
	Total for check: 25546				134.15	
KAEMPFER & ASSOCIATES INC	25547	5/20/2010	15494	601-1020-543.21-02	257.44	IND DISC REG PROG PERMIT RENEW
		5/20/2010	15495	601-1020-543.21-02	556.82	IND DISC REG PROG SEWER USER MONITORING
		5/20/2010	15496	601-1020-543.21-02	576.09	IND DISC REG PROG SUC/NEENAH PROP DISCHARGE
		5/20/2010	15497	601-0900-196.00-00	99.68	WW COLL SYS REHAB IMPROV PHASE 3 SEWER REHAB
		5/20/2010	15498	601-1020-543.21-02	650.00	WW CONSULTING 2009 USER CHARGE SYS UPD
		5/20/2010	15499	601-1020-543.21-02	171.43	WET WEATHER FLOW BYP APRIL/JUNE 2008 EVENTS
		5/20/2010	15500	601-1020-543.21-02	449.08	9TH ST LIFT STATION PHASE 1 SSES REPORT
		5/20/2010	15501	601-1020-543.21-02	695.69	WW COLL SYS IMPROV SEWER SYS ANALYSIS
		5/20/2010	15502	601-1020-543.21-02	406.18	PHASE 4 SSES
	Total for check: 25547				3,862.41	

AP Check Register
Check Date: 5/20/2010

Vendor Name	Check Number	Check Date	Invoice Number	Account Number	Amount	Description
JAMAL KAWAR	25548	5/20/2010	050710	100-0801-521.34-03	15.59	SWAT TRAINING
	Total for check: 25548				<u>15.59</u>	
KONE INC	25549	5/20/2010	220375214	100-1001-514.20-04	242.91	MAINTENANCE COVERAGE
	Total for check: 25549				<u>242.91</u>	
KRUEGER TRUE VALUE	25550	5/20/2010	926989	100-0706-561.30-18	8.09	WIRE
	Total for check: 25550				<u>8.09</u>	
KUNDINGER FLUID POWER INC	25551	5/20/2010	50092022	731-1022-541.38-03	24.41	NUT/SLEEVE ASSY
	Total for check: 25551				<u>24.41</u>	
LINCOLN CONTRACTORS SUPPLY INC	25552	5/20/2010	10550520	100-1003-541.30-15	518.80	STOCK SUPPLIES
	5/20/2010	10551140	100-1003-541.30-15	123.59	MORTAR PAN	
	Total for check: 25552				<u>642.39</u>	
MARY KOSTIZAK	25553	5/20/2010	KOSTIZAK	100-0000-201.11-00	415.00	REFUND CANCELLED TRIP
	Total for check: 25553				<u>415.00</u>	
MATTHEWS TIRE & SERVICE CENTER	25554	5/20/2010	33460	731-1022-541.38-02	200.00	TIRE SERVICE
	Total for check: 25554				<u>200.00</u>	
MENARDS-APPLETON EAST	25555	5/20/2010	81461	100-1008-541.30-18	26.93	SIGN SHOP WORK TABLE
	Total for check: 25555				<u>26.93</u>	
MENASHA EMPLOYEES CREDIT UNION	25556	5/20/2010	20100520	100-0000-202.05-00	19,610.00	PAYROLL SUMMARY
	Total for check: 25556				<u>19,610.00</u>	

AP Check Register
Check Date: 5/20/2010

Vendor Name	Check Number	Check Date	Invoice Number	Account Number	Amount	Description
MENASHA EMPLOYEES LOCAL 1035	25557	5/20/2010	20100520	100-0000-202.06-00	310.00	PAYROLL SUMMARY
			Total for check: 25557		<u>310.00</u>	
MENASHA EMPLOYEES LOCAL 1035B	25558	5/20/2010	20100520	100-0000-202.07-00	286.40	PAYROLL SUMMARY
			Total for check: 25558		<u>286.40</u>	
TOWN OF MENASHA POLICE DEPARTMENT	25559	5/20/2010	BOND	100-0000-201.03-00	214.60	BOND
			Total for check: 25559		<u>214.60</u>	
MENASHA ROTARY	25560	5/20/2010	67	100-0801-521.32-01	141.00	FOUNDATION FEE/DUES A ZEMLOCK
			Total for check: 25560		<u>141.00</u>	
MENASHA UTILITIES	25561	5/20/2010	003472	601-1021-543.25-01	18,527.71	SEWER CHARGE CALCS MARCH 2010
		5/20/2010	003473	625-0401-513.25-01	545.58	STORM WATER CALCULATIONS MARCH 2010
		5/20/2010	BILLING#3	100-1008-541.22-03	360.22	ELEC OR WATER OR STORM
				100-1008-541.22-05	37.86	ELEC OR WATER OR STORM
				601-1020-543.22-03	26.63	ELEC OR WATER OR STORM
				100-0704-552.22-03	172.15	ELEC OR WATER OR STORM
				100-0704-552.22-05	344.25	ELEC OR WATER OR STORM
				731-1022-541.22-03	1,127.14	ELEC OR WATER OR STORM
				731-1022-541.22-05	522.10	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	1,448.08	ELEC OR WATER OR STORM
				100-0801-521.22-05	259.67	ELEC OR WATER OR STORM
				100-0801-521.22-06	62.71	ELEC OR WATER OR STORM
			100-0000-123.00-00	1,048.61	ELEC OR WATER OR STORM	
			100-0000-123.00-00	188.04	ELEC OR WATER OR STORM	
			100-0000-123.00-00	45.41	ELEC OR WATER OR STORM	
			100-0601-551.22-03	3,589.27	ELEC OR WATER OR STORM	
			100-0601-551.22-05	628.38	ELEC OR WATER OR STORM	
			100-0601-551.22-06	103.75	ELEC OR WATER OR STORM	

AP Check Register
Check Date: 5/20/2010

Vendor Name	Check Number	Check Date	Invoice Number	Account Number	Amount	Description
MENASHA UTILITIES...	25561...	5/20/2010...	BILLING#3...	100-1019-552.22-03	281.65	ELEC OR WATER OR STORM
				100-1019-552.22-05	3.47	ELEC OR WATER OR STORM
				100-0000-123.00-00	6.39	ELEC OR WATER OR STORM
				100-0703-553.22-03	1,875.22	ELEC OR WATER OR STORM
				100-0703-553.22-06	280.61	ELEC OR WATER OR STORM
				100-0305-562.22-06	7.50	ELEC OR WATER OR STORM
			Total for check: 25561		33,794.90	
MENASHA UTILITIES	25562	5/20/2010	APRIL	100-0102-581.22-03	3,563.86	WATER PLANT LIFT PUMP APRIL 2010
				Total for check: 25562	3,563.86	
META MEUKOW	25563	5/20/2010	MEUKOW	100-0000-201.11-00	100.00	REFUND CANCELLED TRIP
			Total for check: 25563		100.00	
MILWAUKEE SPORTING GOODS	25564	5/20/2010	06766-00	100-0702-552.30-18	821.25	SOFTBALLS
			Total for check: 25564		821.25	
MODERN BUSINESS MACHINES	25565	5/20/2010	26216324	100-1001-514.24-04	280.50	CONTRACT
			Total for check: 25565		280.50	
NEENAH-MENASHA MUNICIPAL COURT	25566	5/20/2010	BOND	100-0000-201.03-00	107.50	BOND
				100-0000-201.03-00	139.00	BOND
				100-0000-201.03-00	139.00	BOND
				100-0000-201.03-00	139.00	BOND
				100-0000-201.03-00	139.00	BOND
			Total for check: 25566		663.50	
RAY O'HERRON CO INC	25567	5/20/2010	1006737-IN	100-0801-521.30-15	3,330.68	TASERS

AP Check Register
Check Date: 5/20/2010

Vendor Name	Check Number	Check Date	Invoice Number	Account Number	Amount	Description
RAY O'HERRON CO INC...	25567...	5/20/2010	1009439-CM	100-0801-521.30-15	(450.00)	CREDIT
			Total for check: 25567		2,880.68	
OFFICEMAX INC	25568	5/20/2010	594829	100-1002-541.30-10	24.22	OFFICE SUPPLIES
				100-1002-541.30-18	37.97	OFFICE SUPPLIES
			Total for check: 25568		62.19	
ONE COMMUNICATIONS CORP	25569	5/20/2010	050210	100-0402-513.22-01	5.20	MONTHLY SERVICE
				100-0201-512.22-01	7.68	MONTHLY SERVICE
				100-0000-123.00-00	11.38	MONTHLY SERVICE
				100-0203-512.22-01	16.46	MONTHLY SERVICE
				100-0304-562.22-01	21.61	MONTHLY SERVICE
				100-1001-514.22-01	76.93	MONTHLY SERVICE
				100-0401-513.22-01	43.02	MONTHLY SERVICE
				731-1022-541.22-01	52.59	MONTHLY SERVICE
				100-0903-531.22-01	59.73	MONTHLY SERVICE
				100-0403-513.22-01	22.27	MONTHLY SERVICE
				100-0601-551.22-01	198.35	MONTHLY SERVICE
				100-0101-511.22-01	10.68	MONTHLY SERVICE
				100-0702-552.22-01	19.80	MONTHLY SERVICE
				100-0703-553.22-01	187.88	MONTHLY SERVICE
				100-0202-512.22-01	16.91	MONTHLY SERVICE
				100-0801-521.22-01	363.37	MONTHLY SERVICE
				100-1002-541.22-01	53.74	MONTHLY SERVICE
			100-0920-531.22-01	40.52	MONTHLY SERVICE	
			100-1008-541.22-01	5.24	MONTHLY SERVICE	
			100-0502-522.22-01	62.35	MONTHLY SERVICE	
			207-0000-123.00-00	23.84	MONTHLY SERVICE	
			100-0704-552.22-01	58.43	MONTHLY SERVICE	
			100-0000-123.00-00	441.99	MONTHLY SERVICE	
			Total for check: 25569		1,799.97	

AP Check Register
Check Date: 5/20/2010

Vendor Name	Check Number	Check Date	Invoice Number	Account Number	Amount	Description
OUTAGAMIE COUNTY CLERK OF COURTS	25570	5/20/2010	BOND	100-0000-201.03-00	200.00	BOND
			Total for check: 25570		<u>200.00</u>	
PROFESSIONAL CONCRETE RAISING INC	25571	5/20/2010	PC5681	100-1009-541.21-06	675.00	MUDJACKING SERVICE
			Total for check: 25571		<u>675.00</u>	
REDI-WELDING CO	25572	5/20/2010	14017	731-1022-541.30-18	295.10	TRUCK BRACKET/SIDE RIB
			Total for check: 25572		<u>295.10</u>	
RICK'S AUTO GLASS INC	25573	5/20/2010	1103439	731-1022-541.29-04	102.20	WINDSHIELD
			Total for check: 25573		<u>102.20</u>	
ROAD EQUIPMENT	25574	5/20/2010	WA513973	731-1022-541.38-03	143.80	SPACER BAND
			Total for check: 25574		<u>143.80</u>	
PAUL SCHEPPF	25575	5/20/2010	051110	100-0801-521.34-03	14.26	TRAINING MEALS
			Total for check: 25575		<u>14.26</u>	
STANLEY SECURITY SOLUTIONS INC	25576	5/20/2010	CH-533284	207-0707-552.30-18	177.67	KEY
			Total for check: 25576		<u>177.67</u>	
STREICHERS PROFESSIONAL POLICE EQPT	25577	5/20/2010	I733655	100-0000-201.03-00	193.00	HOLSTER
			Total for check: 25577		<u>193.00</u>	
SUPERIOR PLUS CARPENTRY	25578	5/20/2010	051210	100-0501-522.24-03	2,328.00	STN 35 KITCHEN REMODEL
			Total for check: 25578		<u>2,328.00</u>	

AP Check Register
Check Date: 5/20/2010

Vendor Name	Check Number	Check Date	Invoice Number	Account Number	Amount	Description
THEDACARE	25579	5/20/2010	9200230736	100-0801-521.21-05	56.00	VENIPUNCTURE
			Total for check: 25579		56.00	
UNIFIRST CORPORATION	25580	5/20/2010	097 0064921	100-1001-514.30-13	169.99	LOGO MAT
		5/20/2010	097 0064939	731-1022-541.20-01	102.08	MAT/MOP/CLOTHING SERVICE
			Total for check: 25580		272.07	
UNITED PAPER CORPORATION	25581	5/20/2010	26737	100-0000-132.00-00	55.25	MULTI DISINFECTANT
		5/20/2010	26788	100-0000-132.00-00	433.98	CLEANER
			Total for check: 25581		489.23	
UNITED WAY FOX CITIES	25582	5/20/2010	20100520	100-0000-202.09-00	72.75	PAYROLL SUMMARY
			Total for check: 25582		72.75	
US PETROLUEM EQUIPMENT	25583	5/20/2010	178176	731-1022-541.24-04	2,275.00	OVERFILL VALVES/ DROP TUBES
			Total for check: 25583		2,275.00	
VEOLIA ES SOLID WASTE MIDWEST	25584	5/20/2010	B40000261906	100-0000-123.00-00	84.92	BROAD ST RECYCLING
			Total for check: 25584		84.92	
VERIZON WIRELESS	25585	5/20/2010	2395621983	100-0801-521.22-01	120.38	MONTHLY ACCESS CHARGES
			Total for check: 25585		120.38	
VISION INSURANCE PLAN OF AMERICA	25586	5/20/2010	85185	100-0000-204.10-00	1,110.50	PREMIUM BILLING JUNE 2010
			Total for check: 25586		1,110.50	
WALMART COMMUNITY	25587	5/20/2010	008691	100-0702-552.30-18	9.36	TINY TOTS SUPPLIES
			Total for check: 25587		9.36	

AP Check Register
Check Date: 5/20/2010

Vendor Name	Check Number	Check Date	Invoice Number	Account Number	Amount	Description
WE ENERGIES	25588	5/20/2010	050210	100-0701-533.22-03	11.71	NORTH ST
				100-0701-533.22-03	9.94	NORTH ST
		5/20/2010	050310	100-0903-531.22-04	10.97	316 RACINE ST
				Total for check: 25588	32.62	
WI SCTF	25589	5/20/2010	R&D FEES	100-0000-202.03-00	195.00	ANNUAL FEE
			Total for check: 25589		195.00	
WINNEBAGO COUNTY CLERK OF COURTS	25590	5/20/2010	BOND	100-0000-201.03-00	285.00	BOND
				100-0000-201.03-00	285.00	BOND
				100-0000-201.03-00	250.00	BOND
				100-0000-201.03-00	150.00	BOND
				Total for check: 25590	970.00	
WISCONSIN SUPPORT COLLECTIONS	25591	5/20/2010	20100520	100-0000-202.03-00	1,152.15	PAYROLL SUMMARY
			Total for check: 25591		1,152.15	
ZARNOTH BRUSH WORKS INC	25592	5/20/2010	0128172-IN	625-1005-541.30-15	1,265.05	BROOM/TOW BAR/SIDE SHOE
			Total for check: 25592		1,265.05	
					214,438.97	

AP Check Register
Check Date: 5/25/2010

Vendor Name	Check Number	Check Date	Invoice Number	Account Number	Amount	Description
ACC PLANNED SERVICE INC	25593	5/25/2010	2999	100-0601-551.24-03	544.76	BLDG REPAIR & MAINTENANCE
			Total for check: 25593		544.76	
AMAZON	25595	5/25/2010	080950229688	100-0601-551.30-14	29.96	LIBRARY MATERIALS
		5/25/2010	080953707203	100-0601-551.30-14	22.49	LIBRARY MATERIALS
		5/25/2010	080954624474	100-0601-551.30-14	22.98	LIBRARY MATERIALS
		5/25/2010	080954833073	100-0601-551.30-14	298.79	LIBRARY MATERIALS
		5/25/2010	080955680926	100-0601-551.30-14	104.94	LIBRARY MATERIALS
		5/25/2010	080956222347	100-0601-551.30-14	22.49	LIBRARY MATERIALS
		5/25/2010	080956484807	100-0601-551.30-14	87.95	LIBRARY MATERIALS
		5/25/2010	080956688332	100-0601-551.30-14	23.09	LIBRARY MATERIALS
		5/25/2010	080958198807	100-0601-551.30-14	20.99	LIBRARY MATERIALS
		5/25/2010	103360693244	100-0601-551.30-14	37.74	LIBRARY MATERIALS
		5/25/2010	103361304150	100-0601-551.30-14	83.93	LIBRARY MATERIALS
		5/25/2010	103363153075	100-0601-551.30-14	151.41	LIBRARY MATERIALS
		5/25/2010	103364928606	100-0601-551.30-14	27.96	LIBRARY MATERIALS
		5/25/2010	103369449255	100-0601-551.30-14	26.11	LIBRARY MATERIALS
		5/25/2010	288462727479	100-0601-551.30-14	7.99	LIBRARY MATERIALS
	5/25/2010	288468643222	100-0601-551.30-14	24.99	LIBRARY MATERIALS	
		Total for check: 25595		993.81		
AMERICAN LIBRARY ASSOCIATION	25596	5/25/2010	19254263	100-0601-551.30-18	75.00	DEPARTMENT SUPPLIES
			Total for check: 25596		75.00	
BAKER & TAYLOR INC	25599	5/25/2010	0002004045	100-0601-551.30-14	(71.20)	CREDIT
		5/25/2010	2024486475	100-0601-551.30-14	793.38	LIBRARY MATERIALS
		5/25/2010	2024497059	100-0601-551.30-14	29.56	LIBRARY MATERIALS
		5/25/2010	2024497102	100-0601-551.30-14	195.22	LIBRARY MATERIALS
		5/25/2010	2024510078	100-0601-551.30-14	322.54	LIBRARY MATERIALS
		5/25/2010	2024512731	100-0601-551.30-14	419.54	LIBRARY MATERIALS
		5/25/2010	2024517613	100-0601-551.30-14	176.82	LIBRARY MATERIALS
		5/25/2010	2024524946	100-0601-551.30-14	13.43	LIBRARY MATERIALS
		5/25/2010	2024531889	100-0601-551.30-14	131.66	LIBRARY MATERIALS
			Total for check: 25599		1316.66	

AP Check Register
Check Date: 5/25/2010

Vendor Name	Check Number	Check Date	Invoice Number	Account Number	Amount	Description
BAKER & TAYLOR INC...	25599...	5/25/2010	2024534434	100-0601-551.30-14	496.96	LIBRARY MATERIALS
		5/25/2010	2024543988	100-0601-551.30-14	429.09	LIBRARY MATERIALS
		5/25/2010	2024549878	100-0601-551.30-14	47.31	LIBRARY MATERIALS
		5/25/2010	2024552191	100-0601-551.30-14	634.66	LIBRARY MATERIALS
		5/25/2010	2024555330	100-0601-551.30-14	170.32	LIBRARY MATERIALS
		5/25/2010	2024564730	100-0601-551.30-14	389.31	LIBRARY MATERIALS
		5/25/2010	2024569286	100-0601-551.30-14	366.46	LIBRARY MATERIALS
		5/25/2010	2024571350	100-0601-551.30-14	19.62	LIBRARY MATERIALS
		5/25/2010	2024584306	100-0601-551.30-14	286.02	LIBRARY MATERIALS
		5/25/2010	2024586733	100-0601-551.30-14	557.37	LIBRARY MATERIALS
		5/25/2010	2024588793	100-0601-551.30-14	45.29	LIBRARY MATERIALS
		5/25/2010	2024591253	100-0601-551.30-14	276.78	LIBRARY MATERIALS
		5/25/2010	2024596112	100-0601-551.30-14	704.60	LIBRARY MATERIALS
		5/25/2010	5010754794	100-0601-551.30-14	18.16	LIBRARY MATERIALS
		5/25/2010	5010782975	100-0601-551.30-14	18.14	LIBRARY MATERIALS
		5/25/2010	117853420	100-0601-551.30-14	17.99	LIBRARY MATERIALS
		5/25/2010	118009240	100-0601-551.30-14	43.18	LIBRARY MATERIALS
		5/25/2010	118009241	100-0601-551.30-14	91.32	LIBRARY MATERIALS
		5/25/2010	118116240	100-0601-551.30-14	61.16	LIBRARY MATERIALS
		5/25/2010	118506750	100-0601-551.30-14	57.57	LIBRARY MATERIALS
		5/25/2010	118854460	100-0601-551.30-14	20.84	LIBRARY MATERIALS
		5/25/2010	119221820	100-0601-551.30-14	196.41	LIBRARY MATERIALS
		5/25/2010	119246960	100-0601-551.30-14	51.99	LIBRARY MATERIALS
		5/25/2010	119323390	100-0601-551.30-14	17.99	LIBRARY MATERIALS
		5/25/2010	119475550	100-0601-551.30-14	40.36	LIBRARY MATERIALS
	5/25/2010	119475551	100-0601-551.30-14	136.73	LIBRARY MATERIALS	
	5/25/2010	119600560	100-0601-551.30-14	14.39	LIBRARY MATERIALS	
	5/25/2010	119691980	100-0601-551.30-14	92.32	LIBRARY MATERIALS	
			Total for check: 25599		7,313.29	
BBC AUDIOBOOKS AMERICA	25600	5/25/2010	388303	100-0601-551.30-14	371.82	LIBRARY MATERIALS
			Total for check: 25600		371.82	

AP Check Register
Check Date: 5/25/2010

Vendor Name	Check Number	Check Date	Invoice Number	Account Number	Amount	Description
KATHRYN BESON	25601	5/25/2010	05182010	100-0601-551.33-01	39.00	MILEAGE EXPENSE
			Total for check: 25601		39.00	
THOMAS BOUREGY & CO INC	25602	5/25/2010	60345A	100-0601-551.30-14	139.50	LIBRARY MATERIALS
			Total for check: 25602		139.50	
BUILDERS SERVICE CENTER	25603	5/25/2010	B007788-IN	100-0601-551.24-03	1,150.00	BLDG REPAIR & MAINTENANCE
			Total for check: 25603		1,150.00	
CAPSTONE PRESS	25604	5/25/2010	C110167324	100-0601-551.30-14	639.63	LIBRARY MATERIALS
			Total for check: 25604		639.63	
GDW GOVERNMENT INC	25605	5/25/2010	SNS8316	100-0601-551.30-18	318.10	DEPARTMENT SUPPLIES
		5/25/2010	SPK0400	100-0601-551.30-10	264.95	OFFICE SUPPLIES
			Total for check: 25605		583.05	
KATHY CEMAN	25606	5/25/2010	05182010	100-0601-551.30-16	48.00	PROGRAM SUPPLIES
			Total for check: 25606		48.00	
CENTER POINT LARGE PRINT	25607	5/25/2010	836557	100-0601-551.30-14	105.45	LIBRARY MATERIALS
		5/25/2010	837255	100-0601-551.30-14	266.61	LIBRARY MATERIALS
			Total for check: 25607		372.06	
CHILD'S WORLD	25608	5/25/2010	NA107324	100-0601-551.30-14	652.05	LIBRARY MATERIALS
			Total for check: 25608		652.05	
RICK CHRUSTOWSKI	25609	5/25/2010	05182010	100-0601-551.20-05	350.00	PROGRAM ENTERTAINER
			Total for check: 25609		350.00	

AP Check Register
Check Date: 5/25/2010

Vendor Name	Check Number	Check Date	Invoice Number	Account Number	Amount	Description
DEMCO INC	25610	5/25/2010	3852780	100-0601-551.30-18	155.35	DEPARTMENT SUPPLIES
			Total for check: 25610		<u>155.35</u>	
	25611	5/25/2010	05182010	100-0601-551.20-05	75.00	PROGRAM ENTERTAINER
			Total for check: 25611		<u>75.00</u>	
GALE	25612	5/25/2010	16741166	100-0601-551.30-14	110.24	LIBRARY MATERIALS
		5/25/2010	16743388	100-0601-551.30-14	38.93	LIBRARY MATERIALS
		5/25/2010	16749720	100-0601-551.30-14	25.56	LIBRARY MATERIALS
		5/25/2010	16751458	100-0601-551.30-14	111.84	LIBRARY MATERIALS
		5/25/2010	16752273	100-0601-551.30-14	26.36	LIBRARY MATERIALS
		5/25/2010	16758931	100-0601-551.30-14	52.72	LIBRARY MATERIALS
			Total for check: 25612		<u>365.65</u>	
GANNETT WISCONSIN MEDIA	25613	5/25/2010	05192010	100-0601-551.30-14	206.91	LIBRARY MATERIALS
			Total for check: 25613		<u>206.91</u>	
GAYLORD BROS INC	25614	5/25/2010	1416772	100-0601-551.30-18	35.46	DEPARTMENT SUPPLIES
			Total for check: 25614		<u>35.46</u>	
HEINEMANN-RAINTREE	25615	5/25/2010	05042010	100-0601-551.30-14	294.25	LIBRARY MATERIALS
			Total for check: 25615		<u>294.25</u>	
HIGHSMITH	25616	5/25/2010	1015358252	100-0601-551.30-10	196.29	OFFICE SUPPLIES
		5/25/2010	1015388428	100-0601-551.30-18	501.85	DEPARTMENT SUPPLIES
			Total for check: 25616		<u>698.14</u>	

AP Check Register
Check Date: 5/25/2010

Vendor Name	Check Number	Check Date	Invoice Number	Account Number	Amount	Description
HOME DEPOT CREDIT SERVICES	25617	5/25/2010	3561272	100-0601-551.24-03	31.73	BLDG REPAIR & MAINTENANCE
			Total for check: 25617			31.73
INGRAM LIBRARY SERVICES	25618	5/25/2010	50699098	100-0601-551.30-14	15.54	LIBRARY MATERIALS
			50699099	100-0601-551.30-14	140.99	LIBRARY MATERIALS
			50699100	100-0601-551.30-14	15.65	LIBRARY MATERIALS
			50699101	100-0601-551.30-14	31.67	LIBRARY MATERIALS
			50816342	100-0601-551.30-14	100.40	LIBRARY MATERIALS
			50816343	100-0601-551.30-14	31.90	LIBRARY MATERIALS
			50816344	100-0601-551.30-14	17.60	LIBRARY MATERIALS
			50961178	100-0601-551.30-14	54.60	LIBRARY MATERIALS
			50961179	100-0601-551.30-14	35.38	LIBRARY MATERIALS
			50961180	100-0601-551.30-14	30.22	LIBRARY MATERIALS
			51128722	100-0601-551.30-14	68.03	LIBRARY MATERIALS
			51128723	100-0601-551.30-14	48.72	LIBRARY MATERIALS
			51128724	100-0601-551.30-14	81.30	LIBRARY MATERIALS
Total for check: 25618			672.00			
KITZ & PFEIL INC	25619	5/25/2010	0331140083	100-0601-551.30-13	17.08	HOUSEKEEPING SUPPLIES
			0405140218	100-0601-551.24-03	27.32	BLDG REPAIR & MAINTENANCE
			0416140127	100-0601-551.30-13	15.44	HOUSEKEEPING SUPPLIES
			Total for check: 25619			59.84
LERNER PUBLISHING GROUP	25620	5/25/2010	958511	100-0601-551.30-14	720.71	LIBRARY MATERIALS
			Total for check: 25620			720.71
LIBRARY STORE INC	25621	5/25/2010	787375	100-0601-551.30-18	16.62	DEPARTMENT SUPPLIES
			Total for check: 25621			16.62

AP Check Register
Check Date: 5/25/2010

Vendor Name	Check Number	Check Date	Invoice Number	Account Number	Amount	Description
MANDERFIELD BAKERY	25622	5/25/2010	334661	100-0601-551.30-16	26.00	PROGRAM SUPPLIES
	Total for check: 25622				<u>26.00</u>	
MANDERFIELD BAKERY	25623	5/25/2010	335622	100-0601-551.30-16	61.65	PROGRAM SUPPLIES
	Total for check: 25623				<u>61.65</u>	
MENARDS-APPLETON EAST	25624	5/25/2010	84850	100-0601-551.30-13	19.47	HOUSEKEEPING SUPPLIES
	Total for check: 25624				<u>19.47</u>	
MIDWEST TAPE	25625	5/25/2010	2159323	100-0601-551.30-14	8.99	LIBRARY MATERIALS
		5/25/2010	2165035	100-0601-551.30-14	7.99	LIBRARY MATERIALS
		5/25/2010	2170962	100-0601-551.30-14	16.99	LIBRARY MATERIALS
		5/25/2010	2170963	100-0601-551.30-14	150.90	LIBRARY MATERIALS
		5/25/2010	2170964	100-0601-551.30-14	29.98	LIBRARY MATERIALS
		5/25/2010	2170965	100-0601-551.30-14	59.98	LIBRARY MATERIALS
		5/25/2010	2176723	100-0601-551.30-14	499.76	LIBRARY MATERIALS
		5/25/2010	2176724	100-0601-551.30-14	9.99	LIBRARY MATERIALS
		5/25/2010	2176725	100-0601-551.30-14	143.92	LIBRARY MATERIALS
		5/25/2010	2176726	100-0601-551.30-14	69.97	LIBRARY MATERIALS
Total for check: 25625				<u>998.47</u>		
MINITEX	25626	5/25/2010	66036	100-0601-551.30-18	1,171.00	DEPARTMENT SUPPLIES
		5/25/2010	68224	100-0601-551.80-05	19,900.00	CAPITAL OUTLAY-EQUIPMENT
	Total for check: 25626				<u>21,071.00</u>	
OFFICE DEPOT CREDIT PLAN	25627	5/25/2010	10033100103609	100-0601-551.30-10	53.08	OFFICE SUPPLIES
	Total for check: 25627				<u>53.08</u>	
CASSANDRA PAYNE	25628	5/25/2010	05182010	100-0601-551.30-18	15.74	DEPARTMENT SUPPLIES
		5/25/2010	05192010	100-0601-551.33-01	63.50	MILEAGE EXPENSE

AP Check Register
Check Date: 5/25/2010

Vendor Name	Check Number	Check Date	Invoice Number	Account Number	Amount	Description
CASSANDRA PAYNE...	25628...	5/25/2010	05202010	100-0601-551.33-03	111.87	REGISTRATION FEE
			Total for check: 25628		191.11	
PIGGLY WIGGLY MIDWEST LLC	25629	5/25/2010	IN5890755	100-0601-551.30-16	45.00	PROGRAM SUPPLIES
			Total for check: 25629		45.00	
PROQUEST LLC	25630	5/25/2010	05192010	100-0601-551.30-14	995.00	LIBRARY MATERIALS
			Total for check: 25630		995.00	
RANDOM HOUSE INC	25631	5/25/2010	1088354408	100-0601-551.30-14	75.00	LIBRARY MATERIALS
		5/25/2010	1088583216	100-0601-551.30-14	330.00	LIBRARY MATERIALS
		5/25/2010	1088626359	100-0601-551.30-14	44.00	LIBRARY MATERIALS
		5/25/2010	1088630499	100-0601-551.30-14	30.00	LIBRARY MATERIALS
		5/25/2010	1188630499	100-0601-551.30-14	74.40	LIBRARY MATERIALS
			Total for check: 25631		553.40	
RECORDED BOOKS LLC	25632	5/25/2010	4819906	100-0601-551.30-14	255.40	LIBRARY MATERIALS
		5/25/2010	485819	100-0601-551.30-14	272.20	LIBRARY MATERIALS
			Total for check: 25632		527.60	
RHYME BUSINESS PRODUCTS	25633	5/25/2010	204671	100-0601-551.30-18	134.95	DEPARTMENT SUPPLIES
			Total for check: 25633		134.95	
JEROME RIESE	25634	5/25/2010	05192010	100-0601-551.30-14	20.00	LIBRARY MATERIALS
			Total for check: 25634		20.00	
ROSEN PUBLISHING	25635	5/25/2010	500201	100-0601-551.30-14	209.30	LIBRARY MATERIALS
			Total for check: 25635		209.30	

AP Check Register
Check Date: 5/25/2010

Vendor Name	Check Number	Check Date	Invoice Number	Account Number	Amount	Description		
SIGNELEMENTS	25636	5/25/2010	714143	100-0601-551.30-10	82.00	OFFICE SUPPLIES		
				Total for check: 25636	82.00			
STAPLES BUSINESS ADVANTAGE	25637	5/25/2010	8015255504	100-0601-551.30-10	174.87	OFFICE SUPPLIES		
				Total for check: 25637	174.87			
UNIQUE MANAGEMENT SERVICES INC	25638	5/25/2010	195348	100-0000-441.19-00	179.00	COLLECTION AGENCY FEE		
				Total for check: 25638	179.00			
UPSTART	25639	5/25/2010	1015415383	100-0601-551.30-18	77.46	DEPARTMENT SUPPLIES		
				Total for check: 25639	77.46			
WERNER ELECTRIC SUPPLY CO	25640	5/25/2010	S2997267.001	100-0601-551.30-13	288.46	HOUSEKEEPING SUPPLIES		
				Total for check: 25640	288.46			
WINNEFOX LIBRARY SYSTEM	25641	5/25/2010	3700	100-0601-551.30-11	1,387.04	POSTAGE SUPPLIES		
				5/25/2010	3721	100-0601-551.30-14	42.50	LIBRARY MATERIALS
						Total for check: 25641	1,429.54	
WRIGHT INDUSTRIAL INC	25642	5/25/2010	0596727-IN	100-0601-551.30-13	113.56	HOUSEKEEPING SUPPLIES		
				Total for check: 25642	113.56			
					43,854.55			

AP Check Register
Check Date: 5/27/2010

Vendor Name	Check Number	Check Date	Invoice Number	Account Number	Amount	Description
ACCURATE	25643	5/27/2010	1026024	731-1022-541.30-18	73.00	SHOP SUPPLIES BRAKLEEN
		5/27/2010	1028831	731-1022-541.29-04	89.88	ALIGN FRONT END
		5/27/2010	1028925	731-1022-541.29-04	1,890.78	VEHICLE REPAIR
			Total for check: 25643		2,053.66	
AIRGAS NORTH CENTRAL	25644	5/27/2010	105701266	731-1022-541.21-06	57.60	ACETYLENE/ARGON/OXYGEN CYLINDERS
			Total for check: 25644		57.60	
MATTHEW ALBRECHT	25645	5/27/2010	MAY2010	100-0801-521.34-03	27.30	MEALS CRT TRAINING
			Total for check: 25645		27.30	
APEX SOFTWARE	25646	5/27/2010	257947	100-0403-513.24-04	215.00	ASSESSOR DRAFTING SOFTWARE RENEWAL
			Total for check: 25646		215.00	
CITY OF APPLETON	25647	5/27/2010	191423	100-0302-542.25-01	15,578.00	VALLEY TRANSIT MAY 2010
			Total for check: 25647		15,578.00	
ASSOCIATED APPRAISAL CONSULTANTS	25648	5/27/2010	9025	100-0402-513.21-04	59.76	INTERNET POSTING APRIL 2010
		5/27/2010	9026	100-0402-513.21-09	4,841.67	PROFESSIONAL SERVICES APRIL 2010
				100-0402-513.30-11	6.33	POSTAGE APRIL 2010
			Total for check: 25648		4,907.76	
BADGER HIGHWAYS CO INC	25649	5/27/2010	149427	625-1010-541.30-18	45.14	COLD MIX
			Total for check: 25649		45.14	
BECK ELECTRIC INC	25650	5/27/2010	G29	100-1008-541.21-06	401.88	REBUILD TRAFFIC LIGHT 3RD/DE PERE
		5/27/2010	G44	100-0703-553.24-02	427.74	JEFFERSON PARK FIELD LIGHTS

AP Check Register
Check Date: 5/27/2010

Vendor Name	Check Number	Check Date	Invoice Number	Account Number	Amount	Description
BECK ELECTRIC INC...	25650...	5/27/2010	G45	207-0707-552.24-04	154.86	NEW SEWAGE PUMP
				Total for check: 25650	984.48	PUMP CONNECTION
BERGSTROM	25651	5/27/2010	248505-1CVW	731-1022-541.38-03	193.33	ELEMENTS
				Total for check: 25651	193.33	
BERGSTROM	25652	5/27/2010	110801-FOR	731-1022-541.38-03	18.71	ELEMENT
				Total for check: 25652	18.71	
BUBRICK'S	25653	5/27/2010	331058	100-0801-521.30-10	206.22	OFFICE SUPPLIES
				Total for check: 25653	206.22	
CHRISTENSEN HEATING	25654	5/27/2010	CHRISTENSEN	100-0000-422.05-00	43.00	DUPLICATE PERMIT REFUND 3164-10-5H
				Total for check: 25654	43.00	
CWAG	25655	5/27/2010	RENEWAL	100-0920-531.32-01	25.00	MEMBERSHIP RENEWAL
				Total for check: 25655	25.00	
DAVIES WATER #1476	25656	5/27/2010	0067776	625-1010-541.30-18	105.80	SWR PIPE
				Total for check: 25656	105.80	
DIGICORPORATION	25657	5/27/2010	102711	100-0402-513.29-01	196.00	ASSESSORS ENVELOPES
				100-0000-134.00-00	(120.00)	ASSESSORS ENVELOPES
			Total for check: 25657	76.00		
DUMKE & ASSOCIATES &	25658	5/27/2010	JUNE2010	100-0903-531.29-06	2,977.75	316 RACINE ST RENTAL
				Total for check: 25658	2,977.75	
CARDMEMBER SERVICE	25661	5/27/2010	0016	100-0703-553.30-18	2,220.33	BUYSKATELITE.COM SKATEPARK MATERIAL

AP Check Register
Check Date: 5/27/2010

Vendor Name	Check Number	Check Date	Invoice Number	Account Number	Amount	Description
CARDMEMBER SERVICE...	25661...	5/27/2010	0032	100-0801-521.34-03	150.34	BEST WESTERN MEQUON
		5/27/2010	0036	100-0601-551.30-16	33.91	FOREIGN CANDY COMP
		5/27/2010	0052	100-0202-512.34-02	149.00	NPELRA LABOR RELATIONS TRAINING
		5/27/2010	0059	100-0909-531.30-18	400.82	PREMIER DENTAL PRODUCTS
		5/27/2010	0076	100-0601-551.30-16	80.85	SCHOLASTIC BOOK FAIRS
		5/27/2010	0085	100-0403-513.30-15	489.00	AMAZON.COM KINDLE/COUNCIL TRAINING
		5/27/2010	0127	100-0910-531.30-15	257.36	SS IGLOO CNSMR SVC
		5/27/2010	1032	100-0706-561.30-18	21.78	MILLS FLEET FARM
		5/27/2010	1154	100-0801-521.34-03	8.64	TACO BELL MADISON
		5/27/2010	1280	100-0403-513.34-04	0.75	KINDLE PDF CHARGE
		5/27/2010	1470	100-0601-551.24-03	43.98	DOORBELL-LORD CIRCULATION DEPT BELL
		5/27/2010	1566	100-0920-531.22-01	39.95	MAGIC JACK SENIOR CENTER PHONE
		5/27/2010	1724	100-0801-521.34-03	7.54	EINSTEIN BROS MADISON
		5/27/2010	1934	100-0801-521.34-03	40.00	CENTENNIAL BAR & GRILL MEQUON
		5/27/2010	3085	100-0704-552.22-01	79.90	MAGIC JACK POOL PHONES
		5/27/2010	3441	100-0801-521.34-03	31.93	HOTEL MEAD WIS RAPIDS
		5/27/2010	3631	100-0703-553.30-18	266.47	JDL LESCO
		5/27/2010	3828	100-0801-521.34-03	225.00	HOTEL MEAD WIS RAPIDS
		5/27/2010	4441	100-0601-551.24-04	99.95	RACING ELECTRONICS
		5/27/2010	4749	824-0801-521.30-18	86.08	TAILWAGGERS
		5/27/2010	5053	100-0801-521.34-02	1,195.00	UNIV WIS PYLE CTR MADISON
		5/27/2010	5203	731-1022-541.30-13	20.06	WATER RIGHT SERVICES
				100-0801-521.30-13	20.06	WATER RIGHT SERVICES
				100-1001-514.20-01	40.13	WATER RIGHT SERVICES
		5/27/2010	5646	100-0801-521.34-02	375.00	UNIV WIS PYLE CTR MADISON
		5/27/2010	5687	100-0801-521.34-02	375.00	UNIV WIS PYLE CTR MADISON
		5/27/2010	6031	100-0801-521.34-03	20.44	HOTEL MEAD WIS RAPIDS
		5/27/2010	6205	100-0801-521.34-03	25.38	HOTEL MEAD WIS RAPIDS
		5/27/2010	6521	100-0801-521.34-03	40.00	RIVERSITE RESTAURANT MEQUON
		5/27/2010	7458	100-0703-553.30-18	172.90	PROPET DIST
		5/27/2010	7609	100-0801-521.34-03	15.48	CULVER'S WAUPACA
		5/27/2010	7646	100-0403-513.34-04	12.95	EXPERTS EXCHANGE ONLINE TECH DATABASE
		5/27/2010	7889	100-0601-551.30-13	60.93	MORTON SAFETY FIRST AID SUPPLIES
		5/27/2010	8058	100-0801-521.34-03	23.38	COUSINS SUBS MEQUON
		5/27/2010	8528	731-1022-541.24-03	160.70	PROTEC CONTROLS MAINT OVERHAUL

AP Check Register
Check Date: 5/27/2010

Vendor Name	Check Number	Check Date	Invoice Number	Account Number	Amount	Description
CARDMEMBER SERVICE...	25661...	5/27/2010	8605	100-0801-521.30-18	279.60	PEAVEY CORPORATION
		5/27/2010	8776	100-0801-521.30-18	246.20	SAFARILAND/DRUG KITS
		5/27/2010	9278	100-0801-521.34-03	8.21	POTBELLY
		5/27/2010	9334	100-0801-521.34-03	210.00	UNIVERSITY INN MADISON
		5/27/2010	9460	100-0801-521.38-01	25.64	FUEL MEQUON
		5/27/2010	9724	100-0601-551.30-13	15.74	RADIOSHACK BASEMENT RADIO
		5/27/2010	9945	100-0801-521.34-03	12.79	CHURCH'S CHICKEN MILWAUKEE
		5/27/2010	9952	100-0801-521.34-03	17.19	CULVER'S
				Total for check: 25661	8,106.36	
ESTATE OF CYRIL BAYER	25662	5/27/2010	MR Refund	100-0000-123.00-00	45.00	BAYER, CYRIL MR Refund Voucher
			Total for check: 25662		45.00	
FOX CITIES CHAMBER FOUNDATION	25663	5/27/2010	DUES2010	100-0304-562.32-01	348.00	ANNUAL MEMBERSHIP DUES
			Total for check: 25663		348.00	
FOX VALLEY HUMANE ASSOCIATION	25664	5/27/2010	APRIL2010	100-0806-532.25-01	1,379.02	8 ANIMALS HANDLED APRIL 2010
			Total for check: 25664		1,379.02	
GALLS	25665	5/27/2010	510580433	100-0801-521.29-05	404.48	SUPER LED LIGHT
			Total for check: 25665		404.48	
GERDAU AMERISTEEL	25666	5/27/2010	4712029329	100-1003-541.30-18	681.36	REBAR
			Total for check: 25666		681.36	
GERMANIA HALL	25667	5/27/2010	2431	827-0920-531.20-05	1,072.44	SPRING BANQUET
			Total for check: 25667		1,072.44	

AP Check Register
Check Date: 5/27/2010

Vendor Name	Check Number	Check Date	Invoice Number	Account Number	Amount	Description
GREEN BOYZ	25668	5/27/2010	052310	100-0801-521.20-06	95.00	WEED CONTROL/FERTILIZER
			Total for check: 25668			95.00
HORST DISTRIBUTING INC	25669	5/27/2010	2245-000	731-1022-541.38-03	137.91	WHEEL/TIRE ASSY
			Total for check: 25669			137.91
HUNTON & WILLIAMS LLP	25670	5/27/2010	G920362	100-0102-581.21-01	26,066.29	PROFESSIONAL SERVICES STEAM UTILITY
			G920363	267-0102-581.21-01	56,849.55	DEFENSE OF LITIGATION STEAM UTILITY
			Total for check: 25670			82,915.84
JOHN'S SAW SERVICE	25671	5/27/2010	7372	731-1022-541.38-03	170.88	STOCK SUPPLIES AIR FILTER KITS/ELASTO
			Total for check: 25671			170.88
JULIA LENOBLE	25672	5/27/2010	LENOBLE	100-0000-201.10-00	100.00	EXCAVATION PERMIT REFUND
			Total for check: 25672			100.00
JX ENTERPRISES INC	25673	5/27/2010	G201250012	731-1022-541.38-03	1,008.39	STOCK SUPPLIES CLAMPS/EXHAUST PIPES
			Total for check: 25673			1,008.39
KUNDINGER FLUID POWER INC	25674	5/27/2010	50092884	731-1022-541.38-03	895.41	HOSES/PROTECH WRAP COUPLING
			Total for check: 25674			895.41
LOWE'S BUSINESS ACCOUNT	25675	5/27/2010	02830	100-0704-552.24-03	21.00	LUMBER
			041810	100-0703-553.30-18	(33.29)	REVERSAL OF LATE FEE/ FINANCE CHARGE
			17082	100-0704-552.30-13	51.63	PAINT
Total for check: 25675			39.34			
MATTHEWS TIRE & SERVICE CENTER	25676	5/27/2010	33576	731-1022-541.38-02	38.34	FLAT REPAIR
			33580	731-1022-541.38-02	688.98	REPLACE TIRES

AP Check Register
Check Date: 5/27/2010

Vendor Name	Check Number	Check Date	Invoice Number	Account Number	Amount	Description
MATTHEWS TIRE & SERVICE CENTER...	25676...	5/27/2010	33591	731-1022-541.38-02	140.50	FLAT REPAIR
		5/27/2010	33596	731-1022-541.38-02	15.98	7 TUBES
			Total for check: 25676		883.80	
			Total for check: 25677		2,233.00	
MENASHA EMPLOYEES CREDIT UNION	25677	5/27/2010	20100527	100-0000-202.05-00	2,233.00	PAYROLL SUMMARY
MENASHA EMPLOYEES LOCAL 1035	25678	5/27/2010	20100527	100-0000-202.06-00	310.00	PAYROLL SUMMARY
			Total for check: 25678		310.00	
MENASHA JOINT SCHOOL DISTRICT	25679	5/27/2010	MAYMOBILEH	100-0000-412.00-00	6,409.10	MAY 2010 MOBILE HOME
			Total for check: 25679		6,409.10	
POSTMASTER	25680	5/27/2010	GRUNSKI	100-0702-552.30-11	198.45	BULK MAILING GRUNSKI
			Total for check: 25680		198.45	
POSTMASTER	25681	5/27/2010	MARINA	207-0707-552.30-11	577.15	MARINA NEWSLETTER MAILING
			Total for check: 25681		577.15	
MENASHA UTILITIES	25682	5/27/2010	043010	100-1012-541.22-03	15,867.98	PUBLIC STREET LIGHTING
		5/27/2010	BILLING#1	100-1008-541.22-03	296.15	ELEC OR WATER OR STORM
				100-0000-123.00-00	12.70	ELEC OR WATER OR STORM
				100-1012-541.22-03	71.95	ELEC OR WATER OR STORM
				100-0305-562.22-03	20.24	ELEC OR WATER OR STORM
				100-0305-562.22-06	15.00	ELEC OR WATER OR STORM
				100-0403-513.21-04	3,061.36	ELEC OR WATER OR STORM
				207-0707-552.22-03	611.72	ELEC OR WATER OR STORM
				207-0707-552.22-05	19.27	ELEC OR WATER OR STORM
				207-0707-552.22-06	31.87	ELEC OR WATER OR STORM
				100-0703-553.22-03	809.95	ELEC OR WATER OR STORM
				100-0703-553.22-05	82.42	ELEC OR WATER OR STORM

AP Check Register
Check Date: 5/27/2010

Vendor Name	Check Number	Check Date	Invoice Number	Account Number	Amount	Description
MENASHA UTILITIES...	25682...	5/27/2010...	BILLING#1...	100-0703-553.22-06	200.61	ELEC OR WATER OR STORM
				100-1001-514.22-03	1,448.40	ELEC OR WATER OR STORM
				100-1001-514.22-05	267.20	ELEC OR WATER OR STORM
				100-1019-552.22-03	108.58	ELEC OR WATER OR STORM
				100-0920-531.22-03	337.32	ELEC OR WATER OR STORM
				100-0920-531.22-05	77.24	ELEC OR WATER OR STORM
				100-1013-541.22-03	55.36	ELEC OR WATER OR STORM
				100-1013-541.22-06	246.86	ELEC OR WATER OR STORM
				100-1014-543.22-06	12.50	ELEC OR WATER OR STORM
				601-1020-543.22-03	30.28	ELEC OR WATER OR STORM
				Total for check: 25682		
MODERN BUSINESS MACHINES	25683	5/27/2010	26218398	100-1001-514.24-04	280.50	CONTRACT SERVICE
			Total for check: 25683			
MORTON SAFETY	25684	5/27/2010	482586	100-0702-552.30-18	18.39	MEDICAL SUPPLIES
			483394	731-1022-541.30-18	23.20	EAR PLUGS
			Total for check: 25684			
N&M AUTO SUPPLY	25685	5/27/2010	312548	731-1022-541.38-03	36.15	FUEL HOSE/SPARK PLUG
			312630	731-1022-541.30-18	16.25	FUEL HOSE
			312664	731-1022-541.38-03	8.64	OIL FILTER
			313073	731-1022-541.38-03	4.74	SPARK PLUG
			Total for check: 25685			
CITY OF NEENAH	25686	5/27/2010	NMFIRERESCUE	100-0501-522.25-01	248,393.00	FIRE RESCUE SERVICES JUNE 2010
			Total for check: 25686			
NETWORK HEALTH PLAN	25687	5/27/2010	00426519	100-0000-204.08-00	131,565.05	HEALTH PREMIUM JUNE 2010

AP Check Register
Check Date: 5/27/2010

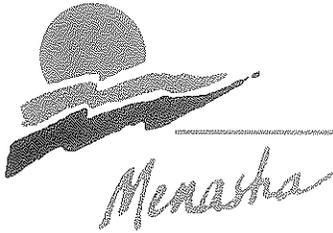
Vendor Name	Check Number	Check Date	Invoice Number	Account Number	Amount	Description
NETWORK HEALTH PLAN...	25687...	5/27/2010...	00426519...	100-0000-204.11-00	8,067.22	HEALTH PREMIUM JUNE 2010
	Total for check: 25687				139,632.27	
NETWORK HEALTH SYSTEM INC	25688	5/27/2010	254063	100-0801-521.21-05	101.00	PRE PLACEMENT PHYSICAL
		5/27/2010	254319	100-0801-521.21-05	54.00	DRUG SCREEN
Total for check: 25688				155.00		
OFFICE DEPOT	25689	5/27/2010	793280	100-0903-531.30-10	35.97	OFFICE SUPPLIES
				100-0904-531.30-10	8.82	OFFICE SUPPLIES
Total for check: 25689				44.79		
PACKER CITY INTERNATIONAL	25690	5/27/2010	3201190010	731-1022-541.38-03	16.92	LUBEFILT
		5/27/2010	3201190054	731-1022-541.38-03	406.79	FILTERS/BELT/FILTER KITS
Total for check: 25690				423.71		
DR TERESA SHOBERG	25691	5/27/2010	JUNE2010	100-0903-531.21-05	150.00	CITY PHYSICIAN JUNE 2010
	Total for check: 25691				150.00	
SPORTS GRAPHICS	25692	5/27/2010	4309-811	100-0801-521.19-03	66.00	CLOTHING
	Total for check: 25692				66.00	
STAPLES BUSINESS ADVANTAGE	25693	5/27/2010	3135779121	731-1022-541.30-10	33.74	OFFICE SUPPLIES
				100-0703-553.30-10	17.75	OFFICE SUPPLIES
Total for check: 25693				51.49		
TIM STYKA	25694	5/27/2010	051910	100-0801-521.34-03	36.45	MEALS
	Total for check: 25694				36.45	

AP Check Register
Check Date: 5/27/2010

Vendor Name	Check Number	Check Date	Invoice Number	Account Number	Amount	Description
SUNGARD PUBLIC SECTOR INC	25695	5/27/2010	19877	100-0403-513.21-04	2,438.00	MAINTENANCE 06-01-10/6-30-10
			Total for check: 25695		2,438.00	
	25696	5/27/2010	25303	100-0000-132.00-00	69.80	CLEANER/DISINFECTANT
			Total for check: 25696		69.80	
TRADER PLUMBING	25697	5/27/2010	34018	207-0707-552.30-18	156.00	REPLACED PEX ON PIER
			34062	100-0704-552.82-02	135.28	REPLACED CONNECTIONS
				100-0704-552.30-18	160.24	PARTS & LABOR
			34068	100-0704-552.24-03	750.00	INSTALL FIXTURES CONCESSION STAND
			Total for check: 25697		1,201.52	
TRUGREEN	25698	5/27/2010	655375	100-0703-553.20-06	10.00	SVC CALL
			Total for check: 25698		10.00	
UNIFIRST CORPORATION	25699	5/27/2010	097 0065325	731-1022-541.20-01	99.83	MAT/MOP/CLOTHING SERVICE
			Total for check: 25699		99.83	
US OIL CO INC	25700	5/27/2010	L39138	731-1022-541.21-06	24.00	SAMPLES
			Total for check: 25700		24.00	
UW-GREEN BAY, OUTREACH GOVERNMENT	25701	5/27/2010	KSEWALL	100-0203-512.34-02	419.00	CLERK CONFERENCE K SEWALL
			Total for check: 25701		419.00	
UW-GREEN BAY, OUTREACH GOVERNMENT	25702	5/27/2010	JSASSMAN	100-0401-513.34-02	419.00	TREASURERS CONFERENCE J SASSMAN
			Total for check: 25702		419.00	

AP Check Register
Check Date: 5/27/2010

Vendor Name	Check Number	Check Date	Invoice Number	Account Number	Amount	Description
WAYNE ENGINEERING CORP	25703	5/27/2010	71741	731-1022-541.38-03	908.12	CIRCUIT BOARD
	Total for check: 25703				<u>908.12</u>	
WC INDUSTRIAL SUPPLY COMPANY	25704	5/27/2010	0008601-IN	731-1022-541.38-03	484.63	STOCK OIL SEALS/FLANGE BLOCK
	25704	5/27/2010	0008602-IN	731-1022-541.38-03	21.60	V-BELT
	Total for check: 25704				<u>506.23</u>	
WE ENERGIES	25705	5/27/2010	051010	100-0703-553.22-04	8.41	2170 PLANK RD
	Total for check: 25705				<u>8.41</u>	
WINNEBAGO COUNTY TREASURER	25706	5/27/2010	LF115945	266-1027-543.25-01	1,389.15	SINGLE STREAM RECYCLING
	Total for check: 25706				<u>1,389.15</u>	
WISCONSIN DEPT OF JUSTICE	25707	5/27/2010	L7101T	100-0801-521.21-06	49.00	NAME SEARCHES
	Total for check: 25707				<u>49.00</u>	
WISCONSIN PUBLIC FINANCE	25708	5/27/2010	052110	267-0102-581.21-03	25,025.00	PROFESSIONAL SERVICES
	Total for check: 25708				<u>25,025.00</u>	
WISCONSIN SUPPORT COLLECTIONS	25709	5/27/2010	20100527	100-0000-202.03-00	440.23	PAYROLL SUMMARY
	Total for check: 25709				<u>440.23</u>	
ZARNOTH BRUSH WORKS INC	25710	5/27/2010	0128324-IN	625-1005-541.30-15	362.00	BROOM REFILL
	Total for check: 25710				<u>362.00</u>	
					<u>581,936.90</u>	



June 3, 2010

To: Common Council

From: Debbie Galeazzi, Clerk

Subject: Liquor License Applications, July 1, 2010-June 30, 2011

Renewal applications to deal in intoxicating liquor and/or fermented malt beverages for the July 1, 2010-June 30, 2011 licensing period have been filed:

CLASS "A" MALT

Quality State Oil Co., Inc., 2201 Calumet Dr., Sheboygan, WI, d/b/a Qmart #220, 1515 Appleton Rd., Andrew M. Patterson/Agent,
Valley Petroleum, LLC, 1320 Oak Creek Dr., Green Bay, WI, d/b/a Southsider C-Store, 1490 S. Oneida, Appleton, WI, Steve Rosek/Agent
Van Zeeland Oil Co., Inc., P.O. Box 7777, Appleton, WI, d/b/a Midway Marathon, 1492 Appleton Rd. Todd Van Zeeland/Agent

CLASS "B" MALT

St. John the Baptist Catholic Church, 628 Fifth Street, Lois Zelinski-Henkel/Agent
St. Patrick's Parish, 324 Nicolet Blvd, David DeSalvo/Agent

"CLASS A" LIQUOR AND MALT

Doris A. Szymanski, 701 Keyes St., d/b/a Club Liquor, 234 Main St.
Buddi Sagar Subedi, 2212 Maplecrest Dr., Appleton, WI, d/b/a N.P. Mart, 209 Racine St.
Piggly Wiggly Midwest LLC., 2215 Union Ave., Sheboygan, WI, d/b/a Piggly Wiggly Supermarket #24, 1151 Midway Rd., Glen L. Femal/Agent
Kwik Trip, Inc, 1626 Oak St., LaCrosse, WI, d/b/a Kwik Trip #743, 1870 USH 10/114, Sonja A. Nolay/Agent
Stop N Go LLC, 1200 Plank Rd., d/b/a, Stop N Go, 1200 Plank Rd., Kamaljit Gill/Agent
U.S. Oil Co., Inc., 425 S. Washington, Combined Locks, WI, d/b/a Express Convenience Centers, 700 3rd St. Jim Anholzer/Agent
Wisconsin CVS Pharmacy, LLC, 1 CVS Dr., #23062A Woonsocket, RI, d/b/a CVS Pharmacy #5186, 1485 S. Oneida Street, Appleton, WI, Amy Lynn Vandenhogen-Braun/Agent
Walgreen Co., 300 Wilmond Rd., Deerfield, IL, d/b/a Walgreens #03851, 305 Racine St., Toni Strobel/Agent

"CLASS B" LIQUOR AND MALT

Paul C. Beck, 422 Sixth St., d/b/a Beck's Home Plate, 422 Sixth St.
Andrew J. Brodzinski, 1027 Brighton Dr., d/b/a Fish Fry Tavern, 528 Milwaukee St.
Patricia J. Kersten, 10 Tayco St., d/b/a Pat's Legend Inn, 10 Tayco St.
Jean Redlin, 2340 Strobe Island Dr., Appleton, WI, d/b/a The Redliner, 977 Plank Rd.
David Seidl, 8879 Pioneer Rd., Larsen, WI, d/b/a City Limits, 544 Fourth St.
Thomas J. Siegel, 1221 Beechwood Ln., d/b/a Tony's Bar, 212 Manitowoc St.
Steven C. Szymanski, 361 Elm St., d/b/a Club Tavern, 56 Racine St.
Germania Hall, LLC, 320 Chute St., d/b/a Germania Hall, 320 Chute St., Robert Y. Dove, Jr./Agent
Castillo, LLC, 6 Tayco St., d/b/a Salsa Bar, 6 Tayco St., Saul Castillo/Agent
Franky's of Menasha, LLC, 200 Main St., d/b/a The Blind Pig Saloon, 200 Main St., Frank Prokash/Agent,
Hanks Fifth Ward Tavern, Inc., 600 Broad St., d/b/a Hank's Tavern, 600 Broad St., Dawn Marie Van Vonderen/Agent,
Hot Brass, LLC, 800 Plank Rd., d/b/a The Locker Room, 800 Plank Rd., Frederick Schroeder/Agent
Jitter's Bar, LLC, 104 River St., Kaukauna, WI, d/b/a Jitters Lounge, 23 Main St., Peter Kemps/Agent
Juanita's Hacienda Inc, 190 Main St., d/b/a Korona Klub, 190 Main St., Juana M. Bevers/Agent
M N S Corp., 332 Ahnaip St., d/b/a Luigi's Pizza & Pasta, 332 Ahnaip St., Matteo Sollena/Agent

140 Main Street • Menasha, Wisconsin 54952-3151 • (920) 967-5117 • Fax (920) 967-5273

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“CLASS B” LIQUOR AND MALT (Cont'd)

Menasha Grill, Inc., 204 Main St., d/b/a Menasha Grill, 204 Main St., Martha Cross/Agent
Mr. Steak of Menasha, Inc., 3341 S. Oneida St, Appleton, WI, d/b/a B.J. Clancy's,
3341 S. Oneida St, Appleton, WI, Robert A. John/Agent
Nauts Landing, Inc., 124 Main St., d/b/a Nauts Landing, 124 Main St., Richard E. Brey/Agent
Neenah-Menasha K of C Building Assn., 746, 3rd St., d/b/a Knights of Columbus, 746 3rd St. Dale Berken/Agent
Old Grog, Inc., 546 Broad St., d/b/a The Old Grog, 546 Broad St., Paul M. Ehrlicke/Agent
Ramsey & Ramsey, Inc., 2 Tayco St., d/b/a R & R Bar, 2 Tayco St., Kathleen Bayer/Agent
Solea Mexican Grill, LLC, 705 Appleton Rd., d/b/a Solea Mexican Grill, 705 Appleton Rd., Eduardo Sanchez/Agent
Stone Toad Inc, 1109 S. Oneida St., d/b/a Stone Toad Bar-Grill, 1109 S. Oneida St., Jennifer Weinandt/Agent

RESERVE “CLASS B” LIQUOR AND MALT

Lake Park Swim & Fitness, 730 Lake Park Rd., d/b/a Lake Park Swim & Fitness, 730 Lake Park Rd.,
Megan Collins/Agent
Neenah-Menasha Elks Lodge #676 of B.P.O.E., d/b/a Neenah-Menasha Elks Lodge #676, 328 Nicolet Blvd.,
Robert Green/Agent
Wiseguys Pizzeria & Pub LLC, 1440 S. Oneida St, Appleton, WI, d/b/a Wiseguys Pizzeria & Pub,
1440 S. Oneida St., Appleton, WI, Brenda Jorgensen/Agent
Americanos Drum & Bugle Corps Inc, 1615 Drum Corps Dr., d/b/a Americanos Centre, 1615 Drum Corps Rd.,
Sandra M. Barlow/Agent

The Police Dept. has done a background check on all of the above mentioned applicants and has no reason to withhold any license based on their findings.

All necessary inspections by the Fire Dept., Health Dept., and Building Inspectors have been completed and all the above listed properties are compliant. They recommend approving the renewal of all the applicants listed.

Staff is recommending deferring action on the Americano's Drum & Bugle Corps following application for unpaid financial claims of the City.



June 3, 2010

To: Common Council

From: Debbie Galeazzi, Clerk

Subject: Outdoor Alcoholic Beverage Permit, July 1, 2010-June 30, 2011

In accordance with Section 7-2-17 of City of Menasha Municipal Code, the following have submitted an application for extension of "Class B", license for the July 1, 2010-June 30, 2011 licensing period requesting outdoor serving of alcoholic beverage on a deck/patio.

The Community Development Department has reviewed the applications and has determined they are in compliance with the dimensional requirements based on City Code.

- 1) Hot Brass, LLC, 800 Plank Rd., Frederick Schroeder/Agent
d/b/a The Locker Room 800 Plank Rd.
- 2) Nauts Landing, Inc., 124 Main St., Richard E. Brey/Agent,
d/b/a Nauts Landing
- 3) Stone Toad Inc, 1109 S. Oneida Rd., Jennifer Weinandt/Agent,
d/b/a Stone Toad Bar & Grill
- 4) Wiseguys Pizzeria LLC, 1440 S. Oneida St., Brenda Jorgensen/Agent,
d/b/a Wiseguys Pizzeria & Pub
- 5) Franky's of Menasha LLC, 200 Main Street, Frank Prokash/Agent,
d/b/a The Blind Pig Saloon

MEMORANDUM OF UNDERSTANDING
FOR
SANITARIAN / SEALER SERVICES

This Memorandum of Understanding for Sanitarian / Sealer Services entered into this _____ day of May, 2010 by and between the City of Neenah, a Wisconsin municipal corporation with offices at 211 Walnut Street, Neenah, WI 54956 (“Neenah”) and City of Menasha, a Wisconsin municipal corporation with offices at 140 Main Street, Menasha, WI 54952 (“Menasha”).

WITNESSETH

WHEREAS, Neenah currently has a vacancy in its Sanitarian / Sealer position;
and,

WHEREAS, Menasha has a registered Sanitarian / Sealer and is able to provide limited interim services to Neenah until its vacancy is filled, subject to the terms and conditions of this Agreement;

NOW THEREFORE, in consideration of the mutual promises contained herein, the parties agree to the following terms and conditions.

1. SANITARIAN / SEALER SERVICES. Menasha shall provide Sanitarian / Sealer services to Neenah on an interim basis. Sanitarian services shall be provided in accordance with the requirements of Wis. Stat. ch. 97, and §440.98 and Wis. Adm Code DHS 160 and Sealer services shall be provided in accordance with the requirements of Wis. Stat. ch. 98. Menasha shall provide these services through its staff licensed as a sanitarian pursuant to Wis. Stat. §440.98 and qualified as a sealer under Wis. Stat. §98.04. The services of the Sanitarian/Sealer shall also be governed by Neenah Municipal Code ch. 4 Art. II (weights & measures) and ch. 8 (health regulations) as they relate to sanitarian and sealer services.
2. SCHEDULE & TERM. The schedule of services under this agreement shall be made by mutual agreement by the parties but shall not exceed one (1) day (7.5 hours) per week. The term of this agreement shall be for six months from the date of the Agreement unless terminated sooner pursuant to this Agreement. This agreement shall terminate two weeks after a Neenah Sanitarian / Sealer is hired and commences work for Neenah.
3. EMERGENCIES. The Menasha Sanitarian / Sealer shall be available to cover after hour emergencies pertaining to food establishments and if needed for other critical emergencies related to environmental health. During the ordinary workday, the Menasha Sanitarian / Sealer shall be available for emergencies pertaining to food establishments and if needed for other critical emergencies related to environmental health. Hours of services provided in response to

emergencies shall be in addition to the hours provided for under Paragraph 2 above.

4. PAYMENT AND BILLING. Neenah shall pay Menasha \$41.70 per hour for Sanitarian / Sealer services provided under this Agreement. The Menasha Sanitarian / Sealer shall keep time records that clearly identify the hours spent on services under this Agreement. Menasha shall bill Neenah for services under this Agreement monthly and Neenah shall pay said bills within 30 days of receipt.
5. MILEAGE & EXPENSES. Neenah shall reimburse Menasha for mileage incurred by its staff while providing the services under this agreement at the then established IRS mileage reimbursement rate. Said mileage shall be charged only if the Menasha Sanitarian / Sealer is required to use his personal vehicle and is otherwise eligible for reimbursement under Menasha policies. In addition, Neenah shall reimburse Menasha for reasonable out of pocket expenses related to the provision of services under this Agreement.
6. EQUIPMENT. Neenah shall provide the Menasha Sanitarian / Sealer with access to the Neenah Health Department vehicle for use while providing services under this Agreement. Neenah shall also provide the Menasha Sanitarian / Sealer with access to a Neenah Health Department Laptop Computer and cell phone for use while providing services under this Agreement.
7. INSURANCE AND DEFENSE OF CLAIMS. Neenah agrees to cover services provided by the Menasha Sanitarian / Sealer pursuant to this Agreement under the City's liability errors and omissions policy for City employees and extend protections of Wis. Stat. §895.46 to Menasha relating to defense of claims and payment of judgments arising from the services provided under this Agreement. Neenah shall provide Menasha with a Certificate of Insurance naming Menasha as additional insured for services provided under this agreement.
8. NO EMPLOYMENT RELATIONSHIP. Menasha and its Sanitarian / Sealer provides services under this Agreement as an independent contractor and not as an employee of Neenah or the Neenah Health Department. The Menasha Sanitarian / Sealer shall continue to be an employee of Menasha. Notwithstanding the foregoing, while providing services under this MOU to the Neenah Health Department, the Menasha Sanitarian/Sealer shall be covered by Neenah's workers compensation insurance coverage for any claims which arise as a result of services provided for under this Agreement.
9. GOVERNING LAW. The laws of the State of Wisconsin shall govern this Agreement.
10. NOTICES. Notices under this agreement shall be provided to the following addresses:

If to Neenah

City of Neenah, c/o City Clerk
211 Walnut Street
Neenah, WI 54956

With a copy to:

Neenah Health Department, c/o Director
211 Walnut Street
Neenah, WI 54956

If to Menasha:

City of Menasha, c/o City Clerk
140 Main Street.
Menasha, WI 54952

With a copy to:

Menasha Health Dept., c/o Director
316 Racine Street
Menasha, WI 54952

Notices shall be deemed delivered on the date mailed or hand delivered to the appropriate recipient.

IN WITNESS WHEREOF, the parties hereto accept the terms of this Agreement as of the ____ day of May, 2010.

CITY OF NEENAH

CITY OF MENASHA

By: _____
Mayor

By: _____
Mayor

ORDINANCE O- 9-10

AN ORDINANCE AMENDING TITLE 13 BY MAKING CERTAIN CHANGES IN THE DISTRICT
(Province Terrace Corridor)

INTRODUCED BY MAYOR MERKES

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

SECTION ONE: The Zoning Ordinance Title 13 and the Zoning District made a part thereof is hereby amended by changing the properties on Province Terrace from R-1 Single Family Residential to C-3 Office and Business District, described as follows:

Lots 1, 2, 3, 4, 5, 6, 7, 8, 9, 16, 17 and 18 Province Terrace Plat, City of Menasha, Calumet County as recorded in the Calumet County Registry as Document No. 405482:

- Parcel 7-1-01 (1253 Oneida Street/1252 Province Terrace)
- Parcel 7-1-02 (1269 Oneida Street/1268 Province Terrace)
- Parcel 7-1-03 (1285 Province Terrace)
- Parcel 7-1-04 (1269 Province Terrace)
- Parcel 7-1-05 (1253 Province Terrace)
- Parcel 7-1-06 (1237 Province Terrace)
- Parcel 7-1-07 (1221 Province Terrace)
- Parcel 7-1-08 (1205 Province Terrace)
- Parcel 7-1-09 (1189 Province Terrace)
- Parcel 7-1-16 (1196 Province Terrace)
- Parcel 7-1-17 (1212 Province Terrace)
- Parcel 7-1-18 (1228 Province Terrace)

SECTION TWO: Furthermore, the Zoning Ordinance Title 13 and the Zoning District made a part thereof is hereby amended by changing parcel #7-1-10 also known as 1173 Province Terrace from R-2 Two Family Residence District to C-3 Office and Business District, described as follows:

Lot 10 Province Terrace Plat, City of Menasha, Calumet County as recorded in the Calumet County Registry as Document No. 405482:

Parcel #7-1-10 (1173 Province Terrace)

SECTION TWO: All Ordinances and parts of Ordinances in conflict with this Ordinance are hereby repealed.

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

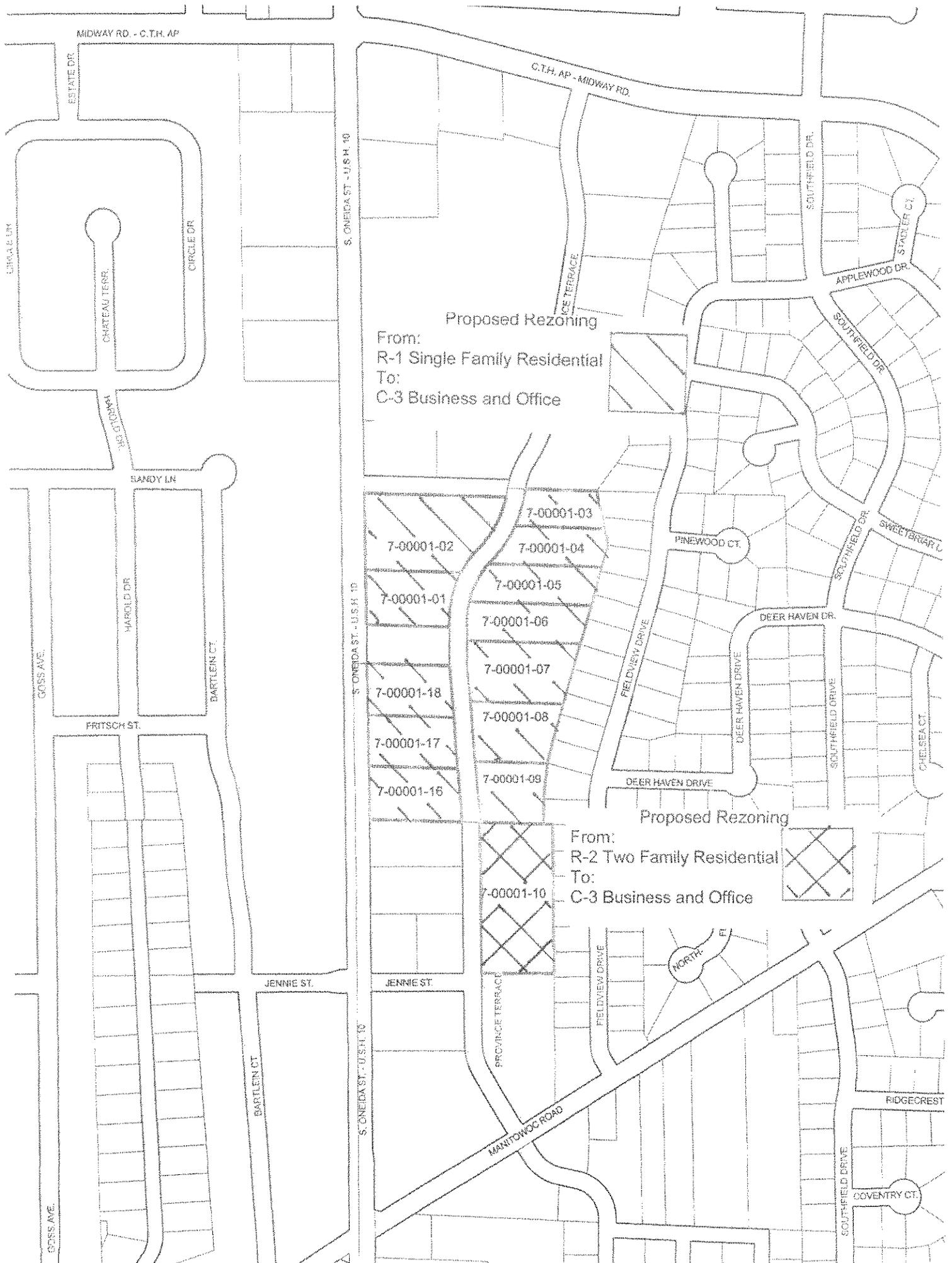
Passed and approved this _____ day of _____, 2010.

Donald Merkes, Mayor

ATTEST: _____

ATTEST: _____

Deborah A. Galeazzi, City Clerk



Proposed Rezoning
 From:
 R-1 Single Family Residential
 To:
 C-3 Business and Office

Proposed Rezoning
 From:
 R-2 Two Family Residential
 To:
 C-3 Business and Office

ORDINANCE O- 10-10

AN ORDINANCE AMENDING TITLE 13 BY MAKING CERTAIN CHANGES IN THE DISTRICT
(Province Terrace Corridor)

INTRODUCED BY MAYOR MERKES

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

SECTION ONE: The Zoning Ordinance Title 13 and the Zoning District made a part thereof is hereby amended by changing the properties on Carpenter Street from R-2 Two Family Residence to R-2A Multi-Family, Zero Lot Line Residence District, described as follows:

Lots 1, 2, and 3 of Certified Survey Map No. 1670 as recorded in the Calumet County Registry as Document No. 234149:

Parcel 7-37-00 (1200-1204 Carpenter Street)
Parcel 7-38-00 (1210-1214 Carpenter Street)
Parcel 7-39-00 (1220-1224 Carpenter Street)

SECTION TWO: All Ordinances and parts of Ordinances in conflict with this Ordinance are hereby repealed.

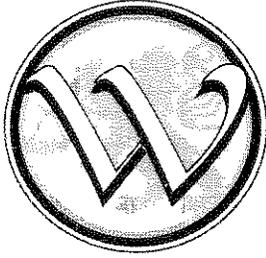
SECTION THREE: This ordinance shall become effective upon its passage and publication as provided by law.

Passed and approved this _____ day of _____, 2010.

Donald Merkes, Mayor

ATTEST:

Deborah A. Galeazzi, City Clerk



WILLIAMS
LEGAL GROUP

430 Ahnaip Street
Menasha, WI 54952

Mailing Address:
P.O. Box 277
Menasha, WI 54952
(920) 720-3090
(920) 720-2170 Fax
E-mail: bcwilliamslaw@hotmail.com

May 14 2010

Hon. Donald Merkes
City of Menasha
140 Main Street
Menasha, WI 54952

RE: Board of Zoning Appeals Opening

Dear Mayor Merkes:

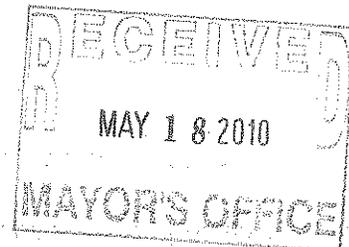
I have recently been made aware of an opening on the City of Menasha's Board of Zoning Appeals. Please allow this correspondence to serve as my letter of interest for the vacancy. As you may know, I am an attorney whose practice centers around civil litigation. Over the course of my nine year career, I have dealt with many property cases that have touched on zoning issues in one form or another. I believe this experience will give me added perspective for the position on the Board.

It is my understanding that my name will be submitted to the City's Common Council if I am to be appointed. If a face-to-face meeting with either yourself or the council will help in deciding if I am to be appointed, please have your assistant contact my office to set up the meeting. If you need any other information or have any questions, please feel free to call.

Sincerely,

Brian C. Williams
Attorney at Law

BCW/ms



Date: April 22, 2010
To: Mayer Don Merks
From: Roy Kordus
Re: Board of Review

Dear Mayor Merks,
Thank you for contacting me concerning the opportunity to serve on the Board of Review for the City of Menasha.

I am honored and grateful that you would consider me for this.

Currently I am employed by TCF National Bank. I serve in the position of Vice President and Regional Manager.

I have worked for TCF National Bank for approximately 17 years. My job duties in part include over sight of Mortgage Operations for locations in Milwaukee and all areas north.

I am responsible for the management and training of employees located in these locations. I am also responsible for loan production including loan approvals, and appraisal value integrity.

I would be more than willing to serve the City of Menasha in the capacity stated above.

If you are in need of further information please feel free to contact me @ 920-720-9122.